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# Kenai Peninsula Borough School District

## Board of Education Meeting Minutes

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July 14, 2008 – 7:00 p.m.  
Regular Meeting

Borough Administration Building  
148 N. Binkley, Soldotna, Alaska

### **SCHOOL BOARD MEMBERS:**

Mrs. Sammy Crawford, President  
Mrs. Liz Downing, Vice President  
Mr. Marty Anderson, Clerk  
Mrs. Sunni Hilts, Treasurer  
Dr. Nels Anderson  
Mrs. Debra Mullins  
Mrs. Debbie Brown  
Mr. Bill Hatch  
Ms. Lynn Hohl  
Miss Brittany Meyer, Student Representative

### **STAFF PRESENT:**

Dr. Donna Peterson, Superintendent of Schools  
Mrs. Melody Douglas, Chief Financial Officer  
Mr. Dave Jones, Assistant Superintendent  
Mr. Steve Atwater, Assistant Superintendent

### **OTHERS PRESENT:**

Mrs. Sharon Moock	Mr. Rudy Peterson
Ms. Jessica Cejnar	Mrs. LaDawn Druce
Mr. Joe Nicks	Ms. Margie Warner
Mr. Tim Peterson	Mr. Rod Hilts

### **CALL TO ORDER:**

(7:00:15 PM)

Mrs. Crawford called the meeting to order at 7:00 p.m.

### **PLEDGE OF ALLEGIANCE:**

(7:00:27 PM)

Mrs. Crawford invited those present to participate in the Pledge of Allegiance.

### **DISTRICT MISSION STATEMENT:**

(7:00:47 PM)

Mr. Hatch read the District's mission statement.

### **ROLL CALL:**

(7:01:17 PM)

Mrs. Debra Mullins	Present
Mrs. Sammy Crawford	Present
Mr. Marty Anderson	Present
Dr. Nels Anderson	Present
Mrs. Debbie Brown	Absent/Excused
Mrs. Liz Downing	Absent/Excused
Mr. Bill Hatch	Present
Ms. Lynn Hohl	Absent/Excused
Mrs. Sunni Hilts	Present

### **APPROVAL OF AGENDA:**

(7:01:48 PM)

The agenda was approved as written.

### **APPROVAL OF MINUTES:**

(7:02:01 PM)

The School Board Minutes of June 2, 2008, were approved with a correction.

**AWARDS AND PRESENTATIONS:**

*(7:02:53 PM)*

Dr. Peterson thanked the Kenai Peninsula legislative delegation for their work in developing and supporting an increase in funding and equitable adjustments for the School District and the Kenai Peninsula Borough.

**COMMUNICATIONS AND PETITIONS:**

*(7:05:57 PM)*

Dr. Peterson noted that the Board Information Packet contains a copy of a letter to HEA thanking them for their assistance in providing wireless internet connection for the Russian villages of Razdolna and Kachemak Selo. She noted that the packet also contains changes to Board Policy exhibit pages, professional development information, a compilation of the 2007-2008 weekly Highlights, a litigation status report from the Borough Attorney and two awards (Certificate of Commendation for District language programs and a recognition from the National School Public Relations Association for the 2006-2007 Annual Report "Navigating the Future").

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

*(7:07:33 PM)*

Ms. Margie Warner introduced herself as the new president of KPESA.

**SUPERINTENDENT'S REPORT:**

*(7:08:12 PM)*

Dr. Peterson presented the 2007-2008 Site Council Evaluation Reports from each school and noted that the schools will receive follow-up training as requested. She noted that a copy of the annual report information submitted by each school has been compiled for the Board's information. She noted that Miss Jenny Neyman has resigned and that the communication specialist vacancy has been advertised. She introduced Mr. Steve Atwater, Assistant Superintendent, and noted that she and Mr. Atwater will attend a meeting with the new Commissioner of the Department of Education and Early Development on August 4 in Juneau. She announced that, in her absence, Mrs. Douglas will serve as the administration's representative for the August 4 Board meeting.

