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# Kenai Peninsula Borough School District Board of Education Meeting Minutes

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July 1, 2013 – 7:00 p.m.  
Regular Meeting

Borough Administration Building  
148 N. Binkley, Soldotna, Alaska

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**SCHOOL BOARD MEMBERS:** Mr. Joe Arness, President  
Mrs. Liz Downing, Vice President  
Mrs. Penny Vadla, Clerk  
Ms. Lynn Hohl, Treasurer  
Mr. Marty Anderson  
Mrs. Sammy Crawford  
Mrs. Sunni Hilts  
Mr. Bill Holt  
Mr. Tim Navarre

**STAFF PRESENT:** Dr. Steve Atwater, Superintendent of Schools  
Mr. Sean Dusek, Assistant Superintendent  
Mr. Dave Jones, Assistant Superintendent

**OTHERS PRESENT:** Ms. Pegge Erkeneff Mrs. Terri Tidwell  
Mr. Dave Tressler Ms. Sara Hardan

**CALL TO ORDER:** Mr. Arness called the meeting to order at 7:07 p.m.  
(7:07:09 PM)

**PLEDGE OF ALLEGIANCE:** Mr. Arness invited those present to participate in the Pledge of  
(7:07:25 PM) Allegiance.

**DISTRICT MISSION STATEMENT:** Mrs. Downing read the District’s mission statement.  
(7:07:47 PM)

**ROLL CALL:** Mr. Joe Arness Present  
(7:08:04 PM) Mr. Marty Anderson Present  
Mrs. Sammy Crawford Present  
Mrs. Liz Downing Present  
Mrs. Sunni Hilts Present  
Ms. Lynn Hohl Present  
Mr. Bill Holt Absent/Excused  
Mr. Tim Navarre Present  
Mrs. Penny Vadla Present

**APPROVAL OF AGENDA:** The agenda was approved as written with the addition of revised  
(7:08:30 PM) documents for Number 10a. (5) Approval of Resignations and 10a.  
(8) Approval of 2013-2014 Board Goals.

**APPROVAL OF MINUTES:** Mr. Navarre moved the School Board Minutes of June 3, 2013, be  
(7:09:17 PM) approved as revised. Mrs. Vadla seconded.

Motion carried unanimously.

## **COMMUNICATIONS AND PETITIONS:**

*(7:11:33 PM)*

Dr. Atwater reported that the applications to convert the “in town” Homer schools to natural gas service have been filed with Enstar Natural Gas Company. He noted the “Schools Annual Report to the Superintendent” in the General Information packet and commented on information contained in the report. He stated that he received a letter from the Department of Education Commissioner Mike Hanley, thanking the Board and District for their support during the State Board of Education meeting on June 6 and 7, 2013 and he thanked Mrs. Tressler for her work on the Friday, June 7, state board picnic dinner.

## **SUPERINTENDENT’S REPORT:**

*(7:13:53 PM)*

Dr. Atwater presented the 2012-2013 Site Council Evaluation Report and noted the improved form. He announced that Ms. Joann Riener has been hired as the new Human Resources Director; she is moving from Pennsylvania and will begin work on July 22, 2013. He reported that there were no exceptions noted on the interim financial audit performed in early June and that the main audit will take place in September. He stated that, due to the good weather in June, reroofing and other outdoor projects have progressed well. He suggested the Board view the new track and turf being installed at Kenai Central High School, and noted the complete overhaul of the Seward High School fire alarm system. He reported that, for the second time, no bids were received to upgrade the Seward High School welding shop and, as a result, that project will not take place this summer. He stated that the first administrator meetings of the school year will be held on August 1-2, at Skyview High School and invited the Board to attend.

## **FINANCIAL REPORT:**

*(7:15:57 PM)*

Mr. Jones presented the financial report of the District for the period ending May 31, 2013.

## **BOARD REPORTS:**

*(7:16:56 PM)*

Mrs. Downing reported that she attended the State Board of Education meeting. She reported that the Legislative Committee met earlier in the day where they discussed: five potential committee goals; federal issues [including the Elementary and Secondary Education Act (E.S.E.A) reauthorization]; recent visits with federal legislators including senators Mark Begich and Lisa Murkowski; the possibility of requesting the inclusion of funds for the Kachemak-Selo school building in the governor’s budget; and strategies for making legislative priorities known to the governor. She announced that Governor Parnell will host a community picnic and governor’s ball on July 25, in Homer.

