

# Kenai Peninsula Borough School District Board of Education Meeting Agenda

August 1, 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

## Worksessions

2:30 p.m. [Board Bylaws](#)

3:30 p.m. [Energy Education](#)

4:00 p.m. [Staffing](#)

## A-G-E-N-D-A

1. **Executive Session** – Negotiations Tactics and Strategies *(beginning at 4:30 p.m.)*
2. **Opening Activities**
  - a. Call to Order
  - b. Pledge of Allegiance/National Anthem/Alaska Flag Song
  - c. Roll Call
  - d. Approval of Agenda
  - e. Approval of Minutes/[July 11, 2005](#)
3. **Awards and Presentations**
4. **School Reports Report** – *Accountability*
5. **Public Presentations** (Items not on agenda, 3 minutes per speaker, 30 minutes aggregate)
6. **Hearing of Delegations**
7. **Communications and Petitions**
8. **Advisory Committee, Site Councils and/or P.T.A., K.P.A.A., K.P.E.A., K.P.E.S.A., Borough Assembly**
9. **Superintendent's Report** – *Accountability*
10. **Reports** – *Accountability*
  - a. Board Reports

**11. Action Items**

a.

Consent Agenda

- (1) Approval of [New Teacher Assignments](#) – *Structure*
- (2) Approval of [Nontenured Teacher Assignment](#) – *Structure*
- (3) Approval of [Nontenured Teacher for Tenure](#) – *Structure*
- (4) Approval of [Revisions to AR 0510](#) (School District Report Card) – *Structure*
- (5) Approval of [Revisions to AR 4111](#) (Recruitment and Selection) – *Structure*
- (6) Approval of [Administrator Appointment](#) – *Structure*
- (7) Approval of [Budget Transfer](#) – *Structure*
- (8) Approval of [Seward Middle School Furniture and Equipment List](#) – *Structure*
- (9) Approval of [Resolution Number 05-06-1 In Support of Acceptance and Appropriating a State Grant in the Amount of \\$225,000 for a Natural Gas Pressure Reducing System in Ninilchik](#) – *Structure*

Administrative Services

- b. Approval of [New Teacher Assignment](#) – *Structure*

**12. First Reading of Policy Revisions**

- a. [BP 5131.43](#) (Bullying) – *Structure*
- b. [BP 0520](#) (School Accountability/School Improvement) – *Structure*

**13. Public Presentations/Comments** (Individuals are limited to three minutes each on the topic(s) listed below or on any topic.)

**14. Board Comments**

**15. Executive Session**

**16. Adjourn**

\* \* \* \* \*

*Copies of agenda items are available just prior to the meeting in the back of the room or visit our website at <http://www.kpbsd.k12.ak.us>.*



**ENERGY**  
**EDUCATION, INC.**  
ENERGY MANAGEMENT CONSULTING

940.767.1500 / P.O. Box 780 / Wichita Falls Texas 76307 / F 940.767.1547 / EnergyEducation.com

Energy Education uses human resources to save financial and natural resources for your school district and your community.

July 6, 2005

Dr. Donna Peterson  
Superintendent  
Kenai Peninsula Borough School District  
148 North Binkley Street  
Soldotna, AK 99669

Dear Dr. Peterson:

Energy Education projects a net savings of *more than \$4,648,000* will be achieved as a result of implementing our "people-oriented" energy management program in the Kenai Peninsula schools. This significant savings will come directly from your school system's utility bills and will provide you with dollars that can be redirected into programs, personnel, equipment, technology or wherever your needs dictate. There is absolutely no financial risk because we contractually guarantee your school system will save more money than it spends to implement the energy management program.

Public schools nationwide have benefited from Energy Education's unique approach to cutting the costs of energy -- the second highest budget item of most school systems. We invite you to review the enclosed information that provides an introduction to our energy management program, projected savings for your system, case histories of savings achieved in other schools, a client reference list and additional background information.

Dr. Peterson, we welcome your questions and encourage you to call our clients and inquire about our energy management program and the results achieved in their schools.

Sincerely,

Dr. William S. Spears  
CEO - Founder

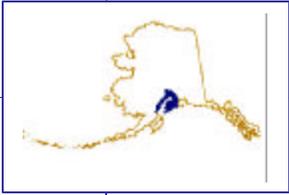


**E N E R G Y**  
**EDUCATION, INC.**  
ENERGY MANAGEMENT CONSULTING

(940) 767-1500 / P.O. Box 780 / Wichita Falls, Texas 76307  
Fax - (940) 767-1547

## Energy Management Program Overview

- Program** A *people-oriented* energy management program designed specifically for school systems to manage energy consumption and generate substantial savings. This "*no risk*" program offers *guaranteed* results and requires *no capital outlay*.
- Results** The energy management program produces typical savings measured by cost avoidance of *15 to 30 percent -- good stewardship of the taxpayer's dollars*. An added benefit of the program is the reduction of energy consumption in most systems -- *good stewardship of the environment*.
- Track Record** Our energy management program has been successfully implemented in public schools coast-to-coast in the United States.
- Guarantee** There is *no risk* to the school system. Energy Education contractually guarantees to save more than the fees and the energy manager's salary. We guarantee the savings will exceed the cost of the program or we will issue a check for the difference.
- No Budget** None of Energy Education's clients have ever had to budget new money to cover the cost of the program. The energy management program fees come out of the existing energy budget -- the reduction in energy costs will more than cover implementation costs.
- Comfort** Our people-oriented energy management program maintains or improves the comfort level in the learning environment.
- References** We invite you to contact any of the schools referenced in the back of this proposal for their assessment of the program and its results.
- Proof** Though it sounds too good to be true, the consistent success of our energy management program nationwide is proof that significant savings are generated with *no risk -- guaranteed*.



