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# Kenai Peninsula Borough School District Board of Education Meeting Minutes

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January 12, 2009 – 7:00 p.m.  
Regular Meeting

Borough Administration Building  
148 N. Binkley, Soldotna, Alaska

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**SCHOOL BOARD MEMBERS:** Mrs. Sammy Crawford, President  
Mrs. Sunni Hilts, Vice President  
Mr. Marty Anderson, Clerk  
Ms. Lynn Hohl, Treasurer  
Mr. Joe Arness  
Mrs. Liz Downing  
Mr. Gregory Gabriel, Jr.  
Mr. Bill Holt  
Mrs. Penny Vadla  
Miss Theresa Ramponi, Student Representative

**STAFF PRESENT:** Mrs. Melody Douglas, Chief Financial Officer  
Mr. Dave Jones, Assistant Superintendent  
Dr. Steve Atwater, Assistant Superintendent

**OTHERS PRESENT:**

Mr. Rod Hilts	Mr. Jim Dawson
Mr. John O'Brien	Mr. Clayton Holland
Mr. Dave Spence	Mrs. Jane Stein
Mr. John Pothast	Mrs. Carolyn Cannava
Mrs. Norma Holmgaard	Mrs. Lana Syverson
Mr. Doug Cannon	Mrs. Doris Cannon
Mrs. Michelle Gabriel	Mrs. Sharon Mook
Mrs. Sara Moore	Mrs. LaDawn Druce
Mrs. Margie Warner	Mr. Tim Peterson
Mrs. LaDawn Druce	

Others present not identified.

**CALL TO ORDER:** Mrs. Crawford called the meeting to order at 7:00 p.m.  
*(7:00:04 PM)*

**PLEDGE OF ALLEGIANCE:** Mrs. Crawford invited those present to participate in the Pledge of Allegiance.  
*(7:00:30 PM)*

**DISTRICT MISSION STATEMENT:** Ms. Hohl read the District's mission statement.  
*(7:00:52 PM)*

**ROLL CALL:**

Mrs. Sammy Crawford	Present
Mrs. Liz Downing	Present
Mr. Marty Anderson	Absent/Excused
Mrs. Sunni Hilts	Present
Mr. Joe Arness	Present
Mr. Gregory Gabriel, Jr.	Present
Ms. Lynn Hohl	Present
Mr. Bill Holt	Present
Mrs. Penny Vadla	Present
Miss Theresa Ramponi	Present

**APPROVAL OF AGENDA:**

*(7:01:57 PM)*

The agenda was approved as written. Mrs. Hilts notified those present that the Board will conduct an executive session at the end of the meeting.

**APPROVAL OF MINUTES:**

*(7:02:22 PM)*

The School Board Minutes of December 1, 2008, were approved with a correction.

**AWARDS AND PRESENTATIONS:**

*(7:03:10 PM)*

Mrs. Hilts awarded the Association of Alaska School Boards (AASB) Certificate of Achievement to Miss Theresa Ramponi for her attendance at the AASB 2008 Annual Youth Leadership Conference.

**SCHOOL REPORT:**

*(7:03:42 PM)*

Mr. Jim Dawson, Cooper Landing Elementary principal, introduced Mr. Kyle Milne, student, who gave a brief introduction of the school and then a computer-generated slide show highlighting individual students and staff, a typical day at the school that included activities, lessons, recess, lunchroom, and art lessons. He reported on field trips, fund raising activities, a fishing trip and fish hatching project provided with grant funding, a foreign language lesson, a fire department demonstration, a fly tying activity and science experiments.

**RECESS:**

*(7:14:08 PM)*

At 7:14 p.m., Mrs. Crawford called a recess.

**RECONVENE AFTER**

**RECESS:**

*(7:17:53 PM)*

At 7:17 p.m., the Board reconvened in regular session.

**HEARING OF DELEGATIONS:**

*(7:18:09 PM)*

Ms. Marnie Olcott and Mr. Larry Porter, Alaska Challenger Learning Center representatives, provided a brief history of the facility, summarized the programs available for students beginning in fourth grade, and asked the Board and administration to encourage District schools to take advantage of the Center. They explained that the Challenger Center is funded with donations and corporate sponsorship.

