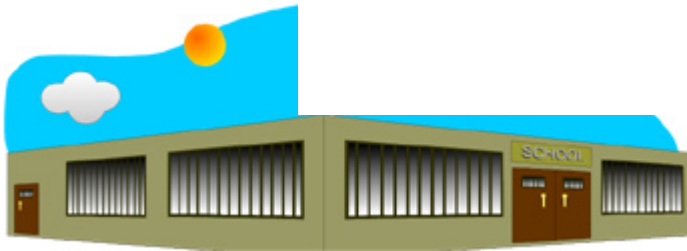


# General Information Items for the Board of Education



**KENAI PENINSULA BOROUGH SCHOOL DISTRICT**  
**Administrator Meeting Agenda**  
**Skyview Middle School**  
**Wednesday, August 5, 2015**



*KPBSD – Working to develop productive, responsible citizens who are prepared to be successful in a dynamic world.*

**AGENDA**

<b>Time</b>	<b>Topic</b>	<b>Speaker</b>
8:00 AM	Coffee and Conversation	
8:30 AM	Superintendent's Message	Sean Dusek
9:00 AM	New Administrator Introductions	KPAA
9:15 AM	ALICE Follow Up & Next Steps	Dave Jones
10:15 AM	Effective Instruction (procedures, forms, updates, & training)	Dr. Christine Ermold
12:00 PM	Lunch (Admin. Photo after)	Provided
12:45 PM	Communications	Pegge Erkeneff
1:45 PM	Assessment (ASPI, AMP, Performance/AIMS, Windows, etc.)	Tim Vlasak & Michael Hanson
2:30 PM	Professional Development (Dist. PD, Canvas LMS, EI modules, PLC planning, Role of Coaches & Early Release)	John O'Brien & Michelle Thomason
3:30 PM	Finance, REV TRAK Live & Tech. News/Updates	Laurie Olson & Jim White
4:00 PM	"Flipped Administrivia" & Wrap Up	Leadership Team

**\*Please bring laptops**



**KENAI PENINSULA BOROUGH SCHOOL DISTRICT**  
**Administrator Meeting Agenda**  
**Skyview Middle School**  
**Thursday, August 6, 2015**

*KPBSD – Working to develop productive, responsible citizens who are prepared to be successful in a dynamic world.*

**AGENDA**

<b>Time</b>	<b>Topic</b>	<b>Speaker</b>
8:00 AM	Coffee and Conversation	
8:30 AM	Effective Leadership	John O'Brien
9:00 AM	Process: MOA's, Facilities Use, Co-Curricular Contracts, Volunteers Budget Picture Info.	Dave Jones
9:30	Staff to Student Social Media Usage & Texting	Joann Riener
10:00 AM	Curriculum Updates & Projects (Health, Science, & Common Sense Media)	Melissa Linton
11:00 AM	Social & Emotional (Crisis Response Manual, Suicide Threat Assessment, Bullying, Manifestations, Nursing Services, 504, & Child Find)	Clayton Holland
12:00 PM	Lunch	KPAA
1:00 PM	"Discipline or Evaluation?"	Joann Riener
1:30 PM	Operations (Summer Facilities Projects, Walkthroughs, Activity Travel Handbook, & Incident Command)	Julie Cisco
3:00	Regional In-Service Planning by Region	John Pothast
4:00 PM	Wrap Up	Sean Dusek

