

Kenai Peninsula Borough School District Board of Education Meeting Agenda

July 12, 2004 – 7:00 p.m.
Regular Meeting

Borough Administration Building
148 N. Binkley, Soldotna, Alaska

SCHOOL BOARD MEMBERS:

Ms. Deborah Germano, President
Mrs. Sammy Crawford, Vice President
Dr. Nels Anderson, Clerk
Mrs. Margaret Gilman, Treasurer
Mrs. Debra Mullins
Ms. Sandra Wassilie
Mrs. Debbie Brown
Mr. Marty Anderson
Mrs. Sunni Hilts
Mr. Patrick Tilbury, Student Representative

Worksessions

2:00 p.m. Superintendent Evaluation- Accountability
3:00 p.m. Board Goals and Annual Agenda –
Structure
4:30 p.m. Budget Process – Vision

A-G-E-N-D-A

1. Opening Activities

- a. Call to Order
- b. Pledge of Allegiance/National Anthem/Alaska Flag Song
- c. Roll Call
- d. Approval of Agenda
- e. Approval of Minutes/ [June 7, 2004](#)

2. Awards and Presentations

3. School Reports

4. Public Presentations (Items not on agenda, 3 minutes per speaker, 30 minutes aggregate)

5. Hearing of Delegations

6. Communications and Petitions

7. Advisory Committee, Site Councils and/or P.T.A., K.P.A.A., K.P.E.A., K.P.E.S.A., Borough Assembly

8. Superintendent's Report – Accountability

- a. [Site Council Evaluation Report](#)

9. Reports – Accountability

- a. [Financial Report](#) – Mrs. Douglas
- b. [Budget Transfer Report](#) – Mrs. Douglas
- c. Board Reports

10. Action Items

a.

Consent Agenda

- (1) Approval of [Budget Transfer Requests](#) - *Structure*
- (2) Approval of [2004-2005 Annual Agenda Guideline](#) - *Vision*
- (3) Approval of [Substitute and Temporary Pay Schedule](#) - *Structure*
- (4) Approval of [2004-2005 Board Goals](#) - *Structure*
- (5) Approval of [Revisions to AR 5141.4, Child Abuse and Neglect](#) - *Structure*
- (6) Approval of [New Teacher Assignments](#) - *Structure*
- (7) Approval of [Nontenure Teacher Assignments](#) - *Structure*
- (8) Approval of [Nontenure Teachers for Tenure](#) - *Structure*
- (9) Approval of [Resignation](#) - *Structure*
- (10) Approval of [Leave of Absence-Support](#) - *Structure*

11. First Reading of Policy Revisions

- a. [BP 4119.12, Harassment and BP 5137, Positive School Climate](#) - *Structure*

12. Public Presentations/Comments (Individuals are limited to three minutes each on the topic(s) listed below or on any topic.)

13. Board Comments

14. Executive Session

15. Adjourn

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2005-2006 ANNUAL AGENDA GUIDELINE

DATE	ROUTINE AGENDA ITEMS
July 12, 2004	Approval of Annual Agenda Guideline Approval of Substitute and Temporary Pay Schedule Approval of 2004-2005 Board of Education Goals
August 2, 2004	Presentation of Superintendent's Annual Report Presentation of Assessment Report
September 13, 2004	Approval of Resolutions to be Submitted to AASB
October 4, 2004 <i>(meeting held in Homer)</i>	Approval of Primary Sponsor of Gaming Permits
October 18, 2004	Seating of New Board of Education Members Approval of Meeting Date, Time and Place Organization of Board of Education Officers
November 1, 2004 <i>(meeting held in Seward)</i>	Class Size Study Report Legislative Priorities
November 15, 2004	Presentation of Annual Audit Report Approval of Six-Year Plan and School Construction Needs Presentation of Enrollment and Staffing Projections
December 6, 2004	Approval of School Calendar <i>(when necessary)</i>
January 10, 2005	
February 7, 2005	Approval of Curriculum Revisions
February 21, 2005	
March 7, 2005 <i>(meeting held in Homer)</i>	Approval of 2005-2006 Administrator Contracts Approval of Tentative Tenure Teacher Assignments, 2005-2006 Presentation of 2005-2006 Budget*
April 4, 2005	Approval of 2005-2006 Budget Approval of Tentative Board meeting Dates for 2005-2006
April 18, 2005	
May 2, 2005 <i>(meeting held in Seward)</i>	Approval of Nontenure Teachers for Tenure, 2005-2006 Approval of Tentative Nontenure Teacher Assignments, 2005-2006 Approval of Cocurricular Activities and Handbooks
June 6, 2005	Presentation of Lease Agreements Report

June 7, 2004 <i>(Planning Session)</i>	
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*A worksession with the Borough Assembly is to be held prior to final approval.

During the months of, July, August, September, and December of 2004 and January, March, May, and June of 2005 the Board will meet once.

Kenai Peninsula Borough School District Board of Education Meeting Minutes

June 7, 2004 – 7:30 p.m.
Regular Meeting

Borough Administration Building
148 N. Binkley, Soldotna, Alaska

SCHOOL BOARD MEMBERS:

Ms. Deborah Germano, President
Mrs. Sammy Crawford, Vice President
Dr. Nels Anderson, Clerk
Mrs. Margaret Gilman, Treasurer
Mrs. Debra Mullins
Ms. Sandra Wassilie
Ms. Debbie Holle
Mr. Marty Anderson
Mrs. Sunni Hilts
Mr. Patrick Tilbury, Student Representative

STAFF PRESENT:

Dr. Donna Peterson, Superintendent of Schools
Mrs. Melody Douglas, Chief Financial Officer
Dr. Gary Whiteley, Assistant Superintendent
Mr. Sam Stewart, Assistant Superintendent

OTHERS PRESENT:

Mr. Bob VanDerWege	Mr. Ken Halverson
Mrs. Paula Christensen	Mrs. Jan Halverson
Mr. Steve Wright	Mrs. Patty Rich
Ms. Sharon Brower	Mr. Hal Spence
Mrs. Lassie Nelson	Mr. Dave Larson
Mr. Gene Dyson	Mr. Todd Syverson
Mr. Paul Kubena	Mr. Dave Spence
Mrs. Jenni Hammond	Mr. Dan Chay
Ms. Marcia Beachamp	Mrs. Kelley Smith
Ms. Terri Woodward	Ms. Judy Klunder
Ms. Sara Hepner	Mr. John Pothast

Others present not identified.

CALL TO ORDER:

(7:30:55 PM)

Ms. Germano called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE:

(7:31:06 PM)

Ms. Germano invited those present to participate in the Pledge of Allegiance.

ROLL CALL:

(7:31:29 PM)

Mrs. Sammy Crawford	Present
Ms. Deborah Germano	Present
Mrs. Margaret Gilman	Present
Mrs. Debra Mullins	Present
Dr. Nels Anderson	Present
Ms. Sandra Wassilie	Present
Ms. Debbie Holle	Absent/Excused
Mr. Marty Anderson	Present
Mrs. Sunni Hilts	Present
Mr. Patrick Tilbury	Present

APPROVAL OF AGENDA:

(7:31:56 PM)

The agenda was approved with revisions to 10a.(4), Long-Term Substitute Teacher Contracts and 10a.(9), Leave of Absence Requests-Certified.

APPROVAL OF MINUTES:

(7:32:22 PM)

The School Board Minutes of May 3, 2004, were approved with corrections.

AWARDS AND PRESENTATIONS:

(7:32:45 PM)

The Board presented a Golden Apple award to Ms. Judy Klunder, Tustumena Elementary teacher, for her dedication to education, and a Spirit of Youth Award to Mr. Eric Fischer for his volunteer service to the community.

PUBLIC PRESENTATIONS:

(7:37:10 PM)

Mr. Steve Wright, K-Beach Elementary head custodian, read from the Work Rules section of the KPESA negotiated agreement and asked the Board to reinstate support hours and positions that have been reduced or eliminated.

Ms. Leslie Morton, Quest Program parent, expressed concern for possible reductions to the Quest Program and asked the Board to instead, increase funding or at least maintain the program in its current form instead of reducing it.

Ms. Marcia Beachamp, PFLAG representative, stated that the group does not feel that the proposed changes to the District Policy Manual is adequate and asked the Board to reconsider use of the terms "sexual orientation" instead of "perceived or real differences."

Ms. June Rigby, Quest Program parent, asked the Board to reinstate Quest Program funding to the 2003 level and added that the current proposal of 8 teachers would reduce the Program to be almost nonexistent at all grade levels.

Mr. Dennis Dunn, KCHS principal, expressed concern for the overall quality of education if cocurricular activities are cut and noted that the effects would be significant.

Ms. Gail Moore, QUEST Program teacher, read from the District Long Range Plan and noted that the same goals reflect the purpose of Quest Program and asked the Board to consider fully funding the Program for next school year to allow time for a study to be completed.

Ms. Susan Matthews, K-Beach Elementary parent, asked the Board to put money into lowering the pupil-teacher ratio because too much is being asked of teachers and they do not have the time to give individual student attention and suggested that cocurricular activities be provided in other ways.

Ms. Penny Vadla, High School English teacher and Quest parent, reported on the recent International Future Problem Solvers competition in Kentucky and credited Quest teacher, Mrs. Cindy Romberg, for the students' success and asked the Board to provide an equitable education for all students.

COMMUNICATIONS AND PETITIONS: Dr. Peterson reported that the administration office is fielding an unusual number of requests from outside agencies asking for public information (i.e. employee salaries, teacher placement). She reported that a large number of communications have been received regarding the FY05 budget, cocurricular activities, Quest Program, and districtwide music. She stated that she received a letter from the Port Graham Tribal Council regarding the District's hiring process and noted that the issue has been resolved. She reported that the administration has received two requests for future arbitration from KPESA.

(7:59:01 PM)

Ms. Germano reported that she has received several communications regarding cocurricular activities, staffing and budget, and a request from a parent who is interested in serving on a committee to develop a long-term solution for funding cocurricular activities.

Advisory Committee, Site Council and/or P.T.A., K.P.A.A., K.P.E.A., K.P.E.S.A, Borough Assembly:

(8:00:53 PM)

Ms. Cathy Carrow, KPEA President, reviewed comments made to the Board at prior meetings regarding class size; noted that 50 teaching positions were cut last school year and more than 35 were cut this year and asked that the Board consider putting money back into staff over materials.

Ms. Terri Woodward, KPESA President, noted that 14 custodians were cut last year and that secretaries will be cut this year and added that support staff is overloaded and expressed concern that worker's compensation claims for secretaries will rise next year,

SUPERINTENDENT'S REPORT:

(8:11:19 PM)

Dr. Peterson reported that she attended a Project GRAD event on Saturday, June 5 and noted that Senator Stevens also attended and was complimentary towards the KPBSD. She noted that 48 school ground camper hosts are placed at various District schools to watch and protect them during the summer months. She reported that summer school has begun with an enrollment of 500 students. She reported that furniture and materials at Nikiski Elementary are being moved to other locations. She announced that the state has signed off on all outstanding items identified during the fall 2003 audit. She invited those present to a retirement reception for Dr. Gary Whiteley on Friday, June 18 from 3:00 to 5:00 p.m. in the Assembly Chambers. She reminded Board members of the Planning Session on Tuesday, June 8 at 9:00 a.m. and that effective July 12, Board meetings will begin at 7:00 p.m.

Dr. Peterson presented the End of the Year Report, which included a summary of Board action for the 2003-2004 school year as well as progress on administrative work plans and Board goals.

Financial Report:

(8:14:40 PM)

Mrs. Douglas presented the financial report of the District for the period ending April 30, 2004.

LEASE REPORT:

(8:15:01 PM)

Mr. Stewart presented a report of leases and agreements for the 2004-2005 school year.

LEASE REPORT:

(continued)

Mrs. Gilman asked whether charter schools have lease agreements with the District. Mr. Stewart responded that no money is exchanged between charter schools and the District for classroom space but that there is language in their charters that specify how much classroom space each one will have. Mr. Stewart added that charter schools pay utility bills.

Ms. Germano asked whether there was an increase to any of the leases. Mr. Stewart responded that the lease amounts are the same as the 2003-2004 school year.

BOARD REPORTS:

(8:16:30 PM)

Mrs. Crawford reported that she and other representatives from the District attended a Project GRAD event in Anchorage and met with U.S. Senator Stevens. She reported that students were allowed to speak to the group and that during the event, announcements were made regarding future financial support for the program. She reported that the Project GRAD Summer Institute begins for students on June 7 and will include sessions in reading, writing and math. She reported that she attended four graduation ceremonies.

CONSENT AGENDA:

(8:18:00 PM)

Items presented on the Consent Agenda were Approval of Administrator Appointments, Nontenure Teacher Assignments, Resignations, Long-Term Substitute Teacher Contracts, AR 6146.1, Weighted Grades, Leave of Absence Requests-Support, Nontenure Teacher for Tenure, New Teacher Assignment, and Leave of Absence Requests-Certified.

Administrator Appointments:

Dr. Peterson recommended the Board approve the appointment of Guy G. Fisher, III, assistant superintendent, Central Office; Daniel J. Beck, assistant principal, Homer High; and Sharon K. Conley, principal/teacher, Nikolaevsk Elementary/High.

Nontenure Teacher Assignments:

Dr. Whiteley recommended the Board approve tentative nontenure teacher assignments beginning the 2004-2005 school year for Timothy J. McFarland, music/art/physical education, Aurora Borealis Charter; Amy Stalmaster, special education/intensive needs, Homer Middle School; Christopher Towne, elementary music, Paul Banks Elementary and West Homer Elementary; Erin Southwik, elementary music, Soldotna Elementary; Anne McCabe, Grades 1-3, Soldotna Montessori; and Susan Larned, Grades 1-3, Soldotna Montessori.

Resignations:

Dr. Whiteley recommended the Board approve resignations effective at the end of the 2003-2004 school year for Dick Sander, principal, Chapman Elementary; John W. Bushell, technology/Quest, Homer Middle; Marcie L. Curry, special education/resource, Kenai Central High; Kim Shostak, special education/resource, (currently on unpaid leave of absence) Kenai Central High; Erik Viste, school psychologist, Kenai Central High; Beth Ladd, special education/ resource, Nikiski Middle/High; Sheila DeVold, Grade 5, Redoubt Elementary; Richard C. Houghton, science/athletic director, Seward High; M. Colleen Pucillo, school psychologist, Soldotna Middle; and Tracy L. Wimmer, Grade 5, Sterling Elementary.

Long-Term Substitute Teacher Contracts:

Dr. Whiteley recommended the Board approve long-term substitute teacher contracts for Diane Bernard, Grades 1/2, Sears Elementary; Marie Alexson, Grade 5, West Homer Elementary and Elizabeth Ross (DeVold), music, Redoubt Elementary.

AR 6146.1, Weighted Grades:

Mr. Stewart recommended the Board approve proposed changes to AR 6146.1, Weighted Grades, which would allow Advanced Placement courses to be weighted.

Leave of Absence Requests-Support:

Dr. Whiteley recommended the Board approve unpaid leave of absence requests for Nora Ribbens, aide, Nikiski Elementary (effective April 9 through April 26, 2004); Darrell Moore, custodian, Nikiski Elementary (effective for the 2004-2005 school year; and Kyle D. Gauthier, secretary III, Soldotna Middle (effective 2004-2005 school year).

Nontenure Teacher for Tenure:

Dr. Whiteley recommended the Board approve Jill Herbert, a tentative nontenured teacher, for tenure.

New Teacher Assignment:

Dr. Whiteley recommended the Board approve a teacher assignment for the 2004-2005 school year for Kathleen Holt, Grade K-2 teacher, Soldotna Montessori Charter School.

Leave of Absence Requests-Certified:

Dr. Whiteley recommended the Board approve unpaid leave of absence requests for the 2004-2005 school year for Alexei V. Basargin, social studies/generalist, Nikolaevsk Elementary/High; Ann McLain, Grade 7, K-Beach Elementary; Dana Edwards, math, Soldotna High School; and Alecia Lybrand, counselor, Kenai Middle School.

MOTION

Mrs. Crawford moved the Board approve Consent Agenda Items Numbers 1 through 9. Mr. Anderson seconded.

Ms. Wassilie asked to remove 10a.(5), Approval of AR 6146.1 (Weighted Grades).

Vote on Consent AGENDA ITEMS 1 through 4 and 6 through 9:

Motion carried unanimously.