**FINANCIAL REPORT:**

*(7:10:15 PM)*

Mrs. Douglas presented the financial report of the District for the period ending May 31, 2008. She reported that the next FY08 financial report will be the Comprehensive Annual Financial Report and will be forwarded to the Board in October or November.

**QUARTERLY BUDGET REPORT:**

*(7:10:51 PM)*

Mrs. Douglas reported on budget transfers Numbers 598 through 1043 for various schools and departments within the District. She noted that the report appears in a new format and thanked Mrs. Olson for her work designing it.

**BOARD REPORTS:**

*(7:12:51 PM)*

Mr. Anderson reported that he attended the Spring Creek graduation ceremony and that after the ceremony he was taken on a tour of the facility. He thanked the Spring Creek Correctional Center administration for their cooperation with the School District.

**BOARD WORKSESSION  
REPORT:**

(7:13:49 PM)

**CONSENT AGENDA:**

(7:15:13 PM)

Mrs. Crawford reported that the Board held a worksession prior to the business meeting to discuss the 2008-2009 Board goals.

Items presented on the Consent Agenda were Approval of 2008-2009 Board Goals; 2008-2009 Annual Agenda Guideline; Nontenured Teacher Contracts; New Teacher Contracts; Resignations; Administrative Recommendation Regarding Request for Leave of Absence-Certified; Budget Transfers; and Student Nutrition Services Meal Price Increase.

**2008-2009 BOARD GOALS:**

Dr. Peterson presented three goals for accomplishment during the 2008-2009 school year in the areas of student high school graduation/drop out rates, parent/community engagement, and individual learning pathways for each student. The goals were developed during the Board's June 3 planning session.

**2008-2009 ANNUAL AGENDA  
GUIDELINE:**

Dr. Peterson recommended the Board approve the 2008-2009 Annual Agenda Guideline.

**NONTENURED TEACHER  
CONTRACTS:**

Mr. Jones recommended the Board approve tentative nontenured teacher contracts for Bonnie Jason, reading teacher, Homer Middle; Maria Calvert, .50 FTE physical education, Kaleidoscope; Douglas O'Brien, Grades 4 through 8 teacher, Moose Pass School; Kellie Davidson, Grade 1 through 2 teacher, Mountain View Elementary; Brittney Johnson, Grade 5 teacher, Mountain View Elementary; Lyndi Miller, Grade 2 teacher, Mountain View Elementary; Karma Sherk, intensive needs teacher, Nikiski North Star Elementary; Darilynn Caston, (permanent .50 FTE/.50 FTE temporary) kindergarten teacher, Redoubt Elementary; Elizabeth Sowers, Grade 4 teacher, Redoubt Elementary; Susan Pfeiffenberger, (temporary) Title I teacher, Seward Elementary; Michele Walker, (temporary) alternative education teacher, Seward High School; and Benjamin Stephens, Grade 5 teacher, West Homer Elementary.

**NEW TEACHER CONTRACTS:**

Mr. Jones recommended the Board approve teacher contracts for Lila Lee Little, Grade 5/6 teacher, Chapman School; Melinda Michener, K-6 teacher, Chapman School; Wendi Dutcher, generalist teacher/advisor, Connections; Susan A. Hawker, .50 FTE resource/.50 FTE Quest, Kaleidoscope/Mountain View Elementary; Christina Granger, .50 FTE librarian, K-Beach Elementary; Stacia Rustad, physical education/health teacher, Kenai Central High; Jennifer Scott, language arts/social studies teacher, Kenai Central High; Megan O'Neill, temporary .50 FTE math teacher, Kenai Middle School; Kendall Dellasperanza, Grade 4 teacher, McNeil Canyon Elementary; Mark Wackler, (temporary).50 FTE alternative education teacher, Nikiski Middle/High; Gary Wiebel, Jr., school counselor, Nikiski Middle/High; Raven D. Puente, (.50 FTE permanent/.50 FTE temporary), first grade teacher, Nikiski North Star Elementary; Wade White, special education/resource teacher, Nikiski North Star Elementary; Kathryn Baum Fjelstad, social studies/physical education, Ninilchik School; Miriam McKay, music teacher, Ninilchik School; Brandon Young, Grade 1, Paul Banks

