



KENAI PENINSULA BOROUGH SCHOOL DISTRICT

Office of Superintendent

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M E M O R A N D U M

DATE: December 19, 2008
TO: Members, Board of Education
FROM: Donna Peterson, Ed.D.
Superintendent of Schools
RE: 2008-2009 Midyear Report on Goals

A handwritten signature in black ink that reads "Donna Peterson".

Attached please find the Midyear Report on Goal Progress. Included at the beginning are the Board goals and the list of work plan initiatives for your reference. The report itself is divided into three sections:

- Progress on Work Plans (including Board Goals)
- Other Work Priorities, First Semester
- Second Semester Outlook

KPBSD Leadership Team

2008-2009 Goals and Projects List

Board Goals

Develop an Individual Learning Pathway for each student	Steve Atwater
Increase graduation rate/decrease dropout rate	Steve Atwater
Increase parent/community engagement	Donna Peterson

Projects

Application for Level II Alaska Performance Excellence (APEX)	Steve Atwater
Autism Primary Classroom Opened and Autism Cadre Developed	Jamie Harper
Background Checks for Volunteers	Melody Douglas
Educational Technology Planning	Jim White/Sean Dusek
Election Transition	Donna Peterson
Federal Programs Department Reorganization	Norma Holmgaard
Fourth through Sixth Grade Standards Based Report Cards	Doris Cannon
Future Network Needs	Jim White
Gifted Plan of Service Revision	Jamie Harper
Health Curriculum Implementation	Doris Cannon
IRS 403(b) Mandate Implementation	Melody Douglas
Legislative Work	Dave Jones
Life Skills and Transition Program Development	Jamie Harper
Nanwalek Teacher Housing	Dave Spence
Negotiations with KPAA, KPEA, and KPESA	Tim Peterson
Policy Review of Sections 2000 and 3000	Dave Jones
Professional Development Plan Implementation	Steve Atwater
Professional Learning Communities for Special Education	Jamie Harper
Programmatic Staffing Implementation	Sean Dusek
Response To Intervention Implementation	Sandy Miller
Science Curriculum Implementation	Doris Cannon
Skyview Building Utilization	Donna Peterson
Social Studies Curriculum Revision	Doris Cannon
Student Information System Upgrade	Jim White
Tyonek Teacher Housing	Dave Spence
World Languages Curriculum Revision	Doris Cannon

2008-2009 Midyear Report to the Board

Progress on Workplans (Board goals included):

Develop an Individual Learning Pathway for each student

- Discussion with Instructional team
- Introduction of concept (HS map for incoming freshman) with counselors
- Next: create a template for tracking incoming freshman and create accompanying career pathways to help students/parents see the big picture

Increase the Graduation Rate/Decrease Drop-Out Rate

- Briefed Board of Education during worksession
- Gathered information about seniors (100% can graduate, 10% on “bubble”)
- Gathering information about lower classman determining progress
- Next: Findings shared with Board; counselors identify process for review

Increase parent/community engagement

- Parent/site council fall training held regionally in Seward, Homer, Central Peninsula
- Letter from Board president to site councils regarding goals
- Next: Webstream (not WebEx) likely to be used for January training on legislation

Application for Level 2 Alaska Performance Excellence (APEX)

- Briefed Board of Education during worksession
- Application reviewed, information to principals, Leadership Team doing initial input
- Application submitted for review; feedback due in April

Autism Primary Classroom Opened and Autism Cadre developed

- Class opened at Mountain View
- Staff trained; utilizing expertise from Anchorage School District for mentoring
- Next: Additional training from TEACCH for parents and teacher in February

Background Checks for Volunteers – Pilot Project

- Electronic volunteer application form and process developed/tested at SMA, Kaleidoscope, West Homer, and Moose Pass
- Communication materials developed for schools, volunteers, and the public
- Next: Administrators updated in April for “early enrollment”; likely to be annual check

Educational Technology Planning

- Discussed direction and vision with leadership team
- Implemented blogging, Google apps for e-mail, small laptop pilots, and expanded Smart Boards
- Immediate emphasis will be on professional development (versus infrastructure)

Election Transition

- Candidate orientation meetings held
- Orientation for Board members will occur prior to meetings using Governance Handbook
- Monthly meetings held with Mayor’s Office

Federal Programs Department Reorganization

- Reduction of Director’s secretary, Title VII Program Secretary, and redistribution of work load completed