Mrs. Vadla reported that she attended the State Board of Education meeting, discussed work done by the State Board, noted the State Board’s appreciation for the district hosted picnic dinner, and thanked Dr. Atwater, Mrs. Tressler, and all others involved in the dinner’s planning. She stated that she attended the Board’s June 4, Planning Session and the Legislative Committee meeting earlier in the day.

**BOARD REPORTS:**

*(Continued)*

Mrs. Hilts reported that she attended the State Board of Education meeting and noted that she accepted an award from the State Board for Mr. Carl Rose, former Association of Alaska School Boards (A.A.S.B.) executive director. She attended the Pacific Region of the National School Board Association (N.S.B.A) meeting and discussed the success of western area school districts, especially Alaska; and how to best approach federal legislators. She noted that Senator Murkowski will be in Seldovia on July 4, and Mrs. Hilts will meet with her then. She expressed appreciation for the Board being kept apprised of current national issues and thanked Dr. Atwater for his ongoing education to and support for the Board.

Mr. Navarre reported that he attended the Legislative Committee meeting earlier in the day, the State Board of Education meeting, and the State Board picnic dinner. He expressed appreciation for the opportunity to meet and become acquainted with the State Board members.

**BOARD WORKSESSION REPORT:**

*(7:23:18 PM)*

Mr. Arness reported that the Board held worksessions regarding Issuance of Debt for Capital Improvement Project, and 2013-2014 Board Goals.

**CONSENT AGENDA:**

*(7:23:34 PM)*

Items presented on the Consent Agenda were Approval of AR 6146.5 Special Services Grading and Graduation Guidelines, AR 5125 Student Records, AR 3541.1 School Related Trips, and AR 6153 School Sponsored Trips, Budget Transfers, High School Graduation Qualifying Exam Waiver Request Number 2014-01, 2013-14 New Administrator Contracts, Resignations, 2013-14 New Teacher Contracts, 2013-14 Tentative Non-Tenure Teacher Contracts, and 2013-2014 Board Goals.

**POLICY MANUAL REVISIONS:**

Mr. Jones recommended the Board approve AR 6146.5 Special Services Grading and Graduation Guidelines, AR 5125 Student Records, AR 3541.1 School Related Trips, and AR 6153 School Sponsored Trips.

**BUDGET TRANSFERS:**

Mr. Jones recommended the Board approve budget transfers #1456, in the amount of \$104,802, to align Soldotna Montessori Charter School salary account budgets with actual expenditures for the 2012 – 2013 school year, and #1728, in the amount of \$644,843, to align budgets for home-to-school bus routes in the district's geographic areas with actual expenditures for the FY13 fiscal year

**HSGQE WAIVER REQUEST NUMBER 2014-01:**

Mr. Dusek recommended the Board approve High School Graduation Qualifying Exam Waiver Request Number 2014-01.

**2013-14 NEW ADMINISTRATOR CONTRACTS:**

Mr. Jones recommended the Board approve 2013-14 administrator contracts for Alison Mall, Assistant Principal, Homer High School; Judy Standafer, Principal/Teacher, Susan B. English School; and Joann Riener, Director of Human Resources, District Office.

## **CONSENT AGENDA:**

*(Continued)*

### **RESIGNATIONS:**

Mr. Jones recommended the Board approve resignations from Sarah Cooper, 1st - 2nd Grade Teacher, Ninilchik School; Jennifer Dowd, Assistant Principal, K-Beach Elementary School; Bethany Epplin, 3rd Grade Teacher, Redoubt Elementary School; Molly Hull, Title I Teacher/Interventionist, Nikiski North Star Elementary School; Brittney Johnson, 5th Grade Teacher, Mt. View Elementary School; Toni Steward, 6th Grade Teacher, Kenai Middle School; Matthew Paulus, Special Education Teacher/Resource, Nikiski Middle/High School; Chelsea Van Vickle, 1st Grade Teacher, Redoubt Elementary; and Barbara Larrivee, Special Education Teacher/Intensive Needs, West Homer Elementary, all effective at the end of the 2012-13 school year.

