
Kenai Peninsula Borough School District

Board of Education Meeting Minutes

July 11, 2005 – 7:00 p.m.
Regular Meeting

Borough Administration Building
148 N. Binkley, Soldotna, Alaska

SCHOOL BOARD MEMBERS: Mrs. Sammy Crawford, President
Ms. Sandra Wassilie, Vice President
Mrs. Debra Mullins, Clerk
Mrs. Margaret Gilman, Treasurer
Ms. Deborah Germano
Dr. Nels Anderson
Mrs. Debbie Brown
Mr. Marty Anderson
Mrs. Sunni Hilts

STAFF PRESENT: Dr. Donna Peterson, Superintendent of Schools
Mrs. Melody Douglas, Chief Financial Officer
Mr. Sam Stewart, Assistant Superintendent
Mr. Glen Szymoniak, Assistant Superintendent

OTHERS PRESENT: Mr. Jim White Mrs. Paula Christensen
Mrs. Cathy Carrow Mrs. Laurie Olson
Mr. Sean Dusek Mrs. Jamie Harper

Others present not identified.

CALL TO ORDER: Mrs. Crawford called the meeting to order at 7:00 p.m.
(7:00:37 PM)

PLEDGE OF ALLEGIANCE: Mrs. Crawford invited those present to participate in the Pledge of
(7:00:40 PM) Allegiance.

MISSION STATEMENT: Mrs. Gilman read the District mission statement.
(7:01:08 PM)

ROLL CALL: Mrs. Sammy Crawford Present
(7:01:51 PM) Ms. Deborah Germano Present
Mrs. Margaret Gilman Present
Mrs. Debra Mullins Present
Dr. Nels Anderson Present
Ms. Sandra Wassilie Present
Mrs. Debbie Brown Present
Mr. Marty Anderson Present
Mrs. Sunni Hilts Present

APPROVAL OF AGENDA: The agenda was approved as written.
(7:02:24 PM)

APPROVAL OF MINUTES: The School Board Minutes of June 6, 2005, were approved as
(7:02:34 PM) printed.

**COMMUNICATIONS AND
PETITIONS:**
(7:03:17 PM)

Dr. Peterson noted that operational plans for accomplishment of the 2005-2006 goals, the 2004-2005 District Highlights, and the individual school annual reports were submitted in the Board General Information packet. She pointed out that the site council evaluations were included in the Board business packet. She reported that NSBA thanked the District for Debra Mullins and Sandra Wassilie's participation at the National Conference. She reported that the Superintendent Report received an honorable mention in the National School Public Relations Association's electronic media contest.

**SUPERINTENDENT'S
REPORT:**
(7:04:58 PM)

Dr. Peterson welcomed Mr. Glen Szymoniak as the Assistant Superintendent. She reported that on June 11 she attended the Kate Kuhns Aquatic Center dedication at Homer High School. She reported that on June 12 through 15 the District sponsored the statewide Leadership Institute. She reported that on June 27 the administration met with the Kenai Middle Site Council. She noted that during the summer District schools are used to house firefighters as necessary. She presented site council evaluation reports from each school. She noted that site council/parent group trainings will be expanded for the upcoming year and urged Board members to attend. She noted that one of the training agenda items will be to review E 0420 for possible modification in order to better meet site council needs. She called the Board's attention to paragraph 2 of the cover memo which explains site council roles.

FINANCIAL REPORT:
(7:07:25 PM)

Mrs. Douglas presented the financial report of the District for the period ending May 31, 2005. She reminded the Board that the next fiscal report for FY05 will be the Comprehensive Annual Financial Report (CAFR) which will be presented in September or October.

Mrs. Gilman asked why some budget categories are not completely spent. Mrs. Douglas explained that there are a number of year-end transactions that have not been recorded yet.

Ms. Germano asked whether there are certified salaries that have not been posted yet because there are some staff who work all year. Mrs. Douglas explained that charter school salaries have not been posted yet. She reported that an updated recap of FY05 will be presented in the CAFR document.

Mrs. Brown asked whether there will be changes to the CAFR. Mrs. Douglas explained that there will be additional reporting information in the CAFR document due to required reporting to the state.

