

BAINBRIDGE ISLAND SCHOOL DISTRICT NO. 303
School Configuration Committee
Meeting Minutes

Date: November 28, 2012
Place: Board Room – Commodore Commons
Time: 5:30 p.m.

Welcome & Update

Superintendent Faith Chapel welcomed committee members to the meeting and noted the topic for the meeting would be facilities. A revision of the document *BISD Facility Condition – Configuration Committee Report*, provided to the committee for review by Director of Facilities and Capital Projects Tamela Van Winkle at the end of the last meeting, was distributed. Revisions to the document included additional labeling of classroom space, as well as other refinements for clarification. Ms. Chapel provided a brief recap of the task and timelines for committee work. To date, the committee has reviewed educational research around school size, transitions, and grade configurations. At the last meeting, the group began the conversation about facilities. The committee will continue that conversation, discussing how facilities are used, what their capacity is, and the current condition of the district facilities. For the next meeting, committee members will be given information from the latest demographic study of the district for review. Starting in January, the committee will begin conversation about possible scenarios.

Presentation: Current Educational Program & Condition & Capacity Facilities

Ms. Tamela Van Winkle explained *The Practical Capacity Model* was important to use because of the District’s vision to provide a basic standard of service that is based on its education objectives. Capacity within this model has been determined through current and historical class size, along with a grade appropriate utilization formula. Spaces have been audited, color coded, and labeled according to program. It was noted the color coding indicates how the facility space is being used, and a calculation of the number of students times the number of classrooms determines on average how many students are in those classrooms. A diagram reflecting the coding information was included in the report. In addition to the formula data and color coding, building principals provided information about how they are generally using their buildings. As an example, this year the elementary schools have two computer labs related to state testing and a new math program. In grades 7 – 12, a utilization factor is added to the formula as multiple classes are held in classroom spaces. Ms. Van Winkle reviewed each school’s floor plan with the committee, explaining the color coding designating the use for each space (core instruction, special education, computer lab, temporary non-classroom, etc.). Committee members talked about the impact of special education requirements, technology needs, and the McCleary vs State decision that could possibly result in a change in state class size mandates. It was suggested this type of impact data be compiled into one document for committee reference and review. At the conclusion of this portion of the presentation, Ms. Chapel distributed a document created by Citizen Daniel Smith in which he shares his opinion on classroom capacity.

Ms. Van Winkle presented information from the last Study and Survey completed in March 2005 in the form of the district’s Master Plan. The Master Plan was a thorough analysis of each district facility that included findings for the site itself, the areas related to health/life safety, and the facility infrastructure. (The Master Plan is available on the district website.) Ms. Van Winkle noted the study will be updated this year. Ms. Van Winkle stated that, with the study over seven years old, some things have changed, some having been improved with bond dollars, and for some facilities critical needs have increased. The physical assessment of each school site was reviewed, and a brief overview was provided of how a

successful building supports learning in the 21st Century. Following Ms. Van Winkle’s presentation, committee members moved into small work groups to more closely review the building floor plans and engage in discussion about the key issues about the condition of the buildings.

After twenty minutes of small group work, representatives from each group shared the conclusions of their discussions. Groups 1 and 4 reviewed Blakely, Ordway and Sakai, with the key issues stated as follows: a) Blakely and Ordway have significant code, facility, and heating issues; b) Blakely is worse than Ordway, but Ordway has its own issues; c) Sakai is in relatively good shape and is more modern. It has some issues with interior lighting, and there is no “natural” light in some classrooms. If Sakai were to ever become an elementary school, there are design issues that would need to be addressed, with counters and restrooms designed for older students; d) Parent drop-off before and after school could also be an issue at Sakai if it became an elementary level school; e) Groups raised the question of how many classroom spaces are not being used as instructional space – example: a space being used by the math TOSA; f) Older building designs don’t support current educational practices (pull-outs, small groups). Groups 2 and 4 reviewed Woodward, Bainbridge High and Commodore Options, with the key issues stated as follows: a) The Woodward roof has completed its useful life and the portables need repair; b) Should the Woodward portables be removed, the main building would be at capacity; c) The 100 Building at Bainbridge High School needs significant repair; d) One wing of Commodore was demolished, and one wing has been closed off; (That wing was profitable when rented.); e) Commodore Multiage Program has one classroom designated on the building floor plan as a library – needs correction; f) Commodore Options – question about what is the (program) need related to the current building; g) Woodward – what is the actual capacity considering current program needs. h) Questions about the building needs related to state testing needs; and i) Should Woodward be changed to elementary level, there would be design issues related to age-appropriate counter/restroom size.

Facilities Master Plan Modernization Timeline (2005) & Operating Costs for Older Facilities

Ms. Van Winkle shared the proposed district modernization schedule from the 2005 Master Plan, developed to inform the community about the facility needs of the district. Since the timeline was developed, facility projects at both Bainbridge High and Wilkes Elementary have been completed. Ms. Van Winkle stated while the timeline is no longer accurate, what remains accurate is the facilities need. She noted the facilities slated next on the timeline, and that have significant need, are Blakely Elementary and Building 100 on the Bainbridge High School campus. Ms. Van Winkle also shared a brief summary of the support costs for a sampling of district schools – Blakely, Ordway, and Commodore Options.

Plans for December 12th Meeting & Distribution of Materials

Ms. Chapel distributed the district enrollment from October 2012, and the May 2012 demographic report – *Enrollment Trends and Projections* – by Les Kendrick. Committee members were asked to review the data for the next meeting scheduled for December 12, 2012.

Next Meetings:

December 12

January 16 & 30

February 13 & 27

March 13 & 27

April 17

May 8 & 22