

Kenai Peninsula Borough School District Board of Education Meeting Agenda

August 2, 2004 – 7:00 p.m.
Regular Meeting

Borough Administration Building
148 N. Binkley, Soldotna, Alaska

SCHOOL BOARD MEMBERS:

Ms. Deborah Germano, President
Mrs. Sammy Crawford, Vice President
Dr. Nels Anderson, Clerk
Mrs. Margaret Gilman, Treasurer
Mrs. Debra Mullins
Ms. Sandra Wassilie
Mrs. Debbie Brown
Mr. Marty Anderson
Mrs. Sunni Hilts
Mr. Patrick Tilbury, Student Representative

Worksessions

2:00 p.m. [Budget Process Review](#) – *Structure*
2:30 p.m. [Cocurricular Process](#) – *Structure*
3:30 p.m. [Assessment Report](#) – *Accountability*
5:00 p.m. [Physical Education Curriculum](#) –
Structure

A-G-E-N-D-A

1. Opening Activities

- a. Call to Order
- b. Pledge of Allegiance/National Anthem/Alaska Flag Song
- c. Roll Call
- d. Approval of Agenda
- e. Approval of Minutes/ [July 12, 2004](#)

2. Awards and Presentations

3. School Reports

4. **Public Presentations** (Items not on agenda, 3 minutes per speaker, 30 minutes aggregate)

5. Hearing of Delegations

6. Communications and Petitions

7. Advisory Committee, Site Councils and/or P.T.A., K.P.A.A., K.P.E.A., K.P.E.S.A., Borough Assembly

8. Superintendent's Report – *Accountability*

- a. [Superintendent's Annual Report](#)

9. Reports – *Accountability*

- a. Board Reports

10. Action Items

- a. Consent Agenda

- (1) Approval of [Administrator Appointment](#) - *Structure*
- (2) Approval of [New Teacher Assignments](#) - *Structure*
- (3) Approval of [Nontenure Teachers for Tenure](#) - *Structure*
- (4) Approval of [Nontenure Teacher Assignments](#) - *Structure*
- (5) Approval of [Resignation](#) - *Structure*
- (6) Approval of [BP 4119.12, Harassment and BP 5137, Positive School Climate](#) - *Structure*

Administrative Services

- b. Approval of [Nontenure Teaching Assignment](#) - *Structure*

Superintendent

- c. Approval of [KPBSD Superintendent Contract](#) - *Structure*

11. First Reading of Policy Revisions

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

13. Board Comments

14. Executive Session

15. Adjourn

* * * * *

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

Finance

Melody Douglas, Chief Financial Officer

148 North Binkley Street Soldotna, Alaska 99669-7553

Phone (907) 714-8888 Fax (907) 262-9645

Kenai Peninsula Borough School District**MEMORANDUM**

July 27, 2004

TO: Board of Education

FROM: Melody Douglas, CFO

SUBJECT: Public Budget Review Process – FY06

The work-session on July 12, 2004 provided additional information to administration regarding changes to the District budget process. The following process is recommended this year. It is expected this process will be reviewed for modification as appropriate at the end of the year.

September

- Develop Citizen Budget Handbook (draft Table of Contents attached)
- Establish a Budget Review Committee:
 - School Site Council appointees
 - Chamber of Commerce appointees
 - Interested members of the public
 - Board appointees
 - Assembly appointees
 - Employee group appointees

October

- Departmental presentations to Budget Review Committee
- Develop an understanding of the District's budget and budget development process
- Conduct budget input hearings
 - Current Funding Issues
 - Discuss framework of conceptual possibilities to improve the budget situation – develop sub-groups facilitated by volunteer of sub-group (instruction, instructional support, support services, and general administration)
 - Develop recommendations for superintendent's review

<u>November</u>	- Administrative review of committee recommendations - Enrollment and Staffing Projections presented to Board
<u>December</u>	- Develop administrative Preliminary Budget recommendation - Prepare status report of Budget Review Committee recommendations
<u>January</u>	- Preliminary Budget presented to Budget Review Committee - Preliminary Budget presented to Board of Education - Public Hearings: Homer, Seward and Central Peninsula
<u>February</u>	- Board of Education budget work-session - Joint budget work-session with Board and Assembly
<u>March</u>	- FY06 Draft Budget presented to Board of Education
<u>April</u>	- Board of Education approval of FY06 Budget - KPB Assembly acts on Budget Resolution
<u>May</u>	- KPB Assembly introduces Budget Ordinance
<u>June</u>	- KPB Assembly acts on Budget Ordinance

BUDGET REVIEW COMMITTEE HANDBOOK

TABLE OF CONTENTS

INTRODUCTION

GUIDELINES FOR BUDGET REVIEW COMMITTEE

BUDGET PROCESS

INCOME SOURCES

BUDGETED EXPENDITURES

APPENDIX (as appropriate)

KPBSD Budget Development Calendar
2005-2006

September 2004						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

15th - Deadline for Budget Review Committee Applications

October 2004						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

1st - Enrollment Projection Deadline
7th/8th - Budget Review Committee Meets
15th - Preparation of FY06 Enrollment Projections
28th/29th - Budget Review Committee Meets

November 2004						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

15th - Enrollment and Staffing Projection Report

December 2004						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

1st - Site Budget Information Due to Central Office
13th - Senior Management Conducts Preliminary Budget Preview

January 2005						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15

4th - Preliminary Budget Presentation to Budget Review Committee
10th - School Board Meeting-Work Session to Review Preliminary Budget
19th - Public Hearing for Central Peninsula, KCHS Little Theater, 7:00 p.m.
20th - Public Hearing in Seward-Seward High Auditorium, 7:00 p.m.

16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

24th - Public Hearing in Homer, Homer High Library, 7:00 p.m.

February 2005						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

7th - School Board Meeting - Budget Work Session
 *8th - Joint Work Session with Board and Borough Assembly, 10:00 a.m.

March 2005						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

7th - School Board Meeting-Presentation of Budget-Homer

April 2005						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

4th - School Board Meeting-Budget Approval**
 *5th - KPBSD Budget Information to Borough Assembly***
 *12th - Borough Assembly Resolution

May 2005						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

*3rd - Ordinance Introduced at Borough Assembly***

June 2005						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

*7th - Borough Assembly Ordinance Vote

*All dates referring to Borough Assembly meetings are subject to change.

**Provide KPB Finance with a copy of budget memo when Board packet is released to use in preparing Assembly resolution.

***Normal Borough packet deadline is 12 days prior to actual Assembly meeting. A minimum of 25 days is mandatory between the introduction of an ordinance and the time action is taken on it.

Alaska Statute Sec. 14.14.060. Relationship between the borough school district and borough; finances and buildings. (c) Except as otherwise provided by municipal ordinance, the borough school board shall submit the school budget for the following school year to the borough assembly by May 1 for approval of the total amount. Within 30 days after receipt of the budget, the assembly shall determine the total amount of money to be made available from local sources for school purposes and shall furnish the school board with a statement of the sum to be made available. If the assembly does not, within 30 days, furnish the school board with a statement of the sum to be made available, the amount requested in the budget is automatically approved. Except as otherwise provided by municipal ordinance, by June 30, the assembly shall appropriate the amount to be made available from local sources from money available for the purpose.

