

KENAI PENINSULA BOROUGH SCHOOL DISTRICT

148 N. Binkley Street  
Soldotna, AK 99669

June 4, 2001

SCHOOL BOARD MEMBERS:

Ms. Deborah Germano, President  
Mrs. Sammy Crawford, Vice President  
Mrs. Debra Mullins, Clerk  
Mr. Joe Arness, Treasurer  
Dr. Nels Anderson, Member  
Mrs. Sandra Wassilie, Member  
Mr. Al Poindexter, Member

STAFF PRESENT:

Dr. Donna Peterson, Superintendent of Schools  
Mr. Patrick Hickey, Assistant Superintendent, Operations and Business Management  
Dr. Ed McLain, Assistant Superintendent, Instruction  
Mr. Todd Syverson, Assistant Superintendent, Human Resources

OTHERS PRESENT:

Ms. Terri Orr	Mr. John Andrews
Mr. Pat Dye	Mr. Jim White
Mr. John Pothast	Mr. Rick Matiya
Mrs. Melody Douglas	Mrs. Shana Loshbaugh
Mr. Tim Peterson	Mr. Dave Spence
Mr. Fred Colvin	Mr. Sam Stewart

Others present not identified.

CALL TO ORDER:

Ms. Germano called the meeting to order at 7:42 p.m.

PLEDGE OF ALLEGIANCE:

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

ROLL CALL:

Ms. Deborah Germano	Present
Mrs. Sammy Crawford	Present
Mrs. Debra Mullins	Present
Mr. Joe Arness	Present
Dr. Nels Anderson	Present
Mrs. Sandra Wassilie	Present
Mr. Al Poindexter	Present

APPROVAL OF AGENDA:

The agenda was approved with a revision to item Number 10a.(6), Approval of Resignation.

APPROVAL OF MINUTES:

The School Board Minutes of May 7, 2001, were approved with corrections. The location was changed from Soldotna to Seward, on page 257; the word "running" was replaced with the word "skiing" in the fourth paragraph on page 264; the first paragraph on page 269 was reworded; and the spelling of Mrs. Lynn Hohl and North Star was corrected on page 269.

COMMUNICATIONS AND PETITIONS:

Dr. Peterson reported that the State of Alaska sent a letter addressed to school administrators stating that only 8 of the 47 Alaskan districts that participate in the National School Lunch Program meet federal nutritional guidelines for healthy school meals. She noted that the Kenai Peninsula Borough School District was one of the 8 districts mentioned and extended her compliments to Mr. Lengenfelder and the Student Nutrition Services staff. She urged the Board to review the Superintendent's Report information submitted by the schools.

**AWARDS AND PRESENTATIONS:** The Board presented retirement gold pans to Mr. Fred Colvin and Ms. Terri Orr. The Board presented the golden apple award to Mr. John Andrews for his dedication to education and the District.

**SUPERINTENDENT'S REPORT:** Dr. Peterson reminded the Board of the Board Planning Session, June 5, 2001, 9:00 a. m. at Skyview High School.

Dr. McLain thanked the Board of Education, members of the current and former District administration, teachers, parents, students and community organizations for their contributions to education during his tenure on the Kenai Peninsula.

**Financial Report:** Mr. Hickey presented the financial report of the District for the period ending April 30, 2001.

**BOARD REPORTS:** Mrs. Wassilie reported that she serves on the Borough Reapportionment Committee, which will address the reconfiguration of Borough Assembly seats due to the population increase as indicated in the 2000 Census Report. She reported that during the May 31 meeting, Mr. Navarre informed the group that he will present a resolution to the Assembly authorizing the Committee to consider School Board districting. She stated that the Committee decided that they will discuss the issue on June 7 regardless of the outcome of the Assembly's action. She stated that it was recommended that another member of the School Board, as well as a member from the administration, be present. She stated that if the resolution does not pass, there may not be a need for the additional membership. She stated that she was appointed as a community member.