*(7:32:12 PM)*

Mr. John Pothast, Soldotna Rotary Club representative, provided an overview of the club's local activities that mainly focus on youth. The programs include the Summer Reading Program, Student of the Month lunches, Interact High School Program, Rotary Youth Leadership Academy, Youth Exchange, Digital Photography Project, ABC Help (backpack program), Dictionary Project, Scholarships, Reading Carnival participation, Empty Stocking Fund, 4-H Auction, and Jr. T Sled Dog Race sponsorship.

**COMMUNICATIONS AND  
PETITIONS:**

*(7:40:50 PM)*

Dr. Atwater reported that the results of the Food Service audit were received and that the District was commended for running an excellent program. He reminded the Board that the Parent Group Training will be held on January 29 in the Borough Administration Building. He announced that the New Administrator meeting will be held on January 27 and all administrators will meet on January 28. He noted that the administrator meeting agendas are available on the District website. He announced that the Alaska Association for Bilingual Education has selected Ms. Anisia White, Voznesenka School Tutor, as the co-winner of the Outstanding Bilingual Educator of the Year Award and that Domnica Reutov, Voznesenka School student, was selected as the grand prize winner of the essay contest.

Mrs. Crawford acknowledged the presence of Mrs. Raemaker, Skyview High School teacher, along with several students and thanked them for their attendance.

**ADVISORY COMMITTEE,  
SITE COUNCIL AND/OR  
P.T.A., K.P.A.A., K.P.E.A.,  
K.P.E.S.A, BOROUGH  
ASSEMBLY:**

*(7:42:33 PM)*

Mrs. LaDawn Druce, KPEA president, welcomed Mr. Gabriel to the Board. She reported that 50 participants, including Representative Paul Seaton, attended the recent Pension Coalition at Soldotna High to discuss the state retirement system. She expressed appreciation for the opportunity to have teachers provide input regarding collaboration time during the January 19 Districtwide Inservice. She announced that Interest Based Bargaining has begun. She shared copies of a placemat/food tray liner that has been distributed to local restaurants and communities throughout the Borough that included facts about the Kenai Peninsula Borough School District. She noted that the placemat was designed by Ms. Meggean Bos, Soldotna High School home economics teacher, as a way to promote educators and support professionals. She recognized the unexpected death of Mr. Roy Shapley, Sterling Elementary teacher, during the winter break.

Mrs. Debbie Carroll, Soldotna Elementary site council and PTA representative, asked the Board to enforce District policies and regulations regarding shared facilities and space. She asked the Board to work with the Soldotna Elementary Site Council to help the Soldotna Montessori Charter School find an alternative location. She distributed copies of AR 6187 Charter Schools.

**SUPERINTENDENT'S  
REPORT:**

*(7:55:41 PM)*

Dr. Atwater, acting superintendent, informed the Board that Dr. Peterson will return to the office sometime during the week of January 18 in a limited capacity. He reported that negotiations have begun and the administration is pleased with the positive beginning. He reported that the Districtwide Inservice will be held on January 19 at Kenai Central High School and the No Child Left Behind Conference will be held in Anchorage on January 15-16. He reported that the FY10 budget process has been adjusted so that a Draft will be available at the March Board meeting. He reported that during the recent extremely cold weather, District facilities fared well with only a few incidents and that school bus service was good.

**SUPERINTENDENT'S REPORT:***(continued)*

By memorandum, Dr. Peterson submitted the 2008-2009 Mid-Year Progress on Goals. The report included current progress on work plans, a list of other work priorities, and an outlook of the District Office workload for the second semester. There were no comments.

**FINANCIAL REPORT:***(7:57:48 PM)*

Mrs. Douglas presented the financial report of the District for the periods ending November 30, 2008 and December 31, 2008.

**QUARTERLY BUDGET TRANSFER REPORT:***(7:58:16 PM)*

Mrs. Douglas reported on quarterly budget transfers Numbers 210 through 474 for various schools and departments within the District.

**BOARD REPORTS:***(8:00:07 PM)*

Ms. Hohl reported that she attended the December Seward Schools Site Council meeting.

Mrs. Vadla reported that she visited the Connections Program, Soldotna Elementary School and Soldotna Montessori Charter School.