Assistant Superintendent

Guy Fisher

148 North Binkley Street Soldotna, Alaska 99669

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

Email gfisher@kpbsd.k12.ak.us

Kenai Peninsula Borough School District

July 14, 2004

TO: Board of Education

FROM: Guy Fisher, Assistant Superintendent 

SUBJECT: Co-Curricular Task Force
(2004-05 Board Goal #9)

The purpose of this memo is to overview for the Board of Education a proposed procedure for bringing to fruition Board Goal #9 for the 2004-05 school year. It is anticipated that, at the work session on August 2nd, the Board will adjust/amend/leave as is this proposed process so that it is reflective of the Board's intent on this matter.

School Board Goal #9 for the 2004-05 school year states: "Organize the Co-Curricular Task Force to study issues, with recommendations to be brought to the Board by December 1, 2004."

The report to the Board will be comprised of three parts:

Part A Background on the District's co-curricular program from 1994 to 2004. This background information will include expenditures in the areas of activities, transportation costs, participation numbers, gender equity and other miscellaneous expenses relevant to the School Co-Curricular Program. A brief synopsis of the past two funding/co-curricular studies conducted by central administration will be included.

Part B A task force of individuals will be established to gather information on the topic of school co-curricular activities. It is suggested that this task force be comprised of:

1. Borough mayor or designee

2. Representative from Kenai Peninsula School Activities Association
3. Student representative to School Board
4. State Board of Education member
5. A site school administrator
6. A Borough Assembly member
7. A State Legislative member
8. A School Board member
9. A Chamber of Commerce representative
10. A Central Office representative
11. A representative from the minority community
12. A non-school district athletic organizational representative

Selection of the Task Force members would be by request. Should more than one individual from an identified category wish to serve on the Task Force, the School Board member and Central Office representative would make the determination. Every effort will be made to keep the Task Force geographically balanced.

Task Force
Page 2

Members for the Task Force would be contacted in August. The Task Force would hold three information gathering meetings in September/October. The meetings would be open to the public and be located in 1) Kenai, 2) Seward, and 3) Homer.

At the meetings, the public will be asked to comment on:

1. Should the school system offer activities to the students?
2. If the answer is yes, what activities should be offered?
3. How should identified activities be funded?

Also, each community, as well as all residents of the Kenai Peninsula Borough, will be given the opportunity to complete a survey that will be available at the meeting and/or at the high schools, and online. All school system principals will be asked to provide Site Council members with the survey.

Part C The Task Force, following the gathering of information, will meet and prepare a recommendation/report to give to the School Board to consider by December 1, 2004.

The Task Force's report and subsequent Board action should establish philosophical and operational guidelines for the Board and School District to follow for a period of 10 years. A review of the Program would occur five years into the ten year period. It is hoped that this established time frame on the topic of co-curricular activities will help ease the emotional strain on the community and allow for orderly planning of programs and family/community concerns on this topic.



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Kenai Peninsula Borough School District

Curriculum & Assessment

Paula Christensen, Director, Elementary Education

Glenn Haupt, Director, Secondary Education

148 Binkley Street Seldotna, Alaska 99669-7553

Phone (907) 262-9805 Fax (907) 262-6354

Physical Education



Kenai Peninsula Borough School District Board of Education Meeting Minutes

July 12, 2004 - 7:00 p.m.
Regular Meeting

Borough Administration Building
148 N. Binkley, Soldotna, Alaska

SCHOOL BOARD MEMBERS:

Ms. Deborah Germano, President
Mrs. Sammy Crawford, Vice President
Dr. Nels Anderson, Clerk
Mrs. Margaret Gilman, Treasurer
Mrs. Debra Mullins
Ms. Sandra Wassilie
Mrs. Debbie Brown
Mr. Marty Anderson
Mrs. Sunni Hilts
Mr. Patrick Tilbury, Student Representative

STAFF PRESENT:

Dr. Donna Peterson, Superintendent of Schools
Mrs. Melody Douglas, Chief Financial Officer
Mr. Sam Stewart, Assistant Superintendent
Mr. Guy Fisher, Assistant Superintendent

OTHERS PRESENT:

Mr. Kurt Olson
Mrs. LaDawn Druce
Ms. Marcia Beachamp
Miss Jenni Dillon
Mr. Jim White

Others present not identified.

CALL TO ORDER:

(6:59:29 PM)

Ms. Germano called the meeting to order at 6:59 p.m.

PLEDGE OF ALLEGIANCE:

(6:59:29 PM)

Ms. Germano invited those present to participate in the Pledge of Allegiance.

ROLL CALL:

(7:00:00 PM)

Mrs. Sammy Crawford	Present
Ms. Deborah Germano	Present
Mrs. Margaret Gilman	Present
Mrs. Debra Mullins	Present
Dr. Nels Anderson	Present
Ms. Sandra Wassilie	Present
Mrs. Debbie Brown	Present
Mr. Marty Anderson	Present
Mrs. Sunni Hilts	Present
Mr. Patrick Tilbury	Absent/Excused

APPROVAL OF AGENDA:

(7:00:24 PM)

The agenda was approved with a revision to Number 10a.(4), Approval of 2004-2005 Board Goals and the removal of Number 10a.(5), Approval of Revisions to AR 5141.4 (Child Abuse and Neglect).

APPROVAL OF MINUTES:

(7:00:51 PM)

The School Board Minutes of June 7, 2004, were approved as printed.

APPROVAL OF MINUTES:

(continued)

Dr. Anderson asked that the tape be reviewed for remarks made during Board Comments. He stated that he was unsure whether he stated that he did not regret the passage of the contract and added that his position has been that the contract is fair to the teachers but a disaster for the students. He asked for a correction in the minutes to reflect his intent.

The minutes were unanimously approved.

COMMUNICATIONS AND PETITIONS:

(7:02:49 PM)

Dr. Peterson noted that the District has received state approval on the Technology Plan and thanked Mr. Jim white and the Instructional Team for their work on the Plan. She explained that the Plan is an in-depth process required for federal E-rate funding and state acknowledgement of the District's plans in the area of technology.

SUPERINTENDENT'S REPORT:

(7:03:41 PM)

Dr. Peterson reported on ongoing summer construction projects throughout the District. She noted that District Office staff is working on the completion of various state and federal year-end reports and grants writing projects.

Dr. Peterson presented site council evaluation reports from each school and noted that the administration provides site council training to site council members and school administrators. She announced that the planning process has begun for two upcoming trainings for the 2004-2005 school year.

Mrs. Brown asked whether organizations pay to use school grounds (for example, the recent dog show at Skyview High School). Dr. Peterson replied that organizations who are only using the school grounds are not required to pay a fee but are expected to clean up at the conclusion of each event. Dr. Peterson noted that portable restrooms were available for the dog show. Mrs. Brown confirmed with Mrs. Douglas that money collected for use of school facilities is deposited into the pupil activity fund.

Financial Report:

(7:06:33 PM)

Mrs. Douglas presented the financial report of the District for the period ending May 31, 2004.

Mrs. Douglas explained that in October or November she will provide a comprehensive financial report for June and that no further reports will be given for FY04.

Budget transfer Report:

(7:07:40 PM)

Mrs. Douglas reported on budget transfers Numbers 271 through 653 for various schools and departments within the District.

