

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

Date: November 29, 2012

Place: Board Room – Commodore Commons

Board of Directors Present

Board President – Mike Spence

Board Vice-President – Mary Curtis

Directors – Patty Fielding, Tim Kinkead, Mev Hoberg

Call to Order

Board President Mike Spence called the meeting to order and a quorum was recognized.

Public Comment

Citizen Susan Roth identified herself as a parent of students attending Blakely Elementary and Sakai Intermediate Schools. As a representative of several Blakely parents, Ms. Roth expressed concern about school specialists splitting their time between the three elementary schools and the affect this schedule has on the overall quality of the curriculum. She read a statement into record (available upon request) that stated in part; “The kids have lost some the relationships and traditions that foster their sense of connection to the school as a unified community. Things have compressed, contracted, and sped up – the effect is less time for relationship building and the special traditions that enrich the programs. Although there has not been a reduction in the amount of minutes students spend with specialists, there has been a palpable change in the quality of the programs.” Ms. Roth also quoted from an article posted on the website edutopia.org regarding the arts. Board President Mike Spence thanked Ms. Roth and the parent group for their comments and encouraged them to stay involved.

Superintendent’s Report

Superintendent Faith Chapel reported a 4-student team from Bainbridge High School (BHS) submitted a proposal to a national competition to design an experiment to be conducted next spring on the International Space Station. The students were made aware of the competition by Enrique Chee, Science Department Chair and AP Physics teacher, and he facilitated the application process. It was noted over 2000 proposals were submitted, and the BHS team is one of three finalists. News of the final award is forthcoming.

Ms. Chapel announced, former Bainbridge High School teacher Rory Wilson will share his adventures of rowing and sailing his unique ocean traveling vessel KROS from San Diego to Honolulu. The presentation will take place December 11th at 7:00 p.m. in the BHS Commons. This event is jointly sponsored by the Bainbridge Schools Foundation and the Bainbridge Island School District.

Board Reports

Tim Kinkead reported attending a recent Board Finance Committee meeting at which the district’s financial condition was reviewed. There was discussion of the district’s budget future, a review of audit reports, and it was noted the district is solvent. They also talked about this year’s budget in which expenditures exceed revenues by \$1 million dollars, and the district is managing this by pulling funds from the cash reserves. They hypnotized what that might look like in the future, as there is not the same cushion going into next year. It was a great conversation, which will translate into conversations in the District Budget Advisory Committee meetings as well.

Mary Cutis reported on the School Configuration Committee meeting held Wednesday, November 28th. The committee had interesting conversations about classroom configuration with a focus on capacities and class size. Using Blakely Elementary as an example, it was noted in that building pull out groups are held in the hallways, while in the new Wilkes Elementary School, space has been provided for that use.

Tim Kinkead reported on the Educational Programs and Innovations Committee meeting held November 29th prior to the school board meeting. He noted he would bring it topic of the arts to that committee, as he is a big believer in thinking about the future needs and positive ways to improve student outcomes. He underscored that folks involved in the budget process over the past several years know, with the challenges involved, it is a testament to the forward-thinking aspect of the district to have an innovation committee at a time when fund from the state is constrained and expenses continue to grow. They also talked about where the innovative ideas are coming from and future priorities. It was noted that these committees are open public meetings, the dates and time of which are posted on the district's website.

Mike Spence reported attending the annual Legislative Roundtable hosted by the North Kitsap School District on November 13th. The main topic was how the legislature would respond to the McCleary decision, with consensus among attendees that for the state to minimally comply, they will have to make up \$1.1 billion dollars. That is a lot more money than is available this year, which will lead to interesting time when the legislator convenes in January.

Mev Hoberg attended the recent Instructional Materials Committee meeting at which a book was proposed as an option for students to read for a Senior English course elective on Science Fiction, Mystery, and Horror Literature. The book - *The Beekeepers Apprentice* by Laurie King - is on the evening's agenda for board consideration. Ms. Hoberg also noted attendance at the Multicultural Advisory Committee meeting.

