

Site Council Evaluations

Kenai Peninsula Borough School District

Dr. Steve Atwater, Superintendent
June 2013

Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: School:			
Site Council Goal(s):			
District Goal(s) that was supported: Be clear on how it was supported and how students benefited.			
Communication: How was the community informed of goal(s), meetings and updated on progress?			
What actions were taken to achieve the site council goal(s)?			
What measures were used to determine that goal(s) were reached?			
Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
What data gives evidence to progress of meeting goal(s)?			
What other significant actions did the site council take to support District goal(s) during the year?			

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Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012-13 School: Chapman

Site Council Goal(s):

1. Advocate for school, activities, and programs in an effort to make Chapman the school of choice in our area.
2. Co-create a common place where parents, teachers, and students can find school-wide expectations.

District Goal(s) that was supported: Be clear on how it was supported and how students benefited.

Chapman Site Council Goal 1 is addressed in KPBSD District Goal: KPBSD will increase student achievement by being responsive to individual student needs through structured collaborative practices district wide with our richly diverse communities. Chapman Site Council is designed to promote and communicate school direction, programs, and initiatives, while sharing ideas and concerns in a process that promotes continuous improvement through a spirit of collaboration.

Chapman Site Council Goal 2 is, in part, addressed in KPBSD District Goal: KPBSD will increase student engagement by implementing quality instructional practices with embedded, 21st Century skills district wide. The input from site council to the committee designed to create the Chapman Student Handbook helped collaboratively create a document that would not only raise school wide expectations, but also help ensure consistency when administering expectations for parents, teacher, and students alike.

Communication: How was the community informed of goal(s), meetings and updated on progress?

All Chapman School Site Council minutes are posted on Chapman's School Web Page. Ongoing communication about school wide goals, as well as general correspondence from the school to home, is done so through notes home, newsletters, emails, and postings on Chapman's Facebook & School Web Page. School initiatives were also shared though community posters and tri-fold brochures throughout the community.

What actions were taken to achieve the site council goal(s)?

Collaboration with all members of site council; staff, parents, community and student.			
What measures were used to determine that goal(s) were reached? In response to this report, a conversation was had about site council progress towards goals.			
Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
9/20/2012	AYP Goals, Current Enrollment, Handbooks, iPod Grant, Schedules, Activities at Chapman and Publicity	Collaborated on goals to help meet AYP. New Chapman School sign by the highway.	Reviewed enrollment projections from last year.
10/22/2012	Conferences, Halloween Carnival and discussed the possibility of having wood shop for middle school students.	Scheduling for conferences to assure high turnout	
11/26/2012	Parent Groups purchase of scoreboard for gym, discussion of school start time being set to after labor day, increasing activities available to students at Chapman. Talked about Chapman School's presentation to the School Board. First aid recertification for the staff.	Scoreboard ordered, setting up after school engineering club and homework club.	Reviewed steps that need to be taken before a shop class can be offered.
12/17/2012	Student Council Reported on recent activities, Christmas Concert, Athletics, Building Security, new hire of Title 1 teacher, recent acquisition of sewing machine allowed Mr. Sharp to teacher sewing to middle school students.	Offering different classes in the middle school. Sewing, film making, foreign language all offered during elective time. Implementing new security procedure for visitors to Chapman School.	Update on the scoreboard and delays.
1/28/2013	Student teacher Lindsey Blaine at Chapman, athletic and other activities going on at Chapman. New security procedures in place.	Parents volunteered to help with activities at Chapman. Doors locked, badges required, monthly lock down drills with the assistance of AK State Troopers.	
2/18/2013	Student Council report on upcoming Spirit Week, Quarterly Family Education Night, SBA Testing, Staff Evaluations	Each quarter the staff has organized a Family Ed night for parents, students & community members.	Enrollment and security

3/18/2013	Student Council Report, Student, Jake Robert, attended state Spelling Bee, Athletics and activities at Chapman, Science Fair – Family Ed Night to be held in April, personnel projections.	Science Fair and Volunteer Appreciation	Security and lock down drills.
4/22/2013	Activity report: Sports, Film Festival, Mass Band & Choir and Step Up Day for 8th grade students. Monthly lockdown drill. Possibility of adding an activities directory to the handbook. Discussion of early release one day a month. Enrollment and staffing for next year.	Site Council likes the idea of an activities directory in the handbook. In addition the council didn't have any issues with monthly early release.	
5/13/2013	Activity Report: Field Day, Concert, EOY BBQ, Awards Assembly, K Graduation, 8th Promotion & Field Trips. Lockdown drill, status of PD Portable, Teaching Assignment for next year, Student Transfer Process, Projected enrollment and review of Site Council Goals.	Reviewed goals for Site Council deciding to revisit them more often next year. Site Council to become advocates for Chapman School – bolster enrollment which will allow us to offer more programs to students.	Projected enrollment, activity directory & early release.

What data gives evidence to progress of meeting goal(s)?

Data includes an increase in enriching activities at Chapman from Fy12 to FY13. This increase was designed to promote a robust activity schedule and increase enrollment. Enrollment dropped throughout the year at Chapman.

What other significant actions did the site council take to support District goal(s) during the year?

Approval of supporting the district's initiative for collaboration through early release.
Approval of supporting each of Chapman School's SIP Goals.
Support of various school activities.
Support of a more robust middle school schedule.
In put on increased security measures at Chapman.

Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012 - 2013 School: Connections Homeschool Program

Site Council Goal(s): Increase student engagement and promote creative learning with specific focus on strengthening relationships with our at-risk students.

District Goal(s) that was supported: Be clear on how it was supported and how students benefited.
Student engagement: Identified at-risk students participated in monthly meetings with an educational advisor, a minimum of two phone calls per month, on-going review of progress indicators. The on-going contact built productive, caring relationships resulting in students not dropping out and passing classes.

Communication: How was the community informed of goal(s), meetings and updated on progress?
Connections provides families with computers and pays for internet, as a result communication is very easy to disseminate to homeschool families.

What actions were taken to achieve the site council goal(s)?
Evaluating high school students' current academic status. Students that are 2 or more credits off track and not proficient on SBA's were the focus of our efforts.

What measures were used to determine that goal(s) were reached?
Specific measurement is that the at-risk student is still in school and making academic progress toward graduation.

Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
9/5/12	Discuss AYP report card – Valedictorian determination	None	First meeting of the year. No prior actions/decisions reviewed.
11/7/12	iPad deployment for homeschool education, Sharing Commissioner Hanley's Meeting Information, Parent requesting Mac computer.	Site council approved an iPad pilot program for 12/13, Site council denied Mac request.	9/5/12 meeting minutes reviewed and approved.
2/6/13	Reviewing state correspondence program regulations,	Faith-based courses may not be counted for FTE funding	11/7/12 meeting minutes reviewed and approved.
4/17/13	iPad pilot program advisory report, Senate Bill 100	Site council approves educational benefits of the iPad as a supplemental tool.	Reviewing iPad advisory input from the 12-13 school year. 2/6/13 meeting minutes reviewed and approved.

What data gives evidence to progress of meeting goal(s)?
Connections teachers selected students that were determined to be at-risk. Specific data evidence varies as students

participate in various assessments K-12 and is both quantitative and qualitative. For example, two high school students had dropped out of their local public school and enrolled with Connections. Initially, the students refused to meet with the teachers. Through relationship building and trust the students began to meet with teachers. The students now never miss a meeting. The students had only earned 1.5 credits in their freshman year. With Connections, the students earned 7.5 credits in 2 semesters. The students are now close to being on track for graduation and have a genuine interest in graduating from KPBSD. The other highly monitored at-risk students showed increases in their SBA scores with the exception of one student. The one student that did not show SBA gains did demonstrate significant growth as determined by CBM scores. The evidence indicates that there is no substitution for effort, time and relationship building with students/parents which supports lower PTR's.

What other significant actions did the site council take to support District goal(s) during the year?
The site council reviewed the districts goals and recommended that the homeschool program should focus on relevant, rigorous, standards-based curriculum. The council advised that secondary homeschool students would benefit by enrolling in the districts online distant education program courses. The council supported the importance of community and family engagement and advocated that the homeschool program provide family networking activities throughout the school year.

Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012-2013 School: Cooper Landing School

Site Council Goal(s): The site-council goals are to ensure there is efficient and open communication between the parents and the school staff and provide quality extra-curricular activities for the students, as well as raise funds for those activities and support the CLS in achieving school and district goals.

District Goal(s) that was supported: Be clear on how it was supported and how students benefited. This year's site council provided additional learning opportunities for all students. The PAC members volunteered daily/weekly in many aspects. For example, PAC members tutor the students in various subjects, plant and keep up the greenhouse, are consistently available as chaperones for field trips, provide snacks and support the school and school functions with financial support in the area of education and scheduled field trips. With no bus service, we rely on the site council for transportation to all the field trips and out-of-school programs. Cooper Landing School continues to function at a high level academically and socially with the support of the site council.

Communication: The community was informed of goals, meetings and updated on progress through the school newsletter, the dates of upcoming meetings and school activities posted on the school webpage calendar, as well as by the site council meeting minutes which are posted on the school webpage each month.

What actions were taken to achieve the site council goal(s)? The site council and school staff held a meeting every month, the minutes of this meeting were posted on the school webpage as well as emailed to all parents. The site council held an annual fundraiser and used the money to pay for quality extracurricular activities. The site council members are very active and vocal with their plans, goals, and are very supportive of the school.

What measures were used to determine that goal(s) were reached? The measure used to determine that the goals of the site council were reached is the satisfaction of the parents and students, as well as the school staff. There is consistent and open dialogue throughout the year about the previously set goals. Meeting often, once a month formally and almost every day at student pickup and drop off, allows ample time for any issues or concerns to be addressed. All involved parties were satisfied with the outcome of site council sponsored field trips, council members volunteer schedule and choice of subjects to help with and site council goals.

Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
9.10.12	Goals for the year, field trips wanted, district updates,	Art performances were	Last year's goals and outcomes of these

	distance education (Italian).	decided on, goals for the year included communication and quality field trips/learning.	goals were discussed.
10.9.12	Field trips, Halloween, PAC officials,	President: Heather Harrison Secretary: Rebecca James Treasurer: Heather Pearson	Updates on art performances
11.13.12	Site Council Blue Book, enrollment, staffing, upcoming field trips, community service project (can collection), drivers for Body Worlds Exhibit, Swag fundraiser.	The Wellness Policy revision, calendar dates decided, jobs delegated for SWAG fundraiser.	Site council elections were discussed and everyone is satisfied. Previous years Swag fundraisers were discussed to improve this year's fundraiser.
12.11.12	Christmas Play, Winter Break, school/PAC goal of reducing paper use, upcoming Star Lab.	Updated calendar, decided to use email as much as possible.	Body Worlds Exhibit was discussed and all agreed it was a great success and a great learning experience.
01.15.13	School safety and security, new school secretary, Star Lab, Artist in Residence—School Sign	Discussed the desired attributes of new secretary, met with the artist in residence.	The Christmas Play was a success.
02.12.13	State testing, In-service, site council fundraiser, spring break.	Final details for upcoming fundraiser.	Everyone loves the school sign and the new school secretary.
03.05.13	Site Council upcoming fundraiser—St. Patty's Day Dinner, spring break	Final details for upcoming fundraiser.	Discussed the testing.
04.09.13	Field trip to Peterson Bay chaperones, food, transportation etc., Kindergarten Graduation and Author's Tea.	All Peterson Bay details were decided on. A date was set for K-Graduation and Author's Tea.	Discussed site council account balance after fundraiser and all agreed it was a success.
05.07.13	Field trips for next year, goals for August and September, May library visits.	August and September field trips decided. Summer greenhouse jobs delegated. A new site council secretary will be voted in next year.	Discussed Peterson Bay and everyone was happy and satisfied with the experience. The chaperones and students alike learned a lot.

What data gives evidence to progress of meeting goal(s)? The parents were continually coming to and being involved in the meetings, keeping open and efficient communication. The money raised by the site council was used to pay for quality activities chosen by the site council. The site council consistently chaperoned and provided transportation to activities. The site council also verbally expresses satisfaction with the meeting of the goals.

What other significant actions did the site council take to support District goal(s) during the year? The site council was very involved with the hiring of a new principal for our school, was very supportive and welcoming to the new school secretary as she is learning her new position, and is continually very supportive of school programs and field trips, and is very vocal and active in discussing and planning what they would like to see in the school while holding the district goals in high value.

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Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2013 School: Fireweed Academy: Academic Policy Committee (No site council at school)			
Site Council Goal(s): Bring new members on board with By-Laws, Charter Contract, School Improvement Plan, and developing a Professional Learning Community			
District Goal(s) that was supported: Be clear on how it was supported and how students benefited. Clarify process and product for School Improvement Plan, Identify how Fireweed School Improvement Plan meshes with district goals,			
Communication: How was the community informed of goal(s), meetings and updated on progress? Posted Agendas, emails and newsletters			
What actions were taken to achieve the site council goal(s)? Principal was supported in implementing School Development Plan; Principal made monthly presentations regarding Charter School Law, Policy and Funding. APC members learned about protocols staff had set up in their inservice sessions regarding communication in Professional Learning Communities.			
What measures were used to determine that goal(s) were reached? None, the goals are still all in progress			
Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
8/15/2013	Becoming a constructivist teacher; By-laws revision, Enrollment and staffing, Principal's office and contact, Principal evaluation, Outreach	Contact other charter schools regarding their principal evaluation protocols. Committee established for Outreach	By-laws: confusion among members regarding roles, decision to clarify and restate roles of APC members.
9/12/2013	APC roles, Board presentation and School Improvement Plan, Discipline incident at campout, Open APC seats in October, Principal Evaluation, Expansion to $7^{th}/8^{th}$ grade	APC seats: moved to advertise open seats. Motion to hold special APC meeting Sept 26 to discuss expansion to $7^{th}/8^{th}$ grade.	Update on sample principal evaluations.
9/26/2013	How does APC work and what is it's purpose; and how are parents to contact APC members regarding their	Motion to mail information sheet regarding APC and	$7^{th}/8^{th}$ grade expansion is too much to take on right now.

	concerns. Concerns regarding campout safety and principal's response and discipline. FWA responsibility Model of Discipline outlined in Family handbook.	how to contact members to families annually and post it on our webpage. Motion to explore speakers and funding for presentations on compassionate, non-violent communication. Motion to request Principal to provide a response to parent request for an apology. Motion to run ads for open seats on APC. Budget agenda item tabled due to time constraints.	
10/10/12	Exit interviews. October guest presenter for inservice. Enrollment update, Lunch program at K2, Site Council/Parent training by Dr. Atwater on 10/18, Tribal Council Student Response to campout incident, New agenda format, Energies of the Field presentation by Kiki.	Motion to accept APC seats	APC seats reviewed, still one staff and one community position open.
11/7/12	Presentation on Constructivist Principles and how they relate to our methods and the School Improvement Plan. Chaperone Guidelines. Report on Oct 19th Inservice with info regarding Communication skills in Professional Learning Communities, Enrollment projections and Budget Shortfall for FY14 and resulting staffing shifts.	Amanda Miller joined APC as Staff representative. Chaperone guidelines are comprehensive and well thought out.	Open Community APC position
12/12/12	Parent complaint regarding teacher and procedure for handling it. New and revised APC notebooks: APC contacts and deadlines, Charter school Statutes, Policies and Contract with the district, Robert's Rules of Order, Open Meetings Act interpretation from city attorney, Boardsource article on executive sessions.	Motion to move complaint to agenda to discuss plan of action. Directed Principal to discuss KPBSD complaint procedure	Kary Brinson joined APC as Community member.