Mrs. Mullins reported that after six months of meetings, the Space Allocation Committee has not reached a conclusion. She noted that at the last meeting the Committee discussed lease space for the School District offices and a few of the Borough Offices. She stated that the Committee conducted a walk-through of THE old post office in Soldotna but that no decision has been reached. She stated that when more information is available she will share it.

Mr. Poindexter reported that he attended a meeting at Skyview High with members of the Kenai Soil and Water Conservation District, Mr. Bob Bright from the Borough, and staff members of Skyview and K-Beach Schools to discuss the construction of two or three greenhouses in the District. He reported that the group wishes to include School District science programs so that students can learn about trees and start seedlings for revegetation throughout the Borough. He stated that the greenhouse project provides a wonderful opportunity for District partnerships.

Dr. Peterson asked whether it is time for the Administration to comment to the Borough regarding the space allocation issue. Mrs. Mullins recommended that she share more in-depth information during the upcoming planning session or at a worksession and then the Board can advise Dr. Peterson of their position.

Mr. Arness suggested that the District administration propose a recommendation to the Board regarding space allocation of the central offices. Ms. Germano responded that the recommendation should be used as a show of support by the Board for the administration and forwarded to the Borough Assembly.

Dr. Peterson stated that she will write a recommendation regarding space allocation for the District central offices for the Board to review.

- recess: At 8:11 p.m., Ms. Germano called a recess.
- RECONVENE AFTER RECESS: At 8:13 p.m. the Board reconvened in regular session.
- CONSENT AGENDA: Items presented on the Consent Agenda were Approval of Budget Transfer; New Teacher Assignments 2001-2002; Leave of Absence Requests – Certified; Leave of Absence Request – Support; Long-Term Substitute Teacher Contracts; Resignations; Tentative Nontenure Teacher Assignment; and Tentative Nontenure Teacher for Tenure.
- Budget Transfer: Mr. Hickey recommended the Board approve budget transfer Number 525, which transfers \$250,000 to cover the purchase of computers for the Connections Program.
- New Teacher Assignments 2001-2002: Mr. Syverson recommended the Board approve teaching appointments for the 2001-2002 school year for Lana Esposito, special education/resource, Seward Elementary; Douglas Hogue, generalist, Connections Program; Amy Hogue, speech pathologist, Soldotna Elementary; Timothy Whip, migrant math (temporary), Homer area; and Don Drury, Grade 1/2 (50% temporary), Nikiski Elementary.
- Leave of Absence Requests – Certified: Mr. Syverson recommended the Board approve an unpaid leave of absence request (certified) for Kevin Hall, assistive technology specialist, Districtwide Special Services.
- Leave of Absence Request – Support: Mr. Syverson recommended the Board approve an unpaid leave of absence request (support) for Majorie Campbell, nurse, Mt. View Elementary.
- Long-Term Substitute Teacher Contracts: Mr. Syverson recommended the Board approve substitute teaching contracts for Judith Schmidt, special education/severe, Nikiski Middle/High; Raquel Pisa, special education/preschool, Sears Elementary; and Dina Marion, Grade 1/2, Paul Banks Elementary.
- Resignations: Mr. Syverson recommended the Board approve resignations effective the end of the 2000-2001 school year for LaVona Smith, Grade 1, Nikiski Elementary; Amy Fortunato, special education/emotionally handicapped, districtwide Special Services; Erika Gustafson, Grade 7 through 12, Tebughna School; and Ron Turner, vocational education, Susan B. English Elementary/High.
- Tentative Nontenure Teacher Assignment: Mr. Syverson recommended the Board approve tentative nontenure teaching assignments for Karen Ruebsamen, middle school coordinator, Soldotna Middle.
- Tentative Nontenure Teacher for Tenure: Mr. Syverson recommended the Board approve Mariah Wolf, a tentative nontenured teacher, for tenure.
- ACTION Mrs. Crawford moved the Board approve Consent Agenda Items Numbers 1 through 8. Mrs. Mullins seconded.
- Motion carried unanimously.
- Mrs. Crawford asked whether the status of teacher hiring is the same as in prior years. Mr. Syverson reviewed current District teaching vacancies but added that in some areas the District is further along than last year. He stated that he attended several job fairs in the Lower 48 and successfully recruited special education applicants.

