

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

Date: August 29, 2013

Place: Board Room – Commodore Campus

Board of Directors Present

Board President – Mike Spence

Board Vice-President – Mary Curtis

Directors – Patty Fielding, Tim Kinkead, Mev Hoberg

Call to Order

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

Public Comment

Citizen Tom Greene (comments summarized – complete text available upon request) referred to the repeated criticism of the district management from certain circles. He spoke specifically about the current superintendent (Faith Chapel) and her ability to listen with grace and patience, allowing critics ample opportunity to speak. At the end of the day, she works quietly behind the scenes for positive change under circumstances that can seem, at times, rather hopeless and leaves the facts and results to speak for themselves. At the conclusion of his comments, Mr. Greene stated all should be grateful for the Superintendent’s self-effacing sacrifice and dedication, and congratulate her for an on-going job well done.

Superintendent’s Report

Superintendent Faith Chapel provided a report on the preliminary 2012/13 state testing results, which were released on August 26, 2013. The release consisted of the following items: a) preliminary results for the High School Proficiency Exam (HSPE) for grades 10-12; b) preliminary results from the End of Course Algebra and End of Course Geometry assessment in grades 7-12; c) preliminary results from the End of Course Biology assessments for high school; d) preliminary results from the Spring 2013 administration of the Measurements of Student Progress (MSP) for grade 3-8. It was noted that due to the date of the release of testing results, the information was not included in a school board report, with the information being shared under the Superintendent’s Report. Ms. Chapel provided board members with data charts showing the district results by school, district and state, as well as a chart showing district results compared to other nearby districts. It was noted an additional report would be presented to the board after the release of final results for 2012/13 that will include the August HSPE scores, and as staff analyze the assessment data in more detail.

Board Reports

No board reports

Public Hearing: *Final Budget for Fiscal Year 2013/2014*

Director of Business Services Peggy Paige provided a brief overview of the Final Budget for Fiscal Year 2013/2014. She shared the budget priorities that included: a) focus of financial resources on programs and services that directly support student learning; b) expand and support K-12 innovations; c) maintain a safe learning and working environment for students and staff; d) maintain the district’s financial integrity; and e) retain essential level of support services for district operations. Ms. Paige also shared the assumptions used to plan and develop the budget. Those assumptions included: a) continued downward trend in enrollment; b) increase in levy revenues; c) enhanced State funding; d) funding from Bainbridge Schools

Foundation for professional development and classroom innovations; e) existing fund balance available to reduce budget gap; and f) maintaining an ending reserve of 3% per board policy.

Reviewing the General Fund summary, Ms. Paige underscored the district was deficit spending; intentionally spending down the reserves to maintain and enhance district programs. A review of the General Fund revenues and expenditures were provided, as were overviews of the Capital Projects, Debt Service, Associated Student Body, and Transportation Vehicle Funds. At the conclusion of the presentation, discussion briefly touched on an anticipated enrollment increase across the district based on pre-registration numbers. In addition, Superintendent Chapel provided a six-district budget comparison related to per pupil revenues.

Presentations

A. Resolution 11-12-13: Final Budget for Fiscal Year 2013/2014

Resolution 11-12-13: Final Budget for Fiscal Year 2013/2014 was presented for board consideration.

Motion 117-12-13: That the Board approves Resolution 11-12-13: Final Budget for Fiscal Year 2013/2014. (Kinhead) The affirmative vote was unanimous.

B. Kindergarten Readiness Assessments

Associate Superintendent Julie Goldsmith introduced Kindergarten teachers Susanne Darling (Wilkes), Jan Colby (Blakely) and Lois Walter (Ordway) to assist with the presentation regarding the implementation of a staggered start for kindergarten student this fall. It was noted Kindergarten classes would begin Friday, September 6th, with students attending scheduled appointments with their parents on September 4 and 5th. The purpose of the staggered start is to provide teachers, instructional services staff, and administrators at each school the opportunity to build relationships with families and gather assessment information about each student's developmental level in literacy, mathematics, fine motor and social skills.

In past years, district kindergarten teachers have staggered the start time for students on the first day of school. This allowed for students to come in small groups with their parents/guardians to assist in the orientation to school and establish strong home-school partnerships. Staff expanded the practice this year to allow for additional time for each child. Each child will now participate in a series of learning centers directed by district staff. The centers are designed to replicate a game-like activity that will help to gather information about the student's skills in social and academic areas. The schedule provides three 90-minute sessions each day that includes a *welcome to school* from the principal and PTO, small group time with the child, parent/guardian, and kindergarten teacher, and center time for individual students while parents are provided a tour of the school, opportunity to sign forms, and a parent workshop. Later in the year staff will evaluate the usefulness of the data gathered, as well as input gathered from parents on the staggered start process.

