

BAINBRIDGE ISLAND SCHOOL DISTRICT NO. 303
SCHOOL BOARD MEETING MINUTES

Date: September 27, 2012

Place: Board Room – Commodore Commons

Board of Directors Present

Board President – Mike Spence

Directors – Patty Fielding, Tim Kinkead, Mev Hoberg

Excused

Mary Curtis

Call to Order

5:34 p.m. – Board President Mike Spence called the meeting to order and a quorum was recognized.

Public Comment

Citizen Diane Juhl, representing the Multicultural Advisory Committee (MAC), stated MAC’s goal this year is to attend all the board meetings. Ms. Juhl noted interest in socio-economic issues and was particularly interested in hearing the *Homeless Student Population Report*, and the *Monthly Financial Report*.

Citizen Rod Stevens expressed his concerns related to three different topics related to district operations. He stated his opinion the district was violating state law regarding public involvement and the issuance of draft/final budgets each year. He also stated that, following several discussions with City of Bainbridge Island Council Member Dave Ward, a “swap” between the City of Bainbridge Island and the District related to swim fees would be “nixed” because several council members opposed this program. The third item on which Mr. Stevens provided opinion was the Six Year Capital Facilities Plan, which was on the board agenda for its second reading. He stated his opinion that, based in a legal pledging from 2007 related to the Growth Management Act, the district’s lack of capital planning and public involvement in the past had cost the district a fair amount in legal fees. Judging by the current capital plan, he believes it leaves the district open to appeal and incurring additional legal fees. Mr. Stevens stated he would forward to the board president, all the documents on which he based his opinions. Regarding Mr. Stevens’ comments, Superintendent Chapel clarified a completely different calculation was currently in place (and has been for three years) related to storm water fees and no longer involves educational programs. It was also noted the district reviewed with its legal counsel, the process used for publication of the draft/final budgets each year. Legal counsel found the district to be in compliance state law.

Citizen Tom Greene asked about the new Common Core and why the district was adopting it. Associate Superintendent Julie Goldsmith answered the state legislature approved adoption of the Common Core requirement for all school districts. The Common Core will establish rigor for all students across the state. It was noted 44 states have adopted the Common Core.

Superintendent’s Report

Superintendent Faith Chapel reported meeting with Rey Pascua, President of the Filipino American Community of Yakima Valley, who presented a copy of Governor Christine Gregoire’s Proclamation declaring October 2012 as Filipino-American History Month. Ms. Chapel noted Bainbridge Island has the longest standing Filipino-American community in the Pacific Northwest.

Ms. Chapel reported this was homecoming week at Bainbridge High School (BHS), and had Ms. Goldsmith share a recent story about the BHS Football Team. Football Coach Andy Grimm took 70 football players to the Bainbridge Historical Museum to meet with BHS Alumni as well as former BHS football players to hear their experiences. Coach Grimm wanted the current team to understand the meaning and importance of putting on the Bainbridge High School jersey.

Finally, Ms. Chapel highlighted an article from the Center on Budget and Policy Priorities entitled *New School Year Brings More Cuts in State Funding for Schools*. The article provides an overview of the steep cuts to education funding across the nation since the start of the deepest recession in 70 years.

Board Reports

Mev Hoberg attended the Ordway PTO meeting to listen to a presentation to parents by Math TOSA Jennifer Ledbetter. The presentation included information about the Common Core standards and the more rigorous requirements for elementary level students. Ms. Hoberg also noted the Ordway Jog-A-Thon was taking place on Friday. Following the PTO meeting, Ms. Hoberg went to Commodore to observe the Mosaic Homeschool Spanish Immersion Pilot Program. In the K-3 student group, the teacher was speaking instructions in Spanish and the students were actively listening and seemed to understand. In the grade 3-4 group, students shared they liked the program, and while they don't always know what the teacher is saying, they know when the "lights are on" it is Spanish time.

Mike Spence reported attending the Bainbridge Schools Foundation (BSF) annual retreat. He noted it was a very impressive group of people. The group discussed how to better work together and communicate with the district. They also suggested board members attend the BSF board meetings on a regular basis.