# KENAI PENINSULA BOROUGH SCHOOL DISTRICT

## Office of the Superintendent

Dr. Donna Peterson, Superintendent of Schools  
148 North Binkley Street Soldotna, Alaska 99669-7553  
Phone (907) 714-8888 Fax (907) 262-9132

**DATE:** July 26, 2005  
**TO:** Members, Board of Education  
**FROM:** Donna Peterson, Ed.D.  
Superintendent of Schools  
**RE:** Staffing/Enrollment

Time has been set aside at the August 1 Board of Education meeting to discuss the Board's expectations/parameters for the use of unallocated staffing dollars. The administration has taken additional steps this spring to predicting exact numbers in classrooms for fall, 2005. This enhanced process will be explained in detail.

When projections and actual enrollment do not match, the District needs to respond quickly. During the first 10 days of school, past practice for use of unallocated staffing has been:

- Daily school-by-school, class-by-class analysis of student enrollment
- Visual review of classes in schools over enrolled or under enrolled to verify "paper numbers"
- Reconfigure in schools where "bubbles" in particular classrooms can be addressed
- Determine if a teacher from a school in the geographic region can be transferred still allowing both schools to be within PTR guidelines

It is hoped that our declining enrollment days are over and that our projections are accurate in 100% of the schools and classrooms (we were successful in 42 of 44 sites last year). But, just in case, a conversation prior to school start up about balancing the needs of all, while at the same time conserving resources, will be helpful as the administration works through the tough decisions that may need to be faced.

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# Kenai Peninsula Borough School District Board of Education Meeting Minutes

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July 11, 2005 - 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  
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 VonZiegessar-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, 21<sup>st</sup> 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.

**NONTENURE 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, Hilts, 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 - Hilts, 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. 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,

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Mrs. Sammy Crawford, President

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Mrs. Debra Mullins, Clerk

The Minutes of July 11, 2005,  
have not been approved as of  
July 18, 2005.

August 1, 2005

TO: Board of Education

FROM: Tim Peterson, Director, Human Resources

THROUGH: Glen Szymoniak, Assistant Superintendent

SUBJECT: Approval of New Teacher Assignments/2005-06 Item 10 a (1)

It is recommended that the following new teacher assignments be approved. The following assignments are tentative:

<u>RESIDENC E</u>	<u>NAME</u>	<u>DEGREE</u>	<u>INSTITUTION</u>	<u>MAJOR</u>	<u>ATC</u>	<u>EXP</u>	<u>ASSIGN</u>
Cherry Valley, CA.	Sean F. Campbell	BS	University of Idaho, Moscow, Idaho	English	6-12 English 6-12 History	=====	English/ Language Arts, Homer High School
Palmer, AK.	Benjamin C. Alexander	MEd	University of Alaska, Anchorage	Special Education	K-8 Elementary, K-8 Special Ed, Mildly Handicapped	11 AK	Temporary, Special Ed/Resource, Ninilchik
Kenai, AK.	Kersten M. Osborn	BA	University of Alaska, Kenai Peninsula College	Elementary Education	K-8 Elementary, K-8 Art	=====	.50 FTE Temporary/ .50FTE Permanent, Grades 2/3 Nikiski North Star Elementary
Luck, WI.	Janet L. Holdt	BA	University of Wisconsin. Green Bay, WI.	Music	7-12 Choral, Elementary Music	15 States	K-8 Music, Seward Elementary/ Seward Middle School
Seward, AK.	Theresa Zabala	MAT	Alaska Pacific University, Anchorage, AK.	Elementary	Elementary	=====	.50 FTE Permanent/.50 FTE Temporary, Grade 3 Teacher, Seward Elementary

