

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

Date: May 30, 2013

Place: Board Room – Commodore Campus

Board of Directors Present

Board President – Mike Spence

Directors – Patty Fielding, Tim Kinkead, Mev Hoberg

Excused

Mary Curtis

Call to Order

5:35 - Board President Mike Spence called the meeting to order and a quorum was recognized.

Public Comment

Bainbridge Island Educational Support Professional Association (BIESPA) President Mike McCloud read a prepared statement regarding the district's Transportation Department (comments summarized - text of statement available upon request). He noted morale in the department was low – especially low in the past week as two drivers resigned and others threatened to participate in a “sick out.” It was noted that quick intervention by the association's building representatives prevented this action. Budget concerns/impacts in the past few years has been especially hard on the Transportation Department, and drivers do not feel valued or appreciated. The physical amenities for a staff of 30 are cramped. This year an additional \$50K was cut from an already lean budget, with route times reduced and field trip prep cut by 75%. Another important factor in the low morale is the absence of supervision and management during much of the work day. In conclusion, Mr. McCloud stated that while painful cutbacks have impacted every part of the district, it was felt that Transportation had been especially hard hit by drastic and damaging cuts.

Superintendent's Report

Superintendent Faith Chapel announced the hiring of a new Associate Principal at Bainbridge High School (BHS) – Kristen Haizlip. Ms. Chapel asked BHS in-coming Principal Jake Haley to introduce Ms. Haizlip and provide a brief background for the new addition to the BHS administrative team. It was noted Ms. Haizlip received her Masters in Teaching from Seattle University, followed by a Masters of Arts & Science from Washington State University, and a BA from Santa Clara University. She received her Administrative credential from the Danforth Educational Leadership Program at the University of Washington. Ms. Haizlip comes to Bainbridge from her most recent position as Assistant Principal at Bellevue High School.

Ms. Chapel announced three Bainbridge High School students received scholarships to participate in the National Strategic Language Initiative for Youth Summer Program. These students will travel to India, Turkey, and Russia to study languages with full immersion, home-stay exchanges that include intensive classes.

Ms. Chapel reported on community meetings regarding the work of the School Configuration Committee and proposed options for the configuration of schools. She noted the meetings were well attended. The Committee met this past Tuesday to review and discuss the feedback from those community meetings. Board Director Patty Fielding commented the committee discussion highlighted the importance of the feedback from the public participants. It was agreed that, based on the common themes heard at the community meetings, any school configuration change would not be implemented until the 2015 school year. Strategic planning will continue next year.

Board Reports

Mev Hoberg reported the Multicultural Advisory Committee recently held their last meeting of the year. A report from that committee will be forthcoming.

Presentations

Board President Mike Spence suggested item C. New Course Proposal – Woodward Middle School be moved forward on the agenda. There were no objections.

C. New Course Proposal – Woodward Middle School

Associate Superintendent Julie Goldsmith briefly explained how new course proposals are proposed and how the process relates to the newly developed procedures for proposing and implementing new or innovative projects and programs. Ms. Goldsmith then introduced Woodward Middle School Principal Mike Florian who provided an overview of the proposed new course – Achieve. Mr. Florian noted several interventions already implemented at Woodward in the areas of math and reading, along with a Homework Club held before school. Each year, Woodward has a group of students who are capable of achieving more in school but need additional guidance and motivation to find success. The new class – Achieve – will support the mission of both the District Improvement Plan and Woodward’s School Improvement Plan to ensure every student is future ready, assist in meeting AMOs, and support the use of technology to positively impact student learning. The new class will also help students develop skills necessary for success in high school, rigorous courses, and be prepared to attend and succeed in post-secondary education. The *7 Habits of Highly Effective Teens* book will be used in the class. Staff will recommend students to be invited to participate in the class. It was recommended the school board approve the new course at Woodward for the 2013/14 school year.

