



Site Council Evaluations

Kenai Peninsula Borough School District

Dr. Steve Atwater, Superintendent
June 2014

**Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT**

Year: 2013- 2014 School: Chapman			
Site Council Goal(s): <i>Chapman School Site Council will continue to develop community partnerships through its promotion of school outreach activities.</i>			
District Goal(s) that was supported: Be clear on how it was supported and how students benefited. <i>Community and Family Engagement: All KPBSD schools will reach out to parents and communities to promote value and responsibility for the process of education.</i>			
Communication: How was the community informed of goal(s), meetings and updated on progress? <i>Notes home, newsletters, email and posting on Chapman's Facebook & School Web Page Meeting minutes are posted on the School's website and FB page.</i>			
What actions were taken to achieve the site council goal(s)? <i>Collaboration with all members of site council; staff, parents, community, and student.</i>			
What measures were used to determine that goal(s) were reached? <i>See below.</i>			
Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
9/16/13	Introductions to new members, School activities report, financial report, enrollment, school goals, early release days, collaboration time, AYP to ASPI, and parent group activities.	Discussed ways to promote Chapman School and build enrollment. Develop a goal for Site Council.	Reviewed enrollment projections and attendance from last year.
10/16/2013	Student Council, Parent Group, Activity & Financial Reports. Conferences, Halloween Carnival, Site Council Goals	Scheduling for conferences to assure high turnout	<i>Chapman School Site Council will continue to develop community partnerships through its promotion of school outreach activities.</i>
11/25/2013	Student Council, Parent Group, Activity & Financial Reports. Discussed ways to implement Site Council's goals.	Invite community organization to partnership with Chapman School – i.e. the Sprout weekly playgroup.	Review ways to collaborate with staff to work on school goals.
12/16/2013	Student Council, Parent Group, Activity & Financial Reports. Christmas Concert, Athletics, Community involvement suggestions.		
1/27/2014	Student Council, Parent Group, Activity & Financial Reports. Projected enrollment. Change is lunch time for 4 th /5 th graders. Superintendent, Dr. Atwater, visited	Contact McKibben Jackinsky at Homer News to cover events at Chapman.	

	Chapman. Capital Projects called to schedule a time to access the needs for the shop building.		
2/17/2014	Student Council, Parent Group, Activity & Financial Reports. Community use of Chapman School. Discussion of early release days and the importance of the collaboration time for teachers.		
3/24/2014	Student Council, Parent Group, Activity & Financial Reports. Staffing, enrollment and collaboration presentations.	Science Fair and Volunteer Appreciation, CPR Training for students.	State wide earthquake drill.
4/21/2014	Student Council, Parent Group, Activity & Financial Reports. Staffing, class configuration.		Importance of Chapman's PREK program and how it feeds in to our Kindergarten and boosts overall enrollment.
5/12/2014	Canceled		

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

1. Community Use of Chapman School

Mondays	Zumba	Gretchen McCullough
Tues/Thur	Adult Basketball	Doug Koch / Lighthouse Church
Wednesday	Youth Group	Lighthouse Church
Thursday	Anchor Point Playgroup	Sprout
Fridays	Adult Volleyball	Eric Simondsen
Jan-May	Popeye Wrestling	Michael Wells

September 4, 2013	HEA BBQ	HEA
October 5, 2013	Legislative Meeting	KPB
November 2, 2013	Craft Bazaar	Anchor Point Senior Center
December 7, 2013	Multi Family Garage Sale	Chapman Parent Group
January 18, 2014	Cabin Fever Variety Show	Anchor Point Public Library
January 25, 2014	Sportsman's Banquet	Lighthouse Church
February 22, 2014	Pinewood Derby	Snow Rondi
February 23, 2014	Dog Show	Snow Rondi
April 23, 2014	Volunteer Appreciation Reception & Science Fair	
May 8/9, 2014	2 nd /3 rd to Seward	Seward Sea Life Center
May 12-14, 2014	8 th HoWL Trip	HoWL
May 21, 2014	BBQ / Awards Assembly	Community

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: 2013-2014		School: Connections Homeschool Program	
Site Council Goal(s): Connections homeschool parents will become knowledgeable of the learning standards and will use this knowledge to guide their instruction in the home learning environment.			
District Goal(s) that was supported: Be clear on how it was supported and how students benefited. Teachers are facilitators of learning: By encouraging families to become familiar with state learning standards we hypothesize that homeschool families are delivering a relevant, rigorous standards-based curriculum.			
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)? Given the autonomy of homeschool education, the site council approved and recommended that Connections increase parents’ knowledge of Alaska learning standards. The site council recommended rewriting and unpacking the standards to be user-friendly for homeschool educators.			
What measures were used to determine that goal(s) were reached? A fall pre-survey was administered to determine the current level of standards familiarity. A spring post-survey was administered to determine the increase in parents’ standards familiarity.			
Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
9/27/13	Begin conversation regarding learning standards and homeschool education – Review By-laws –Mission – Vision – Discuss Faith-based curriculum – Discuss graduation rate	Site council agreed utilizing learning standards in a homeschool learning environment likely will make curriculum more relevant.	Reviewed results of Connections audit. Audit results revealed faith-based curriculum courses would not count as one of the four required courses for enrollment Purposes.
11/22/13	Learning standards related to homeschool education – Discuss social media and Connections new website – Discuss the importance of homeschool activities	Site council recommended Connections re-write the standards, so they are easier for homeschool educators to understand.	Continued discussion regarding standards – site council believes networking activities make Connections more popular.
2/28/14	NCAA eligibility and Connections NCAA status. Helped site council become familiar with key performance indicators – formative assessment -	NCAA determined Connections is exempt and is not required to register with	Continued discussion on what the perfect homeschool program looks like – site council strongly recommended the need for

	Accreditation -	NCAA	a classroom where workshops and family activities could be held.
4/25/14	Discuss formative assessment and the value of snapshot assessing to drive instruction and learning in the home environment – update on accreditation review -	None	Connections successfully earned accreditation status with high scores through AdvancEd.

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

A Fall Pre-Survey was administered: 55 parents responded in the fall –

A Spring Post-Survey was administered: 76 responded in the spring

Of the parents that responded:

- 1) 56% of parents have some familiarity with the standards – 44% are unfamiliar with the standards
- 2) 51% of parents indicated they do not know how to access the standards – 49% indicated they know how to access the standards.
- 3) 45% of parents indicated they are not familiar with tying learning standards to curriculum – 55% indicated they are familiar with tying standards to curriculum.
- 4) 80% of parents indicated they are interested in learning more about the Alaska Learning Standards for students.

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 a continued focus on promoting Alaska learning standards to homeschool educators. The site council believes when homeschool educators become familiar with the learning standards the homeschool education is likely to be more relevant and targeted. The site council continued their endorsement of the distant education program and the online courses for secondary students. The site council recommends expanding the distant education program to include middle school students. The council also recommends expanding to grade school in the future.

**Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT**

Site Council and School Improvement Plan

Year:	2013-2014	School:	Cooper Landing School
Site Council Goal(s): The goals of the PAC (Parent Advisory Committee) this year where involvement of the parents in various school activities, attendance of students, parents/students committing to field trips they signed up for, and an overall school improvement in math and language arts. In addition to these goals, communication between PAC members as well as the PAC and school is a high priority and a constant goal.			
District Goal(s) that was supported: Be clear on how it was supported and how students benefited. The District Goal supported is the improvement in math and languages arts. This goal was supported by progress reports regarding math subjects being sent home frequently and parents putting extra emphasis on completing math homework. To improve language arts, we started to publish student works in the monthly newsletter, giving them something to work towards and be proud to have written. In addition, parents supported students in writing about various vacations taken throughout the school year.			
Communication: How was the community informed of goal(s), meetings and updated on progress? The PAC meeting times and minutes are posted on the school website. The meeting times are posted in the school newsletter as well.			
What actions were taken to achieve the site council goal(s)? Monthly meetings between members, teachers, and administration were scheduled to keep the communication flowing. The PAC supported the school by hosting their own fundraiser in order to raise money for student activities, as well as freely offering help to support the school in fundraising, chaperoning, and in-school activities. As stated above, the PAC was active in emphasizing math and language arts.			
What measures were used to determine that goal(s) were reached? Data from attendance and SBA scores as well as attendance of school activities and meetings.			
Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
10/08/2013	PAC Goals, School Goals, possibility of a second teacher.	Goal were set, all parents agreed a 2 nd teacher would be good.	The previous year’s goals, field trips and fundraising were reviewed.
11/12/2013	Field trips and fundraising.	Field trip schedule was set. Fundraising activities were set.	Obtaining a second teacher was celebrated.
12/10/2014	New behavior plan was introduced by Mrs. Hanson. The students helping in an appreciation event for the local emergency services was agreed upon.	This new behavior plan would be what every adult in the building, including subs and volunteers will use.	

01/14/2014	Testing, St. Patrick's Fundraiser,	The schedule for testing, including the importance of students eating breakfast and getting rest.	The EMS appreciation event was a big success.
3/15/2014	Mrs. Hanson spoke about bussing for the students as well as meal programs. More fundraising was discussed as well as CLS being awarded a high progress school star.	High Progress sign was hung outside for the community to see.	The new behavior plan was discussed and was it was agreed that it was helping and a positive thing.
4/08/2014	The retention of Mrs. Ryan for next year was celebrated. Testing was also discussed.		Discussed the funds raised at St. Patrick's Day Fundraiser.
5/6/2014	The goals set at the beginning of the year were discussed as well as the progress made in student achievement.		
What data gives evidence to progress of meeting goal(s)? Student products and SBA scores			
What other significant actions did the site council take to support District goal(s) during the year?			

**Kenai Peninsula Borough School District
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Year: 2014		School: Fireweed Academy: Academic Policy Committee (No site council at school)	
Site Council Goal(s): Refine and Apply APC Protocols: Improve communication and support by implementing quarterly check in with Administrator; Address requirements of district transition to new Alaska State Standards;			
District Goal(s) that was supported: Organizational Excellence			
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 made monthly presentations regarding Charter School Law, Policy and Funding. APC members utilized communication protocols established by Professional Learning Communities; Formed Budget Committee			
What measures were used to determine that goal(s) were reached? Reflection to complete Site Council Report			
Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
8-14-2013	Second Grade Transition to Big Fireweed	School Improvement Plan AAESP Membership	Joined AAESP-\$600
9-11-2013	Administrator status for 2015; fundraising/710 account; school attendance	Goal for attendance is 96%; administrator to work on School Improvement Plan with input from teachers	revisited last year's decision to forego major auction fundraiser, and decided it was to continue with smaller fundraisers
10-9-2013	Upcoming Events with community partnerships, Student Culminating Theme Events (Ellis Island Simulation), Complaint against Kiki was dismissed by Professional Teaching Practice Commission. New position hire at LFW, FY15 proposed enrollment of 116 students, FY15 Proposed Budget and changes in Staffing/Retirement decisions, Open seats on APC, Exit interviews	Approval of FY15 enrollment Approval of FY15 budget APC moved into executive session.	
11/13/13	Kiki reported on the Administrators meeting in	Jon Kulhanek as a staff	State and district testing requirements as

	Soldotna that she attended today. The district will be proactive with coming to line in regards to the new state regulations regarding teacher evaluations. 25% of evaluations will be tied to student progress effective July 2015. The APC will need to work hard so focus does not turn to 'teaching to the tests.' APC Elections/New APC Members Exit interviews	representative, Hannah Gustafson as a student representative, and Kelly Behen as a community representative Moved to enter into an executive session with the Administrator	well as new standards and plans to link teacher evaluation with student achievement.
12-11-203	Kathy Vogl resigns from APC, Budget adjusted by district due to lower than expected enrollment; Major Fundraising types were discussed; Landlord willing to connect to natural gas and to expand building to suit school needs; water and sewer rates to increase 50%; staff informed of open staff rep seat on APC; exit interviews still in process; overview of 710 account and the sources of fundraising to date and parent feedback.	Kathy Vogl asked to submit resignation in writing; Suggestion to get assistance with budget; Budget and finance committees were established with Eric Neibuhr named as possible member; research will be conducted to determine what can be funded in the general operating budget through fundraising; Stephanie Zuniga approved for 2 yr. position as staff rep on APC; executive session	Length of Quilt raffle and ticket cost reviewed
01/08/2014	New APC committees (membership and goals of); Exit interviews; APC vacancies	Postponement of filling vacant seats	Exit interviews
2-12-2014	Enrollment, Exit Interviews, School Funding	Formed Budget Committee	Updated Correspondence to families exiting and related record keeping procedures.
3-19-2014	Enrollment, grant funded school/community art projects, spring fieldtrips, and discussion of current education funding legislation; Teacher configuration FY2015 ; Attendance policy:	Directed staff to develop protocol for addressing excessive absences / late arrivals; Kary Brinson appointed second point of contact for APC; Motion to approve Kiki Abrahamson's FY15 contract	Status update on budget and fundraising committees
4-9-2014	Attendance/Tardy Issues and Policy. Hannah	No actions were taken except	Options for Improving Attendance and

	reported on her carpooling investigation. There is a free app called Kangadoo for iPhone and Androids that helps organize carpooling options. Introduce the new attendance expectations APC training for new members:	for continued research into APC training and Attendance options.	tardies. Reviewed options for APC training, Materials from former training resurfaced and will be available for members to peruse..
5-14-2014	Impact of education bill on FWA; need to hire two positions for 2015; 2015 enrollment projection; site council evaluation	Administrator will send out invitation to teachers and parents to be part of hiring team for the open teacher position; will add site council evaluation to each month's APC agenda	As planned upon formation of budget committee, year-end financials will be reviewed at July meeting; administrator will resume full-time principal duties in 2015, as originally planned during 2012 principal hiring process

What data gives evidence to progress of meeting goal(s)? Minutes reflect follow through on quarterly check in with Administrator, and also regular Administrator's updates to APC, which show communication has improved and allows APC to provide better support. APC protocols continue to be refined and applied, as shown in the minutes by continued discussion of APC roles and through discussion of potential future training opportunities. There was increase understanding of the role of the APC and therefore increased commitment from the members to support the school's administrator and the schools goals. There was increased attendance of community members to the regular APC meetings due to the emphasis on email and community media announcements. Exit interview process.

What other significant actions did the site council take to support District goal(s) during the year? Improved communication with district through administrator actions and new Budget Committee. Through directing staff to develop a protocol for addressing excessive absences and late arrivals and in working together to find creative solutions for supporting families and students who are habitually tardy or absent, the APC is working to improve the academic success of FWA. Minimizing both the amount of instructional time these students are missing, as well as the disruptions caused to the rest of the class by extremely late arrivals is critical to improving student outcomes, and will foster both greater academic success and organizational excellence. Budget and Finance committees established to insure fiscal responsibility.