**\*Please bring laptops**

# ACCOUNT ACTIVITY DETAILS REPORT

GLEXLINE FOR BEGINNING BALANCE TO JULY, 2015

ACCOUNT NO		ACCOUNT NAME				SHORT NAME					
TY	DATE	DOC NO	DESCRIPTION	PO NO	CHECK NO	PAYEE/PAYER NAME	BUD ADJ	ENCUMB	DEBIT	CREDIT	
Fund : OPERATING FUND [100]											
Location : BOARD OF EDUCATION [70]											
100-70-4511-0000-3240		100-70-SCH BOARD-GENL-SUPPT STAFF									
ACCOUNT SUMMARY		BUDG/BAL	ADJ. BUDGET	REQUISITION	ENCUMB	CURR DR/CR	YTD DR/CR	CURR BAL	PCT		
100-70-4511-0000-3240		34,229.00	34,229.00	0.00	0.00	0.00	0.00	34,229.00	100.00		
100-70-4511-0000-3291		100-70-SCH BOARD-GENL-SUB/SUPPT									
ACCOUNT SUMMARY		BUDG/BAL	ADJ. BUDGET	REQUISITION	ENCUMB	CURR DR/CR	YTD DR/CR	CURR BAL	PCT		
100-70-4511-0000-3291		352.00	352.00	0.00	0.00	0.00	0.00	352.00	100.00		
100-70-4511-0000-3300		100-70-SCH BOARD-GENL-LEAVE/SUPPT									
ACCOUNT SUMMARY		BUDG/BAL	ADJ. BUDGET	REQUISITION	ENCUMB	CURR DR/CR	YTD DR/CR	CURR BAL	PCT		
100-70-4511-0000-3300		566.00	566.00	0.00	0.00	0.00	0.00	566.00	100.00		
100-70-4511-0000-3511		100-70-SCH BOARD-GENL-HEALTH CARE									
ACCOUNT SUMMARY		BUDG/BAL	ADJ. BUDGET	REQUISITION	ENCUMB	CURR DR/CR	YTD DR/CR	CURR BAL	PCT		
100-70-4511-0000-3511		85,374.00	85,374.00	0.00	0.00	0.00	0.00	85,374.00	100.00		
100-70-4511-0000-3512		100-70-SCH BOARD-GENL-LIFE INS									
ACCOUNT SUMMARY		BUDG/BAL	ADJ. BUDGET	REQUISITION	ENCUMB	CURR DR/CR	YTD DR/CR	CURR BAL	PCT		
100-70-4511-0000-3512		103.00	103.00	0.00	0.00	0.00	0.00	103.00	100.00		
100-70-4511-0000-3520		100-70-SCH BOARD-GENL-UNEMPLT INS									
ACCOUNT SUMMARY		BUDG/BAL	ADJ. BUDGET	REQUISITION	ENCUMB	CURR DR/CR	YTD DR/CR	CURR BAL	PCT		
100-70-4511-0000-3520		103.00	103.00	0.00	0.00	0.00	0.00	103.00	100.00		
100-70-4511-0000-3542		100-70-SCH BOARD-GENL-FICA SUPPRT									
ACCOUNT SUMMARY		BUDG/BAL	ADJ. BUDGET	REQUISITION	ENCUMB	CURR DR/CR	YTD DR/CR	CURR BAL	PCT		
100-70-4511-0000-3542		2,645.00	2,645.00	0.00	0.00	0.00	0.00	2,645.00	100.00		
100-70-4511-0000-3560		100-70-SCH BOARD-GENL-PERS RETIREM									
ACCOUNT SUMMARY		BUDG/BAL	ADJ. BUDGET	REQUISITION	ENCUMB	CURR DR/CR	YTD DR/CR	CURR BAL	PCT		
100-70-4511-0000-3560		7,530.00	7,530.00	0.00	0.00	0.00	0.00	7,530.00	100.00		
100-70-4511-0000-4140		100-70-SCH BOARD-GENL-PRO-TECH LEG									
ACCOUNT SUMMARY		BUDG/BAL	ADJ. BUDGET	REQUISITION	ENCUMB	CURR DR/CR	YTD DR/CR	CURR BAL	PCT		
100-70-4511-0000-4140		100,000.00	100,000.00	0.00	0.00	0.00	0.00	100,000.00	100.00		
100-70-4511-0000-4201		100-70-SCH BOARD-GENL-MEALS									
AP	07/08/2015	16300148	7/6/15 - TRAVEL - MEALS		1035	HOHL, LYNN		0.00	0.00	10.00	0.00
ACCOUNT SUMMARY		BUDG/BAL	ADJ. BUDGET	REQUISITION	ENCUMB	CURR DR/CR	YTD DR/CR	CURR BAL	PCT		
100-70-4511-0000-4201		3,750.00	3,750.00	0.00	0.00	10.00	10.00	3,740.00	99.73		
100-70-4511-0000-4202		100-70-SCH BOARD-GENL-MILEAGE									
AP	07/08/2015	16300030	5/29/15 - TRAVEL - MILEAGE		1035	HOHL, LYNN		0.00	0.00	61.53	0.00
AP	07/08/2015	16300148	7/6/15 - TRAVEL - MILEAGE		1035	HOHL, LYNN		0.00	0.00	105.80	0.00
AP	07/08/2015	16300153	7/6/15 - TRAVEL - MILEAGE		204275	CASTIMORE, DANIEL		0.00	0.00	10.35	0.00
AP	07/08/2015	16300155	7/6/15 - TRAVEL - MILEAGE		1030	DOWNING, ELIZABETH		0.00	0.00	86.25	0.00
JE	07/20/2015	16500083	FY15 A/P LISTING #1 - REVERSAL					0.00	0.00	0.00	61.53
ACCOUNT SUMMARY		BUDG/BAL	ADJ. BUDGET	REQUISITION	ENCUMB	CURR DR/CR	YTD DR/CR	CURR BAL	PCT		
100-70-4511-0000-4202		5,300.00	5,300.00	0.00	0.00	202.40	202.40	5,097.60	96.18		
100-70-4511-0000-4203		100-70-SCH BOARD-GENL-OTHR TRVL									
ACCOUNT SUMMARY		BUDG/BAL	ADJ. BUDGET	REQUISITION	ENCUMB	CURR DR/CR	YTD DR/CR	CURR BAL	PCT		
100-70-4511-0000-4203		7,500.00	7,500.00	0.00	0.00	0.00	0.00	7,500.00	100.00		