<u>RESIDENCE</u>	<u>NAME</u>	<u>DEGREE</u>	<u>INSTITUTION</u>	<u>MAJOR</u>	<u>ATC</u>	<u>EXP</u>	<u>ASSIGN</u>
New Bethlehem, PA.	Bridgit Gillis	BS	Clarion University of Pennsylvania, Clarion, PA.	Music Education	K-12 Music	=====	Vocal Music, Soldotna Middle/Soldotna High School
Metlakatla, AK.	Kathryn R. Baum Fjelstad	MA	South Dakota State University, Brookings, S.D.	Language & Composition	7-12 Literature, 7-12 Psychology, 5-8 Language Arts, 7-12 History	2 States	Language Arts, Soldotna Middle School
Colfax, WI.	Stephanie Burns	MS	Winona State University, Winona, Minnesota	Learning Disabilities	K-12 Special Ed Learning Disability	2 States	Special Ed/Resource, Soldotna High School
Soldotna, AK.	Carly L. Reimer	BEd	University of Alaska, Anchorage, AK.	Secondary Education	7-12 Biological Science	=====	Middle School Science, Soldotna Middle School
Kenai, AK.	Ruth Decker	BA	Briar Cliff College, Sioux City, Iowa	History	K-9 Elementary	12 States 8 AK.	Temporary, .15 FTE Music, Soldotna Montessori
Homer, AK.	Phyllis Bishop	MAT	University of Alaska, Anchorage, AK.	Teaching	7-12 English	3 AK	.50 FTE Social Studies, Voznesenka School

August 1, 2005

TO: Board of Education  
FROM: Tim Peterson, Director, Human Resources  
THROUGH: Glen Szymoniak, Assistant Superintendent  
SUBJECT: Approval of Tentative Non-tenured Teacher Assignment/2005-06 Item 10 a (2)

It is recommended that employment for the following non-tenured teacher be approved for the 2005-06 school year. The following lists a tentative assignment for the non-tenured teacher:

<u>Location</u>	<u>Employee</u>	<u>Assignment</u>	<u>Certification</u>
Nanwalek School	Geoffrey Glover	Temporary, K-6/Title I Teacher	K-6 Elementary Education

August 1, 2005

TO: Board of Education

FROM: Tim Peterson, Director, Human Resources

THROUGH: Glen Szymoniak, Assistant Superintendent

SUBJECT: Approval of Non-Tenured Teacher for Tenure/2005-06 Item 11 a (3)

It is recommended that employment and tenure for the following Non-Tenured Teacher be approved for the 2005-06 school year. The following assignment is tentative:

<b>Location</b>	<b>Employee</b>	<b>Tentative Assignment</b>	<b>Certification</b>
K-Beach Elementary	Audra McCubbins	Kindergarten Teacher	K-8 Elementary Education K-8 Music



## KENAI PENINSULA BOROUGH SCHOOL DISTRICT

Sam Stewart, Assistant Superintendent  
148 North Binkley Street Soldotna, Alaska 99669-7553  
Phone (907) 714-8858 Fax (907) 262-5867  
Email: sstewart@kpbsd.k12.ak.us

### *Memorandum*

*To:* Board of Education  
*From:* Sam Stewart, Assistant Superintendent  
*Re:* AR 0510, School District Report Card  
*Date:* July 25, 2005

---

Revisions to AR 0510 are necessary in order for the District's administrative regulation concerning the School District Report Card to match the current requirements of the Alaska Department of Early Education and Development.

The administration recommends approval of the revisions as presented.

SCHOOL DISTRICT REPORT CARD

By May 31 of each year, the principal or designee shall prepare a report on his/her school's performance and the performance of the school's students. The report shall be presented to parents, students, and community members at a public meeting and forwarded to the Superintendent. By July 1 of each year, the Superintendent shall provide the local School Board, the State Board, and make available to the public, a report on the performance of District schools and students.

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Pursuant to AS 14.03.120 the "School District Report Card to the Public" must include the assessment of the items specified below.¶

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The school and District reports shall be made on forms prescribed by the State Department of Education and Early Development and shall include:

1. the accreditation status of the school,;
2. the number and percent of District students in the top and bottom quarter of standardized norm-referenced achievement examinations and the national percentile of the mean normal curve equivalent;
3. student academic achievement at the basic, proficient and advanced levels on state assessments, disaggregated by subgroups:
  - economically disadvantaged students,
  - students from each major racial and ethnic group,
  - children with disabilities,
  - LEP students,
  - student gender,
  - student's migrant status;
4. the number and percent of students tested who are in each of the proficiency categories for the state standards-based assessments in reading, writing, and math; and disaggregated by subgroup;
5. for high schools, the number and percent of students in the "pass" and "not pass" categories for the high school graduation qualifying exam;
6. a description of student, parent, community, and business involvement in student learning, including the number and percent of students and parents, respectively, who responded to the teacher evaluation survey; the number of school/business or interagency partnerships; the average number of volunteer hours a week spent in the school; and a narrative description of the results of parental, community, and business involvement;
7. attendance, retention, dropout, and graduation rates;

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**SCHOOL DISTRICT REPORT CARD**

- 8. the annual percent change in enrollment and the percent of enrollment change due to student transfers into and out of the District;
- 9. the performance designation assigned the school under AS 14.03.123;
- 10. a summary of student, parent, and community member comments on the school's performance, including the number of persons commenting;
- 11. the number and percentage of schools identified for school improvement; how long the schools have been so identified; and
- 12. other indicators of school performance selected by the District.