Homer Flex Alternative Governance Structure Report to the KPBSD School Board 2013-2014

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.

**Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT**

Year: 2013-14 School: Homer High School #06			
Site Council Goal(s): <ol style="list-style-type: none"> Support School Improvement Goals for Homer High School Provide feedback, support and suggestions for improvement in all areas of the school's operations as needed 			
District Goal(s) that was supported: Be clear on how it was supported and how students benefited. <ol style="list-style-type: none"> Collaboration - Local school policies and procedures, when possible, were reviewed by site council in order to advise administration. The Site Council actively supported HHS goals which are directly aligned to KPBSD goals. <ol style="list-style-type: none"> Students were directly helped by limiting of practice hours after school, 			
Communication: How was the community informed of goal(s), meetings and updated on progress? <ol style="list-style-type: none"> Goals are reviewed at the last meeting of the year and as the Site Council requests them. Administration shares progress of all Site Council supported initiatives as data is available Minutes are posted on our website and major changes are advertised on the HHS Facebook page 			
What actions were taken to achieve the site council goal(s)? <ol style="list-style-type: none"> Monthly meetings were held to address current issues and determine resolution. See report below 			
What measures were used to determine that goal(s) were reached? <ol style="list-style-type: none"> See report below 			
Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
9-3-13	<ol style="list-style-type: none"> Selection of Officers Review parent election bylaws Proposed a bylaw that would exclude the principal from voting Set up meeting dates and times Reviewed 710 accounts Reviewed suggested school improvement goals 	<ul style="list-style-type: none"> Passed first vote for amendment on Principal's vote. Set dates and times for meetings Supported school goals 	<ul style="list-style-type: none"> Reviewed KPBSD Site Council Policy Collected staff and parent input on SIP goals
10-1-13	<ol style="list-style-type: none"> Proposed an amendment to change the representation on the board to be in line with the district Proposed a motion to allow online voting for Site Council 	<ul style="list-style-type: none"> Passed second vote on bylaw change to exclude the principal from voting Passed first vote on parent elections 	NA

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	<p>positions</p> <ol style="list-style-type: none"> Received feedback on our proposed changes to our Mission & Vision Received feedback and ideas for our suggested Capital Improvements 	and representation on the board	
11-5-13	<ol style="list-style-type: none"> Discussed what effect practice times had on students and made suggestions for limits Approved the school draft of the Vision & Mission Discussed if practice timelines should apply for musical and play practices 	<ul style="list-style-type: none"> Students can go to open gym for a different sport and normal practice with permission of their current coach Coaches cannot have both a morning and afternoon practice during school even if it is not required Teams are allowed to have 3 hour practices during the first 2 weeks of practice and can only have two hour practices after that. 	<ul style="list-style-type: none"> Reviewed prior rules and sought public input from teachers, students, and parents
12-3-13	<ol style="list-style-type: none"> Passed bylaw amendment to change the number and proportions of people serving on the Site Council Discussed what logo would work for our new turf coming the summer of 2014. Discussed and tabled setting a limit on musical and play practice times. 	<ul style="list-style-type: none"> Passed second vote and bylaws change to increase the number of people on the site council and to fit KPBSD recommended proportions Site Council approved the proposed plan for registering Connections students 	
1-7-14	<ol style="list-style-type: none"> Discussed limiting musical practice time Reviewed data on our new Winter Parent Teacher Conferences 	<ul style="list-style-type: none"> Board passed a resolution to keep musical practice times the same 	<ul style="list-style-type: none"> Reviewed prior rules and sought public input from teachers, students, and parents Reviewed event survey results
2-4-14	<ol style="list-style-type: none"> Discussed plans for regional Hockey, winter PTC's and our basketball tournament 	<ul style="list-style-type: none"> The Site Council suggested we stagger start times between basketball and hockey in order to get the biggest crowds for both games 	
4-8-14	<ol style="list-style-type: none"> Reviewed feedback from parents and participants from our regional Hockey, winter PTC's and our basketball tournaments Discussed teacher PowerSchool requirements Reviewed data from students who participated in the musical to see if it affected grades. Reviewed intervention data 	<ul style="list-style-type: none"> Site Council asked that all teachers meet the basic PowerSchool expectations 	<ul style="list-style-type: none"> Reviewed student grades in PowerSchool of all student participants Reviewed 4-year trend for students who fail at least one class and total classes failed for the first semester

5-6-14	<ol style="list-style-type: none"> 1. Completed a Site Council Evaluation 2. Reviewed 2013-14 accomplishments 3. Provided feedback on the end of year Site Committee Report 		<ul style="list-style-type: none"> • Completed an electronic self-assessment survey • Reviewed progress and initiatives and data collected
<p>What data gives evidence to progress of meeting goal(s)?</p> <ol style="list-style-type: none"> 1. Survey data was reviewed for some major events 2. Semester grades, attendance, tardies and monthly behavior incidents are reviewed and discussed each month 			
<p>What other significant actions did the site council take to support District goal(s) during the year?</p> <ol style="list-style-type: none"> 1. See above: 			

**Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT**

Year: 2013-14		School: Homer Middle School	
Site Council Goal(s): The Homer Middle School Site Council is a joint planning, problem solving and decision making body comprised of parent representative, certified staff, classified staff, students, administration and community. Its' purpose is to ensure that plans and decisions that affect our school are aligned with our school's stated vision, district performance expectations and student achievement goals. Members will represent their respective constituency. Members are encouraged to take input from their constituency. Decisions will follow the Site Council Bylaws and parameters set in the guidelines by the school district. The goal for the 2013-14 school year is to utilize the Site Council to improve the school climate and culture at Homer Middle School through open communication to and from the HMS community.			
District Goal(s) that was supported: Be clear on how it was supported and how students benefited. Increase opportunities for parental engagement in school-wide activities by providing engaging and enrichment activities parents feel are worthwhile to their students' education. Through Site Council input several activities from previous years have been improved thus allowing increased parental involvement and satisfaction of Homer Middle School.			
Communication: How was the community informed of goal(s), meetings and updated on progress? Site Council agendas, minutes and invitation to participate were available through our on-line blog and the school newsletter.			
What actions were taken to achieve the site council goal(s)? Invitation to participate to the HMS Community, Parent surveys for input to make improvements to the parent/teacher conferences, school-wide activities and the possible reconfiguration to the master schedule.			
What measures were used to determine that goal(s) were reached? Parent surveys, sign in sheets			
Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
9/23/2013	Review Site Council Bylaws, School Improvement Plan, School Goals, Setting Dates for the 2013-14 School Year	Elect a Chairperson and Secretary	May 14, 2013 Site Council Meeting Notes
10/14/2013	Vision and Mission Statement and Upcoming	Create a Parent/Teacher	Inform Site Council of student activities,

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	Parent/Teacher Conferences	Conference Survey to make improvements to the current schedule	Homework for Site Council to discuss Vision and Mission Statement, Input for Parent/Teacher Conferences Flow Chart and Survey
11/18/2013	Status of Equipment Fund Request, Review Parent/Teacher Conference Data, Key Communicators, Student Surveys (HLP, SOS, Bullying)	Utilize Site Council to inform stakeholders about the purpose of the student surveys to control positive reactions.	New ideas for Spring Parent/Teacher Conferences, communication tools for the survey including media products, progress on School Goals.
2/17/2014	Bell Schedule/Master Schedule, School Projects and Student Activities	Create Buy-in from the Site Council for Bell Schedule/Master Schedule	Bell Schedule/Master Schedule has created a lot of controversy regarding band and choir as a requirement for every student. Discussed 4 bell schedules and the impact each schedule would have on the curriculum and feasibility to schedule.
4/14/2014	Bell Schedule Decision, End of Year Activities, Reviewing the School Year, Verifying Member Status for 2014-15 School Year	Site Council Membership and the Purpose of the Site Council for 2014-15	Site Council Buy In for the Bell Schedule, Based on conversation with Site Council Members there were not any areas of concern for the school year requiring major advisory input. School Climate and Culture was improved.
What data gives evidence to progress of meeting goal(s)? The survey from parents and meeting notes provided evidence the school climate and culture has improved at Homer Middle School. In addition, the Site Council felt concerns were immediately dealt with by the Administration at Homer Middle School, thus the need to have meetings with volatile outcomes did not occur.			
What other significant actions did the site council take to support District goal(s) during the year? One of the Site Council Members was also a Key Communicator for the District.			

**Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT**

Year: 2013/2014 School: Hope School			
Site Council Goal(s): To increase community/school interaction and cohesiveness.			
District Goal(s) that was supported: Community and Family engagement- this was supported through the activities and opportunities for parents and community members to interact with the students and be in the school facility.			
Communication: How was the community informed of goal(s), meetings and updated on progress? Flyer, calendars, school website, and word of mouth			
What actions were taken to achieve the site council goal(s)? Create opportunities for the staff and students to invite community and parents to the school building through community nights at the building, fundraising, volunteering, and community care of the facility.			
What measures were used to determine that goal(s) were reached? We look at how well things are attended and if the community responds to the invitations.			
Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
9/10/13	Thank you for school clean up to get things started, report on the new star rating, attendance, school messenger system, teachers utilizing Polycom to work with Cooper Landing and Tyonek students, School Goals, Membership Drive, Fundraising	Decided no attendance incentives, amend by-laws as they expire soon, fundraising	
10/8/13	School Goals, School events, Election of officers, CIP improvement suggestions	Election of officers, fundraising	
12/10/13	School Events, Student run School store, Saucony grant, church cooking lunch once a month,	Giving \$100 to purchase healthy snacks for kids	
1/14/14	Early release, Student report on School store, upcoming field trips and events, Swimming lessons	PTA scholarship and fundraising	
2/11/14	Talent Show, Yearbook, Fundraising,	scholarship	
3/25/14	Graduation, Testing, Field Trips, PTSCA Funds ,volunteer	Need committee chair for	

	recognition	field trips	
4/15/2014	Extra custodian hours during end of year, Seward Prom, Field trips, fundraisers, road clean up,		
5/14/2014	Graduation, fundraising, school/community clean up, field trip report, grants		
What data gives evidence to progress of meeting goal(s)? The community came out in droves to support the 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: 2013-2014	School: Kaleidoscope School of Arts and Science		
Site Council Goal(s): <i>Our APC's goal was to successfully complete and have our charter renewed.</i>			
District Goal(s) that was supported: Be clear on how it was supported and how students benefited. District Goal: Organizational Excellence <i>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.</i> How students benefited: <i>Students have a direct benefit from attending our innovative, integrated school to prepare them for the challenges and opportunities that await them in their immediate future.</i>			
Communication: How was the community informed of goal(s), meetings and updated on progress? <i>Our community was kept informed of the process and progress through our APC general meetings and open work sessions.</i>			
What actions were taken to achieve the site council goal(s)? <i>The APC met extensively and reviewed/revised all sections of our charter to appropriately reflect current practices and consider future plans to continue to be a successful school.</i>			
What measures were used to determine that goal(s) were reached? <i>The APC agreed on ways to divide and conquer the charter reapplication in its entirety. This was successfully accomplished with a timeline and review in an orderly, productive fashion. This timeline was successfully achieved.</i>			
Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
8/19/13	6. DISCUSSION ITEM: a. APC Charter application – The last work session was on policies. This section holds how the school should be run, the attendance and discipline policies. See notes previous column		
9/16/13			

Page 2

	<p>6. DISCUSSION ITEMS</p> <p>a. Charter Applications</p> <p>i. Robin Dahlman passed out the charter re-application review. The areas in the actual application are highlighted where additions are to be inserted.</p> <p>ii. There was discussion on section 3 on what testing to include. Terrah Amend asked the staff members to make notes for a later discussion.</p> <p>iii. Terrah Amend received a letter in addition to a comment in the Comment Box. Both pertained to previous Kaleidoscope families whose children have graduated to a higher school, and they now have a kindergartener and want sibling preference. Currently it is stated that the child has to be a sibling of a currently enrolled KSAS student. Terrah read the letter from Amber Every (her son attended KSAS for grades 2-5) requesting alumni sibling status. This will be a topic for the APC work session today. Robin Dahlman will look at the policy and make sure it is clear what sibling preference is and if creating an alumni preference, that it is also clearly stated.</p> <p>iv. Further highlighted areas are discussed by Robin Dahlman stating if there were any changes made from the previous application and she mentioned a limit to the number of total pages allowed. The History section still needs to be inserted in the Academic Policies.</p> <p>v. In the Academic Policies section under Employment, Jennifer Moss brought up the language for the hiring committee process where the administrator and committee interviews the applicants for certified staff only where it currently states for all positions. Kelli Stroh suggests wording it so that the administrator is not the only person interviewing support staff. Robin Dahlman agrees that it should not be one person making that decision and 2 paragraphs should be used to break down hiring of certified and of support position.</p> <p>vi. Under Academic Policies, Connie Tarbox is concerned about having Teacher Request forms as parents don't get to automatically get the teacher they want. Robin Dahlman explained that the actual form is called the Student Placement form so the wording will need to be updated. Terrah asked for Connie to make a note for the work session.</p> <p>vii. Each section on the handout continued to be discussed and explained where there were changes to the previous application and where insertions are needed.</p> <p>viii. The Board will review their entire notebook independently and then discuss as a group. Mrs. Dahlman will post a PDF document online for public review. A final copy will go to the Charter Oversight Committee on October 14. It will be an Action Item on November 4 at the School District Board meeting. Input is needed within the next 2 weeks. September 23 at 4:00 was chosen for a work session. Jeff McDonald may still be out of town but he should have time to review this. There may be a second session for follow-up if required that would be September 30 at</p>		
9/23/13	Continued review of Charter School Reapplication	worksession	

9/30/13	Continued review of Charter School Reapplication	worksession	
10/7/13	<p>5. ACTION ITEMS: Approval of Charter Re-application</p> <p>a. Jeff McDonald received information this afternoon that there are pending items that we will include to vote on after district review.</p> <p>b. Robin Dahlman reviewed items listed on her handout and specifically pointed out one section on the last page titled “Notes prior to APC Vote 10/7/13”.</p> <p>i. Section 4 on page 61, the adoption date on intervention team piece on Board Policy 6164.5 is from 2006 but Alaska Revised Statutes is from 2010 so the update was put in.</p> <p>ii. On page 83, section 7C, there is an area highlighted that needs specific language regarding the outline and timeline of the administrator evaluation. This hasn’t been received yet. There will be revisions coming in sections 7B and 7C regarding the relationship and involvement of charter administrators alongside other administrators in the district.</p> <p>iii. In section 7, page 86, in the revised edition of KSAS academic policy, the footer said revised August 2013 was changed to the head page because there is footer that comes on the template and already exists. On page 87, she struck out the history piece because she hasn’t received a copy of the history and it was moved to an addendum to the back of the application that can be added. That changed the order of the numbers.</p> <p>iv. The last number 13 was Teacher Requests but is now Student Placement in alignment of the form that was inserted.</p> <p>v. Page 116 Section 7, Academic Policy, IV Employee Positions, this section will need input from the Charter Oversight Committee. From the APC September meeting, there was discussion about the hiring of support positions but no conclusion was made so the suggestion is for the Oversight Committee to add their input. This is a key piece in hiring.</p> <p>vi. Robin Dahlman expects feedback from the Oversight Committee on special programs and the language that is specific from the Alaska Statute regarding special programs , special education, Quests, etc., Specific language is required to not be exclusionary but this has not been received. Page numbers should not be changed but probably will have 3 pages pulled out with updated 3 pages inserted. Robin Dahlman recommends approving the document excluding pages 83 and 116 at this time.</p> <p>Motion by Kelli Stroh: Motion to approve the changes made to the charter re-application excluding pages 83 and 116. They will be approved after the oversight committee offers feedback.</p> <p>Sara Boersma seconded motion. Vote was unanimous.</p> <p>See notes previous column</p>		
2/3/14	<p>7. PRINCIPAL REPORT:</p> <p>b. Robin has been working on final charter application items and that's on the agenda for the State Board review. She has provided additional material to them as requested. The District added a provision stating we would use public money as appropriately. Because this was added, the local school board will approve that and the application will be ready to go. Airline tickets were</p>		

	purchased for Robin and Terrah Amend to go to Juneau for the State Board meeting. This will give us another 5 years to work off of the new charter. See notes previous column
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What data gives evidence to progress of meeting goal(s)?