	Budget shortfall and staff reductions, Outreach options		
1/9/13	Presentation on Title I programs in place at Fireweed by Betsy Vanek. Presentation by Janet Bowen on email protocol and etiquette. Staffing options. Outreach: preschools and parent group. Staff on APC as conflict of interest.	Directed Principal to review district policy regarding teacher complaints and adapt it to meet FWA needs.	
2/13/13	Staff shift from Instructional Aide to Special Ed aide denied. Title I funding and position reduced. Request for Intensive Needs funding for transfer students denied. Outreach activities update, Outside time.		Draft of Parent Concern Policy tabled until March meeting.
3/6/2013	Teacher taking family medical leave for remainder of year and plan for addressing staffing. Parent concern policy: Principal reported that FWA's is redundant and we should just stick with KPBSD policy.	Kathy Vogl and Matt Strobel nominated as co-chairs of APC. Motion to offer principal contract to Kiki Abrahamson for 2013/14 school year. Motion to create a Professional Growth Plan for administrator.	
3/20/13	Reconfiguration of staffing through the end of the year at Big Fireweed.	Motion to go into executive session.	
4/10/13	Spring breakup smells, Report and film by Stephanie Zuniga regarding great learning at FWA. Principal Evaluation Review,	Motion to go into executive session. Request by Kiki Abrahamson to make the discussion public. Motion fails. Motion to table Professional Growth Plan until next meeting. Motion amended to have a special session on April 17th to complete principal evaluation, growth plan and contract.	
4/17/13	State and Charter school funding presentation by principal. Quarterly round table sessions to discuss	Motion to go into executive session. Motion for APC to	

	personnel and financial issues.	meet quarterly with administrator.	
5/1/13	Special session with Tim Peterson and Dave Jones	Motion to go into executive session. Change of meeting place to Big Fireweed	
5/6/13	Clarification of 710 and 100 accounts, Staffing updates for next year. APC resignations and procedure for transitioning members.	Kim Fine resigned from APC, staff selected Stephanie Zuniga to replace her. Pauli Iida resigned from APC. Motion to move into executive session.	Continued concerns regarding APC roles.
What data gives evidence to progress of meeting goal(s)? Minutes reflect presentations regarding School Improvement Plan, Constructivist teaching, Energies of the Field, Communication skills in Professional Learning Communities, Title I Minutes also reflect attempts to bring new members on board through actions taken regarding by-laws, notebooks, input regarding budget shortfall and staffing, Funding process presentations.			
What other significant actions did the site council take to support District goal(s) during the year? Set up Agenda and procedures based on Robert's Rules of Order and Alaska State Open Meetings Act. Reviewed parent complaint system, discipline model and chaperone guidelines. Set up quarterly round table meetings with administrator as a pulse check and additional support. First trial with Principal evaluation. Supported parent and community outreach.			

Homer Flex Alternative Governance Structure
Report to the KPBSD School Board
2012-2013

The Homer Flex Alternative Governance Structure replaces the Site Council Annual Evaluation Form per KPBSD School Board Administrative Regulation AR 0420 which states that "a request can be made to the Superintendent to consider a substitute process for gathering information and assisting with site decisions." Homer Flex has been granted this request.

Our alternative governance structure is comprised of Homer Flex Staff and Collaborating Agencies and Businesses: Cook Inlet Council on Drug and Alcohol Abuse, Students in Transition, The Center (mental health agency), Office of Children's Services, Department of Juvenile Justice, Homer Public Health, Employers, Volunteer Parent /Adolescent Mediation Services, Kachemak Bay Family Planning Clinic, South Peninsula Haven House, Seldovia Village Tribe Clinic, Kachemak Bay Campus/Kenai Peninsula College/UAA, Youth Job Training Program, Homer Job Center of the Alaska Department of Labor and Workforce Development, Homer Food Pantry, Homer Police Department, Alaska State Troopers, Southern Kenai Peninsula Communities Project/Healthy Lifestyles Committee, Twitter Creek Gardens, PHAT Program, Homer Prevention Project, Kevin Bell Hockey Arena, Kenai Peninsula Youth Court, Downtown Rotary of Homer, Homer Foundation, Bunnell Street Gallery/Artists in the School Program.

Every other week, the staff meets with at least two (sometimes more) representatives from the above agencies in order to gather information and assist with site decisions related to the education of our students in the academic, social/emotional, and vocational realms. We are in a constant state of adjusting our program toward the advice of these agencies for the increased success of our student population.

Minutes from these meetings are unavailable because they involve confidential information about students.

We have never been able to sustain parents on monthly basis for our attempts at the original site composition requirements. However, our parents are invited in whenever they want to communicate with the entire staff and our collaborating agencies, at our mutual convenience. Their input and that of our students is taken very seriously on a regular basis.

Our conversations this year focused again on several school goals:

- Improvement of graduation rate, dropout rate, and attendance through student engagement, ownership and participation in many Quality Learning Processes and student surveys toward a continuous improvement of our program.
- Drug/alcohol concerns and their underlying mental health issues
- How to increase students' ownership and engagement
- Positive Behavior Intervention Support (PBIS)

The topic discussed/acted upon that led most significantly to the improvement of student learning: “What can we do to improve our learning environment—attracting students and keeping them in school until graduation— and the various programs at Flex?

We want to continue to facilitate student ownership in the decision-making process, especially around fostering positive behavior through PBIS. Homer Flex is in its second year of this program. Our goal is to be less punitive of misbehavior and more encouraging of positive behavior through this commitment to school-wide change. We have made significant progress in our implementation of the program this year and will move to the next level next year.

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Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012-13 School: Homer High

Site Council Goal(s): Advocate for local initiatives to improve academic achievement.

District Goal(s) that was supported: Be clear on how it was supported and how students benefited.
Collaboration - Local school policies and procedures, when possible, were reviewed by site council in order to advise administration.

Communication: How was the community informed of goal(s), meetings and updated on progress?
Minutes of the meetings are posted on the HHS web site.

What actions were taken to achieve the site council goal(s)?
Monthly meetings were held to address current issues and determine resolution.

What measures were used to determine that goal(s) were reached? There were no measures used.

Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
9.4.12	Enrollment and staffing, school improvement plan	Approve SIP	Reviewed prior staffing, PTR
10.2.12	Off-campus misconduct and law enforcement response	Support admin decisions for addressing off-campus incidents	Reviewed BOE policy and KPSAA policy
11.6.12	Improved on-line communication, parent/teacher conference format	Request creation of on-line newsletter	Reviewed prior newsletters to determine if communication was effective, efficient
12.4.12	Dance guidelines, by-law review	Updated dance guidelines	Reviewed prior rules and sought public input from teachers, students, and parents
1.8.13	Fourth R curriculum review, staffing and AP courses	Supported maintaining current AP offerings	
2.5.13	Sleep deprivation and morning team practices, alumni games, changes to teacher evaluations	Approved one practice per day; no two-a-day practices	Reviewed research for sleep deprivation and hours of sleep needed for athletes
3.5.13	Homer Prevention Project, accreditation update	No actions taken	
3.5.13	Review of eligibility rules, specifically the “10 minute” rule	Requested the creation of a FAQ page on our website that explains current eligibility rules	Input was taken from parents at Site Council meeting
4.2.13	FOL review; student activity accounts review	Supported FOL continuing	
5.7.13	New principal transition, finalize process for vacant site council seats		

What data gives evidence to progress of meeting goal(s)? Reports of progress for action/decisions of the committee were provided by administration at each meeting. Data was not collected.

What other significant actions did the site council take to support District goal(s) during the year?

Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012-2013 School: Homer Middle School

Site Council Goal(s): No specific goals were adopted by the Site Council.

District Goal(s) that was supported: Be clear on how it was supported and how students benefited.
Community and Family Engagement:
Determined activity practice times would not take place before the beginning of school. Allowed optional practices for after school activities to take place on Wednesdays.
Adjusted handbook guidelines to ban any and all drinks consumed by students that could contain any quantity of caffeine.

Communication: How was the community informed of goal(s), meetings and updated on progress?
Site Council reviewed the School Improvement Plan throughout the year and the agenda's and minutes were posted on the school web-blog site.

What actions were taken to achieve the site council goal(s)?n/a

What measures were used to determine that goal(s) were reached? n/a

Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
9.11.2012	Site Council By-Laws Proposed Changes to Board Policy School Improvement Plan/District Strategic Plan Student Activities	HMS AYP= Level 2 Invited Site Council members to get involved in hiring process.	School Improvement Plan: reviewed the current document.
10.09.2012	School activity practice times	Determined that Wednesday after school practices would be optional.	

11.12.2012	Report on Parent Teacher Conferences School Activities	No-caffeine rule was discussed and implemented.	Survey of 130 parents determined that caffeinated drinks would not be allowed in any form. 70 parents had never logged in to Power School parent portal.
12.11.2012	Mission and Vision School Activities	Reviewed current mission statement of HMS and KPBSD Vision statement on the School Improvement Plan. Suggested Vision statements were made but not adopted.	
01.15.2013	Building Security and Safety School Activities	Created a report to send to the District Administration regarding the perceived gaps in building safety and security.	
02.12.2013	Mission and Vision School Activities Staffing for 2014	Received a report from the Site Council members who represented the certified staff that focused on the mission and vision of the school. No action was taken at this time.	

04.09.2013	Mission and Vision School Improvements School Activities	Discussion on Mission and Vision was tabled. Recommendations to make improvements on the facilities were listed for Capital Improvements for 2013-2014. Discussion regarding the proposal for early release days next year without any consensus regarding this issue.	
05.14.2013	Review of School Bylaws Review School Activity Budgets	All Site Council members wished to remain on the Site Council with the exception of Ms. Alston who will not be returning for the 2014 school year.	
What data gives evidence to progress of meeting goal(s)?			
What other significant actions did the site council take to support District goal(s) during the year? Parent surveys implemented during the Parent Teacher Conference in October.			

Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012-2013 School: Hope School

Site Council Goal(s): Implementing School Development Plan and creating a vision for the school.

District Goal(s) that was supported: Infrastructure

Communication: How was the community informed of goal(s), meetings and updated on progress?
The community was kept informed of meetings by reminders from the school and posting them on our school webpage. We held monthly meetings and at each meeting we went over the issues that the district wanted us to discuss and followed up on the goals that we were working on.

What actions were taken to achieve the site council goal(s)? Specifically, we worked our vision, on the upkeep and repair of the building, security of the building, and start and stop times of the school.

What measures were used to determine that goal(s) were reached? The borough agreed with much of what we wanted/needed as far as the building was concerned and this led us into more detailed procedural issues concerning the cleanliness and upkeep of the building. Hope was in need of tightening up of many procedures.
The Vision was completed and we are ready to address goals at the beginning of next year.

Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
8/30/12	CIP Visit and School Development Plan	What needed to be addressed prior to CIP visit, Went over school development plan, received input, and finalized goals for Hope School	
9/11/2012	Student Nutrition Policy, Site Council status, Rollover funds, Hope school website, new resource aide position.	Passed around and discussed student nutrition policy, Explained how site council was different from PTA and	Reviewed how in the past the community would do a hot lunch periodically and wondered if this is something we should pursue again.

		that I would be using this portion of the meeting to talk about site council type of things, explained how the rollover funds work and began the discussion about what our wants and needs might be. Decided that we want the google calendar on the website,	
10/9/2012	Nutrition policy, CIP visit was that day, Brainstormed more ideas about the rollover funds and instructional tutor position.	Went over the notable things from the CIP visit,	Requested any other input on Nutrition policy, made sure we were not allowing energy drinks in the high school where it had previously been a problem.
11/13/2012	Announced tutor hire, went over what had already been addressed from the CIP visit.		We were initially told many things did not need attention and then someone from the borough came down and saw that in fact they did need addressing.
1/15/2013	School security, creating a unique vision for Hope school, more classes with live teachers rather than all online (distance ed), council wondered about another teacher with 20 students, 4 day week was discussed	Decision was made to begin to make an effort to lock classroom doors, gathered comments and input on crafting a unique vision, the majority of the council was not in favor of the 4 day school week that had been brought up.	
2/12/2013	Reviewed a draft vision, more concerns over having 20 kids were brought up, questions about Charlie Stephens exact role in the school.	Decided to revise vision more and try to finalize at next meeting.	Draft version of the vision was discussed and the council wanted more emphasis on community involvement. Will try to finalize next meeting.
3/19/2013	Vision statement, new teacher position, huge concern about the lack of subs (none) we have in Hope, SBA testing.	Decided to put out flyers about the need for people to sub at the school.	Vision finalized and now we will look toward setting goals to ensure that we move in the direction that supports our unique vision.
5/14/2013	New teacher interview and when the teacher will be	Decided to change start time,	

	selected, how to separate the PTA and site council even more next year, the PTA COOP with Seward, Starting school at 9:00 next year and going until 9:30, school building cleanliness.	site council in favor of PTA coop, and will begin to ask questions if concerns of school cleanliness come up (where, what time of day, and what) was not clean.	

What data gives evidence to progress of meeting goal(s)? Our biggest goal was the vision. I am happy to say that everyone had input in the process and in the end we have a goal that the staff and community are very pleased with and can wholeheartedly support.

What other significant actions did the site council take to support District goal(s) during the year? It was a new experience for the council to be involved in district decisions and have input. They appreciated knowing that their input was requested and valued particularly in terms of the nutrition policy and the security issues.

Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012-2013 School: Kachemak Selo (56)

Site Council Goal(s):

1.) Refinement of expectations in attendance, behavioral personal devices, weapons and alcohol policies
2.) Completion and submission, at state level, a Community Block Grant—facility improvement
3.) Formation of a parent-run preschool
4.) Review of Educational Specification requirements—formulation of building committee
5.) Refinement of emergency/security procedures (fire, earthquake, tsunami, medical, intruder, etc.)
6.) Partner with Russian department for development of curriculum scope/sequence

District Goal(s) that was supported: Be clear on how it was supported and how students benefited.
Increase student achievement:

- Tightened attendance policy produced better attendance
- Development of Russian curriculum with community input improved focus on Russian writing
- Parent preschool helps prepare for success in Kindergarten

Increase student engagement:

- Development of Community Block Grant to improve facility has raised excitement in school

Communication: How was the community informed of goal(s), meetings and updated on progress?
Communication with council through: newsletter, planned quarterly meetings, board and assembly meetings, agenda minutes, and review of performance and observational data.

What actions were taken to achieve the site council goal(s)?

a.) Policy documents: attendance, attendance contracts, personal devices, weapons, alcohol
b.) Determination of potential building site, letters/statements to school board/assembly, scheduling board and assembly meeting attendance, Community Block Grant
c.) Determine/schedule lead parent rotation for preschool
d.) Review Seward Ed. Spec and break down requirements into manageable bites
e.) Communication/posting of emergency procedures/protocols
f.) Establishing alphabet and writing requirements/expectations in lower primary as well as plan for translating K-3 non-fiction leveled readers to Russian

What measures were used to determine that goal(s) were reached?

i.) Review of attendance and discipline data encounters
ii.) Community involvement in site determination—sacrifice of equipment and volunteer time
iii.) Early identification of SLP needs in preschool, use of SLP resources, progress monitoring
iv.) Posting of emergency procedures/protocols and routine drills—logging time and issues
v.) Quarterly feedback check-ins with parents regarding Russian writing/translation projects
vi.)

Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
9/6/12	1, 2	a, b	i: Revision of FY12 attendance policy and past behavioral procedures
11/15/12	2, 3, 6	b, c, d, f	ii, iii: Dismissal of initial building site after feasibility study. No early ID (FY12) —SLP
12/13/12	4	d	Attendance of school board and assembly meetings
1/24/13	5	e	iv: Tsunami drill/meeting place, fire drill and severe weather procedures (FY12)
3/21/13	1, 2	a, b	i: Review of attendance data
5/23/13	6	f	v: November determination to use print letter alphabet in K-1; not cursive

What data gives evidence to progress of meeting goal(s)?

- Attendance data indicates a reduction in absence rate from FY12 to 13
- Surveys indicate community is willing and able to help improve our current facility
- Parent preschool provided evidence through observations that a student needed to be tested for SLP
- Routine drills indicate a quicker response time (fire, earthquake, intruder)
- Surveys indicate parents are happy with the quality of Russian instruction happening in our K-3

What other significant actions did the site council take to support District goal(s) during the year?

- Title/migrant parent involvement socials and projects
- Student council fundraising activities
- School performance/assessment performance review/analysis
- Sewing/construction academy donations

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Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012-2013 School: K-Beach Elementary School

Site Council Goal(s): To improve communication and collaboration with students, staff and community members.
Site Council will work with staff to begin researching and adopting a PBIS for the school.
Increase parent and community volunteerism in our school.
Using a collaborative process, students, staff and community members will create a vision statement for our school.

District Goal(s) that was supported: The Site Council worked closely with the PTA and Student Council. As a result, we were able to support many programs that promoted positive school culture and collaboration between the volunteers, staff and community. We started a K-Beach Facebook page, email list, and used Twitter occasionally.
District Goals support by our worked include:
All KPBSD schools reach out to parents and communities to promote shared value and responsibility for the process of education.

