

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

Date: February 28, 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

4:07 p.m. – Board President Mike Spence called the meeting to order and a quorum was recognized. He noted the meeting was starting earlier than usual as a community forum was scheduled for 6:30 p.m. following the regular business meeting. The topic of community forum was Elementary World Languages. Mr. Spence added public comment on that topic would be taken during the community forum.

Public Comment

Citizen Susan Roth spoke about the importance of revisiting the issue of recent changes to elementary music, art, and PE Programs. She noted her November address to the board on the topic, and believed it was still critically important. (Ms. Roth’s full text is available upon request.) Ms. Roth encouraged the District to consider increasing the teaching time period allowed elementary specialists from 40 minutes to 45 minutes in order to rectify equity issues related to planning and non-teacher time for specialists and classroom teachers.

Superintendent’s Report

Superintendent Faith Chapel announced the Bainbridge Schools Foundation (BSF) would make a presentation to the Board. Current BSF Board President Sarah Bullock and Past President Andrea Pickett were introduced. Ms. Bullock presented a \$500,000 donation to the District, which was noted as the first half of the Foundation’s \$1 million dollar pledge. School Board members expressed their heartfelt gratitude for the generous donation to the district.

Ms. Chapel provided board members with a copy of the Crossroads organization statement to legislators regarding full funding for K-12 education. Crossroads is an alliance of public school employees, elected officials, and community members whose goal is to secure stable and ample funding for public education. The Crossroads platform asked legislators to make real and measurable progress toward fully funding public schools in this biennium, fund legislative requirements as part of basic education, make no cuts in state funding to local districts, and cover all expenses amongst other things. It was suggested the board and district administrators craft a letter to legislators supporting the platform.

Ms. Chapel spoke briefly about the impact of the Federal Sequestration scheduled to be implemented March 1. She noted the district does not receive a lot of federal funding, with approximately 3% of its budget or \$1.2 million. If nothing changes, and the sequestration is implemented, that would represent about \$100K in the operational budget. It is hoped the federal government will take action to rectify the situation.

Board Reports

Mev Hoberg reported participation in the Eagle Harbor High School mid-year graduation ceremony. Ms. Hoberg handed out diplomas to the graduating students, and she expressed her joy at seeing the pride and

happiness of the students who persevered to complete their education. Ms. Hoberg also reported attending the Multicultural Advisory Committee meeting along with Patty Fielding.

Mike Spence expressed gratitude to a group of citizens who donated their time and money to improve the batting cage at the softball field. People participating in the work included – ACE Hardware, MRJ Constructors, and Babe Ruth of Kitsap County.

Presentations

A. Baseline Data Analysis: Gr. 1-4 Mathematics Measures of Academic Progress (MAP)

Associate Superintendent Goldsmith explained the Measures of Academic Progress (MAP) assessment has been used in the district for the past 1.5 years. The initial data from the 2011-12 Grade 1-9 MAP mathematics data spurred the K-12 Mathematics Program Review Committee to create more sections of Algebra at the 7th grade level, and created a 7th grade math class for thirty 6th grade students at Sakai Intermediate School. Ms. Julie Goldsmith then introduced consultant Allison Krug who has been contracted by the district to provide a deeper analysis of district-wide math assessments. Ms. Krug's more detailed analysis of data was shared with the K-8 mathematics committee, and the K-6 Educational Programs and Innovation Committee. The mathematics committee will use the baseline data for evaluating the impact of new program implementation over the next several years. In addition, the K-6 Educational Programs and Innovation Committee is using the data to better understand the need for differentiation.

Ms. Krug provided an overview of the 2011-2012 MAP data analysis (Grades 1-4) prepared for the district. The analysis began by choosing a measure, with three main areas becoming the focus: *Status* – a) An example would be the percentage of students meeting proficiency (MSP/HSPE/EOC), which tends to measure community affluence vs. educational progress; *Improvement* – An example would be following cohorts from year to year, which tends to be reflective of “good class/bad class” variations; and *Growth* – For example looking at the percentage of students meeting growth projections and median growth, which is considered by many to be more valid because it reflects focus on schools helping students learn. Ms. Krug provided a graph depicting the baseline math outcomes for the fall 2011 math RITs for grades 1-4. It was noted that 1 in 5 students are two grade levels ahead, 1 and 3 are a full grade level ahead, and 05% are at least 0.5 grades ahead. Ms. Krug pointed out an anomaly in the data at grade two, with that information being reviewed. The data demonstrating growth was also reviewed including areas of gender and ethnicity, as well as the median growth among student who are behind at the start of the year and their growth through the year. At the conclusion of the presentation, Ms. Krug noted a uniquely challenging situation in the district with a large proportion of advanced students, with little state funding to support differentiated learning at the higher end of the learning continuum. Ms. Goldsmith added this data analysis will assist the mathematics committee to identify instructional materials, especially at the K-5 level, to provide differentiated learning.