Presentations

A. Resolution 01-12-13: Delegation of Authority – Refunding 2004 Bonds

Superintendent Faith Chapel explained at the October 25th board meeting, Dave Trageser (Bond Advisor) presented information about the opportunity to save Bainbridge Island taxpayers additional dollars through a “refunding” process that would restructure the district’s remaining bonds from 2004, and another portion of the 2006 bonds. She introduced Mr. Trageser who recapped the process needed to undertake the refunding of the 2004 and 2006 bonds, with bond pricing scheduled for January 10th. Current estimates are for a savings to taxpayers of one million dollars over the life of the bonds.

Faith Pettis and Deanna Gregory of the Pacifica Law Group were introduced, and presented an overview of the proposed Delegation of Authority resolution, similar to the one approved by the Board in March 2012, which authorized district staff to pursue refunding opportunities for bond issue in 2006. Resolution 01-12-13 will provide the same authorization for the remainder of the 2004 bonds. It was noted the authorization was valid for 180 days from the time of approval.

Motion 24-12-13: That the Board approves Resolution 01-12-13: Delegation of Authority for the refunding of the 2004 bonds. (Kinkead) The affirmative vote was unanimous.

B. Gr. 6 – 12 Math Program Update

Associate Superintendent Julie Goldsmith, with assistance from Associate Principal Jake Haley (Bainbridge High), Dean of Student Steve Brown (Sakai), and teachers Marcus Kitley (Sakai), Lisa Hale (Woodward), and Dan McLean (Bainbridge High), provided a brief Mathematics Program Review update. It was noted the purpose of a program review is to assist in developing a comprehensive plan ensuring students meet or exceed the K-12 Common Core Mathematics Standards. This means students will be

career and college ready when they graduate from high school. Ms. Goldsmith gave a brief description of the Common Core Standards, noting the standards stress not only procedural skill but also conceptual understanding. The standards call for a curriculum that is; a) robust and relevant to the real world; and b) reflective of the knowledge and skills that young people need for success in college and careers. The board was reminded adoption of resources for K-8 was delayed until 2013-2014 so the district could focus on the transition to Common Core, and provide teachers with a foundation for understanding the new standards.

New resources were identified this past year for Algebra, Geometry, Algebra II, Pre-Calculus, and Calculus. Other resources identified were in the area of AP Statistics, AP Computer Science, and AP Calculus. Lisa Hale shared the transition to Algebra online has been smooth, with students commenting positively about the support videos. She is still learning about the specifics of the “online classroom” attached to the program, and the quirks associated with these types of programs (turning pages, etc) are being addressed. Dan McLean talked about how schools deal with providing support to students who may not have computer access at home, and other group comments related to students that may prefer hard copy books for learning.

Ms. Goldsmith provided information about new and revised course offerings at Sakai Intermediate/Woodward Middle and Bainbridge High Schools. Sakai now has one class of 7th grade math begin offered, and Woodward has expanded the number of students enrolled in Algebra. This provided more advanced opportunities for students earlier in their school careers in grades 6 – 8. In addition, a new Advanced Placement Computer Science Program is being offered within the Mathematics Department. The course emphasizes object-oriented programming methodology with a concentration on problem solving and algorithm development, and is meant to be the equivalent of a first-semester college-level course in computer science. Marcus Kitley spoke about the Sakai students enrolled in the 7th grade math class being challenged by the course work, pushing their “mathematical muscle” in a good way. Steve Brown added the team work with Woodward has been excellence. Ms. Goldsmith concluded the presentation by offering a brief overview of the next steps for next year.

C. Instructional Materials Committee Report

Julie Goldsmith presented the Instructional Materials Committee (IMC) report and minutes from their November 20th meeting. The IMC reviewed the book titled: *The Beekeepers Apprentice* by Laurie King (Grade 12 – English Elective – Science Fiction, Mystery, and Horror Literature), and recommended approve of the book.

Motion 25-12-13:

That the Board approves the Instructional Materials Committee report and the contents therein. (Hoberg) The affirmative vote was unanimous.

D. Educational Programs & Innovation Committee – Membership

Mike McCloud, President of the Bainbridge Island Educational Support Professional Association (BIESPA), noted classified representation for this committee had originally been limited to one slot. Mr. McCloud was told the board had already ruled on the composition of the committee membership. He petitioned the board to allow an additional classified representative – Carol Gregory – because of her desire to serve and her excellent qualifications. Board members had no objections to the addition of a second classified representative.

