

# Board Policy Review Committee Meeting Notes

148 N. Binkley, Assembly Room

Soldotna, AK 99669

## Meeting Notes

**Date/Time:** January 11, 2010, 10:30 AM

**Members:** Sammy Crawford – Present                      Dave Jones – Present  
Liz Downing– Present                                      Mari Auxier – Secretary – Present  
John O’Brien – Present  
Penny Vadla – Present

**Approval of Minutes:** The minutes from 10/19/09 were approved.  
➤ Question as to why religion was not added to itemized discriminatory practices (under *BP 61454.2 Interscholastic Competition*) is still awaiting a response from Colette.

### Review of Policies

- *BP 3270 Disposal of Books, Equipment and Supplies* – Discussion of circumstances which the school district may want the Borough Mayor to approve exceptions to the disposal of personal property via transfer to the Borough. These are 1) donation of unused cell phones to Women’s Resource Center for use in calling 911; 2) Vehicles assigned to one school may be reassigned to another school. Move forward to worksession/first read at February 1, 2010 meeting.
- *BP 5145.12 Search and Seizure* – Incidents need to be handled immediately (such as drugs, weapons) by the principal. Policy currently says “will seek” consent of student. A change to “may seek” consent of student would simplify this immediate action. Move forward to worksession/first read at February 1, 2010 meeting.
- *AR 6143 School Sponsored Trips* – Dave to review, update and have prepared for next policy committee meeting.
  - Discussions of the proposed complimentary ticket process. Should we also include the possibility of issuing a complimentary ticket to a chaperone? The intent of this new process was to make it more clear cut as to how it is decided who gets complimentary tickets. Should the organizer submit a plan of how free tickets are to be used?
  - A change to requiring all field trip volunteers have a background check.
  - Discussion on whether the time frame of 10 months for out of state and 18 months for international field trips was too long a period of time. Suggestion in shortening this. All that is required is one form indicating an intent to take a field trip. Also, an exemption could be requested if the paperwork is not submitted in time.
  - Delete reference to *E 6153(b) Due dates for Required Documents* since form is not used.

- *E 6153(b) Application for Complimentary Ticket Waiver* – NEW form for students is pended until additional review of *AR 6143*.
- Detailed and informative discussion on Fund Balance in preparation for creating a policy. Discussion included
  - There may be a shift from what we have been doing.
  - We may have to comply with both federal and state regulations during a transition period which could result in two different financial statement formats.
  - Fund balance and its components Reserved and Unreserved were defined. Fund balance is money left at the end of the fiscal year.
  - The reserve section is specifically defined in state code (4AAC 09.160). This includes encumbrances, inventories, prepaid expenses, and self-insurance health care.
  - Unreserved section is both designated and undesignated. The Designated portion is made up of school incentive purchases, charter schools, subsequent year operations, and facilities management. The Undesignated portion is the amount the Board has to react to unplanned circumstances (AS 14.17.505).
  - An example of the impact of the district overestimating 200 students could result in a deficit of \$11,694. If there were no reserve monies we would be in the red.
  - Alaska Statute says we can have up to 10% reserve monies on hand. If the district were to loose 200 students, this would not even cover our costs for one month.