At 7:11 p.m. Dr. Anderson left the meeting.

**BUDGET TRANSFER
REPORT:**
(7:11:27 PM)

Mrs. Douglas reported on budget transfers Numbers 297 through 653 for various schools and departments within the District.

Mrs. Brown asked how to address questions related to the Budget Transfer report, at a later date. Mrs. Douglas invited Mrs. Brown to call her with questions.

**BUDGET TRANSFER
REPORT:**
(continued)

Mrs. Brown asked how to address budget questions that she would like the rest of the Board to hear. Mrs. Crawford responded that questions can be asked at a Board meeting when the Financial Report is being addressed. Mrs. Brown suggested that a request be made for Board members to bring their reports to the following meeting. Ms. Germano stated that Board members do not usually keep past packet information and added that she would welcome questions. Mrs. Douglas reminded the Board that budget transfers of this nature are considered an administrative and function do not require Board action.

Ms. Wassilie suggested that because the Budget Transfer Report is not an action item, all questions should be addressed to Mrs. Douglas and if there are further concerns they should be brought to the Board under Board Comments.

BOARD REPORTS:
(7:16:01 PM)

Mrs. Crawford reported that on June 17 she attended the Project GRAD Graduation Ceremony for summer institute students. She reported that nearly 40 students from 7 schools were taught by college professors. Mrs. Crawford reported that approximately half of the students were returning from last summer.

Ms. Wassilie reported that she attended the Spring Creek graduation ceremony for approximately 10 students.

CONSENT AGENDA:
(7:18:40 PM)

Items presented on the Consent Agenda were Approval of Administrator Appointments, Substitute and Temporary Pay Schedule, Nontenure Teaching Assignments, New Teacher Assignments, Resignations, 2005-2006 Board Goals, 2005-2006 Annual Agenda Guideline, Nontenure Teachers for Tenure, and Budget Transfers.

**ADMINISTRATOR
APPOINTMENTS:**

Dr. Peterson recommended the Board approve the appointment of James Cammon as Homer Middle School principal, Michael Sellers as Nanwalek School/Port Graham School regional administrator, Daniel R. Carstens as Nikiski Middle/High School assistant principal, Randall Neill as Skyview High School principal, and Sharon Moock as Soldotna Middle School principal.

**SUBSTITUTE AND
TEMPORARY PAY
SCHEDULE:**

Mr. Szymoniak recommended the Board approve the pay schedule for substitutes and temporary employees for the 2005-2006 school year.

**NONTENURE TEACHING
ASSIGNMENTS:**

Mr. Szymoniak recommended the Board approve tentative nontenure teacher assignments for Mary M. Hicks, .50 FTE generalist at Connections-Seward Area; Katherine Van Saun, speech language pathologist, Districtwide-Central Peninsula; Deborah C. Jacobson, .40 FTE Science at Homer High; Gordon Pitzman, Spanish teacher at Homer High; Kimberly Knecht, primary teacher-Grade 2 at K-Beach Elementary; Audra McCubbins, kindergarten at K-Beach Elementary; Kim Johnson, K-8 generalist at Nikolaevsk Elementary/High; Christy Mulyca, Business/Technology Education at Seward High; Holly Alston, .50 FTE Language Arts/Physical Education at Seward Middle; Luanne Bressler Grades 4/5 at Soldotna Elementary; Karlene Meyers, Grade 6 at Soldotna Elementary; Sandra Lyons, Title I Teacher (temporary) at Sterling Elementary; and Elizabeth VonZiegesar-Whip, .50 FTE librarian/media specialist at West Homer Elementary.

