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# Kenai Peninsula Borough School District Board of Education Meeting Minutes

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July 11, 2011 – 7:00 p.m.  
Regular Meeting

Borough Administration Building  
148 N. Binkley, Soldotna, Alaska

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**SCHOOL BOARD MEMBERS:** Mr. Joe Arness, President  
Mrs. Liz Downing, Vice President  
Mrs. Sammy Crawford, Clerk  
Mrs. Sunni Hilts, Treasurer  
Mr. Marty Anderson  
Ms. Lynn Hohl  
Mr. Bill Holt  
Mr. Tim Navarre  
Mrs. Penny Vadla

**STAFF PRESENT:** Dr. Steve Atwater, Superintendent of Schools  
Mr. Sean Dusek, Assistant Superintendent  
Mr. Dave Jones, Assistant Superintendent

**OTHERS PRESENT:** Mr. Tim Peterson Mr. Jim White  
Mrs. Laurie Olson

Others present not identified.

**CALL TO ORDER:** Mrs. Downing called the meeting to order at 7:01 p.m.  
(7:01:12 PM)

**PLEDGE OF ALLEGIANCE:** Mrs. Downing invited those present to participate in the Pledge of Allegiance.  
(7:01:34 PM)

**DISTRICT MISSION STATEMENT:** Mr. Navarre read the District's mission statement.  
(7:02:12 PM)

**ROLL CALL:**

Mr. Joe Arness	Absent/Excused
Mr. Marty Anderson	Absent/Excused
Mrs. Sammy Crawford	Present
Mrs. Liz Downing	Present
Mrs. Sunni Hilts	Present
Ms. Lynn Hohl	Present
Mr. Bill Holt	Absent/Excused
Mr. Tim Navarre	Present
Mrs. Penny Vadla	Present

**APPROVAL OF AGENDA:** The agenda was approved with the removal of Item 10a.(6), Approval of Administrative Recommendation Regarding Leave of Absence-Certified. Mrs. Downing noted that the Hearing of Delegations section may be moved to accommodate the speaker who was traveling from Anchorage.  
(7:03:35 PM)

**APPROVAL OF MINUTES:** The School Board Minutes of June 6, 2011, were approved as presented. The Minutes of June 7, 2011, were approved with a correction.  
(7:05:44 PM)

## **COMMUNICATIONS AND PETITIONS:**

*(7:08:16 PM)*

Dr. Atwater reported that the Alaska Central Engineering Company is conducting energy audits on several District schools. The audits are paid for with the company's American Recovery and Reinvestment Act (ARRA) funds that will recognize energy deficiencies, and recommend upgrades that will pay for themselves through energy savings. He reported that he is working on the next steps regarding the nearly complete five-year Long Range Plan and expects to have a recommendation for the Board at the September Board meeting. He announced that hiring for school staff is nearly complete and that Pegge Erkeneff was selected to be the communication specialist and Mike Crawford will be the webmaster.

## **SUPERINTENDENT'S REPORT:**

*(7:12:33 PM)*

Dr. Atwater presented the 2010-2011 Site Council Evaluation Reports from each school. He noted that input on the Student and Parent Handbook were extremely active on input regarding the handbook update. He noted that parent training participation has declined over the past several years and asked the Board for suggestions on how best to train parents and suggested that regional training might be best. He reported that Governor Parnell has signed HB115 which is known as the "student concussion bill" and that the District will now require that parents and students receive written information on the nature and risks of concussions. He noted that beginning August 1, students and parents will be required to sign a verification of receipt of the concussion information before students can participate in cocurricular activities. He reported that roofing projects are underway and that interested persons can contact him for individual school status reports. He announced that the preliminary financial audit was completed in June and that there were no findings. He announced the retirement of Anchorage School District's superintendent Carol Comeau at the end of the 2011-2012 school year and the sudden death of the Mat-Su School District superintendent, Dr. Kenneth Burnley.

## **HEARING OF DELEGATIONS:**

*(7:17:11 PM)*

Mr. Daniel Parrent, U.S. Forest Service, spoke to the Board regarding the possibility of heating the Seward area schools with wood pellets and to apply for grant funding through the USDA Forest Service and the Alaska Energy Authority to pay for the necessary mechanical systems. He reviewed the possible cost savings to the District. Mr. Thomas Deerfield, Dalson Energy, urged the Board to apply for grant funding and outlined the timelines for the phases of the project.

## **FINANCIAL REPORT:**

*(7:53:58 PM)*

Mr. Jones presented the financial report of the District for the period ending May 31, 2011.