Our Charter was renewed by the State Board on March 14, 2014.

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

The APC was very supportive of our collaboration days and instructional planning days to provide students the best opportunities for learning each day.

03/13

**Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT**

Year: 2013-2014		School: K-Beach Elementary	
Site Council Goal(s): 1-Establish a site council with designated members separate from that of PTA with a regularly scheduled meeting time 2-Update the K-Beach bylaws (previous update had been 2006) 3-Maintain an avenue of open communication between administration and other stakeholders represented by membership in the Site Council.			
District Goal(s) that was supported: Be clear on how it was supported and how students benefited. Organizational Excellence: "...supports an infrastructure that promotes a fluid academic environment." Community and Family Engagement: "All KPBSD schools will 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? Meeting times and agendas were posted prior to the meeting and minutes of the meeting were available upon request.			
What actions were taken to achieve the site council goal(s)? A regular meeting schedule was established and adhered to. Updates to the bylaws were complete and adopted.			
What measures were used to determine that goal(s) were reached? Documented records from previous meetings reflect the focus and completion of the above stated goals.			
Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
9.5.2013	ASPI Rating, new mission and vision statement, PBIS, Caribou Compliments	Approval of mission and vision statement	
10.8.2013	Introduction of KPBSD Site Council Handbook, review of previous bylaws, define site council roles, focus of future meetings, facility use fee schedule for organizations benefitting K-Beach	By-laws need to be updated, fee schedule needs to remain reduced for organizations directly impacting the students at K-Beach	
11.5.2013	Updated K-Beach Site Council Bylaws, enrollment update, Paved Pathway Project, Standards Referenced Report Card	Updated bylaws adopted, letter drafted to send to agencies with influence on the paved pathway on East Poppy	Reviewed the established roles for site council members in the new bylaws
12.3.2013	K-Beach power outages (capabilities, vulnerabilities, protocols), Safety Concerns (winter weather, morning	Building will remain locked in the morning until 7:15 a.m.,	Update on who the letter was sent to

	routines), PBIS Handbook		
1.7.2014	Foyer makeover (communication opportunity), K-Beach Technology Plan, Student Handbook	The handbook should deal with electronics in terms of general guidelines rather than a hard rule. This will allow for technology to adapt and be utilized for teaching and learning.	Further information was presented regarding emergency procedures at K-Beach
2.4.2014	KPBSD Key Communicators, Early Release Collaboration Days Feedback, 2014-2015 Projected Numbers	Early release collaboration days have had no known negative impacts on families. Suggestion was made that these days be planned in conjunction with a holiday.	The building being locked until 7:15 a.m. has been effective and student showing up extremely early is not an issue anymore
4.1.2014	KPBSD Parent/Student Handbook, Junior Achievement, Safe Routes to Schools, Miscellaneous updates	No major actions or decisions	Update on Safe Routes to Schools in relationship to pave pathway
5.6.2014	6 th Grade Future Opportunities, 2014-2015 Student Handbook, closure to current school year, anticipation of coming school year	Decision was endorsed to combine PBIS Handbook and the Student Handbook	Continued refinement with regards to technology policy in handbook
What data gives evidence to progress of meeting goal(s)? Updated bylaws, agendas and minutes from 8 monthly meetings			
What other significant actions did the site council take to support District goal(s) during the year?			

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, River Covenant Church, 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 meeting 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 our graduation rate
- Reduction in our dropout rate
- Increasing the number of graduates
- Improving the daily attendance rate
- Developing strategies to help reduce risky and unhealthy behaviors

KAHS staff met weekly to discuss individual student progress. Intervention strategies were developed to help improve daily attendance and improve student learning in the classrooms. 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 and clothing as needed.

**Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT**

Year: 2013-14		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 the percent proficient in Reading and Writing by 2% a year over the next two years as measured by student performance on the 2014-2015 Standards Based Assessments.			
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, Alaska Performance Index, Eligibility Rules, New Turf and Track, Roof Repairs, Expenditures of Transportation for Funds, School Security – Cameras, Prom Spending Cap, Bus Accident, New Travel Procedures, Parent Teacher Conferences, School Calendar, Maintenance, 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 FY15 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?
9/10/13	Transportation Funds, Facilities, Turf and Track, Student Nutrition, Alaska Performance Index and other School Data, Site Goals – School Improvement Plan,	Approval of school goals, facilities improvement plans, and expenditures of transportation funds	Review of FY13 school data, FY13 school improvement plan and progress, as well as how transportation funds have been distributed in prior years
12/3/13	School Security – Cameras, New English Teacher,	The Council supported the	Review prior Council decision regarding

	Staffing for Next Year, New Busses, Prom Spending Cap, Early Release	increase in the maximum amount that can be spent on the Prom from \$2500 to \$3000.	Prom spending, listen to leadership class presentation regarding issue
2/4/14	Bus Accident, New Travel Procedures, Parent Teacher Conferences	Generated ideas regarding bus incident and future travel arrangements	Review of current policy and procedures, Discussion of Valdez bus incident
5/13/14	Early Release, Graduation Speeches, New Staff, Summer School, Maintenance	Listened to student speeches and provided feedback as well as approval	Review of Early Release activities / dates for next year
<p>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 FY15 on data received this spring.</p>			
<p>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.</p>			

03/13

**Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT**

Site Council End of Year Report

Year:	2013-2014	School:	Kenai Middle School
Site Council Goal(s): Support the goals of KMS through its school improvement process. Support the students and staff of KMS.			
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? Alert Now, School Newsletter, Peninsula Clarion, School Website.			
What actions were taken to achieve the site council goal(s)? The site council met 3 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?
11-6-13	Site council By-Laws, projected enrollment, election of officers, after school program, and Intruder drill	Approval of student handbook, bylaws and elections	Site Council reviewed/discussed the proposed goals. Data was illustrated to show where the school goals originated from.
1-21-14	Clubs, parent/teacher conferences, field trips, edperformance testing , open house, talent show, intruder drill	Open house and to continue intruder drills using KPD	Site council is and has been in favor of intruder drills and the use of safety personnel
3-26-14	Earth quake drill, sba testing, volunteer luncheon masonic award, open house, school visitation, mass band and choir, staffing	Support the appropriate staffing for KMS	Site council is concerned with staffing and implications if KMS does not get staffing to match its student population.
5-7-14	4 th quarter	Not enough members showed to establish a quorum	

What data gives evidence to progress of meeting goal(s)? Communication increased with the use of the different measures. Student enrollment is up from the previous year.			
What other significant actions did the site council take to support District goal(s) during the year? The site council wants to continue to increase communication with the reader board.			

**Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT**

Year: FY14	School: Kachemak Selo (56)
<p>Site Council Goal(s):</p> <ol style="list-style-type: none"> 1.) Complete Educational Specification and determine site for proposed building 2.) Nonfiction composition in English and Russian 3.) Individual learning plans for math students through CAFÉ 5 methodologies 4.) Attendance policy review/revision with respect to migrant activities 5.) Maintenance plan for each building with cooperation from borough 6.) Head of Bay running club 	
<p>District Goal(s) that was supported: Be clear on how it was supported and how students benefited.</p> <p>Increase student achievement:</p> <ul style="list-style-type: none"> • Reduce longer migrant fishing activities—though still much work to be done • Emphasis reading, writing and talking through nonfiction resources (Russian) • CAFÉ 5 menu style instruction within K-5 classrooms—has produced excited readers <p>Increase student engagement:</p> <ul style="list-style-type: none"> • Process for new school construction has raised excitement within the community • Running club open to all Head of Bay boys and girls as a club status cross country team FY15 	
<p>Communication: How was the community informed of goal(s), meetings and updated on progress?</p> <p>Communication with council through; newsletter, planned quarterly meetings, council and building committee meetings, agenda minutes, review of performance and observational data.</p>	
<p>What actions were taken to achieve the site council goal(s)?</p> <ol style="list-style-type: none"> a.) Submission of an Educational Specification and building site selected b.) All composition to be submitted in cursive for all Russian language assignments c.) CAFÉ 5 implemented in K-5 classrooms, including pilot math for 3rd grade d.) Policy document revisions: attendance, attendance contracts, personal devices e.) Use of Community Revenue Sharing grant money for proposed improvements to building 1 and 2 (FY15) f.) Head of Bay running club given cross country club status 	

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

- i. Community involvement in Educational Specification and site determination
- ii. Quarterly check-ins with parents regarding reading, composition and translation activities
- iii. Review of attendance and discipline data encounters—definition of migrant “excused” activity
- iv. Borough and village water company funding source determination, and maintenance quote
- v. Biannual running events

Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
9/18/13	2,3,4,5	d	iii: Revision of FY12 attendance policy and migrant vs. non-migrant determination
10/30-31/13 11/19-20/13 12/13/13 12/17-18/13 1/16-17/14 2/13-14/14	1	a	i: Completion of the Community Block Grant and Road Feasibility Study; October identification of proposed programming in new building; November determination of program spaces and observations from Hope site; December schematics of program spaces in relation to one another (building layout); January determination of science and voc. Ed. spaces and mission/vision of school
11/14/13	2,5,6	b,f	ii: FY12 concern of print penmanship—village requests all writing in cursive.
3/20/14	3,4,6	c,d,e	iii, v: attendance review to date—identification of absence causes. Running club now club status cross country.
3/20/14 4/3/14 5/1/14 5/8/14	1	a	i: Obligation to provide school in Kachemak Selo with respect to transporting students up the hill or distance delivery—work with legal. Identify possible sites—yellow, red, blue Site selection matrix Determine site to send to board—June 2.

4/30/14	5	e	iv: Village does not currently have a funding source for maintenance of buildings
<p>What data gives evidence to progress of meeting goal(s)?</p> <ul style="list-style-type: none"> • Process for new building moving forward to site approval with school board • Educational Specification complete • Russian program planning scope and sequence—incorporating hand writing and nonfiction resources • Greater enthusiasm toward reading in grades K-5 through CAFÉ approach • Feeling in village that attendance matters toward overall health of the student • Cross country team established with coach • Plan for fixing current buildings in the works 			
<p>What other significant actions did the site council take to support District goal(s) during the year?</p> <ul style="list-style-type: none"> • Student council fundraising activities • Student council filed trips • Construction academy travel donations 			

**Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT**

Year: 2013-2014		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.			
District Goal(s) that was supported: Be clear on how it was supported and how students benefited. 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.			
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 complete coverage of the new Alaska State Standard during instruction for students of all grade levels.			
What measures were used to determine that goal(s) were reached? The comparison of pre and post assessments in all grade levels measuring each student’s progress in citing evidence from their reading and explaining their thinking in mathematics. Student attendance rates at all grade levels. Identification of grade level standards gaps and plan for addressing those gaps.			
Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
12 Sep 13	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.
14 Nov 13	Site Council Bylaws were reviewed. Parent/Student handbook student discipline section reviewed with	None	Looked at numbers of behavior incidents. Determined that a change might be helpful

	possible clarification language proposed.		for clear communication with parents.
13 Feb 14	Reviewed Parent/Student handbook discipline section language clarification as proposed.	Accepted and approved language changes as proposed	Revisited the reason for making the proposed handbook changes and solidified the need for the changes.
10 Apr 14	Staffing for next year and how jobs are being assigned.	None	Since there was no change in staffing at the time of this meeting there was no real discussion.

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

Review of Pre and Post assessments at all grade levels indicated an overall positive growth for McNeil students. Since the rubric used to score these assessments was on a 4-point scale the goal of a 10% increase was not a good metric for comparison. The data does however show that a majority of K-6 students made at least a 1-point gain on the assessments in both reading and math.

Power School attendance records indicate that McNeil's overall attendance rate for 2013-14 was 92.63%. This is an increase of just a bit more than last year's 91.12%. It also is just shy of the 93% mark that is needed to earn the next level of ASPI points towards our star rating.

Teachers used the collaborative time throughout the year to meet with grade below and grade above colleagues to map out the standard gaps and plan for articulating their instruction from one grade level to the next.

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

The site council group is very supportive of the work and decisions at McNeil Canyon. Their ongoing support of the SIP goals and the use of our site resources to further our progress in attaining those goals is tremendous. They always want to know that student needs are being met and that we are maximizing their learning opportunities.

**Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT**

Year: 2013-2014	School: Moose Pass School
<p>Site Council Goal(s):</p> <p>Prioritize school curricular and co-curricular activities</p> <p>Establish sustainable fundraising processes to support those activities</p>	
<p>District Goal(s) that was supported: Be clear on how it was supported and how students benefited.</p> <p>Students at Moose Pass School were given a significant number of opportunities and experiences both curricular and co-curricular as a school and in collaboration with other schools including:</p> <ul style="list-style-type: none"> -Ski Lessons at Alyeska with Cooper Landing and Moose Pass Schools -Libraries Online Presentations -Salmon in the Classroom Program (with field trips to Hatchery and Fish Weir) -Alaska Wildlife Conservation Center -Archery -Lego Robotics Club – First Lego League -Nordic Skiing, Soccer, Cross Country -Holiday Play -Forensics -Mind Amazes -Spelling Bee -Piano Lessons -Swimming Lessons in Seward 	
<p>Communication: How was the community informed of goal(s), meetings and updated on progress?</p> <p>Updates on progress were made at every Site Base Council Meeting (monthly). Minutes were posted in the community. Email to all SBC members was used to send information between meetings.</p>	

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

SBC and Staff decided on opportunities, experiences they wanted students to have this year
Plans were made to support those activities including: fundraising, transportation, practices, coaching, etc.
Fundraising goals were met

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

Regular meetings and communication (updates to progress), individual and sub-committee work. Student activities were prioritized, sustainable fundraising plan was developed and carried out, activities and fundraising goals were met.