Communication: How was the community informed of goal(s), meetings and updated on progress?
Each meeting the Site Council was updated on school performance and benchmark progress.
All meeting dates were posted on one or more of the following communication tools: School Blog, Facebook, Monthly Newsletters, Clarion News, School Reader board, email list and tweet.

What actions were taken to achieve the site council goal(s)?
Site council reviewed and commented on the process of creating our school vision statement.
Collaboration with PTA, Student Council and Site Council occurred on a continual basis throughout the year. Joint meetings were held three times.
Grants were written and received to support community events. Two Art shows and several wellness events were sponsored by these grants.

What measures were used to determine that goal(s) were reached?
Numbers of participants attending school events.
Number of volunteer hours each week
Acquisition of actual goals – i.e. Completion of the School Mission Statement
Updates to Mystrategic plan website
Community feedback from events (verbal, email and notes)

Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of

			actions?
August 27th	School Improvement plan, approval of school wide goals, review student performance data. Set calendar for meetings and discuss collaboration with Site Council and Student Council	Adopt school wide goals Review data	School wide data, teacher feedback on the data
Sept. 17	Review grade level smart goals based on school data Introduce PBIS	PBIS information move forward with staff.	Review grade level data
Oct. 22	School Reward – plan for Caribou Celebrations.	Students decide reward from a list generated by the student council	
Dec. 10	Joint PTA meeting – Review PBIS Survey to staff.	Presentation of PBIS Review samples of what it could look like.	Discuss survey results, questions and make a motion to move forward with implementing PBIS – 95% supportive
Jan. 28	School Safety – generated feedback of school safety and sent to district office Discuss Community meeting for Soldotna Area School	Generated a list of safety suggestions for DO Create Agenda for the Community meeting	n/a
Feb. 18	Review budgets, 710 accounts and extra-curricular activity programs School Mission Statement	Condense or eliminate budget line items that no longer exist. Adopt School Mission States	Site Council recommends we encourage more teachers to sponsor academic or athletic activities for our students. Teacher feedback on mission statement
April 15	New Principal search, PBIS progress	Discuss questions for the interview, timeline and process.	Strategic plan update, % of teachers and staff supporting PBIS.

What data gives evidence to progress of meeting goal(s)?
Student and community participation at events – count the number of visitors to the building.
The number of volunteer hours is tracked by a new computer program we purchased.
Completion of the mission statement (notes, minutes, data review)
Student input from Student Council meetings, minutes
Student data – grade level data determined by collaboration teams that specifically align with Smart Goals.

What other significant actions did the site council take to support District goal(s) during the year?

Significant actions: 1) Hire a new principal, 2) Adopt School Mission Statement 3) Adopt PBIS implementation plan. We also reviewed and extensively discussed the Soldotna Area Reconfiguration initiative.

Kenai Alternative Governance Structure
2012-2013 Report

The Kenai Alternative Governance Structure has replaced the Site Council Annual Evaluation Form per KPBSD School Board Administrative Regulation AR 0420 which states that "a request can be made to the Superintendent to consider a substitute process for gathering information and assisting with site decisions."

Kenai Alternative Staff and Collaborating Agencies: Office of Children's Services, Department of Juvenile Justice, Kenai Public Health, Kenai Police Department, Kenai Job Center, Kenai Food Bank, March of Dimes, Our Lady of Angles Catholic Church, Kenai Methodists Church, and the Kenai Food Pantry.

On a regularly scheduled basis, the staff meets with representatives from the above agencies in order to gather information and assist with site decisions related to the education of our students in the academic, social/emotional, and vocational realms. We are in a constant state of adjusting our program using the recommendations of these agencies for the increased success of our student population.

Minutes are taken and are available for review on a limited basis because our small student population could make for individual student identification.

Parents and students are invited and made aware of the Site Council meting dates and times. Their input is taken very seriously. Our student/parent participation has been very limited due to the typically short stay students are with us and we have found that our proposal structure has been effective.

Our conversations this year focused on several school goals:

- Improvement of graduation rate
- Drug/alcohol concerns and their underlying mental health issues
- Reduction of the Drop Out Rate
- Improving instruction with technology

The topic discussed/acted upon that led most significantly to the improvement of student learning is the incorporation of technology into our classrooms. We hope with this being infused into our curriculum, we will improve graduation rate in the coming years, as well as increase student learning. KAHS continued its partnership with the Community Action Coalition and KPC to help run the "Mentoring" program that has run for 3 years now. Students that were homeless or in transition, along with being setup with Kelly King, were registered at the Kenai Food Pantry where they were able to receive additional food support.

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Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012-2013 School: Kenai Central High School

Site Council Goal(s): The purpose of the Council at KCHS is to assist the Administration and Staff in the Site Based Decision making process and to provide planning and input for conducting and pursuing improvements in facilities and education.

District Goal(s) that was supported: Be clear on how it was supported and how students benefited.
KPBSD will increase student engagement by implementing quality instructional practices with embedded, 21st Century skills District wide. The Council reviewed KCHS school data and discipline information, provided feedback and input into the development and progress of the School Improvement Plan. KCHS School Improvement Plan specifically focused on increasing student engagement through the integration of technology into the classroom in new ways.

Communication: How was the community informed of goal(s), meetings and updated on progress?
Site council meetings were posted on school blog and in electronic news letters.

What actions were taken to achieve the site council goal(s)?
The Council provided input and review of:
School Data, School Goals, Student Nutrition and Physical Activity, Eligibility Rules, Freshmen Lockers, New Turf and Track, Roof Repairs, Expenditures of Transportation for Funds, School Garden, Exchange Students Participation in Graduation, Participation in Borough Tournaments, School Start/Stop Times, School Calendar, Building Security, Staffing and Enrollment, District Parent/Student Handbook

What measures were used to determine that goal(s) were reached?
Council minutes document the input received from the council. School Improvement Plan evidence was collected regarding goals and the council will be updated in FY14 on data received this spring.

Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
9/18/12	School Data, School Improvement Plan, New Track and Turf, Expenditures of Transportation Funds	Approval of school goals, facilities improvement plans, and expenditures of transportation funds	Review of FY12 school data, FY12 school improvement plan and progress, as well as how transportation funds have been distributed in prior years
11/27/12	Exchange Student Participation in Graduation, Participation in Borough Tournaments, School Start/Stop Times & School Calendar	The Council supported the decision only to have students who were	Review of prior council decisions regarding graduation participation as well as the practice at other schools. Discussion

		graduating participate in the graduation ceremony. Supported the decision that we should have and require participation in borough tournaments. The Council supported later school start times for high school students and release time for instructional improvement and collaboration	regarding lack of participation in borough tournaments and the impact on KPBSD schools as well as costs. Discussion of research regarding adolescents, transportation, and the needs of parents.
2/27/13	Building Security	The council suggested anti bullying program be established	Officer Prins advised the council that the biggest deterrent to student violence is an ongoing and active program against school bullying.
5/14/13	Graduation Speeches, District Parent/Student Handbook	Listened to student speeches and provided feedback as well as approval. Support an electronic Parent/Student Handbook	Review of Handbook and its contents, discussion of signature sheets and their purpose for being collected.

What data gives evidence to progress of meeting goal(s)?
Council minutes document the input received from the council. School Improvement Plan evidence was collected regarding goals and the council will be updated in FY14 on data received this spring.

What other significant actions did the site council take to support District goal(s) during the year?
The council supports collaborative practices by supporting the district initiative to provide collaboration time for teachers.

Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012-2013 School: Kenai Middle School

Site Council Goal(s): Support the school goals of Kenai Middle School

District Goal(s) that was supported: Be clear on how it was supported and how students benefited.
KPBSD will increase student achievement by being responsive to individual student needs through structured collaborative practices District wide with our richly diverse communities. The goals of the KMS and the district were reviewed/discussed and action steps were taken so the school would meet the goals. Students benefited from the involvement and perspectives brought forward from the site council

Communication: How was the community informed of goal(s), meetings and updated on progress?
School Newsletter, Peninsula Clarion, School Website.

What actions were taken to achieve the site council goal(s)?
The site council met 5 times throughout the school year. School goals were reviewed and data was presented to support adequate progress was being made.

What measures were used to determine that goal(s) were reached?
SBA data along with other district assessment measures.

Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
September 25	Elect Officers, Approve Site Council Bi-Laws, Approve Handbook, School Improvement Plan, Projected Enrollment, Staffing, Enrollment, Equipment Orders, SBA Results	Approval of Bi-Laws, Handbook and School Improvement Plan.	Site Council reviewed/discussed the proposed goals. Data was illustrated to show where the school goals originated from.
November 13	Celebration, Intruder Drill, Clubs, Christmas Drive, CIP Walk Through	Continue intruder drills and include local safety agencies as much as possible.	Site council is and has been in favor of intruder drills and the use of safety personnel
January 15	2nd QTR field Trips, Intruder Drill, Kenai Police Training, Conferences, Computer Replacement, School Safety	The site council was brain storming ideas of how to make our school safer.	Board members were wondering why other schools would be getting cameras before KMS when KMS has been identified as high safety risk because of the entrance issue.
March 19	SBA Testing, Celebration, school visitations, Open House, School Closure Make Up Day, Masonic Award, Principal Voting Member	The site council wanted to leave principal as a voting member	KMS Site council voted to keep principal as a voting member based on history of the principal being a voting member.
May 14	8th Grade Farewell, 6th grade Camp, Staffing, 4th QTR field trip report, school visitations.	Approve 4th QTR Field Trip Report.	Numbers of participants of 4th QTR Field Trips were a deciding factor to continue

			with such trips.
What data gives evidence to progress of meeting goal(s)? KMS did not meet their 6th grade goal. Progress is being made with schedule changes to meet this goal.			
What other significant actions did the site council take to support District goal(s) during the year? The site council wants to take a more active approach and increase the communication with the district and school board.			

Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012-2013 School: McNeil Canyon Elementary

Site Council Goal(s): The goals set by the McNeil Canyon Site Council were to support the goals that had been set in this year's School Improvement Plan.

Increase student achievement in word analysis using systematic vocabulary instruction as presented in the new K-5 Journeys Language Arts program and the Middle School Harcourt-Brace Language Arts program.

Improve family engagement in learning by implementing goal-focused home journaling by parents and students.

District Goal(s) that was supported: Be clear on how it was supported and how students benefited.

2.6 Collaboration: Ensure each site is maximizing time by documenting well planned schedules within the day, for high quality professional development and collaboration by FY13. (Weekly collaboration meetings attended by all staff working together to improve our writing and vocabulary instruction. All students benefited from these instructional improvements.)

3.1 Parent/Family Engagement: Support students' academic and social success by offering multiple opportunities at every site for parents and families to participate in school activities. (Parents were regularly contacted to be involved in all aspects of student activities and instruction. Parents were also requested to respond on a weekly basis to a home journal generated by their students.)

Communication: How was the community informed of goal(s), meetings and updated on progress?

Meeting dates and agendas were advertised in weekly newsletters and our school website/blog. Complete minutes of meetings were posted on website and made available in print to anyone requesting them. Time was taken at school/community events to highlight areas that Site Council was working on and the progress being made on them.

What actions were taken to achieve the site council goal(s)?

Regular collaborative meetings attended by all staff built upon an already cohesive instructional group to provide better writing instruction for students of all grade levels.

What measures were used to determine that goal(s) were reached?

The scores on the Writing portion of our SBA results.

The percentage of parents responding to the home journal entries of their children.

Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
13 Sep 12	School Improvement Plan goals were reviewed and discussed.	Site Council adopted the SIP goals as their annual goals also.	First meeting of the year, so last year's SBA results were reviewed and new goals were compared to last year's goals and results.
29 Nov 12	Site Council Bylaws were reviewed.	None	
21 Feb 13	School Safety and review of Vision statement	Site Council does not want safety issue solutions to produce a police state.	Discussed what kinds of safety/discipline issues there are at McNeil. Lack of incidents indicate that there is not a large concern.
9 May 13	Review of New Vision statement created by McNeil Staff.	Site Council approved and adopted the new Vision/Mission statement as written and presented by staff.	Comparison of the new statement to the new District Vision and Mission statements to see if they are complimentary.

What data gives evidence to progress of meeting goal(s)? A preliminary review of this year's SBA results indicates that our overall scores on the Writing portion increased by >3%.
Parent responses to home journals met the 90% goal in all classes participating.

What other significant actions did the site council take to support District goal(s) during the year? McNeil's Site Council reviewed the current Vision Statement and then reviewed and approved the new Vision/Mission Statement that the McNeil staff had rewritten the second semester of this school year.

Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012-2013 School: Moose Pass

Site Council Goal(s):

Prioritize school curricular and co-curricular activities
Establish sustainable fundraising process to support those activities
Working towards Mission / Vision for School
Better use of time in school through reduced transitions and more efficient use of time (SBC concern from last year)
Instruction was focused to individual needs of students using regular data measurements for growth (SBC concern from last year)
Better technology integration within 4-8 classroom (SBC concern from last year)

District Goal(s) that was supported: Be clear on how it was supported and how students benefited.

Students at Moose Pass school were given many opportunities / experiences through collaboration with other schools/students:
-Joint ski lessons with Cooper Landing and Hope Schools
-Libraries Online Presentations (enrichment)

Teachers collaborated through many all school activities – while focusing on increasing student growth, technology integration, and efficient use of time

Communication: How was the community informed of goal(s), meetings and updated on progress?

Updates on progress were made at every Site Base Council Meeting (monthly). Email to all members was used to send information between meetings.

What actions were taken to achieve the site council goal(s)?

Subcommittee researched past curricular and co-curricular activities
SBC decided on opportunities/experiences they wanted their students to have
A fund estimate was created to support those activities
A fund raising plan was established
Two new fundraising activities were established
Fundraising goal was met

What measures were used to determine that goal(s) were reached?

Regular meetings and updates, individual and subcommittee work. Student activities were prioritized, sustainable fundraising plan was developed, activities and fundraising goals were met.

Monthly reporting by teachers – on use of time, collaborative projects, technology integration

Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
September 6	Goal Setting, Planning for Year Fundraising Bussing Piano Lessons for students Volunteer sign-up		Sub Committee created history of curricular and co-curricular activities
October 4	Dave Jones, John O'Brien – bussing presentation Halloween Carnival Planning Worksession - Activity prioritizing - Fundraising estimate	Worksession: Parents and Teachers reviewed possible extracurricular activities and prioritized for year	

November 7	Bussing Letter sent to School Board Sportsmen's Club Presentation Holiday Bazaar Planning Revised Calendar		Halloween Carnival Review
December 5	Fundraising Update Ski Trip Planning		Holiday Bazaar Review
January 30	School Safety Procedures, Lockdown		
March 7	Staffing for next Year – enrollment review		School Safety Parent Feedback
April 17	Bussing Protocol End of Year Activities w. Hope, Cooper Landing Funding Raising Review Volunteer Drivers for next year		
May 15	Hiring Process for New Teacher Activity/Calendar Review for next year	Hiring new staff member will be a collaborative process with parents, community	

What data gives evidence to progress of meeting goal(s)?

The Site Based Council reviewed all of the past curricular and co-curricular activities, prioritized the top ones for them, and then developed a sustainable fundraising plan to support those activities.

Working to create sustainable enrollment in school.

What other significant actions did the site council take to support District goal(s) during the year?

Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012-2013 School: Mountain View Elementary

Site Council Goal(s):Students with Disabilities will improve to 55 % proficient in the following areas on the spring 2013 SBA's:
Word identification (reading)
Revising (writing)
Structures and Conventions (writing)
Estimation and Computation (math)

Students with Disabilities will improve to 57% proficient in the following areas on the spring 2013 SBA's:
Text analysis (reading)

District Goal(s) that was supported: Be clear on how it was supported and how students benefited.

- In August 2012 the Site Council learned about the characteristics of a Professional Learning Community and how MVE staff would be working together to focus on learning. In several subsequent meetings the Council heard reports from staff including special education staff on how the collaborative process was working and including resource teachers. The Council supported these efforts. This supports the KPBSD collaboration efforts.
- In August and September the Site Council worked with MVE staff to analyze assessment data and develop goals for the MVE School Improvement Plan. This included professional development goals and parent communication goals. The Site Council also reviewed progress of the targeted activities in mid-winter and at the end of the year. This supports the KPBSD achievement goals and increasing graduation rates as students continue through the system.
- MVE Site Council monitored the MVE Title I program by reviewing the after school program, Parent Involvement Policy, e-Reader program, and Summer Program. The Council made recommendations for program modifications and considerations. This also supports the KPBSD goals of increasing graduation rates by enhancing student success at the elementary level.
- The Mountain View Site Council discussed and made recommendations for strengthening safety practices at the school and district level. While this does not directly impact the KPBSD goals, it does support

KPBSD's commitment to ensuring the safety of all students.