B. School Configuration Committee Update

Superintendent Faith Chapel explained the School Configuration Committee (SCC) has been charged with the task for formulating recommendations for consideration by the Board of Directors regarding the number, size, location, and grade level composition of the District's schools. The Board has received informal updates at each of its meetings since the SCC first met on October 3rd, and a formal report was made at the December 13th meeting. Ms. Chapel provided information about the processes and documents that will be utilized by the committee as they analyze configuration options and develop recommendations for Board consideration. Ms. Chapel described the set of guiding principles developed for the committee's work, the analysis matrix used to assess the advantages and disadvantages of each configuration, and provided meeting minutes that document committee deliberations.

C. 2013-2014 District Calendar

Assistant Superintendent Dr. Peter Bang-Knudsen explained the 2013-2014 district calendar was created with collaboration with the Bainbridge Island Education Association. The start date Wednesday, September 4, 2013, and the end date Tuesday, June 17, 2014, allow for ample time to prepare for school in late August. In addition, the end date follows the tradition of graduation being the second Saturday – June 14th. For the second year in a row, there will be a week-long February break (2/17 – 2/21/14). The rationale for continuing a mid-winter break is to foster a more coherent learning environment rather than having two shortened weeks back-to-back on either side of the Presidents’ Day Holiday. It was noted the early release and conference days will be determined later this spring by Associate Superintendent Julie Goldsmith in consultation with principals and teachers. Director Hoberg voiced concern regarding the last two days of the school year as perhaps being “lost” for instructional purposes. It was noted high school finals would be the last three days of the school year.

Motion 57-12-13: That the Board approves the 2013-2014 District Calendar as presented. (Fielding) The affirmative vote was unanimous.

D. Monthly Capital Projects Report

Director of Facilities and Capital Projects Tamela Van Winkle provided a summary of capital projects and facilities activities for February. Highlights from that summary included: *Wilkes Replacement* – a) Punch list correction is winding up and back-punch by the consultants is underway. The contractor is being driven toward Final Completion of Phase 1B. b) Work that remains in progress is due to unforeseen issues or extensive scope. Ms. Van Winkle c) One challenge noted was installation of the school field. As the grounds remain wet, it was decided, in consultation with the contractor, to wait to install the sod until conditions improve. *Summer Projects* – Planning is underway for summer work.

E. New Wilkes Elementary School Project – Change Order No. 14

Director Tamela Van Winkle presented Wilkes Elementary Replacement Project Change Order No. 14 for board approval. Items included in the change order were as follows:

CCD 009R	<u>KPUD Items</u> KPUD required minor changed in plans and specs associated with capping existing water lines, addition of backflow preventer for irrigation, change in type of water meter and leak protection for deep pipe, etc.	\$ 9, 600.00
CCD 024	<u>Paving Change and Retroplate</u> Replacement of pervious concrete in utility yard with more durable, cleanable impervious concrete, and substitution of retroplate concrete finish in custodial areas to sealed concrete.	(\$ 3,042.00)
CCD 032a	<u>50 Gallon Cistern Change Courtyard B</u> Costs associated with Kitsap County Health water quality monitoring required additional research into the type of cistern capable of receiving both rain water and domestic water; ordering, and pickup to meet schedule.	\$ 2,175.00
CCD 032b	<u>50 Gallon Cistern Change Courtyard C, D, E</u> Hose bibs and underground piping were added to cisterns providing domestic water to outdoor learning tables.	\$ 2,256.00
CCD 041	<u>Area Drain Grates</u>	\$ 0.00