Mrs. Crawford confirmed with Mrs. Douglas that Budget Transfer Number 614 for \$75,000 for grievances and arbitration was in addition to the amount already budgeted. Mrs. Douglas stated that expenditures from the legal fund account is significantly higher than in the past and is due to arbitrations, grievances and a costly employee termination.

Budget transfer Report:
(continued)

Mrs. Brown asked for an explanation of the cost of \$20,750 for the maintenance agreement for ethernet switches. Mr. White explained that in 2000 the District purchased approximately \$400,000 worth of ethernet switches which are used to handle the District's network traffic. He reported that the money used to purchase the switches came from E-rate funds and Alaska Science and Technology Foundation funds. He stated that the \$20,750 budget transfer covers the cost of hardware, downloaded firmware, and software maintenance for ethernet switches. He noted that 20 of the switches are specialized and quite expensive to maintain. He stated that the maintenance agreement covers a sizeable amount of equipment.

BOARD REPORTS:
(7:07:40 PM)

Ms. Wassilie reported that she and Mrs. Gilman attended the June 25 Spring Creek graduation. She explained that the students were graduates of the youth offender program, general education diplomas and Alaska Vocational Technical Center. She reported that the student speeches reflected their appreciation of the opportunity for a second chance at an education and graduation.

CONSENT AGENDA:
(7:13:47 PM)

Approval of Budget Transfer Requests, 2004-2005 Annual Agenda Guideline, Substitute and Temporary Pay Schedule, 2004-2005 Board Goals, New Teacher Assignments, Nontenure Teacher Assignments, Nontenure Teachers for Tenure, Resignation, and Leave of Absence-Support.

Budget Transfer Requests:

Mrs. Douglas recommended the Board approve budget transfers Number 529 for \$13,186 to pay salaries for summer school Special Ed Aides; Number 563 for \$37,500 to pay for the Montessori Charter School administrator's salary; Number 580 for \$14,371 to pay for the Aurora Borealis Charter School employee health care benefits; Number 575 for \$31,000 to pay for software for the IP phone system and software for printing the payroll checks on a laser printer; Number 601 for \$12,300 for emoluments and \$16,651 for travel costs for the implementation of the student information system; Numbers 644 and 645 for \$11,700 and \$20,750, respectively, for purchase of site licenses for the network server and to pay for the yearly maintenance agreement on Ethernet switches installed districtwide; and Numbers 614 for \$75,000 and Number 646 for \$32,000 and \$11,000 as well as other transfers under the \$10,000 limit to pay for legal costs for labor relations activities such as grievances and arbitrations.

2004-2005 Annual Agenda Guideline:

Dr. Peterson recommended the Board approve the 2004-2005 Annual Agenda Guideline.

Substitute and Temporary Pay Schedule:

Mr. Fisher recommended the Board approve the pay schedule for substitutes and temporary employees for the 2004-2005 school year.

2004-2005 Board Goals:

Dr. Peterson presented nine goals in the areas of instruction, communication, efficiency, and cocurricular for accomplishment during the 2004-2005 school year as a result of the Board's June 8 planning session.

New Teacher Assignments:

Mr. Fisher recommended the Board approve teacher assignments for the 2004-2005 school year for Jason Bickling, Grades 6-10 generalist at Port Graham School; Teresa N. Bickling, K-4 teacher at Port Graham School; Lucinda Holland, special education/ resource teacher at Sears Elementary; Michael T. Audette, music teacher at Sterling/Tustumena; Neil C. Denny, (temporary) teacher, special education/emotionally handicapped at West Homer Elementary.

Nontenure Teacher Assignments:

Mr. Fisher recommended the Board approve tentative nontenure teacher assignments for Deborah Harris, art specialist, Districtwide; Suzanne Haines, teacher-gifted, Homer Area; Janet Szajkowski, .50 FTE teacher, Homer area Connections Program; Agusta Lind, teacher-gifted, Seward area; Suzanne Bishop, teacher, Grades 7-8, Kachemak-Selo School; Christine Faber, (temporary) Title I teacher, Kachemak Selo School; Karl Kircher, Grade 2/3 teacher, Kaleidoscope Charter School; Dawn Brighton, .75 FTE language arts-yearbook, Kenai Central High; Andrea Cacek, teacher, High School art/photography, Kenai Central High; Vicki Hollingsworth, (temporary) Grade 6 teacher/language arts, Kenai Middle School; Geoffrey Glover, Grades 3-6 teacher, Nanwalek Elementary/High; Ned Clooten, science teacher, Nikiski Middle/High; Lisa Rolph, (.50 FTE temporary/.50 FTE permanent) Grade 4 Teacher, Redoubt Elementary; Christy Mulyca, business/technology education, Seward High School; Karlene D. Meyers, (.50 FTE temporary/.50 FTE permanent), Grade 6, Soldotna Elementary; and Tania Patiro, Grades 6-12 teacher science/generalist, Voznesenka.

Nontenure Teachers for Tenure:

Mr. Fisher recommended the Board approve Don Drury, Linda Hampson, Sandra Hudson, Ed Frink, Cindy Hurst, Daniel Krier, Erin Southwik, Christopher Lau, Krista Etwiler, tentative nontenured teachers, for tenure.

Resignation:

Mr. Fisher recommended the Board approve a resignation effective at the end of the 2003-2004 school year for Karen Davis, librarian, Seward Middle/High.

Leave of Absence-Support:

Mr. Fisher recommended the Board approve an unpaid leave of absence request for the 2004-2005 school year for Susan Evanson, Records Clerk, Federal Programs/Grants.

MOTION

Mrs. Crawford moved the Board approve Consent Agenda Items Numbers 1 through 4 (with Number 4 revised) and 6 through 10. Mrs. Mullins seconded.

Motion carried unanimously.

FIRST READING OF POLICY

REVISIONS:

(7:14:56 PM)

The Board heard a first reading of revisions to BP 4119.12, Harassment and BP 5137, Positive School Climate. Mr. Stewart noted that the revisions have been reviewed by legal counsel.

BOARD COMMENTS:

(7:15:46 PM)

Mrs. Hilts commented that she has not received much email which indicates that the business of the District is running smoothly. She noted that school will begin soon.

BOARD COMMENTS:

(continued)

Mrs. Brown asked if direction was given to the administration by the Board at the June 7 meeting to provide them with a proposed plan for use of the 8.0 FTE provided for in the Board-approved Germano amendment to the FY05 budget. Dr. Peterson replied that the administration did not bring back a plan to the Board, instead, the administration proceeded with information that was provided at the June 7 worksession and discussions during the Board meeting. Dr. Peterson noted that the administration will provide a full report in August of how unallocated staff will be assigned. She reported that problems at the middle schools, high schools and high schools that offer advanced placement courses were addressed. Mrs. Brown confirmed with Dr. Peterson that a report will be made to the Board rather than a plan for approval. She stated that the Board directed the administration to proceed with plans regarding elementary staffing and to expand to middle schools, high schools and small schools (information was provided at the June 7 worksession). Mrs. Brown stated she was pleased with the outcome of the issue of weighted grades and added that it is in the best interest of students to encourage high standards. She thanked those who sent cards and extended congratulations on her recent marriage.