Ms. Wassilie expressed concern for the adoption of a regulation regarding weighted grades. She stated that there are other issues the Board needs to consider such as, each year new classes will be brought forward for approval as a weighted course, and whether it sends mixed messages to students. She explained that the District is working towards mastery of subject matter over grades, and that weighted grades might limit a student's exposure to arts and physical education. She stated that the regulation puts an emphasis on college prep. She expressed concern that students will not take other classes unless they are weighted. She commented that the District is changing its grading system to accommodate college-bound students. She noted that more and more colleges are asking schools for transcripts without weighted grades. She suggested that the Board examine the student scholarship selection systems such as the University of Alaska's

Leave of Absence Requests-Certified: top 10% requirement. She stated she will vote against the proposed regulation.
(continued)

Mrs. Gilman stated that she will vote for the proposed weighted grades regulation because it provides a method to encourage students to take difficult classes. She reported that weighted grades will only be available for Advanced Placement courses because they are classes that have a very specific program with a very specific curriculum that is uniform across the country. She stated that allowing weighted grades provides a method that will encourage the highest level of academic student achievement at no cost to the District.

Mrs. Crawford explained that a national test is given to students who take Advanced Placement courses which is scored by high school and college teachers. She explained that AP courses include a rigorous curriculum and added that the proposed regulation specifically states that weighted grades will be awarded only for College Board Advanced Placement courses and added that she feels strongly that it should be limited to only those courses. She stated that the very best way to improve performance for all students is rigorous nonfiction writing which is emphasized in all AP courses. She stated that weighted grades will reward all students and not just those who are college bound.

Mr. Anderson stated that he shares some of the same concerns expressed by fellow Board members. He stated that the Board should provide incentives to those students who want to challenge themselves and take AP courses and not be concerned about protecting their Grade Point Average.

Dr. Anderson stated that one of the unfortunate results of reducing teachers is that high schools feel obliged to eliminate the number of high-level classes. He stated that allowing the use of a weighted grade system will help bring back the number of advanced classes. He reported that studies have shown that people who take AP classes (even if they don't do well on the national test) have benefited dramatically and added that a student does not have to be a genius to do well in AP classes. He stated that allowing weighted grades is an attractor to help schools bring out the best in all students.

Ms. Germano expressed concern that small schools compete for student enrollment with all schools in the District and are at a disadvantage because they cannot offer AP classes. She stated that the Board can withdraw the regulation if students who attend small schools are disadvantaged.

VOTE ON ITEM 10a.(5):

Advisory: YES

NO – Wassilie

YES – Hilts, Crawford, N. Anderson, Mullins, M. Anderson, Gilman, Germano

Motion carried.

RECESS:
(8:33:26 PM)

At 8:33 p.m., Ms. Germano called a recess.

RECONVENE:
(8:41:29 PM)

At 8:41 p.m., the Board reconvened in regular session.

FY05 Budget Revision:
(8:42:00 PM)

Mrs. Douglas recommended the Board approve a FY05 general fund budget of \$81,263,357 and total of \$99,256,424 for all funds.

Ms. Germano explained that additional budget information was provided to the Board by the administration during the worksession held prior to the Board meeting.

Mrs. Jenni Hammond, parent, asked the Board to put a percentage of the additional money back into the classroom. She asked the Board not to cut cocurricular activities all at once and suggested that the Board convene a task force to review the program that would include parents. She asked the Board to establish a Transportation Task Force and asked to be a member. She stated that next year she will promote the Box Tops for Education Program. She stated that putting money into the unallocated fund makes it difficult for schools to plan ahead.

Ms. Megan O'Neil, parent, asked that the Board's top priority be to lower the pupil-teacher ratio and added that she supports reinstating extracurricular activities.

Mrs. Sara Hepner, Quest teacher, stated that the Quest Program is an exemplary program and is worthy of being thoroughly examined before crippling cuts are made. She stated that the District Media Center equalizes opportunities for small schools as well as large schools to have curriculum support for their programs.

Mr. Dave Larson, KCHS teacher, suggested that the Board examine the issue of staff development as a result of the passage of the weighted grades regulation and as more AP classes are added to high school offerings. He suggested the Board consider instructional units size (size of specific classes for specific subjects) rather than class size.

MOTION

Mrs. Crawford moved the Board approve a revised FY05 general fund budget of \$81,263,357 and total of \$99,256,424 for all funds. Dr. Anderson seconded.

MOTION

Mrs. Gilman moved the Board approve an amendment to increase the reduction to the Connections Program Supply and Equipment account by \$406,500, reduce the Districtwide Supply account by \$301,925, reduce the Unallocated account by \$568,212, and reduce the Contingency Fund for Utility and Unknown Situations account by \$568,212 for a total of \$1,768,657 and to reduce the pupil-teacher ratio by 2.0 FTE throughout the District for \$1,577,152, add 3.0 FTE to the Quest Program for \$180,000 for a total of \$1,757,152. Ms. Wassilie seconded.

FY05 Budget Revision:
(continued)

Mrs. Gilman explained that the Connections Program enrollment was reduced by 25% and therefore the Program supply and equipment budgets should be reduced accordingly. She reminded the Board that in July 2003 both Connections Program budgets were increased. She stated that putting teachers in front of students is the most important priority for the resources of the District and added that she feels certain that parents, teachers, and the community would be willing to cut back on supplies if it meant putting another teacher in the classroom. She stated that the Unallocated Account is still left with \$100,000 to plan for overcrowded situations and added that she would rather hire teachers before school starts. She explained that typically contingency funds are used as a "rainy day" savings account and stated that 33 students in a fifth grade classroom is critical and calls for more teachers. She stated that the Contingency Fund will still have \$200,000 in the account.

Mr. Tilbury asked whether the District could function with a reduction to the Contingency Fund and Unallocated Account as proposed in the Gilman amendment. Mrs. Douglas stated that it would be difficult.

Mrs. Mullins asked what the ramifications would be if the Connections Program supplies and equipment budgets were largely reduced. Mr. Stewart replied that the administration's concern is that students would leave the Connections Program and enroll in other statewide correspondence programs.

Mrs. Crawford pointed out that even though the legislature provided money that appears to be an increase to educational funding, the amount equals \$6 additional per student. She explained that even with the increase the Board will have to reduce the budget and face some difficult decisions. She stated that she is uneasy about the reductions proposed in the Gilman amendment because the administration has spent countless hours planning the best way to allocate the District's resources.

Mr. Anderson asked why the Connections Program supply account was increased by 70%. Mrs. Douglas explained that supply accounts are based on a certain allocation for students K-5, Grades 6-8 and Grades 9-12 and that over the years the administration has held the supply allocation portion flat. She stated that the Connections Program has had some money available in the supply budget so they have been dispersing it to their students in order to be competitive with other districts operating correspondence programs in the area. She stated that historically, not all allocations have been fully expended for each student. She explained that the administration made the reduction in the supply budget using the same method used to develop the budget. She stated that once it was determined that the Connections Program enrollment would be reduced by 167, the supply budgets were reduced accordingly and a similar calculation was made to reduce the equipment budget. She stated that she was unable to address the question of the calculations and the rationale behind those calculations without conducting a detailed research.

FY05 Budget Revision:
(continued)

Mrs. Gilman explained that her amendment was based on information in the FY05 budget document. She noted that the supply budget for the Connections Program that was approved in April 2004 increased from \$563,140 to \$976,800. She asked whether the District is able to receive computers at a decreased rate. Mr. White stated that the cost of computers has decreased by approximately \$100 per computer and the District is getting a more enhanced computer for that amount.

Ms. Germano clarified that the \$300,000 reduction that was recommended by the administration to the supply budget was to put back the 12% reduction that was made previously. She asked Mrs. Douglas to explain the proposed budget revisions to the Contingency Fund for Utilities and Unknowns Account. Mrs. Douglas responded that it is a budget category that is held in reserve to be used on an "as needed" basis throughout the year. She reported that the Contingency Fund will pay for expected increases in utility expenditures, textbooks and other unforeseen expenses. She noted that funds would not be expended from the account without Board authorization.

Ms. Wassilie asked whether the FY05 budget has a fund balance. Mrs. Douglas explained that the Contingency Fund could be considered a part of fund balance but would not occur until the end of the fiscal year and added that should the money not be used, it would go into the fund balance.

Dr. Anderson stated that the budget figures have been generated by the administration with good intent. He noted that the calculation for supplies is much less per student than in 1980 and added that he cannot support such a comprehensive cut to the account and will vote against the Gilman amendment.

Mrs. Mullins clarified with Mrs. Douglas that equipment purchased by the Connections Program is relocated for use at other District schools after one year.

Mrs. Douglas verified the budget amounts in the Gilman amendment and noted that it results in a net decrease of \$11,505.

VOTE ON THE GILMAN AMENDMENT:

Advisory: NO

NO – Wassilie, N. Anderson, Crawford, Mullins, Germano

YES – M. Anderson, Hilts, Gilman

Amendment failed.

MOTION

Mrs. Hilts moved the Board approve an amendment to the budget revision to cut 10% from the Cocurricular Activities account, a portion of that amount to include all C teams of various sports and to put the \$120,522 into the Unallocated Account to be used for staffing needs. Mr. Anderson seconded.

FY05 Budget Revision:

(continued)

Mrs. Hilts explained that District expenses amount to more than the increase in funding provided by the legislature. She stated that although she totally supports cocurricular activities, in good conscience, she cannot support the proposed revised budget especially when programs are being cut. She stated that she would like the Board to put forth a good faith effort into putting something back into the classroom.

Mrs. Gilman asked whether there is a plan to address staffing needs for the sixth grade students at Kenai Middle School. Dr. Whiteley explained that the staffing increase presented by Mr. Peterson addresses the larger elementary schools. Dr. Peterson explained that there were 2.0 extra teacher positions to address the needs of all other schools in the District. Mrs. Gilman asked what staffing formula is used for Kenai Middle School sixth grade students. Mr. Peterson confirmed that the elementary formula is used to calculate staff for those students.

Mr. Tilbury asked how many C team coaching stipends are paid by the District. Dr. Peterson explained that there are four stipends at a variety of schools and that the amount paid depends on the sport.

Mrs. Crawford observed that 10% of the Cocurricular Activity fund is much more than the cost of C team coaching stipends.

Mrs. Mullins asked where the balance of the 10% reduction would come from once the C team stipends are eliminated from the Cocurricular Activities Fund. Mrs. Hilts responded that the District administration could decide.

Dr. Peterson responded that past budget proposals have recommended that either a specific program is cut or C teams and junior varsity teams are eliminated.

Mrs. Gilman stated that she does not support cutting cocurricular funding by 10% because practices start in 2 months. She warned the public that cocurricular activities must look substantially different during FY06 because the Board will not be able to afford it if future financial projections stay the same. She reported that \$1.3 million only pays for coaching stipends and substitute teachers and added that all other expenses have been passed on to the community and parents.

Mr. Anderson stated that an increase of \$6 per student equals \$90,000 above a status quo budget.

Ms. Wassilie stated that even with \$90,000 in additional money some budget cuts are necessary and listed several suggestions proposed for consideration. She stated that she appreciates both amendments because she would like more teachers in the classroom. She stated that she will support the Hilts amendment because it is time to face the issue of cocurricular reductions.

Mrs. Hilts stated that she is asked daily by community member about whether schools will get additional teachers now that the District has received additional funding.

FY05 Budget Revision:
(continued)

Mrs. Mullins provided a brief history of past budget cuts to the Cocurricular Activity Fund. She stated that she wants the District to educate the whole child which includes participation in cocurricular activities. She stated school activities are extremely valuable to students; it is why they come to school. She stated that she does not want students to pay for the decision of the voters. She stated that she is unsure about whether she will vote for cocurricular activities next year. She stated that it is unfair to burden the youth with concerns about whether there will be activities in August 2004.

VOTE ON THE HILTS AMENDMENT:

Advisory: YES

NO - N. Anderson, Crawford, Gilman, Mullins, Germano

YES - Wassilie, M. Anderson, Hilts

Amendment failed.

Ms. Germano asked for an explanation of the recommended increase to charter schools. Mrs. Douglas explained that the funding formula increase added funding for all students including those who are in charter schools and those who will be attending the new Kaleidoscope Charter School.

Ms. Germano asked for an explanation of the recommended increase to in-kind costs charged by the Borough. Mrs. Douglas explained that the District has been notified by the Borough that in-kind costs will increase because of a rise in benefits and health care costs. Ms. Germano verified that the cost of the increase is \$550,000.

Ms. Germano asked for an explanation of the recommended increase to health care. Mrs. Douglas explained that the Collective Bargaining Agreements include language that states that if there is a funding increase from the State of Alaska orf10% or more, that 10% of the increase needs to be applied to the reduction of health care costs.

Ms. Germano asked for an explanation of the recommended increase to summer school costs. Mrs. Douglas explained that in the past, funding for summer school came in the form of Learning Opportunity Grants and is now recommended to be paid for from the \$16 per adjusted Average Daily Membership portion of the foundation funding formula.

Ms. Germano verified that an increase to the Unallocated Account was designated to address staffing problems at large elementary schools. Mrs. Douglas confirmed that the increase was equal to 2.0 FTE.

Mrs. Gilman asked why Kenai Middle School sixth grade students were not accounted for in the draft proposal presented to the Board during the budget worksession. Dr. Peterson stated that the administration was able to divide the classes so that they fit within the formula, therefore no staffing changes were recommended.

FY05 Budget Revision:

(continued)

Ms. Germano passed the gavel to Mrs. Crawford.

MOTION

Ms. Germano moved the Board approve an amendment to the FY05 budget to reduce the Contingency Fund for Utilities and Unknowns by \$392,000 and to put the money in the Unallocated Account for staffing needs at the high school, middle school, and small schools. Mrs. Mullins seconded.

Ms. Germano stated that if the amendment is approved, \$300,000 will still remain in the Contingency Fund and added that it is a way for the Board to do what is best for students and not impact another program.

Dr. Anderson stated that he had planned to move a smaller amount of money to pay for .5 FTE staff at high schools that have at least two AP classes to be used as a Quest teacher or to address other needs.

Ms. Germano stated that she trusts the administration to evaluate the schools' needs and make decisions accordingly.

Dr. Anderson stated that he wants to encourage schools to offer AP classes and to specifically designate at least three positions to support that effort.

Mr. Anderson stated that additional Quest Program positions would enhance the weighted grades option and AP course offerings and added that he would like to be assured that at least 3.0 FTE of the Unallocated Account were designated for the Quest Program.

Mrs. Gilman expressed concern about having a Contingency Fund of \$692,000 in the District budget when the Board is relying on an increase of the Borough's contribution of \$780,000. She reminded those present that the Borough has a financial problem with the assessed valuation not as high as previously expected and increases in their expenditures. She warned the Board that it is dangerous to pass a budget with a \$680,000 savings account.

Ms. Germano stated that she felt certain that the administration would allocate at least .5 FTE to high schools and cautioned members that by specifying to the administration where staff will go borders on micromanagement of the District.

Ms. Mullins clarified that the Germano amendment adds 8.0 FTE to the 11.0 FTE in the Unallocated Account for a total of 19.0 FTE. She asked the administration where they advised the Board put the money for staff. Mrs. Douglas recommended the Board put money for staff in the Unallocated Account because a staffing formula change would be a financial commitment into the future.

Ms. Wassilie stated that she will support the Germano amendment and urged the Board to keep their recommendations simple so that the administration can decide how best to allocate staff.

FY05 Budget Revision:
(8:42:00 PM)

Mr. Tilbury asked whether the Germano amendment will cause the District to fall short in the Contingency Fund.

Dr. Peterson asked for clarification from the Board about whether the intent of the proposed increases to the Unallocated Fund is to fix problems with course offerings or to bring back recommendations on how to use the additional 8.0 FTE. Ms. Germano replied that the intent of the additional staff is to make things better at the schools.

Dr. Peterson responded to Mr. Tilbury's comment by saying that the administration will make adjustments to the Contingency Fund as necessary if fuel costs and other expenses rise.

Mr. Anderson asked for assurance that the money in the Unallocated Account be used and asked Ms. Germano if the amendment will specify such. Ms. Germano felt certain that the administration will return with a plan for use of unallocated staff.

Mrs. Gilman stated that she is not in support of the Germano amendment to add 8 FTE to the Unallocated Account if there is no assurance that teachers will be hired at the secondary schools before school starts.

Ms. Germano stated that it is not her intent that the 8.0 FTE be unused before school begins and reminded the Board that 2.0 FTE needs to be held for unanticipated overcrowding and suggested that the Board ask the administration to bring back a plan for use of the unallocated staff.