NEW TEACHER ASSIGNMENTS:

Mr. Szymoniak recommended the Board approve teacher assignments for Karen S. Fine, elementary Grades 3-6 (temporary) at Fireweed Charter School; Jason S. Steadman, speech language pathologist for Homer Middle, Nanwalek, Port Graham, and Susan B. English; Kelly I. Balise, .50 FTE (temporary)/.50 FTE (permanent) Grade 5 Teacher at KBeach Elementary; Katherine Mullin, Title I teacher (temporary) at K-Beach Elementary; Tammy L. Hanley, 21st Century Grant teacher/manager (temporary) at K-Beach Elementary; Alison E. Larson, Grades 9-12 generalist at Kenai Alternative High School; Michelle M. Bayes, .50 FTE (temporary)/.50 FTE (permanent) social studies at Kenai Central High School; Elizabeth Barnett, Grades 4-8 at Moose Pass Elementary; Michelle Burnett, Grade 1 teacher at Nikiski North Star Elementary; Tammy Flanders, special education/resource at Redoubt Elementary; Shaun O'Shea, Grade 6 at Redoubt Elementary; Lori Young, kindergarten teacher at Redoubt Elementary; Catherine Bethune, Title I Teacher (temporary) at Sears Elementary; Jennifer Dowd, Grades K, 1, 2 or multi-grade teacher at Sears Elementary; Robert W. Barnwell, Grades 5/6 at Seward Elementary; Sharon Stevens-Ganser, Grades 5/6 teacher at Seward Elementary; and Rob Shively, .50 FTE (temporary)/.50 FTE (permanent) language arts teacher at Soldotna High/Skyview High School.

RESIGNATIONS:

Mr. Szymoniak recommended the Board approve resignations effective at the end of the 2004-2005 school year for Mary Beth Verhelst, Grade 1 at K-Beach Elementary; Andrea Cacek, art/photography, Kenai Central High; Charles Boerger, social studies, Seward High School; Melissa Olver, art, Seward Middle/High School; and Leah Dubber, social studies/math at Susan B. English Elementary/High.

2005-2006 BOARD GOALS:

Dr. Peterson presented three goals in the areas of policy review, charter schools, and funding for accomplishment during the 2005-2006 school year as a result of the Board's June 7 planning session.

2005-2006 ANNUAL AGENDA GUIDELINE:

Dr. Peterson recommended the Board approve the 2005-2006 Annual Agenda Guideline.

NON-TENURE TEACHERS FOR TENURE:

Mr. Szymoniak recommended the Board approve Michael Houghton and Tania Patiro, tentative nontenured teachers, for tenure.

BUDGET TRANSFERS:

Mrs. Douglas recommended the Board approve budget transfers Number 616 to pay for summer school Special Ed Aides and temporary aides; budget transfer Number 621 to pay for services of a physical therapist; budget transfer Number 623 to pay for substitute salaries at schools where employees have been on long-term leave; budget transfer Number 638 to pay for substitute teacher salaries at Homer High School; budget transfer Number 641 to pay for long-term substitute teacher salaries at Seward High, Kenai Middle and Soldotna Elementary Schools, respectively; budget transfer Number 612 to pay for actual transportation costs in the Kenai/Soldotna area for the month of May; budget transfer Numbers 540 and 561 to pay for Kaleidoscope Charter School music and librarian teacher's salaries, respectively; budget transfer

BUDGET TRANSFERS:
(continued)

Numbers 581 and 629 to pay for costs of Aurora Borealis Charter employee health care benefits and travel to the International Robotics Competition, respectively; and budget transfer Numbers 481, 483 and 543 to pay for Montessori Charter teacher's salaries, administrator's salary, and physical education teacher's salary, respectively.

MOTION

Ms. Germano moved the Board approve Consent Agenda Items Numbers 1 through 9. Mrs. Gilman seconded.

Mrs. Brown asked to remove item Number 5.

Ms. Germano asked to remove item Number 8.

Mrs. Gilman asked to remove item Number 6.

Motion to approve items Numbered 1, 2, 3, 4, 7, 9 carried unanimously.

Mrs. Brown notified the Board that she will abstain from voting on item Number 5.

VOTE:

YES - Germano, Hiltz, M. Anderson, Mullins, Wassilie, Gilman, Crawford

ABSTAIN - Brown

Approval of Item 5 carried.

Mrs. Gilman reported that the Board conducted a planning session on June 7 to provide input and develop the Board goals. She confirmed with Mrs. Crawford that Board Goal Number 1 will include a community conversation about competency-based education and will include research information.