Mrs. Gilman reported that she attended the Spring Creek graduation ceremony and added that the student comments were some of the most meaningful words about the value of education that she has ever heard. She stated that although she is frustrated over the amount of resources spent on Spring Creek School, it makes an enormous difference in the lives of the inmates and the communities that will be impacted when they are released. She stated that the District should be commended for being the only one in the United States to provide such an education for youth offenders. She thanked Dr. Peterson for the Site Council Evaluation Report and observed that many elementary schools are starting after-school or lunchtime clubs revolving around running, race walking or some other type of exercise. Mrs. Gilman added that she is not yet ready for school to begin.

Mrs. Crawford stated that the worksessions regarding the Superintendent's Evaluation and 2004-2005 Board Goals were extremely valuable. She welcomed Mr. Fisher, and thanked the administration for the Site Council Evaluation Report and the

Technology Plan. She commented that it is nice to see the school ground camper hosts at the schools and noted that the District is taking quite a proactive role in preventing vandalism.

Mrs. Mullins welcomed Mr. Fisher to the Kenai Peninsula and added that the Board is looking forward to working with him.

Mr. Anderson stated that he enjoyed working on the long-term goals. He thanked Dr. Peterson and Dr. Whiteley for facilitating the planning session and compiling the results. He commented that it is nice to see the school ground camper hosts at the Sterling Elementary School and added that the hosts were kind and introduced themselves.

BOARD COMMENTS:

(continued)

Ms. Wassilie stated that she was very impressed by the Site Council Evaluation Report, and noted that the reports are informative and reflect the diversity of each of the schools. She stated that she was struck by the number of fund raising efforts mentioned in the reports, and the number of site council members who are volunteering in the schools and extending the District's depleted resources. She stated that it is heartwarming to see the number of community members who are trying to understand the assessment information and assist with the No Child Left Behind Act's Adequate Yearly Progress requirement. She observed that some councils are struggling with their role and yet other councils have a strong sense of direction. She reported that a suggestion was made to web cast Board meetings and to organize a meeting with other site councils and the School Board as a way to improve communication. She suggested that site councils be involved in the budget process. She asked for an excused absence for the August 2 meeting.

ADJOURN:

(7:28:09 PM)

At 7:28 p.m., Mrs. Crawford moved the School Board Meeting be adjourned. Mrs. Mullins seconded.

Motion carried unanimously.

Respectfully submitted,

Ms. Deborah Germano, President

Dr. Nels Anderson, Clerk

The Minutes of July 12, 2004,
have not been approved as of
July 14, 2004.

The Kenai Peninsula

The Kenai Peninsula Borough lies directly south of Anchorage, Alaska's principal population center, and is home to the Kenai Peninsula Borough School District.

The waters of the Gulf of Alaska and Prince William Sound border the Borough on the south and east with the Alaska Mountain Range rimming the Borough to the west. The boundaries of the Borough and School District encompass a total of 25,600 square miles. In comparison, the geographical area of the Kenai Peninsula Borough equals that of Massachusetts and New Jersey combined and yet the borough population is less than 1/400th of that same area.

Year-round recreational opportunities abound on the Kenai Peninsula; fishing, sightseeing, hiking, snow machining and cross-country ski trails are just a sampling of the outdoor recreation that is readily accessible for the outdoor enthusiast.

The Peninsula has one of the state's most diverse economies; major industries include oil and gas, commercial fishing, and tourism. The oil and gas industry accounts for approximately one-third of the Borough's labor force. ▼



Mission Statement

The mission of the Kenai Peninsula Borough School District, in partnership with the richly diverse communities, is to develop creative, productive learners who demonstrate the skills, knowledge, and attitudes to meet life's challenges, by providing stimulating, integrated learning opportunities in a safe, supportive environment. ▼

"People by and large are interested in finding solutions to challenges rather than turning away, because to turn away is to turn away from children."

Achievement Profile

TERRANOVA ▼

Alaska has adopted the TerraNova (CAT 6) to measure student achievement in grades 4, 5, 7, and 9. The TerraNova is a comprehensive norm-referenced test offering multiple measures of student achievement. The chart below compares how KPBSD students compared with students statewide.

	2003 READING		2004 READING		2003 LANGUAGE		2004 LANGUAGE		2003 MATHEMATICS		2004 MATHEMATICS	
	Alaska	KPBSD	Alaska	KPBSD	Alaska	KPBSD	Alaska	KPBSD	Alaska	KPBSD	Alaska	KPBSD
Grade 4	53	59	62	53	56	59	50	57	60			
Grade 5	54	60	62	53	56	58	50	52	54			
Grade 7	56	63	63	55	60	60	57	60	63			
Grade 9	59	64	66	58	63	63	60	65	63			

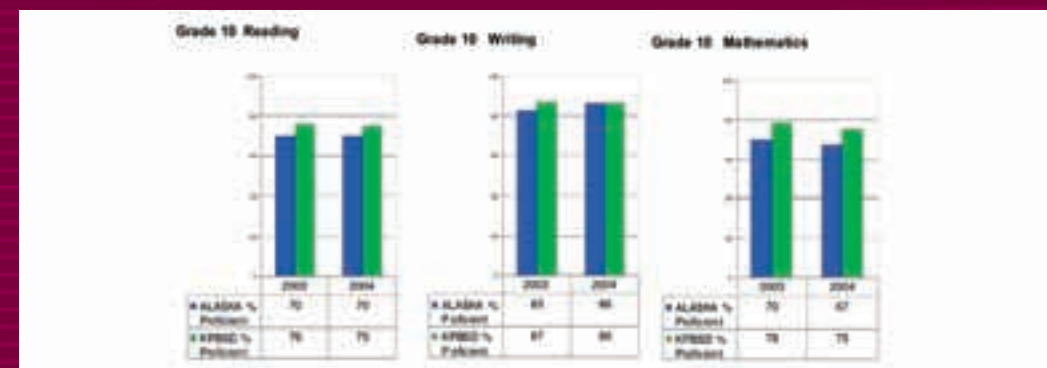
ALASKA BENCHMARK TESTS ▼

Alaska measures student proficiency in Reading, Writing and Math with the Alaska Benchmark Tests which are administered in grades 3, 6, and 8. The following charts compare the percent of students scoring proficient or advanced proficient at the state and district levels.

2003 KPBSD			2003 ALASKA			2004 KPBSD			2004 ALASKA		
Grade	Reading	Writing	Math	Grade	Reading	Writing	Math	Grade	Reading	Writing	Math
3	83	66	79	3	74	60	72	3	N/A	N/A	N/A
6	76	79	71	6	70	75	64	6	N/A	N/A	N/A
8	68	68	66	8	58	74	54	8	N/A	N/A	N/A

HIGH SCHOOL GRADUATION QUALIFYING EXAM ▼

Each section of the High School Graduation Qualifying Exam must be passed by students graduating after February 15, 2004. Students have their first opportunity to take the exams during the spring of their sophomore year and two additional opportunities each year following. The results below are for sophomores only and compare state and district pass rates.



This brochure is provided by the Kenai Peninsula Borough School District
148 N. Binkley St., Soldotna, AK 99669 • 907-714-8888 • www.kpbsd.k12.ak.us



Donna Peterson, ED, D,
Superintendent of Schools

This has been an amazing year! When reflecting on the highlights of the year, I realized that we have attained much more than the goals which the school board outlined for 2003-04. Specifically, our work with the legislature resulted in increased funding of a magnitude not seen in years. This represents, in my opinion, a rededication to education as a priority for the public. Our standards are higher, our goals and expectations loftier, and we continue to provide a world-class education.