BP 1312.2 AND AR 1312.2,  
Reconsideration of Instructional Materials:

Dr. Ed McLain recommended the Board approve BP 1312.2 and AR 1312.2, Reconsideration of Instructional Materials. He noted the revision makes a distinction between the request for reconsideration of a book or other material required by a teacher for student or classroom use and a request for reconsideration of a non-required or supplemental book or other material. Dr. McLain explained in detail the review process of each type of instructional material.

ACTION

Mrs. Crawford moved the Board approve revisions to BP 1312.2 and AR 1312.2, Reconsideration of Instructional Materials. Mrs. Mullins seconded.

Ms. Germano asked whether the removal of a book will come before the Board for action or end at the administrative level.

Dr. McLain explained that the Board is always kept informed when instructional materials are being reconsidered and noted that there is a Board member on the committee.

Motion carried unanimously.

FY02 Budget Revision:

Mr. Hickey recommended the Board amend and approve the FY02 budget to reflect \$90,587,864 in total; \$74,878,526 in operating fund; and \$30,390,101 in local contribution to the cap (\$6,086,948 in kind and \$24,303,153 appropriation). He noted that legislation passed during the past session increased the foundation formula by \$70 per student. He stated that the increase still leaves the District short in the general fund budget. He stated that even with money from the Learning Opportunity grant the District's operating fund budget is still deficient by \$270,000.

Mr. Hickey noted that the District has submitted a request to properly categorize Seward Middle/High School as two separate sites and if granted, will amount to approximately \$400,000 in revenue.

He noted that as a result of tax relief imposed by the state, the calculation for local contributions have changed and the Borough must reduce their amount by \$82,000.

ACTION

Mr. Arness moved the Board approve the FY02 budget to reflect a total of \$90,587,864. Dr. Anderson seconded.

Mr. Arness asked why the Board is approving the amended budget now when it will be necessary to approve it again later.

Mr. Hickey explained that the Board must approve the budget now because the Borough has specific requirements and timelines in which they must enact their budget or the District's budget will be enacted by default. He stated that the District budget currently includes more money from the Borough than is entitled. He stated that the budget will change again in October when the student enrollment is calculated.

Mr. Hickey stated that items from the budget reduction list will be restored as discussed in the budget review process.

Motion carried unanimously.

BP 3342, PAYROLL and AR 3342, Tax Sheltered Annuity:

Mrs. Douglas recommended the Board approve revisions to BP 3342, Payroll, and the adoption of AR 3342, Tax Sheltered Annuity. She noted that a revision to BP 3342 and implementation of AR 3342 requires all tax-sheltered annuity companies to sign a Service Provider Agreement (SPA) to hold the District harmless for any incorrect information submitted on behalf of an employee.

ACTION

Dr. Anderson moved the Board approve revisions to BP 3342, Payroll, and the adoption of AR 3342, Tax Sheltered Annuity. Mrs. Crawford seconded.

Motion carried unanimously.

Resolution 00-01-12, Susan B. English Cocurricular Center:

Mr. Hickey recommended the Board approve Resolution 00-01-12, Susan B. English Cocurricular Center. He noted that the resolution supports the Borough to act as the Community Development Block Grant recipient and to construct a community center on District property in Seldovia for housing the Boys and Girls Club and the Head Start programs.

ACTION

Mrs. Crawford moved the Board approve Resolution 00-01-12, Susan B. English Cocurricular Center. Mrs. Mullins seconded.

ACTION

Mr. Arness moved the Board approve an amendment to Resolution 00-01-12 to remove the language "rather than the subordinate school district" in the sixth paragraph. Mrs. Wassilie seconded.

Amendment carried unanimously.