Legal Reference:

20 U.S.C. § 6316(a)(1)(C) Academic assessment and local educational agency and school improvement.

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2. the percent of students who are not promoted to the next grade;¶  
¶  
3. student, parent, and community member comments on the school's performance;¶  
¶  
4

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Deleted: 5. attendance, retention, and graduation rates;¶

Deleted: 6. the ways in which meaningful parent involvement in school performance was achieved;

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¶  
7. other indicators of school performance required by the state board of education;

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**KENAI PENINSULA BOROUGH SCHOOL DISTRICT**  
**Adoption Date:** \_\_\_\_\_

Deleted: 7/1/96



## KENAI PENINSULA BOROUGH SCHOOL DISTRICT

### Assistant Superintendent

Glen Szymoniak

148 North Binkley Street Soldotna, Alaska 99669

Phone (907) 714-8888 Fax (907) 262-5867

Email [gszymoniak@kpbsd.k12.ak.us](mailto:gszymoniak@kpbsd.k12.ak.us)

### *MEMORANDUM*

*To:* Board of Education  
*From:* Glen Szymoniak, Assistant Superintendent  
*Date:* July 18, 2005  
*Re:* Revision of AR 4111 – Recruitment and Selection

---

The administration recommends making the attached changes to AR 4111 to note the *No Child Left Behind* highly qualified requirement for teachers.

**RECRUITMENT AND SELECTION**

The District shall employ the most qualified person available for each open position. The Superintendent shall develop recruitment and selection procedures which include:

1. Assessment of the District's needs to determine those areas where specific skills, knowledge and abilities are lacking.
2. Development of job descriptions which accurately portray the position.
3. Dissemination of vacancy announcements to ensure a wide range of candidates, when necessary.
4. Screening procedures which will identify the best possible candidates for interviews.
5. Interview procedures which will determine the best qualified candidate for hire.

All teachers hired on or after the first school day of the 2002-03 school year and working in a program supported with Title VII funds shall be highly qualified as defined by the No Child Left Behind Act, as well as state law. All teachers teaching in core academic subjects must be highly qualified by June 30, 2006 unless further time is permitted by law.

Legal Reference

UNITED STATES CODE, TITLE 20

§1119 No Child Left Behind Act of 2001, P.L. 107-110

**KENAI PENINSULA BOROUGH SCHOOL DISTRICT**

**Adoption Date:**

Deleted: 2/07/2005

August 1, 2005

TO: Board of Education  
FROM: Donna Peterson, Ed. D., Superintendent  
SUBJECT: 2005-06 Administrator Appointments– Item 10 a (6)

Recommendation: That the BOE approve the following Administrator appointment for the 2005-06 school year:

<b><u>Location</u></b>	<b><u>Administrator</u></b>	<b><u>Position</u></b>
Kenai Central High School	Loren Reese	Assistant Principal

# Loren Reese

---

10558 E. 38<sup>th</sup> Place  
Yuma, Arizona 85365  
[azcallmaker@aol.com](mailto:azcallmaker@aol.com)  
928-345-1425

## Career Objective

---

To obtain an administrative position and serve as an instructional leader

## Education Background

---

### University of Arizona

Bachelor of Arts  
History

May 1994

### Northern Arizona University

Post-Secondary Certification

December 1995

### Northern Arizona University

Masters in Ed Leadership

August 2001

## Teaching Experience

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### High School Social Studies

Vista Alternative High School-YUHSD #70 Yuma, Az. 1996-2002

- Taught World History, American History, Economics, and Government
- Incorporated technology into the classroom via computers and Power Point

Vista Alternative High School Mentor Teacher 1999-2001

- Assisted first year teachers with lesson design and delivery
- Offered support in the areas of classroom management and procedures

Learning Center-YUHSD #70 Yuma, Arizona 1996-2002

- Tutored high school students at all grade levels in all subject areas
  - Developed courses of study for social studies
  - Served as program director from 1997-2002
-

## *Administrative Experience*

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### **High School Assistant Principal**

San Luis High School

November 2001-Present

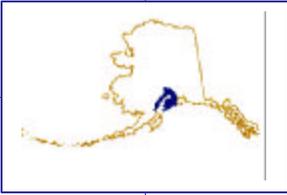
San Luis High School Athletic Director-YUHSD #70 Yuma, Az. 2001-2004

- Developed athletic game schedule for new school entering into an existing two-year block
- Ordered equipment and uniforms for entire athletic program
- Implemented rules and guidelines of the Arizona Interscholastic Association
- Supervised coaches and athletic teams
- Supervised all home athletic events
- Supervised school security personnel
- Responsible for creating and implementing school safety and evacuation procedures
- Served as Instructional Leader for all classroom teachers
- Supervised student discipline for all grade levels

San Luis High School Activities Director-2001-Present

- Planned and coordinated first graduation for San Luis High School
- Supervised Student Council and all other student clubs
- Approved and monitored all campus and student activities
- Approved all club travel, spending, and fundraising
- Maintained campus master calendar
- Supervised campus maintenance personnel
- Coordinated with campus resource officer
- Served as Instructional Leader for all classroom teachers
- Supervised student discipline for all grade levels

**References on file in Applicant file**



# KENAI PENINSULA BOROUGH SCHOOL DISTRICT

## Finance

Melody Douglas, Chief Financial Officer  
148 North Binkley Street Soldotna, Alaska 99669-7553  
Phone (907) 262-5846 Fax (907) 262-9645

July 26, 2005

## MEMORANDUM

TO: Board of Education

FROM: Melody Douglas   
Chief Financial Officer

SUBJECT: Budget Transfer

Budget transfer 1 has been requested by the Information Services department to allocate funds for purchase of software according to Tech Plan 2.