# ACCOUNT ACTIVITY DETAILS REPORT

GLEXLINE FOR BEGINNING BALANCE TO JULY, 2015

ACCOUNT NO		ACCOUNT NAME			SHORT NAME					
TY	DATE	DOC NO	DESCRIPTION	PO NO	CHECK NO	PAYEE/PAYER NAME	BUD ADJ	ENCUMB	DEBIT	CREDIT
<b>Fund : OPERATING FUND [100]</b>										
<b>Location : BOARD OF EDUCATION [70]</b>										
<b>100-70-4511-0000-4331</b>		<b>100-70-SCH BOARD-GENL-POSTAGE</b>								
<b>ACCOUNT SUMMARY</b>		<b>BUDG/BAL</b>	<b>ADJ. BUDGET</b>	<b>REQUISITION</b>	<b>ENCUMB</b>	<b>CURR DR/CR</b>	<b>YTD DR/CR</b>	<b>CURR BAL</b>	<b>PCT</b>	
100-70-4511-0000-4331		200.00	200.00	0.00	0.00	0.00	0.00	200.00	100.00	
<b>100-70-4511-0000-4402</b>		<b>100-70-SCH BOARD-GENL-PURCH SVC</b>								
BA	07/01/2015	1	PO'S BROUGHT FORWARD				3,258.10	0.00	0.00	0.00
PO	07/01/2015	1520427	Advertising Services			PENINSULA CLARION	0.00	3,258.10	0.00	0.00
PO	07/09/2015	1620486	Advertising services			PENINSULA CLARION	0.00	2,000.00	0.00	0.00
PO	07/09/2015	1620487	Printing services			KENAI PENINSULA BOROUGH	0.00	1,300.00	0.00	0.00
AP	07/15/2015	16300261	D565/686054 - Advertising	1520427	204371	PENINSULA CLARION	0.00	-42.70	42.70	0.00
AP	07/15/2015	16300262	D687/686057 - Advertising	1520427	204371	PENINSULA CLARION	0.00	-48.80	48.80	0.00
AP	07/15/2015	16300263	D688/686057 - Advertising	1520427	204371	PENINSULA CLARION	0.00	-48.80	48.80	0.00
AP	07/22/2015	16300531	D736/686057 - Advertising	1620486	204442	PENINSULA CLARION	0.00	-58.80	58.80	0.00
<b>ACCOUNT SUMMARY</b>		<b>BUDG/BAL</b>	<b>ADJ. BUDGET</b>	<b>REQUISITION</b>	<b>ENCUMB</b>	<b>CURR DR/CR</b>	<b>YTD DR/CR</b>	<b>CURR BAL</b>	<b>PCT</b>	
100-70-4511-0000-4402		5,800.00	9,058.10	1,000.00	6,359.00	199.10	199.10	1,500.00	16.56	
<b>100-70-4511-0000-4501</b>		<b>100-70-SCH BOARD-GENL-SUPPLIES</b>								
BA	07/02/2015	8	To purchase Fujitsu scanner				-500.00	0.00	0.00	0.00
AP	07/08/2015	16300164	35038-D - Spectra Associates, PO			DUMMY VENDOR	0.00	0.00	337.50	0.00
AP	07/08/2015	16300164	35038-D - Spectra Associates, PO			DUMMY VENDOR	0.00	0.00	-337.50	0.00
AP	07/15/2015	16300164	35038-D - Spectra Associates, PO		204380	SPECTRA ASSOCIATES INC	0.00	0.00	337.50	0.00
