

BAINBRIDGE ISLAND SCHOOL DISTRICT NO. 303
SCHOOL BOARD MEETING MINUTES

Date: March 26, 2015

Place: Board Room

Board of Directors Present

Board President – Mev Hoberg

Board Vice President – Sheila Jakubik

Directors – Patti Fielding

Excused

Mike Spence, Tim Kinhead

Call to Order

4:44 p.m. Board President Mev Hoberg called the meeting to order and a quorum was recognized.

Study Session – Capital Facility Master Plan Update

The following study session provided the board with a progress report on the Facility Master Plan.

Director of Capital Projects Tamela Van Winkle discussed the first two meetings of the Facilities Master Plan steering committee that focused on building condition assessment and alignment with the district educational programs.

Mahlum Architect Butch Reifert presented information regarding building assessment and correlation with the district's educational program. Reifert reported that a building program is a numeric representation of the size and quantity of all of the spaces required to satisfy the vision and curriculum needs and goals of the district. To evaluate the ability of the existing spaces at all schools to meet the educational needs, interviews were held with the superintendent and assistant superintendent. Subsequent to these interviews, model programs were developed using the first master planning process - slightly modified using the district vision, potential legislative changes and regional data as a guide for elementary, intermediate, middle, high and options programs. The model programs provide the basis for the space assessments at each of the school sites. It is anticipated that the assumed standards for school programs will be verified once educational specifications are developed as an initial exercise in an architectural design process.

A building assessment was developed for each site as a component of renewing the state-required 2006 Study & Survey in accordance with WAC 392-341-025. The assessment and findings were generated following site visits by the design and engineering consultants along with principal, district capital and maintenance personnel. Four of the district existing facilities were identified, according to OSPI methodologies in poor condition – Blakely, Ordway, south wing of Commodore, and the BHS 100 building.

The Master Plan study assumes the following maximum student enrollments based on demographic analysis and enrollment projections for Bainbridge Island.

Elementary Schools	450 Students (core for 600)	PreK through 4 th in three schools
Intermediate School	600 Students	5 th through 6 in one school
Middle School	650 Students	7 th through 8 th in one school
High School	1,450 Students	9 th through 12 th in one school
Options School	325 Students	K through 12 th in one school

In support of the district vision, the core classroom spaces in the model program accommodate flexible and integrated learning opportunities. A model elementary school program is 68,800 GSF on a 10 acre site.

Blakely has 43,505 existing square footage. The model program would include an increase in square footage to 68,000 with modernization, new infill and the addition of a cafeteria, new gym and new classrooms.

Ordway has 51,943 existing square footage. The model program would include an increase in square footage to 68,8000 with the addition of new admin, library, gym, food service and classroom modernization. The McCleary program accommodation would increase square footage to 74,660 GSF (class size of 17 in K-3).

Director Patty Fielding asked about the future of educational instruction relying more on technology and less on the classroom model. Board President Mev Hoberg responded that you build with a flexible design to accommodate a future configuration. The Wilkes post occupancy report will be presented to the board and will be leveraged in the design of Blakely.

The Intermediate School Model Program would require additional classrooms and the addition of a cafeteria to Sakai.

The Middle School Model Program would require the addition of permanent classrooms to replace 6 portables.

The planning comparison has not been completed for the high school and Commodore. The complete study will provide detailed information on site findings, accessibility and health/life safety, infrastructure, life cycle replacement repair, educational program and the legislative measures impacts for each school/building.

Director Van Winkle mentioned that the civil engineer has mentioned some possible options available to alleviate the bottleneck that currently exists at Woodward.

Recess

5:35 President Mev Hoberg closed the study session and called for a 5 minute recess.

Call to Order

5:43 p.m. Board President Mev Hoberg called the regular meeting to order and a quorum was recognized.

Public Comment

No public comment was made.

Superintendent's Report

Superintendent Faith Chapel introduced the new Executive Director of Student Services Diane Leonetti. Diane has worked for the district for the past 25 years and will be an asset in her new role.

SafetyNet funding is an important component of the district budget. Diane Leonetti and Connie Castellano completed the tedious paperwork for \$170,000 last month and \$450,000 in March.

Community partnerships are important to the district. Bainbridge Performing Arts presented a portion of the current production, Snow Falling on Cedars, to a number of students complete with a Q&A with author David Guterson.

The MultiCultural Advisory Committee will be showing Snow Falling on Cedars at the Bainbridge Art Museum on April 9 with donations to support a legacy project in honor of Frank Kitamoto.

Robotics has qualified for the state competition. Rotary donated a \$10,000 grant to the robotics team.

Board Reports

No board report was made.

Consent Agenda

Student Field Trips: Overnight/Out-of-State

1. Request for board approval from Robotics Coach Enrique Chee to *potentially* travel to St. Louis, MO April 21-26, 2015 with 15 students and 3 chaperones if the robotics team qualifies to participate in the WORLD FIRST Competition.