Presentations

A. Homeless Student Population Report

Executive Director of Instructional Support Services Bill Mosiman explained the district received a request from Senator Christine Rolfes asking for data on homeless students in the district for school year 2011-2012. The data was gathered and sent back to Senator Rolfes, and Mr. Mosiman shared the information with the board. He noted in school year 2011-2012, data indicated a total of 16 homeless students attending district schools. Homeless students are defined as lacking a fixed, regular and adequate nighttime resident, including: a) Sharing the housing of other persons due to loss of housing or economic hardship; b) Living in motels, hotels, trailer parks or camping grounds due to the lack of alternative adequate accommodations; c) Living in emergency or transitional shelters; d) Abandoned in hospitals; e) Awaiting foster care placement; f) Living in public or private places not designed for or ordinarily used as a regular sleeping accommodation for human beings; g) Living in cars, parks, public spaces, abandoned buildings, substandard housing, transportation stations, or similar settings; h) Migratory children living in conditions described in the previous examples. It was noted the requirements related to the provision of services to homeless students are addressed under the federal law McKinney-Vento Homeless Assistance Act.

Mr. Mosiman reported of the 16 students identified as homeless, 15 were classified as doubled up, meaning they are staying in a residence with a family member such as a grandparent. One student was classified as "unsheltered." Because one of the tenets of the federal law is confidentiality, the specific circumstance is not known. Mr. Mosiman continued by sharing data about student homelessness for the past several years. In addition, he explained the transportation requirements related to homeless students. Federal law states students are entitled to transportation to their school of origin or the school where they are to be enrolled. That means if the school of origin is in a different district, or a homeless student is living in another district but will attend his or her school of origin in this district, the districts will coordinate the transportation services necessary for the student, or will divide the costs equally. Mr. Mosiman noted homeless student enrollment is a self-reporting act, with the McKinney-Vento form contained in the registration packet at each school.

B. Educational Programs and Innovations Committee

Superintendent Faith Chapel presented the draft document related to the Grade K-6 Educational Programs and Innovation (EPI) Committee, which will operate in parallel with the School Configuration Committee. Ms. Chapel explained educational trends and innovation has been reviewed in the district over the past 20 years. One example was the High School Study Committee formed to address changes in state graduation requirements and secondary educational trends prevalent at the time. The committee work led to a revision of district policies and graduation requirements, and provided the foundation for the

formation of Eagle Harbor High School. In the 1980's and 90's, the district reviewed middle level programs and made changes to address the needs of young adolescents. Ms. Chapel noted it has become clear that the district would benefit from establishing a framework that delineates the process for programmatic or innovative change. She gave as an example, the expansion of multiage programs and the initiation of a pilot project for Spanish Immersion facilitating the need for clarification of district policies, procedures, and decision-making processes.

Ms. Chapel provided information related to the structure of the EPI Committee, including the committee tasks and responsibilities, the factors to be considered during the committee work, and the proposed committee composition. The proposed timeline for the committee work was as follows: October 2012 – Determine committee composition; Fall 2012 – Spring 2013 – Committee meetings to be held 12:30 – 5:00 PM, with one meeting each month from November through May; Fall 2012 – Spring 2013 – Two community outreach meetings to be held sometime during the school year. Finally, Ms. Chapel asked the board members to review the committee proposal carefully, and noted it would be brought back to the October 11th meeting for final review and approval.

Board President Mike Spence considered a suggestion that item E. Monthly Technology Report be moved forward on the agenda. There were no objections and the item was moved forward.

E. Monthly Technology Report

Director of Instructional Technology and Assessment Randi Ivancich provided a summer of technology and assessment activities through September 2012, as well as a summary of the Technology Levy budget to date. Ms. Ivancich highlighted one recent activity in the area of learning and instruction as follows: In mid-September, sixteen district staff members participated in the OpenBlend Conference sponsored by Puget Sound Educational Service District (PSESD). The conference featured ways in which teachers blend in-class and out-of-class learning opportunities to meet student learning needs. Blended Learning directly relates to district improvement goals for curriculum and instruction and to the district's technology goals of providing anywhere, anytime access to information and to support personalized learning opportunities for students.