Funding concerns for several years have forced us to look for new ways of doing business. The constant reexamination of our efforts and refocusing of priorities have resulted in changes that increase academic success for all students.

KPBSD has begun preparation for the No Child Left Behind Act; our proactive stance has received national attention. Donna Foxley, a representative from the US Department of Education, shadowed school district activities for three days this spring. Ms. Foxley visited schools, talked with local community members and reviewed school district policies and procedures. Following her school visits and public meetings, an editorial in the Peninsula Clarion included the following quote, "... it's time to give all those involved in the operation of the school district a round of applause and an A+ for their efforts... The successes of peninsula students and the achievements of peninsula teachers and administrators are well documented... Good things are happening here."

Throughout the year many students and staff members have received recognition for their outstanding academic and leadership achievements. Our student athletes and coaches have once again been recognized as top regional and statewide contenders.

One of the best ways to reflect on what has been accomplished this school year is to view the year from "the outside looking in." Ms. Foxley's comments relating to her visit and discoveries are featured in this report.

As you peruse this report, I believe that you will find, just as I have, that the KPBSD continues to Educate the Peninsula in exciting, innovative, and effective ways. ▼

On the Horizon

CLASSROOM WALK-THROUGH – Classroom Walk-Through (CWT) training will give administrators the skills to analyze teaching and learning through frequent, but brief, informal classroom visits as well as the skills to encourage teachers to participate in reflective thinking. District administration will receive training in the CWT model during the 2004-05 school year. When principals make classroom observations for the purpose of providing feedback, it is important that they know what to look for as they examine the teaching and learning process... Based upon achievement data, what should be taught? How should it be taught? Are students engaged and on task? How can identified challenges be communicated to the teacher in a way that encourages self-evaluation and growth as a professional? Principals will be trained to collect and analyze information and conduct a reflective conversation with the classroom teacher. ▼

INTERVENTION – In August 2004, a team composed of school psychologists will start training elementary schools in an intervention approach called the Response-to-Intervention Model (RTI). By December, five elementary schools will have received training in this approach. They will join two other elementary schools that have participated in a year-long piloting of the program. The RTI model uses existing district assessment data to identify students who are learning at a slower rate than their peers, assists teachers in identifying strategies to assist these students, and then provides a format for helping teachers determine if the approach is successful. The RTI model is a federally approved process for determining eligibility for special education for some disability areas. ▼

"What I hear here is, 'This is it, now let's find a solution.'"

2003-2004
KENAI PENINSULA BOROUGH SCHOOL DISTRICT

The Educational Program



At the base of the Kenai Peninsula Borough School District's exceptional academic program is the six-year curriculum revision cycle. During the 2003-2004 school year, the newly revised science and fine arts curricula, as well as newly adopted science textbooks, were implemented. A one-year Science Teacher on Special Assignment provided professional development for all science teachers in the district, as outlined in the KPBSD Professional Development Plan.

Also, in 2003-2004, the mathematics and world language curricula were revised, by committee, and aligned to both Alaska State Standards as well as the state mandated assessments. The committees analyzed mathematics and world language textbook and material needs. Following the curriculum adoption in 2004-2005, professional development will be provided for all mathematics teachers in the district.

Our Long Range Plan stresses Early Literacy skills at grades K-2, and assessment of progress in reading fluency begins with testing (DIBELS) in the fall of the kindergarten year and continues on a regular basis throughout the primary grades. Based on this assessment, intervention and remediation is offered through Title I programs as well as Special Services.

The Pupil Services Department offers a variety of services to the students in our district with unique needs. These services include programs for gifted and talented students, nursing services, services for students with disabilities who qualify for accommodations under Section 504 of the Rehabilitation Act, and services for students who qualify for special education under the Individuals with Disabilities Act. Services include supports in the regular classroom, resource room, or self-contained environments. Also, related services and speech and language services are provided to students based on identified needs. The need for services is determined in consultation with a student's parents and identified in a plan of services (Student Learning Plan, IEP, or 504 Plan).

For those students in need of remediation, as identified by district test scores in the Terra Nova (grades 4, 5, 7, 9) and the Alaska State Benchmark Exams (grades 3, 6, 8), as well as the High School Graduation Qualifying Exam (first given in grade 10 with multiple follow-up opportunities), a district sponsored summer school for grades K-12 is available in multiple locations throughout the district. Both reading and math skills are emphasized, and extensive pre and post testing offers data which is used to assess both the program and our students in order to determine the best possible intervention strategies to bring all students to the level needed to meet all benchmarks set by the State and District.

Each school sets instructional goals based on the individual assessment data of that school. During the school year, specific inservice programs are planned at the school site level which address the goals and have as their outcome an increase in student achievement. ▼

of special note...

Technology

The district placed 300 computers in schools in what is now the fourth year of the technology plan implementation. Another 300 computers are on schedule to be replaced during the summer of 2004. The district successfully put into practice a new student information system which replaced the software the district has used for over nineteen years. This much needed upgrade puts the district student information software on a firm foundation for the future. Enhanced capability now allows teachers to take attendance online from the classroom, eliminating scanning bubble sheets and minimizing manual data entry by secretaries. Teachers now have online access to a wide variety of student information including past student test scores. The district standardized on a common electronic grade book which allows teachers to send current grade information to EDLINE.com, a web-based portal that allows access by students and parents through the internet. EDLINE.com can store homework assignments and current grading information, as well as class and school information; EDLINE.com has become extremely popular with parents and students alike. ▼

Safety Nets

KPBSD has multiple "safety nets" to assist students experiencing difficulty in school. All schools establish and use an Intervention Team (I-Team) to monitor students beginning to show signs of problems. I-Teams regularly discuss students referred to them to assess needs and develop appropriate plans for intervention and support. The Alternative to Out-of-School Suspension (ATOSS) program provides academic support and drug/alcohol education for students suffering long-term suspensions due to drug, alcohol, and tobacco offenses. This program allows students to keep up with academics while changing their personal choices. Another "safety net" is the Student Aspirations program operating in eight of the district's larger middle and high schools. Mentors in this program work with students to develop healthy approaches to school and life. Partnerships with Central Peninsula Counseling Services, Homer Mental Health, Cook Inlet Council on Alcohol and Drug Abuse, and SeaView Mental Health provide social and emotional support in KPBSD schools.

Academic "safety nets" come in the forms of extended-day and year-long programs to support struggling learners. A districtwide summer program is in its third year and provides academic support for emerging and deficit readers in grades K-12. The KPBSD Title VII program and collaborative efforts with the Kenaitze Indian Tribe IRA provide additional in-class and extended-day programs for at-risk students throughout the Peninsula. Through the Foster Grandparents Program struggling readers are provided additional opportunities to strengthen their reading skills and experience more success in school. Many schools also offer morning and after school programs to assist students academically. The Boys and Girls Club provides extended academic and enrichment programs for KPBSD students year round. The Parent-to-Parent program provides support for parents in the form of lessons and networking with other parents. This program is offered throughout the year in the Homer and Central Peninsula areas. In addition to these supports, each school has developed specific programs to support the various needs of its learners. These include READ 180, GEAR UP, ASPECTS, and Character Counts. ▼

Research

KPBSD received assistance from the University of Maine, Center for Research and Evaluation (CRE) in analyzing and interpreting all student academic performance data. The CRE created specific reports for principals to use in a workshop with Professor Ted Coladarsi. The reports that were created by CRE positioned our principals to communicate about school and class-level student performance data with the public. Consequently, the No Child Left Behind (NCLB) Act and the requirement of making Adequate Yearly Progress (AYP) were not difficult for our principals to explain or understand. The district believes in making informed decisions that are based on the intelligent use of information.