Mrs. Gilman clarified that the current budget revision proposal includes 11.0 FTE staff to hire this summer with 2.0 FTE be used to address overcrowding after the school year begins. She clarified that the Germano amendment will add 8 FTE to be hired this summer to address junior high and high school staffing needs. Ms. Germano stated that small schools should also be included in the staffing considerations.

VOTE ON THE GERMANO AMENDMENT:

Advisory: YES

NO – N. Anderson, Crawford

YES – Hilts, Wassilie, M. Anderson, Gilman, Mullins, Germano

Amendment carried.

Mrs. Crawford returned the gavel to Ms. Germano.

MOTION

Dr. Anderson moved the Board amend the amended motion to designate 3.0 FTE from the Unallocated Account to high schools based on whether they have AP classes that can be used for the Quest Program or any other way they choose. Mr. Anderson seconded.

Mrs. Gilman asked the Board to consider that there may be other needs to be addressed with the 8.0 FTE positions.

FY05 Budget Revision:
(continued)

Mrs. Crawford clarified that the intent of the Anderson amendment was that as long as high schools offered at least two AP courses they could use the teacher allocation any way they choose.

VOTE ON THE ANDERSON AMENDMENT:

Advisory: NO

NO – Hilts, Wassilie, Gilman, Germano

YES – Crawford, N. Anderson, Mullins, M. Anderson,

Amendment failed.

VOTE ON AMENDED MOTION:

Advisory: YES

NO – Gilman,

YES – Crawford, Wassilie, N. Anderson, Hilts, Mullins, M. Anderson, Germano

Amended motion carried.

Recess:
(8:50:30 PM)

At 9:50 p.m., Ms. Germano called a recess.

RECONVENE:
(9:59:00 PM)

At 9:59 p.m., the Board reconvened in regular session.

**KPSAA High School Handbook
Recommended Changes:**
(9:59:07 PM)

Mr. Stewart recommended the Board approve various changes to the high school handbook as proposed by the Kenai Peninsula School Activities Association.

MOTION

Mrs. Mullins moved the Board approve the recommended high school handbook changes for the school year of 2005. Mrs. Crawford seconded.

Ms. Germano asked why the required quarterly activity report to site councils was changed to a semi-annual report. Mr. Stewart replied that the Policy Review Committee recommended the change.

Mrs. Douglas explained that the quarterly report requirement became very confusing for schools because there are so many reports due at differing times. She commented that the scope of fund raising encompasses the entire school year and sometimes very little happens during the quarter reporting period. She stated that the reports were more meaningful when reviewed on a semi-annual basis and would also align with other required reporting.

Ms. Germano passed the gavel to Mrs. Crawford.

FY05 Budget Revision:
(continued)

Ms. Germano stated that by only reporting twice in a school year, in reality, there is only one opportunity to present information to site councils because the end-of-the-year reports are completed after school is dismissed for the summer. Mrs. Douglas stated that a number of site councils received reports before the close of school. Mrs. Douglas stated that although activity reports can be made at anytime throughout the year, in order to assure compliance it is best to standardize throughout the District.

MOTION

Ms. Germano moved the Board approve an amendment to strike the words "semi-annual" and replace with the word "quarterly" in numbered paragraph 2 of the Athletic Director's Responsibilities in the KPSAA High School Handbook. Mrs. Gilman seconded.

Ms. Germano stated that with more information available to the communities, better decisions can be made.

Mrs. Gilman expressed concern that she has not seen a cocurricular activity report and added that she would like to have information about how much money is raised to pay for activities outside of the District budget.

VOTE ON GERMANO AMENDMENT:

Advisory: YES

NO – Mullins, N. Anderson, Crawford, Hiltz, Wassilie,

YES – Gilman, M. Anderson, Germano

Amendment failed.

VOTE ON MOTION:

Advisory: YES

NO – Germano

YES – Wassilie, Crawford, N. Anderson, Gilman, M. Anderson, Hiltz, Mullins

Motion carried.

Mrs. Crawford returned the gavel to Ms. Germano.

**KPSAA Middle School Handbook
Recommended Changes:**

(10:06:33 PM)

MOTION

Mr. Stewart recommended the Board approve various changes to the middle school handbook as proposed by the Kenai Peninsula School Activities Association.

Mrs. Crawford moved the Board approve various changes to the Middle School Handbook for the 2004-2005 school year. Mrs. Mullins seconded.

Motion carried unanimously.

**KPSAA Middle School Eligibility for
Cocurricular Activities:**

(10:07:21 PM)

MOTION

Mr. Stewart recommended the Board approve a proposed language change to the KPSAA middle school eligibility requirement to be in compliance at the state level for student eligibility in school districts with non-traditional programs and the expansion of non-traditional programs for middle school-aged children.

Ms. Germano explained that the middle school eligibility recommendation was postponed from a previous meeting and that public testimony has already been taken.

Mrs. Mullins moved the Board suspend the rules to allow public testimony. Dr. Anderson seconded.

Motion carried unanimously.

Ms. Philippa Sonnichsen, Kenai Middle School parent, objected to the participation of Aurora Borealis Charter School students in cocurricular activities at KMS and listed reasons why resources should not be spent allowing them to participate.

Mr. Carey Graves, KMS parent, stated that he will support the proposed changes to the middle school eligibility requirements because it is an appropriate compromise that allows some ABC students to participate in activities that do not have a selection process.

Mrs. Megan O'Neil, KMS Site Council Vice President and parent, reported that the Site Council reviewed the proposed middle school eligibility requirements and voted to support the proposal as it is currently worded. She announced that she would like to speak as a KMS parent. She stated that although she can accept the middle school eligibility compromise, she does not fully agree that ABC students should be allowed to participate in KMS cocurricular activities because families should accept the consequences that come with choosing to enroll their children at ABC.

Mr. Anderson asked whether KMS receives additional funds for ABC students who participate in cocurricular activities at KMS. Mr. Stewart replied that KMS collects a participation fee.

Mrs. Gilman noted that the KMS administrator is responsible for ABC students while they are on the premises of the school grounds. She commented that Aurora Borealis Charter School was founded as a back-to-basics school and chose not to offer cocurricular activities because they wanted to put their money into teachers in the classroom and lower their pupil-teacher ratio. She stated that she will not vote for the proposed compromise because one of the choices that are made when families send their children to ABC is, at the moment, not to provide cocurricular activities. She suggested that if parents want cocurricular activities for their children they should enroll them at KMS.

**KPSAA Middle School Eligibility for
Cocurricular Activities:**

(continued)

Ms. Germano reported that the philosophy at the middle school level is to offer "intramural" activities and noted that team selections should not be an issue if the District were operating on a model of intramurals (students are not cut from teams). She stated that she supports the middle school eligibility compromise because it gives ABC an opportunity to offer their own program.

Ms. Wassilie stated that she will support the middle school eligibility compromise because she does not want to keep students from participating in cocurricular activities and agreed that KMS students should not be eliminated from teams in favor of ABC students.

VOTE ON MOTION:

Advisory: YES

NO – M. Anderson, Gilman

YES – Hiltz, Crawford, N. Anderson, Mullins, Wassilie,
Germano

Motion carried.

**KPSAA Coaching Stipends at
Voznesenka Elementary/High:**

(10:22:28 PM)

MOTION

Mr. Stewart recommended the Board approve a request from KPSAA for one coaching stipend each for Voznesenka School's middle and high school wrestling programs for the 2004-2005 school year.

Mrs. Crawford moved the Board approve one coaching stipend each for Voznesenka School's middle and high school wrestling programs for the 2004-2005 school year. Ms. Wassilie seconded.

Mrs. Gilman asked how much each stipend will cost, how many students will participate, and what other cocurricular activities are offered at Voznesenka. Mr. Stewart replied that wrestling would be the only activity sponsored by KPSAA and stated that the two coaches would cost under \$4,000.00. He explained that the money for the stipends will come from current KPSAA allocations. Mr. Spence replied that 13 middle school students began the wrestling season and 8 finished the season (the number required to qualify as a team and justify a coaching stipend). Mr. Spence noted that 8 students participated at the high school level. Mr. Spence reported that Voznesenka School is also offering a cross country running club.

Ms. Germano asked whether female students at Voznesenka School have been surveyed to find out what sports they may be interested in.

Mr. Spence reported that the three-year survey has been completed and would provide the results to the Board.

Ms. Germano stated that she would like the Board to consider activities for girls who attend Voznesenka. Mr. Spence noted that according to the Title IX survey from the 2002-2003 school year, the District disparity rate was 3%, the lowest that it has ever been in District history.

**KPSAA Coaching Stipends at
Voznesenka Elementary/High:**

(continued)

Mrs. Hiltz reported that the students at Voznesenka are limited in the activities they can provide because they do not have a gymnasium and added that wrestling keeps some young men in school.

Mrs. Gilman asked whether the District is in compliance with Title IX regulations. Mr. Spence explained that Title IX compliance is measured on a districtwide basis and not school-by-school. He reminded those

present of a legal opinion that stated that disparity rates below 7% meets the intent of Title IX.

Mr. Stewart explained that the Board is required to approve all new cocurricular programs.

Mr. Anderson stated that he recently attended the graduation ceremony at Nikolaevsk School and noted that each of the seven graduates spoke about their participation in a state championship tournament as a highlight of their school career.

Motion carried unanimously.

**PUBLIC PRESENTATIONS/
COMMENTS:**

(10:29:41 PM)

Mrs. Patty Truesdell, Ninilchik Elementary/High teacher, thanked the Board and stated that she is impressed with the Board, loves teaching, and does not regret becoming a teacher as a second career.

Ms. Vadla thanked the Board for approving the weighted grades regulation, thanked Mrs. Gilman for her attempts to adjust the budget, expressed appreciation to Dr. Anderson for his amendment regarding staffing, and expressed appreciation for the recommendation to cut C teams and stated that the real purpose for the District is education.

BOARD COMMENTS:

(10:34:15 PM)

Mrs. Hilts stated that she accomplished her goal to visit all schools in School Board District 9. She reported that she attended 4 high school graduation ceremonies and summarized her visits and the ceremonies. She announced that a Susan B. English student who is a classical guitarist, placed first at the state competition, and added that another student was named Citizen of the Year for Seldovia. She stated that she felt proud to be associated with the schools and that it is gratifying to be a Board member.

Dr. Anderson reported that the Board has spent a large amount of time dealing with the implications of the FY05 budget. He reported that the financial picture looks grim for next year and does not expect to get much relief from the legislature. He expressed appreciation for Mr. Larson's suggestion of using instructional units to calculate staff needs. He responded to an earlier comment regarding teacher reductions that the KPEA leadership knew that it was inevitable that the new contract would lead to increases in pupil-teacher ratios. He stated that he does not regret passage of the contract but acknowledged that the cost of it puts the District in a difficult position.

BOARD COMMENTS:

(continued)

Mrs. Gilman thanked Board members for the intense discussions and the administration for their input during the worksessions held prior to the Board meeting. She suggested the Board consider imposing a staffing formula cap and added that without a cap, parents will have concerns about how high classroom sizes will go. She stated that it is an honor to attend graduation ceremonies and awards ceremonies and was thrilled to present her niece with a diploma at the Skyview High School graduation ceremony. She thanked Dr Whiteley for his service to the District and wished him good luck in his future plans and welcomed Mr. Guy Fisher.

Mrs. Crawford stated that she is pleased that after six years of promoting the idea of weighted grades, the Board has finally taken action to approve a regulation. She expressed appreciation for the difficult discussions regarding the FY05 budget and added that she wished the additional money from the legislature would have gone further. She warned those present that cocurricular activities will need to be reviewed next year and changes will have to be made. She thanked Dr. Whiteley for his service to the District.

Mrs. Mullins thanked the Board members for their discussions during the worksessions, especially the discussion regarding the FY05 budget. She announced that even though the District received a large amount of money from the legislature, it was not enough to cover the costs of the District and added that she fears for the future. She applauded the graduation ceremonies and added that it is payday for all involved with students and congratulated all those who graduated. She thanked the Board for the compromise regarding weighted grades. She thanked Dr. Whiteley for his work and wished him the best in his future plans. She thanked the administration for their work during the 2003-2004 school year and added that she hoped the Board goal setting session will be successful.

Mr. Tilbury reported that the Board conducted some good discussion and accomplished a lot of work. He announced that he will be unable to attend the goal setting session on June 8.

Mr. Anderson reported that he attended graduation ceremonies at Homer High and Nikolaevsk School and added that he was especially impressed with the choir that performed during the program at Homer High. He reported that the Nikolaevsk community served a delicious meal as part of the celebration. He reported that he visited Skyview High School and Soldotna Montessori School. He reiterated that the \$6 additional per student equates to \$90,000 over the amount of a status quo budget. He credited the community for influencing the legislators into passage of an increase in educational funding. He reported that the price of oil is up, but cautioned that very quickly it could be at \$9 per barrel and suggested that the District look at long-term funding solutions. He thanked the Board for the ideas that were shared during the worksession discussions and thanked the public for their comments. He thanked Dr. Whiteley for his service to the District.

BOARD COMMENTS:
(continued)

Ms. Wassilie advised the Board that she is on the Art Committee for the new Seward Middle School and added that there are also two students who serve on the committee and provide valuable insight. She stated that she has been serving on the Title VII Indian Education Committee and added that although it is difficult to attend the meetings, she stays

informed. She acknowledged the contributions of the Kenaitze and Salamatof Native Tribes for funding tutors to augment the Title VII tutors in the schools and added that the number of native students has increased. She reported that she attended two high school graduations (Connections Program and Seward High School) and the Moose Pass Elementary School eighth grade graduation. She reported that she assisted with the end-of-the-year awards at Seward Elementary and stated that she was struck by the number of awards given to students for their assistance in the kitchen. She asked whether the District is putting more of the burden of custodial duties on students and staff. She thanked the public for their comments and especially noted the comment made concerning undue stress on students in the classroom and added that she is pleased that the Board was able to place a few more teachers in the classroom.

Ms. Germano reminded those present of the Board Planning Session on June 8 in the Superintendent's Office at 9:00 a.m. and noted that Dr. Whiteley will facilitate the session. She requested Board members to make sure that they return the Superintendent Evaluation Forms to her as soon as possible so that a discussion can be held at the July 12 meeting.

ADJOURN:
(10:56:43 PM)

At 10:56 p.m., Mrs. Mullins moved the School Board Meeting be adjourned. Mrs. Crawford seconded.

Motion carried unanimously.

Respectfully submitted,

Ms. Deborah Germano, President

Dr. Nels Anderson, Clerk

The Minutes of June 7,
have not been approved as of
June 24, 2004.