- MVE's Site Council was concerned about effective operation of the school and requested a formula modification for elementary specialists and secretarial support. KPBSD responded to this request by reviewing staffing formulas for these areas and adjusting them to better meet the needs of MVE.
- MVE Site Council was responsive to requests from KPBSD Administration gave serious consideration to reviewing the Health, Nutrition, and Wellness policy undergoing board review. Suggestions were submitted for the consideration of the Policy Review Committee.
- The MVE Site Council also seriously discussed the possibility of changing start/stop times with suggestions forwarded to KPBSD Administration.
- Most recently the MVE Site Council discussed the KPBSD proposal to schedule one minimum day monthly during the 2013-2014 term for the purpose of teacher collaboration and data analysis. Comments and considerations were recorded in the minutes which were sent on to KPBSD Administration.
- MVE Site Council heard a report on the Mountain View Elementary School Principals' discipline philosophy. They commented on how this philosophy aligned with their beliefs about elementary discipline and offered thoughts.

Communication: How was the community informed of goal(s), meetings and updated on progress?
The community was informed of Site Council work through the monthly newsletter which is sent home with students and posted on the school website. Announcements and follow up information is also posted on the school lobby bulletin board.

What actions were taken to achieve the site council goal(s)?
MVE Site Council adopted the MVE School Improvement Plan goals as their own. The following support improvement plan goals.

- In August 2012 the Site Council learned about the characteristics of a Professional Learning Community and how MVE staff would be working together to focus on learning. In several subsequent meetings the Council heard reports from staff including special education staff on how the collaborative process was working and including resource teachers. The Council supported these efforts.

- In August and September the Site Council worked with MVE staff to analyze assessment data and develop goals for the MVE School Improvement Plan. This included professional development goals and parent communication goals. The Site Council also reviewed progress of the targeted activities in mid-winter and at the end of the year.
- MVE Site Council monitored the MVE Title I program by reviewing the after school program, Parent Involvement Policy, e-Reader program, and Summer Program. The Council made recommendations for program modifications and considerations.
- MVE's Site Council was concerned about effective operation of the school and requested a formula modification for elementary specialists and secretarial support. KPBSD responded to this request by reviewing staffing formulas for these areas and adjusting them to better meet the needs of MVE.
- The MVE Site Council also seriously discussed the possibility of changing start/stop times with suggestions forwarded to KPBSD Administration. Consideration was based on what would be in the best interest of student learning.
- Most recently the MVE Site Council discussed the KPBSD proposal to schedule one minimum day monthly during the 2013-2014 term for the purpose of teacher collaboration and data analysis. Comments and considerations were recorded in the minutes which were sent on to KPBSD Administration. While the council supported collaboration, concerns about child care and working parents were expressed.
- MVE Site Council heard a report on the Mountain View Elementary School Principals' discipline philosophy. They commented on how this philosophy aligned with their beliefs about elementary discipline and offered thoughts.

What measures were used to determine that goal(s) were reached?

Reports to the council on the collaboration efforts of staff including resource teachers were evidence of the success of improvement plan collaboration activities.

End of year assessment data will also measure achievement success although it may not be available before this report is due.

Title I Reports at monthly meetings were evidence of a focus on learning and extended learning opportunities for struggling learners.

Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
08/30/2012	PLC Training, Data Analysis/Leadership Academy Work, School Staffing Report, MVE Title I Program, Review of Supplemental Service Providers for after school programs	Approved motion for the MVE Site Council to serve as the Title I Advisory Committee for MVE	
09/20/2012	Review and Discussion of KPBSD Strategic Plan, MVE School Improvement Plan, Student Nutrition and Physical Activity Policy	Approval of School Improvement Plan	The MVE Site Council worked on the development of the SIP including data analysis and professional development needs. The Council also received training on the characteristics of a PLC which is a major portion of the plan.
10/18/2012	MVE Activity Accounts Review, Student Nutrition and Physical Activity Policy, MVE Discipline Philosophy,		Site Council expressed continued concerns about the Student Nutrition and Physical Activity Policy and continued their discussion so that the minutes reflected their concern regarding the quantity and quality of school lunches.
11/15/2012	School Start/Stop Times, School Calendar, FY'14 Staffing, Parent Involvement Policy, E-Reader Expansion, School-Based Decision-Making Manual,	Approval to write a letter from the Site Council to the School District requesting 2.0 FTE for secretarial and 3.0 FTE Elementary Specialists for MVE	
01/17/2013	School Security, Title I Report, School Improvement Plan,		The Site Council was actively involvement in the development of the School Improvement Plan. A department report had been given regarding collaboration between resource teachers and general education teachers. This month's report updated the Council on the status of each activity within the plan.
02/21/2013	Junior Achievement, After School Program Update, FY'14 Staffing, School Security Update,		Mrs. Johnson, the Kenai Peninsula JA Coordinator shared the goals of Junior

			Achievement and how it was being embedded in the school. In the fall the Council reviewed the service providers for the after school program. The update at this meeting focused on the work of SERRC, the selected provider. At the last meeting the Council made several recommendations regarding school security. This update addressed those recommendations. The staffing report provided a visual of the proposed classroom configurations for FY'14.
04/18/2013	Title I Summer School, Proposed KPBSD Early Release for Collaboration, Site Council Evaluation		Each meeting includes a report on Title I activities. Sandy Miller, KPBSD Assistant Director of Federal Programs reported on the finalized plans for the June Summer Program. The Council began completing the FY'13 Site Council Evaluation. This will be completed at the May meeting.
05/21/2013	Title I program update, School Activity Accounts, Bus Safety, Annual Site Council Evaluation	Approval of Activity Accounts, Approval of Annual Evaluation	The Site Council Evaluation was developed at the April meeting with final comments and corrections made at the May meeting. Student activity accounts were reviewed in the fall with final balances in place at this meeting.

What data gives evidence to progress of meeting goal(s)?
Data will include spring SBA composite scores not available for the final Council meeting. This will be discussed by the Council at fall meetings as we develop the new School Development Plan.
The mid-winter report included progress on all activities including professional development and parent communication.

What other significant actions did the site council take to support District goal(s) during the year?
All actions are included in the above narrative.

Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012-13 School: Nanwalek Elementary/High School

Site Council Goal(s): 1. Collaborate to plan and support the School Improvement Plan 2. Participate in the creation of a school mission and vision. 3. Support the positive behavior support plan in the school.

District Goal(s) that was supported: Be clear on how it was supported and how students benefited.

KPBSD will increase student achievement by being responsive to individual student needs through structured collaborative practices Districtwide with our richly diverse communities.

Nanwalek Site Council collaborated on the School Improvement Plan, and met frequently to monitor progress on the action steps and other school activities. Students benefited from the site council support for the collaborative newsletters, SES tutoring (vendor chosen by site council), increased parent/community involvement, and from having school decisions guided by local expertise. Nanwalek Site Council supported the school positive behavior plan, particularly traditional ways to promote respect, and encouraged visits from elders in the school. Positive student behaviors contributed to an increased positive school culture and to student achievement.

Communication: How was the community informed of goal(s), meetings and updated on progress?
The community was informed by posted agendas, open meetings, distribution of the minutes at public meetings, and through school newsletters.

What actions were taken to achieve the site council goal(s)?
Ten meetings were held, during which members contributed to the School Improvement Plan, school reports given by the principal were discussed, and a student representative added perspective. Behavior expectations were directly supported by invitations for elders to come to the school to talk about respect. Group processes were used to create core values, a school mission, and a vision.

What measures were used to determine that goal(s) were reached?
The Nanwalek Site Council monitored the School Improvement Plan by regularly discussing the action steps and noting the progress that was being made. The mission and vision goal was measured by the successful completion of each. The positive behavior plan implementation and effectiveness was monitored through discussions about current perceived levels of bullying and the number of discipline referrals.

Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of

			actions?
8/22/2012	-Reactivation of Site Council; Formulation of School Improvement Plan	-Tom Evans accepted position of Chair -Draft of School Improvement Plan was created -Alaska Learning Labs chosen as vendor for SES	Reviewed Site Council Summary from previous year. Members expressed an interest in active membership for the school year.
8/29/2012	-Completion of draft of School Improvement Plan	-Council participated in a collaboration with Chugachmiut Language Preservation Program -School Improvement Plan recent draft reviewed -Decision made to advertise Title VII rep position	-School Improvement Plan draft reviewed -Discussion of AYP Level 2 used to motivate School Improvement Plan
9/24/2012	-Title VII representation discussed -School progress reviewed -Project Grad role and updates presented -Core Value Exercise was started	-Jeremy Cook approved as Title VII representative -Core Values created through group process	-Reviewed history of student council activity; determined none in last decade
10/29/2012	-Final draft of School Improvement Plan presented -School progress reported by principal/student rep -Calendar Changes discussed for 2012-13 & 2013-14 -Mission Statement process began; data prioritized	-Request made to change spring break 2012-13 -Calendar reviewed and approved for 2013-14 -Mission Statement data collected	-Reviewed decision made last year for 2012-13 calendar based on recollection of members -Reviewed Core Values to begin Mission
12/3/2012	-Reviewed by-law changes requested by Tim Vlasak -Nominated three candidates for new Title VII rep -School progress reported by principal/student rep -Mission Statement prioritization list reviewed	-Recommended changes to by-laws: "recommend" instead of "reauthorize" in paragraph 6 -Nominated 3 community members for Title VII rep	-Current Title VII rep appointment reviewed. Based on by-laws and the rep's move to Homer, moved to nominate new candidates -Reviewed mission draft and prioritized list from core values to progress on mission
12/17/2013	-Discussed Title VII representative nominations -School progress reported – principal/student rep -Community information discussed re: water, dogs	-Selected Sally Ash as new Title VII representative -Mission statement finalized	-Decision regarding action for dogs reviewed; decreased number of dogs at school has decreased – community has a

	-Guest Deb Evensen spoke about filming project -Project Grad reported on revenue sharing funds and leadership projects -Mission exercise involved prioritizing phrasing	and approved	plan. -Reviewed draft of mission to move forward with prioritizing phrasing
1/21/2013	-School progress reported – principal -Discussed relevant safety issues for Nanwalek School -Community discussion about water and dogs -Project Grad reported on funds, student leadership	-Decision made not to lock school door during school -Principal will continue developing a safety plan	-Reviewed decisions for SES for elementary grades – initiated week of meeting
2/18/2013	-School progress reported - Principal/ Student rep -Recognition of visitor Ms. Hilts for School Board Members Appreciation Month -Discussion about Sugt'stun position 2013-14 -Project Grad Report on Leadership Opportunities -Title I discussion about parent education materials -Vision Exercise – Shared teacher input	-Let Title I funds rollover until next year to allow meaningful review of materials -Council members will get word out about .5 Sugt'stun position advertised soon	-Reviewed Sugt'stun position possibilities & moved to support Type M offering -Reviewed mission to move forward with vision
4/1/2013	-Safety plan distributed and discussed -Vision Statement exercise -School progress reported – principal/student rep -Sea Week discussed as a community/school collaboration	-Support given for safety plan -Vision statement process continued	-Reviewed draft of vision and moved to wordsmithing exercise -Reviewed safety conversations and accepted written safety plan
4/22/2013	-Vision Statement reviewed, discussed, revised -School Progress reported – principal/student rep -School hours 2013-14 discussed -KPBSD Electronic Handbook discussed -2013-14 Council membership discussed	-Approved Vision Statement -Recommended school hours for 2013-14: 8:30-3:30 -Open elections for 2013-14 Council in fall	-Reviewed vision statement draft; formulated the final version based on input from all stakeholders -Based on positions from 2012-13, worked on a plan for next year's Council

What data gives evidence to progress of meeting goal(s)? 1. Council met 10 times, minutes kept of all collaborative meetings, council contributed to formulation of School Improvement Plan and monitored progress of school activities on a monthly basis. 2. Final mission and vision produced. 3. Support of behavior plan evident in minutes from

meetings; 2 elders visited the school to talk to students about respect.
What other significant actions did the site council take to support District goal(s) during the year? *Active and meaningful attendance at meetings in which school progress was reviewed *Input given for the direction of progress on School Improvement Plan goals and action plans *Collaboration that occurred in a meaningful manner *Formulation of mission and vision *Contribution to review of Title VII by-laws *Gave input on requests such as online handbooks, principal's voting rights on site councils

Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012-13 School: Nikiski Middle/High School

Site Council Goal(s): Site council's main goal for NMHS is to provide guidance and insight from a variety of sources on initiatives that support the school's and district's goals.

District Goal(s) that was supported: Be clear on how it was supported and how students benefited.
Goal #1: KPBSD will increase student achievement by being responsive to individual student needs through structured collaborative practices Districtwide with our richly diverse communities. A school goal for NMHS that supported this district goal was to increase student engagement by offering multiple educational opportunities to meet the needs of diverse learners starting in the 2012-13 school year. Overall as a school we had a focus on differentiated instruction which brought forth one main initiative that we needed community support on: a change in our schedule to introduce a modified block. This would create some issues of having all students passing at the same time, but would also, we felt, maximize our instructional time. After the idea was brainstormed with our staff, we vetted it through the site council process to bring community sentiment into the conversation. After many discussions over multiple meetings, site council unanimously agreed that this would support the school and district goal that dealt with individual student needs.

Communication: How was the community informed of goal(s), meetings and updated on progress?
Site council meeting dates and agendas were all posted on the school website before they happened and emails were sent out to members of the site council with the agenda attached and a request for additional agenda items.

What actions were taken to achieve the site council goal(s)?
All school based initiatives were brought to site council for a vetting process including the schedule change, handbook changes, and a variety of other questions from the district that required input from our community including school safety and the half-day proposal from district office.

What measures were used to determine that goal(s) were reached?
Analysis of the meeting minutes demonstrated and documented that the different initiatives were discussed and supported by site council.

Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
October 9, 2012	Approval of a Title VII site representative/MS rep for site council, DO school start/stop time, Calendar (from DO), Stance on student vacation time relating to	Approved Title VII and MS rep; first reading of by-laws; school start up times and	First meeting of year

	attendance	calendar discussion was not supported by site council, sentiment was that with the nature of AK summers, students/families needed the time	
November 12, 2012	Master schedule change discussion; advisory changes discussion	Support for schedule change to modified block; advisory offered to all students, 6-12	Joint site council meeting with NNS; able to discuss different initiatives with both community groups
January 15, 2013	School security; second reading of the by-laws; continued to discuss schedule change	Current by-laws were approved;	Continued discussions on schedule change proposal
February 4, 2013	Presented schedule change proposal to NNS community	Sought out approval from NNS for schedule proposal	
April 9, 2013	Early release/late start discussion from DO; site council make-up for 2013-14	Support for early release/late start for one day per month in 2013-14 school year; new members of site council elected	
What data gives evidence to progress of meeting goal(s)? New modified block schedule in place for 2013-14 school year with support from site council and community			
What other significant actions did the site council take to support District goal(s) during the year?			

Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012-2013 School: Nikiski North Star

Site Council Goal(s):
Support the creation of outdoor classroom settings and possibly school gardens.
Continuously increase parent involvement in our school.
Increase collaboration between Site Council, PTA, NNS staff, and community organizations.

District Goal(s) that was supported: Be clear on how it was supported and how students benefited.
KPBSD will increase student achievement by being responsive to individual student needs through structured collaborative practices districtwide with our richly diverse communities.
Our Site Council worked to build collaboration with community partners and parents to create highly successful school events and increase volunteerism during the school day.

Communication: How was the community informed of goal(s), meetings and updated on progress?
School Blog, PTA Facebook page, School newsletters

What actions were taken to achieve the site council goal(s)? Strategic involvement of community organizations in school events and during the school day.

What measures were used to determine that goal(s) were reached? Lists of community organizations involved in school events. Data regarding school volunteer hours.

Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
9/10/12	Health Fair Evaluation Guest Artist Bats School Data and 2012-2013 Goals	Next year's health fair will not occur the same weekend as the Ninilchik Fair. We will find ways to improve communication between organizers. Due to summer schedules, communication was difficult at times. Guest speakers spoke on the	Health Fair was a success but we will look towards continuously improving it. Definitely want to do it again. Over 500 people were there and 205 backpacks were given away to kids.

		protected brown bats.	
10/9/12	Bats Student Nutrition Policy Review Created Site Council Goals Head Lice	Goals established. Latest information on dealing with head lice. Site Council provided specific feedback regarding the nutrition policy and this was forwarded to district office. Decision made to team with Nikiski Clubhouse, North Peninsula Recreation Center, and other local organizations to host an indoor "Trunk or Treat" event at NPRC.	
11/13/12	Joint NNS/NMHS meeting. Master Schedule and Advisory changes proposed for NMHS Bat Guano update	None.	Continue getting information out to the community regarding NNS bats and the schedule changes at NMHS.
12/3/12	Outdoor Classrooms, Student Attendance and Achievement, Parent Involvement, Review of Site Council Bylaws	Site Council supports Wally Hufford's team's ideas for outdoor classrooms and support Wally in looking into it further. Consider getting a safety officer for Nikiski Schools who would also serve as a truancy officer. Two family events scheduled in February.	
1/17/13 2/4/13 3/4/13	School Security School Security reviewed top 6 concerns NMHS Schedule Proposal Community Finance Classes for parents.	Site Council members met with parents to hear school safety concerns and develop a list for KPBSD of the top priorities for NNS. Site Councils Members	List created and sent to KPBSD. NMHS was going to get information regarding the new schedule proposal out to parents.

		weighed in on the new schedule proposal and suggested ways to reach out to parents to share the new proposal.	
5/6/13	Parking Lot Renovation Bats Site Council Elections End of the Year Report Title I Parent Involvement Summer Plans Community Health Fair	Next fall look at what needs to be done regarding the bats and guano NPRC will host the health fair next fall. Amy Stock, Sheri Yeager, and Janelle Grenier have volunteered to serve on the Site Council.	
What data gives evidence to progress of meeting goal(s)? Community Involvement: School events were a huge success with large numbers attending. The average number of community volunteer hours in the school each week was 78. All events involved community organizations as well as NNS.			
What other significant actions did the site council take to support District goal(s) during the year? Due to the focus on bats, lice, and the parking lot renovation, we did not tackle other district goals.			

Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2013 School: 38 Nikolaevsk

Site Council Goal(s): To research and acquire an electronic sign to improve communication with community by the beginning of the 2013/14 school year. To increase awareness and use of Roberts Rules of Order at all SBC meetings. To increase use of Conscious Discipline videos by Nikolaevsk parents.

District Goal(s) that was supported: *KPBSD will increase student achievement by being responsive to individual student needs through structured collaborative practices Districtwide with our richly diverse communities.* SBC members stated "…they all look at the sign to see what is going on at the school". *"It (the sign) is the one source of information that everyone looks to for information."* The SBC believes an electronic sign can provide more information in a timelier manner than the current sign. By increasing the effectiveness of communication between the school and parents community buy-in at the school will be increased thereby increasing student performance.

Communication: How was the community informed of goal(s), meetings and updated on progress?
Meeting Agendas were posted at the School and Post Office prior to the meeting. Meeting time/date was posted on the school sign. Meeting minutes were also posted online.

What actions were taken to achieve the site council goal(s)? Discussions and review of individual sign and vendor specifications. Testimony from other business owners in area in regards to sign effectiveness and vendor reliability. Use and practice with Roberts Rules of Order. Production of "RRO cheat sheets" to help SBC members remember, and build comfort with, steps and vocabulary use. No action was taken this year on Conscious Discipline.

What measures were used to determine that goal(s) were reached? Sign was ordered and delivered to the school on May 29th. Borough maintenance will install the sign during the summer so that it will be ready for use the beginning of the 2013/14 school year. Use of Roberts Rules of Order was evidenced by seeing and hearing it used at all SBC meetings.

Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
10/3/2012	Dean Hamburg was here for a presentation of our breakfast/lunch program	None. This was an informational meeting	None
11/7/2012	Roberts Rules of Order, Type M Certificate, Duties and responsibilities of the Nikolaevsk Site Committee,	Committee voted to move forward with getting more	Roberts Rules-need for meetings stay on topic and flow smoother.

	Electronic Sign, Title I	information on ordering an electronic marquee. As a committee, we went over the duties and responsibilities of the Site Based Committee.	
12/5/2012	Electronic Sign, Type M Certificate		
1/9/2013	Electronic Sign, Building Security	Voted in favor of ordering electronic sign	Need to increase communication
2/6/2013	Code of Cooperation	Finalized the Code of Cooperation	Develop rules of cooperation for group
3/6/2013	Title I Tutor Update		
4/10/2013	Title I update, Common Core, Early Release, Attendance incentive, Safety Lights, Volunteer Handbook, PBIS	Informational Discussion and vote on KPBSD early release	
5/2/2013	PBIS, Healthy Futures	Informational	Information on PBIS to benefit behavior and educational environment for all students.

What data gives evidence to progress of meeting goal(s)? Electronic sign was ordered and delivered on May 29th. Work order was placed to have the sign installed over the summer so that it will be ready by the start of the 2013/14 school year.
Anecdotal evidence for use of Roberts Rules of Order. Vocabulary is evident at every meeting. SBC parent members are becoming more familiar with reasons for its regular use and application.

What other significant actions did the site council take to support District goal(s) during the year?

Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012/2013 School: Ninilchik

Site Council Goal(s): Pursue a 4 day week. Engage more students (especially girls) in science.

District Goal(s) that was supported: Be clear on how it was supported and how students benefited.
On going with information being given again to district instructional team.

Communication: How was the community informed of goal(s), meetings and updated on progress?
Info given on 4 day week at each of the meetings throughout the year.

What actions were taken to achieve the site council goal(s)? Most of our information centered on the 4 day week. As a Council we are making changes to our agendas next year to have our goals be reviewed each meeting so we don't drop the ball like we did on the science goal. The principal has worked with a few classes to engage kids in science but not every class.

What measures were used to determine that goal(s) were reached?
On going--

Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
8/28/12	Elections	Bridget Clark Elected	
9/18/12	Reviewed goals from last spring	None	
11/15/12	4 day week information PBIS update	None	Reviewed input from teachers and parents present to put together a proposal to send to district office
1/17/13	4 day week update Building security Title 1 update	None	Informed Site based council on what exactly a Title teacher does- basically reviewed job description with them for a better understanding of what she can and can't do.
3/13/13	Project Grad and Community night Bullying information being gathered	Voted to allow Principals a vote. Contacted NTC to	Increase in bullying reports by students and increase in office referrals for bullying

		schedule bullying events.	issues.
4/25/13	Finalized questions from Mr. Dusek on 4 day week	Changed format for agendas next year to keep our goals in mind	Reviewed condition of library and plan to order more teen appropriate books. Data gathered was survey 7-12th graders for books they would like to see in the library.
What data gives evidence to progress of meeting goal(s)? Continued discussions between District office and Principal/Site based council regarding the possibility of moving to a 4 day week.			
What other significant actions did the site council take to support District goal(s) during the year? Better attendance at the meeting than recorded before. This hopefully brings in more parent involvement in the years to come.			

E 0420 (a)

Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012-13 School: Paul Banks Elementary School

Site Council Goal(s):
To increase the opportunities for parent/families engagement by improving the level of collaboration with existing community organizations working with parents and families

District Goal(s) that was supported: Be clear on how it was supported and how students benefited.
Parent/Family Engagement: Support students' and social success by offering multiple opportunities at every site for parents and families to participate in school activities.

Communication: How was the community informed of goal(s), meetings and updated on progress?
Site Council, PTA meeting, School Newsletters, Local newspapers and local radio announcements

What actions were taken to achieve the site council goal(s)?
The site council participated in helping with suggestions on times and content of activities and also took an active role by participating in and providing feedback on activities. Quarterly meetings were held with various community agencies. The purpose of the meetings was to work collaboratively on ways to provide more learning opportunities for parents and families. One of the main actions taken to achieve this goal was provide a Community Cafe' for parents and community members. The theme for the Community Cafe' was Early Literacy and Early Childhood Development. This event was held on Saturday , Feb. 16th and included presentations by seven community agencies or organizations including Paul Banks Elementary Staff. Lunch was provided and presentations included topics such as "Language and Literacy"," How to Use KPBSD Technology"," Educational Programs & Games" and "How to raise a Resilient Kid". Other opportunities provided to increase the opportunity for parent/family engagement included "Bingo for Books", "After School Programs", "Paul Banks Winter Carnival", "Summer Activities Fair", "Math and Science Night", "Swimming Lessons", "First Friday Art Show" and "Title One Parent Involvement Activities".

What measures were used to determine that goal(s) were reached? Notes were kept from quarterly meetings along with copies of agendas. Copies of event schedules and topics were documented along with the results of the follow-up evaluation.

Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
9/12/12	Proposed Changes to Site Councils, Proposed Alaska School Board Association policy on Student Nutrition,	Review proposed changes and request feedback from	School Development Plan for the 2012-13 Title One Plan for Parent Involvement.

	2012-13 School Development Plan , Title One activities for Parent Involvement special focus being given on Technology, Climate and Culture, District Trainings for site Council and Healthier US Schools-Challenge Award .	members. Review school development goals and proposed activities and request feedback and recommendations. Review Title One program and request input on proposed activities.	Copy of Proposed Changes to Site Councils Copy of School Board Association proposed policy on Student Nutrition.
10/10/12	Proposed Start Times for Schools Review of input on Alaskan Association of School Boards recommended policy on Student Nutrition City Council approval of school sign Earth Quake Drill "State wide" Title One up-date on proposed activities.	District information on Proposed changes for start times for schools were reviewed and feedback was requested. City Council recommendations for proposed school sign were reviewed. A committee was formed to study the recommendations and school options. The proposed Title One parent involvement activities were reviewed . Site Council members offered to provide any assistance needed. Notice to site council members about the state wide earth quake drill. Review of feedback on Recommended changes to Student Nutrition Policy	Reviewed district proposed start times for schools and requested feedback from site council members. Reviewed comments received back on proposed changes to School Nutrition Services and forwarded information to Central Office. Reviewed City Council recommendations on proposed sign and formed a committee to further investigate options. Reviewed Title One proposed activities for Parent Involvement and school culture and climate and voted to help support those proposed activities in any way possible.
3/20/13	End of School Schedule of Events Up-date on school development Goals	School Development Goals were reviewed and updates were provided on the progress being made on	Schedule of events was reviewed and dates and times were provided Proposed Title One services for the 2013-14

	Title One Pre-School Services After school programs New school administrator	those goals. The school/district level goal which the Site Council helped to support was reviewed . Information to the new administrator for Paul Banks Elementary was shared with the site council.	school year were discussed and support for expanding Title One Pre-school services was noted. A list of school /district goals and activities supported by the site council were reviewed along with a final list of activities/actions which took place this school year to achieve those goals. The main goal the site council focused on was Family Engagement. Feedback from parents and community members on those activities was discussed and recommendations were made for the 2013-14 school year. Activities included: Community Café, After School Programs, Summer Activities Fair, Math and Science Night, Winter Carnival, Title One parent activities , swimming lessons for all students the month of April, Bingo for Books.
4/17/13	Proposed early dismissal Staffing-Open positions Summer School	Proposed early dismissal for the 2013-14 school year was presented and feedback from parents was requested Site Council was informed that two positions needed to be filled for the 2013-14 school year. Title One pre-school and First Grade	Site Council members were provided information on the district survey on early dismissal for the 20213-14 school year. Due to the decrease in the numbers of parents indicating that their child would be attending summer school, the district decided to cancel those services .

What data gives evidence to progress of meeting goal(s)? A list of all proposed activities to increase parent/community

involvement was kept along with minutes from quarterly meetings with community agencies which took place to collaborate on ways the school and agencies could work together to expand and support community and family engagement .
What other significant actions did the site council take to support District goal(s) during the year? The site council reviewed all our school development goals which are linked to District Level Goals including those goals linked to collaboration and student engagement. All our site council members took time to volunteer in classrooms and took an active role in helping to implement many of the action items listed to implement goals dealing with parent and community engagement.

E 0420 (a)

Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012-2013 School: Port Graham School

Site Council Goal(s): 1. Build family and school connections 2. Provide building use for community and youth activities 3. Insure academic progress of students

District Goal(s) that was supported: Be clear on how it was supported and how students benefited.

1. Schools will reach out to parents and communities to promote shared value and responsibility for the process of education. Parents were invited to participate in Family Nights sponsored by Project Grad. Parents were able to work with their child or grandchild within the school setting and work on projects together. One of the activities was rocket launching. Rockets were designed, created and launched. Site Base worked with Tribal Council (who provided insurance) to establish qualified people as gym openers for Community activities. Parents were encouraged to visit in classrooms and be an active part of their student's education.
2. Deliver relevant, rigorous, Standards-based curriculum in conjunction with alternative pathways and a flexible approach to ensure that every KPBSD student stays engaged, reaches high levels of achievement and graduates. At the monthly Site Base meetings, each classroom teacher shared about what was happening in the classroom. Student Council also shared about their activities monthly.
3. Principal's report covered testing data and school improvement plan goals and review.

Communication: How was the community informed of goal(s), meetings and updated on progress?
Monthly meeting notices were posted around the village for all to see. Goals were covered in meeting and recorded in minutes. The principal's monthly report covered the progress of students and test data.

What actions were taken to achieve the site council goal(s)?
Project Grad helped with family night activities and community engagement. Project Grad also attended Site Base Meetings. Project Grad also provided an Instructional Coach 2days/week for students in Port Graham.

What measures were used to determine that goal(s) were reached?
Site Base minutes were reviewed. Project Grad made a final report. Avant Garde workshop on data analysis evaluated student progress.

Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
Aug. 14	Student and staff handbooks	Follow the previous school handbook with additions to electronics	Staffing changes and how student needs could be met
Sept. 11	Open gym policy, review by-laws	Talk with PGVC about providing insurance	Title VII aide position advertised, Bonnie Pierce will meet with Pat Norman to discuss insurance for building use, lunch program
Oct. 9	Open gym policy, Sugestan tutor, Halloween Carnival, Deb Evensen, Parent/Teacher Conference	Have PGVC send insurance verification to district office	Schedule for lunch duty, conversation about Open Gym use
Nov. 13	Site Base Elections	Ballots will be printed and voting will take place in school office	Bobbie will be only secretary – food service posted
Dec. 10	Christmas Program/Open House	Results of elections and officers set in place	2013-2014 calendar, Title VII (Indian Ed) bylaws
Jan. 30	School and Village Security	Pat Norman attended meeting and discussed protocol for emergencies in Port Graham	Food Service needs for school – reposting of job
Mar. 12	Student testing	Note home – students' needs of sleep and breakfast	Food service – Title VII aide
May. 9	Staffing for next year – meet new principal	Transitioning between principals	Student numbers and reading incentive program success

What data gives evidence to progress of meeting goal(s)? Goal 1 of parent engagement is evident by the number of those attending the family nights sponsored by Project Grad. Goal 2 is evident by the teacher reports given each month of curricular studies and progress monitoring of students.

What other significant actions did the site council take to support District goal(s) during the year?

Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012-2013 School: Razdolna

Site Council Goal(s): The goals of the Razdolna Site Council are to increase the amount of time Russian is taught and attain a Russian teacher.

District Goal(s) that was supported: Be clear on how it was supported and how students benefited.
3.1 Parent/Family Engagement: Support student's academic and social success by offering multiple opportunities at every site for parents and families to participate in school activities.
The average number of community members attending parent meetings is 10. The average number of parents/family members attending school functions is 10. The benefit to students is their increased use of Russian in speaking and writing. This was evidenced by the Russian plays put on by the students, students writing poems in Russian and students naming the days of the week, months of the year, numerals, and alphabet in Russian.

Communication: How was the community informed of goal(s), meetings and updated on progress?
Newsletters w/calendars were used throughout the year to inform the community. Newsletter updates were shared at parent meetings.

What actions were taken to achieve the site council goal(s)?
The time students studied Russian in grades 1-10 was increased by 15 minutes to a total of 40 minutes a day. The school day was increased by 30 minutes (from 3pm to 3:30pm) to accommodate this increase. A new position was added and a certified Russian teacher was hired half time.

What measures were used to determine that goal(s) were reached?
Students increased use of written, read, as well as spoken Russian. Students are learning modern Russian to complement their spoken dialect. The measures are formative. The students demonstrate their ability in classroom assignments.

Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?