This budget transfer exceeds \$10,000; therefore, it requires Board of Education approval per Board Policy 3120. Approval by the Board of Education is recommended.

Enclosure

SCHOOL TECHNOLOGY AND ERATE TRANSFER # 790001 DATE 07/12/05  
-----

TRANSFER FROM ACCOUNT NO.	TRANSFER TO ACCOUNT NO.	AMOUNT
1. 100-79-4100-0000-4501	100-79-4100-7905-4501	5218.00
2. 100-79-4100-0000-4501	100-79-4100-7906-4501	18300.00
3. 100-79-4100-0000-4501	100-79-4100-7966-4501	739.00
4. 100-79-4100-0000-4501	100-79-4100-7907-4501	447.00
5. 100-79-4100-0000-4501	100-79-4100-7967-4501	556.00
6. 100-79-4100-0000-4501	100-79-4100-7910-4501	14545.00
7. 100-79-4100-0000-4501	100-79-4100-7931-4501	2700.00
8. 100-79-4100-0000-4501	100-79-4100-7913-4501	3000.00
9. 100-79-4100-0000-4501	100-79-4100-7911-4501	5400.00
10. 100-79-4100-0000-4501	100-79-4100-7947-4501	2250.00
11. 100-79-4100-0000-4501	100-79-4100-7937-4501	600.00
12. 100-79-4100-0000-4501	100-79-4100-7942-4501	4350.00
13. 100-79-4100-0000-4501	100-79-4100-7908-4501	5400.00
14. 100-79-4100-0000-4501	100-79-4100-7909-4501	1749.00
15. 100-79-4100-0000-4501	100-79-4100-7912-4501	6900.00
16. 100-79-4100-0000-4501	100-79-4100-7904-4501	150.00
	TOTAL:	72,304.00

JUSTIFICATION OR REASONS FOR REQUESTING TRANSFER OF FUNDS ARE LISTED BELOW:

-----  
ALLOCATE SOFTWARE MONIES ACCORDING TO TECH PLAN 2

-----  
PRINCIPALS'S SIGNATURE

-----  
SUPERINTENDENT/OPERATIONS APPROVAL

-----  
ACCOUNTING APPROVAL

-----  
DATE APPROVED BY SCHOOL BOARD

000001

-----  
TRANSFER REQUEST NUMBER  
-----



## KENAI PENINSULA BOROUGH SCHOOL DISTRICT

### Assistant Superintendent

Glen Szymoniak

148 North Binkley Street Soldotna, Alaska 99669

Phone (907) 714-8888 Fax (907) 262-5867

Email [gszymoniak@kpbsd.k12.ak.us](mailto:gszymoniak@kpbsd.k12.ak.us)

July 25, 2005

TO: Board of Education

FROM: Glen Szymoniak, Assistant Superintendent

SUBJECT: Furniture & Equipment for Seward Middle School

---

Attached is a list of furniture and equipment needed for the new Seward Middle School. It is administration's recommendation that these items be approved.

(Classrooms & Offices)

1 group Furniture, including Student Chairs, Student Desks, Storage Cabinets, Task Lights, Tackboards, File Pedestals, Activity Tables, Task Chairs, etc.

Total 118,738.97

VENDOR: Corporate Express, 52430 Solar Avenue, Kenai, Alaska 99611

\*\*\*\*\*

(Classrooms, Library, & Offices)

1 group Furniture, including Cafeteria Tables, Teacher Desk, Administrative Office Desks, Multimedia Storage Cabinets, File Cabinets, Study Carrels, Work Tables, Conference Table, Study Tables, Library Shelving, etc.

Total 123,589.73

VENDOR: Corporate Express, 52430 Solar Avenue, Kenai, Alaska 99611

\*\*\*\*\*

(Self-Contained Classroom)

1 each GE Side-by-Side Refrigerator/Freezer 942.99

Total 942.99

VENDOR: Spenard Builders Supply, 11725 Seward Highway, Seward, Alaska 99664

\*\*\*\*\*

(Self-Contained Classroom)

1 each GE Top-Loading Washer 350.00

Total 350.00

VENDOR: Jensen's Appliance, 35322 Kenai Spur Highway, Soldotna, Alaska 99669

\*\*\*\*\*

(Multi-Purpose Classroom & Custodian)

2 each GE Front-Loading Washer 1298.00

2 each GE Front-Loading Dryer 878.00

Total 2,176.00

VENDOR: Spenard Builders Supply, 48855 Funny River Road, Soldotna, Alaska 99669

\*\*\*\*\*

(Multi-Purpose Classroom, Self-Contained Classroom & Teacher Breakroom)

