

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

November 17, 1997

SCHOOL BOARD MEMBERS: Mrs. Mari-Anne Gross, President
Mr. Joe Arness, Vice President
Mrs. Susan Larned, Clerk
Mrs. Debra Mullins, Treasurer
Dr. Nels Anderson, Member
Mrs. Joyce Fischer, Member
Ms. Deborah Germano, Member
Miss Danielle Meacham, Student Representative

STAFF PRESENT: Mr. John Dahlgren, Superintendent of Schools
Mr. Patrick Hickey, Assistant Superintendent, Operations and Business
Management
Mr. Ed McLain, Assistant Superintendent, Instruction
Mrs. Sharon Radtke, Assistant Superintendent, Human Resources

OTHERS PRESENT: Ms. Ginger Drais Mr. Justin George
Mr. Lawrence Colston Mr. Rick Ladd
Mrs. Karen Mahurin Mrs. Etta Mae Near
Mrs. Nancy MacVie Mr. Chuck Boll
Mr. Sam Stewart Mrs. Melody Douglas
Mr. Patrick O'Brien Ms. Shana Loshbaugh
Ms. Barb Vogel Miss Bobbi Deal
Miss Kasey Vienna Miss Cindy Wood
Miss Jessica Banas Mr. Zach Miller
Miss David Wohlers Miss Rachel Rogers
Miss Shevaun English Ms. Kathy Groleske

Others present not identified.

CALL TO ORDER: Mrs. Gross called the meeting to order at 7:31 p.m.

PLEDGE OF ALLEGIANCE: Mrs. Gross invited those present to stand while the National Anthem was
sung by Miss Bobbi Deal, KCHS student.

ROLL CALL: Mrs. Mari-Anne Gross Present
Mr. Joe Arness Present
Mrs. Susan Larned Present
Dr. Nels Anderson Present
Mrs. Joyce Fischer Present
Ms. Deborah Germano Present
Mrs. Debra Mullins Present
Miss Danielle Meacham Present

APPROVAL OF AGENDA: The agenda was approved as written.

APPROVAL OF MINUTES: The School Board Minutes of November 3, 1997, were approved as
printed.

KENAI CENTRAL HIGH SCHOOL
REPORT:

Mr. Sam Stewart, KCHS principal, reported that this week KCHS is hosting the State Music Festival and the State Music Educators' Conference and invited the Board to the concert on Saturday, November 22, at 7:00 p.m. He stated that the 1997-98 goals for KCHS are to improve student writing in all six Analytic Writing Assessment rubric areas; have students use computer technology to conduct research, organize material and create multimedia presentations; and have students be able to communicate the goals and expectations established to enhance their educational experience at KCHS.

Ms. Kathy Groleske, Special Services/Resource teacher, explained that the students addressing the Board during the evening are representative of a larger group involved in the KCHS Special Services Work Program. She explained that through this work program students are given the opportunity to learn how to manage for themselves.

Miss Cindy Wood, KCHS student, told of her employment at K-Mart as a customer greeter and her previous work at the Peninsula Clarion and Salvation Army. She expressed hope that these experiences would help her find a job after high school; allow her to be more independent; and be able to stay in the community.

Mr. Zack Miller, KCHS student, told the Board that he had been working at the Kenai Police Department. He stated that he had learned how to take finger prints and had ridden with patrol officers during the day. He thanked the Board for making the program possible. Mr. Miller stated that he would like to pursue law enforcement and might go on to college after high school.

Miss Rachel Rogers, KCHS student, stated that after graduation she would like to be the first woman fire fighter at the Kenai Fire Department. She stated that she works two to three hours per day at the Department. She explained that part of her work includes CPR and first aide training. She introduced Fire Chief Elson, Kenai Fire Department, and thanked him for the opportunity to work at the Kenai Fire Department.

Miss Kasey Vienna, KCHS student, stated that she has been working at Sears Elementary with hearing-impaired students. She reported that she has been learning sign language and getting to know how students act. She stated that she would like to be an interpreter for the deaf and would probably go to college.

Ms. Groleske stated that every student in the work program has been fun, exciting, and motivated, and the District can be proud of each of them.

KENAI CENTRAL HIGH SCHOOL
REPORT (continued):

Ms. Liz Burck, KCHS biology teacher, explained that students are learning about technology related to DNA. She announced that the students addressing the Board will explain the process of gel electrophoresis. She introduced Jesse Banas, who explained how genes are located; Mr. David Wohlers, who explained DNA structure and drew a diagram for those present; and Miss Shevaun English, who explained the process of dividing DNA into sections to better study it. The Board participated in an experiment coordinated by the students.