<b>ACCOUNT SUMMARY</b>		<b>BUDG/BAL</b>	<b>ADJ. BUDGET</b>	<b>REQUISITION</b>	<b>ENCUMB</b>	<b>CURR DR/CR</b>	<b>YTD DR/CR</b>	<b>CURR BAL</b>	<b>PCT</b>	
100-70-4511-0000-4501		2,500.00	2,000.00	5.98	0.00	337.50	337.50	1,656.52	82.83	
<b>100-70-4511-0000-4503</b>		<b>100-70-SCH BOARD-GENL-SOFTWARE</b>								
<b>ACCOUNT SUMMARY</b>		<b>BUDG/BAL</b>	<b>ADJ. BUDGET</b>	<b>REQUISITION</b>	<b>ENCUMB</b>	<b>CURR DR/CR</b>	<b>YTD DR/CR</b>	<b>CURR BAL</b>	<b>PCT</b>	
100-70-4511-0000-4503		900.00	900.00	0.00	0.00	0.00	0.00	900.00	100.00	
<b>100-70-4511-0000-4850</b>		<b>100-70-SCH BOARD-GENL-STIPENDS</b>								
<b>ACCOUNT SUMMARY</b>		<b>BUDG/BAL</b>	<b>ADJ. BUDGET</b>	<b>REQUISITION</b>	<b>ENCUMB</b>	<b>CURR DR/CR</b>	<b>YTD DR/CR</b>	<b>CURR BAL</b>	<b>PCT</b>	
100-70-4511-0000-4850		33,600.00	33,600.00	0.00	0.00	0.00	0.00	33,600.00	100.00	
<b>100-70-4511-0000-4901</b>		<b>100-70-SCH BOARD-GENL-OTHER EXP</b>								
<b>ACCOUNT SUMMARY</b>		<b>BUDG/BAL</b>	<b>ADJ. BUDGET</b>	<b>REQUISITION</b>	<b>ENCUMB</b>	<b>CURR DR/CR</b>	<b>YTD DR/CR</b>	<b>CURR BAL</b>	<b>PCT</b>	
100-70-4511-0000-4901		28,900.00	28,900.00	0.00	0.00	0.00	0.00	28,900.00	100.00	
<b>100-70-4511-0000-5102</b>		<b>100-70-SCH BOARD-GENL-EQUP/TECHNOL</b>								
BA	07/02/2015	8	To purchase Fujitsu scanner				500.00	0.00	0.00	0.00
PO	07/15/2015	1620535	Document scanner			B & H PHOTO	0.00	434.50	0.00	0.00
<b>ACCOUNT SUMMARY</b>		<b>BUDG/BAL</b>	<b>ADJ. BUDGET</b>	<b>REQUISITION</b>	<b>ENCUMB</b>	<b>CURR DR/CR</b>	<b>YTD DR/CR</b>	<b>CURR BAL</b>	<b>PCT</b>	
100-70-4511-0000-5102		0.00	500.00	0.00	434.50	0.00	0.00	65.50	13.10	
<b>100-70-4511-0125-4201</b>		<b>100-70-SCH BOARD-LEGISLATIVE -MEALS</b>								
AP	07/08/2015	16300065	2/6-2/10/15 - TRAVEL - MEALS		1035	HOHL, LYNN	0.00	0.00	71.13	0.00
JE	07/20/2015	16500083	FY15 A/P LISTING #1 - REVERSAL				0.00	0.00	0.00	71.13
<b>ACCOUNT SUMMARY</b>		<b>BUDG/BAL</b>	<b>ADJ. BUDGET</b>	<b>REQUISITION</b>	<b>ENCUMB</b>	<b>CURR DR/CR</b>	<b>YTD DR/CR</b>	<b>CURR BAL</b>	<b>PCT</b>	
100-70-4511-0125-4201		1,000.00	1,000.00	0.00	0.00	0.00	0.00	1,000.00	100.00	
<b>100-70-4511-0125-4202</b>		<b>100-70-SCH BOARD-LEGISLATIVE -MILEAGE</b>								
AP	07/08/2015	16300065	2/6-2/10/15 - TRAVEL - MILEAGE		1035	HOHL, LYNN	0.00	0.00	143.75	0.00