Conference presenters spoke about a variety of issues districts will need to address in order to be ready for the coming changes in instruction and student learning. Ms. Ivancich noted less than a year ago, educational technology circles discussed the 4:1 ratio of students to computer. Now, most discussions focus on multiple screens per user. This has a significant impact on the way in which resources in a district are distributed.

One of the sponsors of the conference was the ST Math group, which held sessions demonstrating the impact of visual math on student learning. Representatives from the Kahn Academy demonstrated the newest features and options of their online educational videos. At a future school board meeting, Ms. Ivancich will invite teachers to demonstrate some of the blended learning opportunities already occurring in district classrooms, from elementary through high school grade levels.

C. Monthly Capital Projects Report

Director of Facilities and Capital Projects Tamela Van Winkle, along with Capital Projects Manager Nancy Josephson, provided an overview of capital project activities through September 2012, as well as a summary of the Capital Projects budget to date. The report focused on the new Wilkes Elementary School project and construction activities in and around that project. Ms. Van Winkle noted a recent minor incident in which sections of the fire alarm system were activated for no apparent reason, but which also highlighted the readiness of students and staff as they followed the school emergency evacuation plan. She stated other project elements were progressing daily, with the completion of the parking lot targeted for mid-October. Field work will begin after the parking lot is completed. The date for Substantial Completion will be established soon, which will also set the start of the warranty period, and the resolution of outstanding change order documents is underway. It is anticipated the "punch list" items will continue to be addressed through the first of the year. Ms. Josephson added the school kitchen is now serving hot lunches to students, and folks have been providing positive feedback about the project.

D. Six Year Capital Facilities Plan (Second Reading)

Ms. Van Winkle provided a brief overview of the Six Year Capital Facilities Plan (CFP) and the assumptions involved in its development. She noted the document was presented for a first reading at the school board meeting held on September 13, 2012. Ms. Van Winkle provided a revised *page 19* with added footnotes based on suggestions from board members at the first reading. The footnotes read as follows: “Actual class sizes can be affected by changed to educational programs, school configuration, and/or reduced state funding. The School District continues to monitor expected improvements to state educational funding as an outcome of the Supreme Court’s ruling identified as the McCleary Decision.” In addition, the Estimated Six Year Finance Plan table reflects information identified in the 2005 Master Plan. It was noted that future bond requests are subject to Board direction and approval. At this time, no decisions for future bond requests have been determined. Ms. Van Winkle noted board approval was required prior to sending the CFP to the City of Bainbridge Island.

Motion 06-12-13: That the Board approves the second reading the Six Year Capital Facilities Plan as presented. (Fielding) The affirmative vote was unanimous. (Fielding, Kinkead, Spence, Hoberg)

F. Monthly Financial Report

Director of Business Services Peggy Paige provided an analysis of district financial reports for the month ending August 31, 2012. Spotlighting the district’s General Fund, Ms. Paige explained total General Fund revenue to August 31 were 1.6% less than for the same period last year, and below the expected average. Tax collections were above budget estimates by \$48K. Local non-tax revenues were above budget estimates by \$166K, with over half the average being attributed to rental revenues. State revenues for Basic Ed and Special Ed were consistent with state funding expectations and enrollment, and were under budget by \$82K. Transportation revenues came in above budget estimates by \$22.5K. Ms. Paige noted while federal revenues were below budget to date, several grant claims have been filed and will be paid in September. The revenue in this area will be accrued back to Fiscal Year 2011/12.

It was reported expenditures for the year to August 31 were equal to the same period last year, with total expenditures being well below average. Total expense for Basic Ed is below the average and budget. Teaching will be below budget estimates due to school building and curriculum carryovers for supplies and instructional materials. Counseling is over budget in classified salaries and benefits. Learning Resources is higher than last year, based on Tech Levy purchases but is still below budget since adjustments were made. Extracurricular expense has exceeded budget estimates due to post season play. Total Special Ed costs were down 1.1% compared to last year, and the Safety Net award of over \$400K was noted. This award will be received in September but accrued back to August. Total Support Services was below last year and budget estimates. Transportation and Motor Pool expenditures are currently below budget but will be impacted by accrued expense being paid in September. Salaries are below budget estimates while savings in fuel costs are being offset by additional expense for bus parts/supplies. Operation, Buildings was over budget but this is primarily related to extra time that is reimbursed with rental fees. Decreases in Food Service revenues were balanced with decreased expenditures. Maintenance/Grounds had some increased activity in August and will be at budget estimates after September accruals. Information Services and Central Office are lower than last August and below budget. Information Services reflects only the fiscal portion of the district’s data processing fees. (the balance of the expense being charged directly to counseling), and a reduction in salary/benefits (unfilled technician position). Central Office indicates reduced expense for legal fees, election costs, and postage.

