

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

Date: August 8, 2013

Place: Board Room – Commodore Commons

Board of Directors Present

Board President – Mike Spence

Board Vice-President – Mary Curtis

Directors – Patty Fielding, Mev Hoberg

Excused

Tim Kinhead

Call to Order

5:42 p.m. – Board President Mike Spence called the meeting to order and a quorum was recognized.

Public Comment

Citizen Fred Whittlesey spoke about the district’s plan to use pesticides last month at Ordway Elementary School during the time the Extended School Year Program was in session. He stated the district had failed in the communication to parents and community regarding the plan to use pesticides, and district personnel did not know there were students on school campus. It was noted the pesticide spraying was cancelled based on Mr. Whittlesey’s notification to the district, and corrective actions will be implemented regarding the policies related to the application of pesticides and herbicides.

Presentations

A. International Teacher Internship Proposal – Ordway Elementary

Associate Superintendent Julie Goldsmith provided an overview of a proposed pilot project titled Ordway Amity Educational Internship, a medium scale project submitted to the board using the pilot/project proposal process developed last year. It was explained the Amity Institute’s Educational Internship Program provides future educators from other countries the opportunity to gain teaching skills under the direct supervision of a certified teacher in an American classroom. In addition, interns often serve as living models of language and culture. The interns also offer a native perspective on their language, culture and country, enabling their student to better understand and appreciate the languages they study.

Ms. Goldsmith described the various elements of the intern assignments, the schedule they would maintain on the school campus (up to 32 hours per week), and the approximate cost and source of the funding for the pilot program. It was noted the pilot proposal was brought to the school board for approval because of the cost of the program, which totals \$5,700 for the school year, and prior to fundraising efforts by Ordway Elementary. Ordway Principal Melinda Reynvaan joined the presentation, and reviewed with the board how the interns would support classroom teachers, not only in the area of Spanish Immersion, but in other academic areas as well. Ms. Reynvaan explained how the intern program related to Ordway’s School Improvement Plan and would support the needs assessment reflected in that plan. Ms. Goldsmith added the proposed program would benefit all students, and fundraising efforts by the Ordway PTO would be needed to support the program. Ms. Reynvaan went on to explain the Ordway staff worked to determine the short and long-range implications for the pilot project. Using the Ordway decision making process, the principal sent information about this pilot to the Leadership Team on June 25. It was noted a meeting was held with the Co-Presidents of the Ordway PTO and the Spanish Immersion teachers to discuss the transition of the new Spanish Immersion classrooms at Ordway.

Public Comment:

Ordway PTO Co-President Sonja Fritz explained during the meeting, the process involved with the PTO grant applications. She noted the PTO's budget for the year had been determined, and the first board meeting was scheduled for the end of August. Citizen Rod Stevens made public comment regarding district process, and noted he had not been aware this district's school communities had PTOs or Site Councils. He questioned how board members and the district relate to the community, and added that in the six years he has been involved with schools, this was the first year he was aware the school had a site council. He continued to call into question board and district communication to the public and referenced the fall elections. Mr. Stevens also noted he was not aware of who would be his ombudsman for school issues. Citizen Brandi Bispham asked if the Ordway PTO was able to raise funds for the intern program, as in the past she understood those organizations were not allowed to raise funds for staff positions. (It was noted the interns involved in the pilot proposal would not be paid as a staff member, and only receives a small stipend.)

Following public comment, board members suggested two issues should be clarified with input from principals and PTO groups: does this type of pilot program (with interns) constitute staffing for the purposes of PTO support, and clear guidelines need to be in place. It was also suggested that if there are stipends for such programs as a teacher exchange, guidelines about how many such exchanges included in the process.

Motion 115-12-13:

That the Board approves moving forward with the process of getting interns for Ordway Elementary through the Amity Educational Internship Program, and bring back to the board, evaluation of the pilot and information about the funding sources. (Hoberg) The affirmative vote was unanimous. (Hoberg, Spence, Curtis, Fielding)

B. Study Session: Preliminary Budget for Fiscal Year 2013/14

Director of Business Services presented the Preliminary Budget for Fiscal Year 2013/2014, with copies of the budget included for board review. Ms. Paige noted it was not expected changes in revenue projections related to the General Fund would be made, with the following assumptions noted in the preliminary budget for that fund: a) enrollment decline of 25 FTE; b) Bainbridge Schools Foundation support for K-12 innovations (including TOSA positions); c) Increase in local revenues (levy, donations, rental); d) enhanced State funding; e) reduction in Federal funding; f) increase in benefits cost; g) staffing aligned with enrollment; h) reeducation in departmental budgets (including utilities). In addition, no changes in the preliminary budget were expected in the other district funds (Capital Projects, Debt Service, ASB, and Transportation).

The focus of the preliminary budget review was in the area of staffing, with Human Resources Director Cami Dombkowski providing an overview of the changes in this area. Ms. Dombkowski provided three spreadsheets detailing staffing information for the 2013/14 budget year; a) Comparison of Draft Budget From 07/18/13 to Draft Budget on 08/05/13; b) Comparison of Certificated Staffing 2011-2014; and c) Classified Comparison Budget to Budget 2011- 2013. The board reviewed the changes made between the first preliminary budget to this preliminary budget, and got definition for each of the program areas. Board members also received explanation about how enrollment is projected year to year. It was suggested that definition for each of the program areas (along with a brief narration) be added to the comparison spreadsheets, and the spreadsheets should be posted on the district website. It was also suggested an executive summary regarding the budget be developed as a communication tool with the community.

Personnel Actions

Motion 116-12-13:

That the Board approves the Personnel Actions dated August 8, 2013 as presented. (Curtis) The affirmative vote was unanimous. (Hoberg, Curtis, Spence, Fielding)

8:26 p.m. - Board President Mike Spence announced the Board would move into an executive session for 50 minutes regarding personnel evaluation.

Adjournment

9:21 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