# ACCOUNT ACTIVITY DETAILS REPORT

GLEXLINE FOR BEGINNING BALANCE TO JULY, 2015

ACCOUNT NO		ACCOUNT NAME			SHORT NAME						
TY	DATE	DOC NO	DESCRIPTION	PO NO	CHECK NO	PAYEE/PAYER NAME	BUD ADJ	ENCUMB	DEBIT	CREDIT	
<b>Fund : OPERATING FUND [100]</b>											
<b>Location : BOARD OF EDUCATION [70]</b>											
JE	07/20/2015	16500083	FY15 A/P LISTING #1 - REVERSAL				0.00	0.00	0.00	143.75	
<b>ACCOUNT SUMMARY</b>				<b>BUDG/BAL</b>	<b>ADJ. BUDGET</b>	<b>REQUISITION</b>	<b>ENCUMB</b>	<b>CURR DR/CR</b>	<b>YTD DR/CR</b>	<b>CURR BAL</b>	<b>PCT</b>
<b>100-70-4511-0125-4202</b>				<b>1,000.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>100.00</b>
<b>100-70-4511-0125-4203</b>				<b>100-70-SCH BOARD-LEGISLATIVE -OTHR TRVL</b>							
AP	07/08/2015	16300065	2/6-2/10/15 - TRAVEL - OTHER		1035	HOHL, LYNN	0.00	0.00	381.30	0.00	
JE	07/20/2015	16500083	FY15 A/P LISTING #1 - REVERSAL				0.00	0.00	0.00	381.30	
<b>ACCOUNT SUMMARY</b>				<b>BUDG/BAL</b>	<b>ADJ. BUDGET</b>	<b>REQUISITION</b>	<b>ENCUMB</b>	<b>CURR DR/CR</b>	<b>YTD DR/CR</b>	<b>CURR BAL</b>	<b>PCT</b>
<b>100-70-4511-0125-4203</b>				<b>12,000.00</b>	<b>12,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>12,000.00</b>	<b>100.00</b>
<b>100-70-4511-0126-4201</b>				<b>100-70-SCH BOARD-PROFESSIOAL -MEALS</b>							
AP	07/08/2015	16300015	11/5-11/9/15 - TRAVEL - MEALS		1035	HOHL, LYNN	0.00	0.00	62.00	0.00	
JE	07/20/2015	16500083	FY15 A/P LISTING #1 - REVERSAL				0.00	0.00	0.00	282.88	
AP	07/22/2015	16300522	6/20-3/24/15 - TRAVEL - MEALS		1065	HOHL, LYNN	0.00	0.00	220.88	0.00	
<b>ACCOUNT SUMMARY</b>				<b>BUDG/BAL</b>	<b>ADJ. BUDGET</b>	<b>REQUISITION</b>	<b>ENCUMB</b>	<b>CURR DR/CR</b>	<b>YTD DR/CR</b>	<b>CURR BAL</b>	<b>PCT</b>
<b>100-70-4511-0126-4201</b>				<b>1,000.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>100.00</b>
<b>100-70-4511-0126-4202</b>				<b>100-70-SCH BOARD-PROFESSIOAL -MILEAGE</b>							
AP	07/08/2015	16300015	11/5-11/9/15 - TRAVEL - MILEAGE		1035	HOHL, LYNN	0.00	0.00	143.75	0.00	
JE	07/20/2015	16500083	FY15 A/P LISTING #1 - REVERSAL				0.00	0.00	0.00	287.50	
AP	07/22/2015	16300522	6/20-3/24/15 - TRAVEL - MILEAGE		1065	HOHL, LYNN	0.00	0.00	143.75	0.00	
<b>ACCOUNT SUMMARY</b>				<b>BUDG/BAL</b>	<b>ADJ. BUDGET</b>	<b>REQUISITION</b>	<b>ENCUMB</b>	<b>CURR DR/CR</b>	<b>YTD DR/CR</b>	<b>CURR BAL</b>	<b>PCT</b>
<b>100-70-4511-0126-4202</b>				<b>1,000.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>100.00</b>
<b>100-70-4511-0126-4203</b>				<b>100-70-SCH BOARD-PROFESSIOAL -OTHR TRVL</b>							
JE	07/20/2015	16500083	FY15 A/P LISTING #1 - REVERSAL				0.00	0.00	0.00	1,902.77	
AP	07/22/2015	16300522	6/20-3/24/15 - TRAVEL - OTHER		1065	HOHL, LYNN	0.00	0.00	1,902.77	0.00	
<b>ACCOUNT SUMMARY</b>				<b>BUDG/BAL</b>	<b>ADJ. BUDGET</b>	<b>REQUISITION</b>	<b>ENCUMB</b>	<b>CURR DR/CR</b>	<b>YTD DR/CR</b>	<b>CURR BAL</b>	<b>PCT</b>
<b>100-70-4511-0126-4203</b>				<b>12,000.00</b>	<b>12,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>12,000.00</b>	<b>100.00</b>
<b>** Location : BOARD OF EDUCATION [70] TOTAL **</b>				<b>BUDG/BAL</b>	<b>ADJ. BUDGET</b>	<b>REQUISITION</b>	<b>ENCUMB</b>	<b>CURR DR/CR</b>	<b>YTD DR/CR</b>	<b>CURR BAL</b>	<b>PCT</b>
				<b>347,352.00</b>	<b>350,610.10</b>	<b>1,005.98</b>	<b>6,793.50</b>	<b>749.00</b>	<b>749.00</b>	<b>342,061.62</b>	<b>97.56</b>
<b>** Fund : OPERATING FUND [100] TOTAL **</b>				<b>BUDG/BAL</b>	<b>ADJ. BUDGET</b>	<b>REQUISITION</b>	<b>ENCUMB</b>	<b>CURR DR/CR</b>	<b>YTD DR/CR</b>	<b>CURR BAL</b>	<b>PCT</b>
				<b>347,352.00</b>	<b>350,610.10</b>	<b>1,005.98</b>	<b>6,793.50</b>	<b>749.00</b>	<b>749.00</b>	<b>342,061.62</b>	<b>97.56</b>
<b>** GRAND TOTAL **</b>				<b>BUDG/BAL</b>	<b>ADJ. BUDGET</b>	<b>REQUISITION</b>	<b>ENCUMB</b>	<b>CURR DR/CR</b>	<b>YTD DR/CR</b>	<b>CURR BAL</b>	<b>PCT</b>
				<b>347,352.00</b>	<b>350,610.10</b>	<b>1,005.98</b>	<b>6,793.50</b>	<b>749.00</b>	<b>749.00</b>	<b>342,061.62</b>	<b>97.56</b>