Mr. Stewart thanked the Board for the opportunity to present to the Board and concluded by inviting the Board to visit KCHS and visit classrooms.

COMMUNICATIONS AND
PETITIONS:

Mr. Dahlgren stated that he had received a thank-you card from Chapman Elementary parents for the Board's and Superintendent's attendance at the meeting on Thursday, November 6.

Mr. Dahlgren reported that he had received a letter from the Hope Elementary School Site Based Decision Committee requesting that their school be reconfigured to a K-12 school. Mr. Dahlgren reported that he met with the Site-Council last week and told them he was concerned over the type of curriculum that could be offered due to the size of the school.

Mrs. Gross stated that she had received a thank you note from Jenni Baraass, Seward Elementary exchange teacher, for the gift presented during the Board meeting held in Seward in October.

Mrs. Gross stated that the letter from the Urban School Board group to Shirley Holloway had been sent.

Mrs. Gross stated that the State Senate Committee on Health, Education and Social Services sent an invitation to the Board to attend a Town Meeting on School Funding Reform. The meeting will be held on Wednesday, November 19, at the Kenai Peninsula Borough Assembly Chambers, Soldotna, from 7:00 p.m. to 9:00 p.m.

ADVISORY COMMITTEE AND/OR
P.T.A., K.P.A.A., K.P.E.A.,
K.P.E.S.A.:

Mr. Patrick O'Brien, Kenai Borough Assembly, introduced himself as the Board representative on the Assembly. He stated that he is interested in what is going on and is looking forward to working with the Board. He added that, during his campaign he was supportive of schools and funding outside the cap and continues to hold that opinion. He also indicated his interest in serving on the Budget Review Committee.

ADVISORY COMMITTEE AND/OR
P.T.A., K.P.A.A., K.P.E.A.,
K.P.E.S.A. (continued):

Mrs. Karen Mahurin, KPESA President, asked the Board to carefully consider the issue of the support staffing formula. She urged the Board to go into the schools and talk to custodians, nurses, and secretaries for a realistic picture of how budget cuts are impacting employees. She stated that she was directed to report that there were some KPEA members who felt that the decision to reduce nursing staff was based on one Board member's ability to gain financially.

Mr. Lawrence Colston, KPEA President, expressed a concern from the teachers regarding school nurses. He asked the Board to reconsider the student/teacher ratio at the high school. He explained that some courses will have small student numbers, while other courses will have larger numbers. He reminded the Board that the pupil/teacher ratio is set as an average and with that, some classes could range as high as 38-40 students. Mr. Colston pointed out that the middle school pupil/teacher ratio appears low; but to maintain a middle school, a considerable amount of time is needed and adding additional students per classroom is not the answer. He recommended the Board pursue the legislature for additional funding.

SUPERINTENDENT'S REPORT:

Mr. Dahlgren congratulated the volleyball teams of Soldotna High, Nikiski High and Seward High for their recent participation in the state tournament and Mr. James Blake, Skyview High student, for his state championship in diving.

Mr. Dahlgren announced that on Wednesday, November 19, he will be traveling to Anchorage to participate in the Best Business Practices with the Commissioner of Education and the President of ARCO. Governor Knowles has asked Alaskan school districts to look at budget ideas from the business community. Mr. Arness will also attend.

Mr. Dahlgren announced that on Friday, November 21 he will attend the State Board of Education worksession in Anchorage starting at 9 a.m. He stated that charter school legislation will be discussed as well as other regulations that have implications for the District.

ANNUAL AUDIT REPORT:

Mr. Hickey presented the annual audit report and stated that he was pleased to let the Board know that the only finding was in regards to meeting the year 2000 time change in District computer software.

FINANCIAL REPORT:

Mr. Patrick Hickey presented the financial report of the District for the period ending October 31, 1997.

BOARD REPORTS (continued):

Mrs. Larned reported that she attended the World Language Curriculum Committee. The Committee is trying to align standards in the District with the state. She noted that an interesting change might be to eventually include world languages at elementary schools.

Dr. Anderson reported that he had recently attended the Certified Diploma Steering Committee meeting. He clarified that the Committee is developing a diploma which is based on standards. There is concern that a number of students will not achieve the standards resulting in a high rate of failure. He added that endorsements will be issued for specializations above and beyond those standards. He reported that if anyone had any objections to this format they should notify Mr. McLain, otherwise, that will be the Committee's basic goal.

Mrs. Fischer announced that the Calendar Committee is meeting tomorrow at Soldotna Elementary, 3:00 p.m.

Ms. Germano reported that she attended the AASB Annual Conference, and it was a great weekend with much good information shared. She stated that after attending she felt that the District needs to re-examine the amount of money spent on staff development as the District looks at improving student learning.

