

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

Date: June 27, 2013

Place: Board Room – Commodore Campus

Board of Directors Present

Board President – Mike Spence

Board Vice-President – Mary Curtis

Directors – Tim Kinkead, Mev Hoberg

Excused

Patty Fielding

Call to Order

5:32 p.m. – Board President Mike Spence called the meeting to order and a quorum was recognized.

Public Comment

Citizens Linda Bodlovich and Crystal Little spoke as representatives of neighbors of the Sportsmanclub Rifle Range. Maps of the location of the rifle range and the “surface danger zone” were distributed to board members. Neighbors are concerned about the “shot fall” safety zone and that the rifle range is located close to schools. After a four year closure, the range is staged to reopen having recently received a state grant. Ms. Little noted she would like work collaboratively with the school district, the City of Bainbridge Island, and the rifle range to address neighbors’ safety concerns.

Superintendent’s Report

Superintendent Faith Chapel reported Seattle television station King5 posted on their website the Top Ten Communities to Raise Children as determined by NerdWallet.com and Bainbridge Island was in the top ten. Towns and cities with a population greater than 10,000 were considered for the list, with quality of schools, affordability, income and home values as the basis for the outcomes.

Ms. Chapel announced the National School Public Relations Association (NSPRA) and the Washington School Public Relations Association (WSPRA) recognized Community Relations Coordinator Pam Keyes and Graphic Designer Lynn Brofsky with the 2013 Merit Award for the Open Book newsletter. It was noted WSPRA also recognized the district with a Honorable Mention for the district’s website.

Board Reports

No board reports.

Presentations

A. Multicultural Advisory Committee Report

Associate Superintendent Julie Goldsmith opened the presentation by introducing a few of the current members of the Multicultural Advisory Committee (MAC) who were attending the meeting. She offered a brief overview of the committee’s mission and goals. The goals of the multicultural education program are to have each student feel valued and respected, be successful, both academically and socially, recognize and understand diverse perspectives, and make meaningful contributions in a democratic society.

Ms. Goldsmith provided the history of MAC, noting the group was established in the early 1970’s. In 1974, the publication *They Cast a Long Shadow* was created to be used with the multicultural curriculum and as a fundraising activity to support professional development. Other historical milestones included the

creation of a mission statement (1998), sponsoring of the premiere of a movie screening for *Snow Falling on Cedars* (1999) with proceeds used to support professional development, and advocating for a Title IX Indian Education Grant, which was used to establish a part-time program coordinator.

Some of the MAC responsibilities were noted and include: a) Assisting the district's staff, students, and school board in developing, maintaining, and assessing a comprehensive K-12 multicultural education program. They also encourage ongoing district-wide infusion of specific curriculum to address issues of culture, national origin, race, religion, gender, ethnicity, and sexual orientation. b) Advocating for a safe and supportive school environment, free of harassment for all members of the school community. c) Promoting effective cross-cultural communication and understanding in the schools and the community. d) Advising the Board regarding school district efforts to develop closer relationships between the district and the Island's diverse communities. e) Assisting in communicating with parents and the community regarding current multicultural education practices and policies. f) Assisting the district in the identification of the opportunities and challenges faced by students and encouraging students, parents, and schools to work together in addressing these opportunities and challenges. g) Sponsoring workshops, events, and activities, and identifying resources designed to celebrate and promote diversity and increase multicultural awareness. h) Encouraging and supporting multicultural education staff development opportunities for all Bainbridge Island School District staff members. i) Providing guidance to the Board regarding equitable practices and policies. j) Encouraging the hiring of a diverse and multi-ethnic certified and classified staff. k) Preparing an annual report to the School Board.

Ms. Goldsmith continued the presentation with additional MAC milestones as follows: 2002 – brought the Living Voice Theatre to the Island with a presentation of *Within the Silence*, the story of the Japanese-American experience during WWII (fundraiser benefiting teacher professional development); 2005 – Sponsored a workshop by Dr. Geneva Gay regarding the Integration of Multicultural Education into the K-12 curriculum; 2009 – Developed critical response procedures for schools when dealing with issues of bias, harassment or hate; 2011 – Initiated a Lunch Buddy program at Ordway and a mentoring program at Bainbridge High School and Blakely; August 2011 – Sponsored Government to Government, a professional development activity to facilitate a better understanding of tribal governance and U.S. Government; 2012 – Lunch Buddy Program continues, Website for MAC is established, Teacher Grants re-established.