### **2013-14 NEW TEACHER CONTRACTS:**

Mr. Jones recommended the Board approve 2013-14 teacher contracts for Sandra Barron, Generalist Teacher (Grades K-12), Hope School; David Brighton, Special Education Resource Teacher/Generalist Teacher, Tebughna School; Crista Cady, Elementary Music-Vocal and Instrumental, Kaleidoscope School of Arts and Science; Jennifer Diana, Language Arts Teacher, Kenai Middle School; Heather DiLucchio, Title I Teacher/Interventionist Teacher, Nikiski North Star Elementary; Julie Doepken, Librarian (.50 FTE), Seward Elementary School; Kimberly Hoover, Title I Teacher/Language Arts Teacher, Ninilchik School; Jennifer Hubbard, Primary Grade Teacher, Soldotna Montessori Charter School; Rebecca Mike, 4th – 8th Grade Teacher, Moose Pass School; Zackary Miller, Intermediate Grade Teacher, West Homer Elementary School; Regan Parks, Primary Grade Teacher, Mt. View Elementary School; Margaret Priest, Pre-Kindergarten Teacher/Title I Teacher, Paul Banks Elementary School; Effimia Reutov, Russian Teacher, Razdolna School and Nikolaevsk School; Logan Schulz, Special Education Resource Teacher, Seward High School; Kelly Sheffer, Special Education Intensive Needs Teacher, Homer Middle School; Joanna Stiner, Language Arts Teacher, Kenai Central High School; Jill Gann, Librarian, Kenai Middle School and Kenai Central High School; Robert McKay, Intermediate Grade Teacher, Soldotna Elementary School; and Bruce Galloway, Introduction to Automotive Instructor (.20 FTE), Workforce Development Center.

### **2013-14 NONTENURED TEACHER CONTRACTS:**

Mr. Jones recommended the Board approve 2013-14 Tentative Non-Tenured Teacher Contracts for Holly Alston, Teacher/Regular (.50 FTE), West Homer Elementary School; Jacob Ciesielczyk, Teacher/Regular (.50 FTE), Kenai Central High School; Andrea Hackbarth, Teacher/Regular, Kaleidoscope Charter; Kristin McGlothen, Teacher/Regular, Soldotna High School; and Monica Mullet, Teacher/Regular (.50 FTE), Mt. View Elementary.

## **CONSENT AGENDA:**

*(Continued)*

### **2013-2014 BOARD GOALS:**

Dr. Atwater recommended the Board approve four Board goals for accomplishment during the 2013-2014 school year in the areas of: District funding, student performance as compared to national student achievement; employee bargaining unit negotiations planning and collaboration; and completion of the FY13 goal to improve communication and understanding between the Kenai Peninsula Borough Administration and the School Board regarding capital projects and building maintenance.

#### **MOTION:**

Mrs. Crawford moved the Board approve Consent Agenda Items Numbers 1 through 8 as revised. Mrs. Vadla seconded.

Ms. Hohl removed Number 10a. (8) Approval of 2013-14 Board Goals.

Motion carried unanimously for Numbers 1 through 7.

#### **MOTION:**

Ms. Hohl moved the Board approve an amendment to change the language to Board Goal #4, Action Step 1, to read "Review Borough's process for determining routine maintenance, all major rehabilitation, all construction, and major repair of school buildings." Mr. Anderson seconded.

Amendment carried unanimously for Number 8.

#### **MOTION:**

Mr. Navarre moved the Board approve an amendment to change the language to Board Goal #4, Action Step 2 to read "Administrative recommendation and Board review of process." Ms. Hohl seconded.

Amendment carried unanimously for Number 8.

Amended motion carried unanimously

### **FY14 BUDGET REVISION:**

*(7:31:40 PM)*

Mr. Jones recommended the Board approve an FY14 Budget Revision in the amount of \$1,465,836 bringing the total FY14 General Fund budget to \$150,857,760.

#### **MOTION:**

Ms. Hohl moved the Board approve an FY14 Budget Revision in the amount of \$5,742,556 bringing the total FY14 General Fund Revenue and Expenditure budget to \$150,857,760. Mrs. Crawford seconded.

Motion carried unanimously.

### **POLICY MANUAL REVISIONS:**

*(7:35:33 PM)*

Mr. Jones recommended the Board approve BP 3515 School Safety and Security.