Kenai Peninsula Borough School District

District Site Council Evaluations

**June 2004
Dr. Donna Peterson
Superintendent of Schools**

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275,000.00	6,073.00-	102%	
	100 OPERATING FUND		
76,724,068.00	14,293,338.25	5,601,695.86	62,430,729.75
		81%	

FUND: 201 STATE/STAFF DEVELPMT

	STATE REVENUE		
	0050 STATE REVENUE	8,431.97	13,341.61
27,714.00	14,372.39	48%	

FUND: 205 PUPIL TRANSPORTATION

	LOCAL REVENUE		
	0008 PR YR ECUM APPROP	0.00	0.00
36.00	36.00	0%	

	STATE REVENUE		
	0050 STATE REVENUE	0.00	4,798,175.63
4,595,448.00	202,727.63-	104%	

	TRANS FROM OTHER FUNDS		
	0250 TRANS FROM OTHER FUN	0.00	0.00
0.00	0.00	0%	

	205 PUPIL TRANSPORTATION	0.00	4,798,175.63
4,595,484.00	202,691.63-	104%	

FUND: 209 HSGQE-EED

	STATE REVENUE		
	0050 STATE REVENUE	0.00	0.00
0.00	0.00	0%	

FUND: 212 FY02 R&R Contract

STATE REVENUE

0050	STATE REVENUE	0.00	19.95
37,500.00	37,480.05	0%	

FUND: 215 COMMUNITY SCHOOL FUN

LOCAL REVENUE			
0040	OTHER LOCAL REVENUE	8,162.22	95,100.00
260,858.00	165,758.00	36%	

FUND: 225 BOARDING HOME PROGRA

STATE REVENUE			
0050	STATE REVENUE	2,280.00	5,566.40
27,308.00	21,741.60	20%	

FUND: 255 FOOD SERVICE FUND

LOCAL REVENUE			
0020	TYPE A LUNCH-PUPILS	65,684.18	1,042,692.58
1,178,598.00	135,905.42	88%	
0040	OTHER LOCAL REVENUE	400.00	5,342.01
10,000.00	4,657.99	53%	
LOCAL REVENUE TOTAL		66,084.18	1,048,034.59
1,188,598.00	140,563.41	88%	

FEDERAL REVENUE

0150	INTERGVNMTL FEDERAL	147,180.40	989,240.44
1,155,147.00	165,906.56	85%	
0162	USDA	0.00	0.00
90,815.00	90,815.00	0%	
FEDERAL REVENUE TOTAL		147,180.40	989,240.44
1,245,962.00	256,721.56	79%	

TRANS FROM OTHER FUNDS

0250	TRANS FROM OTHER FUN	0.00	0.00
126,521.00	126,521.00	0%	

	255 FOOD SERVICE FUND	213,264.58	2,037,275.03
2,561,081.00	523,805.97	79%	

FUND: 260 TITLE I-A

	FEDERAL REVENUE		
	0150 INTERGVNMTL FEDERAL	938,255.30	2,164,960.62
4,461,631.00	2,296,670.38	48%	

FUND: 262 HANDICAPD PRESCHOOLS

	FEDERAL REVENUE		
	0150 INTERGVNMTL FEDERAL	17,743.98	41,428.34
81,415.00	39,986.66	50%	

FUND: 265 CARL PERKINS - BASIC

	FEDERAL REVENUE		
	0150 INTERGVNMTL FEDERAL	0.00	44,340.06
220,184.00	175,843.94	20%	

FUND: 266 TITLE VI-B

	FEDERAL REVENUE		
	0150 INTERGVNMTL FEDERAL	402,468.01	869,181.00
2,393,799.00	1,524,618.00	36%	

FUND: 271 CHARTER SCHOOL GRANT

	STATE REVENUE		
	0050 STATE REVENUE	0.00	25,326.00
35,266.00	9,940.00	71%	

FEDERAL REVENUE

0150 INTERGVNMTL FEDERAL	70,609.54	145,448.72
420,831.00 275,382.28	34%	

271 CHARTER SCHOOL GRANT	70,609.54	170,774.72
456,097.00 285,322.28	37%	

FUND: 272 UPWARD BOUND/UAA

FEDERAL REVENUE

0150 INTERGVNMTL FEDERAL	0.00	0.00
28,028.00 28,028.00	0%	

FUND: 275 CAPACITY,BLDG,IMPROV

FEDERAL REVENUE

0150 INTERGVNMTL FEDERAL	0.00	20,559.28
28,223.00 7,663.72	72%	

FUND: 277 GEAR UP

FEDERAL REVENUE

0150 INTERGVNMTL FEDERAL	15,894.36	35,597.46
65,080.00 29,482.54	54%	

FUND: 280 HIGH INTENSITY

STATE REVENUE

0050 STATE REVENUE	0.00	2,896.41
2,915.00 18.59	99%	

FUND: 281 MIGRANT ED SUMMER

FEDERAL REVENUE

0150 INTERGVNMTL FEDERAL	0.00	21,047.60
45,207.00 24,159.40	46%	

FUND: 284 YOUTH IN DETENTION

STATE REVENUE			
	0050 STATE REVENUE	0.00	199,330.00
211,758.00	12,428.00	94%	
FEDERAL REVENUE			
0.00	0150 INTERGVNMTL FEDERAL	0.00	12,428.00
	12,428.00-	0%	
	284 YOUTH IN DETENTION	0.00	211,758.00
211,758.00	0.00	100%	

FUND: 288 STOFK CNCL ON ARTS

FEDERAL REVENUE			
	0150 INTERGVNMTL FEDERAL	0.00	2,026.00
2,026.00	0.00	100%	

FUND: 289 GOV'S DRUG PREVENT

FEDERAL REVENUE			
	0150 INTERGVNMTL FEDERAL	11,178.00	28,579.50
40,000.00	11,420.50	71%	

FUND: 291 TITLE I-D DEL & A/R

FEDERAL REVENUE			
	0150 INTERGVNMTL FEDERAL	3,288.10	6,482.00
49,911.00	43,429.00	12%	

FUND: 294 FAS - SPRING CREEK

FEDERAL REVENUE				
5,000.00	0150 INTERGVNMTL FEDERAL	2,500.00	0.00	2,500.00
			50%	

FUND: 295 SCHOOL IMPROV/TEBHUG

FEDERAL REVENUE				
20,634.00	0150 INTERGVNMTL FEDERAL	20,634.00	0.00	0.00
			0%	

FUND: 296 CIAP - COMM SCHOOLS

FEDERAL REVENUE				
13,770.00	0150 INTERGVNMTL FEDERAL	13,770.00	0.00	0.00
			0%	

FUND: 350 TITLE VII -INDIAN ED

FEDERAL REVENUE				
306,859.00	0150 INTERGVNMTL FEDERAL	91,035.39	0.00	215,823.61
			70%	

FUND: 371 CORPORATE GRANTS

LOCAL REVENUE				
34,707.00	0040 OTHER LOCAL REVENUE	7,699.00	5,000.00	27,008.00
			77%	

FUND: 372 COMMUNITY THEATER

LOCAL REVENUE				
100,203.00	0040 OTHER LOCAL REVENUE	98,828.00	0.00	1,375.00
			1%	
	0046 RENTAL OF SCH FACILI		0.00	525.00-

0.00	525.00	0%	
	LOCAL REVENUE TOTAL		0.00 850.00
100,203.00	99,353.00	0%	

FUND: 374 CHARTER SCHOOLS G/F

LOCAL REVENUE			
	0008 PR YR ECUM APPROP		0.00 0.00
	0.00	0.00	0%
TRANS FROM OTHER FUNDS			
	0250 TRANS FROM OTHER FUN		0.00 0.00
2,141,454.00	2,141,454.00	0%	
	374 CHARTER SCHOOLS G/F		0.00 0.00
2,141,454.00	2,141,454.00	0%	

FUND: 375 EQUIPMENT FUND

LOCAL REVENUE			
	0008 PR YR ECUM APPROP		0.00 0.00
6,473.00	6,473.00	0%	
	0010 PR YR FUND BALANCE		0.00 0.00
16,607.00	16,607.00	0%	
	LOCAL REVENUE TOTAL		0.00 0.00
23,080.00	23,080.00	0%	
FEDERAL REVENUE			
	0230 SURPLUS PROPERTY		0.00 21,539.94
0.00	21,539.94-	0%	
	375 EQUIPMENT FUND		0.00 21,539.94
23,080.00	1,540.06	93%	

FUND: 377 NATL SCI FOUNDATION

FEDERAL REVENUE			
	0150 INTERGVNMTL FEDERAL		0.00 0.00
1,835.00	1,835.00	0%	

FUND: 379 SCHOOL INCENTIVE FND

TRANS FROM OTHER FUNDS				
	0250	TRANS FROM OTHER FUN	0.00	0.00
345,242.00		345,242.00	0%	

FUND: 710 PUPIL ACTIVITY FUND

LOCAL REVENUE				
	0031	INTEREST REVENUE	17,052.09-	0.00
0.00		0.00	0%	

FEDERAL REVENUE				
	0210	PUPACT REVENUE	308,308.03	2,369,321.67
0.00		2,369,321.67-	0%	
	0211	PUPACT GATE RECEIPTS	3,275.00	101,567.78
0.00		101,567.78-	0%	
	0214	PUPACT PARTICPTN FEES	2,929.00	174,402.10
0.00		174,402.10-	0%	
	0215	PUPACT FND RAISG REV	3,568.29	20,348.03
0.00		20,348.03-	0%	
	0216	PUPACT ACTIVITY FEE	19,906.50	147,502.86
0.00		147,502.86-	0%	
	0220	PUPACT DONATIONS	10,389.00	20,860.60
0.00		20,860.60-	0%	
	FEDERAL REVENUE TOTAL		348,375.82	2,834,003.04
0.00		2,834,003.04-	0%	

TRANS FROM OTHER FUNDS				
	0250	TRANS FROM OTHER FUN	20,388.79	246,717.23
0.00		246,717.23-	0%	
	710	PUPIL ACTIVITY FUND	351,712.52	3,080,720.27
0.00		3,080,720.27-	0%	

4551 FISCAL SERVICES	538,966	565,896	31,884.18
537,864.23	170.18	27,861.59	95
4552 INTERNAL SERVICES	596,325	666,660	50,073.34
570,966.13	2,620.53	93,073.34	86
4553 STAFF SERVICES	482,697	503,580	52,801.85
481,669.27	2,430.28	19,480.45	96
4555 DATA PROCESSING SVCS	745,176	868,311	111,717.43
807,883.26	25,906.58	34,521.16	96
4556 OP & BUSINESS SVCS	157,792	177,273	13,766.54
162,604.24	0.00	14,668.76	91
4557 INDIRECT COST POOL	56,646	70,100	0.00
0.00	0.00	70,100.00	0
4600 OPERATION OF PLANT	13,772,994	14,163,071	639,364.54
6,587,793.77	3,246.78	7,572,030.45	46
4700 PUPIL ACTIVITY	1,183,816	1,118,686	311,674.43
1,038,925.27	39.95	79,720.78	92
4904 TRANS FD-FOOD SERVIC	104,521	126,521	
0.00	0.00	0.00	126,521.00
4905 TRANS FD-PUPIL TRAN	22,000	0	
0.00	0.00	0.00	0

	75,045,636	76,724,068	14,217,308.77
64,357,195.77	245,907.74	12,120,964.49	84

201 STATE/STAFF DEVELPMT

4100 REGULAR INSTRUCTION	29,509	27,714	2,205.88
19,625.50	297.00	7,791.50	71

205 PUPIL TRANSPORTATION

4700 PUPIL ACTIVITY	21,939	21,939	645.92
6,101.64	0.00	15,837.36	27
4760 PUPIL TRANSPORTATION	4,595,509	4,573,545	525,728.66
3,784,552.48	3,625.00	785,367.52	82

	4,617,448	4,595,484	526,374.58
3,790,654.12	3,625.00	801,204.88	82

209 HSGQE-EED

4100 REGULAR INSTRUCTION	0	0	
0.00	0.00	0.00	0

212 FY02 R&R Contract

4100 REGULAR INSTRUCTION	34,313	37,500	1,219.03
5,275.62	0.00	32,224.38	14

215 COMMUNITY SCHOOL FUN

215 COMMUNITY SCHOOL FUN			
4780 COMMUNITY SERVICES	260,858	260,858	23,827.41
197,402.55	0.00	63,455.45	75

225 BOARDING HOME PROGRA

4300 SUPPORT SERV-PUPILS	27,308	27,308	657.20
6,603.60	90.00	20,614.40	24

255 FOOD SERVICE FUND

4790 FOOD SERVICES	2,553,388	2,561,081	185,265.15
2,477,924.48	154,747.19	71,590.67-	102

260 TITLE I-A

4100 REGULAR INSTRUCTION	4,016,908	4,278,811	787,576.59
3,160,986.08	30,462.82	1,087,362.10	74
4300 SUPPORT SERV-PUPILS	132,216	182,820	42,969.35
126,335.72	5,226.30	51,257.98	71

	4,149,124	4,461,631	830,545.94
3,287,321.80	35,689.12	1,138,620.08	74

262 HANDICAPD PRESCHOOLS

4200 SPED INSTRUCTION	72,415	81,415	23,825.55
71,358.35	5,317.52	4,739.13	94

265 CARL PERKINS - BASIC

4160 VOCATIONAL EDUCATION	220,184	220,184	41,834.98
175,711.25	28,957.60	15,515.15	92

266 TITLE VI-B

4200 SPED INSTRUCTION	2,393,799	2,393,799	200,399.27
1,239,978.86	26,350.34	1,127,469.80	52

271 CHARTER SCHOOL GRANT

4100 REGULAR INSTRUCTION	419,482	419,482	10,558.65
217,504.80	16,549.79	185,427.41	55
4400 SCHOOL ADMINISTRATION	36,615	36,615	0.00
6,287.19	2,697.84	27,629.97	24

	456,097	456,097	10,558.65
223,791.99	19,247.63	213,057.38	53

272 UPWARD BOUND/UAA

4100 REGULAR INSTRUCTION	25,528	28,028	16,285.81
23,680.54	0.00	4,347.46	84

275 CAPACITY, BLDG, IMPROV

4200 SPED INSTRUCTION	28,223	28,223	400.50
20,959.78	0.00	7,263.22	74

277 GEAR UP

4100 REGULAR INSTRUCTION	5,000	65,080	17,517.36
58,181.36	0.00	6,898.64	89

280 HIGH INTENSITY

4100 REGULAR INSTRUCTION	2,915	2,915	0.00
2,896.41	0.00	18.59	99

281 MIGRANT ED SUMMER

	4100 REGULAR INSTRUCTION	45,207		45,207	0.00
21,047.60	0.00	24,159.40	46		

284 YOUTH IN DETENTION

	4100 REGULAR INSTRUCTION	211,758		211,758	47,121.06
194,850.81	1,746.86	15,160.33	92		

288 STOFK CNCL ON ARTS

	4100 REGULAR INSTRUCTION	2,026		2,026	0.00
2,026.00	0.00	0.00	100		

289 GOV'S DRUG PREVENT

	4100 REGULAR INSTRUCTION	40,000		40,000	5,602.50
38,488.50	0.00	1,511.50	96		

291 TITLE I-D DEL & A/R

	4100 REGULAR INSTRUCTION	43,429		49,911	5,799.28
38,174.59	7,972.75	3,763.66	92		

292 SCHOOL HEALTH - KAHS

	4100 REGULAR INSTRUCTION	0		0	
0.00	0.00	0.00		0.00	0

294 FAS - SPRING CREEK

	4100 REGULAR INSTRUCTION	5,000		5,000	689.18
4,425.47	0.00	574.53	88		

295 SCHOOL IMPROV/TEBHUG

	4100 REGULAR INSTRUCTION	20,634		20,634	172.00
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11,150.78	2,721.15	6,762.07	67
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296 CIAP - COMM SCHOOLS

	4100 REGULAR INSTRUCTION	13,770	13,770
0.00	0.00	0.00	13,770.00 0

350 TITLE VII -INDIAN ED

	4100 REGULAR INSTRUCTION	306,859	306,859	32,480.19
275,798.79	143.75	30,916.46	89	

351 21ST CENT: AFTR BELL

	4100 REGULAR INSTRUCTION	0	0	0.00
0.00	0.00	0.00	0	

354 FED DRUG & VIOL PREV

	4100 REGULAR INSTRUCTION	0	0
0.00	0.00	0.00	0.00 0

371 CORPORATE GRANTS

	4100 REGULAR INSTRUCTION	29,707	34,707	3,985.23
21,229.40	0.00	13,477.60	61	

372 COMMUNITY THEATER

	4780 COMMUNITY SERVICES	100,203	100,203	5,767.27
44,238.72	0.00	55,964.28	44	

374 CHARTER SCHOOLS G/F

	4100 REGULAR INSTRUCTION	0	1,725,750	322,340.28
1,183,690.52	27,199.24	514,860.24	70	
	4330 HEALTH SERVICES	0	9,840	2,052.58
14,993.81	88.00	5,241.81-	153	
	4400 SCHOOL ADMINSTRATION	0	98,897	25,455.00

86,341.04	0.00	12,555.96	87		
4450 SCH ADMIN - SUPPORT			0	128,018	11,229.61
93,902.11	0.00	34,115.89	73		
4557 INDIRECT COST POOL			0	80,704	
0.00	0.00	0.00		80,704.00	0
4600 OPERATION OF PLANT			0	90,245	6,051.66
72,696.52	0.00	17,548.48	80		
4700 PUPIL ACTIVITY			0	8,000	1,040.51
3,607.52	0.00	4,392.48	45		

			0	2,141,454	368,169.64
1,455,231.52	27,287.24	658,935.24	69		

375 EQUIPMENT FUND

			16,607	23,080	20.00-
5,317.28	0.00	17,762.72	23		
4400 SCHOOL ADMINISTRATION			0	0	0.00
24,123.00	0.00	24,123.00-	0		

			16,607	23,080	20.00-
29,440.28	0.00	6,360.28-	127		

377 NATL SCI FOUNDATION

			1,835	1,835	0.00
1,835.00	0.00	0.00	100		

379 SCHOOL INCENTIVE FND

			206,526	199,434	2,052.94
88,802.07	951.45	109,680.48	45		
4140 ALTNTV (CONNECTIONS)			5,261	5,261	
0.00	0.00	0.00		5,261.00	0

379 SCHOOL INCENTIVE FND

			49,186	49,186	
0.00	0.00	0.00		49,186.00	0
4330 HEALTH SERVICES			9,781	9,967	0.00
144.67	3,500.00	6,322.33	36		
4350 SUPPORT SVCES/INSTRC			56,700	56,700	
0.00	0.00	0.00		56,700.00	0
4352 LIBRARY SERVICE			1,338	1,338	

0.00	0.00	0.00	1,338.00	0	
	4511 BOARD OF EDUCATION		437	437	
0.00	0.00	0.00	437.00	0	
	4512 OFF OF SUPERINTENDEN		2,565	2,565	0.00
6,684.10	0.00	4,119.10-	260		
	4551 FISCAL SERVICES		0	0	3,205.00
5,318.72	0.00	5,318.72-	0		
	4552 INTERNAL SERVICES		7,139	7,139	0.00
11,700.00	0.00	4,561.00-	163		
	4553 STAFF SERVICES		4,573	4,573	
0.00	0.00	0.00	4,573.00	0	
	4556 OP & BUSINESS SVCS		1,736	1,736	
0.00	0.00	0.00	1,736.00	0	
	4600 OPERATION OF PLANT		0	6,906	0.00
19,900.17	0.00	12,994.17-	288		
			345,242	345,242	5,257.94
132,549.73	4,451.45	208,240.82	39		
710 PUPIL ACTIVITY FUND					
			0	54,916	313,200.47
2,711,900.54	173,832.32	2,830,816.15-	254		
	REPORT TOTALS		91,104,022	95,367,987	16,886,450.84
80,940,949.71	738,384.66	13,688,653.34	85		

Finance

Melody Douglas, Chief Financial Officer
148 North Binkley Street Soldotna, Alaska 99669-7553
Phone (907) 262-5846 Fax (907) 262-9645

Kenai Peninsula Borough School District

July 6, 2004

MEMORANDUM

TO: Board of Education

FROM: Melody Douglas
Chief Financial Officer

SUBJECT: Budget Transfers

The following budget transfers have been given preliminary approval by administration pending review and approval by the board:

Budget transfer 529 in the amount of \$13,186 has been requested by the Special Services Department to pay salaries for summer school Special Ed Aides.