**NEW TEACHER CONTRACTS:***(continued)*

Elementary; Justis Riley, generalist teacher, Port Graham School; Jennifer M. Shinew, (.50 FTE permanent/.50 FTE temporary) generalist teacher, Port Graham School; Shaya Straw, (temporary), intermediate grade teacher, Soldotna Elementary; Michelle Naujeck, (temporary), language arts teacher, Soldotna High School; Sherry Roach, special education/resource teacher, Sterling Elementary; Linda Vroman, (temporary) Title I teacher, Sterling Elementary; and John D. Yordy, (temporary) Grade 6 teacher, West Homer Elementary.

**RESIGNATIONS:**

Mr. Jones recommended the Board approve resignations effective at the end of the 2007-2008 school year from D. Shane Hill, behavior transitions, Pupil Services, and Luanne Nelson, statewide mentor.

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

Mr. Jones recommended the Board approve the administration's recommendation to deny a request for an unpaid leave of absence from Vicki Abraham, migrant teacher, Homer Middle.

**BUDGET TRANSFERS:**

Mrs. Douglas recommended the Board approve budget transfer Numbers 957 for \$40,000 to pay for summer school and curriculum development organization projects; Number 964 for \$16,500 to pay for Kaleidoscope Charter electricity costs; Number 1071, 1146, 1147, 1148 and 1164 to pay for additional substitute salary costs due to long-term employee absences at Mountain View Elementary (\$16,881), Soldotna High (\$21,432), Nanwalek (\$37,022), Nikiski Middle/High (\$15,545 and \$13,497) and Homer High (\$25,977); Number 1155 to pay for the purchase of science curriculum materials (schools where the transfer exceeded \$10,000 were Nikiski Middle/High \$15,661 and Seward Middle \$10,018); Number 1170 to pay for costs related to the preliminary software implementation (transfers exceeding \$10,000 were in temporary salaries \$29,934, overtime salaries \$34,378, PERS benefits \$14,016 and employee travel \$19,140); and Number 1174 for \$10,889 to pay for fuel for warehouse deliveries to schools.

**STUDENT NUTRITION  
SERVICES MEAL PRICE  
INCREASE:**

Mr. Jones recommended the Board approve an increase for all full paid meal charges by \$0.25 for the FY09 school year.

**MOTION**

Mrs. Mullins moved the Board approve Consent Agenda Items Numbers 1 through 8. Dr. Anderson seconded.

Motion carried unanimously.

**POLICY REVISIONS:**

(7:15:51 PM)

Mr. Jones recommended the Board approve revisions to BP 1100, Communication with the Public; BP 1112, Media Relations; BP 1120, Public Involvement in Board Meetings; BP 1140, Responsibilities of the Board; BP 1150, Commendations and Awards; AR 1150, Commendations and Awards; BP 1220, Advisory Committees; BP 1230, Organizations Supporting Student Activities; AR 1230, Organizations Supporting Student Activities; BP 1240, Volunteer Assistance; E 1240, Volunteer Questionnaire; BP 1250, Visits to the Schools; BP 1312, Public Complaints Concerning the Schools; BP 1312.1, Public Complaints Concerning School Personnel; AR 1312.1, Public Complaints Concerning School Personnel; AR 1312.2, Challenges to Instructional Materials; BP 1312.3, Public Complaints Concerning Discrimination; AR 1312.3, Public Complaints Concerning Discrimination; BP 1313, Willful Disruption of the School; BP 1321, Solicitation of Funds From and By Students; BP 1325, Advertising and Promotion; AR 1325, Advertising and Promotion; BP 1330, Use of School Facilities and Properties; AR 1330, Use of School Facilities and Properties; E 1330(a), Room/Building Use Application; E1330(b), Conditions of Use; E 1330(c), Application for Community Possession of a Firearm or Deadly or Defensive Weapon on School Grounds; BP 1340, Access to District Records; AR 1340, Access to District Records; BP 1700, Relations Between Private Industry and the Schools; BP 3110, Transfer of Funds; AR 3343, Travel and Per Diem; E 3343(a), Statement of Expenses; E 3343(b), Statement of Mileage Expenses; BP 3491, Equipment Reserve Fund.