## **BOARD REPORTS:**

*(7:54:48 PM)*

Mrs. Crawford reported that she attended the Policy Review Committee meeting and added that the group reviewed quite a bit of policy.

## **BOARD WORKSESSION REPORT:**

*(7:55:21 PM)*

Mrs. Downing reported that there were no worksessions prior to the business meeting.

**CONSENT AGENDA:**

(7:55:31 PM)

Items presented on the Consent Agenda were Approval of 2011-2012 Board Goals; New Teacher Contracts; Nontenured Teacher Contracts; Proposed Exchange Request; Budget Transfers; and Administrative Recommendation Regarding Leave of Absence-Certified.

**2011-2012 BOARD GOALS:**

Dr. Atwater presented four goals for Board accomplishment during the 2011-2012 school year in the areas of Board policy, curriculum management audit, long-term funding process, and participation in the District Communication Strategic Plan.

**NEW TEACHER CONTRACTS:**

Mr. Jones recommended the Board approve teacher contracts for Lindsey B. May, Special Education, behavioral/ED teacher, Districtwide, Pupil Services; Emily G. Putney, .50 FTE interventionist teacher, Homer High School; Mark R. Putney, language arts/social studies teacher, Homer High School; Kathrine E. Abraham, (temporary) K-3 teacher, Moose Pass School; Carmen Oelkers, Grade 3, Mountain View Elementary; Mariah Thomas-Wolf, .50 FTE facilitator gifted teacher, Mountain View Elementary; Valerie A. VerDries, Grade 1 teacher, Mountain View Elementary; Margaret M. Lourigan, Special Education, resource teacher, Ninilchik School; Karen E. Hamlow, .50 FTE librarian, Skyview High School; and Deborah C. Jacobson, science teacher, Skyview High School.

**NONTENURED TEACHER CONTRACTS:**

Mr. Jones recommended the Board approve tentative nontenured teacher contracts for Theresa Salzetti, primary, K-Beach Elementary; Vivian Norenberg, (temporary) 3rd-4th Grade teacher/Title I teacher, Nikolaevsk; Eric Simondsen, music, Ninilchik School; Mandi Young, Title I (temporary), Soldotna Elementary; and Soldotna High, Sarah N. Swaney, (permanent .75 FTE/temporary .25 FTE) Special Education intensive needs.

**PROPOSED EXCHANGE REQUEST:**

Mr. Jones recommended the Board approve a teacher exchange request for the 2011-2012 school year for Jason Daniels, Grade 4, K-Beach Elementary.

**BUDGET TRANSFERS:**

Mr. Jones recommended the Board approve budget transfers for \$57,473 for internet service; \$90,382 for Aurora Borealis Charter School Instructional staff salaries/benefits; \$68,975 for special education bus aides in the Kenai/Soldotna area; \$283,116 (supplies), \$147,281 (equipment), and \$106,402 (contingency funds) for P.E. curriculum orders; \$73,510 for contracted Occupational Therapy Services; \$146,343 for actual heating fuel charges at various school locations; \$107,939 for the purchase of a warehouse delivery truck; \$75,000 to move portables; \$50,000 and \$75,000 to purchase a generator and shed to house generator; \$100,035 for the districtwide wellness program; and \$215,400 to purchase emergency radios for use at all District locations.

**ADMINISTRATIVE  
RECOMMENDATION  
REGARDING LEAVE OF  
ABSENCE-CERTIFIED:**

This item was removed from the agenda.

**MOTION:**

Mrs. Crawford moved the Board approve Consent Agenda Items Numbers 1 through 6. Mrs. Vadla seconded.

Motion carried unanimously.

**POLICY MANUAL REVISIONS:**

Mr. Jones recommended the Board approve proposed revisions to AR 0410, Non Discrimination in District Programs and Activities; BP 0411, Service Animals; BP 1260, Visits to Schools; BP 3315, Relations with Vendors; BP 4030, Non Discrimination in Employment; BP and AR 5125, Student Records; BP 6145, Extracurricular and Cocurricular Activities; BP/AR 6159 Individualized Education Program; BP/AR/E 6161.4, Acceptable Use Policy/Internet Safety Policy; BP 6164.4, Child Find; BP 6174, Bilingual-Bicultural Education/Limited English Proficiency; and BP 6175 Migrant Children Program.

**MOTION:**

Mr. Navarre moved the Board approve the proposed policy revisions as recommended by the administration. Mrs. Crawford seconded.

Motion carried unanimously.

**BUDGET REVISION FOR  
FY12:**

Mr. Jones recommended the Board approve an increase in FY12 revenue and expenditures of \$831,389 and an increase in the Pupil Transportation Budget of \$751,627.

