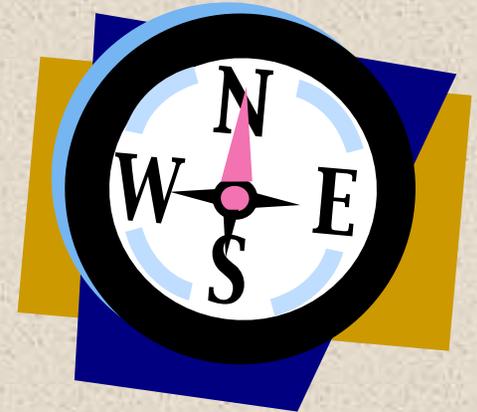


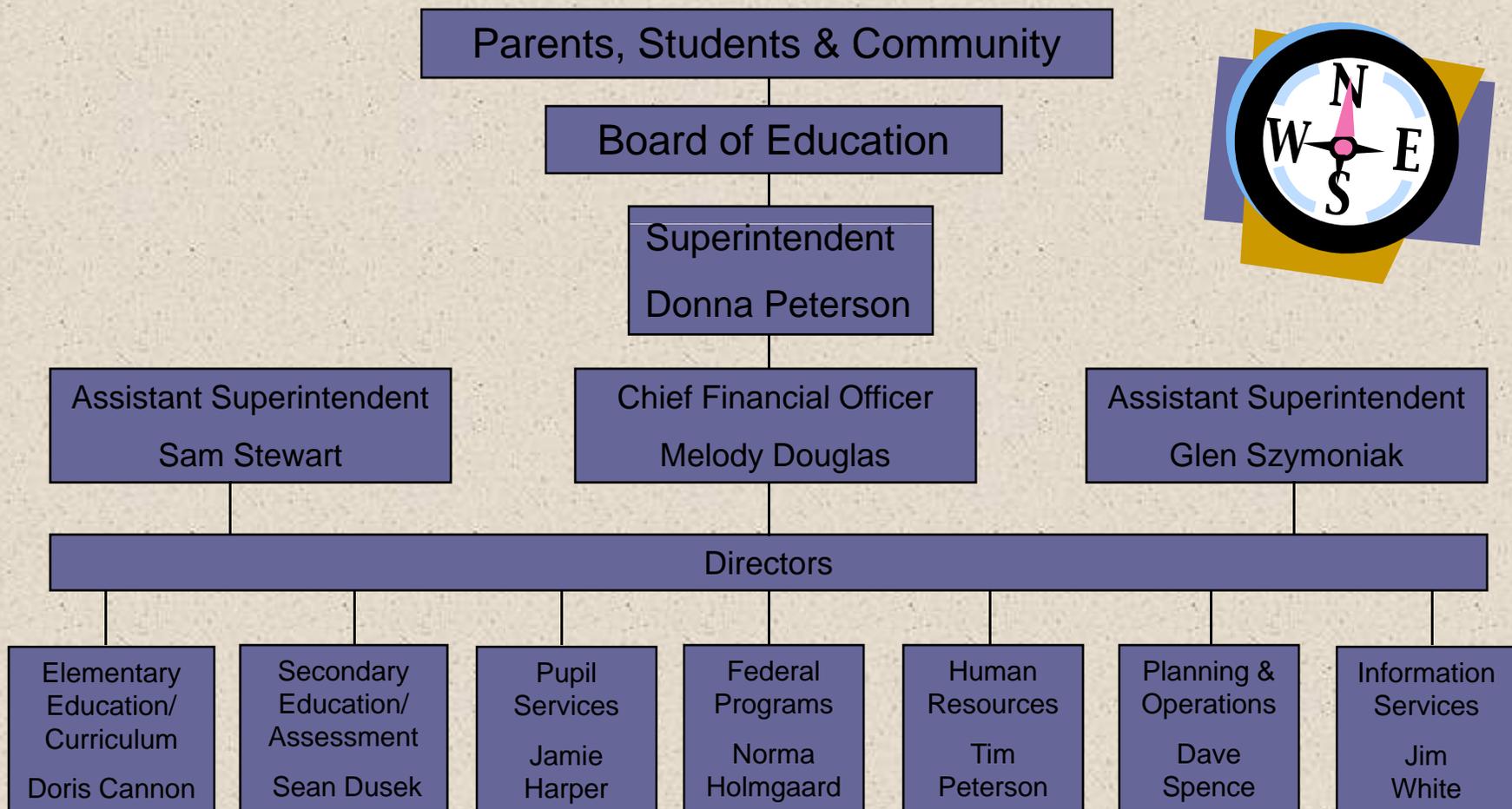
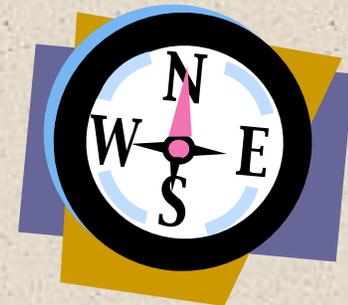
Kenai Peninsula Borough School District