2. Request for board approval from BHS Model United Nations Club Co-advisor Mara Liebling to travel to Vancouver, B.C. May 23-26, 2015 with 15-20 students and 2 chaperones for participation in the International Model UN Conference.

Student Field Trips: Overnight

1. Request for board approval from Robotics Coach Enrique Chee to travel to Cheney, WA April 1-5, 2015 with 30 students and 5 chaperones to participate in the state competition.

2. Request for board approval from Future Business Leaders of America (FBLA) advisors Kim Rose and Sean Eaton to travel to Spokane, WA April 14-17, 2015 with 19 students and 2 chaperones to participate in the state conference competition.

3. Request for board approval from BHS Teacher Amanda Sageser to travel to Spokane, WA April 23-25, 2015 with 6-8 students for the WCTSMA Sports Medicine Symposium and Competition.

4. Request for board approval from Model United Nations Club Co-advisors Larry Holland and Mara Liebling to travel to Bellingham, WA April 25-26, 2015 with 20 students and 2 chaperones for participation in the Model UN Conference.

5. Request for board approval from Ordway Teacher Denise Melton-Todd to travel to Camp Indianola, Indianola, WA May 26-27, 2015 with 48 students and 15 chaperones to experience environmental and artistic learning activities related to forest and marine science.

Staff Travel: Out-of-State

1. Request for board approval from BHS School Psychologist Briley Proctor to travel to New Orleans, LA April 22-25, 2015 to attend the Getting RTI and Specific Learning Disabilities Straight and the Advanced Institute on the Law and Multi-tiered Systems of Support Conference to learn about alternative models for identifying learning disabilities.

Donations

1. Donation to Sakai Intermediate School for science equipment, technology upgrades and library books from The Seattle Foundation in the amount of \$3,000.

2. Donation to Woodward Middle School to fund before school tutoring from Windermere Real Estate in the amount of \$4,000.

3. Donation to Sakai Intermediate School to fund “Reading Naturally” and math club from Windermere Real Estate in the amount of \$3,000.

4. Donation to Wilkes Elementary School for teacher grants and staff development from Wilkes PTO in the amount of \$2,389.86.

5. Donation to Bainbridge High School to help pay for an anti-bullying speaker from BHS PTSO in the amount of \$1,700.

Minutes from the March 12, 2015 School Board Meeting

PAYROLL March 2015 Warrant Numbers:

(Payroll Warrants) 1002049 through 1002058
(Payroll AP Warrants) 172778 through 172803
Total: \$2,873,241.75

Motion 65-14-15: That the board approves the Revised Consent Agenda as presented. (Jakubik) The affirmative vote was unanimous. (Hoberg, Jakubik, Fielding)

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 **2011799** through **2011867** totaling **\$129,064.67**

ASB Voucher
Voucher numbers **4001399** through **4001399** totaling **\$500.00**

ASB Voucher
Voucher numbers **4001377** through **4001398** totaling **\$18,405.73**

Capital Projects Voucher
Voucher numbers **5073** through **5082** totaling **\$65,642.56**

Presentations

A. Elementary Report Card & Conference Schedule 2015-2016 Calendar

Associate Superintendent Julie Goldsmith requested board approval to change the elementary conference schedule from March to January for the 2015-2016 school calendar year. The elementary school parent community is in support of the change.

Motion 66-14-15: That the board approves Elementary Report Card & Conference Schedule 2015-2016 Calendar. (Jakubik) The affirmative vote was unanimous.
(Hoberg, Jakubik, Fielding)

B. Smarter Balanced Assessments Update

Director of Assessment Jeff McCormick updated the board on the preparations for the Smarter Balanced Assessments. All schools have scheduled a testing window which must be implemented in the last 12 weeks of the school year. The 3rd grade tests will be completed by April 17. Results are expected 3 weeks after submitting the assessment. The 3rd grade results are anticipated in the middle of May. All other test results are expected in June.

The schools created a testing calendar that is customizable by school. Individual schools will distribute and post the schedule on the school website.

Teacher training started in November. Curriculum coaches met with teachers in December and January. Test administration occurred in March. Technology is prepared to support the schools during the testing window. A hotline has been set up to support staff during the testing window.

PTO meetings and parent nights have occurred at each school to discuss Smarter Balanced. Additional communications have gone out via ListServ, print, and online.

New baseline data will assist with the district planning this summer.

Community member Fred Whittlesey asked about the required meeting if the student scores below the grade level standard. McCormick responded that the meeting requirement by the end of the year is for 3rd grade students. Students with an IEP in reading and/or ELL students are exempt from the meeting requirement. Community member Charlotte Rovelstad asked about the 10th grade ELA Smarter Balanced test. McCormick responded that the 10th grade requirement for the ELA end-of-course exam is now using

the Smarter Balanced exam. Rovelstad asked if BHS will monitor social media for security breaches. McCormick responded that the district will not be trolling social media but all teachers have been trained on the implementation of the test and communicating with the students to not share the test content. Community member Rik Besser questioned if the change to Smarter Balanced as the end of course exam will impact the pass rate of students. McCormick responded that he does not anticipate the cut score to differ greatly from the cut score of the end of course exam.