**MOTION:**

Mrs. Crawford moved the Board approve an increase in FY12 revenue and expenditures of \$831,389 and an increase in the Pupil Transportation Budget of \$751,627. Mr. Navarre seconded.

Motion carried unanimously.

**RENEWABLE ENERGY FUND  
GRANT:**

Mr. Jones recommended the Board authorize the administration to take actions necessary to move forward with the application for funding through the Renewable Energy Fund Grant offered by the Alaska Energy Authority.

**MOTION:**

Mrs. Crawford moved the Board approve the grant application for the Alaska Energy Authority through the Renewable Grant Fund Program. Ms. Hohl seconded.

Motion carried unanimously.

**ADMINISTRATOR  
EVALUATION:**

Mr. Dusek recommended the Board approve the proposed school administrator evaluation system for implementation in the 2011-12 school year.

**MOTION:**

Mrs. Crawford moved the Board approve the proposed school administrator evaluation system for implementation in the 2011-12 school year. Ms. Hohl seconded.

Motion carried unanimously.

**SUPERINTENDENT'S  
CONTRACT:**

By memorandum, Mr. Arness recommended the Board approve a three-year superintendent contract (July 1, 2011 through June 30, 2014) for Dr. Stephen Atwater.

**MOTION:**

Mr. Navarre moved the Board approve a three-year superintendent contract (July 1, 2011 through June 30, 2014) for Dr. Stephen Atwater. Mrs. Vadla seconded.

Motion carried unanimously.

**BOARD COMMENTS:**  
*(8:05:10 PM)*

Mrs. Vadla thanked Mr. Parrent and Mr. Deerfield for the wood pellet heating presentation. She noted that she appreciated the Board laptop computer to use for paperless meetings and added that she had some difficulty viewing the General Information Packet. She reported that she enjoyed the schools' site council evaluation information.

Mrs. Crawford thanked Mrs. Downing for serving as Board president in Mr. Arness' absence. She stated that she is excited that the Board is conducting paperless meetings. She was pleased that the Board approved a one-year teacher exchange for Jason Daniels to teach in Australia. She congratulated Dr. Atwater on the renewal of a three-year contract. She thanked the administration for the work on admin evaluation.

Mrs. Hilts echoed previous comments by Mrs. Crawford. She stated that, although the most important function of the District is educating students, the District is also responsible for buildings, roofs and heating. She stated that she is glad that the superintendent signed another contract with the District. She stated that she is looking forward to the use of the new teacher and administrator evaluations, because they are a measurement of what the Board expects. She stated that she has enjoyed using the new laptop computer for the Board's paperless meeting and that there were a few glitches to work out.

**BOARD COMMENTS:**

*(continued)*

Ms. Hohl suggested the Board learn how to change the settings so laptops will not go into standby mode. She expressed appreciation for the site council evaluation document and suggested that a plan be developed based on the comments and feedback. She noted that the administrator evaluation document was not reviewed by the public. She noted that she attended the feasibility review of the Seward area schools regarding possibility of heating with wood pellets. She welcomed Dr. Atwater back for another three years.

Mr. Navarre thanked the Board for a good retreat on June 6 and for conducting the self-evaluation. He noted that on August 17 the Board will continue their work on a couple of the goals. He thanked the superintendent for his service and looks forward to conducting an evaluation of superintendent salaries elsewhere so that the District will have the ability to keep a qualified superintendent. He stated that the project in Seward is worthy of a feasibility study. He stated that the Board is moving in the right direction with paperless meetings and added that staff in the Borough Clerk's Office is excited to see it coming. He reported that the Borough is working towards becoming paperless and are considering several options. He suggested that the District provide a Smartboard for the Assembly Chambers as a contribution for the use of the room. He thanked Eric Soderquist for his assistance with the Board laptops.

Mrs. Downing asked that Board members stay after the meeting adjourns to learn how to keep laptop monitors from lapsing into standby. She expressed appreciation for the work of senior management and added that it is wonderful to see the changes that have been accomplished over the past year.

Ms. Hohl noted that the Borough pays approximately \$5,000 to broadcast Borough Assembly meetings to outlying communities and suggested that the School Board consider radio broadcast.

**ADJOURN:**

*(8:17:45 PM)*

At 8:17 p.m., Mrs. Downing adjourned the School Board meeting.

Respectfully submitted,

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Mrs. Liz Downing, Vice President

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Mrs. Sammy Crawford, Clerk

The Minutes of July 11, 2011,  
have not been approved as of  
July 29, 2011.