C. Technology Levy Planning & Monthly Report

Director of Instructional Technology and Assessment Randi Ivancich provided a continuation of the information related to ongoing planning for a three-year technology levy. Conversation over the past couple of months have focused on three of the proposed options; Option C (continue current services plus - \$5.975M), Option D (Plus Option C - \$6.1 M), and Option E (Plus Option D - \$6.6 M). There continues to be a three-prong approach to how technology can most significantly impact student learning, with emphasis on Focus Area 1 – Learning, Focus Area 2 – Teaching, and Focus Area 3 – Assessment. In Focus Area 1, the major emphasis is on improved student-to-device ratios. Focus Area 2 emphasizes web-based resource and professional development. In Focus Area 3, it is resources to measure student progress, and devices to meet state and federal testing requirements.

Ms. Ivancich underscored a strain on technology resources has been facilitated by a lack of federal and funding for technology, and increased mandates such as online testing. Support of district-wide technology infrastructure has been provided through bond funding in the area of communications (such as telephone and voicemail systems), cabling and electrical systems, and facilities that support modern educational technology. As the district plans for the 2015-2017 technology levy, it continues to anticipate the needs of students, curriculum and instruction, and technology-based resources. Ms. Ivancich asked Woodward Middle School Principal Mike Florian to share information about a new program at the school that will rely heavily on technology in the curriculum. Mr. Florian explained students that participate in the Achieve class will have use of a Chrome Book, both in school and at home. The tablet will assist students with research and study skills that will help them be successful. At the end of the year, school staff will be able to analyze data from the class. Mr. Florian shared that conversation with other principals has brought forward the opinion to really make a difference in student performance, districts need to move to a one-to-one ratio. He noted one-to-one device ratio also fosters the four “Cs” – critical thinking, communication, collaboration, and creativity. Teachers find when students are able to be online and work together on a project, it reflects the “real world” and the way in which people work in the modern world. It is also important to provide professional development for both students and teachers in order to make the best use of the technology. It was noted it is important to keep flexibility in mind, and match technology to the student and instructional need.

D. Minimum Basic Education Requirement Compliance

Associate Superintendent Julie Goldsmith presented the Minimum Basic Education Requirement Compliance form for board consideration. Reporting on this form gives assurance to the State Board of Education that school districts are in compliance with the minimum requirements of the Basic Education Act, as well as several other provisions. The instructional hour offerings, minimum 180-day school year, and state high school graduation minimum requirements were noted in the memo to the board. It was also noted the district exceeds the required 450 minutes of instructional time for kindergarten.

Motion 118-12-13: That the Board approves the Minimum Basic Education Requirement Compliance form for submission to the State.
(Curtis) The affirmative vote was unanimous.

E. Alternative Learning Experience (ALE) Annual Report

Julie Goldsmith introduced Commodore Options Principal Dave Shockley to provide an overview of the Alternative Learning Experiences (ALE) report. Mr. Shockley explained ALE is primarily distinguished by off-campus instruction. The intent of this type of program is to give schools flexibility to service a diverse student population. In the Bainbridge Island School District, students are provided with an array of ALE experiences through the Mosaic Home Education Partnership Program, Eagle Harbor High School (Contracted Study Courses), and Bainbridge High School (Independent Study Courses). It was estimated that 80% of the ALE offerings were in traditional core academic courses, with 20% in non-traditional academic courses.

F. Policy/Procedure 2100: Educational Opportunities for Military Children (First Reading)

Associate Superintendent Julie Goldsmith provided background related to new Policy/Procedure 2100 – Educational Opportunities for Military Children. She noted the Interstate Compact on Educational Opportunity for Military Children (SSB 5248) was passed by the Washington State Legislature in 2009. Its focus was to reduce the educational and emotional issues encountered when the children of military personnel are required to transfer from schools in one state to another. The goal is to provide as much consistency as possible with other states relative to school policies and procedures, while honoring the existing laws that govern public education in the state. The Washington State School Directors

Association (WSSDA) provided a template for the policy and procedure to support this legislation. Following board review, edits to the text were suggested to the policy.

Motion 119-12-13: That the Board approves the first reading of Policy 2100 – Educational Opportunities for Military Children with suggested edits. (Curtis) The affirmative vote was unanimous.

G. 2013/2014 Grants

Executive Director of Instructional Support Services Bill Mosiman presented a summary of grants activities for the 2013/14 school year. Grants included the IDEA-B 611 (Federal), IDEA-B 619 (Federal), Title I (Federal), LAP (State), Highly Capable (State), and Transitional Bilingual (State). He noted the Highly Capable Grant's annual plan required Board approval.

Motion 120-12-13: That the Board approves the 2013/14 Highly Capable Grant as presented. (Fielding) The affirmative vote was unanimous.