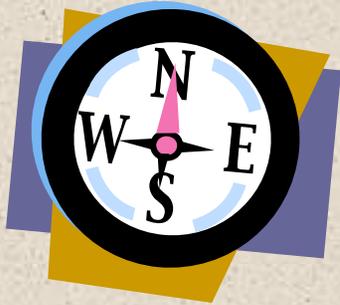
2006-2007 District Administration

NAVIGATING THE FUTURE



KPBSD Organizational Chart 2006-2007



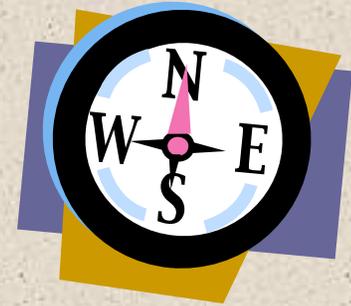


KPBSD Mission Statement

The mission of the Kenai Peninsula Borough School District, in partnership with its rich diverse communities, is to develop creative, productive learners who demonstrate the skills, knowledge, and attitudes to meet life's challenges, by providing stimulating, integrated learning opportunities in a safe, supportive environment.

The role of District Office is to anticipate and meet the needs for accomplishing the District's mission.

Donna Peterson, Ed.D. Superintendent of Schools



Responsibilities ~

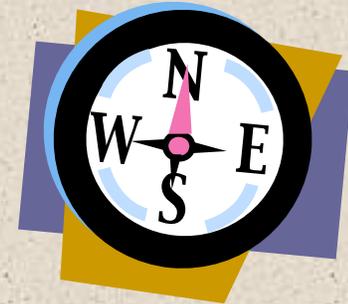
- Supervision:** Supervise the selection, appointment, coaching, and evaluation of all employees
- Administration:** Administer all aspects of the district in accordance with statute and Board policy
- Leadership:** Recommend policies and procedures to the School Board, guide instruction and learning, and coordinate services for high student achievement

2006-2007 ~

- ✓ **Political Arena:** Local, State, and National
- ✓ **Administrator performance/Accountability**
- ✓ **Communications:** Kenai Conversations, Organizational Profile & Public Relations
- ✓ **Long Range Plan**

Sam Stewart

Assistant Superintendent



Responsibilities ~

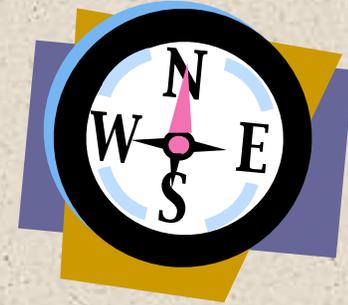
- Manage and Direct Instructional Departments
- Direct and Support for School Principals
- Supervise Districtwide Student Discipline and Attendance
- Carry Out Responsibilities as Assigned by the Superintendent

2006-2007 ~

- ✓ Reaching for Excellence: Board goal- work with all groups to define and address barriers to excellence
- ✓ Credit Recovery: Performance-based high school- development & implementation
- ✓ Plan and facilitate district training for administrators

Glen Szymoniak

Assistant Superintendent



Responsibilities ~

- Create Opportunities for Student Success
- Respond to Public Needs
- Provide Timely and Accurate Information
- Oversight of Employee & Student Safety Programs
- Oversee Personnel Management

2006-2007 ~

- ✓ Implement charter school policy
- ✓ Enhance employee safety training & training documentation

Melody Douglas Chief Financial Officer



Responsibilities ~

- Budget Development and Reporting
- Annual Audit and Financial Reporting
- District Enrollment
- Legislative Activities Targeting Funding

2006-2007 ~

- ✓ Multi-year software conversion project
- ✓ Accounting for pupil activity fund; internal audit & budgeting
- ✓ Review cell phone use and policies
- ✓ Develop electronic business manual
- ✓ Employee negotiations

Sean Dusek Director, Secondary Education



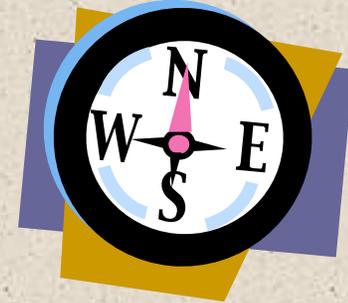
Responsibilities ~

- **Assessment:** Reports, Analysis, AYP, and District Test Coordinator
- **Curriculum:** Development, Graduation Requirements, Course Master, Carl Perkins, Counselors, Intervention, and Distance Education
- **Principals:** Secondary Point of Contact, Policy, Discipline, and Mentor