Mrs. Crawford reported that in December she attended the NSBA Pacific Region Winter meeting which was held in San Diego.

**BOARD WORKSESSION REPORT:***(8:01:37 PM)*

Mrs. Crawford reported that the Board held a worksession on proposed policy revisions, heard a briefing from the District Instructional Team regarding the content of the January 19 Districtwide Inservice and reviewed the 2008-2009 Board goals. She reported that all Board members were present except Mr. Anderson who was excused.

**CONSENT AGENDA:***(8:03:27 PM)*

Items presented on the Consent Agenda were Approval of Leave of Absence-Certified; Long Term Substitute Contracts; Administrative Recommendation Regarding Request for Leave of Absence-Support; Resignation; and High School Graduation Qualifying Examination Waiver Number 2009-06.

**LEAVE OF ABSENCE-CERTIFIED:**

Mr. Jones recommended the Board approve an unpaid leave of absence request for Jamie Harper, Pupil Services Director (effective March 2, 2009 through June 30, 2009).

**LONG TERM SUBSTITUTE CONTRACTS:**

Mr. Jones recommended the Board approve long-term substitute teacher contracts for Bea Klaich, Nikolaevsk Elementary/High and Marsha Gustkey, Seward Elementary.

**ADMINISTRATIVE RECOMMENDATION REGARDING REQUEST FOR LEAVE OF ABSENCE-SUPPORT:**

Mr. Jones recommended the Board approve an administrative recommendation to not grant an unpaid leave of absence for Effimia Litvin, Kachemak Selo School bilingual aide, who is requesting an additional year's leave of absence (2009-2010 school year).

**RESIGNATION:**

Mr. Jones recommended the Board approve a resignation from Sheryl Kaye, Tebughna School principal/teacher, effective June 8, 2009.

**HSGQE WAIVER NUMBER  
2009-06:**

Mr. Atwater recommended the Board approve High School Graduation Qualifying Examination Waiver Number 2009-06.

**MOTION**

Mr. Gabriel moved the Board approve Consent Agenda Items Numbers 1 through 5. Ms. Hohl seconded.

Motion carried unanimously.

**POLICY REVISIONS:**

*(8:04:19 PM)*

Mr. Jones recommended the Board approve the renaming of Section 3000, Business and Noninstructional Operations; and the renumbering of BP 3316 Conflict of Interest; E 3316 Request to do Business with the Kenai Peninsula Borough School District; BP, AR and E 3342 Payroll; AR and E 3343 Travel; BP 3411 Checking Accounts; BP 3490 Reserves; BP 3510 Maintenance; BP and AR 3513.4 Pest Management; BP 3520 School Safety and Security; BP and AR 3521 Critical Incident Plan; BP 3521.1 Hazardous Substances; BP 3515.2 Intruders on Campus; BP and AR 3522.5 Campus Disturbances; BP 3522.6 Violent and Aggressive Conduct; BP and AR 3531 Recovery for Property Damage; BP 3541.2 Transportation for Special Education Children; and BP 3550 Food Service. He also recommended the Board approve revisions to BP and AR 3100 Budget; BP 3280 Return, Sale or Lease of School Facilities or Real Property; BP 3290 Gifts, Grants and Bequests; BP 3300 Expenditures/Expending Authority; AR 3310 Purchasing Requisitions/Purchase Orders; BP 3342 (3350) Payroll; AR 3342 (3350) Payroll; BP 3400 Management of District Assets/Accounts; BP 3411 (3410.1) Checking Accounts; BP 3452 Student Activity Funds; BP 3512 Equipment; BP and AR 3515.5 Critical Incident Plan; AR 3522.1 (3515) Access and Keys; BP 3530 Risk Management; BP 3550 Food Service; BP 3580 District Records; BP and AR 3522.5 (BP and AR 5131.4) Campus Disturbances; and BP 3522.6 (BP 5131.41) Violent and Aggressive Conduct.

**MOTION**

Mr. Gabriel moved the Board approve Consent Agenda Items Numbers 1 through 5. Mrs. Vadla seconded.

Motion carried unanimously.