The accomplishments realized by MAC during 2012-2013 were shared with the Board, with MAC renewing its focus on the student achievement/opportunity gap. Ms. Goldsmith offered thanks to committee members Lynn Erickson and Silvia Torres for their work in gathering the data shared with MAC. Committee members worked with the district to gain a better understanding of the issues and how the district is addressing those issues. Together with district staff, the committee examined the depth and scope of the achievement/opportunity gap in relationship to gender, ethnicity and socio-economic status.

Ms. Goldsmith shared information regarding MAC's focus for the 2013/14 school year including developing an understanding how schools are addressing the issues around the achievement/opportunity gap in the areas of gender, socio-economics, and ethnicity. MAC will present a formal proposal to the school board that will include annual goals and annual reporting. They will also conduct an outreach to principals and lead teachers to determine how MAC can support school efforts. Other areas with continued focus will include Homework Club, fundraising, training for data lead teachers, and the restitution of stipends for MAC lead teachers. At the conclusion of the presentation, MAC member Dianne Juhl spoke about the impact of socio-economics on student achievement.

B. Bainbridge High School & Woodward Middle School Student Fees Recommendations for 2013-2014
Superintendent Faith Chapel presented a summary of current and proposed student fees for the 2013/14 school year from Woodward Middle School and Bainbridge High School (BHS). She noted the fees were

established based on an estimate of costs associated with specific materials and resources necessary to fully implement the identified courses. Fees remain the same with the exception of a small increase in lab fees for Biology (BHS) and an increase in fees for Woodward 7th Grade field trips.

Motion 105-12-13: That the Board approves the student fees recommendations for 2013/14 for Bainbridge High and Woodward Middle Schools. (Kinkead) The affirmative vote was unanimous. (Kinkead, Curtis, Spence, Hoberg)

C. Federal & State Grants Applications

Executive Director of Instructional Support Services Bill Mosiman provided a summary of the grant activities his department manages. The grants contained in the summary include IDEA-B 611 (Federal), IDEA-B 619 (Federal), Title I (Federal), LAP (State), Highly Capable (State), and Transitional Bilingual (State). Mr. Mosiman noted both the highly capable and transitional bilingual grants require board approval. However, the state has not finalized the budget and actual amounts were unknown and board approval would need to wait until the budget had been approved by the legislature.

Motion 106-12-13: That approval of the federal and state grants be tabled pending further state budget information. (Hoberg) The affirmative vote was unanimous. (Hoberg, Kinkead, Curtis, Spence)

D. Monthly Technology Report & Levy Planning

Director of Instructional Technology & Assessment Randi Ivancich provided a continuation of the information related to technology levy planning, as well as a report on technology project activities. She reminded the board of the five different options under consideration for a technology levy, with each option building upon the previous one. The five options include: *Option A* – technology that will need to be funded from other sources including the General Fund if the district does not run a technology levy in 2014; *Option B* – reincorporates the technology purchased from the two most recent bond measures, and adds funding for the replacement of the telephone and voicemail systems while attempting to maintain current levels of technology in the district. Some current technology may be in place for longer than is recommended by educational technology standards to accommodate the cost of the telephone and voicemail systems; *Options C – E* – present technology projects that will further the district’s mission and vision by improving or expanding the district’s technology.

Ms. Ivancich provided a draft of funding scenarios related to the five options developed for the proposed technology levy. She noted legislative decisions (a state budget has yet to be approved) would likely impact district funding and cost estimates related to the technology levy scenarios being presented. Distribution of the current remaining technology levy funds, and those proposed for the 2015-2017 technology levy, were incorporated into a matrix for board review. Each focus area had been designated a percentage of average yearly technology levy collection as follows: Focus Area 1 (Learning) 33%; Focus Area 2 (Teaching) 17%; Focus Area 3 (Assessment) 5%; Focus Area 4 (Infrastructure & Network Systems) 32%; and Focus Area 5 (Communications & Productivity) 13%. As board members reviewed the preliminary funding information, they discussed closing the gap between this district and other area school districts in terms of technology advances. They noted there needed to be conversation with staff about the types of technology needed in the classroom; from desktop workstations to tablets. Ms. Ivancich noted schools are provided with a variety of technology choices to allow for matching the device to the classroom needs. Discussion also touched on the district’s infrastructure needs and the move toward a more wireless system, and it was noted the district’s telephone and voicemail systems will need to be replaced in 2014/15. Ms. Ivancich concluded the presentation by noting the discussion regarding the proposed technology levy would continue at the July 25th school board meeting.