# ACCOUNT ACTIVITY DETAILS REPORT

GLEXLIN FOR BEGINNING BALANCE TO JULY, 2015

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## REPORT CRITERIA

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**Process Name** : Account Activity Details Report  
**Criteria Name** : GLEXLIN LOC 70  
**Report Title** : GLEXLIN  
**Responsibility Group** : -  
**Document Types** : -  
**Period From** : Beginning Balance  
**Period To** : July, 2015  
**Account Element Filters** : 1 - 1 - Fund - from: 100 - to: 100,8 - 8 - Location - from: 70 - to: 70,3 - 3 - Function - from: 0000 - to: 9999,10 - 10 - Program - from: 0000 - to: 9999,5 - 5 - Object - from: 3000 - to: 9999  
**Account Grouping** : 1 - Fund - All,8 - Location - All  
**Page Break** : -  
**Additional Account Sorting** : -  
**Show Audit Entries** : Yes  
**Skip Grouping By Account** : No  
**Employee Salary Details** : No  
**Employee Benefit Details** : No

# 2015-2016 Board Travel Report

<b>Month</b>	<b>Routine Travel</b>	<b>Board Meals</b>	<b>Lobbying</b>	<b>Professional Development</b>	<b>Total All Categories</b>
<b>July</b>	\$202.40	\$10.00			
<b>Total</b>	<b>\$202.40</b>	<b>\$10.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$212.40</b>