- Meeting held with Bilingual program manager to discuss changes to position for 09-10

Fourth through Sixth Grade Standards Based Reporting System Development

- Information services included in discussion to assure a technology program as base
- Support for using Marzano's 4 point rubric and separating LifeSkills area, books ordered

Future Network Needs

- Negotiations underway with HEA; verbal commitments for 2 strands of "dark fiber"
- E-rate RFP due December 19, upgrades will be included
- Monitoring FCC review of "dark fiber" – no change in FCC ruling for 2009

Gifted Plan of Service Revision

- Meeting held with Gifted and Talented teachers
- Plans gathered from other Districts
- Next: Write District plan

Health Curriculum Implementation

- Summer health institute held
- Great Body Shop training for trainers complete

IRS 403(b) Mandate (tax sheltered annuities) Implementation

- Written plan, information sharing agreements, and agreement reviewed by consultant, Board approval
- Communications to employees completed
- Statewide gathering/calibration of information from other districts

Legislative Work – Education Funding District Cost Factor Commission

- Pre-election networking
- Next: Post election contact work regarding KPBSD willingness to assist
- Next: Monitoring of changes to legislative leadership roles and potential impacts

Life Skills and Transition Program Development

- Roy Anderson contracted to help facilitate Life Skills and Intensive needs
- Next: Determine current practices/programs and build district guidelines for programs

Nanwalek Teacher Housing

- Contracts out, signed; waiting for insurance and bonds
- Materials expected in Homer in March, to be barged over
- Construction completion planned for August 2009

Negotiation with KPAA, KPEA, and KPESA

- Meetings held with large districts and attorneys
- Training completed, calendar (22 days) and ground rules reached
- Booklets prepared for the Board of Education, regular briefings scheduled

Policy review of Section 2000, Administration and Section 3000, Business and Noninstructional operations

- Input received from district office, changing name to Instructional Support
- Policy Committee handling housekeeping first, then a few policies at a time

Professional Development Plan Implementation

- Liaisons at schools selected, trained
- Software in place
- Working on coordinated inservice days for schools

Professional Learning Communities established for Special Education

- Behavior Specialists attended Failure is Not an Option training, continue to meet one day per month with focused discussion
- Model will be expanded to other specialist groups

Programmatic Staffing Implementation

- Multiple visits to sites assuring schedules match intent
- Organizing combined classroom walkthroughs by administrators and peers
- Next: sustainability questions/budget to be discussed

Response to Intervention (RTI) Implementation

- District team established, meetings held, opening presentations to administrators
- Site observations with support, regular meetings with interventionists
- District RTI information posted on website, included in school newsletters

Science Curriculum Implementation

- Summer Science Institute held
- Follow up meetings with 45 K-12 teachers attending
- Science Committee is implementing an alternate plan for professional development

Skyview Building Utilization

- Meetings held with key community leaders, Assembly member, School Board member, and administrators
- Focus has shifted to moving Peninsula Optional to Skyview campus for 09-10 and moving to a technology base for students at Skyview

Social Studies Curriculum Revision

- Needs assessment completed
- Curriculum completed with exception of Alaska history

Student Information System Upgrade

- Long term goal – timeline less certain
- Communication and ongoing negotiation with software developers, RFP being developed
- Next: Involve instructional team in product review after product options clear

Tyonek Teacher Housing

- On schedule with workplan
- Notice of Intent to Award received

World Languages Curriculum Revision

- New curriculum developed
- Materials in process of being selected

Other Work Priorities:

Items on the list below were not anticipated in June when goals and work plans were developed. The administrative team is responsible for responding to unanticipated immediate and pressing needs. Though not planned for, the following items took substantial time and/or energy this summer or fall and are therefore noted in this report:

- Hockey for head of the bay schools
- Graduation dates/overlap
- Discipline situations from 07-08 revisited
- Building use issues with Homer High and KCHS particularly
- Large increase in number of behavioral needs students coming in from out of state
- Vocational education questions from election
- DEED certification issues
- Multi-grade collaboration for large elementary schools
- Development of K-3 common assessments for reporting system
- United Way presentations
- Soldotna Hospital tragedy
- Kenai Board member selection
- First Student bus driver labor contract issues

Second Semester Outlook:

Second Semester Outlook

- Hope school teacher transition
- River City Academy move
- Budget prioritization
- Negotiations
- Selection of Administrators for sites as necessary
- Special Education leadership transition
- Response and information to Board members