3 each GE Microwave Oven 549.00

3	each	GE Undercabinet Mounting Kit for Microwave	66.00
1	each	GE Electric Dryer	342.00
Total			957.00

VENDOR: Allen & Petersen, 10672 Kenai Spur Highway, Suite 103, Kenai, Alaska 99611  
 \*\*\*\*\*

(Multi-Purpose Classroom, Life Science Classroom & Teacher Breakroom)

3	each	GE Refrigerator	2,316.00
Total			2,316.00

VENDOR: Allen & Petersen, 10672 Kenai Spur Highway, Suite 103, Kenai, Alaska 99611  
 \*\*\*\*\*

(Multi-Purpose Classroom)

1	each	Skutt #KN-1231PK Ceramic Kiln	2,567.50
Total			2,567.50

VENDOR: Sheila's Ceramics, 3306 Cope Street, Anchorage, Alaska 99503  
 \*\*\*\*\*



**KENAI PENINSULA BOROUGH SCHOOL DISTRICT**

**Planning & Operations**

Dave Spence, Director

139 E. Park Avenue Soldotna, Alaska 99669

Phone (907) 262-9363 Fax (907) 262-7165

July 22, 2005

To: Board of Education

Through: Glen Szymoniak, Assistant Superintendent

From: Dave Spence, Director, Planning and Operations

Attached please find copies of KPBSD Resolution 05-06-1; a memo from Bonnie Golden, KPB Grants Manager, to the Borough Assembly; and an ordinance for introduction at the regularly scheduled assembly meeting of August 2, 2005. All documents speak in favor of converting Ninilchik School's fuel oil system to natural gas. In order for this conversion to occur, the Borough Assembly requires the support of the School Board.

The School District's administration concurs with this recommendation and asks the Board to take action by approving Resolution 05-06-1.



# KENAI PENINSULA BOROUGH SCHOOL DISTRICT

148 North Binkley Street  
Phone (907) 714-8888

Soldotna, Alaska  
Fax (907) 262-5867

## RESOLUTION 05-06-1

### KENAI PENINSULA BOROUGH SCHOOL DISTRICT

#### A RESOLUTION IN SUPPORT OF ACCEPTING AND APPROPRIATING A STATE GRANT IN THE AMOUNT OF \$225,000 FOR A NATURAL GAS PRESSURE REDUCING SYSTEM IN NINILCHIK

**WHEREAS**, the community of Ninilchik does not currently have natural gas available to its school, residents, and businesses; and

**WHEREAS**, the availability of natural gas to the Ninilchik area is anticipated to reduce the cost of utilities by 60 percent; and

**WHEREAS**, providing natural gas to the Ninilchik School as well as the community of Ninilchik is in the best interest of the School District, Borough, and Ninilchik; and

**WHEREAS**, Senate Bill 46, which appropriated funding to the Borough for a natural gas pressure reducing system, was passed by the State Legislature and signed by the Governor in June 2005; and

**WHEREAS**, notice has been received from the Alaska Department of Commerce, Community and Economic Development that a legislative grant has been awarded to the Borough in the amount of \$225,000 for a Ninilchik pressure reducing system; and

**WHEREAS**, ENSTAR is prepared to install a natural gas pressure reducing system in the Ninilchik community during the 2005 construction season, which is expected to benefit Ninilchik School and up to 47 additional parcels in the area; and

**WHEREAS**, the Borough's maximum contribution to this project will be \$225,000, and ENSTAR will be required to assume any costs over that amount; and

**WHEREAS**, Ninilchik School is currently heated with fuel oil; and

**WHEREAS**, using natural gas to heat Ninilchik School should significantly decrease its heating costs; and

**WHEREAS**, because ENSTAR is prepared and desires to complete this project during the 2005 construction season, a shortened public hearing date has been requested; and

**WHEREAS**, ENSTAR is the only entity with the expertise to install a natural gas pressure reducing system; therefore it is the most appropriate party to fulfill the purposes of the grant,

**THEREFORE BE IT RESOLVED THAT**, the Kenai Peninsula Borough Board of Education stands in support of accepting a grant from the Department of Commerce, Community and Economic Development in the amount of \$225,000 for a Ninilchik natural gas pressure reducing system.

Adopted by the Kenai Peninsula Borough School Board on this 1<sup>st</sup> day of August, 2005.

Attest:

\_\_\_\_\_  
Sammy Crawford, President  
School Board

\_\_\_\_\_  
Sally E. Tachick  
Notary Public  
My Commission Expires 7/25/09

**MEMORANDUM**

**TO:** Gary Superman, Assembly President  
Members of the Kenai Peninsula Borough Assembly

**THRU:** Dale Bagley, Borough Mayor  
Scott Holt, Finance Director

**FROM:** Bonnie L. Golden, Grants Manager

**COPY:** Bill Popp, Oil, Gas and Mining Liaison  
Dave Tressler, Maintenance Director

**DATE:** July 21, 2005

**SUBJECT:** Ordinance No. 2005-19-\_\_\_\_\_: Accepting and appropriating a \$225,000 State grant for a natural gas pressure reducing system in Ninilchik

---

Natural gas is not currently available to the public in the community of Ninilchik. With the enactment of the attached ordinance, that situation will change. Through passage of Senate Bill 46, \$225,000 in State funding has been made available to the Borough for a Ninilchik pressure reducing system or a city gate station that will provide natural gas to a distribution system to be built this year.