## 2014-2015 Board Travel Report

Month	Routine Travel	Board Meals	Lobbying	Professional Development	Total All Categories
<b>July</b>	\$197.12	\$396.00			
<b>August</b>	\$760.92				
<b>September</b>	\$1,726.84	\$881.91			
<b>October</b>	\$1,040.10	\$303.91			
<b>November</b>	\$564.48	\$299.00			
Hilts-AASB Annual-Meals, hotel, travel				\$290.00	
Hohl-NSBA fee				\$725.00	
Vadla-AASB Annual-Meals, mileage				\$265.00	
<b>December</b>	\$2,627.32	\$542.47			
Castimore-AASB & Annual Brdmanship				\$1,530.50	
Downing-AASB Annual				\$1,245.44	
Hilts-AASB Annual, NSBA air/reg				\$2,323.16	
Hohl-AASB Annual				\$853.00	
Kulikov-YLI				\$350.40	
Vadla-AASB Annual				\$946.00	
<b>January</b>	\$1,215.65	\$248.00			
Castimore-Brdmnshp expenses				\$528.80	
<b>February</b>	\$1,636.21	\$416.50			
Downing Fly-In Miles, Registration			\$591.00		
Hohl Fly-In Registration			\$435.00		
AASB Conf. Hotel tax refunds				-\$115.92	
<b>March</b>	\$4,635.67	\$483.75			
Downing-AASB Fly-In transportation			\$591.90		
Hohl/Downing-AASB Fly-in Hotel			\$980.00		
Navarre-AASB Fly-In airfare reimbursement			-\$130.00		
<b>April</b>	\$1,524.63	\$353.75			
Hilts AASB Fly-In Meals			\$158.00		
Vadla AASB Fly-In expenses			\$1,136.75		
Navarre AASB Fly-In Reg., airfare			\$1,035.70		
Hilts NSBA meals, hotel				\$251.20	

## 2014-2015 Board Travel Report

Month	Routine Travel	Board Meals	Lobbying	Professional Development	Total All Categories
<b>May</b>	\$1,060.73	\$588.00			
Navarre-AASB Hotel			\$500.00		
Hilts-AASB Hotel			\$840.00		
Vadla-AASB Hotel			\$700.00		
Hilts-NSBA Hotel less tax refunds				\$1,058.88	
<b>June</b>	\$2,189.25	\$468.00			
<b>Year End Adjustments</b>					
Hohl FY15 expenditures submitted in FY16					
May Mileage	\$61.53				
AASB Annual Mtg				\$205.75	
AASB Leg. Fly-In			\$596.18		
NSBA Annual Conf.				\$2,267.40	
<b>Total</b>	<b>\$19,240.45</b>	<b>\$4,981.29</b>	<b>\$7,434.53</b>	<b>\$12,724.61</b>	<b>\$44,380.88</b>

# KENAI PENINSULA BOROUGH SCHOOL DISTRICT

148 North Binkley Street Soldotna, Alaska 99669-7553  
Phone (907) 714-8888 Fax (907) 262-9132  
[www.kpbsd.k12.ak.us](http://www.kpbsd.k12.ak.us)

## SCHOOL BOARD COMMUNICATION

<b>Title:</b>	<b>KPBSD Planning &amp; Operations Reconfiguration FY16</b>		
<b>Date:</b>	July 20, 2015	<b>Item Number:</b>	
<b>Administrator:</b>	Julie Cisco, Director, Planning & Operations <i>Julie Cisco</i> Thru Dave Jones, Asst. Supt. <i>Dave Jones</i>		
<b>Attachments:</b>	None		

**Action Needed**     **For Discussion**     **Information**     **Other:** \_\_\_\_\_

## BACKGROUND INFORMATION

Changes to departments within Planning & Operations for FY16 to meet Board goals, improve efficiencies and reduce spending include:

Reorganization of pool staff from seven pool managers to six and transferring management of pools and pool managers from site administrators to Districtwide Pool Supervisor under Planning & Operations. Goals include reduction in annual costs by centralized purchasing, standardized operations, increased usage and shared staffing.

Reorganization of Transportation with the retirement of former Transportation Coordinator, 35-year employee Nan Spooner. Coordinator position updated to Supervisor with oversight of home to school and activity transport. One full time position reduced to a 6-hour position to manage activity busses and transport.

Reorganization of District Warehouse to add oversight of Student Nutrition Services (SNS) warehouse, staff, trucks and drivers. Goals include reduction in costs by better utilizing existing trucks and drivers to manage all deliveries and pickups, rather than two separate fleets. Additional goals include improved warehouse and inventory management by common oversight.

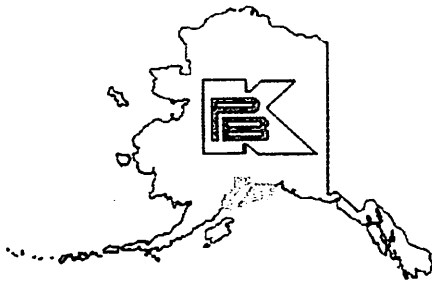
Reorganization of Purchasing department to take oversight of SNS purchasing along with general District purchasing. Goals include improved vendor contracts and inventory management.