Budget transfer 563 in the amount of \$37,500 has been requested by the Montessori Charter School to move funds for payment of the school administrator's salary.

Budget transfer 580 in the amount of \$14,371 has been requested by Aurora Borealis Charter School to pay costs of employee health care benefits.

Several budget transfers have been requested by the Information Services department. Budget transfer 575 in the amount of \$31,000 is for purchase of software for the IP phone system and software for printing the payroll checks on a laser printer. Budget transfer 601 has been requested to move \$12,300 for emoluments and \$16,651 for travel costs for the implementation of the student information system. Budget transfers 644 and 645 have also been requested in the amounts of \$11,700 and \$20,750, respectively, for purchase of site licenses for the network server and to pay for the yearly maintenance agreement on Ethernet switches installed districtwide.

Budget transfers 614 in the amount of \$75,000, 646 with amounts of \$32,000 and \$11,000 as well as other transfers under the \$10,000 limit have been requested to pay legal costs for labor relations activities such as grievances and arbitrations.

These budget transfers exceed \$10,000; therefore, they require Board of Education approval per Board Policy 3120. Approval by the Board of Education is recommended.

Enclosures

KENAI PENINSULA BOROUGH SCHOOL DISTRICT
148 NORTH BINKLEY STREET
SOLDOTNA, ALASKA 99669

PAGE 1

BUDGET TRANSFER REQUEST

SCHOOL PUPIL SERVICES TRANSFER # 815085 DATE 06/09/04

-----	-----	-----
TRANSFER FROM ACCOUNT NO.	TRANSFER TO ACCOUNT NO.	AMOUNT
-----	-----	-----
1. 100-81-4200-0930-3150	100-81-4200-0930-3230	13186.00
2. 100-81-4200-0930-3150	100-81-4200-0930-3520	40.00
3. 100-81-4200-0930-3150	100-81-4200-0930-3542	1009.00
4. 100-81-4200-0930-3150	100-81-4200-0930-3560	898.00
	TOTAL:	15,133.00

JUSTIFICATION OR REASONS FOR REQUESTING TRANSFER OF FUNDS ARE LISTED BELOW:

SALARY AND BENEFITS FOR SUMMER SCHOOL AIDES

 PRINCIPALS'S SIGNATURE

 SUPERINTENDENT/OPERATIONS APPROVAL

 ACCOUNTING APPROVAL

 DATE APPROVED BY SCHOOL BOARD

000529

 TRANSFER REQUEST NUMBER

 KENAI PENINSULA BOROUGH SCHOOL DISTRICT
 148 NORTH BINKLEY STREET
 SOLDOTNA, ALASKA 99669

PAGE 1

 BUDGET TRANSFER REQUEST

 SCHOOL MONTESSORI CHARTER TRANSFER # 640006 DATE 06/11/04

-----	-----	-----
TRANSFER FROM ACCOUNT NO.	TRANSFER TO ACCOUNT NO.	AMOUNT
-----	-----	-----
1. 374-64-4100-0000-3511	374-64-4100-0000-3542	947.00
2. 374-64-4100-0000-4501	374-64-4100-0000-3550	7417.00
3. 374-64-4100-0000-3511	374-64-4100-0000-3560	7.00
4. 374-64-4100-0000-4501	374-64-4100-0000-4100	7600.00
5. 374-64-4100-0000-5101	374-64-4100-0000-4100	2345.00
6. 374-64-4400-0000-3130	374-64-4400-0000-3173	37500.00
	TOTAL:	55,816.00

 JUSTIFICATION OR REASONS FOR REQUESTING TRANSFER OF FUNDS ARE LISTED BELOW:

 TRANSFERS COMPLETED TO COVER CERTIFIED, SUPPORT, AND SUBSTITUTE SALARIES AND
 BENEFITS

 PRINCIPALS'S SIGNATURE

 SUPERINTENDENT/OPERATIONS APPROVAL

 ACCOUNTING APPROVAL

 DATE APPROVED BY SCHOOL BOARD

000563

 TRANSFER REQUEST NUMBER

 KENAI PENINSULA BOROUGH SCHOOL DISTRICT
 148 NORTH BINKLEY STREET
 SOLDOTNA, ALASKA 99669

PAGE 1

 BUDGET TRANSFER REQUEST

 SCHOOL AURORA BOREALIS CHTR TRANSFER # 650014 DATE 06/14/04

-----	-----	-----
TRANSFER FROM ACCOUNT NO.	TRANSFER TO ACCOUNT NO.	AMOUNT
-----	-----	-----
1. 374-65-4100-0000-4901	374-65-4100-0000-3511	14371.00
2. 374-65-4100-0000-4901	374-65-4330-0000-3294	874.00
3. 374-65-4100-0000-4901	374-65-4330-0000-4430	88.00
4. 374-65-4100-0000-4901	374-65-4450-0000-3240	2205.00
5. 374-65-4100-0000-4901	374-65-4450-0000-3511	1675.00
6. 374-65-4100-0000-4901	374-65-4450-0000-3560	150.00
	TOTAL:	19,363.00

 JUSTIFICATION OR REASONS FOR REQUESTING TRANSFER OF FUNDS ARE LISTED BELOW:

EMOLUMENTS AND TRAVEL COSTS FOR IMPLEMENTATION OF STUDENT INFORMATION
SYSTEM

PRINCIPALS' S SIGNATURE

SUPERINTENDENT/OPERATIONS APPROVAL

ACCOUNTING APPROVAL

DATE APPROVED BY SCHOOL BOARD

000601

TRANSFER REQUEST NUMBER

KENAI PENINSULA BOROUGH SCHOOL DISTRICT
148 NORTH BINKLEY STREET
SOLDOTNA, ALASKA 99669

PAGE 1

BUDGET TRANSFER REQUEST

SCHOOL INFORMATION SERVICES TRANSFER # 785152 DATE 06/30/04

	----- TRANSFER FROM ACCOUNT NO. -----	----- TRANSFER TO ACCOUNT NO. -----	----- AMOUNT -----
1.	100-78-4555-0000-4501	100-78-4555-0000-4402	1400.00
2.	100-78-4555-0000-4100	100-78-4555-0000-4402	11700.00

3. 100-78-4100-0000-5102 100-78-4100-0000-4402 1100.00

TOTAL: 14,200.00

JUSTIFICATION OR REASONS FOR REQUESTING TRANSFER OF FUNDS ARE LISTED BELOW:

TO PURCHASE SITE LICENSES FOR NETWORK SERVER

PRINCIPALS'S SIGNATURE

SUPERINTENDENT/OPERATIONS APPROVAL

ACCOUNTING APPROVAL

DATE APPROVED BY SCHOOL BOARD

000644

TRANSFER REQUEST NUMBER

KENAI PENINSULA BOROUGH SCHOOL DISTRICT
148 NORTH BINKLEY STREET
SOLDOTNA, ALASKA 99669

PAGE 1

BUDGET TRANSFER REQUEST

SCHOOL TECHNOLOGY AND ERATE TRANSFER # 795149 DATE 06/30/04

TRANSFER FROM ACCOUNT NO. TRANSFER TO ACCOUNT NO. AMOUNT

1. 100-79-4100-0000-4501 100-78-4555-0000-4430 20750.00

TOTAL: 20,750.00

JUSTIFICATION OR REASONS FOR REQUESTING TRANSFER OF FUNDS ARE LISTED BELOW:

TO COVER YEARLY MAINTENANCE AGREEMENT FOR ETHERNET SWITCHES DISTRICTWIDE

PRINCIPALS' S SIGNATURE

SUPERINTENDENT/OPERATIONS APPROVAL

ACCOUNTING APPROVAL

DATE APPROVED BY SCHOOL BOARD

000645

TRANSFER REQUEST NUMBER

KENAI PENINSULA BOROUGH SCHOOL DISTRICT
148 NORTH BINKLEY STREET
SOLDOTNA, ALASKA 99669

PAGE 1

BUDGET TRANSFER REQUEST

SCHOOL INSTRUCTION

TRANSFER # 735132

DATE 06/29/04

	TRANSFER FROM ACCOUNT NO. -----	TRANSFER TO ACCOUNT NO. -----	AMOUNT -----
1.	100-73-4100-0000-4402	100-70-4511-0000-4140	23000.00
2.	100-73-4100-0106-4100	100-70-4511-0000-4140	15000.00
3.	100-73-4100-0106-4501	100-70-4511-0000-4140	37000.00
		TOTAL:	75,000.00

JUSTIFICATION OR REASONS FOR REQUESTING TRANSFER OF FUNDS ARE LISTED BELOW:

LEGAL FEES FOR GRIEVANCES AND ARBITRATIONS

PRINCIPALS'S SIGNATURE

SUPERINTENDENT/OPERATIONS APPROVAL

ACCOUNTING APPROVAL

DATE APPROVED BY SCHOOL BOARD

000614

TRANSFER REQUEST NUMBER

SCHOOL SECONDARY CURRICULUM TRANSFER # 845153 DATE 06/30/04

	TRANSFER FROM ACCOUNT NO.	TRANSFER TO ACCOUNT NO.	AMOUNT
1.	100-84-4100-0000-4100	100-70-4511-0000-4140	32000.00
2.	100-84-4350-0000-4501	100-70-4511-0000-4140	11000.00
3.	100-84-4354-0000-4100	100-70-4511-0000-4140	2900.00
		TOTAL:	45,900.00

JUSTIFICATION OR REASONS FOR REQUESTING TRANSFER OF FUNDS ARE LISTED BELOW:

FUNDS TO COVER LEGAL COSTS FOR LABOR RELATIONS ACTIVITIES, SUCH AS
GRIEVANCES, ARBITRATION, ETC

PRINCIPALS'S SIGNATURE

SUPERINTENDENT/OPERATIONS APPROVAL

ACCOUNTING APPROVAL

DATE APPROVED BY SCHOOL BOARD

000646

TRANSFER REQUEST NUMBER

July 12, 2004

TO: Board of Education

FROM: Tim Peterson, Director, Human Resources

THROUGH: Guy Fisher, Assistant Superintendent

**SUBJECT: Pay Schedule for Substitutes and other Temporary Employees
for the 2004-2005 school year – Item 10a (3)**

There is no change to the salary schedule from the 03-04 school year

<u>SUBSTITUTE POSITION</u>	<u>RATE OF PAY</u>
Teacher	\$84.00/\$100.00 per day Non-Certified/Certified
Secretary (all clerical)	\$9.00/hr.
Custodian/Stock Handler/ Courier/Theater Crew	\$9.00/hr.
Activity Bus Driver	\$14.30/hr.
Food Service	
Cashier/Asst. Cook	\$8.75/hr.
Cook/Food Service Manager	\$8.75/hr.
Aide/Instructional Assistant	\$8.75/hr.
Tutor/Bilingual Instructor	\$8.75/hr.
Nurse	\$14.00/hr.

TEMPORARY WORKERS

Pool Employees	
Instructor/Senior Lifeguard	\$9.00/hr.
Lifeguard	\$7.25/hr.
Cashier/Locker Room Attendant	\$7.15/hr.

Temporary help - ***Temporary employee's salary placement must be pre-approved by
Resources prior to start date.**

Human

Skill Level I	\$7.15
Skill Level II	\$7.16 - \$8.50/hr.
Advanced	\$8.51 - \$13.00/hr.

2004-2005 Kenai Peninsula Borough School District Board of Education Goals

Developed 6/8/04

Instruction

1. Expand learning opportunities through distance delivery.
2. Implement revised K-12 mathematics curriculum with intensive training and attention to learner needs.
3. Use non-fiction writing across the curriculum to improve literacy scores
4. Assure students are instructed based on their abilities. Require learning plans for all students not reaching the District achievement targets in reading, writing, and mathematics.
5. Design and communicate four-year learning plans for all students grades 9-12.
6. Increase collaboration and professional development opportunities for staff.

Communication

7. Expand use of Edline as parent communication tool throughout the District and provide training to assure regular updates.

Efficiency

8. Review programs and facilities and determine ways to focus resources and equipment to increase opportunities for students.

Other

9. Organize the Cocurricular Task Force to study issues regarding

funding with recommendations to be brought to the Board by December 1, 2004.

Kenai Peninsula Borough School District

Sam Stewart, Assistant Superintendent
148 North Binkley Street Soldotna, Alaska 99669-7553
Phone (907) 714-8858 Fax (907) 262-9645

June 4, 2004

MEMORANDUM

TO: School Board

FROM: Sam Stewart, Assistant Superintendent

RE: Revisions to [AR5141.4](#), [E5141.4\(a\)](#) and [E5141.4\(b\)](#)

The attached revisions to AR5141.4, E5141.4(a) and (b) have been made due to the State changing the name of Division of Family and Youth Services (DFYS) to Office and Children's Services (OCS). Additionally, OCS has also updated form E5141.4(b). These changes update our forms to reflect the changes made by the State.

The administration recommends approval of these revisions.



