

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

**Date:** September 9, 2010

**Place:** Bainbridge High School Library

**Board of Directors Present**

Vice-President – Mary Curtis

Directors – John Tawresey, Mike Spence, Tim Kinkead

**Excused**

Patty Fielding

**Call to Order**

5:37 p.m. - Board Vice-President Mary Curtis called the meeting to order and a quorum was recognized.

**Oath of Office**

Superintendent Faith Chapel welcomed newly appointed Director District 4 Board Director Tim Kinkead along with his wife and daughters. Ms. Chapel administered the Director's Oath of Office to Mr. Kinkead who will complete the term of out-going board member Dave Pollock, which expires November 2011.

**Public Comment**

No public comment.

**Superintendent's Report**

Superintendent Faith Chapel reported the district had gotten off to a smooth start in the first week of the new school year. She complimented Transportation Director Cami Dombkowski and the Transportation staff for the tremendous job they did in preparing schedules and adjusting bus routes at the beginning of the school year. Ms. Chapel also noted that opening enrollment remains stable.

**Board Reports**

No board reports.

**Presentations**

*A. Policy 2161 – Special Education and Related Services for Eligible Students (Second Reading)*

Executive Director of Instructional Support Services Betsy Minor Reid presented Policy 2161 Education of Students with Disabilities for the second reading. The revised district policy was presented in side-by-side format with the sample policy from the Washington State School Directors' Association on which the district's policy revisions were based. The procedures that guide the administration of the policy were also provided for board review.

**Motion 01-10-11:**

That the Board approves revised Policy 2161 – Education of Students with Disabilities for the second/final reading.

(Tawresey) The affirmative vote was unanimous. (Tawresey, Kinkead, Spence, Curtis)

*B. Draft Resolution 01-10-11: Qualified School Construction Bonds*

Superintendent Faith Chapel noted that at the August 26<sup>th</sup> board meeting, financial advisor Dave Trageser presented a schedule of events related to the sale of \$14 million in Qualified Construction Bonds (QSCB) for which the Bainbridge Island School District successfully applied in June. She introduced Dave

Trageser and bond counsel Nancy Neraas of Foster Pepper PLLC, who were in attendance to discuss the draft resolution for the QSCB sale. A copy of the proposed resolution was provided for board review. Mr. Trageser reviewed the timeline for the sale of the bonds, and explained the bond market was fairly stable. Ms. Neraas explained the content and purpose of the resolution, which authorizes the sale of the bonds. At the conclusion of the presentation, Mr. Trageser noted the district was still on track to approve the bond purchasing contract at the September 30<sup>th</sup> school board meeting.

#### *C. 2006 Bond Fund Balance*

Superintendent Chapel explained in June, the Board received a financial report from Capital Projects Director Tamela Van Winkle indicating that a sizeable surplus would likely remain in the 2006 bond fund after final projects were completed this summer. She noted that as the final bills and change orders continued to be processed for those projects, it is believed that the surplus will be in excess of \$800K. At its August 26<sup>th</sup> meeting, members of the board stated their belief that any funds remaining in the 2006 bond fund should be returned to the taxpayers of Bainbridge Island. Options for how the district might return those dollars will be reviewed by the board members who will make the final decision.

Director Van Winkle reported that information regarding the 2006 bond fund balance had been shared with the Capital Projects Advisory Group. Ms. Van Winkle introduced group representative Tom Hemphill who congratulated the district and the hard working Capital Projects Team on behalf of the Island taxpayers. He suggested that if possible, one option for consideration should be a reduction in the 2011 school portion of the property tax assessment. Commenting on Mr. Hemphill's suggestion, bond advisor Dave Trageser noted that one option could be to put the 2006 bond balance in the Debt Service, which would provide tax relief in 2011. Another option would be to use the \$800K for the current projects (reallocation), and then not issue the final phase of the current authorization (2009 bond). That would provide relief to taxpayers in 2013. After a brief board discussion, board members agreed that an opportunity for public input regarding this matter be provided at the next school board meeting scheduled for September 30.