	Add 2 Decorative grates; delete 5 grates in pervious concrete; add 2- 45 degree elbows at 27 drains to meet storm drain connection.	
CCD 059	<u>Flip Door at WC 207B</u> Re-hinging door to the other side of the jamb met ADA clearance requirements between the sink and the latch side of the door.	\$ 370.00
CCD 067	<u>RF Color Change in Library and Admin</u> The specified chocolate brown color was changed to 'sea foam' turquoise as a more appropriate color for a children's library and elementary reception area.	\$ 0.00
CCD 087	<u>Irrigation Connection Location Change</u> During elimination of 250 feet of pipe an irrigation assembly was moved adjacent to water vault to provide backflow prevention.	\$ 4,439.00
CCD 111r	<u>Day and Madison Curb Change</u> Intersection adjustments at Day Road and Madison were necessary to meet adequate turning radius for large vehicles.	\$ 4,584.00
CCD 119	<u>Exterior Fire Alarm Strobes</u> Addition of fire alarm horns and strobes to exterior wall of building providing fire alarm notification to playground areas.	\$ 2,115.00
CCD 122	<u>Landscape at Bud Loop Exit</u> Revision of design based on experience with stormy weather provides a path for run-off and slows down the flow.	\$ 1,464.00
CCD 123	<u>Glulam Removal</u> Elimination of non-structural glulam's fastened to sides of structural steel outriggers supporting overhangs.	(\$6,000.00)
CCD 125	<u>Toilet Accessories</u> Installation removed from the contract to take advantage of Walter E. Nelson's work with the district on custodial standards.	(\$748.00)
CCD 126	<u>Smart Board Installation</u> Installation removed from the contract to take advantage of a single source for product and installation, commissioning and training.	(\$10,000.00)
COP 077	<u>Pressure Independent Valves VE: Not Taken</u> The value of the VE substitution with ball valves and circuit setters was ultimately not worth the credit due to additional complexity of the hearing system, complicating the commission process, and loss of efficiency.	\$ 5,000.00

COP 078	<u>Quarry Spall at Day Road Ditch</u> For ease of maintenance, rock suitable for vehicular and storm runoff was substituted for lawn.	\$ 1,756.00
PR 012	<u>Resource Room Lighting Zones</u> Enables different lighting conditions for the three teaching stations.	\$ 860.00
PR 017	<u>Fire Lane Curb Cut – Option 2</u> Installation of a rolled curb at junction of west fire lane and bus parking lot enabling access by fire trucks.	\$ 2,610.00
PR 019	<u>Exhaust Fan Switch</u> Enabling ducted exhaust form the custodial dryer upon activation of the dryer.	\$ 1,501.00

Motion 58-12-13: That the Board approves Wilkes Elementary Replacement Project Change Order No. 14 as presented. (Curtis) The affirmative vote was unanimous.

F. Woodward Middle & Bainbridge High School 200 Building Asset Preservation Program – Annual Report

Director Van Winkle explained the Office of Superintendent of Public Instruction (OSPI) now requires an Asset Preservation Program for school districts that expect to request state assisted funding for future capital projects. One element of the Asset Preservation Rule (APR – WAC 392-347-023) requires facilities constructed *New* or *New-in-lieu* with state assisted funding after 1993, and plan to pursue eligibility for future state funding, must now complete annual building condition evaluations. These evaluations must be presented to the school board. Two schools within the District fall under this criteria – Woodward Middle School and the Bainbridge High School 200 Building. Ms. Van Winkle noted the district will continue to monitor and respond to the evolving requirements associated with eh Asset Preservation Rule. The APP Annual Report for both schools was included with Ms. Van Winkle’s report.

Motion 59-12-13: That the Board approves the Asset Preservation Program Annual Report for Woodward Middle School and the Bainbridge High School 200 Building. (Fielding) The affirmative vote was unanimous.

G. Monthly Technology & Assessment Report

Director of Instructional Technology and Assessment Randi Ivancich submitted a report on technology and assessment activities through the month of February. She noted over the mid-winter break, the Technology Department staff have installed new student use laptops for the science program in grades 6-8 at Odyssey Multiage Program, Sakai Intermediate and Woodward Middle Schools. As the new laptops are installed, the old laptops were reclaimed to be used to support MSP and MAP testing, and to serve as emergency replacements. Those laptops that are no longer functional will be sued for emergency parts replacements in classrooms continuing to use this make and model of laptop.

Ms. Ivancich noted ongoing meetings with the technology leadership groups regarding project plans for resource needs in the coming months/years. In addition, day-long meetings with technology leadership have been scheduled to provide time for more intensive discussions related to technology resources. Also

noted was a recent meeting at which digital citizenship was discussed including how to provide students with the skills to be good digital citizens in the contemporary world. Developing teacher resources was also part of the group's discussion.

It was noted some students in the district would be participating in the scientific sample pilot test for the Smarter Balanced Assessments in March and April 2013. The pilot test is designed to "test" the questions to be included in the pool for the Smarter Balanced Assessments beginning in the 2014-2015 school year. Twenty states and approximately one million students are expected to participate in the pilot test. Parents of students in those District schools participating in the scientific pilot test will be notified by list serv, posted on the district website, and a letter from the school's principal. More information about the Smarter Balanced Assessments pilot test is available at <http://www.smarterbalanced.org/pilot-test/>.