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	Activity Prioritization, Fundraising	Holiday Bazaar will be repeated; MP Sportsmens Presentation	
October 2	Activity Prioritization, Fundraising (Holiday Bazaar, MP Sportsmen's Club Presentation), Enrollment Forecast	Activities Prioritized	
November 6	Fundraising		MP Sportsmen's Club Fundraising presentation,
January 8	Fundraising – cost vs expense review		Holiday Bazaar Review – funds raised
February 13	Enrollment (one teacher next year)– John O'Brien, Sean Dusek, ski trip logistics		
March 27	Activity wrap ups		

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.

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: 2013-2014 School: Mountain View Elementary

Site Council Goal(s):

1. All Mountain View Elementary students meeting grade level achievement targets in ELA and math will maintain or improve these achievement levels each year for 3 years as measured by KPBSD and Alaska State ELA and Math assessments.
2. All Mountain View Elementary students below grade level achievement targets in ELA and Math will increase their achievement levels by closing the gap between their achievement level and grade level targets in ELA and Math by 25% each year through FY'16.
3. Mountain View Elementary will increase the student attendance rate by 2% each year through FY'16
4. Mountain View Elementary teachers, staff and students will create, and learn processes and expectations for positive, safe and respectful behaviors on buses, at recess, in the cafeteria, in hallways, in restrooms and in classrooms by May 2014.

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

Goals 1 and 2 support the KPBSD "Academic Success" goal by focusing on student achievement in ELA and Math. The activities for these goals included quarterly collaboration meetings which focused on quarterly achievement data and ended with a plan to address struggling learners and learners whose data showed them to be going backward. KPBSD "Academic Success" goal articulated the need for quarterly assessment review and action which is what is also articulated in the activities for these goals.

The activities in goals 1 and 2 also support the KPBSD "Organizational Excellence" goal by scheduling regular collaboration focused on data analysis and instructional changes. In addition to these regularly scheduled team reviews of data, Mountain View Elementary Teams have common planning time which further supports this KPBSD goal.

Goal 3 for Mountain View Elementary also supports the KPBSD "Academic Success" goal by improving student attendance thereby positively impacting achievement.

Goal 4 supports the KPBSD “Academic Success” goal by improving the school climate and culture so that all students have a socially, emotionally, and physically safe environment in which to learn. Routines and behavior expectations that are consistent and clear increase academic success and improve the social environment of the school.

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. Meeting announcements were also included in the School News which appeared in the Clarion one week prior to each meeting. Minutes were kept and available at each Site Council meeting.

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

MVE Site Council assisted in the development of the 3-Year strategic plan goals and then adopted them. The Site Council reviewed the progress on the goals by reviewing student data in the fall. The Council also provided input and reviewed the progress of the School Climate Committee’s work several times during the year.

The meeting dates and topics below show a regular review of school progress including developing an understanding to how Title I works within the school. The School Interventionist provided additional information regarding how intervention supports academic growth for children struggling.

- Actions that supported the goals include:
- Approval of the 3-Year Strategic Plan
- Approval of the Parent Involvement Plan/Policy

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

- Attendance Data (Not yet in for FY’14)
- SBA and Aimsweb Data
- Bus Expectations Protocol Completed
- Strategic Plan review of activities

Site Council End of Year Report
Mt. View Elementary
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Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
08/22/13	Review of Site Council SB Policy Review of Mt View Bylaws Title I Program FY'14 New School Designator System Strategic Plan: Achievement, Climate, Attendance	Election of Officers	Review of new School Designator System Data review of FY'13 assessment data Review of Title I Program Review of School Attendance data Review of bell schedules and start/stop times
09/19/13	Title I complaint Procedure Pre-K Program Review Review of Final Strategic Plan Goals & Activities Review of Climate Committee Work Bus Safety Plan Discussion of Bell Schedule	Approval of Strategic Plan goals and actions	See August meeting discussion Review of School Climate Work Review of Title I Federal Complain Procedures
10/17/13	Review of Progress on Strategic Plan Universal Screening School Climate Title I Review of Targeted Assistance/Schoolwide programs Parent Policy Parent Involvement Action Plan Parking Lot Safety Bylaws Review Responsibilities Voting	Approval of the Parent Involvement Policy Approved to have a letter from the Site Council sent to the Borough and KPBSD Maintenance outline the unsafe features of the Mountain View Elementary Parking Lot and requesting a new traffic pattern and parking lot be addressed. Approved change to bylaws specifying that the principal and vice-principal not be voting members of the Site council	Review of Strategic Plan progress: Universal Screening Conflict Resolution Attendance Awareness Plans Review of Title I Targeted Assistance and Schoolwide Programs Review of Site Council Bylaws

11/21/13	Update on Attendance Strategic Plan Goal Title I Program review CIP Needs FY'15 enrollment and staffing projections		Reviewed progress on developing attendance improvement efforts Title I report included the number of students meeting goals and exiting the program Review of CIP needs communicated to KPBSD and KPB Review of Activity Accounts
02/20/14	School Start/Stop Time Review of Progress on School Climate work Title I Parent Activity update FY'15 Planning	Approval of bell schedule recommendation	Reviewed enrollment and staffing projections for FY'15 Reviewed upcoming parent activity plans Reviewed lessons in conflict resolution and anti-bullying
04/24/14	Strategic Plan Progress Title I Report FY'15 Staffing and Hiring Site Council Evaluation Prep		Reviewed Strategic Plan activities Updated on parent activities through Title I Reviewed protocol for Site Council Evaluation Reviewed grade assignments and new staff
05/15/14	Site Council Evaluation	Approved FY'14 ending activity account balances Approved FY'14 Site Council Evaluation	
<p>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 Mountain View Strategic Plan.</p>			
<p>What other significant actions did the site council take to support District goal(s) during the year?</p>			

**Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT**

Year:	2013-14	School:	Nanwalek
Site Council Goal(s): Bridge communications from school to home to increase attendance and achievement.			
District Goal(s) that was supported: Be clear on how it was supported and how students benefited. Goal supported: All KPBSD schools reach out to parents and communities to promote shared value and responsibility for the process of education. Supported through a parent/community liaison, community events, establishment of a Facebook page to inform community. Students benefited through more awareness of the community about the school, its goals, which increased attendance awareness and support of student achievement.			
Communication: How was the community informed of goal(s), meetings and updated on progress? Agendas were posted, newsletters distributed, and minutes were available at public meetings.			
What actions were taken to achieve the site council goal(s)? The site council supported the use of a parent/community liaison to talk to families about the importance of attendance, answer questions about the school, and to answer questions face to face during a parent/community survey to determine support for new school hours. Students benefited through the community's increased awareness of the importance of attendance, parents being more knowledgeable about the school, and having an extra thirty minutes of school next school year. In addition, site council supported the use of a Facebook page to communicate events and accomplishments to the community, which kept people informed about the school. Finally, the site council supported musical and theatrical events for the community such as the Herman Hawkeye concert, Johnny B. concert, and the presentation of play, The Winter Bear. These events helped the community come into the school in a relaxed environment.			
What measures were used to determine that goal(s) were reached? Reports from the parent/community liaison, paper copies of the surveys, increased "Likes" on Facebook, and ample attendance at the community events held at the school			
Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
8/22/2013	School improvement plan goals, attendance policy, Graduated discipline guide, Early Release days/plans, Site council elections	Support attendance policy & graduated discipline guide Welcomed elected certified (Kara Schreur) and support (Carol Kvasnikoff) Opened nominations for 2 parent seats	Reviewed mission/vision statement Reviewed prior decision to have Project Grad activities on weekends based on evidence of absenteeism for trips in previous year

10/8/2013	Counted parent seat votes; Discussed staffing shift in Special Education; Discussed parent/community liaison position; Discussed attendance incentive for high school kids to go to Quixotic Performance in Homer; discussed including principal vote in by-laws	Support parent/liaison position Voted to include principal vote in by-laws	Reviewed attendance "Eagle Day" incentives based on past success Reviewed past organization of Native Youth Leaders and Bonnie Pierce explained new organization, with Ann Evans involved Reviewed decision to increase sub list, with evidence of lack of local subs and agreed to promote this opportunity in the community
11/21/2014	Elected co-chair and treasurer; discussed community event – Halloween Carnival; discussed Facebook account; Discussed 2014-15 calendar; Neil Denny as Special Education teacher introduced and Chelsea Carpenter as new interpreter introduced; Discussed growing sub list; Site Based involvement with fundraisers and 710 accounts discussed; discussed gym list	Welcomed parent seat members Kilann Tanape & Adele Kvasnikoff Support Facebook account Decision to monitor 710 and fundraisers School will not provide gym list due to FERPA	Reviewed past policy of providing "gym list" for community gym, based on eligibility
12/26/2014	Increase in attendance and perfect attendance students discussed; Success of Culinary Arts and Welding applauded; Literary event with Senator Murkowski's books discussed; School bus requested; Staffing changes discussed; Project Grad events reviewed	Continue efforts for better attendance Request school bus	Reviewed purpose of site based council as an advisory council, not a regulatory council, in light of request for gym list

2/27/2014	Process for RTI reviewed; CTE classes discussed due to low attendance at Academies; Key Performance Indicators from Dr. Atwater reviewed & discussed; School hours reviewed; upcoming school/community events reviewed; staffing changes for next year announced; Early Release and Teacher Professional Development described; Decision from district regarding school bus given	Support RTI efforts Support Key Performance Indicators Decision to send out parent/community survey about school hours	Reviewed last year's decision to have school 8:30 – 3:30, and discussed evidence about why school/SBC needed to complete a parent survey
3/20/2014	Pre-School Round Up planned; master schedule and school hours discussed in light of Tom Evans' interactions with the community support for the change to 9:00 – 4:00; Bullying issues recognized by group with need for a structured bullying program with common vocabulary amongst students/teachers/parents.	Support school hours for next year: 9:00 – 4:00, with dismissal for K at 3:00 Decision to research bullying programs	Reviewed attendance policy in consideration for next year, evidence of clearer expectations given this year
5/8/2014	Reflection on year/events/goals; Staffing; HS Schedule; Sugt'stun attendance; attendance; Sea Week; SBC goals 2014-15	Sugt'stun for all students, all grades; SBC focus on parent/school communication, evens, attendance, cultural orientation booklet for new teachers, values card	Reviewed past expectations for Sugt'stun; evidence is that enrollment is being fractured by credit recovery, want to remedy Reviewed HS schedule past & present; evidence is that HS culture is fragmented. Want to build culture by full attendance.
<p>What data gives evidence to progress of meeting goal(s)? Increased attendance, community willingness to speak to and ask questions of parent/community liaison, Facebook activity, 100% attendance all three days of State testing, support for longer school day, attendance of community at School/Community events such as concerts, play, awards ceremonies.</p> <p>What other significant actions did the site council take to support District goal(s) during the year? Supported "Academic Success" goal through support of RTI in conversations and liaison work with community. Supported "Organizational Excellence" goal through support of new staff, and through innovations such as our parent/community liaison.</p>			

**Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT**

Year: 2013-14		School: Nikiski Middle/High School	
Site Council Goal(s): To adopt a student attendance and good standing policy that will ultimately address and improve Nikiski Middle/High School's graduation rate by the end of the 2013-14 school year.			
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. The attendance policy allowed an avenue for students to make up time lost and complete work. Good standing encouraged seniors to continue coming to school and held them accountable for the classes they did not need to graduate and their behavior. At the end of the year, all seniors enrolled walked during graduation.			
Communication: How was the community informed of goal(s), meetings and updated on progress? Goals and progress were reported at each site council meeting and followed up at PTSA meetings as well.			
What actions were taken to achieve the site council goal(s)? Attendance rate data and graduation rate data were presented; also, experiences/issues with different students in regards to being in good standing for graduation.			
What measures were used to determine that goal(s) were reached? The new policies were in place and follow through from school/administration of these policies. All seniors signed the agreement for "good standing" and there was a 100% graduation walk rate; also, according to our attendance policy, some students did not earn credit and others (14 students for sem II) made up their time in order to receive credit.			
Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
9/10/2013	School Imp Plan Draft Goals, Attendance policy, good standing for graduation and dance guests, school safety	Approved SIP goals, reviewed proposed attendance/good standing policy	School based data presented for SIP goals, attendance numbers reviewed, and discussed previous actions by students and admin to determine what is needed to hold students accountable at end of year for walking at graduation
10/8/2013	Attendance Policy/Goals, Good Standing Policy; joint meeting with NNS	No major actions or decisions	n/a
11/12/2013	Approval of attendance and good standing policy	Attendance and good standing policy passed	Review of previously presented data to review before approval
2/17/2014	Early release agendas; District Key Performance Indicators; Digital Learning Center concept	No major actions or decisions	n/a

Site Council End of Year Report
Nikiski Middle/High School
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4/8/2014	Hiring update; possible assistance from fire department or state legislature on long standing goal to get commons floor resurfaced as a more user friendly surface for athletics; reviewed district handbook and school based student handbook	Approved school student handbook; recessed for school year	Reviewed anecdotal data for discipline to decide to keep current student handbook with no changes
What data gives evidence to progress of meeting goal(s)? Policies were put into place and all seniors enrolled graduated and walked during graduation.			
What other significant actions did the site council take to support District goal(s) during the year? No other significant actions taken.			

03/13

**Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT**

Year:	2013-2014	School:	Nikiski North Star
Site Council Goal(s): Improve student attendance to 96%, improve math scores as measured by benchmark data and SBA scores, full implementation of new math standards			
District Goal(s) that was supported: Be clear on how it was supported and how students benefited. “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.” NNS will improve student attendance to increase engagement and achievement. An increased focus on math skills will provide students the foundational tools necessary for achievement and graduation. Implementation of the new math standards will allow NNS to deliver a relevant, rigorous, standards based curriculum to students.			
Communication: How was the community informed of goal(s), meetings and updated on progress? The goals were presented at the September Open House, discussed at parent conferences, and explained in school newsletters.			
What actions were taken to achieve the site council goal(s)? <u>Attendance</u> Teachers made introductory welcome calls to students in August. Teachers and the principal called home for students with multiple or patterned absences. Offer of assistance with social services including food and gas for families struggling with attendance Students with attendance concerns were brought to I-team. Attendance letters were sent home at the 10 th day absent and in 5 day increments after that. Classroom attendance award was presented monthly for classroom with the most improved attendance. Perfect attendance awards were presented to students at the quarter, semester and year end. School stakeholders were informed of the new ASPI rating system and the inclusion of attendance. <u>Math</u> Parallel block time was focused on math instruction. Intervention services were provided for those students scoring below 10%tile. Tier 2 strategies for math instruction were developed in grade level collaborative groupings.			