Several challenges lie ahead as we analyze and interpret our district data. First, writing performance by males lags behind the performance of females across the district. Interestingly, a similar pattern in math and/or science did not exist. Two, performance in language mechanics, spelling, and math computation are not at comparable levels with other academic areas. Many of our schools are developing curriculum maps to analyze the aforementioned three areas to see how student performance may be improved. Administration and staff members are excited about creating plans to improve the areas of student performance that our analysis suggests should be a focus of the district. ▼

Choice

One of the most important things that parents want to hear about their child's education is that there is a choice. KPBSD offers incredible choices for students. The district has four distinct charter schools: Fireweed Academy in Homer; Soldotna Montessori, Aurora Borealis K-8 in Kenai; and the newest addition, Kaleidoscope School of the Arts and Sciences for 1-3 graders in Kenai. Additionally, the open boundary and out-of-area attendance policies allow parents who are willing to provide transportation to have their child attend the school of their choice. The Connections program offers an option for over 500 parents to homeschool their children. Connections provides approximately 200 courses to students who are enrolled in district schools but pursue other options because of schedule or interests. Finally, next year will see the central peninsula high schools on a schedule that will facilitate distance delivered as well as specialized classes, allowing a student to attend a different school for one or two class offerings. As schools continue to become smaller in terms of student enrollment, these creative ways of providing additional options "outside of the norm" will continue to expand. ▼



2003-2004 Goals

The Board of Education annually sets goals for the school district. The goals for the 2003-2004 school year are listed below.

1. Plan for effective nine member school board
 - a. Provide time for board training
 - b. Mentor new members
 - c. Mentor student rep
 - d. Retreat for board members
 - e. Tie board standards to agenda items
 - f. Work on ways to communicate with new board members and staff
2. Improve communication regarding accountability
 - a. Data-based student achievement reporting
 - b. Staff development tied to accountability measures
 - c. Performance based evaluations for staff
 - d. Make funding issues and unfunded mandates clear to public
 - e. Work with legislature on funding equity issues
 - f. Increase enrollment from non-KPBSD schooling community
3. Improve employee relations
 - a. Communicate effectively with employees
 - b. Increase visibility with board and schools
 - c. Work on rebuilding trust between all district groups
4. Begin discussion on co-curricular issues
 - a. Review KPSAA role
 - b. Pursue alternative funding options

The following "highlights" capture some other events from the year:

- ▼ Extensive Adequate Yearly Progress communication effort
- ▼ Federal and State audits completed; administrative overall review was 99%
- ▼ Consolidated Nikiski Elementary and North Star Elementary Schools
- ▼ Specific training and practice in using new standards-based evaluation
- ▼ Changed policy review process to three member board sub-committee
- ▼ Math curriculum reviewed and fully aligned to current state exams
- ▼ Project GRAD Kenai set up as 501(c) organization; 3 site coordinators hired
- ▼ Standards-based report card fully implemented in all kindergartens
- ▼ Implemented elementary specialists pilot project
- ▼ New State transportation regulations and funding implemented
- ▼ Plans and construction projects proceeding for a new Seward Middle School
- ▼ Science certified diploma exam completed

"What I heard here was that you're not looking for a way out of educating children, you're looking for ways to succeed."

"Good things are happening here. I saw pieces of the puzzle coming together to complete the picture for kids."

August 2, 2004

TO: Board of Education
FROM: Donna Peterson, Ed. D., Superintendent
SUBJECT: 2004-05 Administrator Appointment – Item 10 a (1)

Recommendation: That the BOE approve the following Administrator appointment for the 2004-05 school year:

Location **Administrator** **Position**

Chapman School John M. Cook Principal/Teacher

John Michael Cook

P.O. Box 916
Kasilof, Alaska 99610
1-907-394-2738
JKCook@Alaska.net

PROFESSIONAL OBJECTIVE

Seeking a position as a principal and educational leader to develop a professional learning community resulting in sustained organizational improvement and high academic achievement.

CERTIFICATION

PRINCIPAL GR K-12, State of Alaska Certificate Type B
ELEMENTARY PRE K-6, State of Alaska Certificate Type A

ACADEMIC HISTORY

Cardinal Stritch University, Milwaukee, WI: Masters of Science in Educational Leadership
University of Wisconsin-Whitewater, Whitewater, WI: BSE, May 1994
Additional Graduate Credits University of Wisconsin-Madison, Aurora University, IL

TEACHING AND RELATED EXPERIENCE

Principal Intern Jefferson Elementary School, Janesville School District, Janesville, WI. One year experience. Starting date: September 2002.

- Facilitated Continuous Growth Committee and Action Planning Referendum Committee.
- Coordinated and established curriculum and staff development for NSF mathematics.
- Supervised professional staff and mentored a student teacher.

Third Grade Teacher Jefferson Elementary School, Janesville School District, Janesville, WI. Two years experience. Starting date: September 2001.

- Implemented National Science Foundation math lessons and integrated technology.
- Surpassed district, state, and national standards.
- Instructed Spanish speaking students and reinforced ELL language acquisition programming.

First Grade Teacher Tess Corners Elementary School, Muskego Norway School District, Muskego, WI. Seven years experience. Starting date: September 1994.

- Facilitated Technology Action Planning and chaired Quality Action Planning Team.
- Launched Mathematics Curriculum Pilot and demonstrated instruction to school board.
- Trained as a Strategic Planning Facilitator.
- Empowered all children including children receiving EBD, CD, Speech, and LD services.

Summer School Science Teacher: Second and Third Grade Wales Elementary School, Kettle Moraine School District, Wales, WI. Five years experience. Summer of 1994-1999.

- Enriched students through hands on experiences allowing for divergent scientific inquiry.

ADDITIONAL EXPERIENCES/TRAINING

Strategic Planning Leadership Training, Association of Wisconsin School Administrators member, Facilitator of Technology Strategic Planning/ Site Planning teams, Trained in Marie Clay's Reading Recovery Procedures, 6 Traits Writing, Tess Corners Technology Committee, ATODA core training, Infant/ Child CPR training, Cognitively Guided Mathematics (CGI) instruction, Destination Imagination problem solving coach, Facilitated technology in-services, TQM quality management, Wisconsin Society for Technology in Education, Wisconsin State Reading Association membership

REFERENCES

Exemplary administrative, teacher, parental, and university references available upon request.