Mrs. LaDawn Druce asked the Board to support the travel reimbursement policy revisions.

**MOTION**

Mrs. Hilts moved the Board approve BP 1100, Communication with the Public; BP 1112, Media Relations; BP 1120, Public Involvement in Board Meetings; BP 1140, Responsibilities of the Board; BP 1150, Commendations and Awards; AR 1150, Commendations and Awards; BP 1220, Advisory Committees; BP 1230, Organizations Supporting Student Activities; AR 1230, Organizations Supporting Student Activities; BP 1240, Volunteer Assistance; E 1240, Volunteer Questionnaire; BP 1250, Visits to the Schools; BP 1312, Public Complaints Concerning the Schools; BP 1312.1, Public Complaints Concerning School Personnel; AR 1312.1, Public Complaints Concerning School Personnel; AR 1312.2, Challenges to Instructional Materials; BP 1312.3, Public Complaints Concerning Discrimination; AR 1312.3, Public Complaints Concerning Discrimination; BP 1313, Willful Disruption of the School; BP 1321, Solicitation of Funds From and By Students; BP 1325, Advertising and Promotion; AR 1325, Advertising and Promotion; BP 1330, Use of School Facilities and Properties; AR 1330, Use of School Facilities and Properties; E 1330(a), Room/Building Use Application; E1330(b), Conditions of Use; E 1330(c), Application for Community Possession of a Firearm or Deadly or Defensive Weapon on School Grounds; BP 1340, Access to District Records; AR 1340, Access to District Records; BP 1700, Relations Between Private Industry and the Schools;

**POLICY REVISIONS:***(continued)*

BP 3110, Transfer of Funds; AR 3343, Travel and Per Diem; E 3343(a), Statement of Expenses; E 3343(b), Statement of Mileage Expenses; BP 3491, Equipment Reserve Fund. Mr. Anderson seconded.

Motion carried unanimously.

*(7:18:47 PM)*

The District administration recommended approval of revisions to BB 9271, Code of Ethics and E 9271, Code of Ethics.

**MOTION**

Mrs. Hilts recommended the Board approve revisions to BB 9271, Code of Ethics and E 9271, Code of Ethics. Mr. Hatch seconded.

Motion carried unanimously.

**FUTURE BUSINESS:***(7:20:19 PM)*

Mr. Anderson reported that, although he received some emails from the public expressing concern for the Board's freedom of speech, he believes the new Code of Ethics ensures that there is freedom of speech and is pleased that it was passed.

Mrs. Hilts asked for a worksession to review a list of questions asking Board members why they became a Board member. She noted that she will forward the questions to the president. She added that the information may be helpful as the Board reviews the self-evaluation process.

**BOARD COMMENTS:***(7:22:01 PM)*

Mrs. Hilts thanked Mrs. Douglas for the new format of the financial report. She reported that parents are pleased with Headsprout Program. She stated that it is a pleasure to be doing something positive and noted that the FY09 goals are very important to the Board.

Mrs. Mullins thanked the Board for the sympathy card for the death of her father. She thanked Mr. Jones for working with the Board on the revisions to the Board Bylaws and protocols. She thanked the public who served on the review committees and the Board members for their contributions.

Dr. Anderson noted that the Board unanimously passed a long list of policy revisions which represents an incredible amount of work over the past year. He stated that the revised policies will provide clarity and be a better base for future School Boards.

Mrs. Crawford expressed appreciation for copies of the Parent/Student Handbook, school reports to the superintendent, Site Council Evaluation Report, and the Highlights. She welcomed Mr. Atwater to the District administration.

**ADJOURN:**  
(7:25:43 PM)

At 7:25 p.m., Mrs. Mullins 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 July 14, 2008,  
were approved on August 4, 2008  
as written.