Amended motion carried unanimously.

Cocurricular Activities and Handbooks:

Mr. Spence recommended the Board approve changes to the Cocurricular Activities Guidelines proposed by the member schools of the Kenai Peninsula Student Activities Association. He summarized the recommended changes in the middle and high school handbooks.

Ms. Germano requested that the cocurricular activities form be redesigned so that once it is signed and returned to the school, the parents can keep the training rules.

Ms. Germano asked for an explanation of school activity cards. Mr. Spence replied that each high school sells an activity pass for students or a discounted pass for parents. He stated that the passes are for regular season play only.

Mr. Poindexter asked if the regular season passes are honored among all District schools. Mr. Spence stated that the principals have worked out an agreement between the schools and noted that all schools are charging the same fees.

ACTION

Mr. Arness moved the Board approve changes to the Cocurricular Activities Guidelines. Dr. Anderson seconded.

Motion carried unanimously.

ADMINISTRATOR APPOINTMENT:

Dr. Peterson recommended the Board approve the appointment of Terry Martin as principal of Nikolaevsk School.

ACTION

Mrs. Mullins moved the Board approve the appointment of Terry Martin as principal of Nikolaevsk School for the 2001-2001 school year. Mrs. Crawford seconded.

Motion carried unanimously.

Kenai Peninsula Student Activities  
Association Board Appointment:

The Board considered three applicants to fill the vacancy on the Kenai Peninsula Student Activities Board of Directors.

ACTION

Mr. Arness moved the Board refer the three applicants to the KPSAA Board and ask them to make a recommendation to the Board president to make the appointment. Mrs. Wassilie seconded.

Mrs. Wassilie asked for information on the KPSAA appointment process. Ms. Germano responded that she had requested the applicant information be included in the Board packet. She stated that she did so to build awareness in the community about committees that include members from the public. She stated that she spoke to Dr. Peterson about including committee opportunities on the District website.

Dr. Anderson stated that it was his understanding that it is the Board president's right to appoint the KPSAA parent member. He stated that he would prefer to vote on the appointment or accept the Board president's selection rather than refer the decision to KPSAA for a decision.

Mrs. Wassilie stated that it is a good idea to have committee vacancy information posted on the District website as well as the type of information that should be provided with each application.

Ms. Germano explained that committee vacancy information is given to the school principals to promote among their communities.

Mrs. Crawford stated that she would support any appointment made by the Board president.

Dr. Peterson asked whether all three applicants will be referred to the KPSAA Board. She noted that one application was received after the deadline.

Mr. Spence explained that the KPSAA bylaws state that the Board makes the appointment of the parent representative. He stated that he provided the Board with copies of all applications (including one received after the deadline) since there was not an overwhelming response to the vacancy. He reiterated that the vacancy information is relayed throughout the school communities in a variety of ways.

Ms. Germano clarified that KPSAA is committee of the School Board and that the Board is the body to appoint the replacement. Mr. Arness pointed out that the Board president makes the committee appointment.

Kenai Peninsula Student Activities  
Association Board Appointment  
(continued):

Mr. Spence read from Article 9 of the KPSAA bylaws. He reported that an informal appointment was made the last time a parent was named to the committee. He noted that there is no set term of office for the parent representative but that the average is three years. He suggested that the Board consider the fact that parents might take exception to being appointed by a committee composed mainly of school administrators such as KPSAA.

Dr. Peterson stated that the Board wants to encourage parent involvement and should “open the door”, but pointed out that the District has been very strict with other procedures involving deadlines. She asked the Board to decide which message is more important.

Mrs. Crawford encouraged the Board to consider the two applications that were received on time.

**ACTION**

Mr. Arness moved the Board approve the substitution of his motion and to appoint Mrs. Valerie Ischi to be the public representative on the KPSAA Board.  
Mrs. Crawford seconded.

Mr. Arness stated that Mrs. Ischi is very involved in cocurricular-type activities throughout the community.