August 2, 2004

TO: Board of Education

FROM: Tim Peterson, Director, Human Resources

THROUGH: Guy Fisher, Assistant Superintendent

SUBJECT: Approval of New Teacher Assignments/2004-05 Item – 10 a (2)

It is recommended that the following teacher assignments be approved for the 2004-05 school year:

<u>RESIDENCE</u>	<u>NAME</u>	<u>DEGREE</u>	<u>INSTITUTION</u>	<u>MAJOR</u>	<u>ATC</u>	<u>EXP</u>	<u>ASSIGN</u>
Waite Park, Minnesota	Kate Biegert	BS	St.Cloud State University, St. Cloud, MN.	Learning Disabilities	Special Ed- Learning Disability	===	Special Ed/ Resource at Nikiski Middle/High
McAllister. Montana	J. Luanne Bressler	MEd	Seattle Pacific University, Seattle, WA	Reading/ Language Arts	Elementary Education Reading Language Arts	6 States	Grades 4/5 at Soldotna Elementary
Scottsville, New York	Charity R. Winters	BS	State University College at Geneseo, New York	Special Ed	Elementary, Special Education	=====	Special Ed/ Resource for Seldovia/ Nanwalek/ Port Graham
Scottsville, New York	Timothy D. Winters	BA	State University College at Geneseo, New York	Math	Math	1 States	Secondary Generalist at Susan B. English School

August 2, 2004

TO: Board of Education

FROM: Tim Peterson, Director, Human Resources

THROUGH: Guy Fisher, Assistant Superintendent

SUBJECT: Approval of Non-tenure Teachers for Tenure /2004-05 - Item 10 a (3)

It is recommended that employment and tenure for the following non-tenure teachers be approved for the 2004-05 school year. The following assignments are tentative:

Location	Employee	Assignment	Certification
Soldotna Elementary	Katrina Cannava	Title I Reading Teacher	K-8 Elementary Education
K-Beach Elementary	Jill DuFloth	Grade 6 Teacher	K-8 Elementary Education K-12 Reading

August 2, 2004

TO: Board of Education

FROM: Tim Peterson, Director, Human Resources

THROUGH: Guy Fisher, Assistant Superintendent

SUBJECT: Approval of Tentative Non-tenure Teacher Assignments 2004-05 Item 10 a (4)

It is recommended that employment for the following non-tenure teachers be approved for the 2004-05 school year. The following lists a tentative assignment for the non-tenured teachers:

<u>Employee</u>	<u>Location</u>	<u>Assignment</u>	<u>Certification</u>
Naomi Fischer	Seward Middle/High	.50 FTE Temporary/ .50FTE Permanent Science/Math Teacher	7-12 Math 7-12 Physics 7-12 Science 7-12 Geophysics
Jennifer Haddix	Ninilchik School	Temporary Elementary Teacher-Grades 5/6	P-8 Self-Contained Classroom
Michael Houghton	Voznesenka	Math/Social Studies Teacher	K-8 Elementary
Lori Krier	Seward Middle/High	7-12 Language Arts	Sec Language Arts Sec Health Sec Physical Education
Jennifer R. McDonald	Seward Middle/High	Middle School Language Arts/Social Studies	4-12 English/Language Arts K-8 Elementary Education 4-12 History

August 2, 2004

TO: Board of Education

FROM: Tim Peterson, Director, Human Resources

THROUGH: Guy Fisher, Assistant Superintendent

SUBJECT: Approval of Resignation - Item 10a (5)

It is recommended the following resignation be approved:

Charmaine J. Lundy Grade 1/2 North Star Elementary,
effective the end of the 03-04
school year

Sam Stewart, Assistant Superintendent
148 North Binkley Street Soldotna, Alaska 99669-7553
Phone (907) 714-8858 Fax (907) 262-9645

Kenai Peninsula Borough School District

MEMORANDUM

To: Board of Education

From: Sam Stewart, Assistant Superintendent

Date: July 26, 2004

Re: Revisions to BP 4119.12 and, BP 5137

The administration recommends that BP 4119.12 and BP 5137 be amended by adding the language “or any other real or perceived difference”. The recommended language makes it clear that harassment will not be tolerated for any reason.

The attached policies with the recommended changes are presented for second reading.

BP 4119.12(a)

All Personnel HARASSMENT

The School Board recognizes that harassment can cause embarrassment, feelings of powerlessness, loss of self-confidence, reduced ability to perform schoolwork, and increased absenteeism or tardiness. The Board shall not tolerate the harassment of any student by any other student or District employee. Any student or employee who is found guilty of harassment shall be subject to disciplinary action.

Harassment means intimidation by threats of or actual physical violence; the creation by whatever means of a climate of hostility or intimidation; or the use of language, conduct, or symbols in such a manner as to convey hatred, contempt, prejudice or to have the effect of insulting or stigmatizing an individual. Harassment includes, but is not limited to, harassment on the basis of race, sex, creed, color, national origin, religion, marital status, or disability[, **or any other real or perceived difference**].

(cf. 5145.7 Sexual Harassment)

(cf. 4118 - Suspension/Disciplinary Action)

(cf. 4119.11 - Sexual Harassment)

(cf. 4119.21 - Code of Ethics)

To promote an environment free of harassment, the principal or designee shall take appropriate actions such as removing vulgar or offending graffiti, establishing site rules, and providing staff inservice or student instruction and counseling. Principals shall discuss this policy with their employees and shall assure them that they need not endure any form of harassment.

The Board encourages students or staff to immediately report incidences of harassment to the principal or designee. The Superintendent or designee shall promptly investigate each complaint of harassment in a way that ensures the privacy of all parties concerned. In no case shall the student or staff member be required to resolve the complaint directly with the offending person. Notice of this policy will be circulated to all District schools and departments and incorporated in teacher and student handbooks.

(cf. *0410 – Nondiscrimination in District Programs and Activities*)

(cf. *1312.3 – Complaints Concerning Discrimination*)

(cf. *4030 – Nondiscrimination in employment*)

BP 4119.12(b)

All Personnel

HARASSMENT (continued)

Legal References:

ALASKA STATUTES

AS 14.18.010 – 14.18.100 Prohibition Against Sex and Race Discrimination

ALASKA ADMINISTRATIVE CODE

4 AAC 06.500 – 4 AAC 06.600 Prohibition of Gender or Race Discrimination

TITLE VI CIVIL RIGHTS ACT OF 1964

TITLE IX, EDUCATION AMENDMENTS OF 1972

INDIVIDUALS WITH DISABILITIES EDUCATION ACT

AMERICANS WITH DISABILITY ACT

KENAI PENINSULA BOROUGH SCHOOL DISTRICT

Adoption Date: [] 05/07/2001

BP 5137

Students

POSITIVE SCHOOL CLIMATE

The School Board desires to provide orderly and caring learning environments in which all students feel comfortable, share the responsibility for maintaining a positive school climate, and take pride in their school and their achievements.

The District shall encourage attitudes and behaviors that promote mutual respect and harmonious relations. The schools shall

promote nonviolent conflict resolution techniques and provide students opportunities to voice their concerns about school policies and practices. The Superintendent or designee may initiate student courts, campus beautification projects, buddy systems, vandalism prevention campaigns, and other programs in which students may identify and solve problems that affect their school.

The schools shall not tolerate any comments or gestures which are vulgar or obscene or which denigrate others on account of sex, race, color, religion, ancestry, national origin, handicap[,] or disadvantage[**or any other real or perceived difference**]. Students shall be subject to disciplinary procedures for bullying other students or for using insults, slurs, or fighting words which may disrupt school activities.