E. Monthly Capital Projects Report

Director of Facilities and Capital Projects Tamela Van Winkle provided a report on project activities and a summary of the Capital Projects budget for board review. Highlights from Ms. Van Winkle's report include the following: Wilkes Replacement – a) Capital Project staff is working with the City of Bainbridge Island to achieve Final Occupancy. Prior to Final, the district must complete a Declaration of Covenant associated with the maintenance and operation of storm drainage facilities, review the buffer density on the west side of the property and provide a Stormwater Maintenance Plan. b) Capital Projects staff continues to drill down on the details of close-out documentation needed in order to fully achieve Phase 1B and 2B Final Completion. c) Warranty corrective work of the pervious concrete at the base of the bus loop where the buses exit is underway. d) Warranty corrective work of the impervious sidewalk on Madison is also underway. Woodward – a) The main field will have the existing thatch removed. New grass will allow better drainage to the subsurface storm drain system. Hydroseed is planned for the main field but an alternate bid for sod is under consideration. The cinder track will be replaced with a rubberized track over asphalt base. The multi-purpose field will receive a type of enhanced drainage that is used by golf courses. Less accumulation of water is anticipated though it does not have the same performance expectation as the main field. All work will begin in early August. The multi-purpose field will be ready for play beginning in early September. The track will be ready in early November. The main field is currently scheduled to be ready in August 2014. b) A new wood floor for the gym is planned for installation this summer. Quote documents consisting of plans, details, and wood floor specifications have been created by Capital Projects and distributed to several potential contractors. Walk-throughs are being held to assist bidders. The bid process follow the Small Works Roster process Quotes are expected at the end of June with work occurring in early July through mid-August. Sakai – A mandatory Sakai/Woodward Pond restoration is planned for this summer. Quote documents have been distributed and pre-bid walk-throughs have been offered. This work is required by the City Bainbridge Island per the Department of Ecology's stormwater management manual.

F. Monthly Financial Report

Director of Business Services Peggy Paige provided a summary of financial reports for the month ending May 31, 2013. Beginning with an analysis of the *General Fund*, it was noted revenues were \$29 million, which is above the expected average. Tax revenues collected to date indicate 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. State revenues for both *Basic Education* and *Special Education* were consistent with state funding based on the actual average enrollment to date. Federal revenues are up due to the timing of filing reimbursement claims. The receipt of Safety Net funds in this area should result in revenues above budget estimates by year end.

Expenditures for the year to May 31 total \$27.2 million and were below the expected average. Total expense for *Basic Education* is equal to prior year and below the average. *Learning Resources* and *Extracurricular* are above the expected averages. *Learning Resources* has a classified position budgeted under *Teaching* and unbudgeted purchases for online resources (primarily supported with PTO donations). Expenditures for *Extracurricular* salaries are expected to exceed budget estimates due to extended play for several sports. Total *Special Education* costs were up compared to last year and were above the 3-year average. Current spending would indicate that the district will exceed budget estimates for classified staffing and for services provided by agencies outside of the school district. Some of this expense will be offset by Safety Net revenues. Total *Support Services* is currently below the expected average. *Transportation/Motor Pool* and *Operation, Buildings* are being impacted by a decrease in budget allocations for substitute expense. In addition, *Operation Buildings* is reflecting the decision to move to a centralized purchasing system with increased spending on custodial supplies to begin the year. *Central Office* expenditures are running well below the average, with several areas (election, legal, postage, and contracted services) below budget estimates at year end. Ms. Paige noted net cash outflow during May

was \$460,799, with the closing cash balance in the General Fund at \$4,886,782. The projected year end cash balance was estimated to be \$2.8 million.