Mrs. Wassilie stated that she knows the late applicant and the other Seward applicant. She stated that Seward people are not necessarily well-known in the Central Peninsula area. She expressed concern that all candidates may not have received clear instructions on how to apply for the KPSAA vacancy.

Motion carried unanimously.

**PUBLIC PRESENTATIONS:**

Mr. Syverson extended a special thank you to Board members on behalf of students, parents, teachers, principals and other staff for their participation in graduation ceremonies, end-of-the-year banquets, service pin celebrations, and golden apple awards. He reported that he receives many appreciative comments regarding the Board’s attendance at school functions. Mr. Syverson thanked Mr. Tim Peterson for his service as the Kenai Peninsula Education Association president. Mr. Syverson stated that although he and Mr. Peterson have not always agreed on every issue, they have worked hard to prevent problems, deal with concerns at the lowest level possible and resolve issues before grievances are filed.

**BOARD COMMENTS:**

Mr. Poindexter stated that it has been a privilege to work with Dr. McLain and added that he has developed a deep respect for Dr. McLain. He wished Dr. McLain well with his future plans. He stated that he is looking forward to the Board planning session tomorrow.

Mrs. Wassilie extended best wishes to Dr. McLain.

Mr. Arness extended best wishes to Dr. McLain and added that he is sure their paths will cross again in the future. He asked for a concurrence of the Board to direct Dr. Peterson to forward a letter to the Assembly tomorrow night regarding Resolution 2001-68. He stated that the letter should convey the Board’s hesitation to discuss the districting issue with the Reapportionment Committee and ask the Assembly to delay action on the issue until it can originate from a joint worksession or from the Board.  
Ms. Germano stated that the Board concurred.

**BOARD COMMENTS (continued):**

Dr. Anderson thanked Dr. McLain for his service to the District.

Mrs. Mullins thanked Mr. John Andrews for his years of service to the District and she wished him well with his future plans. She thanked Dr. McLain for his hard work and added that the state Department of Education and Early Development is getting a very knowledgeable person. She wished him well in his new position. She reported that she attended several graduations and noted that she was privileged to overhear Dr. Anderson's conversations with each graduate regarding their plans after high school. She noted that United States Senator, Ted Stevens attended and spoke at the Nikiski High School graduation. Mrs. Mullins reported that she attended the BP Teachers of Excellence award dinner. She stated that Mr. Jerry Dixon was chosen as the Teacher of the Year. She expressed her appreciation to British Petroleum and their recognition program. Mrs. Mullins asked if it is the Board's responsibility to appoint parent representatives to other District committees and noted that the Board does not usually make parental committee appointments.

Dr. Peterson replied that committees of the School District administration (doing work of the School District) bring recommendations to the Board for action. She noted that KPSAA is a committee of the Board.

Mrs. Crawford thanked Dr. McLain for his service. She noted that she has had an interesting day which included the superintendent's evaluation and the Board self-evaluation. She thanked Dr. Peterson for her hard work. She commented on the high caliber and dedication of District teachers.

Ms. Germano stated that Dr. McLain is just changing desks and is not really leaving the District. She stated that the Board and Dr. McLain will continue to work together in the future.

EXECUTIVE SESSION:

At 9:11 p.m. Mrs. Mullins moved the Board go into an executive session to discuss matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the Borough. Specifically, the executive session was to discuss a Request for Proposal for copying services. Mr. Arness seconded.

Motion carried unanimously.

ADJOURN EXECUTIVE SESSION:

At 9:40 p.m., Mrs. Mullins moved the executive session be adjourned. Mrs. Wassilie seconded.

Motion carried unanimously.

ADJOURN: At 9:42 p.m., Mrs. Mullins moved the School Board Meeting be adjourned. Mrs. Wassilie seconded.

Motion carried unanimously.

Respectfully submitted,

---

Ms. Deborah Germano, President

---

Mrs. Debra Mullins, Clerk

The Minutes of June 4, 2001,



were approved on July 9, 2001  
as written.