

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

Date: November 18, 2010

Place: Bainbridge High School Library

Board of Directors Present

Board President – Patty Fielding

Board Vice-President – Mary Curtis

Directors – John Tawresey, Mike Spence, Tim Kinhead

Call to Order: *Community Work Session -- District Mission, Vision and Strategic Actions*

Board President Patty Fielding called the Community Work Session to order at 4:00 p.m. It was noted that the community work session was being held to provide opportunities for community members, parents and interested staff members to discuss the preliminary draft of the District's Strategic Directions document. Participants included representatives from each of the aforementioned groups, as well as district administrators and most board members.

Board President Patty Fielding and Superintendent Faith chapel provided a brief report describing the District's strategic planning process to date. It was noted that Vision 2010, which has guided the District since its year-long development in 1999, was due to be revised to more fully address 21st Century educational needs. The revision of this "strategic plan" was consciously delayed in order for the district to deal with the budget issues created by the state economic crisis. The district is now prepared to create and articulate its vision for the coming decades. Ms. Fielding explained the Board of Directors held a retreat on October 9, 2010 at which board members and district leadership outlined agreed-upon values and principles to serve as the catalyst for a revised District Vision. Following the retreat, a small group met to craft a preliminary draft of the Vision, Mission, and Strategies for Action, which articulated the shared perspective of both the board and district leadership that was the result of the retreat discussions. The preliminary draft document has since been shared with principals and other district staff to gather feedback and input, and will be posted on the district's website.

The work session participants reviewed each section of the strategic directions document; Mission, Vision and Strategies for Action. After much in-depth discussion, participant comments, suggestions and reactions were recorded and will be incorporated into the next iteration of the draft document. The revised preliminary draft will be brought back for a second community work session scheduled for December 9th from 4:00 – 5:30 p.m.

Call to Order: *Regular Business Session*

5:34 p.m. – Board President Patty Fielding called regular business session to order and a quorum was recognized.

Public Comment

Mike McCloud, Co-President of the Bainbridge Island Educational Support Professional Association (BIESPA), noted it appeared BIESPA and the Bainbridge Island School District had reached an agreement on a new contract. The final version of the contract will be presented to the BIESPA membership in the near future. Mr. McCloud expressed on behalf of the BIESPA membership, appreciation for the amount of training and advanced notice available to classified staff. The training also allows staff to recoup some of the hours lost during the past few years of reductions.

Superintendent's Report

Superintendent Faith Chapel congratulated the students, staff and administrator of Eagle Harbor High School and Odyssey Multiage Program for being identified as a 2010 School of Distinction Award winner. It was noted that this is the third year Eagle Harbor High School has received the award. The award is presented each year by the Center of Educational Effectiveness and the Washington State Chapter of Phi Delta Kappa. A

School of Distinction is one of the 5% highest improving schools in the state of Washington. This honor is given to only 94 schools in the state this year.

Superintendent Chapel and board members expressed gratitude to community members for their support and passage of the Supplemental Program and Operations Levy (64%) and the Technology Levy (58%). It was noted that over 80% of local voters participated in the November 2nd election. Reporting on other positive news, Ms. Chapel noted the November student enrollment recorded a total of 3779.52 FTE; 70 FTE higher than the budget-based enrollment.

Ms. Chapel reported the latest information out of Olympia indicated Washington state tax collections were down again, adding another \$385 million to the hole in the current year's state budget, which runs through June 2011. With this news, it can be anticipated that any state funds not designated as Basic Education will be reduced. This again emphasizes the importance of the support of local levies.

Board Reports

Mary Curtis and Patty Fielding reported planning was moving forward with the Communication Committee work. Several community members with professional experience in marketing and communications have been invited to participate on a communications task force to help craft a communications plan. The task force will meet two or three times this year.

John Tawresey and Mike Spence spent time in a Bainbridge High School math class, Geometry I and Algebra I, where they observed books online and smartboards being used to assist instruction. Mr. Spence described one project in which students were designing solar arrays for various types of structures. In the process of working on the project, students learned concepts of algebra and geometry.