G. 2013-2014 State and District Budget Update

Superintendent Faith Chapel reported the district had been unable to move forward with the development of a preliminary budget due to the inability of the Legislature to reach agreement on a state budget during the special session that ended on June 11. A second special session began on June 12th and late in the morning today (June 27), Governor Inslee announced the legislature had finally reached agreement on a state budget for 2013-15, averting a government shutdown. Initial reports indicate the two houses agreed on a \$33.6 billion budget, with 41 billion for K-12 education.

The development of the district budget had been on hold pending information from the legislature, and Ms. Chapel provided the Board with a preliminary estimate of the key budget components for the 2013/14 school year. Highlights from the key budget components was shared as follows: Local levy and rental revenue – Revenue from the local Program and Operations Levy was estimated to be \$100K higher than the current year, with rental income estimated adjusted upward by \$35K. Federal budget implications – It was estimated there may be a small reduction in special education revenue due to enrollment. This combined with a possible federal budget impasse that could result in a reduction in funding for special education and Title I, could mean a loss of \$140K in revenue. Projected enrollment – Budgeted enrollment is projected to decline to 3585 student FTE, which represents a modest budget reduction of 25 students (as loss of \$130K). Staffing reductions – The number of certificated staff positions reduced to align with lower enrollment is estimated to be 4.0 FTE (a reduction of \$340K). Increased costs – There will be increased costs for pensions, insurance, substitute costs, and unemployment. Estimates could be as high as \$250K. Bainbridge Schools Foundation – The Bainbridge Schools Foundation has pledged \$1 million to the district for the 2013/14 school year to support K-12 staffing and professional development (\$500K), and K-12 innovative programs and projects (\$500K). State revenue – The implications of legislative budget negotiations is not year known. It is estimated the district could receive additional revenue of \$500K for transportation, materials, supplies, and operating costs as well as restoration of funds cut from staff salaries and benefits in 2011/13. District revenues and expenditures for 2013/14 – The Business Services Department estimates that the overall district budget for 2013/14 will be similar to the 2012/13 budget, with revenues of \$36 million and expenditures of \$37 million. The projected budget gap will continue to be bridged with dollars from the Bainbridge Schools Foundation and the district's positive fund balance.

H. Procedure 3231: Student Records (revised)

Superintendent Faith Chapel explained a revision to Procedure 3231 Student Records was being provided as information for the board. The Washington State School Directors' Association recommended the procedure be updated to include email address and parent(s) name and email in the in the definition of Directory Information to align the procedure with current practice. It was further noted the annual notification to parents and accompanying form will be revised to incorporate the updated FERPA information, and option for parents (and adult students 18 years and older) to deny the use of Directory Information.

Personnel Actions

Motion 107-12-13:

That the Board approves the Personnel Actions dated June 27, 2013 as presented. (Kinhead) The affirmative vote was unanimous. (Kinhead, Hoberg, Spence, Curtis)

Consent Agenda

Donations

1. Donation to Woodward Middle School in the amount of \$1,162.00 from the Woodward PTO to support the Living Voices Presentation.
2. Donation Blakely Elementary School in the amount of \$5,975.88 from the Blakely PTO for PTO Purchases for April and May (detailed invoice attached).

Staff Travel: Out-of-State

1. Request for Board approval from Blakely Elementary School teachers Erin Sheehan, Terra Claiborne, and Jillian Phillips to attend the Girl Meets STEM Conference July 16 – 21, 2013, in Nashville, Tennessee. This travel is support by STEM funds.

Motion 108-12-13: That the Board approves the revised Consent Agenda as presented. (Curtis) The affirmative vote was unanimous. (Curtis, 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 **2008137** through **2008284** totaling \$ **293,805.00** .

(Associated Student Body Fund Voucher)

Voucher numbers **4000948** through **4000989** totaling \$ **89,692.19** .

(Capital Projects Fund Voucher)

Voucher numbers **4655** through **4659** totaling \$ **39,991.82** .

7:41 p.m. – Board President Mike Spence announced the Board would move into an executive session for 20 minutes regarding negotiations.

Adjournment

8:05 p.m. – President Spence reconvened the meeting to a public session and immediately adjourned.

 SCHOOL BOARD OF DIRECTORS

ATTEST: _____, Secretary to the Board of Directors