

**BAINBRIDGE ISLAND SCHOOL DISTRICT NO. 303
SCHOOL BOARD MEETING MINUTES**

Date: February 10, 2011

Place: Bainbridge High School Library

Board of Directors Present

Board President – Patty Fielding

Board Vice-President – Mary Curtis

Directors – Mike Spence, Tim Kinhead

Excused

John Tawresey

Call to Order

5:33 p.m. – President Patty Fielding called the meeting to order and a quorum was recognized.

Public Comment

No public comment.

Superintendent's Report

Superintendent Faith Chapel reported that the February 2011 student enrollment came in at 3770 FTE. In addition, the kindergarten orientation meeting was held February 2nd with preliminary interest indicating enrollment in that program is ahead of the same time last year. It was noted that applications for the full-day kindergarten program are due by March 15.

Ms. Chapel reported district administrators had been participating in the Washington State Leadership Academy, which included discussion around top instructional priorities and future directions. She noted the work with the Academy parallels the strategic directions discussion the school board has been having with the community.

Board Reports

No board reports.

Presentations

A. Procedure 3115: Homeless Students – Enrollment Rights and Services

Ms. Chapel provided an overview of Procedure P3115 Homeless Students: Enrollment Rights and Services, which has been updated to include the most recent legislative and regulatory changes. Executive Director Betsy Minor Reid provided additional comment regarding the changes to the procedure, highlighting specific sections such as the enrollment process, definitions, and the dispute resolution procedures.

B. End of Course Assessments

Associate Superintendent Julie Goldsmith gave a brief introduction to the new End-of-Course (EOC) exams for high school math. The EOC exams will debut in the spring as required by state law RCW 28A.655.066, and will replace the High School Proficiency Exam (HSPE) for math. The EOC will be given for Algebra 1 and Geometry. Ms. Goldsmith expressed pride in Bainbridge High, Eagle Harbor High and Woodward Middle School staff as they stepped up to develop an understanding of the new EOCs, and can assist students with the transition to these assessments. She identified the core team members, Brent Peterson, Jacob Haley, Dan McLean and Rory Wilson that have taken the lead in developing an understanding of the new end-of-course assessments.

Ms. Goldsmith introduced Bainbridge High School Teachers Dan McLean and Rory Wilson, who presented a historical overview of the transitions from the Washington Assessment of Student Learning (WASL) to the High School Proficiency Exam (HSPE) to the End-of-Course assessments. It was noted the end-of-course requirements have been changing, and staff are keeping a close eye on those changes. Mr. McLean went on to explain the new state standards were released in August 2010, with the new requirements for Algebra and Geometry being defined. The associated course curriculums have been constantly updated to match the new requirements, while also attempting to create study guides for students. The Office of the Superintendent of Public Instruction (OSPI) has provided webinars regarding the changes, with more webinars anticipated. Bainbridge High School was selected to pilot the EOC (one classroom – thirty students), which provided an opportunity to review the sample questions that were part of the assessment. The EOC will be administered to students the week of May 23rd. Mr. McLean noted that there was some uncertainty regarding the “make-up” exams for those students that have already taken Algebra and Geometry. It is hoped that the legislature will resolve this situation by February 17th.

Rory Wilson joined the presentation to explain the new math standards and the study guides that were developed to assist teachers with an understanding of these standards. Classroom visuals were also developed to help students understand the standards required for graduation. Math teams that include Algebra I and Geometry teachers have been formed to align curriculum to the standards. Beyond the team work at Bainbridge High School, district staff have participated in other area activities related to the EOCs including: 1) Puget Sound ESD Math Lead/Cadre Meetings; 2) Olympic ESD Math Science Lead Meetings; 3) OSPI/ETS EOC Panel Review – Geometry; 4) Item Bank Development Workshop. It was noted that the materials developed by the Bainbridge High School Math Teams, which were shared at these meetings, have led to invitations for team participation in other workshops about the EOC. At the conclusion of the presentation, Mr. Wilson talked about the next steps in the EOC preparation process, which includes baseline assessments, continued development of instructional supplements, remediation for selected at-risk students, decisions regarding the EOC “make-up” assessments, and study guide sessions in April and May. Finally, it was noted that all districts will be required to implement Common Core Standards by 2014.

C. Teacher/Principal Evaluation

Assistant Superintendent Dr. Peter Bang-Knudsen opened his presentation by noting the two most important variables impacting student learning are quality teachers in every classroom and effective principals. Based on these important variables, the District will work over the next four years, to develop an understanding of the changes in the process of evaluating teachers and principals. In 2010, the Washington State Legislature passed a broad education reform bill, E2SSB 6696. One component of the bill is the implementation of a new teacher/principal evaluation system. Key components of the system are: 1) new evaluation criteria for both teachers and principals; 2) a four-level rating system; 3) OSPI pilots the new system with school districts in the 2010-11 and 2011-12 school years; 4) all districts required to adopt new systems in the 2013-14 school year; 5) increase in the length of the provisional status for new teachers and; 6) school districts are required to provide OSPI with information on the current evaluation systems for all employee groups.