Standards Implementation

Grade level teams developed the list of “must knows, should knows, and could knows” for the math standards. “Must know, should knows , and could knows” were reviewed by teachers in the grades below and above to ensure continuity of instruction. Teachers began developing KUDs covering the math standards.

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

Powerschool, SBA scores, benchmark data, list of grade level “must knows” for math, classroom observation, collaboration notes, lesson plans

Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
9/9/13	Review of NNS school goals, Schedule and topics for early release, NNS parking lot	Still a need for parking lot signage	School goals for 2013-2014 and school goals for 2012-2013
11/11/13	Enrollment numbers, KPBSD budget, MOOC course on child nutrition, need for certified library position	Recommendation in favor of additional library staff	Review historical enrollment, discussion of oil/gas development on Nikiski economy
1/13/14	One Book One School, NNS fundraiser, Bylaws Review, NNS student awards process	Attendance awards will be presented at quarterly assemblies, classroom awards will be presented in the classroom by the principal	Site Council Bylaws, data regarding student awards
2/17/14	KPBSD Key Performance Indicators,	Combined meeting with NMHS Site Council, What will the social indicators be measured by	3 rd grade benchmark and SBA data
4/14/14	Student Handbook, 2014-2015 Staffing, Collaboration Schedule for 2014-2015, School Goal Review, Site Council Membership for 2014-2015	No changes needed to student handbook – specifically the dress code	Student handbook, Powerschool discipline data

5/12/14	Site Council appreciation dinner held at LaCasa		
What data gives evidence to progress of meeting goal(s)? Attendance data, formative and summative assessments, classroom observations and collaborative discussions			
What other significant actions did the site council take to support District goal(s) during the year? The NNS site council is committed to meeting twice during the year with NMHS site council. This partnership supports the KPBSD focus on community and family engagement as we work together to develop a streamlined PreK-12 learning experience in Nikiski.			

**Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT**

Year: FY14		School: Nikolaevsk School	
Site Council Goal(s): Increase school to home communication for parents			
District Goal(s) that was supported: Be clear on how it was supported and how students benefited.			
Community and Family Engagement: All KPBSD schools reach out to parents and communities to promote shared value and responsibility for the process of education.			
Parent involvement may increase when parents know what is happening at the school. To that end, the Site Council investigated how parents like to receive their information and recommended to the school to use those methods.			
Communication: How was the community informed of goal(s), meetings and updated on progress? School newsletter, announced at game, parent/teacher conferences, publicized on Facebook and Marquee, posted minutes			
What actions were taken to achieve the site council goal(s)? Collect parent survey on communication preferences, movie night in conjunction Title I, letter to request email addresses			
What measures were used to determine that goal(s) were reached? Percent complete of survey, increased modes of communication home			
Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
10/2/13	Potential Site Council Goals	Review KPBSD goals and target one to for Site Council Goal setting	n/a
11/6/13	Site Council Goal	Review previous goals regarding communication, identify Title I goals that could also be supported through Site Council	Last year, Site Council worked to have an electronic marquee placed at the school. Informal feedback from the community is positive.

12/3/13	Site Council Goal: Increase communication with parents	Determine that Parent Involvement is the KPBSD goal that Site Council would like to support; Decide to partner with Title I for parent involvement; set plans for a communications survey to parents.	Previous attendance at Title I events is low; perhaps having Site Council co-sponsor the events would increase parent involvement.
1/15/14	Site Council Goal: Increase communication with parents	Design parent survey and plan for its distribution	
2/5/14	Site Council Goal: Increase communication with parents	Reviewed data and made plans to gain additional input from as many parents as possible.	Review completion data
3/5/14	Site Council Goal: Increase communication with parents	Reviewed data and made recommendation to school to increase use of email, phone calls and letters mailed home for communication with parents.	Review of data demonstrated that over 75% of families were represented with the surveys
4/2/14	The Site Council Goal was not discussed at this meeting		
5/7/14	Site Council Goal: Increase communication with parents	Reviewed goal for final report to district. Recommended increased use of email for FY15.	Review of previous meeting minutes allowed Site Council to track the progress of the goal through the year.
What data gives evidence to progress of meeting goal(s)? Survey completed, Facebook likes increased, increase of parent emails			
What other significant actions did the site council take to support District goal(s) during the year? 8 th grade promotion guidelines, GPA minimum to for valedictorian, Latin honors system			

**Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT**

Year: 2013-2014 School: Ninilchik			
Site Council Goal(s): Help school improve reading scores. Increase parent involvement.			
District Goal(s) that was supported: Be clear on how it was supported and how students benefited. Parent involvement was supported by more volunteer presence at activities.			
Communication: How was the community informed of goal(s), meetings and updated on progress? Goals were posted on agendas. Interested parents started looking at grants that could be written for books included into the library.			
What actions were taken to achieve the site council goal(s)? Pursued goals- Alaska library association grant			
What measures were used to determine that goal(s) were reached? Attendance was taken at events. Reading scores were discussed as a whole but since individuals were not named it was more general information of trends.			
Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
9/12/13	School improvement plan was discussed. PBIS reviewed	none	
11/14/13	Student handbook was changes were established.	Handbook voted on.	PBIS referral system reviewed.
1/10/14	Bylaws revisited and voted on to approve.	Voted and approved updated bylaws	
5/1/14	Grant opportunities for library books- goals for next year. Open house for next year. Decided to create goals that were more attainable and measureable for the site based council.		
What data gives evidence to progress of meeting goal(s)? Project grad works with school to maintain data records for parent involvement. It's hard to determine the effect of parent volunteer on reading scores because there isn't a control group			

What other significant actions did the site council take to support District goal(s) during the year? . It was determined at the last meeting to create a new goal that is easier to measure the effect of and is more the responsibility of the site based council. The goal is focusing on bringing more relevant books into the library either through donations or grants.

**Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT**

Year: 2013-14	School: Paul Banks Elementary
Site Council Goal(s): Improving student attendance to 96%. Implement the new AK State Standards effectively, efficiently and with fidelity.	
District Goal(s) that was supported: Be clear on how it was supported and how students benefited. Student Achievement: All students will meet or exceed proficiency levels on quarterly assessments within two years of development. Increase percentage of students grades K through 2 who are performing above average or well above average based on Curriculum Based Measurement (CBM) assessments.	
Communication: How was the community informed of goal(s), meetings and updated on progress? Goals were presented at open house and via monthly newsletters. By-Laws posted on school webpage.	
What actions were taken to achieve the site council goal(s)? Inform parents of the new ASPI reporting system and the influence attendance has on the index score in newsletters and open house. Create a school plan for contacting parents first by teacher phone contact then via a letter from the principal encouraging an improvement in attendance. At Spotlight assembly announce monthly perfect attendance. Reinforce the importance of attending school in a school assembly. Create a visual depicting our goal to raise 91.54% attendance to 96%, will be updated monthly. End of the school year perfect attendance recognition. Inform students, parents and staff of the new ASPI reporting system and the influence attendance has on the index score. Review current attendance recording policy, analyze what can be changed while still maintaining credible data. Teachers will inform office on days that they have 100% attendance. Office will make announcement at the end of the day celebrating the success. Attend Dr. McCauley's informational presentation on the new standards All certified staff will have new AK standards and or Curriculum Sequence on desktop or demonstrate knowledge of how to access them via KPBSD website Record three observations for each math standard, of which one will be the common assessment, until mastery is evident. Compare math resources and math Curriculum Sequence. Quarterly, all teachers will align, record changes and submit grade level consensus reports in regards improving the current relationship between the Curriculum Sequence and resources. Consensus reports will be submitted to the principal.	

What measures were used to determine that goal(s) were reached?			
Spotlight Assemblies, ASPI, Attendance visual, Attendance data, Powerschool, Sequencing Maps, GradeBook, Communication with director.			
Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
9/24/13	School Development Plan Title I Pre-school Information	Accepted School Goals	Previous year's goals
10/9/13	Review and Update By-Laws of Council	Update By-Laws of Council	Previous By-Laws
12/11/13	Reviewed PBE Mission, Vision and Philosophy Statements. Brainstormed ways to help improve our attendance policy. Started brainstorm on school brochure	Approval of Mission and Vision Statements	Old Mission, Vision and Philosophy Statement
2/18/14	Gathering ideas of how to increase enrollment and spread the word about Paul Banks Elementary	Plan for how to spread the word about PBE	Kindergarten Round-Up numbers
What data gives evidence to progress of meeting goal(s)?			
Enrollment Numbers, Attendance data, Sequencing Maps			
What other significant actions did the site council take to support District goal(s) during the year?			
Through meetings and general conversation this Site Council increases opportunities for parent, family and staff engagement by improving the level of collaboration with existing community organizations working with parents and families.			

**Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT**

Year: 2013-14	School: Port Graham School
Site Council Goal(s): 1 – Learn about and support implementation of RTI 2 - Involve community hiring committee in an advisory role for teacher hiring.	
District Goal(s) that was supported: Be clear on how it was supported and how students benefited. 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. (This goal was supported by implementing a tiered intervention system to support every student to succeed academically.) All KPBSD schools reach out to parents and communities to promote shared value and responsibility for the process of education. (Supported by community input for transitions in staffing, and through formation of a hiring team for teacher hires for 2014-15).	
Communication: How was the community informed of goal(s), meetings and updated on progress? Agendas posted; minutes shared; meetings open	
What actions were taken to achieve the site council goal(s)? Site Council Chair and members were educated on the RTI process to provide support when talking to community members and parents. Hiring committee was formed to help with process of hiring teachers for 2014-15. Hiring committee listened to interviews performed by principal, and gave input on candidates.	
What measures were used to determine that goal(s) were reached? Attendance at meetings during which RTI process was described (minutes taken); support from parents in school increased for RTI as evidenced by willingness for students to receive interventions. Hiring committee formed; interviews completed; teachers hired.	

Site Council End of Year Report
Port Graham School
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Meeting Dates 9/10/2013	Major Topics discussed Special education staff; transition plan during elementary teacher's elementary teacher absence and plan; school improvement plan; RTI implementation ; Principal vote	Major Actions/Decisions during meeting Support RTI Include principal's vote	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions? Officers from last year, absence of president due to move
10/8/2013	Resignation of special education teacher, job posted; District early release dates and purpose; school calendar reviewed for 2014-15; Phlight Club event; Fundraisers; Election	Recommend calendar Support Phlight Club Assist with fundraisers Election of officers	Past calendars considered, continue with district spring break Phlight club support in past; beneficial for students
11/19/2013	Transition details for K-3 for February 14 – end of year during Jamie Hughes' absence; STEPP improvement plan; Special Education teacher Neil Denny hired; Basketball cooperative teams with Nanwalek (boys) and Seldovia (MS); Scholastic Book Fair; Christmas play	Have boys play with Nanwalek basketball team Coop with Nanwalek on Book Fair Christmas program Dec. 23	Past practices for sports coop teams, evidenced that it is practical, allows participation
12/10/2013	Sugt'stun training and implementation of language in school; New Alaska Standards and Evaluations and timelines; Herman Hawkeye Performance, Homer; Hiring committee; Security cameras; music in school	Change schedule to accommodate Sugt'stun Support students going to Quixotic Performance Form hiring committee Research ways to include more music	Past few years no hiring involvement, better for community to have input
2/11/2014	Parking and Safety of students in parking lot; graduation; Bobbi McMullen, Secretary, resignation at end of year; Credit for Sugt'stun; RTI report; After school tutoring concerns	Parking limited to area by propane farm Have commitment for after school tutoring; take roll	Past decisions included moving parking, but evidence shows it was not followed
3/4/2014	Hiring new teachers, staff; next year's schedule; RTI; Sea week	Hiring committee to include members of SBC; teacher meetings Thursday next year	After school tutoring calendar reviewed – evidence is that students stop coming after testing
4/15/2014	New teachers names introduced; Construction Academy; other staffing; Head Start in school?; graduation; end-of year events and logistics; job shadowing	Have construction if possible; continue discussion about Head Start; Have job shadowing next year	Past and other school practices with Head Start, evidenced by success in schools

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

1 - RTI implementation, contacts with parents, collaboration and documentation of parent support.

2 – Hiring committee formed, met, teachers hired.

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

Port Graham site council gave significant support and stability to a transitional staff by providing information to substitutes, assisting in classrooms, assisting with fundraising.

**Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT**

Year: 2013-2014		School: Razdolna	
Site Council Goal(s): The goal of the Razdolna Site Council this year was to have a pre-school for Razdolna students.			
District Goal(s) that was supported: Be clear on how it was supported and how students benefited. Increase student achievement by being responsive to individual student needs through structured collaborative practices Districtwide with our richly diverse communities. The number of community members attending parent meetings increased throughout the year. The benefit to students was the collaboration between teachers and support staff at the three Old Believer schools. Teachers and staff created student learning targets from the new Alaska State Standards. The learning targets were used in the classrooms and students are able to understand exactly what they need to learn to achieve proficiency on the state standards.			
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. Robo calls went out two or three days before a meeting as a reminder.			
What actions were taken to achieve the site council goal(s)? Preschool students attended Razdolna School in the afternoons from May 12 to May 23. This allowed the students to get a sense of what is expected and the routines of the school environment. State standards in the form of learning targets were used in the classrooms with students.			
What measures were used to determine that goal(s) were reached? The number of students attending the afternoon preschool sessions determined the success of the program. Razdolna school expects five new kindergarten students attending in the Fall of 2014. On any given afternoon of the preschool there were four to five attendees. Learning targets for math were listed on classroom walls and students refer to them during lessons.			
Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
Sep. 17	New Staff, New Building, 2013-14 Calendar, School Improvement Plan, Absence/Tardy Expectations	Introduced new Russian teacher and presented her odd/even day schedule. Parents discussed excused/unexcused absence/tardy and supported school expectations	Russian will be every other day with Razdolna having Russian on even days and Nikolaevsk on odd days.

