



# KENAI PENINSULA BOROUGH SCHOOL DISTRICT


## Office of Superintendent

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## M E M O R A N D U M

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**DATE:** January 25, 2010  
**TO:** School Board Members  
**FROM:** Steve Atwater, Ph.D.   
Superintendent of Schools  
**RE:** Update on Administrative Action to Meet Board Goals

**Background:** The Board's four goals for 2009-10 have been, where appropriate, broken out by and assigned to members of our Leadership Team. A timeline for completing these tasks was created in August and shared with you. What follows is a summary of the administration's recent work toward meeting these goals.

Board Goal 1: Students Success: All graduates will be prepared to pursue the educational and/or vocational pathway of choice.

- Process for developing a PEP for the students continues. Tim Vlasak will provide an update on progress in this area at the February 1 worksession. (see attached supporting documents)
- The implementation of the school climate survey offered by AASB (School Climate and Connectedness Survey) is proving to be problematic. Sean will provide an overview of why this is so, and offer an alternative option of collecting this information.

Board Goal 2: Engagement: Increase parent, student and community engagement

- Board president and superintendent provided a quarterly report to the Assembly on November 10 - Next Assembly presentation is February 16
- Board president and superintendent were guests on the KSRM radio show, Sound-Off, on January 29.

Board Goal 3: Communication: Improve constituent communication.

- Communications specialist has been hired and is working with our webmaster to redesign our website

Board Goal 4: Student Dropouts/ Graduates: Increase graduation rates and decrease dropout rates.

- A few schools have developed student-led campaigns to encourage classmates to stay in school
- Site councils are being asked to create an activity/focus to help combat dropouts

## PEP

Personal Education Plan update of what has occurred thus far:

- A team of counselors met January 12-13 to work on the activities/lessons that need to be in place to support the PEP.
  - Sara Moore
  - Greta Cox
  - Erin Cotroneo
  - Mark Manuel
  - Lin Hampson
  - Linda Rourke
  - Jon Lillevik
- A monthly focus was identified by grade (7-12) and month (August – May) that would expand and support counselor efforts geared toward students looking at their skills, interests, future and careers.
- Many of the specific lessons were recommended or identified by grade and month.
- A focus on the classroom teacher being able to provide the lesson/activity was maintained.
- A focus was maintained on the need for lessons to be revisited as the student progressed through their years in school.
- An important aspect of this project is to make sure that all students grades 7-12 in KPBSD experience common activities related to individual skill identification, interest inventory, and are exposed to a common message about opportunities for their future and career.
- Plan was presented to all counselors on January 21 with a request for feedback.

Identified Concerns:

- Making this electronic instead of hardcopy.
- Accessibility to computers when this is in electronic format.
- Creation of an all encompassing form/document that keeps track of everything.
- Resistance from teachers/principals as one more thing that takes away from academic instruction.

Next Steps:

- Revision based on counselor feedback.
- Presentation to principals and revision based on their feedback.
- Create a form/document.
- Collaboration with IT department on document accessibility, organization and storage.

**Student:**

**Advisor:**

**Grade Level:** Freshman   Sophomore   Junior   Senior

**Expected Graduation Year:**   2010   2011   2012   2013

Revision Dates:

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**FOUR-YEAR GRADUATION PLAN**

	Freshman		Sophomore		Junior		Senior	
Language Arts (4.0)								
Mathematics (3.0)								
Social Sciences* (3.0)								
Sciences* (3.0)								
World Language								
Practical Arts* (0.5)								
Creative Arts* (0.5)								
Physical Education (1.0)								
Health (0.5)								

\*Practical/Creative Arts (3.0 total)  
\*Social Science  
 World History, US History, Government/AK Studies (12th)  
\*Science  
 Biology (9th), Physical Science (10th), Elective Science (11th and/or 12th)  
Additional 4.5 elective credits required  
**Total Required Credit for Graduation = 22**

Beginning 2008-09 Seward will be alternating the following courses:  
 World History/US History                      2008-09 = US History, Marine Sci, Anatomy  
 Environmental Sci/Marine Sci                2009-10 = World History, Envir Sci, Chemistry  
 Chemistry/Anatomy                               2010-11 = US History, Marine Sci, Anatomy  
     2011-12 = World History, Envir Sci, Chemistry

**ASSESSMENT DATA**

	Reading		Writing		Mathematics		Science	
SBA 8th								
SBA 9th								
SBA 10th								
HSGQE								

SBA: Standards-Based Assessment  
 HSGQE: High School Graduation Qualifying Exam

<b>Strengths to build upon</b>	Revision Dates:

<b>Areas in need of development/support</b>	Revision Dates:

<b>Short-Term Goals</b>	Revision Dates:
1st Quarter:	
Semester:	
3rd Quarter:	
Semester:	

<b>Long-Term Goals</b>	Revision Dates:
One (1) Year	
Three (3) Years	
Five (5) Years	

<b>Service Learning Plan</b>	Revision Dates:

Plan for Extra Curricular	Revision Dates:

Items to Complete		Date Completed
Resume		
Job Interview		
Letter of Recommendation		
Senior Project Approval		

Enrichment Classes	Revision Dates:

Notes:

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<b>Month</b>	<b>Theme</b>	<b>Essential Questions</b>
<b>1. August</b>	Self Knowledge	Why PEP?
<b>2. September</b>	Improving Academically	
<b>3. October</b>	Self Knowledge	What is my learning style?
<b>4. November</b>	Self Knowledge	How will I use my learning style to help with academic success?
<b>5. December</b>	Self Knowledge	How do I work best?
<b>6. January</b>	Building Community	How do I get involved? How do I contribute?
<b>7. February</b>	Improving Academically	
<b>8. March</b>	Self Knowledge	What are my interest?
<b>9. April</b>	Self Knowledge	How do I make informed decision?
<b>10. May</b>	Exploring Careers	How do I keep a job?
<b>7th grade</b>		

ASCA Standard	Activity	Student outcome
	something about study skills and organization	
	Discussion about Learning Styles Learning Style Survey (Peak pg. 2-8) Discuss strategies for classroom	Learning Style Survey Results worksheet
	?????	??????
	Game GIC (linda R)	Statement about Debrief to activity
	Discuss how students can be come involved at school Plan a service activity Have students write a citezenship goal.	Citezenship Goal Handout (navigation 101 lesson from 08/09 year)
	Test Taking Stratagies???	
	Research Careers	Survey Results Worksheet Peak pg 53-59
	Decision Mountain	Decision Mountain Worksheet (Peak 39-42)
		Worksheet (peak 25-37)