#### *D. Wilkes Replacement Project Update*

Director of Facilities and Capital Projects Tamela Van Winkle, Mahlum Architect David Mount and 2020 Engineering representative Matt Randall provided an update regarding the Wilkes Replacement Project. Elements included in the presentation related to the wastewater management systems, site access and transportation. Regarding the bus traffic flow and parking design incorporated into the new school site, several bus loop configurations were studied including an on-site loop with a single entry and exit point at the northwest corner of the site; a one-way entry at the northwest corner of the site with an exit on Madison Road shared with the parking lot; and a one-way entry at the northwest corner with a one-way exit further east along Day Road. Bus parking dimensions, entry and exit sight lines, driveway slopes, loading zone slopes, and bus maneuverability were considered when evaluating the design options. The design team felt the best option would provide a one-way loop with an independent entrance and exit. The project's landscape architect, civil engineer and capital projects staff met with the district's transportation department to discuss the proposal; measure actual bus dimensions and maneuverability; and test computer simulation of bus maneuverability. In addition, the services of a traffic engineer were engaged to perform a traffic study. After taking into consideration all of the information gathered about the proposed bus loop design, it was recommended that the board consider acquisition of surplus fire department property adjacent to the Wilkes site. Acquisition of the property would provide long term flexibility, recommended sight distance for west traveling buses to turn into the bus loop entry, adequate maneuverability, and increased lot coverage related to zoning codes. Mr. Mount provided visual examples showing parking configurations for six large buses plus three small buses, and seven large buses plus four small buses. It was noted that both configurations demonstrate compelling reasons to acquire additional property. After brief discussion, board members were in consensus that talks with the Bainbridge Island Fire Department should get underway regarding the surplus property adjacent to the Wilkes property.

Mr. Mount continued the presentation by providing an overview of the current wastewater management system, as well as the types of wastewater treatment and distribution systems that would be appropriate for the Wilkes site, students, staff, and community. It was noted that the system goals would be to minimize initial costs, maximize efficiency of operations and management, minimize operating costs, and offer learning opportunities for students. Mr. Mount described the existing septic system, which has not performed correctly. The proposed system for the project would treat wastewater to Washington State Department of Health (WDOH) required levels and utilize a drip irrigation drainfield. Treatment systems considered included the Orenco AdvanTex System and the Living Machine System. After review, the recommended system was the Orenco AdvanTex System that has lower first costs, lower long-term operating costs, is very reliable and has a robust biological treatment, and is listed with the WDOH as an approved proprietary treatment system. On-going considerations include additional water-use reduction and educational opportunities such as rainwater harvesting for toilet flushing or irrigation.

#### *E. Six Year Capital Facilities Plan (First Reading)*

Director of Facilities and Capital Projects Tamela Van Winkle presented the 2010-2016 Capital Facilities Plan for the first reading. She noted the purpose of the CFP is to provide the City of Bainbridge Island with a six-year facility planning document that is in compliance with the requirements of the Washington State Growth Management Act. The CFP incorporates work previously identified by the District's Facilities Master Plan, and includes six major components: *Executive Summary, Educational Programs, Capacity Measurement, Enrollment, Facility Assessment, Capital Projects Finance Plan and Timeline, and Impact Fee Analysis*. Ms. Van Winkle explained the CFP is reviewed annually and revised accordingly, based on updated enrollment data, future financial information, and evolving educational needs for students. The plan must have Board approval before it is submitted to the city. The plan will be submitted for board approval at their next regularly scheduled meeting on September 30.

#### *F. Assessment Update*

Director of Instructional Technology and Assessment Randi Ivancich presented the state testing results for 2009-2010. It was noted that students in the District continued to perform well above the state average in the state assessment system. District scores in reading and writing continue to be strong compared to the state scores. Students testing in grade 8 science and grade 7 math made substantial gains over previous years and in relation to the state average. It was noted that Washington State introduced new state assessments in 2009-2010 for students in grades 3-10. High school students participated in the High School Proficiency Exam (HSPE). Students in grades 3-8 participated in the Measurement of Student Progress (MSP). With the implementation of these tests, a new baseline for testing data began due to the number of changes from the previous WASL tests. Ms. Ivancich provided board members with a breakdown of WASL scores from 2006-2009, and HSPE/MSP scores for 2010. She also explained some of the changes in testing that should be taken into consideration when reviewing the test results.

Ms. Ivancich also reported that, with district scores well above the state average, the Bainbridge Island School District met the state and federal standard for Adequate Yearly Progress (AYP). The District met standard in all 51 goal areas that apply under the federal No Child Left Behind Act. In addition, all the individual schools in the district continued to meet AYP goals. It was noted that a copy of the district's "report card" could be found on the website of the Office of the Superintendent for Public Instruction (OSPI).

