



# KENAI PENINSULA BOROUGH SCHOOL DISTRICT

## Assistant Superintendent

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October 21, 2008

TO: Board of Education

FROM: Dave Jones, Assistant Superintendent

SUBJECT: Proposed Policy Revisions

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The following policies were reviewed by the Board Policy Committee on October 6, 2008. They were also reviewed at the Board Worksession and had a first read on October 20, 2008.

The *Board Bylaw 9311 Board Policies* states that prior to adoption, policies shall normally be given two readings by the Board.

The following policies are now presented for a final read at the regular board meeting. The administration recommends making the following changes to policy:

*BP 1325 Advertising and Promotions* – Limit exclusion from public information advertising to promotion of any particular commercial interest – remove “or religious belief”.

*BP 2300 & BP 3316 Conflict of Interest* – These two policies appear to be identical. One is under Section 2000-Administration and the other is under Section 3000-Business & Noninstructional Operations. Note that there is an exhibit attached to BP 3316 – *E 3316 Request to do Business with the Kenai Peninsula Borough School District*. The administration recommends deleting BP 2300.

*BP 4141/4142 Negotiated Agreement* – The KPEA and KPESA agreements are called the “Collective Bargaining Agreement”, therefore, the title of this policy is being changed to correspond.

*BP 4156.2/4256.2/4356.2 Awards and Recognition* – New Policy noting that staff functions are to be specifically self-funded.

*BP & E 5125.1 Release of Directory Information* – Change acceptable recipients of student directory information. “Post-secondary” was added in front of educational institutions and “legislators” was added .

*BP 6146.3 High School Graduation Qualifying Exam* – New Policy taken directly from AASB.

**Community Relations**

BP 1325

**ADVERTISING AND PROMOTION**

**Public Information**

The School Board desires to cooperate in publicizing community services, special events and public meetings of interest to students and parents/guardians. The Superintendent may approve the publicity of public events or distribution of promotional materials which extend cultural, recreational, artistic or educational opportunities to the community and which do not promote any particular commercial interest.

Deleted: or religious belief

- (cf. 0100 - Philosophy)*
- (cf. 0410 - Nondiscrimination in District Programs and Activities)*
- (cf. 1321 - Solicitation of Funds from and by Students)*
- (cf. 5145.2 - Freedom of Speech/Expression: Publications Code)*
- (cf. 6145.5 - Student Organizations and Equal Access)*
- (cf. 6162.8 - Research)*

**Paid Advertisements**

Advertising copy may be solicited provided it does not interfere with school-community relations.

The District shall not accept advertising copy which:

1. Is obscene, libelous, or slanderous, or which incites students to commit unlawful acts, violate school rules, or disrupt the school's orderly operation.
2. Attacks or denigrates any group on account of sex, race, color, religion, ancestry, national origin, handicap or disadvantage.
3. Promotes the use or sale of materials or services which are illegal or inconsistent with school objectives. Ads for tobacco, intoxicants, and x-rated movies or products shall not be used.

The District will not unlawfully discriminate against advertisers who meet the requirements of Board policy and administrative regulations and procedures.

- (cf. 0410 - Nondiscrimination in District Programs and Activities)*

**KENAI PENINSULA BOROUGH SCHOOL DISTRICT**  
**Adoption Date:** \_\_\_\_\_

Deleted: 7/14/08

**Business and Noninstructional Operations**

**CONFLICT OF INTEREST**

The School Board recognizes that certain positions may involve an employee's participation in decisions affecting his/her financial interests. Employees shall refrain from participating in official District financial decisions in which they have a substantial financial interest.

*(cf. 3315 - Relations with Vendors)  
(cf. 4112.8 - Employment of Relatives)  
(cf. 9270 - Conflict of Interest Code)*

*Legal Reference:  
ALASKA STATUTES  
29.20.010 Conflict of Interest*

**Deleted: Administration BP 2300**

**Conflict of Interest**

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**KENAI PENINSULA BOROUGH SCHOOL DISTRICT**

**Adoption Date: 7/1/96**

Page Break

**Certificated/Support Personnel**

BP 4141  
4241

**COLLECTIVE BARGAINING AGREEMENT**

Deleted: **NEGOTIATED**

Each agreement entered into by the School Board with a duly recognized employee organization shall constitute a commitment by the Board to the provisions of the agreement for its duration unless such agreements conflict with local, state or federal law.

The provisions of the employee agreement shall be binding on the Board and on all employees covered by the agreement.

*(cf. 4143 - Negotiations/Consultation)*

*Legal Reference:*

ALASKA STATUTES

23.40.070 - 23.40.260 - Public Employment Relations Act

ALASKA ADMINISTRATIVE CODE

4 AAC 80.010 - 4 AAC 80.040 Advisory Arbitration

**KENAI PENINSULA BOROUGH SCHOOL DISTRICT**  
**Adoption Date: 2/07/2005**

**NEW**

<b>All Personnel</b>	BP 4156.2
	4256.2
<b>AWARDS AND RECOGNITION</b>	4356.2

The School Board believes the District's employees are a valuable resource and encourages recognition of the services they provide. The Superintendent may issue service pins, certificates, plaques or other mementos in accordance with established District procedures.