#### **MOTION:**

Mr. Anderson moved the Board approve BP 3515 School Safety and Security. Mr. Navarre seconded.

Motion carried unanimously.

**EFFECTIVE LEADERSHIP  
EVALUATION SYSTEM:**

*(7:40:38 PM)*

**MOTION:**

Mr. Dusek recommended the Board approve the Effective Leadership Evaluation System.

Mrs. Crawford moved the Board approve the Effective Leadership Evaluation System. Ms. Hohl seconded.

Motion carried unanimously.

**ISSUANCE OF DEBT FOR  
CAPITAL IMPROVEMENT  
PROJECT:**

*(7:42:22 PM)*

**MOTION:**

Dr. Atwater recommended the Board approve that the Kenai Peninsula Borough place a \$22,987,000 bond proposition on the October 1, 2013, election ballot for the completion of Phase II of the roof replacement schedule and to upgrade the Homer High School playing field with turf.

Mrs. Crawford moved the Board approve that the Kenai Peninsula Borough place a \$22,987,000 bond proposition on the October 1, 2013, election ballot for the completion of Phase II of the roof replacement schedule and to upgrade the Homer High School playing field with turf. Mrs. Downing seconded.

Mr. Arness passed the gavel to Vice-President Downing in order to comment on the recommendation.

Mrs. Downing returned the gavel to President Arness.

**VOTE ON MOTION:**

YES – Crawford, Downing, Navarre, Hilts, Hohl

NO – Anderson, Vadla, Arness

Motion carried.

**FIRST READING OF POLICY  
REVISIONS:**

*(8:01:52 PM)*

The Board heard a first reading of proposed revisions to BP 5040 Student Nutrition and Wellness and BP 3541.1 School Related Trips.

**BOARD COMMENTS:**

*(8:02:46 PM)*

Mrs. Vadla thanked Mayor Mike Navarre for attending the Board's worksession earlier in the day. She welcomed Ms. Alison Mall, Ms. Judy Standafer, and Ms. Joann Riener as new employees for the District and commended recently resigned staff members. She expressed appreciation for the Site Council Annual Evaluations and commented on several schools' submissions. She discussed her work with the University of Alaska Anchorage (U.A.A.) Technology fellowship, the challenges of the program, improvements for online courses, her desire to share this work with the District, and stated that she will mentor teachers at Kenai Peninsula College and U.A.A. She expressed appreciation for the Board and administration's work for education.

Mrs. Hilts expressed concerns regarding the 2013-2014 Board Goals and the expectations for the Board.

# UNAPPROVED

## **BOARD COMMENTS:**

*(Continued)*

Mr. Navarre suggested a process be developed to inform the Board of the longevity of resigning employees as a means to facilitate the Board in acknowledging and thanking individuals for their service to the District.

Mrs. Downing expressed appreciation for the Board's worksession and meeting discussions regarding the Homer Turf. She discussed the work of the Legislative Committee and its proactive approach to improving student achievement both district and statewide. She announced that she will be travelling for 2½-3 weeks in July to visit colleges and to attend a workshop at The Upside Down Organization in Baltimore, MD.

Mrs. Crawford expressed appreciation for the Site Council Annual Evaluations and the new report format, and the Effective Leadership Evaluation System. She stated that Mrs. Hilts and she will attend the Association of Alaska School Board's (A.A.S.B.) meeting in Fairbanks on July 19-21, and stated that she will have the A.A.S.B. resolution recommendations available at the August 5, 2013, board meeting. She noted that she will attend a family reunion in Kansas City, MO in July.

Ms. Hohl requested that additional funding sources be explored for school security and safety needs, in order to minimize expenditures from the fund balance. She commented to Mrs. Downing that the location for the Baltimore workshop she will be attending may be difficult to find. She announced that Ms. Rowan Bean, 9 year old Seward student, was the winner chosen for Alaska in the national "2013 Healthy Lunchtime Challenge" competition with her recipe for Alaskan Ceviche with Mango. She stated that she may be travelling for the rest of July and be out of communication.

## **ADJOURN:**

*(8:12:41 PM)*

At 8:12 p.m., Mr. Arness adjourned the School Board Meeting.

Respectfully submitted,

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Mr. Joe Arness, President

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Mrs. Penny Vadla, Clerk

The Minutes of July 1, 2013,  
have not been approved as of  
August 5, 2013.