#### *G. Monthly Communications Update*

Community Relations Coordinator Pam Keyes provided a summary of communication activities from June 4 through September 2, 2010. In addition, she distributed a draft of the Communication Plan for 2010-2011 for board review. Other activities highlighted from the summary included: *Levies Communications* – The fact sheet for the Technology Renewal Levy and the Supplemental Educational

Program and Operations Levy will be sent to the post office no later than September 29 for a saturation mailing to all residences, businesses and post office boxes on Bainbridge. Technology Open Houses are planned for September 28 at Bainbridge High School and October 13 at Sakai Intermediate School, both from 7:00 – 8:00 PM. Finally, staff and parent presentations, as well as presentations to community groups, are being considered and will be scheduled as determined appropriate. *Fall 2010 OpenBook* – The first draft of the Fall OpenBook has been distributed for administrative and department review and input. The main article will focus on the district’s 150 year celebration, with the *Stars in Our Schools* section highlighting a former district star, Lizzie Ordway. Other areas of focus will be the levies and capital projects being completed at all the schools, as well as an update on the Wilkes Replacement Project. *Parent Handbook/Required Notices* – These items are posted on the district’s website, and there will be a listserv invitation to all parents to access this information. It was noted that a few printed copies will be available in school offices. *Emergency Planning* – Emergency information was sent to all parents prior to the start of school. The packet contains an introductory letter from the Superintendent, emergency student release procedures, the 2010-2011 Emergency Communications Bulletin with directions on how to access information in an emergency situation, and the Emergency Student Release Permission. It was also noted that the district will participate in the “Kitsap Rumble 2010” on September 22. Commodore Options School will be involved in the MCI (mass casualty incident) portion of the drill that involves participating beyond the drop, cover and hold, evacuation, and student and staff accounting that will occur at all schools.

*H. District 2010/2011 Enrollment Report*

Superintendent Chapel provided the latest enrollment count dated September 10, 2010. The total head count was 3902, with the FTE (Full-Time Equivalent) student count at 3754.45. It was noted that the 2010-2011 budget was based on a projected enrollment of 3709.

*I. Bainbridge Island Extracurricular Association Agreement (Tentative)*

Vice-President Mary Curtis suggested agenda item I. Bainbridge Island Extracurricular Association Agreement be deferred to the next school board meeting. There were no objections.

**Personnel Actions**

**Motion 02-10-11:**

That the Board approves the Personnel Actions dated September 2, 2010, and September 9, 2010 as presented. (Spence) The affirmative vote was unanimous. (Spence, Tawresey, Kinhead, Curtis)

**Consent Agenda**

**Donations**

1. Donation to Bainbridge High School in the amount of \$5,000.00 from the Suquamish Indian Tribe to support the purchase of shop class equipment.

**Minutes from the June 30, 2010 School Board Meeting**

**Minutes from the July 29, 2010 School Board Meeting**

**Minutes from the August 24, 2010 Special School Board Meeting**

**July 2010 Payroll:** Warrant Numbers 171046 – 171083 and 1000030-1000066 = \$2,547,067.39

**August 2010 Payroll:** Warrant Numbers 171084 – 171120 and 1000067-1000092 = \$2,561,877.25

**Motion 03-10-11:**

That the Board approves the Consent Agenda as presented. (Kinkead) The affirmative vote was unanimous. (Kinkead, Spence, Tawresey, Curtis)

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 2000467 through 2000547 totaling \$ 91,165.03 .

(General Fund Voucher)

Voucher numbers 2000569 through 2000593 totaling \$ 133,087.40 .

(General Fund Voucher)

Voucher numbers 2000548 through 2000568 totaling \$ 52,905.14 .

(General Fund Voucher)

Voucher numbers 2000466 through 2000466 totaling \$ 140.52 .

(Capital Projects Fund Voucher)

Voucher numbers 3811 through 3840 totaling \$ 559,904.51 .

(Capital Projects Fund Voucher)

Voucher numbers 3810 through 3810 totaling \$ 932.57 .

(Capital Projects Fund Voucher)

Voucher numbers 3841 through 3845 totaling \$ 15,410.79 .

8:31 p.m. -- Vice-President Mary Curtis announced the Board would move into an executive session for twenty minutes regarding possible litigation.

**Adjournment**

8:51 p.m. – Vice-President Curtis reconvened the meeting to a public session and immediately adjourned.