Reorganization of SNS to remove purchasing, warehouse, trucks and driver management allowing SNS staff to focus on site management, staffing, menu planning, federal requirements and updating on-line programs for parents and students. Additional goals include improvements in data gathering to better manage costs, staffing, storage and inventory at sites.

## ADMINISTRATIVE RECOMMENDATION

Information only

Thank you



## **KENAI PENINSULA BOROUGH**

### **Legal Department**

144 North Binkley Street • Soldotna, Alaska 99669-7520

Toll-free within the Borough: 1-800-478-4441, Ext. 2120

**PHONE:** (907) 714-2120 • **FAX:** (907) 714-2379

www.kpb.us

**MIKE NAVARRE  
BOROUGH MAYOR**

## **MEMORANDUM**

**TO:** Assembly President  
President, Board of Education  
Members, Kenai Peninsula Borough Assembly  
Members, Kenai Peninsula Borough School District Board of Education

**THRU:** Mike Navarre, Borough Mayor *MN*

**FROM:** Colette Thompson, Borough Attorney *CT*

**COPY:** Risk Management Committee

**DATE:** July 16, 2015

**SUBJECT:** Litigation Status Report

Following is a summary of the non-routine litigation in which the borough and school district are involved. This list does not include the real property tax foreclosures and numerous standard tax collection cases pursued by the borough.

1. **Anderson v. Kenai Peninsula Borough School District and Todd Syverson.** Case No. 3KN-14-857 CI. Robert and Yvonne Anderson filed suit against the school district on October 2, 2014, claiming damages for the district's alleged failure to prevent purported harassment and bullying of their daughter by other students. The district and Mr. Syverson filed an answer denying their claims. Trial has been scheduled for April 18, 2016. Investigation and discovery are in process.
2. **King v. Kenai Peninsula Borough.** Case No. 3KN-14-310 CI. Latasha King filed suit against the borough on April 7, 2014, for damages allegedly sustained in a motor vehicle accident on a borough maintained road. The borough filed an answer and a crossclaim against the driver of the vehicle. As plaintiff settled with the driver the parties have agreed to dismiss the driver from the lawsuit. Investigation and discovery are continuing. Trial is scheduled to commence January 18, 2016. However, Ms. King's attorney, Greg Grebe, recently passed away which might result in rescheduling the trial.

3. **Reekie v. KPBSD, et al.** Case No. 3HO-13-67 CI. Justin Reekie, Raymond Reekie and Shawn Leigh Reekie filed suit against the school district, the American Legion, Department of Alaska, Inc. and numerous other entities and individuals for damages allegedly sustained by Justin during baseball batting practice held at Homer High School on March 24, 2010. A mediation was held October 6, 2014, but no settlement was reached. Investigation and discovery are continuing. Mediation is scheduled for July 30, 2015, and trial has been rescheduled to begin December 7, 2015.
  
4. **ACS Tariff Filings U-15-008-011.** ACS of Fairbanks, LLC, ACS of the Northland, LLC, ACS of Alaska, LLC and ACS of Anchorage, LLC, have filed tariffs that would require certain municipalities, including the KPB, to pay fees to cover expenses incurred by ACS to provide their customer's addresses to the KPB for the 911 program. The tariff would also charge KPB an hourly rate of \$110.66 for costs incurred to ensure the address is consistent with the borough's addressing system. KPB and the Fairbanks North Star Borough are jointly opposing these tariffs. A hearing before the Regulatory Commission of Alaska is scheduled for August 11-13, 2015. Discovery is in process.



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### SCHOOL BOARD COMMUNICATION

**Title:** Resignations

**Date:** August 3, 2015

**Item Number:**

**Administrator:** Joann Riener, Director, Human Resources *Joann Riener*  
 Dave Jones, Assistant Superintendent *Dave Jones*

**Attachments:**

Action Needed     For Discussion     Information     Other: \_\_\_\_\_

### BACKGROUND INFORMATION

Name	Assignment	Location & Effective Date
Linda Bauman Houglum	Special Education Intensive Needs Aide	Soldotna High School, effective at the end of the 2014-15 school year
Angela Douthit	Special Education Emotional Disabilities Aide	Kenai Central High School, effective at the end of the 2014-15 school year
Rachel Erickson	Special Education Intensive Needs Aide	Skyview Middle School, effective July 24, 2015
Kristin Tri	Special Education Intensive Needs Aide	Soldotna Elementary School, effective at the end of the 2014-15 school year