July 12, 2004

TO: Board of Education

FROM: Tim Peterson, Director, Human Resources

THROUGH: Guy Fisher, Assistant Superintendent

SUBJECT: Approval of New Teacher Assignments/2004-05 Item – 10 a (6)

It is recommended that the following teacher assignments be approved for the 2004-05 school year:

<u>RESIDENCE</u>	<u>NAME</u>	<u>DEGREE</u>	<u>INSTITUTION</u>	<u>MAJOR</u>	<u>ATC</u>	<u>EXP</u>	<u>ASSIGN</u>
Sherwood, Oregon	Jason Bickling	MAT	George Fox University, Newberg, Oregon	Education	Mathematics	=====	6-10 Generalist, at Port Graham School
Sherwood, Oregon	Teresa N. Bickling	MAT	Oregon State University, Newberg, Oregon	Physical Ed.	Physical Ed.	5 States	K-4 Teacher at Port Graham School
Soldotna, AK.	Lucinda Holland	MS	University of Oregon, Eugene, Oregon	Special Ed, Early Intervention	Special Education, Learning Disability K-9/ Mentally Handicapped K-9/ Early Childhood	6 States	Special Education / Resource Teacher at Sears Elementary
Soldotna, AK	Michael T. Audette	BA	University of Alaska, Fairbanks	Music Education K-12	Music	2 KPBSD 3 AK.	Music Teacher at Sterling/ Tustumena
St. Paul, Minnesota	Neil C. Denny	BA	University of Minnesota, Twin Cities, MN.	History	Special Ed, Behavioral Disorder; Special Ed. Emotionally Disturbed; Social Studies	3 States	Temporary Teacher, Special Ed/E.H. at West Homer Elementary

July 12, 2004

TO: Board of Education

FROM: Tim Peterson, Director, Human Resources

THROUGH: Guy Fisher, Assistant Superintendent

SUBJECT: Approval of Tentative Non-tenure Teacher Assignments/2004-05 Item 10 (a) 7

It is recommended that employment for the following non-tenure teachers be approved for the 2004-05 school year. The following lists a tentative assignment for the non-tenured teachers:

<u>Employee</u>	<u>Location</u>	<u>Assignment</u>	<u>Certification</u>
Deborah Harris	Districtwide	Art Specialist	K-8 Elementary Education K-8 Art 7-12 Art
Suzanne Haines	Homer Area	Teacher-Gifted	Elementary Education K-8 Journalism English
Janet Szajkowski	Homer Area Connections Program	.50 FTE Teacher	Elementary
Agusta Lind	Seward Area	Teacher-Gifted	Elementary Education
Suzanne Bishop	Kachemak-Selo School	Teacher, Grades 7-8	Secondary/Social Studies Secondary/History
Christine Faber	Kachemak Selo School	Temporary, Title I Teacher	Pre K-12 Special Ed K-8 Elementary Education
Karl Kircher	Kaleidoscope Charter School	Teacher, Grade 2/3	K-8 Elementary Education K-8 Geology
Dawn Brighton	Kenai Central High	.75 FTE Language Arts-Yearbook	4-12 English
Andrea Cacek	Kenai Central High	Teacher, High School Art/Photography	K-12 Visual Arts
Vicki Hollingsworth	Kenai Middle School	Temporary, 6 th Grade Teacher/Language Arts	K-8 Elementary Education K-8 Natural Science
Geoffrey Glover	Nanwalek Elem/High	Teacher- Grades 3-6	K-6 Elementary Education

Page 2

<u>Employee</u>	<u>Location</u>	<u>Assignment</u>	<u>Certification</u>
Ned Clooten	Nikiski Middle/High	Science Teacher	7-12 Chemistry 7-12 Biology Coaching
Lisa Rolph	Redoubt Elementary	.50 FTE Temporary/ .50 FTE Permanent Grade 4 Teacher	K-8 Elementary Education
Christy Mulyca	Seward High School	Business/Technology Education	9-12 Business Education
Karlene D. Meyers	Soldotna Elementary	.50 FTE Temporary/ .50 FTE Permanent Grade 6	5-8 Middle School
Tania Patiro	Voznesenka	Teacher 6-12 Science/ Generalist	K-8 Elementary Education 9-12 Biology

July 12, 2004

TO: Board of Education

FROM: Tim Peterson, Director, Human Resources

THROUGH: Guy Fisher, Assistant Superintendent

SUBJECT: Approval of Non-tenure Teachers for Tenure /2004-05 - Item 10 a (8)

It is recommended that employment and tenure for the following non-tenure teachers be approved for the 2004-05 school year. The following assignments are tentative:

Location	Employee	Assignment	Certification
Aurora Borealis Charter School	Don Drury	Grade 3 Teacher	K-8 Elementary Education K-12 Reading
Homer High School	Linda Hampson	School Counselor/ Secondary Teacher	Sec/History Sec/Special Ed-LD K-12 School Counselor
Homer Middle School	Sandra Hudson	Social Studies Teacher	K-8 Elementary Education
Kachemak Selo	Ed Frink	Teacher-Generalist	Secondary Secondary/English
Redoubt Elementary	Cindy Hurst	Grade 3 Teacher	K-8 Elementary Education
Seward Middle/High	Daniel Krier	Teacher-Generalist/ Science	Secondary Sec/Physical Education Sec/Biological Science
Soldotna Elementary	Erin Southwik	Elementary Music	Music
Spring Creek High School	Christopher Lau	Generalist	7-12 LA/Humanities 7-12 English
Voznesenka	Krista Etwiler	Temporary Title I/ Migrant Teacher	K-8 Elementary

July 12, 2004

TO: Board of Education

FROM: Tim Peterson, Director, Human Resources

THROUGH: Guy Fisher, Assistant Superintendent

SUBJECT: Approval of Resignation - Item 10a (9)

It is recommended the following resignation be approved:

Karen Davis	Librarian	Seward Middle/High Effective the end of the 03-04 school year
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July 12, 2004

TO: Board of Education
FROM: Tim Peterson, Director, Human Resources
THROUGH: Guy Fisher, Assistant Superintendent
SUBJECT: Approval of Leave of Absence Request/Support- Item- 10 a (10)

It is recommended that the following request for unpaid leave of absence be approved:

Susan Evanson

Records Clerk

Federal Programs/Grants
Effective the 04-05 school year

Kenai Peninsula Borough School District

Sam Stewart, Assistant Superintendent
148 North Binkley Street Soldotna, Alaska 99669-7553
Phone (907) 714-8858 Fax (907) 262-9645

MEMORANDUM

To: Board of Education

From: Sam Stewart, Assistant Superintendent

Date: June 16, 2004

Re: Revisions to [BP 4119.12](#) and, [BP 5137](#)

The administration recommends that BP 4119.12 and BP 5137 be amended by adding the language “or any other real or perceived difference”. The recommended language makes it clear that harassment will not be tolerated for any reason.

The attached policies with the recommended changes are presented for first reading.



Kenai Peninsula Borough School District
Site Council Annual Evaluation Form
Due to Superintendent by June 1.

School: Chapman School

Meeting dates and approximate attendance for this school year:

Sept 9, 2004	12
Nov 19, 2004.....	6
Feb 18, 2004.....	7
Apr 21, 2004.....	7
May 12, 2004.....	6
May 26, 2004.....	12

What steps did the council take towards achieving the school goal(s)?

The council was aware of minimal disruptions (when scheduling guests, or performances) of regular classroom instruction.

The council used fund-raising activities to help fund supplies for classroom teachers.

The council organized efforts to 'man the library' at a time when we do not have a regular librarian. This was a tremendous help for all students in the building. Our school goal of reading and acquiring new books made this focus on the library effective and timely.

Which topic discussed/acted upon by your council led most significantly to the improvement of student learning? Explain.

Through the efforts of the Parents Group (& Site Council), a grant of \$500 was procured to help stock the library.

List other significant topics discussed during site council meetings this year.

AYP status (we are at Level 1).

School closure and staffing issues (all year)

School goals.

Scheduling of community events in the building.

Is there an area where your council could benefit from additional training or information?

Getting together with other Councils in area for support and ideas.

General Comments

This is a strong and dedicated group that works together with the Parents Group to support the programs at Chapman School.

Note: This form will be included in an information packet for Board of Education members.

Kenai Peninsula Borough School District
Site Council Annual Evaluation Form
Due to Superintendent by June 1.

School- Cooper Landing School

Meeting dates and approximate attendance for this school year:

9-11-03/ 8 people present
10-02-03/ 12 people present
11-06-03/ 8 people present
2-05-04/ 7 people present
3-04-04/ 7 people present
3-30-04/ 10 people present
5-21-04/ 5 people present

What steps did the council take towards achieving the school goal(s)?

- The Council members and parents provided financial assistance to purchase additional materials for instruction and intervention. They also provided dependable and frequent volunteer scheduling and assistance through the school day in our one-teacher school.

Which topic discussed/acted upon by your council led most significantly to the improvement of student learning?

- We discussed the impacts of reduced teaching staff on the classroom, and we asked for a PAC member to assist us in coordinating a volunteer schedule to help us have more regular and dependable volunteer assistance. Through the regular involvement of volunteers (many of whom were retired educators!) we were able to provide additional adult assistance during the math and language arts instruction. This provided the teacher the opportunity to focus on a single math group at a time, while another adult was around to answer questions and help students remain on task.

List other significant topics discussed during site council meetings this year.

- Enrollment concerns
- Staffing and programmatic needs of the school
- Possible school closure
- Field trip activities
- Funding of a noon-duty position

Is there an area where your council could benefit from additional training or information?

- There is nothing that we currently desire assistance with.

General Comments

Kenai Peninsula Borough School District
Site Council Annual Evaluation Form
Due to Superintendent by June 1.

School: FIREWEED ACADEMY 2003/04

Meeting dates and approximate attendance for this school year:

First and third Wednesday of each month.
Average of six people in attendance at each meeting.

What steps did the council take towards achieving the school goal(s)?

Set up Math and Language arts Open House. Set up two after school programs that targeted writing and mathematics skills.

Which topic discussed/acted upon by your council led most significantly to the improvement of student learning? Explain.

Allocated student activity funds for several artists in the schools, field trips.

List other significant topics discussed during site council meetings this year.

Enrollment
Facility issues
Scheduling

Is there an area where your council could benefit from additional training or information?

Facilities

General Comments

The school has increased enrollment to 34 students and has a waiting list of 18. Growth is limited due to facility deficits.

Note: This form will be included in an information packet for Board of Education members.

Kenai Peninsula Borough School District
Site Council Annual Evaluation Form
Due to Superintendent by June 1.

School: Homer Flex

Meeting dates and approximate attendance for this school year:

December 15, 2003 (4 present), May 13, 2004 (telephonically, 4)

What steps did the council take towards achieving the school goal(s)?

The continued support of the Flex program and staff through our interagency safety networking, especially in the realm of the social and emotional needs of our students. When our students have issues/problems in this area, their academic learning becomes secondary.

Which topic discussed/acted upon by your council led most significantly to the improvement of student learning? Explain.

The site council's advocacy for and support of the social/emotional needs of the students.

List other significant topics discussed during site council meetings this year.

Each of these informal meetings were reports from the administrator on the success of the Flex program, the assessment results and NCLB issues, the financial difficulties of the KPBSD and the need for communication to the legislature, and the social/emotional needs and struggles of the students.

Is there an area where your council could benefit from additional training or information?

Not at this time

General Comments

Note: This form will be included in an information packet for Board of Education members.

Kenai Peninsula Borough School District
Site Council Annual Evaluation Form
Due to Superintendent by June 1.

School: Homer High School

Meeting dates and approximate attendance for this school year:

2 September 2003 - 14; 14 October 2003 - 6; 11 November 2003 - 12; 9
December 2003 - 8; 13 January 2004 - 12; 10 February 2004 - 8; 9 March
2004 - 9; 6 April 2004 - 6; 11 May 2004 - 6

What steps did the council take towards achieving the school goal(s)?

This year our Site Council was deeply involved in moving the school forward in three main ways. First: The group has monitored our progress on the HSGQE. Though our passing percentages declined on the test administered in February, 2004, Site Council has collaborated with our staff in providing a focus and a locus of discussion regarding the goal of improving our passing rate. Second: For years Site Council has been interested in reducing student use of drugs and alcohol and in reducing other risky behaviors. During the week of 8 December 2003 Site Council sponsored several events, including a Symposium on Drugs, Alcohol, and Other Risky Behaviors, at Homer High. The program touched all students and reached out as well to the larger community. A clear statement was made that our school and its parents are deeply concerned that our students be safe. Third: Site Council played a role in establishing a new set of goals for SY 2004 - 05 that focus on enhancing the experience of freshmen coming to high school for the first time. In addition to these main activities, Site Council throughout the school year has entertained discussions on a number of issues of concern to parents, teachers, and students. Students are represented on the Site Council by our elected student government president and vice president, and they keep the group informed of student activities. From time to time parents approach the group to discuss matters that are current, as did one group at the May meeting. Those parents wanted to discuss the daily schedule at HHS and to determine how it best might be used to expand student opportunities.

Which topic discussed/acted upon by your council led most significantly to the improvement of student learning? Explain.

Clearly the Symposium in December had the greatest single impact of any Site Council activity. Many students were touched by the presentations and the community was drawn into the process by the Coffee Table program on KBBI. The social service agencies that conducted our sessions with each class also became an integral part of the program. Beyond that, the Site Council's steady involvement in the school development process has impacted our school's direction each year. Their concern for our freshmen certainly influenced the direction of next year's goals.

(Homer High continued)

List other significant topics discussed during site council meetings this year.

Our Site Council spent quite a large amount of time focusing on legislative issues, the co-curriculars issue, and school funding and staffing in general. The group also spent the requisite amount of time covering required co-curricular funding reports each quarter, and focused on reports concerning the discipline program at HHS. A feature of each meeting was a Student Council report, except when the student members did not attend. One issue that was a focus early in the school year grew out of concerns about the school dress code. In each case the group pursued issues until they achieved closure.

Is there an area where your council could benefit from additional training or information?

Each year our membership changes, and it is important for at least the new members to have the appropriate training. The training sessions are offered in Soldotna, and very often our members are unable to attend. If those introductory sessions could be presented in Homer, our Site Council would benefit greatly.

General Comments

The Homer High School Site Council each year plays a key role as a forum for discussion and as a vehicle for entertaining input into the workings of our school from parents, staff, and students. These conversations are of great value and have a significant impact upon the direction we take each year. Our school goals flow from a collaboration between Site Council and the staff, and issues that arise from time to time often are faced mainly through Site Council discussions. Its functions, its composition, and its format are ideally suited to enhance the way our high school works to educate students and to produce collaborative educational efforts within our community.

Note: This form will be included in an information packet for Board of Education members.

Kenai Peninsula Borough School District
Site Council Annual Evaluation Form
Due to Superintendent by June 1.

School: Homer Middle School

Meeting dates and approximate attendance for this school year:

9-17-04 8 present
10-23-03 9 present
11-20-04 22 present
1-14-04 7 present
4-22-04 5 present
5-20-04 13 present

What steps did the council take towards achieving the school goal(s)?

The HMS Site Council:

- established priorities for and adopted school goals
- facilitated communication between parents and school
- promoted parent training
- made decisions on class size, master schedule and programs
- supported our "Catch Up Days"
- evaluated progress on school goals

Which topic discussed/acted upon by your council led most significantly to the improvement of student learning? Explain.

The topic addressed by the HMS Site Council that most affected student learning was the issue of shared accountability through accurate and timely communication between home and school regarding student progress. All stakeholders understood that the ongoing student grades in the teachers' gradebook should reflect student performance on Alaska State Standards as assessed by the teachers on daily assignments. Teachers were expected to update their grades at least once each week to allow parents and students the opportunity to monitor student progress. Since parents could maintain an ongoing knowledge of student progress, they could support and assist students in producing quality work. The ability of parents to see ongoing class grades ultimately represent the school's primary mode of communication between home and school.

List other significant topics discussed during site council meetings this year.

parent training- dealing with difficult children
class size and bubbles for advanced math
impact of Quest on other school programs
impact of budget on school services
Aspirations program
impact of Connections students in HMS classes
changing promotion to daytime
HMS test data
Co-curricular reports

Is there an area where your council could benefit from additional training or information?

It would be valuable for Site Council members to be able to receive some of the same training and information that principals get so everyone is on the same page. In the past, this was accomplished via "Skills for Excellence."

General Comments

The opportunities for site councils to make decisions about goals of substance decreases as the number of mandates for schools increase. Examining the number of inservice days that are free of mandated trainings is a good indicator of the time available for school staff to make changes in the schools.

Note: This form will be included in an information packet for Board of Education members.

Kenai Peninsula Borough School District
Site Council Annual Evaluation Form
Due to Superintendent by June 1.

School- Hope School

Meeting dates and approximate attendance for this school year:

9-11-03/ 9 people present
10-09-03/ 8 people present
11-14-03/ 13 people present
1-08-04/ 6 people present
2-11-04/ 6 people present
3-11-04/ 10 people present
4-1-04/ 10 people present
5-06-04/ 7 people present

What steps did the council take towards achieving the school goal(s)?

- The Council members and parents provided financial assistance to purchase additional materials for instruction and intervention. They also acted as a liaison with the community, helping shed positive light on the school within the community. A significant step the council took was in supporting the purchase of new software to support work towards the school goal.

Which topic discussed/acted upon by your council led most significantly to the improvement of student learning?

- The site council actively supported the acquisition of new software for our computers by raising funds and providing feedback into the software selection process.

List other significant topics discussed during site council meetings this year.

- Enrollment concerns
- Field trip activities
- Compliance with BP1230

Is there an area where your council could benefit from additional training or information?

- There is nothing that we currently desire assistance with.