Approval of Item Number 6 carried unanimously.

VOTE ON ITEM 8:

YES - Hiltz, Gilman, Brown, Mullins, M. Anderson, Wassilie, Crawford

NO - Germano

Motion carried.

FY06 BUDGET REVISION:
(7:23:56 PM)

Mrs. Douglas recommended the Board approve a FY06 general fund budget of \$89,560,311 and total of \$106,891,787 for all funds.

Mrs. Gilman moved the Board approve a FY06 general fund budget of \$89,560,311 and total of \$106,891,787 for all funds. Ms. Germano seconded.

FY06 BUDGET REVISION:
(continued)

Mrs. Gilman asked for the administration's rationale for allocating \$163,000 from the fund balance in lieu of local effort. Mrs. Douglas explained that the \$163,000 represents the amount of money that will bring the District to the cap because of the additional money from the base student allocation increase. She stated that the Borough is required to sign off on the District budget which is submitted to the Department of Education and must be previously approved by the Assembly. Mrs. Douglas explained that because of timing, the recommendation is to identify the amount that is additionally due for local effort and use the fund balance in the meantime.

Mrs. Gilman asked Dr. Peterson to explain what the 10.5 FTE will be used for. Dr. Peterson explained that the additional teaching positions will be used to address class size issues. She added that the administration used seven steps to determine where they should be assigned. She stated that after class sizes had been received from each school, the administration looked for places where enrollment varied by more than two over the formula.

Ms. Wassilie thanked Mrs. Douglas for the thorough explanation of fund balance. She asked if the administration is recommending waiting to present the budget to the Assembly until after the 20-day count instead of several piecemeal revisions. Mrs. Douglas reminded the Board that the FY06 Budget is the first one to be questioned regarding whether to fund at the cap. She stated that, based on what has happened in the last six months, the administration recommends to wait in presenting it to the Assembly until after the count. Ms. Wassilie asked Mrs. Douglas for her estimation of what percentage of the total budget will the fund balance be, assuming the \$163,000 is returned. Mrs. Douglas stated that the fund balance will be well under the industry recommendation. Ms. Wassilie expressed concern for the low fund balance.

Ms. Germano clarified with Mrs. Douglas that the total suggested fund balance is \$1.9 million. Ms. Germano asked if only K-6 schools were reviewed for additional staff. Dr. Peterson explained that other schools were addressed earlier and are reflected in the total staffing change of 25.5 for FY06. She noted that staffing at middle schools and high schools were reviewed by program, small schools were reviewed by offerings and through the Title II Program and that elementary schools were not addressed other than by average enrollment. Ms. Germano asked why there is a 12% increase in the Gifted and Talented Program budget. Mr. Stewart responded that the increase is due to travel and increased salaries and benefits. Ms. Germano asked why the pupil activities account was increased over FY05. Mrs. Douglas stated that the increase is due to salary and benefits related to athletic director positions. Ms. Germano asked why there is such a disparity in percentages throughout the instructional area. Mrs. Douglas responded that 25.5 FTE has been added and noted that there has been some shifts in program areas.

FY06 BUDGET REVISION:
(continued)

Mrs. Mullins asked how long the administration will wait to adjust overcrowded classrooms. Dr. Peterson explained that the additional staff (25.5 FTE) has already been hired and that the unallocated funds are reserved for the "bubbles". She asked the Board at what point the administration should reconfigure schools or overstaff by formula. Mrs. Mullins stated that she hopes the Board will have a discussion before school starts.

Mrs. Brown asked for clarification of the 10.5 additional K-6 staff. Dr. Peterson explained that the administration made staff adjustments based on current information and has been generous throughout the district. She stated that the administration also addressed a change in pupil ratio to 1:20 in kindergarten and 1:22 in Grades 1 through 3. We brought in the additional teachers to make sure there weren't more than two over actual in every single elementary classroom. She stated that a class by class comparison was made at each school.

Ms. Germano expressed hope that, with money in the unallocated account, teachers will not be shuffled from one building to another. Dr. Peterson stated she would like to discuss that issue with the Board.

Mrs. Crawford thanked Mrs. Douglas for the complete report.