2006-2007 ~

- ✓ **Work Force Development Center-** Implement comprehensive CTE plan
- ✓ **Distance Education-** Expand to meet the needs of District
- ✓ **Connections-** Develop updated response plan
- ✓ **Intervention-** Implement research-based strategies

Norma Holmgaard Director, Federal Programs



Responsibilities ~

- **Administer KPBSD Federal Supplemental Programs**
- **Provide Support and Monitoring of KPBSD Small Schools**
- **Serve on the KPBSD Leadership Team**

2006-2007 ~

- ✓ **Assist in creating Culturally Responsive Schools**
- ✓ **Facilitate understanding and growth in effective practices for small schools**
- ✓ **Assist in the creation of Professional Learning Communities**

Doris Cannon

Director, Elementary Education



Responsibilities~

- Elementary Education Issues: Parent Concerns, Curriculum and Assessment, Scheduling, Policy Interpretation, Principal and Teacher Support
- Curriculum: Curricular Revision, Selection of New Curriculum and Resource Materials, Implementation of Revised Curricula
- Professional Development: All Content Areas, Grade Levels, District Initiatives

2006-2007 ~

- ✓Revise the District's secondary, 7-12, Language Arts curriculum
- ✓Implement the District's K-6 Language Arts curriculum
- ✓Review the District's K-12 Math curriculum

Jamie Harper **Director, Pupil Services**



Responsibilities ~

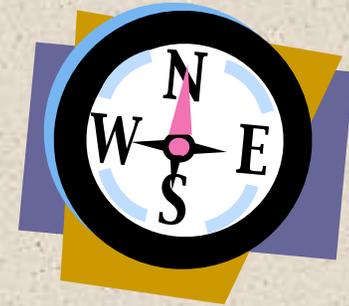
- Special Education Program/Section 504 Accommodations for Students**
- Gifted Education: Supervise Facilitators, Review Budgets, Parent/Student Concerns**
- Health Services: Maintain Compliance of Regulations, Nursing Staff, Care of Medically Fragile Children**

2006-2007 ~

- ✓ **Primary Frameworks behavioral programs & expansion of Behavior Support Team**
- ✓ **Increase staff development concerning Autism Spectrum Disorders**
- ✓ **Education & training opportunities for parents of student with disabilities**
- ✓ **Continue full implementation of Response to Intervention approach for students with Learning Disabilities**

Tim Peterson

Director, Human Resources



Responsibilities ~

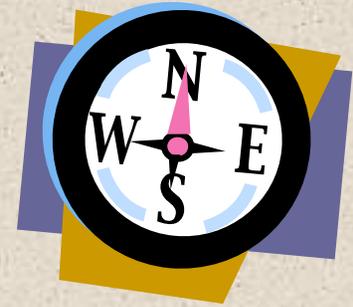
- Labor Relations: KPAA, KPEA, KPESA
- Health Insurance Plan Administrator
- Employee Recruitment and Staffing
- Labor Regulations Compliance: Local, State, Federal

2006-2007 ~

- ✓ Align *Highly Qualified* teacher status with regulations
- ✓ Review and assess the restructuring of the Human Resources department
- ✓ Align support employee job descriptions with the evaluation handbook

Dave Spence

Director, Planning & Operations



Responsibilities ~

- State CIP Grant/Debit Reimbursement Applications and Program/State Six Year Plan
- KPSAA/Student Cocurricular Activities/ Officials' Associations
- District's Operations Departments: Warehouse, Student Nutrition, Purchasing, Transportation, Theaters
- Facilities
- Custodians
- School Camper Host Program

2006-2007 ~

- ✓Applications to DEED for Capital Project Bonds
- ✓Teacherages for Tyonek & Nanwalek schools
- ✓Implementation of KPSAA eligibility changes

Jim White
Director, Information Services



Responsibilities ~

- **Technology and Infrastructure Planning**
- **Implement and Support Technology- Districtwide**
- **Programming/Support of Administrative and other Strategic Software Systems**

2006-2007 ~

- ✓ **Pilot WebEx as a technology training tool**
- ✓ **Conversion to Microsoft Exchange/Outlook for email usage**
- ✓ **Implement IP phones in Seward, Homer, and Soldotna**
- ✓ **Develop State Technology Plan 2007-2010**