General Comments

- The council is waiting for district approval to enter into a MOA with the Hope/Sunrise Community Library to become listed under the library's non-profit

charter.

Kenai Peninsula Borough School District
Site Council Annual Evaluation Form
Due to Superintendent by June 1.

School K-Beach Elementary

Meeting dates and approximate attendance for this school year:

September 15, 2003

October 20, 2003

November 17, 2003

January 12, 2004

February 9, 2004

March 8, 2004

April 19, 2004

May 17, 2004

We averaged approximately 8 adults per meeting.

What steps did the council take towards achieving the school goal(s)?

- Assessment scores and AYP were reviewed with the site council. Strategies were built within the various grade levels with classroom teachers.
- The in-service plan was evaluated to insure that the needs of students and staff were met. Discussion re: new technology program (ed line), homeroom.com, and curriculum mapping occurred. Title I plan, parent meetings and family fun nights were reviewed. Analysis of each quarter was reviewed.
- Letter filed with central office to address staffing and overcrowding at K-Beach Elementary.
- .Discipline policy, budget (quarterly reports), co-curricular funding, grant discussion, and staffing were reviewed.

Which topic discussed/acted upon by your council led most significantly to the improvement of student learning? Explain.

Definitely, the review of assessment scores and the various reports we were able to obtain from Loretta Bixby. Comparing pre and post data; discussing how we would implement the 21st Century grant and how community and other constituents would assist.

List other significant topics discussed during site council meetings this year.

Administrative/Instructional

- *Staffing issues discussed and addressed with central office and school board
- *Faculty Handbook on line in electronic format, forms for staff to access on line
- *OSHA/Blood Borne/Critical Incident/Evaluation/1st Aid-CPR Training/ Ed line and Curriculum Mapping
- * Jump Start Program
- *SQUIRT (Silent Quiet Uninterrupted Individual Reading Time)
- *Math-a-thon
- *Summer School
- *Foster grandparent program renewed – 3 years
- *Retained students showed growth
- *Bus driver meeting
- *Playground aide
- *21st Century Grant, General Mills, and AIS grants written
- *Discipline policy reviewed
- *Math Curriculum input
- *Math Night- Title 1 and 5th grade
- *Bingo for Books
- *Curriculum maps developed at each grade level
- *Dibels & CBM completed; assessments reviewed
- *Bus safety Week modified
- *Staff Wellness Program
- *Breakfast Program adopted and volunteers in place
- *Terra Nova and Bench Mark Testing
- *Therapy Dog program
- *Consistent wall display of student work coupled with standards
- *Title 1 Study Skills after school
- *Homeroom.com
- *Gretchen – AAPHERD Conference
- *Irma and Gloria Open Court Conference
- *Scholarships for Mrs. Sweeney and Mrs. Peterson for staff development
- *Ms. Furlong to take Bullying class in Anchorage
- *Secretaries trained on Discovery program
- *Teachers grades 2-5 developing writing and math prompts & rubrics
- *Teachers trained on new attendance and ed line programs

Presentations/Programs

- *RIGS assembly
- *Kindergarten Parent Orientation
- *Donuts for Dads
- *Volunteer Tea
- *Fire Safety

- *Veteran's Day Assembly and Veteran's Wall on display
- *PTA Reflections- 4 students went on to state competition
- *Forensics-14 students placing in the district competition
- *Battle of the Books
- *Love of reading Activities - month of February
- *1st grade transportation unit; they also participated in the St.Patrick's Day Parade
- *Christmas Musical-"The Littlest Reindeer"
- *Spring musical – "Oliver Twist"
- *Student digital photography displayed at central office.
- *K-Beach Gazette School newspaper up and running by students/parents/teachers w/ support from the Clarion, Unocal (Mrs. Misner & Zack)
- *Trunk or Treat
- *Artist in Residence- grant monies received for Eddie Woods
- *CEF/Soccer /Team Handball/Boys & Girls Club/ Morning Gym/Intramurals
- *Jump for Heart; Presidential Fitness Challenge (parent/ staff/ student recognition)
- *DARE program
- *Talent Show
- *Running Club and students in the Heart Run in Anchorage
- *6th grade continuation ceremony
- *Debbie Tressler and Connie Meyer – Golden Apple
- *Linell McCrum – BP Teacher of Excellence
- *Astronaut visitation
- *Crafter's Club
- *Star Lab
- *Hand Print Mural

Custodial/Maintenance

- *Capital Improvement walk through-focus on 6 keys areas
- *Shed arrived
- *Carpet installed during Christmas break
- *Carpet in 6 classrooms – Spring break
- *Air Quality committee started
- *New library chairs
- *White board – Mrs. Peterson
- *Toilet paper dispenser for primary bathrooms ordered
- *Soap Dispenser in gym
- *New toilet – faculty bathroom
- *New snow blower
- *Lighting replaced throughout the school
- *New student tables – Verhelst

Is there an area where your council could benefit from additional training or information?

Assessment analysis

General Comments

None

Note: This form will be included in an information packet for Board of Education members.

Kenai Peninsula Borough School District
Site Council Annual Evaluation Form
Due to Superintendent by June 1.

School: Kachemak Selo School

Meeting dates and approximate attendance for this school year:

Aug. (no mtg), Sept. 17 (15), Oct. 15 (9), Nov. (no mtg), Dec. 17 (15),
Jan. (no mtg), Feb. 18 (15), Mar. 17 (12), Apr. 21 (9), May 19 (17)

What steps did the council take towards achieving the school goal(s)?

Our site council have been very active in supporting our efforts to increase instructional space at the school. Lack of space is the number one instruction problem at the school, and it is hampering instruction at all levels. The community made a formal request for funding to build a new school through the Borough Planning process. The council has been very supportive in assisting the school in getting almost 100% of parent surveys back for which funding is based on for our Title 1/ Mirgrant program.

Which topic discussed/acted upon by your council led most significantly to the improvement of student learning? Explain.

Parents have given the approval for teachers to have computer on their desks in the classrooms. This will big step forward and will greatly increase the efficiency of our teachers. Student are still not allowed to use computers.

List other significant topics discussed during site council meetings this year.

Overcrowding, projected enrollment, school maintenance, Nurse/Health issues, Village water problems, school calendars, attendance, staffing, LNCB, budget, Title 1, testing, Bilingual program, lack of summer school, and graduation.

Is there an area where your council could benefit from additional training or information?

New school construction and funding

General Comments

Our site council has been very active and supportive during the '03-'04 school year.

Note: This form will be included in an information packet for Board of Education members.

Kenai Peninsula Borough School District
Site Council Annual Evaluation Form
Due to Superintendent by June 1.

School: Kenai Alternative High School

Meeting dates and approximate attendance for this school year:

October 2, 2003, January 13, 2004, April 7, 2004 and May 5, 2004.
About 9 people attended each meeting.

What steps did the council take towards achieving the school goal(s)?

Provided guidance, suggestions and support.

Which topic discussed/acted upon by your council led most significantly to the improvement of student learning? Explain.

Support of the school's breakfast program.

List other significant topics discussed during site council meetings this year.

The continued partnership with Kenai Peninsula College's Learning Center, CICADA and the Office of Children's Services (OCS).

Is there an area where your council could benefit from additional training or information?

Our continual homeless and/or transiency rate. Both of which are too high to allow the school to effectively achieve AYP.

General Comments

This form seems reduntant given the minutes/agenda that we already submit for each meeting.

Note: This form will be included in an information packet for Board of Education members.

Kenai Peninsula Borough School District
Site Council Annual Evaluation Form
Due to Superintendent by June 1.

School: Kenai Middle School

Meeting dates and approximate attendance for this school year:

09/25/03	6 Present
10/23/03	7 Present
11/20/03	5 Present
01/29/04	7 Present
02/26/04	4 Present
04/15/04	6 Present
05/20/04	5 Present

What steps did the council take towards achieving the school goal(s)?

Building Goal: To improve student competency in math computation.

The site council was involved in developing and monitoring the goal throughout the school year. Student math work and teacher instructional strategies/activities were present at site council meetings.

Which topic discussed/acted upon by your council led most significantly to the improvement of student learning? Explain.

Master Schedule – Site Council members gave input on course offers and staff for the 2004/2005 school year. Council members were concerned over staff reductions and how it impacted course offerings.

Gear Up Program: Site Council members were updated on the progress of this program.

Inservice Activities: Site Council members suggested topics and were invited to attend.

KMS Site By-Laws: Site Council members reviewed and updated Site Council By-Laws.

Building Goal: Site Council members were active in monitoring this goal.

Student Test Results: Site Council members were kept updated on student academic progress. Example: AWA, Terra Nova and Benchmark results.

After School Tutor Program: Site Council members supported using magazine money to finance our "After School Tutor Program."

School Budget: Site council members reviewed how the school budget was developed and allocated to different departments.

Site council members monitored the field trips taken by students.

Discussed the issue of having ABC students involved in co-curricular activities at KMS.

List other significant topics discussed during site council meetings this year.

Student Handbook: Student Council members approved revised handbook rules.

Aspiration Mentor Program: Site Council approved the implementation of a mentor program at KMS for the 2003/2004 school year.

Site council members were updated on the impact of AYP results. (School Year Improvement Plan)

Parent & Student Orientation: Site Council reviewed our new student & parent orientation programs.

Reviewed our Intruder Drill procedures for KMS – Site Council supported quarterly intruder and earthquake drills with students at KMS.

Site Council members discussed how to support Proposition 1 vote.

Superintendent's consolidation reported was discussed.

Look into the issue of changing attendance boundaries for students in the K-B area.

Is there an area where your council could benefit from additional training or information?

Work with site council members to develop and implement an effective lobbying program

to obtain adequate state funding for education.

General Comments

Note: This form will be included in an information packet for Board of Education members.

Kenai Peninsula Borough School District
Site Council Annual Evaluation Form
Due to Superintendent by June 1.

School: McNeil Canyon Elementary

Meeting dates and approximate attendance for this school year:

25 Sep 03 (10), 11 Nov 03 (9), 27 Jan 04 (10), 30 Mar 04 (9), 11 May 04 (10)

What steps did the council take towards achieving the school goal(s)?

The school goal in reading and the Title I goal in reading were fully supported by our site council as they strongly agreed with the use of our Title I staff in the area of reading support. The council is also very supportive of the After School Learning Lab that has been very successful for several years now.-

Which topic discussed/acted upon by your council led most significantly to the improvement of student learning? Explain.

Their continued support for the integration of the arts in the academic program is significant in these times of declining funding. There is a commitment of the highest level to providing a whole child learning environment at McNeil and not just the specific focus on the core academics. This council believes that if the whole child is taught well their assessment results in those core academic subjects will reflect that effort.

List other significant topics discussed during site council meetings this year.

Assessment data reviewed from standardized test results and regular CBM assessment.
Review of progress toward site goal and Title I goal.
Discussion of site goals for upcoming school year.

Is there an area where your council could benefit from additional training or information?

None

General Comments

The site council at McNeil Canyon is solid group of parents, teachers, and community members who work well together and share a common concern of doing what is best for the students that call McNeil their school. It is always a pleasure to work with them.

Note: This form will be included in an information packet for Board of Education members.

Kenai Peninsula Borough School District
Site Council Annual Evaluation Form
Due to Superintendent by June 1.

School- Moose Pass School

Meeting dates and approximate attendance for this school year:

- September 15- 13 people present
- November 20- 8 people present
- February 2- 10 people present
- April 8- 15 people present

What steps did the council take towards achieving the school goal(s)?

- The council provided dependable and frequent volunteer scheduling and assistance through the school day, as well as provided support for our Family Math Nights.

Which topic discussed/acted upon by your council led most significantly to the improvement of student learning?

- The discussion regarding the academic progress of our students as demonstrated by our test scores and the resulting input provided valuable guidance to the staff in selecting an area of emphasis for next year's School Development Plan. As a result of this discussion, parents have a heightened awareness of the student achievement level in our school, and have begun brainstorming ways to assist the school in meeting the needs of our students.

List other significant topics discussed during site council meetings this year.

- Assessment data
- Staff reductions
- State funding of education
- Cyclical impacts of decreased staffing and declining enrollment

Is there an area where your council could benefit from additional training or information?

- There is nothing that we currently desire assistance with.

General Comments

- The Council had a very positive year and enjoyed the regular communication

between the building administrator and Council leadership.

Kenai Peninsula Borough School District
Site Council Annual Evaluation Form
Due to Superintendent by June 1.

School: Nanwalek Elem/High School

Meeting dates and approximate attendance for this school year:

Meeting dates were: 9/29/03; 10/30/03; 12/11/03; 3/8/04; 4/22/04;
5/14/04

Attendance at these meetings averaged 63 percent.

What steps did the council take towards achieving the school goal(s)?

The council held regularly scheduled meeting to discuss educational and village concerns about education. Discussions on how Project Grad would benefit the school and community.

Which topic discussed/acted upon by your council led most significantly to the improvement of student learning? Explain.

Improvement of math levels within each grade level and researching new programs to improve school learning. ie: Passkey, Aleks, and Illuminate. Site council supported the Upward-bound program so that students can succeed at higher education.

List other significant topics discussed during site council meetings this year.

School improvement progress, capital projects, attendance, tardies, Project Grad, Bilingual program and the school handbook.
A major discussion was the resignation of the school principal and the options for his replacement.

Is there an area where your council could benefit from additional training or information?

Our council could benefit from training on how to get students to school on time and ready to work when they arrive. How to get more parent involvement and support in the school. Training on how to adjust student anger management and ways to improve upon the discipline and options to suspensions would also be helpful.

General Comments

We as a site council would like to support a career fair day, possibly with Project Grad.

**Kenai Peninsula Borough School District
Site Council Annual Evaluation Form
Due to Superintendent by June 1.**

School: Nikiski Elementary School

Meeting dates and approximate attendance for this school year:

9-13-03, 9-30-03 Tri-Council, 11-17-03, 1-27-04 Bi-Council, 1-27-04 Tri-Council, 2-2-04, 3-10-04 Bi-Council, 4-8-04 Bi-Council, 5-13-04 Bi-Council
Minutes Forthcoming. Attendance is listed on each of the attached minutes.

What steps did the council take towards achieving the school goal(s)?

Council goals were focused on the consolidation of the two schools. Although, individual discussions took place on a number of issues, most all led back to the consolidation. The committees that were set up to work on consolidation issues had a number of parents involved, some of which were Site-Council representatives. We met all of the district requirements in regards to discipline policies and budget. Our budget disclosure was done at two of the regular meetings.

Which topic discussed/acted upon by your council led most significantly to the improvement of student learning? Explain.

This year was not a typical school year because our committees were focused on the consolidation of the two schools. One issue that did receive a lot of discussion and work was the application for the Reading First Grant. Although we did not receive the grant, the discussion led to programmatic changes that were very positive for students.

List other significant topics discussed during site council meetings this year.

Annual Yearly Progress was covered in detail after the state issued their reports. Our Title I program has always been a point of discussion. Assessment results are shared in a timely manner, and we also discussed the new Bylaws for the new school!

Is there an area where your council could benefit from additional training or information?

Additional training on the impact of AYP and the downsizing issues would benefit the council. Both of these topics will continue to generate much discussion.

General Comments

Over the last four years, we have had tremendous councils to work with. Both parents and staff members have been supportive, proactive and positive in dealing with issues as they came up. The work done on the consolidation project was superb and the community is generally supportive of the consolidation. I attribute this to the process employed and the involvement of so many in the decision making process.

Note: This form will be included in an information packet for Board of Education members.

Kenai Peninsula Borough School District
Site Council Annual Evaluation Form
Due to Superintendent by June 1.

School: Nikiski Middle High School

Meeting dates and approximate attendance for this school year:

9/9/03 (11) 10/14/03 (11) 12/9/03 (9) 1/13/04 (8) 2/10/04 (11)
3/9/04 (11) 4/13/04 (7) 5/11/04 (8)

What steps did the council take towards achieving the school goal(s)?

As a site council, we discussed the ramifications of AYP and how it will affect our school and students. We discussed possible ways to help the school attain AYP. We are working with our PTSA to make sure that healthier foods are available to the students through the snack shop before and during school.

Which topic discussed/acted upon by your council led most significantly to the improvement of student learning? Explain.

As a group we discussed the changes to our student handbook. Discipline will be more streamlined to help students gain from a safe learning environment. Discipline will be expedient, fair and consistent. The changes that the school administration will enforce will help to decrease behavior that is detrimental to the learning of all students. A more consistent process of discipline will make it easier for teachers to conduct their classrooms for the benefit of the learning of all students who want to take advantage of the knowledge that each teacher shares.