Board President Mike Spence noted for record, one of the purposes of the EPI committee was to look at obstacles of innovation. Director Kinkead stated committee members did talk briefly about obstacles, and discussed such things as what are criteria for innovation and the constituency involved. In addition, the idea of how to balance equity related to piloting programs was raised.

Superintendent Chapel provided an updated Educational Programs and Innovation Committee document that included the “charge to the committee” and an updated list of committee members.

Motion 26-12-13:

That the Board approves the Grade K-6 Educational Programs and Innovation Committee composition, including the addition of one more classified representative. (Curtis) The affirmative vote was unanimous.

E. Monthly Capital Projects Report

Director of Facilities and Capital Projects Tamela Van Winkle provided the Capital Projects and Facilities Report for November 2012, as well as a summary of the capital projects budget to date. Highlights from that report include the following: Wilkes Replacement Project – a) The architects have issued their 40-page punch list of interior corrections to the contractor who will present an advance schedule of construction repair so that staff and parents can be informed. b) Capital Projects staff continues to be on-site from 7 AM – 10 PM, depending on evening construction activities. c) The permanent parking and drop-off area opened and is working well. The reports about ease of accessing the building, the reduction of congestion, and overall appearance have been very favorable. d) Construction of the playground of big toys is delayed by heavy rain as each toy area filled with 10” of water, demonstrating the need for storm drainage. The landscape architect and civil engineer quickly came up with a solution that involved minor grading to slope the ground toward a dry well which is then connected to a French drain extending to a main line to the infiltration area to the east. e) The new kiln has been fired up just in time for holiday gift-making. f) KPUD requires an approved Bill of Sale before assuming complete operation and maintenance of the Water Extension System completed May 17, 2012. A Bill of Sale is currently being prepared for board review and approval at the December meeting.

F. New Wilkes Elementary Project – Change Order No. 11

Director Van Winkle presented Wilkes Elementary Replacement Project – Change Order No. 11 for board approval. Items included on the change order were:

CCD 019	<u>Stair Nosing</u> Replacement of sandblasted nosing strip with grooves for better visibility.	\$0.00
CCD 057B	<u>AV Storage Change</u> Adding mechanical ventilation to allow use of a copier in the room.	\$2,123.00
CCD 064	<u>Hydronic Lin Sub Metering</u> Addition of meters at each wing to track potential leakage.	\$2,442.00
CCD 069	<u>Data and Wap Changes</u> Addition of 45 data ports and WAPS to increase areas for computer use.	\$12,922.00
CCD 075	<u>IDF Cabinet in Crawl Space</u> A new data cabinet to serve computers whose cabling would have been too long to function and was beyond industry standards.	\$33,490.00
CCD 094	<u>Smoke Detector at Music Room Level</u> Addition of a smoke detector which is required at every elevator stop.	\$2,051.00

CCD 098	<u>Roller Shades at West Hall</u> Changing to shades that roll from the bottom up to retain privacy & light.	\$3,793.00
CCD 104	<u>Move Pedestrian Gate at Southwest Fire Lane</u> Changing the location from grass to the sidewalk along kindergarten.	\$244.00
COP 051	<u>Heat Pump – 1 Connections</u> Connections to the primary heat source were not detailed clearly. Recognition of missing detail information required additional work.	\$3,454.00
COP 058	<u>Geo Loop Valves</u> Addition of valves allowing hydrostatic flushing of geo-loop field and also isolating the field from geo-loop piping in the building.	\$2,200.00
COP 060	<u>Low Duct Elevation Mech. Rm. 115</u> Replacing a duct that encroached upon the vertical code clearance of electrical panels with a thinner, broader duct.	\$3,290.00
COP 070	<u>Painting Sprinkler Pipes</u> Paint the sprinkler pipes running in the ceiling in color as that piping recedes.	\$2,378.00
COP 072	<u>Additional Kitchen Piping</u> Adding a third supply line to dishwasher per manufacturer instructions.	\$317.00
PR 015	<u>Gym Bathroom Pushplates</u> Covering holes drilled for locks in doors that should remain open.	\$241.00

Motion 27-12-13:

That the Board approves Wilkes Elementary Replacement Project – Change Order No. 11. (Fielding) The affirmative vote was unanimous.