Motion 92-12-13:

That the Board approves the new course Achieve at Woodward Middle School. (Hoberg) The affirmative vote was unanimous. (Hoberg, Kinkead, Spence, Fielding)

A. Technology Report – Levy Planning

Director of Instructional Technology and Assessment Randi Ivancich presented an overview the technology goals and the development of funding needs. She noted the District will use technology to improve student learning for all students. Technology fosters a passion for learning, delivers challenging and meaningful curriculum, and develops and supports the skills necessary for career, college, and life in the 21st Century. Technology can readily connect students to the resources they will need to be successful as illustrated in A Model of Learning, Powered by Technology from the National Education Technology Plan. Ms. Ivancich outlined the five focus areas that provide the framework within which educators can help student access these resources and create powerful and engaging learning opportunities. The five focus areas include: 1) Learning: Engage and Empower; 2) Teaching: Prepare and Connect; 3) Assessment: Measure What Matters; 4) Infrastructure: Access and Enable; 5) Communications and Productivity: Redesign and Transform. Each focus area includes a goal statement, rationale, and priority areas that impact student learning. It was noted that Focus Area #1 – Learning, has the most information in it as the focus is student learning. Priority areas related to Focus Area #1 include: 1.1 – Student Computing Devices; 1.2 – Computer Labs and Technologies for Whole Class Activities; 1.3 – Personalized Learning; 1.4 – Science, Math and Career & Technology Education (CTE); 1.5 – Electronic Content to Support Curriculum; 1.6 – Information Systems; 1.7 – Collaboration Tools; 1.8 – Assistive Technology Systems; 1.9 – Wireless Access. Priority areas for Focus Area #2 include: 2.1 – Presentation Equipment and Resources; 2.2 – Computing Devices; 2.3 – Professional Development. Priority areas for Focus Area #3 include: 3.1 – Assessments; 3.2 – Data Integration; 3.3 – Common Core State Standards; 3.4 – Professional Development. Priority areas for Focus Area #4 include: 4.1 – Cabling and wiring to support networked systems; 4.2 – Servers, hardware, operating systems and databases to create networked systems; 4.3 – Connectivity and bandwidth for reliable levels of network and Internet access; 4.4 – Safety and security to meet federal regulations while providing access to learning resources; and 4.5 – Technical and administrative support to keep systems running smoothly and meet needs of users. Priority areas for Focus Area #5 include: 5.1 – Telephone and Voicemail Systems; 5.2 – Networked Copiers and Printers; 5.3 – Email;

5.4 – Notification Systems; 5.5 – District, School, and Classroom Websites; 5.6 – Transportation Security and Emergency Preparedness; 5.7 – District-level Reporting Requirements; and 5.8 – Office and Support Staff Computers and Training.

Ms. Ivancich provided charts that outline the progress made in technology in the district over the last seven years that includes pre-2006 technology levy, 2006 – 2010 tech levy, 2010 – 2014 tech levy, and proposals for 2015 – 2017 broken into different levels of advancement. The chart related to the technology proposal for 2015 – 2017 provided five progressive options to reach the district’s technology goals. As deliberations narrow the number of options and refine the work within each focus area, estimates of the costs involved and a timeline within which the district wants to accomplish its goals will be added. Next steps in the planning process will include the narrowing of choices and the development of the funding needs. Future board meetings will include information about the results of a technology survey from students, parents, and teaching staff, as well as the refinement of technology options to identify funding needs. A narrative describing the benefits of technology for students, staff, and families will also be provided.

B. K-6 Educational Programs & Innovation Committee (EPIC) Report/Recommendations

Superintendent Faith Chapel provided an update on the monthly meetings of the K-6 Educational Programs and Innovation Committee (EPIC). She noted the committee had been charged with two tasks: (1) to establish a district framework that delineates the process for programmatic or innovative change, and (2) to consider relevant research and emerging trends in K-6 education that are aligned with the District’s mission, vision, and guiding principles. Over the past seven months, the committee developed new procedures for programmatic or innovative change, including processes for pilot projects. The committee also identified two educational trends for further study and discussion; world language instruction and strategies for differentiation of instruction in elementary schools.

Associate Superintendent Julie Goldsmith described the elements of the new procedures for proposing and implementing new or innovative project/programs. The procedures include guiding principles for innovation, a planning guide that includes descriptions of small scale, medium scale and large scale projects/innovations, and step-by-step procedures for each proposed project/innovation. Following brief discussion, board members suggested under the communication plan section of the procedures, the four phases where communication is required be more specifically addressed – exploration, development, proposal, and implementation. Each of the phases has a different level of communication. There was also discussion regarding future ongoing costs with any new innovation/program.