List other significant topics discussed during site council meetings this year.

We will be implementing a new program for recognition of students who achieve high GPAs. It is called Academic Lettering. It will be similar to lettering in sports, where if a student maintains a GPA of 3.5 or higher for two consecutive semesters, they will a letter. We discussed the importance of offering advanced classes such as AP English to our students. We discussed homecoming traditions and senior traditions. Other topics included: open campus, consolidation, returning to a traditional 6 period day, an offer from Coca-cola to purchase new score boards in our gym (which we turned down), graduation policies, increasing news coverage of important things that are happening in our school, charter schools, and the process that we go through to elect the people who serve on our site council.

Is there an area where your council could benefit from additional training or information?

Nothing at this time, thank you.

General Comments

As a site council, we would like to have more involvement in the hiring process. It is listed as one of the duties of a site council and in the recent past, we have not been allowed to help in this process.

Note: This form will be included in an information packet for Board of Education members.

Kenai Peninsula Borough School District
Site Council Annual Evaluation Form
Due to Superintendent by June 1.

School: Nikolaevsk Elementary/High School

Meeting dates and approximate attendance for this school year:

11/3/03, 12/8/03, 1/15/04, 3/11/04, and 5/13/04 are dates we met, and we had approximately 6-8 members/visitors per meeting in attendance.

What steps did the council take towards achieving the school goal(s)?

The site council reviewed assessment information and our school program as compared with our stated goal of increasing student performance in the area of mathematics.

Which topic discussed/acted upon by your council led most significantly to the improvement of student learning? Explain.

Our continued discussions around staffing and filling classrooms with the absolute best teachers possible has led to the greatest gains in student improvement.

List other significant topics discussed during site council meetings this year.

School consolidation, co-curriculars, reduction of staff and configuration of classes/schedules, Project GRAD, and declining enrollment have all been significant sources of conversation again this year.

Is there an area where your council could benefit from additional training or information?

The Nikolaevsk Site Council would like more information regarding training of parent/community volunteers.

General Comments

As noted in board minutes and our own council minutes, Ms. Shari Conley will be the principal with teaching duties for Nikolaevsk in 2004-2005 as Mr. Terry Martin is transferring to Ninilichik School.

Note: This form will be included in an information packet for Board of Education members.

Kenai Peninsula Borough School District
Site Council Annual Evaluation Form
Due to Superintendent by June 1.

School: Ninilchik School

Meeting dates and approximate attendance for this school year:

Sept. 26th 2003-10 in attendance

Dec. 9th 2003- 40 in attendance.

April 29th 2004- 10 in attendance

May 20th 2004- 8 in attendance

What steps did the council take towards achieving the school goal(s)?

School goals were discussed and progress toward the goals was monitored when test scores were reviewed in the April meeting. Discussions have taken place about teacher delivery to students.

Which topic discussed/acted upon by your council led most significantly to the improvement of student learning? Explain.

The council feels that staffing has the most significant improvement on student learning. Each time we hire a new staff member their abilities are immediately put to work in the classroom delivery process. If this hire is an outstanding teacher the students gain. If they are poor the reverse of this statement takes place.

List other significant topics discussed during site council meetings this year.

We have discussed site needs in the custodial areas and staffing. We have discussed ongoing physical plant improvements. Test scores and student achievement were discussed.

Is there an area where your council could benefit from additional training or information?

Conduct of meetings and the processes that need to take place to make us a functioning group that is beneficial to the school.

General Comments

This school will continue to struggle with attendance area and will struggle with keeping the staffing in check with the student count. Our challenge in the future will be to continue to offer a diverse enough curriculum while keeping qualified staff in the building

Note: This form will be included in an information packet for Board of Education members.

Kenai Peninsula Borough School District
Site Council Annual Evaluation Form
Due to Superintendent by June 1.

School: 52 - North Star Elementary

Meeting dates and approximate attendance for this school year:

9/4/03 - 12 people
 10/2/03 - 9 people
 11/6/03 - 9 people
 12/4/03 - 7 people
 1/23/04 - 7 people
 2/13/04 - 9 people
 3/13/04 - 10 people
 4/18/04 - 12 people
 5/8/04 - 8 people

What steps did the council take towards achieving the school goal(s)?

The council included a Title I report at all meetings. The report focused on how the program was helping meet the school goal of 80% proficiency for all students on the reading fluency benchmark.

Which topic discussed/acted upon by your council led most significantly to the improvement of student learning? Explain.

The council discussed focusing the Title I support in the primary grades where it has been shown to be most effective. Additionally, the council supported the new direction of spelling/phonograms. We showed significant gains in K-2 DIBELS testing. Additionally, our 4th grade Terra Nova spelling subsection was higher than it has ever been.

List other significant topics discussed during site council meetings this year.

Due to the consolidation of the two Nikiski elementary schools, the site council met on three occasions as a joint site council. New bylaws were drafted and membership discussed. We will have a smooth transition next year. In addition, the joint site council discussed instructional recommendations for next year and supported the 90-minute leveled literacy block. The new school handbook was discussed including rules and consequences.

Is there an area where your council could benefit from additional training or information?

The council could benefit from training on how to run a meeting in regards to Robert's Rules.

General Comments

The consolidation of the schools was the major focus for the year. However, the council supported the HAWK's walking/running program during recess and an additional duty aide during recess. In addition, the council supported funding the band program during recess for students in grades 4th - 6th. The council also supported the piloted Water Safety Program run through the North Peninsula Recreation department. The council put forth a recommendation that the school once again hire an additional duty aide for the 2004-05 school year.

Note: This form will be included in an information packet for Board of Education members.

Kenai Peninsula Borough School District
Site Council Annual Evaluation Form
Due to Superintendent by June 1.

School: Paul Banks Elementary School

Meeting dates and approximate attendance for this school year:

9/15/03 10/27/03 11/24/03 1/26/04 2/23/04 3/15/04
4/20/04 Attendance for the meetings averaged eight people

What steps did the council take towards achieving the school goal(s)?

The Site Council reviewed and approved the school goals for the 2003/04 school year. Each Site Council member volunteered time to assist in the classrooms. The Council reviewed student achievement data and helped to develop and review strategies to meet the instructional needs of all students. The Site Council also assisted in the decision to offer a full day kindergarten program at Paul Banks Elementary beginning next school year.

Which topic discussed/acted upon by your council led most significantly to the improvement of student learning? Explain.

Kindergarten Curriculum.
Student Achievement Data
Intervention Strategies
Title One Program

All of these topics helped Site Council members to become more knowledgeable concerning the students, programs and staff at Paul Banks Elementary. This knowledge allowed Council members to make informed decisions.

List other significant topics discussed during site council meetings this year.

School Funding Title One Services
Magnet Schools
School Goals
NCLB

Is there an area where your council could benefit from additional training or information?

More information on school funding

More training on how the School District determines PTR.

General Comments

All members voiced concern about the need to find a stable and adequate funding source for public education in Alaska. The council is very concerned about the high PTR in grades k-3. The Council hopes that PTR for these grades will be lowered if and when funding becomes available.

Note: This form will be included in an information packet for Board of Education members.

Kenai Peninsula Borough School District
Site Council Annual Evaluation Form
Due to Superintendent by June 1.

School: Port Graham K-10 School

Meeting dates and approximate attendance for this school year:

September 9, 2003, apx 12

October 28, 2003, apx 12

November 25, 2003, apx 20

February 18, 2004, apx 12

March 4, 2004, apx 15

May 18, 2004, apx 8

What steps did the council take towards achieving the school goal(s)?

The SBC worked as a partner with other agencies to develop a grant proposal for the after school educational services.

Which topic discussed/acted upon by your council led most significantly to the improvement of student learning? Explain.

The Port Graham SBC worked towards dedicating a teacher to distance education support in order to train students on how to use the program. This led to improved performance of students in the program and increased achievements.

Support of project GRAD

List other significant topics discussed during site council meetings this year.

Staffing issues, water quality/lead issues, student discipline issues, possible school structure change, Native Youth Olympics, Alaska Federation of Natives Youth and Elders Week, field trips, ACLC Grant, AYP, Project GRAD

Is there an area where your council could benefit from additional training or information?

FERPA
Certified and Support Staff Contracts

General Comments

Note: This form will be included in an information packet for Board of Education members.

Kenai Peninsula Borough School District
Site Council Annual Evaluation Form
Due to Superintendent by June 1.

School: Razdolna

Meeting dates and approximate attendance for this school year:

25 Aug 03 (10), 15 Jan 04 (7), 16 Mar 04 (6), 18 May 04 (8)

What steps did the council take towards achieving the school goal(s)?

The Razdolna site council reviewed the assessment data in the areas of problem solving and used that information to plan how to address the specific needs of the Razdolna students. They were supportive of using the available fiscal resources to purchase materials that targeted that specific area and fostered the connection with the Title I program.

Which topic discussed/acted upon by your council led most significantly to the improvement of student learning? Explain.

The addition of an after school math club sponsored by Title I proved to be helpful in addressing the specific goal of improving their problem-solving skills.

List other significant topics discussed during site council meetings this year.

Consolidation of school sites was a significant topic that was discussed. It would appear from those conversations that the Razdolna people have no interest in bringing their children to another site.

Is there an area where your council could benefit from additional training or information?

None

General Comments

None

Note: This form will be included in an information packet for Board of Education members.

Kenai Peninsula Borough School District
Site Council Annual Evaluation Form
Due to Superintendent by June 1

School: Redoubt Elementary

Meeting dates and approximate attendance for this school year:

September 10, 2003 – October 8, 2003 – November 12, 2003 – January 14, 2004
February 11, 2004 – March 10, 2004 – April 7, 2004 – May 5, 2004 – May 26, 2004

Average attendance at each meeting: 8 – 10 members plus visitors.

What steps did the council take towards achieving the school goal(s)?

Redoubt Site Council reviewed our Reading goal and our assessment data throughout the 2003-04 school year. Reading interventions and various Title I Reading activities were reviewed and discussed. Budget and fundraising activity were discussed and approved. Programs such as “Project Reward” and “Project Roadrunner” were developed and approved by the Site Council to support our school goal(s).

Which topic discussed/acted upon by your council led most significantly to the improvement of student learning? Explain.

“Project Reward” is an incentive program to improve student attendance, encourage good citizenship and to strive towards academic excellence. Each quarter students who meet the criteria were rewarded accordingly. The focus on good attendance and good academic achievement supported our goal of improving readings. “Project Roadrunner”, which was our business/school partnership with Wells Fargo Banks and Safeway, also supported our reading goal through technical reading and supported our need to improve in the area of math computation.

List other significant topics discussed during site council meetings this year.

Student safety in our parent pick-up area, creating a second computer lab, school district funding, legislative issues, business/school partnerships, staff development training, adopting our soccer field for the summer, playground equipment replacement, Proposition No. 1, 2004-05 goal(s), Climbing wall in gym, fundraising activities, math interventions, writing interventions, Leap frog Phonics, 710 accounts, AYP, I-Team revisions/adoption, Tech team plan revisions/adoption, student handbook revisions/adoption and Site Council Bylaws revision/adoption.

Is there an area where your council could benefit from additional training or

information?

It might be a good idea for Site Councils to visit another site council meeting to study their process and to share ideas from school to school. We would encourage the superintendent's office to continue to offer legislative training sessions.

General Comments

During the 2004-05 school year, Redoubt will focus on continuing to build upon partnerships in education with our parents, business community and our population at large to better meet the needs of our Redoubt students.

Students 5141.4

Child Abuse and Neglect

Reporting Procedure for Suspected Child Abuse or Neglect

1. Within twenty-four (24) hours of suspecting child abuse or neglect, the person suspecting the abuse or neglect must do the following:
 - a. Telephone **[Office of Children's Services (OCS)]** ~~Division of Family and Youth Services~~ and report the suspected abuse after notifying the principal of the school, or designee, if available.
 - b. Complete the "Kenai Peninsula Borough School District Referral Form for Child Abuse and Neglect" and mail to the **[Office of Children's Services]** ~~Division of Family and Youth Services~~.
 - c. Submit the referral form to the principal for signature and mailing to the **[Office of Children's Services]** ~~Division of Family and Youth Services~~.
2. The principal places a copy of the form in his/her file "Suspected Child Abuse or Neglect File - Confidential". This form is not to be placed in the student's cumulative file or transferred. A second confidential copy is sent to the Instruction Office.
3. If a person from the **[Office of Children's Services]** ~~Division of Family and Youth Services~~ comes to the school to interview a child not under the control of **[OCS]** ~~DFYS~~, the school must have the agency person complete the "**[Office of Children's Services]** ~~Division of Family and Youth Services~~ School Interview Form." This form is to be filed in the confidential file established by the principal for child abuse/neglect reports. A copy of the child abuse report will be forwarded to the superintendent or designee.
4. In the case of a school employee suspected of child abuse, additionally, the Superintendent or designee will determine the appropriate personnel action.

(cf. 4117.4 - Dismissal)

(cf. 4118 - Suspension/Disciplinary Action)

DISTRICT

KENAI PENINSULA BOROUGH SCHOOL

Adoption Date: []

02/04/02

KENAI PENINSULA BOROUGH SCHOOL DISTRICT REFERRAL FOR SUSPECTED CHILD ABUSE OR NEGLECT

Within 24 Hours, Mail To:

Homer

Kenai/Soldotna

Seward

Office of Children's Services
3670 Lake Street, Suite 100
Homer, AK 99603
(235-7114)
Fax (235-2484)

Office of Children's Services
145 Main Street Loop, #100
Kenai, AK 99611
(283-3136)
Fax (283-9093)

Office of Children's Services
Box 148
Seward, AK 99664
(224-5236)
Fax (224-7436)

Telephone Report Made To:

_____ Name of Person/Title

_____ Date/Time

Or Messages Left At:

_____ Record The Time Each Message Is Left For DFYS To Return Your Call

_____ Name of Student Referred

_____ Date of Birth

_____ Sex/Race

_____ Grade in School

_____ Parent/Guardian Names

_____ Home Address

_____ Home Phone

_____ Work Phone/F

_____ Work Phone/M

Name(s) of Other Sibling(s): _____

Observations and statements made by the student leading to the suspicion of abuse or neglect. Include time and date of alleged abuse, name of alleged abuser, and relationship to student.

Is there a history of similar injuries?

Yes

When? _____

No

Unknown

Written Report Completed and Mailed By: Name/Title _____

_____ Date/Time

_____ School Name

_____ School Phone

Name of Reporter to Remain Confidential? Yes No

To Be Completed By the Principal or Designee Before Filing

Principal/Designee Signature Acknowledges This Confidential Referral to OCS

Principal/Designee Signature

Title

Distribute Copies To: Mail Original to Office of Children's Services
 Copy to Principal's Child Abuse/Neglect File--Confidential
 Copy to Assistant Superintendent Instructional Services

Revised: 6/4/04



STATE OF ALASKA

FRANK H. MURKOWSKI, GOVERNOR

**DEPARTMENT OF HEALTH AND SOCIAL SERVICES
OFFICE OF CHILDREN'S SERVICES**

Kenai Field Office
145 Main Street Loop Suite 100
Kenai AK 99611
O: (907) 283-3136
F: (907) 283-9093

TO: _____

DATE: _____

(Principal's Name)

(School)

RE: _____

I, _____, am a representative of the State of Alaska, Department of Health and Social Services, Office of Children's Services. Our Office has received a report of harm indicating that the child listed below, a student attending your school, may be a victim of abandonment, neglect, or abuse as defined by the laws of the State of Alaska.

CHILD: _____

DOB (if known): _____

Pursuant to Alaska Statute 47.17.027, School Board Policy, and the Memorandum of Agreement that is in existence between the Office of Children's Services and the Kenai Peninsula Borough School District, I wish to interview the above-named student at your school without obtaining prior permission from the student's parent/guardian. As a condition precedent to conducting this interview, I certify as to all of the following:

1. The Office has received a report indicating that the above-named student may be the victim of abuse or neglect;
2. The interview is necessary to determine whether abuse or neglect has occurred;
3. The interview is, in the opinion of the Office, in the best interest of the child;
4. The Office will make a diligent effort to notify the parent/guardian that the interview occurred as soon as feasible after the conclusion of the interview.

In the opinion of the Office, the presence of the District/School representative **WILL / WILL NOT** (circle one) be detrimental to the interview.

Signature

Title

Telephone

Name/Telephone of Supervisor

Revised 6/4/04