H. Monthly Financial Report

Director of Business Services Peggy Paige submitted a report regarding the district's financial status for the month ending January 31, 2013. Focusing on the General Fund, Ms. Paige noted total revenues to January 31 were below prior year and the expected average. As a percentage of total budget, tax collections were above the average, indicating the district will meet its budget estimate. A decrease in local revenues was primarily related to the timing of the donation from Bainbridge Schools Foundation, which was received earlier last year. State revenues are consistent with state funding and are based on the actual average enrollment to date. Transportation revenues are still based on budget estimates until later in the year. The average for Federal Revenue is inflated this month due to the timing of revenues received from Federal Stimulus funds in 2010 and 2011. In addition, Federal revenues are based on reimbursement claims so a decrease in revenues would be offset with a corresponding decrease in expenditures.

Regarding expenditures for the year to January 31, Ms. Paige explained they were 1.8% above last year, with year-to-date expenditures below the average. Total expense for Basic Education increased 1.3% and is slightly below the average. Learning Resources and Extracurricular are currently above the expected averages. Learning Resources has a classified position that was budgeted under Teaching, and there were 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 are above the 3-year average. This indicates that the district may exceed budget estimates by year end, with some of this expense offset by Safety Net revenues. In the area of Operation Buildings, the decision to move to a centralized purchasing system is reflected, with increased spending on custodial supplies to begin the year. Ms. Paige expected this area to exceed budget estimates. Utility expenditures are currently well below the average but there are several invoices for propane that are being held for review and possible adjustment. Some savings in this area are expected again this year. Central Office expenditures are currently running well below the average. It was noted that net cash outflow during January was \$622,070, with the closing cash balance in the General Fund at \$2,998,327.

Personnel Actions

Motion 60-12-13:

That the Board approves the Personnel Actions dated February 22, 2013, and February 28, 2013 as presented. (Kinhead) The affirmative vote was unanimous.

Consent Agenda

Donations

1. Donation to Bainbridge Island School District in the amount of \$524,253.20 from the Bainbridge Schools Foundation to support staffing and teachers' grants.

2. Donation to Woodward Middle School in the amount of \$4,681.18 from the Woodward PTO to support the band program and Living Voices.
3. Donation to Blakely Elementary School in the amount of \$3,528.14 from the Blakely PTO to support Zeno Math and transportation charges.
4. Donation to Ordway Elementary School in the amount of \$2,720.74 from the Ordway PTO to support Accelerated Reader and Bainbridge Dance Center Program services.
5. Donation to Bainbridge High School in the amount of \$2,500.00 from the Rotary Club of Bainbridge Island for the Marine Science Voyage Scholarship Fund.

Student Field Trip: Overnight/Out-of-State

1. Request for Board approval from Bainbridge High School Head Coach Mike Anderson for the Girls Tennis Team to participate in the Mountain View Varsity Invite to be held in Vancouver, Washington March 22 – 23, 2013.
2. Request for board approval from Tim Goss, Head Coach of the Bainbridge High School Boys and Girls Crew Team to participate in multiple out-of-state and Canadian regattas this spring. A detailed schedule of events has been attached to the consent agenda.

District Staff Travel: Out-of-Country

1. Request for Board approval from Woodward Middle School Teacher Christine Fulgham to attend the Human Rights Educational Travel Study in Poland July 6-13, 2013

PAYROLL January 2013 Warrant Numbers:

(Payroll Warrants) 1001285 through 1001309
 (Payroll AP Warrants) 171967 through 171998
 Total: \$2,621,877.77

Motion 61-12-13: That the Board approves the revised Consent Agenda. (Curtis)
 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 **2007313** through **2007374** totaling \$ **170,404.06** .

(General Fund Voucher)

Voucher numbers **2007178** through **2007312** totaling \$ **201,953.04** .

(Capital Projects Fund Voucher)

Voucher numbers **4577** through **4591** totaling \$ **350,490.32** .

(Capital Projects Fund Voucher)

Voucher numbers **4592** through **4600** totaling \$ **275,960.76** .

(DOR – COMP TAX Fund Voucher)

Voucher numbers **121300013** through **121300015** totaling \$ **3,029.75** .

(Associated Student Body Fund Voucher)

Voucher numbers **4000859** through **4000877** totaling \$ **18,667.86** .

6:05 p.m. – Board President Mike Spence announced the board would move into an executive session for 10 minutes to discuss matters of litigation.

Adjournment

6:20 p.m. – President Spence reconvened the meeting and immediately adjourned.

SCHOOL BOARD OF DIRECTORS

ATTEST: _____, Secretary to the Board of Directors