(cf. 5144- Discipline)

The curriculum and counseling programs shall foster positive racial, and ethnic identity, help students understand diverse cultures, teach them to think critically about racial bias, and show them how to deal with discriminatory behavior in appropriate ways. The Board encourages the use of cooperative learning strategies in the classroom in order to foster positive social interactions among students.

School staff shall encourage and reward success and achievement, participation in community projects, and positive student conduct.

KENAI PENINSULA BOROUGH SCHOOL DISTRICT
Adoption Date: [] 01/22/01

August 2, 2004

TO: Board of Education

FROM: Guy Fisher, Assistant Superintendent

SUBJECT: Approval of Tentative Non-tenure Teacher Assignment 2004-05 Item 10 b

It is recommended that employment for the following non-tenure teacher be approved for the 2004-05 school year. The following lists a tentative assignment for the non-tenured teacher:

<u>Employee</u>	<u>Location</u>	<u>Assignment</u>	<u>Certification</u>
Leah Dubber	Susan B. English School	Secondary Generalist	7-12 History

KENAI PENINSULA BOROUGH SCHOOL DISTRICT
148 N. Binkley Street
Soldotna, AK 99669

SUPERINTENDENT'S EMPLOYMENT CONTRACT

This agreement, entered into this 2nd day of August, 2004, by and between the Kenai Peninsula Borough School District, hereinafter called DISTRICT, and Donna Peterson, Ed.D., hereinafter called SUPERINTENDENT, is as follows:

1. TERM: The DISTRICT hereby employs and the SUPERINTENDENT hereby accepts employment as SUPERINTENDENT for a term commencing July 1, 2004, and ending June 30, 2007. For purposes of this agreement each contract year commences July 1.
2. DUTIES: The SUPERINTENDENT will perform the duties of SUPERINTENDENT as established by the Board and state law.
3. SALARY: The DISTRICT shall pay the SUPERINTENDENT at an annual salary of \$102,500.00 during the first year of this contract. For each succeeding year the salary will be increased by \$1,500 over the previous year's salary. As necessary for application of any provision of this contract, the per diem rate of compensation shall be the annual salary in effect on the applicable date divided by 230.
4. CONTRACT CONTINUATION: If the DISTRICT intends not to renew this contract, then the SUPERINTENDENT must be advised of this intent

prior to December 1. If she is not so notified, an automatic one-year extension will result, thereby making it a perpetual, or "rolling" three year contract.

5. RULES AND REGULATIONS: The SUPERINTENDENT shall abide by and be bound by District policies and regulations as well as State Board of Education regulations and the laws of the United States and State of Alaska.

6. ADDITIONAL COMPENSATION: The SUPERINTENDENT shall annually receive \$5,000 in recognition of her advanced degree.

7. EVALUATION: The DISTRICT shall provide the SUPERINTENDENT with periodic opportunities to discuss Superintendent/District relationships and each board member will evaluate her performance annually. Each evaluation submitted will be reviewed with the SUPERINTENDENT before the close of each fiscal year. Any individual evaluation will be open for discussion with the entire Board during an annual evaluation review.

8. TRAVEL EXPENSES: Travel and per diem reimbursement for expenses for official district business shall be at the rates authorized by the Board for all employees.

9. AUTOMOBILE EXPENSES: The DISTRICT shall provide the SUPERINTENDENT a four-wheel drive vehicle and operating expenses for

her use in conducting District business and reasonable personal use during the period of this contract. The SUPERINTENDENT will not receive a car allowance or mileage reimbursement.

10. CELLULAR TELEPHONE: The DISTRICT shall provide the SUPERINTENDENT with a cellular telephone and services for her use in conducting District business and reasonable personal use during the period of this contract.

11. PHYSICAL EXAMINATION: The SUPERINTENDENT shall undergo a complete yearly physical examination by January 1 of each year, paid for by the DISTRICT.

12. INSURANCE: The SUPERINTENDENT shall receive the same life and health insurance as the District provides for the school principals.

13. LEAVE: The SUPERINTENDENT shall receive vacation leave of thirty (30) working days per year. The SUPERINTENDENT must use at least one half (15 days) of each year's vacation leave within that year and days not taken within this mandatory use amount will be lost. Unused vacation leave in excess of the mandatory use amount may be cashed out or carried forward and may be used in succeeding years. Payment of any accrued leave will be computed using the salary in effect on the date the leave is taken or paid. In

addition to vacation leave, the SUPERINTENDENT will be allowed six (6) days of personal leave each year of which a maximum of six (6) days may be cashed out in any year, rather than being taken as leave. Personal leave may accrue to a maximum of thirteen (13) days. Any end of year accrual of personal leave in excess of six (6) days not cashed out or taken shall be lost.

The SUPERINTENDENT shall accumulate sick leave at the rate of one and one-third days per month. This leave may be used for illness and related conditions, as allowed for teachers within the District. The

SUPERINTENDENT has no right to cash out any unused sick leave upon termination of her employment.

14. OTHER BENEFITS: The SUPERINTENDENT shall participate in the retirement system as required for District employees and shall be eligible to participate in any deferred compensation or flexible benefits programs as are available to school principals. The SUPERINTENDENT will be eligible for any benefits previously earned in the Kenai Peninsula School District prior to this contract.

15. CONTRACT TERMINATION: The contract may be terminated by mutual consent upon thirty (30) days written notice by either party and the written

consent of the other party without liability to the DISTRICT.

Should the SUPERINTENDENT be terminated for violation of criminal laws, District policy, Professional Teaching Practices standards, or misconduct in office, the DISTRICT will have no obligation to pay compensation after the date of termination. If the DISTRICT terminates the services of the SUPERINTENDENT, except with cause as specified herein, the DISTRICT shall be obligated to continue payment of salary until the ending date of this contract; however, such payment will be offset by any other earnings, and the SUPERINTENDENT shall have the obligation to seek and accept equivalent employment.

The DISTRICT may terminate this contract without obligation for further compensation if the SUPERINTENDENT is unwilling or unable to continue performance of her duties.

16. CONTINUED EMPLOYMENT: Upon termination of this contract, the SUPERINTENDENT shall be provided the opportunity to return to a position as a tenured employee in the DISTRICT with salary and experience based on her original date of hire.

17. PROFESSIONAL DUES AND PROFESSIONAL DEVELOPMENT: The DISTRICT shall pay the SUPERINTENDENT'S dues in one Alaska, and one

national or regional superintendents' association. The DISTRICT shall provide the SUPERINTENDENT reasonable funding for travel to and attendance at the annual conference of the American Association of School Administrators and regular meetings of the Alaska Association of School Administrators.

Signed at:

KENAI PENINSULA BOROUGH SCHOOL DISTRICT
Soldotna, Alaska.

By: _____
Deborah Germano, President of the
Kenai Peninsula Borough School Board

By: _____
Dr. Nels Anderson, Clerk of the
Kenai Peninsula Borough School Board

Subscribed and sworn to before me on this _____ day of _____, 2004.

SEAL

Notary Public in and for the State of Alaska.
My commission expires _____.

SUPERINTENDENT

Donna Peterson, Ed.D.

Subscribed and sworn to before me on this _____ day of _____ 2004.

SEAL

Notary Public in and for the State of Alaska.
My commission expires _____