D. Monthly Capital Projects Report

Director of Facilities and Capital Projects Tamela Van Winkle presented a report on capital projects and facility activities for May 2013. Included in the report was a summary of the Bond 2009 Capital Projects expenditures to date. The Wilkes Elementary School replacement project was highlighted during Ms. Van Winkle’s report as follows: a) Sod was installed on the playfield mid-May, and it was noted that sod requires time to establish a healthy root growth. Cascade Design Collaborative, the landscape architect of record, strongly encouraged no use of the newly sodded field for at least two months. b) Tent caterpillars infested Yoshino cherry trees, birch trees, and Otto Luyken laurel shrubs on the Wilkes campus. Several tents were cut from the trees but concerns over extensive pruning of the new plants halted this practice, and hand-plucking of the caterpillars soon proved inadequate as their population grew. After extensive research and discussion between the Integrated Pest Management committee, the Washington State Department of Agriculture, and prominent community members, a decision was reached to spray the landscape material with a biological insecticide called DiPel Bt. Mixed in a solution of Nu-Film-P and Fertile Tea, a proprietary compost tea. Signage at the school, recorded information in the IPM Hot Line, and a description of the situation was sent to the Wilkes listserv of parents. The spraying took place Saturday, May 25. c) The landscape sub-contractor manually dredged the drainage ditch that had become clogged with erosion sediment and composted material in the backyard of a Wilkes neighbor north of the school. District Maintenance removed the spoils. The neighbor reported being pleased to see his “stream” running as it did prior to the construction. Ms. Van Winkle

noted construction documents were being prepared for the Woodward Field & Track Renovation Project, and she would be bringing the Authorization to Bid request to the school board for consideration at their next meeting.

E. Monthly Financial Report

Director of Business Services Peggy Paige provided a summary of the financial reports for the month ending April 30, 2013. Regarding revenues, Ms. Paige stated total General Fund revenues were above prior year and the expected average at \$26.4 million. Tax revenues continue to run above the average expected percentage, indicating that the district is on target to hit its estimate of \$8.7 million. Local revenues were above the 3-year average with the Bainbridge Schools Foundation donation submitted last month. State revenues for both Basic Ed and Special Ed were consistent with state funding based on the actual average enrollment to date. The receipt of Safety Net funds in the area of Special Ed should result in revenues above budget estimates by year end. Regarding expenditures, they are well below the expected average at \$24 million. Total expense for Basic Education increased .1% and is below the average. Learning Resources and Extracurricular were above the expected average. Learning Resources has a classified position that was budgeted under Teaching and unbudgeted purchases for online resources (primarily supported with PTO donations). Expenditures for Extracurricular salaries were expected to exceed budget estimates due to extended play for several sports. Total Support Services is currently below the expected average. Transportation/Motor Pool, and Operation/Buildings have been impacted by a decrease in budget allocations for substitute expense. It is expected that this area will exceed budget estimates by year end, while Transportation is expected to be slightly under budget if diesel costs remain stable. Utility expenditures are currently well below the average but the district had a delay in receiving invoices from PSE due to a change in their accounting system. Central Office expenditures are currently running well below the average. Several areas (election, legal, postage and contracted services) will be below budget estimates at year end. Net cash inflow during April was \$2,213,694. The projected year end cash balance is \$2.6 million.

F. Resolution 07-12-13: VEBA Trust – Classified

A resolution of the Board of Directors to authorize a sick leave conversion medical expense reimbursement plan (VEBA Service Group) for eligible retiring Bainbridge Island Educational Support Professional Association members.

Motion 93-12-13: That the Board approves Resolution 07-12-13: VEBA Trust – Classified. (Kinkead) The affirmative vote was unanimous. (Kinkead, Spence, Fielding, Hoberg)

G. Resolution 08-12-13: VEBA Trust – Certificated

A resolution of the Board of Directors to authorize a sick leave conversion medical expense reimbursement plan (VEBA Service Group) for eligible retiring Bainbridge Island Education Association members.

Motion 94-12-13: That the Board approves Resolution 07-12-13: VEBA Trust – Certificated. (Fielding) The affirmative vote was unanimous. (Kinkead, Spence, Fielding, Hoberg)

H. Resolution 09-12-13: VEBA Trust – Administrative

A resolution of the Board of Directors to authorize a sick leave conversion medical expense reimbursement plan (VEBA Service Group) for eligible retiring Bainbridge Island Building Administrators members.

Motion 95-12-13: That the Board approves Resolution 07-12-13: VEBA Trust – Administrative. (Hoberg) The affirmative vote was unanimous. (Kinkead, Spence, Fielding, Hoberg)

I. Resolution 10-12-13: WIAA Delegating Authority

An annual resolution by the Board of Directors (Chapter 32, Laws of 1975-1976) delegating to the Washington Interscholastic Activities Association (WIAA) the authority to control, supervise and regulate interschool

activities consistent with the rules and regulations of WIAA. The Board of Directors retains the right to establish eligibility standards that meet or exceed the rules and regulations of WIAA.