**FIRST READING OF POLICY  
REVISIONS:**

*(8:05:18 PM)*

The Board heard a first reading of proposed revisions to BP and AR 1330, Use of School Facilities and Properties, E 1330, Room/Building Use Permit; AR 2122, Superintendent of Schools – Job Description; E 2240, Management and Communication Systems; E 2250, Absence from Buildings; BP 3311, Bids; and BP 3316, Conflict of Interest.

**PUBLIC PRESENTATIONS/  
COMMENTS:**

*(8:05:48 PM)*

Mrs. Lana Syverson, Soldotna High School teacher, referred to a letter written to each Board member. She thanked the Board for their consideration of a matter concerning the District's Health plan and an individual employee.

**BOARD COMMENTS:**

*(8:07:25 PM)*

Mrs. Vadla thanked those in attendance and those who spoke to the Board and wished everyone a Happy New Year.

**BOARD COMMENTS:***(continued)*

Mr. Holt reported that the new Governor of Arizona has a proposal to cut school funding by half and expressed appreciation for the functioning School Board on the Kenai Peninsula.

Mrs. Downing expressed appreciation for the Cooper Landing Elementary School report and noted that earlier in the school year she had a good visit at the school. She noted that her son enjoyed the programs offered at the Challenger Learning Center and hopes to see all District schools taking advantage of the educational opportunities that it provides. She stated that she was impressed and surprised by all of the youth programs offered by the Rotary Club. She wished those present a Happy New Year.

Miss Ramponi thanked the Board for sending her to the AASB Youth Leadership Conference. She thanked the Challenger Learning Center representatives for the presentation.

Ms. Hohl stated that she was impressed with Mr. Milne's presentation of the Cooper Landing School report. She stated that she attended the Seward High School choir and Seward Middle School bell choir holiday performances. She reported that she attended the Seward Prevention Coalition meeting. She stated that she is working with community members to prepare for the Quality School/Quality Students Community Engagement meeting on January 21 and 22. She thanked the Challenger Learning Center representatives for speaking to the Board and noted that Seward also has a challenge with funding support of the Seward Sea Life Center.

Mr. Gabriel thanked the Challenger Learning Center representatives for their presentation and especially thanked Mr. Porter for working pro bono as the Center's director. He thanked Conoco-Phillips and Tesoro for their corporate sponsorship and support of the Center. He thanked Soldotna Rotary Club for sponsoring so many community activities. He expressed appreciation for the Cooper Landing Elementary School report.

Mrs. Hilts expressed appreciation for the District Instructional Team's Briefing regarding furthering the progress of District students even though they are doing well. She stated that KPBSD is headed in the right direction and expects to see enormous changes in instruction and collaboration over the next few years. She wished those present a Happy New Year. She expressed sympathy for the death of Mr. Roy Shapley and added that her thoughts and prayers are with his family as they cope with the loss.

Mrs. Crawford expressed appreciation for the Cooper Landing School report and the Challenger Learning Center and Rotary Club presentations. She stated that she was impressed with the depth and quality of the Alaska Performance Excellence Level II application submitted by the District.

**EXECUTIVE SESSION:**

*(8:13:24 PM)*

At 8:13 p.m., Mrs. Hilts moved the Board go into executive session to discuss matters which by law, municipal charter, or ordinance are required to be confidential. As part of the motion she requested that Assistant Superintendent Steve Atwater, Assistant Superintendent Dave Jones, Chief Financial Officer Melody Douglas, and Human Resources Director Tim Peterson be present in the executive session as well as the Board. Specifically, the executive session was to discuss private health plan information of an individual employee. Mrs. Downing seconded

Motion carried unanimously.

**ADJOURN EXECUTIVE SESSION:**

*(8:07:25 PM)*

At 9:07 p.m., Mr. Arness moved the executive session be adjourned. Ms. Hohl seconded.

Motion carried unanimously.

**ADJOURN:**

At 9:08 p.m., Mrs. Vadla moved the School Board Meeting be adjourned. Mrs. Hilts seconded.

Motion carried unanimously.

Respectfully submitted,

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Mrs. Sammy Crawford, President

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Mr. Marty Anderson, Clerk

The Minutes of January 12, 2009,  
have not been approved as of  
January 19, 2009.