In providing the overview of the new teacher/principal evaluation system, Dr. Bang-Knudsen explained there is a “shift in thinking” related to evaluations that will support teachers and principals getting better at their craft. Evaluations will focus on educator effectiveness, utilization of data for improving instruction, the use of assessments as diagnostic tools to improve instruction, and more reflection for improved collective teaching practice. The framework of the new system will be four tiered, with eight separate criteria for teachers and principals. Dr. Bang-Knudsen highlighted the differences between the current teacher/evaluation categories and the new categories. As an example, one of the new evaluation categories for teachers will be recognizing individual student learning needs and developing strategies to address those needs. Evaluations for principals will include creating a school culture that promotes the ongoing improvement of learning and teaching for student and staff. At the conclusion of the presentation, it was noted that coming up with a fair assessment system is a very complex task. Dr. Bang-Knudsen also provided an overview of the timeline for implementation state-wide, which includes districts piloting “models” of the new evaluation standards (2010-

2011) and concluding with all district using the new models as the basis for evaluating their teachers and principals (2013-2014).

D. District Mission, Vision, and Strategic Actions Update

Board President Patty Fielding noted that last fall, the Board of Directors decided to revisit and update Vision 2010 – the comprehensive document developed in 2000 to articulate the Bainbridge Island School District’s mission, vision and beliefs. The Board and District Administrators developed an initial draft of revised mission, vision and strategy statements, then invited parents, staff and community members to participate in work sessions, and followed that with a survey of stakeholder groups. The feedback from the focus groups and the survey comments have been collated into the summary contained in the board materials. Common themes emerged within the focus groups and were reflected again in the feedback gathered in the survey. Those themes were organized in the following categories: 1) Context – the overall context for the vision; 2) Values – tension about the values expressed; 3) Omissions – concern over things that were missing; and 4) Semantics – general use of individual words and phrases. The intent is to incorporate the feedback into the next iteration of the strategic actions document. Board comments included a review of certain word choices that could better define intent, articulation of areas of research that will be the focus of the district, and specific district goals as they relate to the strategic document. A writing team will be formed to work on revising the strategic document, which will be presented for review at a future board meeting.

E. State Budget and District Budget Development Update

Superintendent Faith Chapel gave the board an update regarding the state budget planning session and the supplemental budget for the current year. The board was also provided with copies of the Washington State School Directors’ Association (WSSDA) and Washington Association of School Administrators (WASA) legislative bulletins (dated February 2 & 3 respectively). Ms. Chapel noted the differences between the recently released State Senate version of the Supplemental Budget and that of the Governor and the State House proposals. The Senate’s budget makes a smaller reduction in K-4 staffing enhancement funding (reduced by 50%) for September 1 – January 31, 2011, instead of reducing ALL of the K-4 allocation for the year. If the Senate version prevails, the K-4 staffing reduction for the District would be \$280K rather than \$350K. Related to the Highly Capable Grant funds, the Governor’s budget eliminates all funds for the current funding -- \$37K. The Senate and House Versions restore that allocation. The next steps in the process will be a joint conference committee composed of three Senators and three Representatives whose task will be to develop a final version of the Supplemental Budget.

Ms. Chapel stated the District Budget Advisory Committee’s task is to look at a range of \$700K - \$1.2 Million in reductions for the next year. The next DBAC meeting is scheduled for Tuesday, February 15th. It was also noted that the state will implement a new funding model, which does not change the funding amount. The DBAC process, as in the past, will involve opportunities for input, presentations at board meetings, and community surveys to gather information about priorities.

F. Selection of District Website Vendor

Director of Instructional Technology and Assessment Randi Ivancich, along with Community Relations Coordinator Pam Keyes and Blakely Elementary Teacher Linda Mackenzie, presented the Website Committee recommendations for the district’s web developer and hosting service. Ms. Ivancich noted that the committee vendor review process was explained at the January 27th school board meeting, and included survey data gathered from students, staff, parents and community members. The committee met numerous times to decide on key features and functions for district and school websites, observe vendor presentations, explore demonstration sites, and conduct reference checks for the vendor finalist. At the conclusion of the committee vetting process, they selected Schoolwires as the district’s web developer and hosting service vendor. This vendor was selected based on the following: 1) ease of use that encourages adoption; 2) accessible and secure sites and content; 3) management of brand across the district, school and department sites; 4) ability to grow with the district – responsiveness and; 5) support for staff (tutorials, live chat, help desk access). It was also noted that Schoolwires has 100 education clients in Washington including South Kitsap, North Kitsap,

Bremerton, Edmonds, Kent, and Spokane School Districts. Ms. Ivancich and the committee members seek board approval to enter into contracts with Schoolwires for web development and hosting services.