Presentations

A. District Mission, Vision, and Strategic Actions: Summary of Community Work Session

Board President Patty Fielding briefly reported on the community work session that immediately preceded the regular business meeting. Participants offered incredible insights on the preliminary draft of the District's Strategic Actions document. All of the comments and suggestions were recorded and will be integrated into the document, as will the comments gathered at the December 9th work session and from a related survey. The district's goal is to have a final document completed in January.

B. Bainbridge High School Rowing Club Proposal

Bainbridge High School Principal Brent Peterson and Bainbridge Island Rowing Club Board President Grant Dull presented information regarding the Club's request to be recognized as a club sport affiliated with Bainbridge High School. It was noted that the Bainbridge Island Rowing Club has been in operation for nearly ten years, and that attracts approximately ninety high school athletes in the spring season. The Board of Bainbridge Island Rowing and the coaching staff have read and discussed District Policy 2151- Interscholastic Activities Program and pledge to adhere to this and other policies promulgated by the WIAA and the School Board. The expectation is the direct operational cost of the program will continue to be the responsibility of the Club. There will be some indirect impact with the high school Athletic Director and support staff as it is expected that club sport participants comply with the same standards as other student athletes. Principal Peterson noted that after completion of the program review, Bainbridge Island Rowing Club meets or exceeds all requirements to be approved as a club sport at BHS. As per School District Policy 2151, acceptance of a club sport requires the approval and support of the Superintendent and School Board.

Motion 18-10-11: That the Board approves Bainbridge Island Rowing Club as a club sport. (Curtis) The affirmative vote was unanimous.

President Patty Fielding suggested item D. Options Committee Report be moved forward on the agenda. There were no objections.

D. Options Committee Report

Associate Superintendent Julie Goldsmith provided a brief overview of the events leading to the formation of committee, comprised of teachers, parents and district administrators, which would develop the structure that could guide the district in considering the implementation of expanded optional programs. A draft document, *Guidelines for Proposing and Creating Choice Schools*, has been created through the committee's work to date, and was provided for Board review. The document included a description of the continuum of choice school options (neighborhood school, learning communities, choice school, online programs, home partnerships) and definitions of each of the categories. Also included in the draft document were proposed guiding principles for choice schools and guidelines for development of Community Initiated Schools (CIS) or Staff Initiated Schools (SIS) programs, as well as a step-by-step process for submitting proposals to the District. At the conclusion of the presentation, Ms. Goldsmith sought feedback regarding the draft guidelines for choice school proposals. Board feedback focused on such areas as the relationship of the process to district management structures and accountability, analysis of the commitment of resources to a proposed program option, and overall vision for the procedures. It was suggested that board members forward their key questions to Ms. Goldsmith.

C. Wilkes Elementary School Construction Update

Director of Facilities and Capital Projects Tamela Van Winkle and Mahlum Architect David Mount and Associate Architect JoAnne Wilcox provided an overview of design modifications for Board review and consideration. Information included in the presentation focused on the project development that involved user group meetings, value analysis, district department meetings, conditional use permit submittal, community meetings, and consideration by the design review board. It was noted that the project cost estimate in September was \$20 million and at the end of the design development process the cost estimate in November is \$20.4 million. Differences in the two cost estimates were attributed to the structure/shell, interior specialties, interior finishes, fixed furnishings, and site lighting. However, it was felt that as more specific cost information is developed, the additional cost noted in November will be reduced. The Design Review Board has recommended approval of the site design, with outstanding items to be addressed related to sidewalk connections, a ramp at the entry and elements of the parking lot. Reviewing the wastewater treatment system, considerations continue with additional soil tests and studying of alternative locations. Ms. Wilcox explained the design changes related to the bus loop, and the gym/commons/kitchen area. Changes in the gym/commons/kitchen area included a reduction in interior scale that is more appropriate for small children, a reduction in exterior height to vary roof lines, and the addition of an overhang at the gym/commons entry. There was also a change in the material at the entry from concrete to wood to achieve warmth at the principal entry. The possibility of a "green roof" that would be visually appealing was also introduced.