Nov. 12	ASPI Scores, AMO Scores, 2014-15 School Calendar	Parents were given explanations on how ASPI is scored and what it means for Razdolna School. A draft copy of the 2014-15 school calendar was handed out so parents and community members could make sure all the holy days were correct.	Discussion on how to get a preschool at Razdolna.
Feb. 19	Dates to remember: field trips, district budget meeting, and Federal Programs Meeting. Discussion on careers in the medical field and communicable diseases. Graduation rate.	Parents were given the reasons students were sent home when they had a communicable disease.	Parents would like a fulltime Russian teacher and a pre-school. Parents suggested that students get credit for what students do outside of school such as building boats and fishing.
Apr. 29	Yearbooks, respect for school property, career education, fisheries management program	Set dates for preschoolers to attend afternoons. Presentation by Paul Story on career education and Joel Marks (UAA) on fisheries management.	
<p>What data gives evidence to progress of meeting goal(s)?</p> <p>Progress is being measured by number of students attending preschool in the afternoons.</p>			
<p>What other significant actions did the site council take to support District goal(s) during the year?</p> <p>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 2013-14 school year saw the addition the Kindergarten/First Grade building. The site council has been instrumental in purchasing and installing playground equipment.</p>			

**Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT**

Year: 2013-2014	School: Redoubt Elementary School
<p>Site Council Goal(s): Goal 1: Create a safe and respectful environment by providing a school-wide positive behavioral support system, (PBIS) with fully implemented Tier I and foundational implementation of Tier II focused on developing a Tier II process for student identification.</p> <p>Goal 2: Redoubt will increase its Attendance Rate for the 2013-2014 school year to 96%.</p> <p>Goal 3: 85% of Redoubt students as a whole will demonstrate proficiency in math on the SBA test, spring, 2014, and on M-CAP and M-COMP for grades K-6</p>	
<p>District Goal(s) that was supported: Be clear on how it was supported and how students benefited.</p> <p>1.1 Student Achievement</p> <p>1.4 Student Engagement</p> <p>1.5 Graduation: Increase the graduation rate by 3% annually and decrease drop out numbers by 5% annually.</p> <p>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. In addition, we introduced Tier II to our PBIS framework this year. Introducing Tier II allowed us to focus additional support on the students who were struggling to meet the expectations of our Tier I Behavior expectations throughout the school. By giving that group of students additional support, we increased their success in our school, thereby also increasing the chance of their staying in school in the long run and eventually graduating from our district. Increased behavior also translates into increased student engagement and achievement.</p>	
<p>Communication: How was the community informed of goal(s), meetings and updated on progress?</p> <p>The primary method of communication 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</p>	

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 continued to lay 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 school improvement plan, school wide SBA, AIMSWeb and discipline data was used.

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, 2013	Soldotna Area Schools Conversation Blue Book policy review School Handbook review Elections for parent representative School Improvement Plan review/input PBIS	Decision made to support PBIS Much discussion regarding Soldotna Area Schools, particularly regarding 6 th Grade. Council is in support of 6 th grade moving to the middle school. The Council was in support of the school's School Improvement Plan	
October 9, 2013	Events happening throughout the school Soldotna Area Schools Conversation		Much discussion regarding Soldotna Area Schools, particularly regarding 6 th Grade. Council is in support of 6 th grade moving to the middle school.
November 14,	Events happening throughout the school		Much discussion regarding Soldotna Area

Site Council End of Year Report
Redoubt Elementary
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2013	Soldotna Area Schools Conversation—6 th grade moving to middle school in particular PBIS		Schools, particularly regarding 6 th Grade. Council is in support of 6 th grade moving to the middle school.
January 15, 2014	Events happening throughout the school Early Release Technology plan for next school year	Site Council was in support of the school's technology plan.	
February 12, 2014	Events happening throughout the school Early Release parent survey Key Performance Indicators Feedback	Council is in unanimous support of an early release/late start in order to support teacher collaboration.	
April 9, 2014	Events happening throughout the school PBIS Review District Student/Parent handbook 6 th grade moving to the middle school concept.		
May 7, 2014	Events happening throughout the school 6 th grade moving to the middle school concept. Title I and Title VII Advocacy		Much discussion regarding Soldotna Area Schools, particularly regarding 6 th Grade. Council is in support of 6 th 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: 2013-14 School: River City Academy			
Site Council Goal(s): <i>Increase attendance and provide additional opportunities for standards work outside of the traditional school day.</i>			
District Goal(s) that was supported: Be clear on how it was supported and how students benefited. <i>Student Achievement and Student Engagement</i>			
Communication: How was the community informed of goal(s), meetings and updated on progress? <i>Direct Parent Email, Clarion Schools Submissions and student participation.</i>			
What actions were taken to achieve the site council goal(s)? <i>Implement Saturday School; Wednesday Waffle Day (for early release); Friday for purchase treats.</i>			
What measures were used to determine that goal(s) were reached? Student Participation in Sat School; Daily Attendance Chart/Rate			
Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
10/14/2013	PDCA Set up for year, ASPII discussion	Team Set Up Goal setting	
10/21/2013	PDCA Review, Attendance Goals, Incentive program	Saturday School Calendar Team Bomber Bunnies	Review ASPII and predict 2014 results
11/19/2013	Shared current PDCA, Discussed ASPII points and reviewed testing outside of school	Advocacy for Attendance Early Release PDCA	Review ASPII
2/18/2014	Reviewed PDCA, Grad Rate and Graduation Reqs	None	
5/7/2014	Reviewed move to new facility	Needs Assessment for new building	
What data gives evidence to progress of meeting goal(s)? <i>Attendance rate of 89.35%. 12 Saturday School Opportunities provided. More than 40 Levels completed at Saturday School.</i>			
What other significant actions did the site council take to support District goal(s) during the year? <i>Needs assessment for new facility and suggestions for changes to SOPs for next year</i>			

**Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT**

Year: 2013/2014	School: Seward Elementary, Seward Middle and Seward High School		
Site Council Goal(s): - 6th Grade Reconfiguration - Bylaw Amendments - Improve/Recognize/Enhance Business Partnerships in Seward Area - Honors Diploma			
District Goal(s) that was supported: Be clear on how it was supported and how students benefited. Community and Family Engagement: Community Partnerships Academic Success: Seward High School planned implantation of Honor's Diploma (Fall 2014)			
Communication: How was the community informed of goal(s), meetings and updated on progress? - Monthly Newsletters - Email - Newspaper - Announcements on www.sewardcitynews.com , Facebook and Site Council Blog			
What actions were taken to achieve the site council goal(s)? - Monthly Meetings - Frequent Committee Meetings - Conversations with Business Owners			
What measures were used to determine that goal(s) were reached? Consensus Voting on all Decisions, Committee Meetings			
Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence used to determine impact of act
9/5/13	Common Core concerns, Jesse Lee Home update, school updates from Principals, Safety and Security Enhancements, City of Seward Electrical Shop Discussion, HS/MS Gate Discussion, School Site	Letters to City in regards to warehouse and bikepath; establish committee to review bylaws	

	Improvement Goals		
10/10/13	Bylaw Review, Site Council Nominations, Middle School Reconfiguration, Small School Funding Formulas, Site Council Training by Dr Atwater	Set up Site Council elections to coincide with PTC.	Review SBC Recommendation to Board – Reconfiguration
11/14/13	Seward Schools 710 Accounts, Officer Elections, Site Council Goal Discussion		
12/12/13	Site Council Goals, Middle School Reconfiguration Planning Process, Bylaw Review		
1/9/14	Bylaw Review, Middle School Reconfiguration, SHS Wall of Champions		
2/13/14	Bylaw Change Approval, Site Council Goals Approval, Key Performance Indicators, KPBSD 6 Year Capital Improvement Plan		
3/20/14	Site Council Goal - Business Partnerships, District Attendance Policies, High School Staffing, Community Member Nomination		
4/10/14	Site Council Goal - Honors Diploma, KPC, Council Seat Nominations, KPBSD Budget, Scheduling/Hiring for 2014	Letter advocating for more course offerings for KPC	
5/8/14	Site Council Annual Report, Honors Diploma, Elections, School Staffing, Connex Containers, Kindergarten Schedule		
What data gives evidence to progress of meeting goal(s)?			
Updated Bylaws, Progress Made on Site Council Goals, Honors Diploma likely starting in 2014-2015 school year			
What other significant actions did the site council take to support District goal(s) during the year?			
Seward Area Site-Based Council information can be found at http://sssbc.blogs.kpbsd.k12.ak.us/wpmu/			

**Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT**

Year: 2013-14		School: Skyview High School	
Site Council Goal(s): Increase student attendance at school to 93 percent by engaging students in school.			
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 Districtwide.			
Communication: How was the community informed of goal(s), meetings and updated on progress? Newsletters, School Blog, E-mails and phone calls, Site Council meetings			
What actions were taken to achieve the site council goal(s)? 1. To look at last year’s student attendance records and have a conversation with poor attenders now about expectations for 2013-14 before they become an absence issue. 2. Focus conversations on “...importance of attendance as it relates to school achievement...” and not just about obeying the attendance rules. 3. Many identified incentive programs and that is a useful plan. I caution you to change up the “prize” of the incentive plan on a regular basis. Different things motivate different people and by changing things up you hit more students. 4. Several identified “...engaging activities/lessons/classes...” so students want to be there. 5. Have staff collaborate in their PLC’s on Best strategies to use in the classroom to engage students.			
What measures were used to determine that goal(s) were reached? Looked at weekly attendance charts for the whole school. Advisories competed each week on who had the best attendance rate and were given incentives to promote good attendance throughout the year.			
Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
08/29/13	School goals New staff Student council Sports update Schedules counseling	Looked over all school goals Looked over student data from testing and attendance	Approve the school goals and plan
10/29/13	Task Force updates, School Development Plan updates	Adopting the unseen students	List of staff and students that they adopted to help make connections

	Early Release Homecoming and dances Student Council Trip HSGQE update Oct 1, 2 ,3 Super Activity Senior Parent Night		
02/18/14	Input on Key Performance Indicators Teacher Evaluation Components 2 a,b,c,d 3 a,b,c,d Task Force updates construction class Display Case Health Committee Review Early Release Days sent out a district survey Senate Legislation Joint In-service Soldotna High, Skyview and SMS Last 2 meetings we unpacked the new Alaska Standards	Looked at Risk students and their progress for interventions	Spreadsheet with grades
04/29/14	School Goals Testing Information & Results AVTEC trip Construction Career Day Scheduling / Merging Update KPC / JumpStart Information Moving and Packing up	Attendance goals been met and surpassed for the year SBA tests great attendance and participation	Chart from power school
What data gives evidence to progress of meeting goal(s)? Attendance Charts, intervention logs, Staff phone and E-mail logs, and PLC mins			
What other significant actions did the site council take to support District goal(s) during the year?			

Every meeting we discussed school goals and strategies and how we were implementing them.

03/13

**Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT**

Year: 2013-14		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 practice.			
District Goal(s) that was supported: Be clear on how it was supported and how students benefited. The District “Early Release Days” gave us the extra time to focus on student Interventions along with giving staff the time to share their best teaching practices with their colleagues.			
Communication: How was the community informed of goal(s), meetings and updated on progress? Both our Site Council and PTSA reviewed the goals and in-service plans, as well as the data supporting the overall goal throughout the 2013-14 school year.			
What actions were taken to achieve the site council goal(s)? As a staff we utilized the 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 Teams (SLT/PLC) meetings twice a month along with quarterly collaboration meetings with our SLT/PLC 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?
9/12/13	School Safety review, Soldotna Schools Conversation, Mascot and High School name Committee report, New Track/Turf update, SBA/HSGQE review, Site Council Bylaw review, Educational Partnership update, Elks/Business day appreciation, School Goals review and approval and Handbook reviews.	Letters sent to BP, Exxon, etc... in regards to business partnerships @ SoHi. School Goals approved.	School Goals were in line with District Goals. Letter sent to the School Board in regards to Site Council position on Mascot and School name.

Site Council End of Year Report
Soldotna High School
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10/8/13	Early Release Dates/review, KPBSD Strategic Plan review, KPBSD Student handbook review, School Inservice review, Parent Teacher Conference format review, Current Enrollment review, Fall Equipment need review and Student Attendance focus.	Approved Parent Teacher Conference format and Early Release activities. Reviewed and approved Inservice plans.	Reviewed staff/parent feedback on past Parent Teacher conferences.
11/12/13	CIP visit and items reviewed. Internet Safety/Bullying Training. Dress Code Committee Report/Study. Tri-School Inservice review.	Approved CIP document. Supported Internet Safety/Bullying Training activity. Reviewed and approve Tri-School Inservice plan.	Used both District and National data in regards to addressing Internet Safety/Bullying Training. Partnered with PTSA on Training activity.
1/14/14	Soldotna Schools Reconfiguration update. Reviewed Project Reward data/impact. Advance Ed Accreditation review and update. Soldotna Sports Complex update. ASAA action on School Reconfiguration. Review upcoming In-service plans.	Reviewed & approve Project Rewards program. Approved final Advance Ed Accreditation reports. Approved In-service plans.	Used Parent, Student and Staff Accreditation surveys for approval and finalize Accreditation Report.
2/12/14	Soldotna Schools Reconfiguration update and Joint Student Council Activities. Reviewed Districts Key Performance Indicators. Review transition from SLT to PLCs and give Conference updates. 2014-15 Master Schedule review.	Gave District Feedback on Key Performance Indicators. Approved the move from SLTs to PLCs for 2014-15. 2014-15 Master Schedule approval.	Used feedback from Joint Student Council feedback to plan out next steps in the Reconfiguration efforts. New programs put in place within the Master Schedule for 2014-15 which included expanding the school day with bus transportation support.
4/8/14	Final Soldotna Schools Reconfiguration update including staffing changes. Tri-School In-service plan. Early Release discussion. ASAA Skyview Eligibility decision. Sports Complex update. New Bell Schedule and Bussing plan reviewed.	Final Master Schedule was approved. ASAA action put in place. New Bell Schedule approved.	Used staff feedback on Master Schedule and Bell schedule to make final decisions for the 2014-15 School year. ASAA information was shared with parents, students and community.
What data gives evidence to progress of meeting goal(s)? Dashboard Data, Accreditation Surveys of parents, students and staff.			
What other significant actions did the site council take to support District goal(s) during the year? Heavy focus on School Reconfiguration and the move to PLCs to strengthen over all Tri School Collaboration efforts with a focus on Instruction grades 7-12.			

**Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT**

Year: 2014-2015		School: Soldotna Elementary	
Site Council Goal(s): The goal of our Site Council was to improve communication and community involvement as well as develop ways to improve student experiences making them relevant and meaningful.			
District Goal(s) that was supported: Be clear on how it was supported and how students benefited. The district goal we supported was that of community and family engagement. The council members were often involved in the planning of our family and community nights and development of communication and recognition for our community partners.			
Communication: How was the community informed of goal(s), meetings and updated on progress? Through email, blog, and weekly newsletters.			
What actions were taken to achieve the site council goal(s)? Recognition of volunteers and community members in our lobby, surveys developed and shared addressing communication questions, newsletters moved from paper to electronic, discussion on use or non-use of telephone messaging system and for what purpose, support of			
What measures were used to determine that goal(s) were reached? Volunteered logged hours evaluated, numbers on community nights, number of surveys returned and responses, and teacher promotion and involvement of parent/community involvement.			
Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
10/1/2013	Reconfiguration, PTA development, Early release, and New Instructional Model to provide greater differentiation	Greater communication to parents in regard to early release, its purpose and achievement in moving our school forward.	Parent survey/District level
12/03/2013	Artist Grant, TV and iPad Purchase for lobby to showcase both community and student experiences, Attendance Goals, New Standards	Ensure state standards books go out parents and overview for teachers to share at conferences discussed. State link provided. Student	Continue to provide ongoing information into 2014-2015 school years to heighten community awareness. Survey at 2014/2015 open house to assess

		recognition for attendance	public knowledge on standards shift and evaluate what else needs to be done to promote greater understanding
2/04/2014	Attendance overview, School data review, impact of Block scheduling.	Attendance is increasing with recognition program, less tardies. Overall student feedback on block scheduling is positive and teachers are seeing good achievement at the 5/6 level.	Office sign in and Power school attendance data was used to evaluate attendance. Aimsweb data and Performance series demonstrates good growth at the 5 th /6 th grade level.
4/08/2014	Sarge Trusdell, 6 th grade to middle school discussion, Parking Lot, Future goals for 2014/2015	Parking lot funds, a major concern of our school population was approved by board. Goals for next year will include wellness for the council.	Community survey's demonstrated an immense concern over the parking and its safety. It has been an ongoing discussion. Because of the child obesity survey the concern for our student's health grows, and our council wants to examine ways we can promote healthy living to our parents.
5/1/2014	Yearly Overview, staffing, academic goal setting, data review.	This was a recap of the year as well as an introduction of a few changes in scheduling and continuation and expansion of our PBIS goals for the 2014/2015 school year.	Moving into classroom and buses with PBIS expectations. All students with the exception kindergarten will be eating in our gym/cafeteria area. We were granted another teacher this year and room and space was discussed based on current enrollment. Dates for next year's meeting were evaluated.
What data gives evidence to progress of meeting goal(s)? Surveys, Aimsweb, Performance Series, Volunteer Log, Community event log.			
What other significant actions did the site council take to support District goal(s) during the year? Support and evaluation of scheduling and data to increase academic excellence.			

**Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT**

Year: 2013-14	School: Soldotna Middle School
<p>Site Council Goal(s):</p> <ol style="list-style-type: none"> 1. Support school improvement goals as outlined in the 2013-14 SMS School Improvement Plan. <ol style="list-style-type: none"> a. Increase current 8th grade (cohort group) SBA Math scale scores from 362 to 375 by 13 points. Increase current 7th grade (cohort group) SBA Math scale scores from 6th grade entrance score of 364 to 8th grade exit score of 379 by 15 points. b. Increase current 8th grade (cohort group) SBA Writing scale scores from 374 to 385 by 11 points. Increase current 7th grade (cohort group) SBA Writing scale scores from 6th grade entrance score of 371 to 8th grade exit score of 386 by 15 points. c. Improve parent/community involvement at Soldotna Middle School to 50% of families represented and 300+ hours by creating opportunities and increasing communication. d. Improve student attendance to 96% e. Implement New Alaska State Standards through collaborative in-services with Skyview and Soldotna High School staffs and begin implementing them in their classrooms. 2. Promote the possibility of a Breakfast Program at SMS. Discussion brainstorming included Free and Reduced lunch program, Love Inc., Networked church groups and potential SMS Student Council involvement. 3. Support of a smooth transition of SMS students to their new location at Skyview. 4. Continue to work as a group to support the expansion of community exposure of our exploratory programs through communication, funds, volunteerism, and the use of student ambassadors. 	
<p>District Goal(s) that was supported: Be clear on how it was supported and how students benefited.</p> <p>Community and Family engagement—Soldotna Middle school made a strong commitment in 2013-14 to involve members of the community along with parent/guardians. We had over 845 volunteer hours this school year. That number is more than double any previous years total. Our second annual student art showcase was held on May 1st. This is an after school/evening opportunity for our students to showcase their exploratory projects, as well as to read their LA essays/poems.</p> <p>Organizational Excellence—We continue to work to become a more organized and efficient business. Our account balances are reviewed at every site council meeting, along with our current enrollment and our projected enrollment for future years. This review of our business allows our site council an opportunity to provide feedback to the principal about the organizational excellence of the school. Each and every year our student handbook is reviewed by our students, staff, and our site council.</p>	

<p>Changes/adaptions are made each year to fit the needs of our students/families. Communication is of the utmost importance is a highly organized school. We use multiple avenues for keeping our families and our community informed about what is happening at SMS (see below in communication).</p> <p>Academic Success—The Soldotna Middle School SBC reviews our SIP each year at our opening meeting and then designs their own goals with the purpose of supporting our school improvement plan as priority number one. SIP goals are reviewed at several meetings throughout the year and progress toward those goals is report by the principal. Student test scores in 2012-13 showed a significant increase in student achievement. This year we have been able to build on that plan from 2012-13 and add in additional measures to show that we are in fact improving student achievement. Progress monitoring data has been shared with our site council.</p>			
<p>Communication: How was the community informed of goal(s), meetings and updated on progress?</p> <p>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.</p>			
<p>What actions were taken to achieve the site council goal(s)?</p> <p>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 breakfast program began as a site council goal and progressed to feeding hundreds of Soldotna Middle School student each week for the entire second semester. The site council provided guidance through the transition to our new facility at Skyview Middle School. Increasing communication between the school and community is an ongoing SMS site council goal. Site council meeting dates and times are posted in Peninsula Clarion, PowerSchool bulletin, on school calendar, and on school blog. We also have been able to get our site council minutes turned around quickly and posted to our blog for the community to access.</p>			
<p>What measures were used to determine that goal(s) were reached?</p> <p>Parent/Student surveys SBA & performance series data Quarterly math and writing assessments Number of volunteer hours Number of parent/student contacts Parent teacher Conference attendance data</p>			
Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
9/16/13	Approval/review of by laws. Review Site Based Decision Making Process (KPBSD Manual). Selection of Chairperson and	Approval of bylaws Selection of site council chair & secretary	Reviewed 2012-13 site council goals & developed proposed 2013-14 goals. 2012-13 data used to

	secretary. Discuss and recommend goals for 2013-14. Review School Improvement Plan and District 5 year strategic plan. Introduced new teachers. Reviewed 710 and 100 account information. Reviewed 2013-14 Soldotna Middle school student enrollment. Student council update. Discussed Soldotna area reconfiguration, Soldotna advisory committee, and the relocation of Soldotna Middle School to the Skyview campus. Reviewed and approved the changes to the SMS masonic Student of the year selection process.		determine new goals.
10/14/13	Attendance committee meeting minutes were discussed with the site council. This committee was formed as part of our school improvement plan. High school reconfiguration was discussed. Reviewed 710 and 100 account information. Reviewed 2013-14 Soldotna Middle school student enrollment. Breakfast program logistics and timeline.	Approval of 2013-14 site council goals.	Attendance data from 2012-13 was used as well as 1 st quarter 2013-14 data. Data was used to form a list of students who need attendance intervention.
11/18/13	New science teacher introduced. School reconfiguration update based on school board action item (School name/colors). Key district communicators sent on the the district communications director. SIP and site council goal progress discussed. Reviewed 710 and 100 account information. Reviewed 2013-14 Soldotna Middle school student enrollment. 6 th grade initiative initiated by the site council. Student council fund raising update. Breakfast program, supplies, logistics finalized and set to begin on January 7 th .	6 th grade initiative timeline approved.	Student survey data, breakfast program data, account information, D.O. student enrollment data.
1/13/14	6 th and 7 th grade transition night to Skyview. 8 th grade celebration end of year change. Breakfast program first report. Skyview		Student survey data, breakfast program data, account information, D.O. student enrollment data.

	campus classroom/etc discussed. Reviewed 710 and 100 account information. Reviewed 2013-14 Soldotna Middle school student enrollment.		
4/21/14	Final site council meeting of the year. SIP & end of year report discussed. 2014-15 important dates including SBC proposed dates. Final enrollment data and 2014-15 enrollment projection. 2014-15 master schedule and new teachers. Skyview middle school student handbook approval. KPBSD parent handbook discussed, no additional recommendations made. 6 th grade conversation/proposal discussed as well as elementary site council visits. Final breakfast program and volunteer hours/stats presented. Farewell and thank you to departing site council team members.	Approval of student handbook	Student survey data, breakfast program data, account information, D.O. student enrollment data.
<p>What data gives evidence to progress of meeting goal(s)?</p> <p>Parent/Student surveys SBA & performance series data Quarterly math and writing assessments Number of volunteer hours Number of parent/student contacts Parent teacher Conference attendance data</p>			
<p>What other significant actions did the site council take to support District goal(s) during the year?</p> <p>The SMS SBC supported the attendance of 3 teachers and an administrator at the Solution Tree PLC summit in Phoenix, AZ. The council is fully behind the SMS PLC movement as we embed collaboration in everything we do. The SMS SBC also supported the intervention/responsiveness to individual student needs goal that was written into the SMS SIP. This goal falls right in line with the district 2013-14 goal of increasing student achievement through collaboration and meeting individual student needs.</p>			

Soldotna Montessori Governance Structure
End of Year Report
2013-2014

The Soldotna Montessori Academic Policy Committee Governance Structure Report replaces the Site Council Annual Evaluation Form. A request to make this change is submitted with this report.

According to state statute AS 14.03.250 - 14.03.290, (1) "academic policy committee" means the group designated to supervise the academic operation of a charter school and to ensure the fulfillment of the mission of a charter school;

Sec. 14.03.250.

c); the principal of the charter school shall be selected by the academic policy committee and [the principal] shall select, appoint, or otherwise supervise employees of the charter school; The APC is responsible for developing criteria for selecting the administrator and negotiating the contractual agreement with the administrator.

The SMCS Academic Policy Committee consists of 3 staff members and 5 parents elected by staff and parents. The APC meets on a regularly scheduled basis regarding the academic curriculum and maintaining fidelity to the school mission.

Minutes are taken and are available for review on our website and in our school office.

APC meeting dates, agendas and minutes are also posted on our school website and in our school hallway and office.

This year the APC focused on two primary concerns:

- Implementation of the new state standards in a Montessori Context with an emphasis on mathematics instruction
- Preparation for the hire of a new administrator at the end of the 2014-15 school year

Respectfully Submitted,

Mo Sanders
Principal
SMCS

**Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT**

Year: 2013-2014		School: Sterling Elementary	
Site Council Goal(s): The Goal for the Site Base Council was to improve the learning environment for all students.			
District Goal(s) that was supported: Be clear on how it was supported and how students benefited. The three focus areas of the KPBSD strategic plan were supported by the Sterling Site Council. The areas of academic success and ensuring that all students are academically successful. Data, staffing, early release and in-service agendas were discussed at Site Council meetings. Organizational focus was on safety: ensuring students were healthy and ready to learn, new fire alarm system, critical incidents, school nursing, and water issues. Community and family engagement is a priority at Sterling Elementary. Parents are encouraged to volunteer, visit and participate in all school activities.			
Communication: How was the community informed of goal(s), meetings and updated on progress? Agendas and minutes are posted quarterly. Information goes home in monthly newsletters.			
What actions were taken to achieve the site council goal(s)? Parents were surveyed in order to get input on early release times, dates, and issues. A staff/parent will organize the Healthy Futures program. The possibility of a 6-8 middle school in district was discussed. Parent input was gathered with regards to the standard referenced report card.			
What measures were used to determine that goal(s) were reached? The measurements used were final data from Healthy Futures, parent and teacher surveys, student assessment data.			
Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
11/25/14	New members appointed, current status of the reconfiguration of middle school and high school, Habitat Trail, school enrollment, full time principal, full time nurse, report card surveys, Title I report given, PBIS report	Dan Funk recommended that we take time and walk the Habitat Trail with students and snow club.	The Habitat Trail was a continuing project from last school year.
2/3/14	Building water issues (there had been a broken pipe in the heating system over Christmas and 2 classrooms were flooded), early release dates and agendas, AISLA	Parents will be surveyed for their thoughts on early release.	Classes and snow club have used the habitat trail.

	the principal attended, projected enrollment and budgets, Title I report was given, PBIS report		
3/24/14	Student enrollment, Kindergarten registration, Kinder-Fair, Testing, class configurations for next year, testing strategies and celebrating	Parents would like to see fewer multi-grade classes, continuation of PBIS,	Reviewed the results of the parents input on early release
4/29/14	6-8 middle school configuration discussion, school projected enrollment	None	Staffing, new principal hire
What data gives evidence to progress of meeting goal(s)? Student test scores on Spring SBAs showed an increase in the number of students proficient in Math, Reading and Writing over last year's scores. Of the Title I and Intervention students in Tier II intervention 86% met their spring benchmark goals and are no longer in need of Tier II interventions.			
What other significant actions did the site council take to support District goal(s) during the year? The recommendation for fewer multi-grade classes was taken to the I-team for use during the class configuration day. Due to the size of classes there is still a need for 3 multi-grade classes as compared to 7 this current year.			

**Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT**

Year: 2013-14 School: Susan B English			
Site Council Goal(s): Meet regularly to advise site administrator and be informed of district and school issues.			
District Goal(s) that was supported: Be clear on how it was supported and how students benefited. Community and student engagement			
Communication: How was the community informed of goal(s), meetings and updated on progress? Meeting dates and agendas were posted prior to meetings and emails were sent to school email list.			
What actions were taken to achieve the site council goal(s)? Regular meetings.			
What measures were used to determine that goal(s) were reached? We had 5 of 8 regular meetings			
Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
10/01/13	Schedule for the upcoming year, school priorities		
11/04/13	Disciplinary issues		
12/03/13	Amendments to the Student Handbook and consistent enforcement of rules		
2/11/14	District Surveys, KPI, Health curriculum		
4/15/14	School Activities and fund raising, new hires and scheduling for next year		
What data gives evidence to progress of meeting goal(s)? None			
What other significant actions did the site council take to support District goal(s) during the year? Assistance in hiring staff.			