G. Monthly Financial Report – 2011/12 End of Year

Director of Business Services Peggy Paige provided a summary analysis of Fiscal Year 2011/12. She noted the district received the final written approval from Puget Sound ESD 121 of the year-end report and Ms. Paige provided the board with a copy of the certification document. It was noted the year-end report would be posted on the district’s website. Ms. Paige reported revenues for the year were under budget by \$7,062, with local revenues (including tax collections⁰ and SafetyNet funds offset reductions due to enrollment decline in both basic ed and special ed. Expenditures for 2011/2012 were \$1.1M below budget. Ms. Paige noted challenges in creating the budget in the district’s new software system, which resulted in excess budget capacity in the area of benefits. Other areas – utilities, legal fees, election expense – had lower costs than estimated. Some of the budget excess for supplies and capital outlay will be available as a reallocation this year.

Ms. Paige noted the 2011/2012 ending funding balance was reserved in several categories per accounting guidelines from the Office of the Superintendent of Public Instruction. GL 872 – *Committed to Minimum Fund Balance Policy* was \$1,100,000 (3%) per board policy. GL 888 – *Assigned to Other Purposes* was \$1,257,000 (3.5%). Ms. Paige said this was the portion of fund balance that was committed to Fiscal Year 2012/2013 as well as grant and building carryovers. *Unassigned* fund balance to \$468,322 (1.3%) is in GL 890, while GL 840 *Inventory Reserve* has \$191,500 and GL 821 *Restricted for Carryover* (Vocational) has \$18,400.

Moving on to the monthly financial reports for October 2012, Ms. Paige noted total General Fund revenues to October 31 were \$7.8 million, essentially equal to the same period last year and are above average. Tax collections were strong and seem to indicate timely payments from taxpayers. Local revenues for donations and investment earnings are down from prior year. State revenues are consistent with state funding based on Budgeted enrollment. Transportation revenues were also based on budget estimates until data is submitted later in the year to determine actual funding. Federal revenues indicate a similar pattern to last year in receiving grant expenditure reimbursements. Expenditures for the year to October 31 total \$6.1 million, less than 1% above last year, with year-to-date expenditures were below the average. Total expense for Basic Education decreased .3% and is slightly below the average. Reduced spending in Guidance/Counseling is due to a delay in invoicing for the district’s data processing/student records services. Under Support Services, Ms. Paige noted utility expenditures were currently about equal to prior year, which may indicate savings again in this area. However, the district is just beginning to pay invoices for the new Wilkes Elementary School, and just entering into the winter season. Finally, it was noted the net cash inflow during October was \$1,840,830. As of October 31, 2012, the closing cash balance in the General Fund was \$4,608,302.

H. Monthly Technology Report

Director of Instructional Technology and Assessment Randi Ivancich presented the Technology Report for November. Ms. Ivancich noted the Technology Department continues to be a very busy place. The “active directory dust” is beginning to settle, and work has begun on access for staff to network files and systems remotely. There is beta testing underway with some of the heavy users in the district. The department is also moving forward with the “bring your own device” in the district. Related to this topic, Ms. Ivancich noted an update to Policy 2022 – Responsible Use of Electronic Resources had been issued by OSPI after a legal decision. A revision of this policy will incorporate the language change, which will be presented for board review at a future meeting. Ms. Ivancich also provided a summary of the Technology Levy budget through November 2012.

Personnel Actions

Motion 28-12-13:

That the Board approves the Personnel Actions dated November 26, 2012, and November 29, 2012 as presented. (Fielding) The affirmative vote was unanimous.

Consent Agenda

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 approved for payment.

Motion 29-12-13:

That the Board approves the Consent Agenda as presented. (Kinhead) The affirmative vote was unanimous.

(General Fund Voucher)

Voucher numbers **2006596** through **2006757** totaling \$ **317,124.83** .

(Capital Projects Fund Voucher)

Voucher numbers **4529** through **4542** totaling \$ **509,499.02** .

(Associated Student Body Fund Voucher)

Voucher numbers 4000780 through 4000814 totaling \$ 25,464.65 .

(Comp Tax Fund)

Voucher numbers 121300004 through 121300006 totaling \$ 2,586.29 .

Adjournment

7:47 p.m. – Board President Mike Spence adjourned the meeting.