H. Monthly Capital Projects Report

Director of Facilities and Capital Projects Tamela Van Winkle provided a report on the district's capital and facility projects through the August, as well as a summary of the Capital Projects Fund Budget. Highlights from the report included the following: *Wilkes Replacement Project* – 1) Warranty repairs are ongoing and are being tracked; 2) The contractor removed the construction fencing around the west side of the new field. The STEM program used the field as a rocket launching pad and the community has begun to lightly use the field. 3) Refinements requested by Principal Belt that have been completed include enclosure of the playground with fencing and gates, casework for backpack cubbies and durable coat hooks in the hallways, shelving in the Music Room Storage, crosswalk striping at the top of the parking lot, a depressible book cart for the Library, and a quote has been received for a 3-tier plan for additional proximity card readers. 4) Final Completion will not be issued until all corrective work and deliverables are reviewed for compliance with contractual specifications. *Woodward Middle School* – 1) The Athletic Fields Renovation project was awarded the Hellas Construction. The fields Substantial Completion dates for the three primary scope of work are September 13, November 1, and August 1. Spring track and events for javelin, high jump, long jump, discus, and shot put will be ready. 2) The new wood gym floor and related improvements is on track for completion by August 30. The bleachers have been professionally maintained, new vinyl flooring installed in the three athletic storage rooms, ADA compliant concrete ramps have been added at four entries to the gym, hollow metal doors were shortened and re-hung by Maintenance, the basketball backboards raised to meet regulation height, painting the concrete block walls and pink acoustic panels in the gym, and installation of a floating, shock-absorptive wood floor with new striping and logo on the main basketball court. *Other Projects* – 1) Reconfiguration of ILC space at Ordway; 2) Library furniture at Blakely; 3) Staff configurations complete in Portable 12; 4) Concrete repairs at Ordway; 5) Glass block wall reconfiguration in the Music Room at Bainbridge High School.

I. Monthly Financial Report

Director of Business Services Peggy Paige presented the Monthly Financial Report for the month ending July 31, with a focus on the General Fund. She explained total General Fund revenues to July 31 were \$33.5 million, which is above the expected average. Tax revenues collected to date were above the estimates. Local revenues were above budget estimates in tuitions/fees, donations and rental revenue. State revenues for both Basic Ed and Special Ed were consistent with state funding based on the actual average enrollment. The district expects to receive about \$13,000 more than budgeted in Transportation. Federal revenues were up due to the timing of filing reimbursement claims. The receipt of Safety Net funds in this area will result in revenues above budget estimates by year end. Ms. Paige noted expenditures for the year to July 31 totaled \$33.2 million and were below the expected average. Total Special Education costs were above the 3-year average. Current spending would indicate 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. Vocational expense is up from last year, which is primarily related to an increase in the purchase of supplies and equipment. Operation Buildings is reflecting the decision to move to a centralized purchasing system with increased spending on custodial supplies to begin the year. Food Service expense is expected to end the year under budget with a corresponding decrease in revenues. Central Office expenditures are currently running well below the average in the areas of election, legal, postage, contracted services and travel. The projected year end cash balance is \$3 million.

J. New Policy 2414: Community Service (Final Reading)

Superintendent Chapel noted the first reading this new policy was presented to the board at their July 25th meeting. Revisions proposed by the Board of Directors were incorporated into the final draft which was presented for approval.

Motion 121-12-13: That the Board approves the final reading of Policy 2414 – Community Service. (Fielding) The affirmative vote was unanimous.

Personnel Actions

Motion 122-12-13: That the Board approves the Personnel Actions dated August 29, 2013 as presented. (Fielding) The affirmative vote was unanimous.

Consent Agenda - Revised

Student Field Trip: Overnight

1. Request for board approval from Odyssey teachers Peggy Koivu, Todd Erler, and Barry Hoonan for Odyssey 1 – 6 students to participate in the Annual Odyssey Family Retreat September 27 – 28, 2013 at Ft. Flagler State Park near Port Townsend, Washington.

Minutes from the June 27, 2013 School Board Meeting

Minutes from the July 25, 2013 School Board Meeting

PAYROLL July 2013 Warrant Numbers:
(Payroll Warrants) 1001484 through 1001511
(Payroll AP Warrants) 172153 through 172179
Total: \$2,766,548.82

PAYROLL August 2013 Warrant Numbers:
(Payroll Warrants) 1001512 through 1001528
(Payroll AP Warrants) 172180 through 172207
Total: \$2,071,824.27

Motion 123-12-13: That the Board approves the revised Consent Agenda as presented. (Fielding) 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 Voucher)
Voucher numbers **2008492** through **2008556** totaling \$ **272,209.40** .

(General Fund Voucher)
Voucher numbers **2008418** through **2008491** totaling \$ **170,075.56** .

(Capital Projects Fund Voucher)
Voucher numbers **4675** through **4695** totaling \$ **268,717.78** .

(Capital Project Fund Voucher)
Voucher numbers **4709** through **4709** totaling \$ **44,766.28** .

(Capital Projects Fund Voucher)
Voucher numbers **4696** through **4708** totaling **400,289.30** .

(DOR COMP TAX Fund Voucher)
Voucher numbers **121300029** through **121300029** totaling \$ **1,426.09** .

8:25 p.m. – Board President Mike Spence announced the Board would move into an executive session for 30 minutes regarding matters of litigation and personnel evaluation.

Adjournment

9:00 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