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**Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT**

Site Council and of Yearbook Committee

Year: 2013-2014	School: Tebughna School		
<u>Site Council Goal(s):</u> Attendance; Reading Challenge; Positive Activities			
<u>District Goal(s) that was supported:</u> Be clear on how it was supported and how students benefited. The above three items were suggestions made by the parents attending the Site Based Council meetings. The certified staff conducted the activities with little to no support from parents.			
<u>Communication: How was the community informed of goal(s), meetings and updated on progress?</u> I send letters to parents on a monthly basis which includes a calendar of events. The secretary sends out an e-mail to all parents, NVT, and TNC the day of the event as a reminder. Assemblies are held every month to award student achievements (perfect attendance, student of the month, other awards for events held during the previous month).			
<u>What actions were taken to achieve the site council goal(s)?</u> Weekly and monthly attendance is posted in the hallway for everyone to view. Fun Friday activities/treats were incorporated to encourage attendance. Perfect attendance awards (certificate and \$5) are given to qualifying students each month. Those participating in the Reading Challenge were treated to ice cream with trimmings. (One parent helped with the toppings.)			
<u>What measures were used to determine that goal(s) were reached?</u> In the fall, the staff decided that we would try to reach 85% attendance each month. To date, we have met this goal only one month (January). Three students participated in the Reading Challenge and only one to four students have participated in the Fun Friday activities.			
Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
Sept. 3, 2013	Meeting cancelled ; only the staff members attended.	NA	NA
Oct. 1, 2013	Attendance; School Improvement Plan; Parent/Student Handbook (13 attended—5 were staff)	Parent/Student Handbook approved	
Nov. 5, 2013	Introduced new Title I teacher; Attendance—Bonnie Pierce; Site Council Handbook reviewed; Behavior discussed; New School Improvement Plan explained (9 attended—4 were staff)	Site Council Handbook changes	
Dec. 3, 2013	Cancelled—Staff only attended		

Site Council End of Year Report
Tebughna School
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Jan. 14, 2014	Enrollment; Introduced New Title I teacher (2 nd one) Discussion of meetings and non- attendance ; Reading Challenge; Behavior report for 1 st Semester. (8 attended—4 were staff)	No Site Based Council meetings in September and December next year.	1 st Semester behaviors compared to 1 st Semester behaviors from previous year.
Feb. 4, 2014	Reported results of Reading Challenge—3 participants received ice cream; Positive Activities include fun activities following SBAs. Possible suggestions for activities are teambuilding/spirit week/early dismissal??? (8 attended—4 were staff)		
Mar. 4, 2014	Discussion included the following items; positive incentives/student council/community support and assistance/ communication/chain of command/student complaints (9 attended—4 were staff) [April 8, 2014] Student Handbook revision suggestions for 2014-2015. Graduation discussion (6 attended—4 were staff) [May 6, 2014] Discussion of attendance; graduation; app available in the fall; School Improvement Process; Activity fee? Clubs—students to be surveyed; Confidentiality—words and approach. (8 attended—4 were staff members)		

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

The attendance data proves that we were not able to meet the goal of 85%. Comparing the behavior data from last year's first semester to this year's first semester showed that our behaviors have decreased. There has not been a Parent/Student Handbook relevant to Tebughna School. This was accomplished this fall.

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

No significant actions were taken. One survey commented on the need to find a way to involve more parents.

**Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT**

Year: 2013-14		School: Tustumena Elementary	
Site Council Goal(s):			
Support the needs of our school in all areas, but with a specific emphasis on the Schoolyard habitat project			
District Goal(s) that was supported: Be clear on how it was supported and how students benefited.			
<ul style="list-style-type: none"><i>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</i><i>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</i>			
Communication: How was the community informed of goal(s), meetings and updated on progress?			
<ul style="list-style-type: none"><i>Site council information is included in the weekly newsletters that are sent out electronically and through hardcopies to families that request paper copies. We also make paper copies available at our local post office. Additionally, our minutes are posted on our page of the district website.</i>			
What actions were taken to achieve the site council goal(s)?			
<ul style="list-style-type: none"><i>Partnerships were formed with area businesses and agencies to acquire materials and plans to continue work on three elements of the project, the nursery/garden, the ski trail, and the informational signs.</i>			
What measures were used to determine that goal(s) were reached?			
Physical evidence shows the garden/ and nursery is ready to be fences and then planted. The ski trail was used this year, and the informational signs are being scripted this summer. These signs will be erected in the fall.			
Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?
9/30/13	<ul style="list-style-type: none">Area schools reconfigurationSchool Yard Habitat (SYH) report-Reader board report	<ul style="list-style-type: none">InformationMoney from wood sales to go to SYHDecision- not to pursue reader board further- 8K price.	<ul style="list-style-type: none">Confirmed our school is feeder for reconfigurationConfirmed Borough permitted the sales of firewood could be used for improvement of SYH projectPrincipal received bids for reader board and it was agreed the cost made it prohibitive.
10/28/13	<ul style="list-style-type: none">SYH- Grants availableMoose Chase and Ski Race being organizedCommunity events by PTO- Turkey Bingo, Food drives	<ul style="list-style-type: none">Garden Club showed interestEagles showed interestPrincipal to prepare a project overview for agencies and clubs to use to determine	<ul style="list-style-type: none">Reviewed SYH elements to determine priorities as funds become availableSki Trail capable of a non-competitive skiing event- family and community focus

		support	
11/25/13	<ul style="list-style-type: none"> Applied for Garden Club grant to be used in SYH Applied for support from Eagles Club for SYH 	<ul style="list-style-type: none"> Principal to provide review material 	<ul style="list-style-type: none"> School asked by agencies to “filter” requests for food baskets for the holiday No meeting in December
1/27/14	<ul style="list-style-type: none"> Application rejected by Garden Club Donation received from Eagles Forensics plan presented Moose Chase and Ski Race canceled due to lack of snow 	<ul style="list-style-type: none"> Funds deposited into PTO account for SYH Building Tech Plan supported 	<ul style="list-style-type: none"> Moose Chase and Ski Race to be revisited for next year. Looking to make this an annual event. Forensics Date scheduled for February 28, 2015. Eagle’s donation to support signs, structure, and trail.
3/31/14	<ul style="list-style-type: none"> Shared Superintendent’s request about Key Performance Indicators (KPI) Staff Collaboration Update and feedback Selection for Leadership Academy 	<ul style="list-style-type: none"> Student participation in extra-curricular activities is recommended as KPI, including clubs, sports, etc. Positive feedback on communication about collaboration time Leadership Academy selected: Lisa Gossett, Dave Michael. 	<ul style="list-style-type: none"> Review sign possibilities. Still would like a road sign, but for now a lobby closed-circuit TV will run announcements and student/event pictures. Continue to seek community member that does not have a child in our school to serve on the site council. Advertised elections to be held for site council.
6/3/14	<ul style="list-style-type: none"> Elections held- Members remain with the addition of Diane Duncan as classified staff member, replacing Sue Todd. Review of end-of-year events Discussion around next year’s focus of Site Council 	<ul style="list-style-type: none"> 2014-15 Site Council focus will remain on improvements of the campus including the SYH. 	<ul style="list-style-type: none"> Will continue to search for a community member who will serve on the site team.

What data gives evidence to progress of meeting goal(s)?
Community partnerships continue.

Ski Trail is in use.

Funds available for improvement of SYH.

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

Site Council continues to support activities that improve communication and partnerships with the Kasilof community. Along with the Tustumena PTO, there has been an increase in the number of community events as well as the attendance at the events. The SYH will become a community resource for members of the community to use even when the school is not in session.

We continue to assess the possibility of an electronic road sign as this could be used to communicate with the community about school events as well as community news. The Funny River fire is a good example of how the sign could have been used to update our community in a real-time way.

**Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT**

Year: 2014 School: Voznesenka			
Site Council Goal(s): To provide support to students interested in participating in the Close Up program.			
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 Find research based evidence pertaining to hands on learning, etc.			
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 action that was taken was to approve an additional day in New York City for the Close Up trip. With the cost of travel, only two days planned in New York City, and a strong desire by the students to spend an additional day the Site Council felt the cost of the additional day was justified.			
What measures were used to determine that goal(s) were reached? With the goal being the support of the Close Up program, parent attendance at our Site Council meetings was used to determine that we were working towards meeting our goal.			
Meeting Dates	Major Topics discussed	Major Actions/Decisions during meeting	Prior Actions/Decisions reviewed – what evidence was used to determine impact of actions?

10-3-2013	PBIS implementation, School/District Goals, Early Release Days, New Certified Position		Reviewed dates for Close Up trip
11-7-13	2014-15 Calendar, PBIS, New Hire, Close Up,	Parents shared thoughts/concerns regarding the 2014-15 draft calendar	
3-5-14	KPBSD, performance indicators, SBA's, PBIS, Girls' Soccer, Youth Court	Wearing soccer uniforms instead of dresses was approved for soccer scrimmages.	
4-11-14	PBIS, Graduation, Staffing Changes, Marine Safety, Girls' soccer, Close Up, End of Year activities	Parent/Community help was solicited for helping with End of Year Activities	
<p>What data gives evidence to progress of meeting goal(s)? The success of the goal can be measured by the 13 students from Voznesenka School who participated in the Close Up program.</p>			
<p>What other significant actions did the site council take to support District goal(s) during the year?</p>			

**Kenai Peninsula Borough School District
SITE COUNCIL END OF YEAR REPORT**

Year: 2013-2014

School: West Homer Elementary School

Site Council Goal(s): West Homer's Site Council reviewed the school goals that were established in the 2013 Leadership Academy and agreed upon by building staff and adopted these goals as the Site Council Goals.

1. In 2013-2014 West Homer will conduct quarterly math assessments and establish a baseline for student performance. 2014-2015 math quarterly assessment scores will increase by 3% over the 2013-2014.
2. WHE will improve 2013-2014 student attendance by 1% over the 2012-2013 attendance rate of 93.22%.
3. Improve school climate, as measured by Nine Characteristics of High Performing Schools climate survey by 3%. 2012-2013 survey results indicate the following:
 - a. Parent survey: 54.83% of parents mostly agree or completely agree with the statement – Teachers give students extra help if it is needed.
 - b. Student Survey: 77% of students mostly agree or completely agree with the statement – The adults in my school show respect for me.

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

District Goals:

1. **Academic Success:** 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.
2. **Organizational Excellence:** 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. **Community and Family Engagement:** All KPBSD schools reach out to parents and communities to promote shared value and responsibility for the process of education.

West Homer:

1. West Homer's first goal, *"In 2013-2014 West Homer will conduct quarterly math assessments and establish a baseline for student performance. 2014-2015 math quarterly assessment scores will increase by 3% over the 2013-2014"*, was designed to measure student progress through the course of the school year and to provide a baseline to measure future academic progress. This goal is directly aligned with the district's first goal to create *Academic Success*. Additionally, it supports the District's *Organizational Excellence* goal to create a highly reliable, world-class organization that fosters a culture of innovation and it supports an infrastructure that promotes a fluid academic environment.
2. West Homer's second goal, *"improve 2013-2014 student attendance by 1% over the 2012-2013 attendance rate of 93.22%"*, supports all three of the district's goals. Students who attend school regularly have greater academic success (District Goal 1), help support an infrastructure that

promotes a fluid academic environment (District Goal 2), and to accomplish the goal we increased communication with families regarding the importance of regular attendance to school and how it is correlated with academic success (District Goal 3). In site council we reviewed this goal and brain stormed strategies to communicate the importance of regular attendance at school. As a result of this conversation the principal highlighted the importance of regular school attendance and how it correlated to academic success at Open house, WHE sent home attendance letters and increased the frequency of attendance phone calls home. The result was an increase in our attendance rate from 93.22% to 94.13%.

3. West Homer's third goal was twofold: *Improve school climate, as measured by Nine Characteristics of High Performing Schools climate survey by 3%. 2012-2013 survey results indicate the following:*
 - a. *Parent survey: 54.83% of parents mostly agree or completely agree with the statement – Teachers give students extra help if it is needed.*
 - b. *Student Survey: 77% of students mostly agree or completely agree with the statement – The adults in my school show respect for me.*

Sub-goal *a* directly supports district goals 1 and 3: 45.7 percent of West Homer parents did not think West Homer teachers gave students extra help if it is needed. It is important that teachers provide the necessary supports for student success and that parents know that classroom teachers are supporting their children. Additionally, our school needs to be responsive to our communities' perceptions of the school. The staff and our site council brain stormed interventions and improved our RTI process, provided in-service on differentiated instruction, WHE continued our Peer Coaching project and we increased information in our newsletters to better inform parents. West Homer's parent/community response to this question rose from 54.83% to 73.91%.

Sub-goal *b* directly supports district goal 3 and indirectly supports district goal 1: To have a supportive community we must first have everyone treated with respect. Additionally, if students do not feel as though they are respected then this impairs their ability to academically achieve. The staff and our site council discussed this topic at great length and one significant outcome was that West Homer has worked through the course of the school year to lay the groundwork to implement PBIS in the 2015-2016 school year. West Homer's student response to this question rose from 77% to 89.29%.

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)?

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

Meeting Dates	Major Topics discussed	Major Actions/Decisions	Prior Actions/Decisions reviewed – what
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		during meeting	evidence was used to determine impact of actions?
11/4/13	1. Reviewed school goals 2. Reviewed test schools and schools identification of Highest Performing and High Progress Schools 3. Review support of our active PTO and their generous purchase of new playground equipment. 4. First reading of bi-laws	1. Site Council elected to adopt the school's goals 2. Conversation about what actions and programs are in place to help students succeed.	1. It was the belief of the site Council that they were an extended part of the school team and thus they would support the school established goals. They felt that our academic success is evidence that the school is successfully engaging students in the learning process.
1/6/14	1. Review building and site council goals 2. Second reading of Bi-laws 3. WHE pilot of writing prompts 4. Security Cameras in the building	2. Bi-laws approved 3. Site council supports WHE writing prompt pilot 4. The site council very interested in security camera in the building and how they would be used. Supportive.	
3/17/14	1. Review building and site council goals 2. Staffing and class size projections 3. Attendance update and input for district committee	2. Concern about class sizes and how this will impact education.	2. Concern that in parent's experience that class sizes would be large and it would be hard to customize learning for individual students (Differentiation).
5/12/14	1. Review building and site council goals 2. Staffing - Staff turnover 3. Class size projections for next year 22-24 per classroom with splits at 3/4, 4/5, 5/6 4. Climate survey to roll out very soon 5. Attendance update and input for district committee 6. BP teachers of Excellence: Katie Bynagle and Barb Veeck – Barb Veeck BP Teacher of the Year.	2. Concern about class sizes and how this will impact education. Principal shared that student population would be reviewed again in the fall and adjusts may be made. 3. interest in if we made gains in our identified areas of concern.	3. Concern that in parent's experience that class sizes would be large and it would be hard to customize learning for individual students (Differentiation). 4. Prior year's climate survey.
What data gives evidence to progress of meeting goal(s)?			

SBA data remains strong with the exception of reading in 3rd grade, school wide attendance rate went up from 93.22% to 94.13% and perception surveys indicate increases in are identified areas of concern.

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 our efforts on the district's attendance policy, the school's Site Council Bi-Laws, school building security, climate surveys that indicate the perceptions of students and parents.

03/13