At the conclusion of the presentation, Superintendent Chapel noted one item that needed board consensus was related to the design of the bus loop and the piece of property adjacent to the bus entry area. She explained the Bainbridge Island Fire Department had formerly surplused that property at their board meeting the previous evening. She suggested if there were board consensus, that the district move forward and take the steps necessary to develop a purchase agreement for the property, bringing the agreement back to the board on December 9th. Board members were in consensus that the Superintendent act on their behalf to move forward with the agreement development.

E. School Improvement Plans

Associate Superintendent of Curriculum and Instruction Julie Goldsmith explained the State Board of Education requires the development of School Improvement Plans (SIP) for every school in Washington State. Principals work with their teams to develop SIP goals that are focused on student achievement and school climate. Board members were provided with School Improvement Plans for each of the schools in the District. Ms. Goldsmith was joined in the presentation by Sakai Intermediate School Principal Jim Corsetti and Sakai Librarian Kathy Ellison who provided highlights from Sakai's 2010/2011 School Improvement Plan. Mr. Corsetti noted that the SIP had been developed with contributions from the Sakai Cabinet, the Diverse Learners Committee, and the Site-Based Council. Highlights from the SIP included the following from the District Goal Area 2 – Character, Climate, and Community: a) A school-wide Olweus Bully Prevention

Program implemented during “Coho Time,” a 45 minute period of time every Wednesday morning. During this time there are at least two adults in each classroom facilitating the program with students. b) All Sakai students participate in “Sakai Reads,” a school-wide literature unit on diversity and tolerance. Students read a book selection suggested for the unit and participate in a book discussion group comprised of both 5th and 6th graders. Principal Corsetti also provided information about the activities and support of the student involved in the WINGS program, as well as other intervention strategies implemented to support the general student population.

At the conclusion of the presentation, Associate Superintendent Goldsmith noted that WAC 180-16-220 requires improvement plans to be approved by the school board. She recommended approval of the 2010-2011 School Improvement Plans.

Motion 19-10-11: That the Board approves the 2010-2011 School Improvement Plans. (Kinhead) The affirmative vote was unanimous.

F. Financial Report – 2009/10 End-of-Year

Director of Business Services Peggy Paige provided an overview of the 2009 – 2010 Fiscal Year End Report, which has received final approval from Puget Sound ESD 121. Regarding revenues, taxes collected were more than budget due to an increase in the levy base for 2010. In the Local Nontax category, several areas were well below budget estimates. Lunch revenues were below budget, as were tuition and fee collections, and miscellaneous collections. However, donations, rental revenues and investment earnings exceeded estimates. It was noted that enrollment for 2009/10 was above budget estimates by 30 FTE, as was mix factor calculations, which had a positive impact on apportionment revenue. Safety Net revenues and Special Education enrollment both exceeded budget estimates, resulting in increased revenues. Other areas of increased revenues include Certificated National Board payments and receipt of unanticipated Student Achievement funds. Funding for Transportation decreased. Federal funding in the area of special education grants decreased (due to Safety Net) and federal reimbursements for the district’s Food Service Program. Areas of decreased funding were State Fiscal Stabilization Funds, ARA-IDEA funds, and Title II funds.

In the area of expenditures, benefit costs came in under budget for retirement and classified medical. Expenditures for supplies were below budget in the areas of fuel, transportation supplies, food products, and Information Services. Savings in legal fees and utilities, phone and professional development were offset by overages in special education services and field trip and outdoor education expenses. These excess costs were offset by revenues from Safety Net and PTO donations. In the area of Capital Outlay, a portion of the balance represents building carryover funds that were not used in 2009/10 and will be moved to 2010/11. Several departments – Maintenance/Grounds, Food Services, Motor Pool/Transportation, and Vocational Education – spent less than budget estimates. At the conclusion of the presentation, Ms. Paige explained that this year, the district’s ending fund balance was reserved in several categories per new accounting guidelines from OSPI. Included in the ending fund balance was the committed 3% reserve per board policy, 2% funding assigned to other purposes, and a remaining 1.3% funding noted as unassigned fund balance.

G. Resolution 04-10-11: Levy Certification

A resolution of the Bainbridge Island School District Board of Directors certifying the 2011 General Fund Levy.

Motion 20-10-11: That the Board approves Resolution 04-10-11: Levy Certification. (Spence) The affirmative vote was unanimous.