Director Fielding requested a response to the board after the implementation of Smarter Balanced.

C. Legislative Update & District Budget Assumptions

Superintendent Faith Chapel summarized the Washington Association of School Administrators Legislative Updates and an article from CrossCut.com, an online blog. The Washington House Democrats are prepared to release their 2015-2017 operating budget proposal. The governor's budget was released first and then the House followed by the Senate. The Senate version will be out next week. Significant differences are anticipated between the two budgets. The Senate side indicates funding maintenance, supply, operating costs for a total of \$750 million for the biennium – approximately 1% of school district budgets. The House side is indicating expenditures of \$1.3-\$1.5 billion. A key issue will be identifying additional revenue sources.

Discussion is happening around educator compensation. A cost of living increase was granted to state employees but did not include educators. There is a significant impact on how the state funding is allocated in the district. The state funding does not cover supplemental contracts or training days. The reduction in class size impacts the load on specialists.

The district is creating different budget scenarios in preparation for the state budget following the previously approved budget development guidelines and strategic assumptions.

D. Policy 1430 Public Comment – First Reading

Superintendent Faith Chapel introduced a revised Public Comment policy to the board. The changes include the removal of redundancy with policy 1400. Director Fielding requested putting “and” back into the first sentence.

Motion 67-14-15: That the board approves Policy 1430 Public Comment as amended. (Fielding) The affirmative vote was unanimous. (Hoberg, Jakubik, Fielding)

E. Policy 1400 Meeting Conduct, Order of Business and Quorum – Second Reading

Superintendent Faith Chapel introduced a revised Meeting Conduct, Order of Business and Quorum policy to the board.

Motion 68-14-15: That the board approves Policy 1400 Meeting Conduct, Order of Business and Quorum – Second Reading. (Fielding) The affirmative vote was unanimous. (Hoberg, Jakubik, Fielding)

F. Policy 1410 Executive Session– Second Reading

Superintendent Faith Chapel introduced a revised Executive Session policy to the board.

Motion 69-14-15: That the board approves Policy 1400 Executive Session – Second Reading. (Fielding) The affirmative vote was unanimous. (Hoberg, Jakubik, Fielding)

G. Policy 1420 Proposed Agenda and Consent Agenda – Second Reading

Superintendent Faith Chapel introduced a revised Proposed Agenda and Consent Agenda policy to the board. The third paragraph was removed for redundancy.

Motion 70-14-15: That the board approves Policy 1420 Proposed Agenda and Consent Agenda – Second Reading. (Jakubik) The affirmative vote was unanimous. (Hoberg, Jakubik, Fielding)

H. Policy 1440 Minutes – Second Reading

Superintendent Faith Chapel introduced a revised Minutes policy to the board. Significant changes were made to the policy to remain in compliance with state law on the preservation of minutes.

Motion 71-14-15: That the board approves Policy 1440 Minutes – Second Reading. (Jakubik) The affirmative vote was unanimous. (Hoberg, Jakubik, Fielding)

I. Monthly Technology Report

Technology Director Randi Ivancich reported that technology is working with the schools preparing for the Smarter Balanced, AP and MSP testing dates. On April 16, Technology will offer a 3rd session for para-educators focused on Google Drives and Chromebooks. Technology is exploring options for a number of classrooms that do not have interactive technology.

J. Monthly Capital Projects Report

Director of Capital Projects Tamela VanWinkle reported that the district submitted a permit with the city for the remodel of the transportation building. VanWinkle is hopeful that the city will only require a minimal permit for the resurfacing of the tennis courts. Capital Projects is close to bringing authorization to bid to the board for both the transportation and tennis court project. VanWinkle is developing the small works plan for the summer which will include addressing space issues at Ordway.

K. Monthly Financial Report

Director of Business Services reported the total general fund revenues as of February 28 were \$19.5 million, 4.8% more than for the same period last year and at the expected average. Tax collections were still running below the expected average but do not expect less than the budget estimates by year end. Local non-tax revenues were above average due to donations, E-rate funding and ASB reimbursements. State revenues were consistent and federal revenue above the expected average. Grant carryovers and SafetyNet may push this area above budget estimates.

Total general fund expenditures as of February 28 were \$19.7 million, about equal to the same period last year and at the expected average. Total expense for regular/basic education was slightly below average.

Total special education costs were up 9.8% compared to last year and are above the average. Vocational expenses were up from last year but in line with budget estimates. Total support services were below the average.

Net cash outflow during February was \$336,323. As of February 28, 2015 the closing cash balance in the general fund was \$1,596,848.

Personnel Actions

Motion 72-14-15: That the board approves Personnel Actions dated March 19, 2015 and March 26, 2015 as presented (Jakubik) The affirmative vote was unanimous. (Hoberg, Jakubik, Fielding)

Adjournment

7:00 p.m. President Mev Hoberg adjourned the meeting.