Sep. 13	School Improvement Plan, Building updates, changes in lunch schedule, request Russian teacher, Habits of Mind	Change of lunch schedule from 11:30 to 12	Added time for Russian which took time away from core subjects
Dec. 5	Building update, student led conferences, Russian teacher, Habits of Mind explained, 2014-15 Calendar	Students would be taught the Russian alphabet, days of week, months, numbers	Added Russian time – parents concerned that younger students didn't know alphabet, etc. in Russian
Mar. 6	End of year dates to remember, SBA/HSGQE, Fund raising (student fund for field trips),	Parents are interested in fund raising for field trips.	
Apr. 10	Building Use Agreements, Staffing, Immunizations, Russian position	Parents request a full time Russian teacher.	
May 15	Title 1 Survey, Introduction of the new Russian teacher	Parents requested a pre-school time	

What data gives evidence to progress of meeting goal(s)?
Progress is being measured by the amount of Russian students are writing and speaking (formative assessments).

What other significant actions did the site council take to support District goal(s) during the year?
The Site Council has been a major influence on the addition of more school buildings to accommodate the increased population of Razdolna and the renovation of the old building. The 2012-13 school year saw the addition of a portable and the continued effort to get the Kindergarten building approved.

E 0420 (a)

Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012-2013 School: Redoubt Elementary School

Site Council Goal(s): Goal 1: Support and implementation of Positive Behavior Intervention and Supports (PBIS) Tier I. Goal 2: Support and development of Parent Engagement protocols for the school

District Goal(s) that was supported: Be clear on how it was supported and how students benefited.

1.5 Graduation: Increase the graduation rate by 3% annually and decrease drop out numbers by 5% annually.

One of the biggest undertaking of the Site Council to support our school's goal was to have some discussions about PBIS (Positive Behavior, Intervention and Supports). The staff made a commitment to implement, with fidelity, a PBIS framework for student behavior this year. Site Council action was to communicate with parents the how's and why's of how PBIS works in our school and how parents can help support what we are doing by reinforcing similar expectations, including vocabulary used, at home. There was great, positive, parental support and feedback about the implementation of PBIS this year. The reality is that if we can reduce negative student behaviors, more time can be spent on instruction, which will lead to improvements in student learning, and in the long-term, keep students engaged in school rather than dropping out.

3.1 Parent and Family Engagement: Achieve high levels of parent and community engagement utilizing research-based strategies at all schools.

Our plan was to increase opportunities for parents to be meaningfully involved in school activities by offering quarterly parent informational trainings. Site Council and PTA were called on to gather parent input regarding what topics would be most appealing to parents for quarterly trainings. That information was collected, and some trainings were developed. Although schools can be effective in working with students, as can parents at home, the most power comes when parents and schools work together to make positive influences on students academics and behavior. This goal focuses on strengthening the relationship between home and school, and to empower parents to be more knowledgeable about what happens in the school, thus better enabling them to more effectively support their child.

Communication: How was the community informed of goal(s), meetings and updated on progress?

The primary method was through the site council representatives. At the end of each meeting, or discussion item, staff members and parents were charged with spending the time between meetings connecting with other staff, parents and greater community members, updating what discussions are taking place, and collecting feedback, which was then shared at the next site council meeting. That monthly cycle continued throughout the year. We also used our school newsletter and webpage to inform parents of issues and encourage feedback. For example, when collecting input on the Soldotna Area Schools Conversation, information about parent and community input surveys was put out through Site Council, PTA, newsletter and our school's webpage.

What actions were taken to achieve the site council goal(s)?

Site Council also spent a great deal of time discussing the Soldotna Area Schools Conversation, along with the possibilities of our 6th grade students to move over to the middle school. Although it would not affect any improvement in student learning in this immediate year, the implications will impact student learning if/when it is decided to move 6th grade students over to the middle school, and what education for our students in grades 7-12 looks like in general. We did not act on anything significant in these areas, but we had much discussion that laid the foundation for the site council and school to act upon in future years to improve student learning.

What measures were used to determine that goal(s) were reached?

For the PBIS goal, our measures were school-based data: Office referrals, RoadRunner Cards collected, PBIS committee data analysis and administrative walk-through data. For the parent engagement, it was the solicitation of ideas for trainings, the development of the quarterly trainings, and attendance at those meetings.

Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
September 12, 2012	Soldotna Area Schools Survey Blue Book policy review Strategic plan input Parent training/Academies PBIS	Decision made to support PBIS Much discussion regarding Soldotna Area Schools, particularly regarding 6th Grade. Council is in support of 6th grade moving to the middle school.	
November 14, 2012	Soldotna Area Schools Conversation Parent training/Academies PBIS		Much discussion regarding Soldotna Area Schools, particularly regarding 6th Grade. Council is in support of 6th grade moving to the middle school.
February 13, 2013	PBIS Soldotna Area Schools Conversation		
March 6, 2013	PBIS Soldotna Area Schools Conversation		
April 10, 2013	PBIS	Council is in unanimous	Much discussion regarding Soldotna Area

	Soldotna Area Schools Conversation Early Release/Late Start proposal	support of an early release/late start in order to support teacher collaboration.	Schools, particularly regarding 6th Grade. Council is in support of 6th grade moving to the middle school.
What data gives evidence to progress of meeting goal(s)?			
What other significant actions did the site council take to support District goal(s) during the year?			

Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012-2013 School: River City Academy

Site Council Goal(s): *Increase level completion by students; increase parent awareness of progress*

District Goal(s) that was supported:
3.4 Public Relations – Educate and Support Stakeholder groups; 1.6 School Innovation: Deliver an innovative and individual approach to all students

Communication: How was the community informed of goal(s), meetings and updated on progress?
Meetings were announced to students at daily morning meeting, dates were posted on RCA's website and stakeholders were emailed the week before.

What actions were taken to achieve the site council goal(s)?
Voted to maintain quarterly progress reports mailed home; voted to support Level Completion Certificates awarded; supported donations for SBA testing dates;

What measures were used to determine that goal(s) were reached?
Over 272 quarterly reports were mailed home; Students completed 410 levels; 102 of those were at the Advanced Level;

Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
5/15/2013	Planning for next year; evaluation of changes this year; impact of Soldotna Reconfiguration	Continue with changes made; explore options for advisory	Student, staff and parent surveys
2/11/2013	Reviewed Interims; SIP Updates; Building Security; Graduation Pre-planning; Reconfiguration Impact	Grad date; Juniors hosting; Expand Interims next year;	Data for SIP; Level Completion Updates; Interim Feedback
11/15/2012	Interim Planning; SIP Updates; Soldotna Reconfiguration options	None	None
9/18/2012	Planning for 2013; Updates on SIP; Educate Updates; Why Choose RCA?;	Level Completion Certificates; Planning for SBA testing;	Maintain quarterly mailed progress reports; SIP Reviewed;

What data gives evidence to progress of meeting goal(s)?
Level completion for student achievement goal; Survey feedback on changes;

What other significant actions did the site council take to support District goal(s) during the year?
None

Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012-2013 School: Seward Area Schools

Site Council Goal(s): Reconfiguration of Seward Elementary and Seward Middle.

District Goal(s) that was supported: Be clear on how it was supported and how students benefited.
Domain 3: Management of the Learning Organization

Communication: How was the community informed of goal(s), meetings and updated on progress?
Monthly Seward Area Site-Based Council Meetings, School Blogs, February Community Meeting, Electronic Reader Board on the Seward Highway, Site Council Blog, Seward City News, KPBSD School Board work session (May), and monthly school newsletters.

What actions were taken to achieve the site council goal(s)?
Recommendation to the KPBSD Board of Education to reconfigure the 6th grade to Seward Middle School—KPBSD May School Board Meeting.

What measures were used to determine that goal(s) were reached?
Board vote on reconfiguration recommendation during the October 2013 meeting.

Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
9/13/2012	Seward Schools Development Plans	Site Councils supported each plan.	
10/11/2012	Site Council Handbook	Principals should not be voting members, make the Site Council larger,	
11/8/2012	Seward Schools Reconfiguration	Request for additional information and a public survey for community input.	
12/13/2012	KPBSD Director of Secondary Ed. was a guest speaker regarding the Nikiski process.	Elementary concerns accepted and documented. Principals task with research for answers.	
01/10/2013	Data specific to Middle School staffing projections based on enrollment through 2019. Middle School master schedules—present and future projections.	Community Meeting scheduled for 2/12/2013.	

	Elementary projections provided, as well.		
02/14/2013	Six different reconfiguration scenarios (as determined by the Seward Community Meeting on 2/12/2013)	Creation of and timeline for a community survey to be discussed during the March Site Council Meeting.	
03/21/2013	Community Survey results shared and discussed. 73% of responders are favorable or strongly favorable for moving the 6th grade to Seward Middle.	Site Council votes unanimously (with one abstention) to recommend moving the 6th grade to Seward Middle	
4/11/2013	Guest speaker KPBSD Board President Joe Arness provides advice for addressing a Site Council member's desire to change her vote to no. Site Council president conducts an informal second vote.	All members with the exception of one remain in favor of moving the 6th grade to Seward Middle.	The reversal of one of the Site Council member's vote to support the recommendation to move the 6th grade.
What data gives evidence to progress of meeting goal(s)? Board vote on reconfiguration recommendation during the October 2013 meeting.			
What other significant actions did the site council take to support District goal(s) during the year? All of the Seward Area Site-Based Council information can be found at http://sssbc.blogs.kpbsd.k12.ak.us/wpmu/			

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Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012-2013 **School:** Skyview High School

Site Council Goal(s): Focus on Skyview's School Development Plan. We focused on improving attendance, communication with parents, and student engagement. We reflected on the book talk *The Highly Engaged Classroom* and teachers' implementation of strategies in the classroom. Once a quarter, we planned school-wide events, inviting the community and parents. We focused on decreasing D's and F's within each department.

District Goal(s) that was supported: Be clear on how it was supported and how students benefited.
The Highly Engaged Classroom: student engagement within the classroom. Teachers demonstrated and shared strategies used in the classroom to engage students.

Communication: How was the community informed of goal(s), meetings and updated on progress?
Each meeting we discussed the ways teachers are engaging students, and we planned community events once a quarter to promote.

What actions were taken to achieve the site council goal(s)?
Monthly meetings were held, and we discussed how we were working on the School Development Plan.

What measures were used to determine that goal(s) were reached?
At meetings, we discussed the School Development goals each month and updated the progress made.

Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
8/20/12	New staff, attendance incentives, school development plan, parent contacts.	Reviewed school blog and gave feedback.	Planned to survey students to check their perception of their success of the school, and discussed creating a competition between classes and getting student buy-in on the attendance plan.
9/18/12	Athletics and Student Council reports, attendance goals, and *Highly Engaged Classroom* book talk.	No actions taken.	Raised attendance 3% since 2011. Tardies down 15%. Planned the next incentive through Oct. 16th.
12/4/12	Sports updates, school events (e.g. blood drive, Turkey	Reviewed Soldotna survey	Reviewed the data that attendance

	Trot, Super Activity), Accreditation update, attendance goals, and *Highly Engaged Classroom* book talk. Discussed proposal for merging our high schools. Presented the Skyview Prezi used at the School Board meeting.	data.	improved from last year and tardies decreased by 40%.
1/22/13	Soldotna conversations (merging the high schools and creating joint events for next year to build the climate), school development plan, Student Council report, professional learning communities, building security.	Building security, reviewed options of the merge.	Reviewed the data that tardies were down, and the graduation rate improved.
3/19/13	Soldotna conversations (discussed the option of two 7-9 junior high schools vs. one ninth grade house and one middle school), athletics update, 8th Grade Parent Night/Skyview Showcase, SMS visits, and the food drive.	Our Site Council chose to allow the principal of Skyview to be a voting member of our Site Council. Also expressed a strong preference for the "ninth grade house" option of reconfiguration.	Developed a list for pros and cons for the different configurations on the Soldotna conversations.
4/16/13	Soldotna conversations (building a smoother transition for Skyview students), Prom, athletics update, food drive, and graduation.	Our Site Council expressed preference for merging the schools in 2014 rather than 2015.	Developed list of suggestions on how to bring the schools together.

What data gives evidence to progress of meeting goal(s)?
Monthly minutes and School Development Plan progress on the Web

What other significant actions did the site council take to support District goal(s) during the year?
Soldotna conversations -proposal to move to one 10-12 school, options for 9th grade house vs. two 7-9 schools

Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012- 2013 School: Soldotna Elementary

Site Council Goal(s): The purpose/goal of the Council is to assist the Soldotna Elementary Administration and Staff in the Site Based Decision making process and to provide planning and input for conducting and pursuing improvements in facilities, in-service plans, staffing, and curriculum at Soldotna Elementary School. More specifically, the goal of articulating a clear vision, PBIS and evaluation of school reconfiguration consumed a great deal of our time this year.

District Goal(s) that was supported: Be clear on how it was supported and how students benefited.
Community involvement was a great focus. The site council provided ideas and on how to gain more community and student support for family nights. Three successful nights were designed and implemented and Site Council discussed events and provided input on future involvement. Students and families enjoyed the opportunity to meet and engage in a variety of Math and Science activities throughout these events.
The Site Council also reviewed and provided input into our goals which aligned with Academic Excellence. Math goals were identified as a high need, as well as greater focus on our male population. Students benefited through the development of SMART Goals by teachers, and Site Council input was considered after data review. Teacher data had indicated the 2% increase as demonstrated through Aimsweb testing in the areas computation and concepts.
In regard to Organizational Excellence, a great deal of time was spent on the reconfiguration of the schools to best meet the needs of our students. Discussion and input was provided at nearly every meeting.
Student safety was also addressed on several occasions. Council input was collected. Our council also discussed and provided input on several occasions in regard to PBIS, which will be implemented in the 2013/14 school year. The council provided input on the specified matrix, and the process and development steps were shared. Research was also shared in regard to the benefits that have been demonstrated due to PBIS implementation. These included less office interactions, greater academic achievement, and increased feeling of safety and community.
Development and input on school vision and evaluation of current strengths and needs was also discussed.

Communication: How was the community informed of goal(s), meetings and updated on progress? Meeting notices were emailed. Meeting notes were also posted after every meeting on our school website.

What actions were taken to achieve the site council goal(s)? One of the goals was to provide input to the school configuration. This goal was accomplished through ongoing input and school based meetings. In regard to vision protocols were followed to gain input from both site council and staff to create a vision that was aligned with parent, community, and staff ideas. This was also true as the PBIS committee moved through the process.

What measures were used to determine that goal(s) were reached? Evaluations of final decisions and school board recommendations and a completed vision statement.

Meeting Dates	**Major Topics discussed**	**Major Actions/Decisions during meeting**	**Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?**
9/4/2013	Site Appointment Revisions Review of Bylaws Reconfiguration Data Review/School Development Plans Community Involvement	1. Striking Clause in handbook that PTA and Site Council shall act as one. 2. Discussion of reconfiguration survey and input 3. Discussion of AYP and Data 4. Move forward with family nights for greater involvement	-Review of the previous year's School Development Plan
11/6/2013	PBIS Christmas Drive for Needy Families School Budget Effect of SMART boards Capital Improvement Projects Family Nights-	1. Support for PBIS- Move forward 2. Council encourages pushing towards parking in back of school for student	-Development of School Plan with a focus on Math and Community Involvement. -Survey was disseminated and Council reviewed. -Family Science night with over 250 participants a success

	Reconfiguration	safety and parent convenience. 3. 3. Need for at least one more event-Math Night encouraged	
1/08/13	PBIS Staffing-Impact of New Title teacher Review of Building Safety Vision Development	1. Consistency encouraged and supported for building wide philosophy 2. Parking Lot congestion needs to be addressed. 3. Ways to develop greater school pride 4. Continue to increase our community involvement	1. Sharing of Committee and PBIS goals developed since last meeting. 2. Overall favor for one high school 3. Plan developed for Art Night rather than Math 4. No parking light but flashing road lights to slow traffic and create awareness was approved
3/05/13	Dawn Ladruce-Legislative Matters PBIS Update Budget review Staffing Disability Awareness Principal Vote	1. Decision was made that the principal should have vote. 2. Maintain and continue Disability Awareness week to heighten awareness and compassion for differences.	1. Review of Incentive plans for PBIS 2. Share results of Vision Progress
5/7/13	Title One Overview Interventionist Position Staffing Student Handbook Open House	1. Council wants Principal to advocate for either full time intervention support or Title One outside of Preschool.	1. Disability Awareness was celebrated, however staffs buy in to follow through with the community participants. Will possibly form committee earlier next year. Door

	Review of Vision Review of SDP on Mystrategicplan.com	2. Council agrees that student handbook on line is a good idea but sign-off sheet may be difficult to obtain. 3. Agreed with staff progress of vision. 4. Review of progress of years plan demonstrated more focus on rigor for math. (ie. Problem solving activities)	decorating walk-through encouraged 2. Principal followed through with request to discuss intervention staffing with no resolve. 3. Vision statement presented and approval from staff before action plan developed in fall.