Related to district cash flow, net cash outflow during August was \$202K. As of August 31, the closing cash balance in the General Fund was \$3,231,842. The final ending fund balance will be impacted by revenue and expenditure accruals that will be processed during September and October.

G. Policy 3120: Enrollment (Second Reading)

Superintendent Chapel noted at the first reading of Policy 3120: Enrollment no changes were made to the policy. While the board only approves policy, comment was made about some of the wording in the procedure. Changes were made in the text in procedure to reflect the language of the state RCWs. After

additional comment regarding further changes in the procedure language, it was noted those suggested changes would be incorporated into the procedure.

Motion 07-12-13: That the Board approves the second reading of Policy 3120: Enrollment. (Hoberg) The affirmative vote was unanimous. (Hoberg, Spence, Fielding, Kinkead)

H. Policy 2333: Flag Exercises (First Reading)

Associate Superintendent Julie Goldsmith, after reviewing the district's current list of policies, discovered the policy providing guidance on expectations for schools and students regarding the American flag. It was noted RCW 28A.230.140 requires the board of directors of every school district to have in place, a policy regarding activities (display/salute/national anthem) related to the American flag.

Motion 08-12-13: That the Board approves the first reading of Policy 2333: Flag Exercises. (Kinkead) The affirmative vote was unanimous. (Kinkead, Fielding, Spence, Hoberg)

Personnel Actions

Motion 09-12-13: That the Board approves the Personnel Actions dated September 20, 2012 and September 27, 2012 as presented. (Kinkead) The affirmative vote was unanimous. (Kinkead, Fielding, Spence, Hoberg)

Consent Agenda

Interdistrict and Interagency Agreement Authorization

1. The superintendent is authorized to execute interdistrict and interagency agreements during the 2011/2012 school year for the purpose of transferring students to other institutions and providing specialized services to the district.

Student Field Trip: Overnight

1. Request for Board approval from Woodward Middle School Teachers Laura Kornfeld, Wendy Kozina, and Scott Orness for 24 students to attend the Natural Helpers Retreat at Seabeck Conference Center on October 11 – 13, 2012.

District Staff Travel: Out-of-State

1. Request for Board approval Mosaic Homeschool Program Teachers Denise Melton-Todd and Martha Wells to attend the Two-Way and Dual Language Conference in Portland, Oregon on September 29, 2012.

August 2012 Payroll: (Payroll Warrants) 1001132 through 1001151
(Payroll AP Warrants) 171837 through 171861
TOTAL: \$2,688,163.98

Minutes from the July 26, 2012 School Board Meeting

Minutes from the August 16, 2012 School Board Retreat

Minutes from the August 30, 2012 School Board Meeting

Minutes from the September 13, 2012 School Board Meeting

Motion 10-12-13: That the Board approves the Consent Agenda as presented. (Kinkead) The affirmative vote was unanimous. (Kinkead, Spence, Fielding, 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 **2006133** through **2006136** totaling \$ **17,780.48** .

(General Fund Voucher)

Voucher numbers **2006101** through **2006133** totaling \$ **121,351.07** .

(General Fund Voucher)

Voucher numbers **2006137** through **2006235** totaling \$ **168,530.93** .

(Capital Projects Fund Voucher)

Voucher numbers **4493** through **4499** totaling \$ **15,386.92** .

(Capital Projects Fund Voucher)

Voucher numbers **4482** through **4492** totaling \$ **1,819,355.81** .

(Associated Student Body Fund Voucher)

Voucher numbers **4000730** through **4000751** totaling \$ **52,021.12** .

Adjournment

7:20 p.m. – Board President Mike Spence adjourned the meeting.