Ms. Germano thanked the administration for all of the work to ensure that staffing issues have been addressed.

Motion carried unanimously.

**PUBLIC PRESENTATIONS/
COMMENTS:**
(7:42:35 PM)

Mr. Lucas Peless, former Tebughna School teacher, asked the Board to research District hiring practices and employment information provided to new hires. He stated that safety was the reason he left Tyonek. He asked why the District was not at the Anchorage job fair.

Mrs. Brown asked Mr. Peless if he had attended any other job fairs where the KPBSD participated. Mr. Peless stated that last year he and his wife attended the Tacoma Job Fair and were pleased by the KPBSD presentation and based on that, decided to move to Alaska. He noted that the Anchorage Job Fair is the only one he has attended this year.

Mr. Anderson asked Mr. Peless to briefly explain what safety issue caused him to leave Tyonek. Mr. Peless replied that several rapes had occurred at the end of the school year and the perpetrators were being hidden within the community while troopers searched for them.

Dr. Anderson returned at 7:48 p.m.

BOARD COMMENTS:
(7:48:06 PM)

Mr. Anderson reported that firefighters are being housed at Sterling Elementary and noted that the fire chief expressed appreciation for the use of the school.

BOARD COMMENTS:
(continued)

Mrs. Hilts stated that when she arrived in Seldovia, Susan B. English had a 100% turn over in staff. She added that although there has been some years of continuity, the school is back to a large turn over along with other schools across the water. She stated that as the Board talks about deliverance of education, the subject of retaining teachers could also be discussed.

Mrs. Mullins thanked the administration for the detailed reports. She stated that although there was a lot of information in the Board packet, she appreciates more information than less. She thanked Mr. Peless for speaking to the Board and added that she is certain that the administration will investigate the complaint.

Mrs. Brown thanked those who participated in the meeting. She thanked the legislators and staff who attended the legislative update prior to the meeting. She thanked the legislators for the financial help and for the funding of special projects.

Mrs. Gilman thanked the Board for a good worksession. She stated that the legislative discussion went well. She noted that the District spends \$10 million a year for employee health care and noted that slightly less than 10% of the District budget is spent on something that has nothing to do with education in the classroom. She thanked Dr. Peterson for the Site Council Reports and noted that one report mentioned that they would like more or better communication with the Board. She reported that she spoke to several Summer School teachers who have thoroughly enjoyed small classrooms with limited distractions. She commended the District for the successful school camp host program. She expressed appreciation for the 25 teachers who were recently hired.

Dr. Anderson thanked Dr. Peterson for the timeline. He reported that he attended a community meeting to discuss whether or not to put out the King County Creek fire or let it burn to regenerate moose habitat and noted that he was the only one who wanted to let the fire burn. He added that he does not want cabins or structures harmed.

Ms. Wassilie reported that she was part of the City of Seward delegation in the bid for All-American City designation and added that she presented information regarding partnerships in education. She stated that Seward was awarded the All-American City designation. She reported that she volunteered on the AASB Bylaws Review Committee and added that the group has passed on their recommendations to the AASB Board. She stated that she is pleased that the Board goals were approved and added that the community dialogue regarding competency-based education will be important. She suggested that the Board engage the community in a dialogue regarding policies for charter schools. She expressed appreciation for the Board Bylaw review.

BOARD COMMENTS:
(continued)

Mrs. Crawford thanked the Board for their flexibility with the hearing cancellation scheduled prior to the meeting. She reported that the Board had a great worksession on high school graduation and Board Bylaws. She noted that the discussion with the legislators was valuable. She expressed appreciation for the Board approval of the budget and goals.

Dr. Anderson requested an excused absence for the August 1, 2005 Board meeting.

ADJOURN:
(7:58:37 PM)

At 7:58 p.m., Ms. Mullins moved the School Board Meeting be adjourned. Mr. Anderson seconded.

Motion carried unanimously.

Respectfully submitted,

Mrs. Sammy Crawford, President

Mrs. Debra Mullins, Clerk

The Minutes of July 11, 2005,
were approved on August 1, 2005.
with a correction.