Motion 96-12-13: That the Board approves annual Resolution 10-12-13: WIAA Delegating Authority. (Kinkead) The affirmative vote was unanimous. (Kinkead, Spence, Fielding, Hoberg)

Personnel Actions

Motion 97-12-13: That the Board approves the Personnel Actions dated May 17, 2013, and May 30, 2013 as presented. (Kinkead) The affirmative vote was unanimous. (Kinkead, Spence, Fielding, Hoberg)

Consent Agenda

Staff Travel: Out-of-State

1. Request for Board approval for Associate Superintendent Julie Goldsmith and Math TOSA Jennifer Ledbetter to attend the Stanford EPGY Summer Educator Workshop in San Francisco, California, June 9 – 11, 2013.
2. Request for Board approval for Bainbridge High School teacher Kim Rose to attend the National FBLA Conference June 25 – July 1, 2013 in Anaheim, California.

Donations

1. Donation to Bainbridge High School in the amount of \$1,000.00 from the Bainbridge Girls Basketball Academy to help cover the cost of a “Noah” Instant Feedback Shooting Aid.
2. Donation to Bainbridge High School in the amount of \$1,000.00 from Pamela Ogonowski to help cover the cost of a “Noah” Instant Feedback Shooting Aid.
3. Donation to Bainbridge High School in the amount of \$2,000.00 from Bainbridge Island Education Association as the annual donation to the BIEA Scholarship Fund for graduating seniors.
4. Donation to Bainbridge High School in the amount of \$1,400.00 from Interact to support the purchase of supplies for the nurse’s office.
5. Donation to Bainbridge High School in the amount of \$1,000.00 from Bainbridge Island Sportsmen’s Club as the annual donation to the BISC Scholarship Fund for graduating seniors.
6. Donation to Bainbridge High School in the amount of \$4,500.00 from the Windermere Foundation as the annual donation to the Windermere Scholarship for graduating seniors.
7. Donation to Bainbridge High School in the amount of \$5,000.00 from MRJ Constructors to be applied to the cost of the contract for the Athletic Trainer at BHS.
8. Donation to Woodward Middle School in the amount of \$9,874.00 from 3M Foundation to install a weather station, design and implement a video broadcasting course and studio.
9. Donation to Wilkes Elementary School in the amount of \$1,537.00 from the Wilkes PTO to support the 4th Grade Outdoor Education experience.
10. Donation to Bainbridge High School in the amount of \$1,000.00 from the Bainbridge Schools Foundation as the annual donation to the Liz Orr Scholarship Fund for graduating seniors.
11. Donation to Ordway Elementary School in the amount of \$6924.88 from the Ordway PTO for the 2012-2013 Annual Stipends for Outdoor Education.
12. Donation to Sakai Intermediate School in the amount of \$9,686.52 from the Sakai PTO for the 2012-2013 Annual Stipends (Math Club, TV Broadcast Club, Student Council, GEO Bee, Rocket Club, Homework Club).
13. Donation to Woodward Middle School in the amount of \$6,612.19 from the Woodward PTO for the 2012-2013 Annual Stipends (Knowledge Master, Earth Squad, Builders, Art, Tech, Woodworking)

Minutes from the April 11, 2013 School Board Meeting

PAYROLL April 2013 Warrant Numbers:

(Payroll Warrants) 1001381 through 1001415

(Payroll AP Warrants) 172061 through 172090
Total: \$2,666,972.44

Motion 98-12-13: That the Board approves the revised Consent Agenda. (Fielding)
The affirmative vote was unanimous. (Fielding, Spence, Kinkead,
Hoberg)

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 **2007909** through **2008024** totaling \$ **226,347.74** .

(Associated Student Body Fund Voucher)

Voucher numbers **4000926** through **4000947** totaling \$ **40,475.54** .

(Capital Projects Fund Voucher)

Voucher numbers **4640** through **4647** totaling \$ **755,938.59** .

(DOR – COMP TAX Voucher)

Voucher numbers **121300022** through **121300023** totaling \$ **939.14** .

8:15 p.m. – Board President Mike Spence announced the board would move into an executive session for 30 minutes regarding litigation.

Adjournment

8:45 p.m. – President Spence reconvened the meeting and immediately adjourned.