Except as noted above, all staff functions such as weddings, births, funerals, holiday, beginning and/or end-of-year get-togethers shall be self-funded or supported through staff lounge vending machine revenue.

(cf. 1150 – Commendations and Awards)

**Students**

BP 5125.1

**RELEASE OF DIRECTORY INFORMATION**

The Superintendent may authorize the release of student directory information to representatives of the post-secondary educational institutions, prospective employers, military recruiters, legislators, news media, and non-profit organizations. Directory information which school officials may disclose consists of the following: student's name, address, telephone number, electronic mail address, photograph, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of athletic team members, dates of attendance, grade level, enrollment status, degrees and awards received, and most recent previous school attended.

Comment [mya1]: "post-secondary" and "legislators" was added and order changed.

Deleted: news media, prospective employers, military recruiters or nonprofit organizations

At the beginning of each school year, the Superintendent shall inform all parents/guardians that directory information may be released without prior consent. Parent/guardians shall be given an opportunity to prohibit the release of directory information.

Directory information shall not be released regarding any student whose parent/guardian notifies the District in writing that such information may not be disclosed. Directory information shall not be released for personal or commercial purposes. The Directory Information Parent Opt-Out Form (E 5125.1) is provided for this purpose.

*Legal Reference*

*No Child Left Behind Act, 20 U.S.C. § 7908 (2001)  
USA Patriot Act, § 507, P.L. 107-56 (2001)*

UNITED STATES CODE  
*20 U.S.C. § 1232g, 1415 (1994)  
34 C.F.R. Pt. 99, 300.560 - .574 (1996)*

**KENAI PENINSULA BOROUGH SCHOOL DISTRICT**  
**Adoption Date:** \_\_\_\_\_

Deleted: 10/18/2004

**Kenai Peninsula Borough School District**  
**Directory Information Parent Opt-Out Form**

School Name: \_\_\_\_\_ School Year: \_\_\_\_\_

Student Name: \_\_\_\_\_ Student ID #: \_\_\_\_\_

I request that my student be exempted from release of student directory information including student's name, address, telephone number, electronic mail address, photograph, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of athletic team members, dates of attendance, grade level, enrollment status, degrees and awards received, and most recent previous school attended.

- Withhold Student Directory Information from representatives of the military.
- Withhold Student Directory Information from all other representatives (includes [post-secondary educational institutions, prospective employers, legislators, news media, and non-profit organizations](#)).

Deleted: news media, prospective employers, colleges, and non-profit organizations

This opt-out is valid until a new form is completed.

Parent Name (printed)	Parent Signature	Date
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This form should be returned to the school and is only valid for information requested from the School District after the form is received and entered.

cc: School  
Assistant Superintendent of Instruction

Deleted: 10/17/05

Revised \_\_\_\_\_

**HIGH SCHOOL GRADUATION QUALIFYING EXAM**

The Board shall provide for a high school graduation qualifying exam of all secondary students in the areas of reading, English, and mathematics. The exam shall be administered in accordance with state law and regulations. A student who successfully completes the District's graduation requirements shall be issued a diploma upon successful completion of the competency examination or reexamination. A diploma may also be issued to students with an approved waiver of the qualifying exam, to students successfully completing an alternative assessment program in accordance with state law, or to students who have successfully passed another state's competency exit exam.

*(cf. 5127 Graduation Ceremonies and Activities)*

*(cf. 6146.1 High School Graduation Requirements)*

*(cf. 6146.3 High School Graduation Qualifying Exam)*

*(cf. 6146.4 Reciprocity on Graduation Requirements)*

*(cf. 6146.5 Differential Requirements for Individuals With Exceptional Needs)*

The Board is committed to providing support and remediation to assist students in successful completion of the high school graduation qualifying exam. Additional instruction and study that targets the skills tested on the exam shall be provided to all students who, following the fall administration of the exam in the student's 11<sup>th</sup> grade year, have not passed one or more portions of the exam.

Legal Reference:

ALASKA STATUTES

14.03.075 Secondary Pupil Competency Testing

ALASKA ADMINISTRATIVE CODE

4 AAC 06.075 High School Graduation Qualifying Exam

4 AAC 06.758 High School Graduation Qualifying Examination Results

4 AAC 06.759 High School Graduation Qualifying Examination Remediation

4 AAC 06.765 Test Security; Consequences of Breach

4 AAC 06.771 - .790 High School Graduation Qualifying Waivers and Appeals

**KENAI PENINSULA BOROUGH SCHOOL DISTRICT**