H. Policy 4130: Title I Parent Involvement (First Reading)

Associated Superintendent Julie Goldsmith explained OSPI recommended changes to Policy 4130 – Title I Parent Involvement that included the following elements: a) further define parental involvement; b) specifically identify roles of parents of student receiving Title I services; and c) more specifically outline that parent involvement for Title I be consistent with federal laws, including parental involvement in the development and evaluation of policy. Board members suggested minor word changes to the policy.

Motion 21-10-11: That the Board approves the first reading of Policy 4130: Title I Parent Involvement as revised. (Curtis) The affirmative vote was unanimous.

I. Policy 5900: Use of Tobacco on School Property (First Reading)

Associated Superintendent Julie Goldsmith presented a draft revision for Policy 5900: Use of Tobacco on School Property for review. It was noted that current law requires every district to have a written policy prohibiting the use of all tobacco products on public school property. The revision to the policy was to include a comprehensive definition of tobacco that captures known nicotine devices, such as electronic cigarettes, as well as those developed in the future.

Motion 22-10-11: That the Board approves the first reading of Policy 5900: Use of Tobacco on School Property. (Curtis) The affirmative vote was unanimous.

J. Policy 6570: Data and Records Management (First Reading)

Policy 6570: Data and Records Management has been updated to reflect changes to RCWs and recommendations from the Washington State School Directors' Association (WSSDA). Portions of Policy 6570 have been either eliminated or incorporated into other policies. The remaining policy content reflects language and requirements included in the RCWs. As the "records" element of Policy 6570 is now part of another policy, the policy title has been changed to read Data Management.

Motion 23-10-11: That the Board approves the first reading of Policy 6570: Data Management. (Curtis) The affirmative vote was unanimous.

K. Policy/Procedure 6801: Capital Assets/Theft-Sensitive Assets (First Reading)

New Policy/Procedure 6801: Capital Assets, Theft-Sensitive Assets, and Property Records reflect changes to RCWs and recommendations from WSSDA. Additionally, at the time of the district's last audit, the auditor made a recommendation to update policies to align asset management and inventory systems to practices. Policy/Procedures 6801 outlines a system for asset and inventory record-keeping, and details specific information that will be recorded in the district's asset management and inventory system. Board members suggested minor word changes to the policy.

Motion 24-10-11: That the Board approves the first reading of Policy/Procedure 6801: Capital Assets, Theft-Sensitive Assets, and Property Records as amended. (Curtis) The affirmative vote was unanimous.

Personnel Actions

Motion 25-10-11: That the Board approves the Personnel Actions dated November 10, 2010 as presented. (Kinhead) The affirmative vote was unanimous.

Consent Agenda -- Revised

Donations

1. Donation to Wilkes Elementary School in the amount of \$12,500.00 from the Wilkes PTO to support general staff requests for supplies and materials.
2. Donation to Ordway Elementary School in the amount of \$10,330.04 from the Ordway PTO to purchase smart boards.
3. Donation to Woodward Middle School in the amount of \$2,646.58 from the Woodward PTO to purchase a smart response system and library books.

Minutes from the October 20, 2010 School Board Meeting

October 2010 Payroll: Warrant Numbers 171161 – 171199 and 1000130 - 1000182 = \$2,652,143.57

Motion 26-10-11:

That the Board approves the revised Consent Agenda as presented.
(Kinhead) The affirmative vote was unanimous.

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 Vouchers)

Voucher numbers 2001039 through 2001184 totaling \$ 214,439.39 .

(Capital Projects Fund Voucher)

Voucher numbers 3920 through 3943 totaling \$ 287,882.77 .

(Associated Student Body Fund Voucher)

Voucher numbers 4000142 through 4000142 totaling \$ 159.91 .

(Capital Projects Fund Voucher)

Voucher numbers 3919 through 3919 totaling \$ 577.45 .

(General Fund Voucher)

Voucher numbers 2001038 through 2001038 totaling \$ 1,631.93 .

8:45 p.m. – Board President Patty Fielding announced the Board would adjourn to an executive session for twenty minutes regarding negotiations.

Adjournment

9:05 p.m. – President Fielding reconvened the meeting to a public session and immediately adjourned.