What data gives evidence to progress of meeting goal(s)? PBIS Documents, Vision Statement, Student data from Aimsweb, decision on reconfiguration, Sign-In and Comment from family nights.

What other significant actions did the site council take to support District goal(s) during the year? I believe the above synopsis provide a detailed overview of all of the actions by the 2013/14 Site Council.

Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012-13 School: Soldotna High School

Site Council Goal(s): Increase student engagement by developing long/short term intervention plans. Increase staff collaboration with a focus on best practices.

District Goal(s) supported: Soldotna High School and KPBSD focused on collaboration and overall student engagement. Our student and staff surveys showed that, because of the intervention process and the integration of technology, students were more engaged and challenged in the classroom.

Communication: The community was informed of goals and meetings, and was regularly updated on our progress. Both our Site Council and PTSA reviewed and approved the goals and inservice plans, as well as the data supporting the overall goal.

What actions were taken to achieve the site council goal(s)? As a staff we utilized district Dashboard and identified at-risk students in each advisory in order to develop intervention plans for those students. Our collaboration took place through our Soldotna Learning Team (SLT) meetings twice a month along with quarterly collaboration meetings with our SLT teams developing student-specific interventions.

What measures were used to determine that goal(s) were reached? SBA/HSGQE data, Eligibility reports, Discipline reports, Attendance reports and quarterly assessments were used.

Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
9/11/12	CTE classes Criminal Justice Class and Marine Tech class. Soldotna Schools Conversation. New Track/Turf. 2012-13 School Goals. Equipment Needs. New Resource Officer position. 2012-13. Inservice plans. School, District and Site Council guidelines were reviewed.	Letter sent to Juneau requesting funding for Track/Turf. Reviewed and approved of 2012-13 School Goals.	Students were surveyed in regards to CTE class offerings. School Goals were in line with District Goals.
10/9/12	School Safety review. 710 and Budget review. Soldotna Schools Consolidation review. Revision of the February Parent Teacher Conference format. Emergency practice	Approved new Parent Teacher Conference format for February. Took action to	Reviewed North West Accreditation surveys. Surveyed Site Council, PTSA and Student Council on school safety needs and direction

	drills.	improve overall school safety – looking front doors.	resulting in new building policy.
11/13/12	Soldotna Schools Conversation. New Track/Turf Conversation and letters of support. MM/CIP visit and development of priority list. Soldotna Community Nutrition feedback to District Office.	Nutrition feedback presented to the District on behalf of Site Council and PTSA.	Used parent, students, Site Council and PTSA survey feedback on District Nutrition policies and presented feedback.
1/18/13	Soldotna Schools Conversation. Mid-Year Data and Goal review. Staffing review and program review for 2013-14. Student Coffee shop request.	Data review updates. Reviewed what other schools were doing in regards to Coffee shop request.	Used Dashboard and District assessment data to look at our school and other schools in the District.
2/12/13	Northwest Accreditation survey review. Feedback on Parent Teacher Conference changes. Update on Soldotna School Conversation. SoHi Enrollment and District enrollment review. Reviewed School Lock-Down policy and procedures.	Letters sent to State supporting Track/Turf funding. Positive NWA surveys reviewed.	Final Lock Down Drill of the year was announced to students and staff. Update on Soldotna Schools Conversation with Site Council and PTSA support for one 10-12 school, one freshman house and one middle school.
4/9/13	Soldotna Schools Conversation update. Reviewed new Assessment and Core Standard changes. Reviewed ASAA TAD policy. Updated on future PLC staff training. Reviewed Early/Late start proposal. Review School Goals and Site Council Goals	Request to the District and State to review TAD policy. Voted in favor of school doing a late/early start for additional teacher training.	Request to Region III to make the State/District TAD policy stricter at level 1 and eliminate Level 4. After reviewing data Site Council was pleased with our school goal/site council goal progress.
What data gives evidence of progress toward meeting goal(s)? Dashboard Data, parent surveys, staff surveys and student surveys.			
What other significant actions did the site council take to support District goal(s) during the year? Heavy focus on possible School Consolidation and a focus on doing what is best for all Soldotna area students.			

Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012-13 School: Soldotna Middle School

Site Council Goal(s):

1. Support school improvement goals as outlined in the 2012-13 SMS School Improvement Plan.
    a. Increase SBA math scores from 6th grade entrance scores to 8th grade exit scores by 15 points.
        i. Math department data based collaboration
        ii. Advisory curriculum school wide math focus
        iii. Quarterly parent math night.
    b. Improve parent/community involvement at Soldotna Middle School by creating opportunities and increasing communication.
        i. Organize opportunities for parents/community to come in and participate in academic activities.
        ii. Introduce blog to all SMS stakeholder. Keep updated/relevant. Encourage parents/community to subscribe to school RSS feed.
        iii. Partnership with Soldotna Chamber to organize career fair at Soldotna Middle School
    c. Increase SBA writing scores from 6th grade entrance score to 8th grade exit score by 15 points.
        i. Place emphasis on writing across the curriculum. Provide in-service and PD to all staff on 6 traits writing. Encourage use of common rubric in all classes to grade writing.
        ii. Data based collaboration focused around district quarterly formative assessments.
        iii. Quarterly parent writing workshops.
    d. Create and sustain student driven events that build a positive school culture and celebrates successes.
        i. Re-vamp existing system to recognize and reward positive student behavior and character.
        ii. Encourage positive connections via service opportunities both within the school and in the greater community.
        iii. STUCO run activity nights--Ft. Nightly's
    e. Implement early intervention by identifying students with learning gaps and/or students who demonstrate low academic performance.
        i. After School tutoring programs w/ Math focus & HQ Math tutors.
        ii. I-Team review all student SBA/and or edperformance scores to identify students in need of intervention.
        iii. HQ Math Quality Schools Tutor.
        iv. Math focused Intervention Teacher/money.
        v. Increase number of study skills/skill building courses in the master schedule.
2. Encourage increased communication and participation between the local community and Soldotna Middle School. Explore a job fair between SMS and the Soldotna Chamber/KPC in an effort to provide increased relevance to our students.
3. Support a joint effort between the SMS Student Council and SMS Site Council that encourages positive connections via service opportunities both within the school and in the greater community.
4. To work as a group to support the expansion of community exposure of our exploratory programs through; communication, funds, volunteerism, and use of student ambassadors.

District Goal(s) that was supported: Be clear on how it was supported and how students benefited.

Academic Success—was supported by our site council through the support of our school improvement plan. Funds and time were spent by our site council to support the academic achievement of our students. Progress toward our academic goals is discussed at every site council meeting. Strategies and changes to our goals are voted on and approved at each site council meeting prior to changes being made. Our site council continues to advise on academic needs throughout each school year.

Community and Family engagement—Our site council spent significant time and energy involving members of the community. We did this through parent/community writing and math night. We also did it through the presentation of student work out in the community and in our building. Our first annual student art show was put together by members of our site council. It was a huge success.

Organizational Excellence—We continue to work to become a more organized and efficient business. Our account balances are reviewed at every site council meeting and our processes for things like parent teacher conferences (PTC) are always on going to try and improve the way we do business. This year through the data gathered on our parent survey we made a decision to change the way we did PTC. Our site council supported the change and we had a tremendous amount of positive feedback after conferences were completed.

Communication: How was the community informed of goal(s), meetings and updated on progress?

Meeting dates and times posted in Peninsula Clarion, PowerSchool bulletin, on school calendar, and on school blog. Soldotna Middle School site council minutes are posted on the school blog within a week of the meeting. We continually refer members of the community, parents, and staff to our blog where school updates are made on a daily basis.

What actions were taken to achieve the site council goal(s)?

Our number one site council goal was to continue to support the School Improvement plan (SIP). Our progress toward SIP goals are discussed at every site council meeting. Our site council spends significant time discussing and advising the principal on matters relating the SIP goals. Increasing communication between the school and community is an ongoing SMS site council goal. We have accomplished this goal by continuing the use of the newspapers, school blog, school calendar, and our AlertNow phone and email system. The joint effort between the site council and our student council was a new area of focus for our site council. Our student council presented at each site council meeting. Our student council took a much more active role in our school this year, helping us accomplish our site council goal of making positive connections via service opportunities within the school and greater community. Our site council worked as a group to support the expansion of community exposure of our exploratory programs through; communication, funds, volunteerism, and use of student ambassadors. We accomplished this goal by buying a new display case for student work, organizing our first student art show, and entering a multitude of student work in our community art contests.

What measures were used to determine that goal(s) were reached?

Parent/Student surveys
SBA data
Quarterly writing assessments
Number of volunteer hours
Number of parent/student contacts

Parent teacher Conference attendance data			
Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
9/17/13	Approval/review of by laws. Review Site Based Decision Making Process (KPBSD Manual). Selection of Chairperson and secretary. Discuss and recommend goals for 2012-13. Review School Improvement Plan 2012-2013 and District 5 year strategic plan. Introduced new teachers. Reviewed 710 and 100 account information. Reviewed 2012-13 Soldotna Middle school student enrollment. Student council update.	Approval of bylaws Selection of site council chair & secretary	Reviewed 2011-12 site council goals & developed proposed 201-13 goals. 2011-12 data used to determine new goals.
10/15/13	Board Policy 5040—Student Nutrition and Physical Activity. Equipment Fund Request. Site Council Training Update. Recommend goals for 2012-13 (voted and approved). Review School Improvement Plan 2012-2013 and progress toward goals. Reviewed 710 and 100 account information. Reviewed 2012-13 Soldotna Middle school student enrollment. Student council update.	Approved 2012-13 site council goals.	
11/19/13	February Student Conferences options (Scheduled conferences). School safety/security update. Review School Improvement Plan 2012-2013 and progress toward goals. Reviewed 710 and 100 account information. Reviewed 2012-13 Soldotna Middle school student enrollment and 2013-14 projected enrollment. Student council update.	Approved scheduled conferences for February. Review/Discuss BP 5040—student nutrition and physical fitness.	November PTC surveys

2/11/13	Continued February Student Conferences options (Scheduled conferences). School Calendar update (School make up day 4/19). Review School Improvement Plan 2012-2013 and progress toward goals. Reviewed 710 and 100 account information. Reviewed 2012-13 Soldotna Middle school student enrollment and 2013-14 projected enrollment. Student council update.	Finalized February PTC Schedule.	
4/22/13	Title VII Rep. SOHI/SMS Track project update. Early release/Late Start proposal. Soldotna Area School reconfiguration. Student Handbook review. 2013-14 calendar update. 710/100 Account Balance Review. 2012-13 Enrollment Data. Projected 2013-14 Enrollment. Student Council Update. Proposed 2013-14 Meeting Dates: 9/16, 10/14, 11/18, 1/13, 4/21	Approved 2013-14 student handbook changes. Voted on and approved suggestion to school board for reconfiguration of Soldotna area schools. Approved 2013-14 site council dates	February PTC surveys Discipline data Attendance & enrollment data Account balances/expenditures

What data gives evidence to progress of meeting goal(s)?

Parent/Student surveys—both positive and negative feedback addressed. Changes made based on parent/student feedback
SBA data—scale scores and proficiency up in all areas (Reading, Writing, and Math)
Number of parent/student contacts—Significant increase in communication with parents/guardians. Continued updates on PowerSchool bulletin and AlertNow system. Feedback from parents extremely positive in regards to communication.
Parent Teacher Conference attendance data. Scheduled conferences showed a 50% increase in parent attendance.

What other significant actions did the site council take to support District goal(s) during the year?

SMS Site Council spent significant time and energy supporting the district reconfiguration of the Soldotna Area Schools. Several parent meetings, parent surveys, and testimonies at Site Council meetings. The SMS site council took a leadership role in presenting and communicating the vision to parents. The SMS site council has made recommendations to the district and the school board in regards to the reconfiguration and are in complete support of the districts direction/reconfiguration plan.

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Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012-13 School: Sterling Elementary School			
Site Council Goal(s): To increase family & community engagement in the school.			
District Goal(s) that was supported: Increase student achievement through increased student engagement.			
Communication: Meetings and agendas were advertised in school newsletters, posted at the school, and announced during PTA/Title I/Staff Development meetings. Meeting minutes were posted online.			
What actions were taken to achieve the site council goal(s)? The Council provided input on academic goals, in-service plans, and school safety matters. The Council also supported the staff and community members by endorsing and being active in promoting safe biking and walking to school, as well as the establishment of a trail system on Borough land adjacent to the school.			
What measures were used to determine that goal(s) were reached? Attendance & participation at Site Council meetings and the school's progress towards its goals were used to monitor the Council's success.			
Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
9.6.12	School mission and school configuration	Mission approved, input provided on school goals, plan to administer survey re: school configuration	Reviewed the school handbook and discipline procedures with the revisions proposed last year by the Council
11.6.12	School configuration, parent membership and parent involvement	Parent survey results reviewed & a decision was made to re-survey parents after the Soldotna reconfiguration is complete to see if they still want us to pursue including grades 7 & 8 if space allows.	Review of survey results regarding school configuration
1.24.13	School safety, school goal progress, parent and	Reviewed the SYH program	Student achievement on the EdPerformance

	community involvement, school configuration	presented by Dan Funk. A decision to endorse the community's participation in the program was made. The Safe Routes to Schools program was also discussed.	assessment was reviewed along with ODR data to examine progress towards the school's goals. Site Council attendance and participation data was reviewed.
4.10.13	School goal progress, Soldotna area school re-configuration, school/community SYH habitat project	Planning for SYH activities that involve students, teachers, parents, and the community.	Site Council attendance and participation was reviewed. Holding the meetings in conjunction with another event/meeting/activity has proven to increase participation by staff, families, and community members.

What data gives evidence to progress of meeting goal(s)?

- A habitat enhancement project has been started on the Community Club and Borough land adjacent to the school.
- Parents report positive use of the online resources made available for families to use to support student learning.
- The number of people who attended meetings or provided input sought by the Council.

What other significant actions did the site council take to support District goal(s) during the year?

- The Council indicated support for the early release/late start initiative proposed for next year.
- The Council also provided input to the District on multiple issues, including the wellness policy, the BP regarding Site Councils, and the reconfiguration of the Soldotna area high schools.

03/13

E 0420 (a)

Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012-2013 School: Susan B English School, Seldovia

Site Council Goal(s): Establish a knowledge base for Performance Based Educational Model and provide better communication of school activities to community

District Goal(s) that was supported: Be clear on how it was supported and how students benefited. Community engagement was the district goal that was supported.

Communication: How was the community informed of goal(s), meetings and updated on progress? All Site Base Meetings were advertised with posters around town and on school, morning announcements and www.Seldovia.com website. Site Based Member, Lisa Stanish, established a school newsletter that went out in print and digital to the Community. Principal report was given monthly at meetings. Minutes were available to all.

What actions were taken to achieve the site council goal(s)? Stephanie Burgoon held community workshop on school vision in October. Goals created during this meeting: 1. communication with parents and community 2. Performance based model of education implementation

What measures were used to determine that goal(s) were reached? Newsletters were created, parent and community educational meetings were held quarter and student led conferences.

Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
8/28/12	Dr. Atwater – strategic plan SBE mission	Meetings to be set up with mediator	40th anniversary in building coordinator needed
9/25/12	Review student nutrition policy i-safe discussed caps for kids sports program	PAC elections	Stephanie Burgoon mediator meetings set for October
10/30/12	Title VII hours and representative – Renee Haller 1st quarter ETT class	Continue to do student led conferences Have Stephanie come back to	Meetings with Stephanie Burgoon went well with 2 areas of concern: 1. Communications 2. Performance Base Model (systemic

	Meetings with Stephanie Burgoon FASD workshop with Deb Evensen 2nd semester shop classes with Mr. Chissus !! Capital Improvements walk through	meet with teachers on ILPs	issues: hits, pacing, ILP)
11/27/12	2nd semester class schedule Christmas program	Newsletter approved	Creating plans for students to be successful with finishing levels – establishing a study hall in the schedule
1/29/13	Missed six volleyball School safety and security Presentation of new Seldovia Public library program	Plan a lockdown drill Chaperones needed for team travel	None
3/28/13	8th grade graduation Sherry is transferring to Sterling – what is district process for new principal? April 8 meeting with Dr. Atwater to learn how it will work Workforce Academy dates 4/22-5/2 and classes offered	None	None
What data gives evidence to progress of meeting goal(s)? Class schedules, minutes, conferences with parents and students, fliers of parent and community activities.			
What other significant actions did the site council take to support District goal(s) during the year? PAC worked through the process for hiring new principal with district office, went through 2 sessions of interviews			

Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012-2013 School: Tebughna School

Site Council Goal(s):

We will continuously address our concerns about behavior and attendance. We will also try to include more cultural activities.