Funding for the project was included in Senate Bill 46, which was passed by the Legislature and signed by the Governor in June 2005. The State Department of Commerce, Community and Economic Development has notified the Borough of the availability of \$225,000 for a Ninilchik pressure reducing station. With the passage of this ordinance, the Borough will contract with ENSTAR to provide the grant funding to ENSTAR for the pressure reducing station.

ENSTAR's project is to build a natural gas distribution system, including the pressure reducing station and pipes along the main business corridor in Ninilchik. They will bring the gas up to the Ninilchik School meters at no charge to the Borough. The Maintenance Department is prepared to convert the school heating system to gas as soon as feasible and will be responsible for these costs. The State grant will be used to pay a portion of the cost of the pressure reducing station; ENSTAR will pay all other costs associated with the project. With the conversion to natural gas, it is anticipated that the cost of utilities will be reduced by 60 percent.

Initial work on the project has begun. ENSTAR intends to have the project completed by November 2005. Funding is needed as soon as possible to continue the work initiated by ENSTAR; therefore, a shortened public hearing date of August 16, 2005, has been requested.

Enclosures (Ordinance, DCCED Notification, ENSTAR letter)

Introduced by: Mayor  
Date: August 2, 2005  
Shortened Hearing: August 16, 2005  
Action:  
Vote:

**KENAI PENINSULA BOROUGH  
ORDINANCE 2005-19-**

**AN ORDINANCE ACCEPTING AND APPROPRIATING A STATE GRANT IN THE  
AMOUNT OF \$225,000 FOR A NATURAL GAS PRESSURE REDUCING SYSTEM IN  
NINILCHIK**

- WHEREAS**, the community of Ninilchik does not currently have natural gas available to its school, residents, and businesses; and
- WHEREAS**, the availability of natural gas to the Ninilchik area is anticipated to reduce the cost of utilities by 60 percent; and
- WHEREAS**, providing natural gas to the Ninilchik school as well as the community of Ninilchik is in the best interest of the Borough and Ninilchik; and
- WHEREAS**, Senate Bill 46, which appropriated funding to the Borough for a natural gas pressure reducing system, was passed by the State Legislature and signed by the Governor in June 2005; and
- WHEREAS**, notice has been received from the Alaska Department of Commerce, Community and Economic Development that a legislative grant has been awarded to the Borough in the amount of \$225,000 for a Ninilchik pressure reducing system; and
- WHEREAS**, ENSTAR is prepared to install a natural gas pressure reducing system in the Ninilchik community during the 2005 construction season, which is expected to benefit Ninilchik School and up to 47 additional parcels in the area, including the Ninilchik Senior Center; and
- WHEREAS**, the borough's maximum contribution to this project will be \$225,000, and ENSTAR will be required to assume any costs over that amount; and
- WHEREAS**, pursuant to AS 29.35.160, the Borough has the express power to establish, maintain, and operate the school district, including Ninilchik School; and
- WHEREAS**, pursuant to AS 14.14.060(f), the Borough has the power to provide for all major rehabilitation, construction, and major repair of the Borough schools, including Ninilchik School; and
- WHEREAS**, Article X, section 1 of the Alaska Constitution requires that a liberal construction be given to the Borough's powers; and
- WHEREAS**, Ninilchik School is currently heated with fuel oil; and

**WHEREAS,** using natural gas to heat Ninilchik School should significantly decrease its heating costs; and

**WHEREAS,** because ENSTAR is prepared and desires to complete this project during the 2005 construction season, a shortened public hearing date has been requested; and

**WHEREAS,** ENSTAR is the only entity with the expertise to install a natural gas pressure reducing system; therefore, it is the most appropriate party to fulfill the purposes of the grant; and

**WHEREAS,** at its meeting of August 1, 2005, the Kenai Peninsula Board of Education recommended \_\_\_\_\_;

**NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:**

**SECTION 1.** That the mayor is authorized to accept a grant from the Department of Commerce, Community and Economic Development in the amount of \$225,000 for a Ninilchik natural gas pressure reducing system and is authorized to execute a grant agreement and any other documents deemed necessary to accept and expend the grant and to fulfill the intents and purposes of this ordinance.

**SECTION 2.** That funds in the amount of \$225,000 are appropriated to account 271.94910.NINLK.49999 (miscellaneous grant fund for Ninilchik pressure reducer).

**SECTION 3.** That the mayor is authorized to enter into a sole-source contract with ENSTAR to install a natural gas pressure reducing system in Ninilchik, such contract not to exceed \$225,000.

**SECTION 4.** That due to the length and nature of this project, the appropriations established through this ordinance shall not lapse at the end of any particular fiscal year.