Motion 48-10-11: That the Board approves the selection of the district website vendor. (Kinkead) The affirmative vote was unanimous. (Curtis, Spence, Fielding, Kinkead)

G. Monthly Communications Report

Community Relations Coordinator Pam Keyes provided a summary of communications activities from January 6 through February 3, 2011. In addition, Ms. Keyes distributed draft copies of the new Volunteer Handbook that will be used in the district. Highlights from the report included the following: Ongoing Research: Ms. Keyes noted her participation in the 2010-2011 K-12 Online Communications Survey, which included such categories as online communications objects, policies and procedures, systems and technology and social networks. The results of the survey will be sent back to the district. Publication Updates: The timeline for distribution of the district's OpenBook publication has been delayed because of budget implications. Related to budget concerns but with flexibility remaining, the winter 2011 OpenBook and one more principal postcard are the only items scheduled to be mailed community-wide for the remainder of the school year. Website Updates: With a goal to provide statistics from "reads" on the district website that indicate community/parent topics of interest, the following three-week website history was shared with the board – Current News remains the area most frequently viewed. Current News covers subjects such as Kindergarten Orientation and the proposed Options Program. Email Blasts: In addition to notifications that include common communication via email (Governor-directed memorial school flag lowering, etc.), several Listservs have been unique in the last month - 1) the plan for late start on an early dismissal day; 2) autism lecture series; 3) the options program expansion; and 4) safety reminder for students and families.

H. Instructional Materials Committee Report

Associate Superintendent Julie Goldsmith gave the Board a summary of the materials reviewed by the Instructional Materials Committee at their January 11, 2011 meeting, as well as the minutes from that meeting. The materials recommended for approval were as follows: 1) Bully Bystanders: You Can Make a Difference (film + teacher resource), Human Relations Media – 9th Grade Health. 2) The Strange Case of Dr. Jekyll & Mr. Hyde, Robert Louis Stevenson – 9th Grade English. 3) A Thousand Acres, Jane Smiley – AP English Literature & Composition – Grade 10 – 12. 4) Extremely Loud & Incredibly Close, Jonathan Safran Foer – Sr. Contemporary Literature & Composition – Grade 10 – 12. 5) Tangerine, Edward Bloor – Grade 6 Language Arts. 6) Chains, Laurie Halse Anderson – Grade 5 American History. 7) Schooled, Gordon Korman – Grade 5 Language Arts. 8) Big Fish (film), Tim Burton – Grade 8 Language Arts.

Motion 49-10-11: That the Board approves the Instructional Materials Committee report dated February 4, 2011. (Curtis) The affirmative vote was unanimous. (Spence, Kinkead, Fielding, Curtis)

Personnel Actions

Motion 50-10-11: That the Board approves the Personnel Actions dated February 4, 2011, and February 10, 2011 as presented. (Spence) The affirmative vote was unanimous. (Spence, Curtis, Kinkead, Fielding)

Consent Agenda

Wire Transfer of Funds

1. To facilitate the closing of the escrow transaction between the Bainbridge Island School District No. 303 and the Bainbridge Island Fire District No. 2, it will be necessary to wire funds directly to Pacific Northwest Title's account on February 28, 2011. Therefore, Director of Business Services Peggy Paige requests Board approval to wire \$91,657 to Pacific Northwest Title.

Donation

1. Donation to Wilkes Elementary School in the amount of \$10,000 from the Wilkes PTO to support outdoor education.

Minutes from the January 25, 2011 School Board Study Session

Minutes from the December 9, 2010 School Board Meeting

Minutes from the January 13, 2011 School Board Meeting

January 2011 Payroll: (Payroll Warrants) 1000284 through 1000329,
(Payroll AP Warrants) 171275 through 171313 = \$2,645,899.04

Motion 51-10-11: That the Board approves the revised Consent Agenda as presented.
(Kinkead) The affirmative vote was unanimous. (Curtis, Spence,
Fielding, Kinkead)

The following vouchers as audited and certified by the auditing officer, as required by RCW 42.24.080, and those expense reimbursement claims certified, as required by RCW 42.24.090, were also approved for payment.

(General Fund Voucher)
Voucher numbers 2001742 through 2001845 totaling \$ 180,297.45 .

(Capital Projects Fund Voucher)
Voucher numbers 3995 through 4001 totaling \$ 272,865.10 .

(Associated Student Body Fund Voucher)
Voucher numbers 4000234 through 4000234 totaling \$ 253.93.

(General Fund Voucher)
Voucher numbers 2001741 through 2001741 totaling \$ 1,437.77 .

9:08 p.m. – Board President Patty Fielding announced the Board would move into executive session for ten minutes regarding a matter of potential litigation.

Adjournment

9:18 p.m. – President Fielding reconvened the meeting to a public session and immediately adjourned.