District Goal(s) that was supported: Be clear on how it was supported and how students benefited.

The District's goal of Student Achievement was supported. With a closer look at the attendance and taking measures to encourage better attendance our students are attending more frequently enabling our teachers to instruct them. We cannot teach a child if they are not in school. The District's goal of Student Engagement was also supported. By addressing our behavior concerns, students' positive behaviors have increased creating fewer distractions within the classroom enabling students to be more engaged. Incentives earned in these two areas demonstrated the value of their positive behaviors.

Communication: How was the community informed of goal(s), meetings and updated on progress?

Posters were distributed in the community to inform them of upcoming meetings, events, and awards assemblies. Parent letters were also sent home monthly. The Site Based Council meetings were scheduled consistently on the first Tuesday of each month.

What actions were taken to achieve the site council goal(s)?

The Tebughna Challenge was created listing criteria to be met to receive a special end of the year field trip (May 13). The behavior process became more stringent when dealing with swearing and disrespect. (1-warning; 2-detention) Students having no referrals (10) received a fun day (March). Attendance—more parents are calling in to inform the school of their child(ren)'s absences. If a student is not here, Karen, our secretary, begins calling at 9:00 to check if they are coming to school. In December, tardy students would make up the time minute for minute at the end of each school day. Monthly awards were given for perfect attendance (average of 2 each month). End of the year awards will also be given (trophies). One attendance award (trophy for less than 10 days absent all year) will be given. Seven 'Best Behavior' awards will also be given (no referrals all year).

The Environmental Camp was attended by several students. This is led by NVT (community) members. Through the AASB grant, a community/parent member led an activity (sewing gloves) after school hours. A Survival Camp was discussed to be held in March. However, circumstances and other groups' scheduled activities took precedence. The Tebughna Foundation supplied a Dena'ina language teacher once a week. They also brought in two people from the Kenaitze Indian Tribe to teach drumming and singing. They also provided three people to help introduce golf to our

students three separate times during the second semester.			
<u>What measures were used to determine that goal(s) were reached?</u> The Site Based Council minutes, 6 students attending the Tebughna Challenge field trip (15% of our students), 7 students with awards for no referrals all year (17.5%), and the cultural events held are the measures used to determine success. Behavioral data was also presented at the end of the first semester showing a comparison to the previous year's results.			
Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
September 4, 2012	Fundraising/Substitutes/Daily Schedule/Behavior/AASB grant/Environmental Camp/Cook/Tutoring Options/School Improvement Plan	Culture Camp for 6-12 students/SERRC recommended/SIP approved	
October 2, 2012	Cook/Chalk Talk/Nutrition Policy/AFN/Halloween Carnival	Discussion—Why do you think some children have difficulty learning?/Impact of Nutrition Policy on our students habits.	SERRC chosen by parents at the tutoring program for this school term.
November 6, 2012	Behavior/Absences-Tardies/Tebughna Challenge/Sean Dusek's questions(start and end times-calendar/Student progress	Discussion—Comments – leave calendar as is and do not change the start or end times.	First quarter Honor Roll=3 students/One high school student has passed all of their on-line classes.
December 11, 2012	Tebughna Challenge/Tardies/Asset Luncheon/Christmas Program/No School/School resumes/Music/Jenny Andersen/Brandy/Confidentiality/Betty	Students will make up each minute they are tardy/Mrs. Johnson to send e-mail to staff concerning confidentiality	There have been no complaints about confidentiality since the e-mail was sent. Tardies decreased in amount and/or length of time.
January 15, 2013	Behavior Data/Confidentiality/Positive tone/Awards Ceremony/No School/BP Teacher of the Year/New Students/Notify teacher of upcoming absences/School Safety/Survival Camp/Gym rules	Send behavior data to each parent/Siblings be aware of confidentiality/Discussion of what needs to be done to the building to create a safe environment (intruder)	Behavior Data with comparison to previous year.
February 5, 2013	Open Gym/Awards Ceremony/AASB grant materials/Parent-Teacher Conferences/SBA-HSGQE	Discussion—Survival Camp—date set, activities, food, etc.	

	testing/Asset Luncheon/KPH Nurses/New computers/ACCESS testing/Planting seeds/Composter-weather monitoring/Construction class/NAEP/Survival Camp/Graduation/Drums/Confidentiality	/ Open gym denied to students with tardies, detentions, absences, or suspensions/	
March/April	Parents/Community members did not show.		
May 7, 2013	Last Awards Ceremony/AASB Grant/Construction class/Report from rep attending the Federal Programs meeting/Field Trips/New Policies/Graduation/Dr. Atwater's proposal (early dismissal once per month)/Proposed Tebughna School Handbook	Discussion—construction suggestions/Approach Tribal Council about the loss of a staff member/Graduation parents to meet on May 8th and 14th.	
<u>What data gives evidence to progress of meeting goal(s)?</u> Behavior Data (local data gathered and compared to previous year)/Awards given for attendance (1), no referrals (7), and number of students who earned the Tebughna Challenge field trip (6). There are also awards given for being on the 'A' or 'B' Honor Rolls all year (12/30%).			
<u>What other significant actions did the site council take to support District goal(s) during the year?</u> All actions taken were listed above.			

Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012-13 School: Tustumena Elementary

Site Council Goal(s): Make Tustumena Elementary School the center of the community.

District Goal(s) that was supported: Be clear on how it was supported and how students benefited.

2 ***Evolve KPBSD as a highly reliable/world-class organization that fosters a culture of innovation, attracts and retains the best-of-the-best employees, and supports an infrastructure that promotes a fluid academic environment.***

3 ***All KPBSD schools reach out to parents and communities to promote shared value and responsibility for the process of education.***

Being visible throughout the community provides opportunities to showcase the infrastructure of a fluid academic environment. Reaching out to every conceivable positive subset of our community promotes the values that are reinforced throughout our school. The site team's decision to be the center of the community has opened the door to events throughout the year that have brought hundreds of people to our campus that likely would not have come. Once these people are here they see directly and indirectly the positive school environment that is available to the community's children. This exposure is likely to influence their perception of our school and schools in general. Creating a reciprocal relationship is likely to improve how we can serve the community and how the community supports the efforts of our school.

Communication: How was the community informed of goal(s), meetings and updated on progress?
Weekly newsletters are sent out. At the beginning of the year they were paper copies. We have converted to electronic newsletters with the option of paper copies. Eight families have requested and receive paper copies and we continue to make paper copies available at the local Post Office.

What actions were taken to achieve the site council goal(s)? We communicated with various community partners: Kasilof Eagles, Elks Club, Kasilof Mercantile/Rocky's Café, Kasilof Community Church, Fish and Game Dept., Water Quality Dept., Spruce Bark Beatle project, Kenai Peninsula Borough, Girl Scouts of America, Kenai Peninsula Boys and Girls Club, Kasilof Fitness, and others. We have plans to continue to work with these partners plus add area businesses/associations such as East Side Set Netters, Kenai Peninsula Fishing Guide Association.

What measures were used to determine that goal(s) were reached? Baseline attendance data was recorded for new events and events sponsored by area partners. We will use this data to improve scheduling and continue making connections with our community partners.

Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
9/24/12	Picking up from last year. New Administrator, road sign discussion, Boys and Girls Club initiative, goal for 2012-13 school year- Make Tustumena Elementary the center of the Kasilof Community.	The road sign discussion will be tabled. Boys and Girls club has been started, Goal for new year discussed but not settled on.	Reviewed costs of placing a sign at the roadway. This project was put on hold as the cost was preventative.
10/22/12	Emergency Shelter protocol KPBSD parent site council report Feedback on Soldotna Area survey Feedback on PTO cookbook idea School yard habitat update	Input to be relayed to district administrators that the Site Team supports the reconfiguration concept.	Still support the Boys and Girls Club as a community need. Looking for ways to build the program.
11/26/12	Turkey Raffle Soldotna Area update Cash Raffle School Yard Habitat update, partnership with bark beetle and other organization Input on moving to electronic newsletters	Continued support of reconfiguration concept. Support concept of our PTO receiving the funds generated by firewood sales.	Reviewed KPBSD proposal of reconfiguration of schools in the Soldotna area. Reviewed Boys and Girls club support decision.
1/28/13	Boys and Girls Club update School Yard Habitat update Check in on focus of year-	Support decision to sell firewood and PTO to receive the funds	Reviewed fundraiser efforts
2/25/13	School yard habitat update- sale of firewood Soldotna area reconfiguration update PTO events, follow through on fundraisers	Updated Soldotna area reconfiguration proposal. Reviewed baseline data showing current building use by community clubs and organizations.	Revisited the possibility of a sign being established on the exterior of the building used to update parents of coming events. Directed admin to research less expensive alternatives to a road sign/electronic bulletin board.
3/25/13	End of year schedule Follow up on firewood sales and next steps for habitat project Suggestions for new Site Team members 4/29- Soldotna Area Reconfiguration update End of year events and calendar	Reviewed collaboration time proposal by district. Reviewed collaboration time topics generated by TE staff. Nominations of new site team members. Dates for Site Team meetings	Updated prices on signs reported. Wish to continue this project into next year. Decide on chair positions in September.

	Teacher Collaboration focus for next year Site Team- New members – Corrine Johnson, Judy Fischer and Jessica Dobbs all indicated they would be willing to serve on Site Team Office of Emergency Management information	next year: Last Monday of each month excluding Aug., Dec., and May. 4pm	
What data gives evidence to progress of meeting goal(s)? Increase of number of organizations using the school as a place to meet and to serve children. Boys and Girls Club, sports, exercise group, afterschool clubs, etc.			
What other significant actions did the site council take to support District goal(s) during the year? By focusing on making Tustumena the center of the community, the site team supported the overall goal of the school district of creating community partnerships.			

Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012-13 School: Voznesenka

Site Council Goal(s):

The goal of our Site Council is to keep the Russian language and culture a vibrant part of our school.

District Goal(s) that was supported: Be clear on how it was supported and how students benefited.

1.4 Student Engagement: Achieve high levels of student engagement utilizing research-based strategies in all schools by FY 14 (Site Engagement Plans)
The research- based strategy is to ensure that institutional cultures are welcoming to students from diverse backgrounds.
Although all students in this school have similar backgrounds, these backgrounds are much different than those of most students in this district. The Site Council strongly supports the Russian language and culture, benefiting students by giving them a sense of belonging within the walls of our school.

Communication: How was the community informed of goal(s), meetings and updated on progress?

As a school, each month we send out an edition of Cougar Comments, which is our school's newsletter. Within this newsletter we share the happenings of our school. We provide a hard copy of the newsletter for each family and it is available on-line. Additionally, all families are given a personal phone call reminding and inviting them to our Site Council meetings, where they are able to participate in discussions that include updates on progress.

What actions were taken to achieve the site council goal(s)?

One supporting action taken by both the Site Council and the Village Council was to support the addition of a stove/oven for our consumer education class. Through these councils it was agreed that the cost of the wiring and installation would be covered by the village if the district would purchase the stove/oven. Between the district equipment fund and the support of the Site and Community Council our school is now able to offer a home economics course that is in alignment with community dietary restrictions and traditional Russian entrees.

What measures were used to determine that goal(s) were reached?

Student interest in the class was measured to determine if the goal was reached.

Meeting Dates	Major Topics discussed:	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
9/25/2012	District Strategic Plan Review, Title 1 information, Overview of Sprout, Write Tools progress		Attendance Policy- review of expectations, policy is less than a year old so no data was available
12/6/2012	Students in Jeopardy of Failing Policy, Equipment funds, Graduation, February conferences, Title/Migrant	Parents were made aware that a progress report and phone call home should be expected if a student is in jeopardy of failing	
1/17/2013	Student Safety, Lockdown drill, Wrestling, Close-up trip, Parent Teacher conferences, Alert Now, Title/Migrant	Gathered student safety concerns	
3/21/13	Site Council Policy, Youth Court Conference, SBA/HSGQE testing, School Vision, Personal electronics	Personal electronics will be allowed during lunch/recess	

What data gives evidence to progress of meeting goal(s)?

The success of the goal can be measured by the large number of students interested in taking our Russian home economics class.

What other significant actions did the site council take to support District goal(s) during the year?

Our site council continues to share their support of our attendance policy and they provided feedback when asked to share perceived shortcomings regarding student safety.

E 0420 (a)

Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT

Year: 2012-2013 School: West Homer Elementary

Site Council Goal(s): Our site Council elected to adopt the school's goals:

1. Increase student performance on quarterly writing assessments through the use of effective differentiated instruction developed within professional collaboration teams.
2. Improve student achievement by increasing Tier I interventions through strengthening our RTI team process.
3. To improve student engagement in the writing process through developing a building wide common instructional language and teaching strategies.
4. Cultivate parent engagement by offing multiple opportunities at West Homer for parents and families to participate in school activities.

District Goal(s) that was supported: Be clear on how it was supported and how students benefited.

1. KPBSD will increase student achievement by being responsive to individual student needs through structured collaborative practices District-wide with our richly diverse communities.
2. KPBSD will increase student engagement by implementing quality instructional practices with embedded, 21st Century skills District-wide.

The West Homer Site Council chose to focus on the school's goals. We reviewed the school's CIP Plan, assessment data, survey results and writing assessment results in meetings and discussed strategies to improve student performance. Additionally, the West Homer Site Council worked to be responsive to the districts needs/requests by discussing and offing input on district concerns and policies: through the course of the year we focused this effort on The Student Nutrition Policy, School Start and Stop Times, the School Calendar, School Safety/Building Security.

Communication: How was the community informed of goal(s), meetings and updated on progress?

1. All meetings were advertised in school newsletters
2. Goals and minutes are posted on the School web site

What actions were taken to achieve the site council goal(s)?

We reviewed Quarterly Writing assessments and discussed the strengths and weaknesses. Additionally, gathered comprehensive information on the nutrition policy and school safety and forwarded to the district office.

What measures were used to determine that goal(s) were reached?

Quarterly Writing assessments and SBA's

Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
9/12/12	1. 2012 SBA results breakdown 2. 2012-13 school goals 3. Site Council's goals	1. West Homer Cite Council chose to adopt the school	School Assessment results, list compiled and sent up to District Office.

	4. Site Council Handbook review 5. BP 5040 Student Nutrition and Physical Activity 6. West Homer's Blue Ribbon Award update	goals as our SC's Goals. 2. Reviewed Site Council handbook	
11/5/12	1. We reviewed first quarter Writing assessments 2. BP 5040 Student Nutrition and Physical Activity 3. School start and stop times 4. School Calendar	1. Reviewed 5040 and notes were forwarded to district office. 2. Gathered info and school times and forwarded to district office. 3. Gathered info on school calendar and were forwarded to district office.	School Assessment results, list compiled and sent up to District Office.
1/14/13	1. Building security review 2. Reviewed second quarter writing assessments 3. Shared suggestions and improvements to building security from staff and PTO with Site Council and solicited feedback	1. Gathered info on and were forwarded to district office.	School Assessment results, list compiled and sent up to District Office.
5/13/13	1. Share school surveys 2. Share progress on school SIP 3. Share info on School nature trail 4. Share staffing for next school year 5. Share results from Math Bowl 6. Reviewed third and fourth quarter Writing Assessments. 7. Share BP teacher nomination of Lyn Maslow	1. Reviewed school surveys and discussed the perceptions of individual groups and how they reflected the positive work that West Homer is doing.	School Assessment results

What data gives evidence to progress of meeting goal(s)?
Quarterly Writing assessments and improvement on SBA's. Great increases in parent involvement in the school.
What other significant actions did the site council take to support District goal(s) during the year?
West Homer Site Council worked to be responsive to the districts needs/requests by discussing and offing input on district concerns and policies: through the course of the year we focused this effort on The Student Nutrition Policy, School Start and Stop Times, the School Calendar, School Safety/Building Security.