**SECTION 5.** This ordinance shall become effective immediately upon enactment.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS \* DAY OF \* 2005.**

\_\_\_\_\_  
Gary Superman, Assembly President

ATTEST:

\_\_\_\_\_  
Sherry Biggs, Borough Clerk

August 1, 2005

TO: Board of Education

FROM: Glen Szymoniak, Assistant Superintendent

SUBJECT: Approval of New Teacher Assignment/2005-06 Item 10 b.

It is recommended that the following new teacher assignment be approved. The following assignment is tentative:

<u>RESIDENCE</u>	<u>NAME</u>	<u>DEGREE</u>	<u>INSTITUTION</u>	<u>MAJOR</u>	<u>ATC</u>	<u>EXP</u>	<u>ASSIGN</u>
Yakutat, AK.	Laurel A. Hilts	MA	University of Alaska, Southeast	Education	Elementary	5 AK.	Temporary Teacher, K- 6/Title II, Susan B. English



## KENAI PENINSULA BOROUGH SCHOOL DISTRICT

Sam Stewart, Assistant Superintendent  
148 North Binkley Street Soldotna, Alaska 99669-7553  
Phone (907) 714-8858 Fax (907) 262-5867  
Email: [sstewart@kpbsd.k12.ak.us](mailto:ssewart@kpbsd.k12.ak.us)

### ***Memorandum***

*To:* Board of Education

*From:* Sam Stewart, Assistant Superintendent

*Re:* New Recommended Board Policy on Bullying, BP 5131.43

*Date:* July 25, 2005

---

Bullying has been identified across the nation as a form of harassment that must be addressed. While the Kenai Peninsula Borough School District has several policies concerning harassment, the District does not have a policy specific to bullying. The attached policy reiterates the District's commitment to provide a safe learning environment for students and provides a working definition of bullying.

BP 5131.43 is presented for first reading and is recommended for approval.

**BULLYING**

The Board is dedicated to providing a safe and civil learning environment. Bullying is a form of harassment and intimidation that disrupts a student's ability to learn and a school's ability to educate. Students and staff are prohibited from engaging in any form of bullying while on school property, on school buses, or at school-sponsored activities or functions. Students who engage in an act of bullying are subject to appropriate disciplinary action, up to and including suspension or expulsion. Staff who engage in an act of bullying are also subject to appropriate disciplinary action up to and including suspension and termination.

*(cf. 5144 – Discipline)*

*(cf. 5144.1 – Suspension and Expulsion)*

**Bullying Defined**

Bullying is the repeated intimidation of others by inflicting or threatening physical, verbal, written, electronic, or emotional abuse, or damage to another's property. Bullying may include, but is not limited to, conduct such as physical abuse, damage or theft of another's property, social exclusion from activities, verbal taunts, name-calling, rumors, innuendoes, drawings, jokes, gestures, pranks, and put-downs relating to real or perceived differences, including another's culture, race, ethnicity, gender, sexual orientation, religion, body size, physical appearance, clothing, personality, age, socioeconomic status, ability or disability or other distinguishing characteristics.

*(cf. 5145.3 – Nondiscrimination)*

*(cf. 5145.7 – Sexual Harassment)*

*(cf. 4119.12 – Harassment)*

This policy should not be interpreted to prohibit a reasoned and civil exchange of opinions or debate that is protected by law and Board policy.

*(c.f. 5145.2 – Freedom of Speech/Expression)*

Conduct that does not rise to the level of bullying may still be prohibited by other policies or rules.

*(cf. 5131 – Conduct)*

*(cf. 3522.5 – Campus Disturbances)*

*(cf. 3522.6 – Violent and Aggressive Conduct)*

*(cf. 5131.5 – Vandalism, Theft & Graffiti)*

*(cf. 5137 – Positive School Climate)*



## KENAI PENINSULA BOROUGH SCHOOL DISTRICT

Sam Stewart, Assistant Superintendent  
148 North Binkley Street Soldotna, Alaska 99669-7553  
Phone (907) 714-8858 Fax (907) 262-5867  
Email: [sstewart@kpbsd.k12.ak.us](mailto:ssewart@kpbsd.k12.ak.us)

### *Memorandum*

*To:* Board of Education

*From:* Sam Stewart, Assistant Superintendent

*Re:* New Recommended Board Policy on School Accountability/School Improvement

*Date:* July 25, 2005

---

BP 0520 is a new policy that is presented for first reading and generally states the process for implementation of school improvement plans when schools do not make adequate yearly progress (AYP).

The administration recommends approval.

**SCHOOL ACCOUNTABILITY/SCHOOL IMPROVEMENT**

The School Board is committed to the successful performance of the District and its schools. The Superintendent shall implement requirements for schools that have not achieved adequate yearly progress as determined by the Department of Education and Early Development.

If any District school is identified for improvement, the Superintendent shall develop and implement a school improvement plan in accordance with federal and state law.

*Legal Reference:*

*ALASKA STATUTE*

*14.03.123 School and District Accountability*

*ALASKA ADMINISTRATIVE CODE*

*4 AAC 06.800-.899 School and District Accountability*

*Elementary and Secondary Education Act, 20 U.S.C. §6316, as amended by the No Child Left Behind Act of 2001 (P.L. 107-110)*