Mrs. Mullins stated that she also attended the AASB Annual Conference and one of the sessions she participated in dealt with nursing licensure. She reported that one of the suggestions was that nurses would be required to obtain a license to practice as a school nurse every five years and be required to take five credits to recertify. She stated she is not sure how the proposed change would effect the KPBSD nurses since they would be required to obtain two different licenses in two different areas. Mrs. Mullins reported that the conference speakers were outstanding, and she came away with the impression that every child can learn and that not all leaders emerge from the top 10 percent of their class.

BOARD REPORTS (continued):

Mrs. Larned reported that she also attended the AASB Annual Conference. She reported on the asset building session in which a list of 40 positive things happening in a child's life is being compiled. She gave some examples and stated that the more positive things that happen in support of a child, the more successful that child will be. She announced that AASB is collecting ideas on how each person can help one child, and compiling them into a book to be published in February. Mrs. Larned stated that at a future Board meeting she would like to solicit ideas from Board members and would have a short form for them to complete. She stated that the feeling at the conference was that board members and districts need to be proactive to reach children who are not being supported.

Mr. Dahlgren introduced Mr. Bill Coghill, CPA from Mikunda, Cottrell and Company. He reported that the FY 97 audit of the Kenai Peninsula Borough School District received a clean opinion. He mentioned that the only finding in the federal and state single audit was the tardiness of the foundation formula and cigarette tax reports. Mr. Coghill recommended that the District continue to pursue its year 2000 plan to correct computer software prior to the change of the millennium.

Mr. Coghill reported that their newest staff member, Randy Morgan, is a former KCHS student who recently graduated from the University of Alaska-Fairbanks. He complimented the District on their work program and stated that Ms. Morgan is doing an excellent job.

Both Mr. Coghill and Mrs. Gross thanked Mrs. Douglas, Mr. Hickey and the administration for their assistance and cooperation with the audit.

CONSENT AGENDA:

Items presented on the Consent Agenda were Substitute Teacher Contracts, Leave of Absence/Support, and 1997-1998 Teacher Appointment.

SUBSTITUTE TEACHER
CONTRACTS:

Mrs. Radtke recommended the Board approve a substitute teacher contract for Laurie Heckert, Grades 7-12, Homer Flex School.

LEAVE OF ABSENCE/SUPPORT:

Mrs. Radtke recommended the Board approve a leave of absence request for Lorrel Ludy, Special Services Assistant, Skyview High School.

TEACHER APPOINTMENT: Mrs. Radtke recommended the Board approve a 1997-98 teacher assignment for David Cain, Districtwide School Psychologist. Mrs. Radtke clarified that teacher appointments appearing on the consent agenda are not new hires. These employees were hired when school began but are not brought to the Board for approval until their entire credentialing process is cleared with the State.

ACTION Mr. Arness moved the Board approve Consent Agenda Items Numbers 1 through 3. Mrs. Larned seconded.

Motion carried unanimously.

1998-99 REGULAR EDUCATION/CERTIFIED STAFFING FORMULA: Mrs. Radtke recommended the Board approve the proposed staffing formula for regular education/certified employees. Mr. Dahlgren reminded the Board that the staffing formulas are a guide for preparation of the FY 99 budget.

Mrs. Radtke explained that, per Board direction at a previous worksession, the high school pupil/teacher ratio was changed to 1:22 and 7-12 high schools were changed to 1:20.5. The theater manager formula was changed to reflect the actual allocation at KCHS, and the other theater managers were changed to technicians. She stated that reductions were made to the Homer High School theater technician and high school pool directors.

Mrs. Radtke reported that staffing at K-8 elementary schools changed because of a of the new rounding off formula. She stated that the small elementary schools "specials" teacher formula was changed to provide at least 1.5 specials per school. She recommended that the frontier schools' student/teacher ratio be changed to 1:20 and schools less than 100 remain the same at 1:15. Mrs. Radtke stated that the principal positions did not change but reflect how the small schools are currently being staffed. Village schools greater than 100 were changed to 1:17 and alternative schools were changed to 1:17. Mrs. Radtke reported that the total staffing changes amounted to 10 fewer teachers.

Ms. Germano asked about the staffing changes at the frontier schools and Bartlett Elem/High. Mrs. Radtke explained that staffings stayed the same or were increased by the rounding formula or by the ratio. She further explained that the District doesn't usually hire .5 teaching positions in the villages; the administration usually waits to see how the enrollment comes in and tries to combine the position to make one full-time position.

1998-99 REGULAR
EDUCATION/CERTIFIED
STAFFING FORMULA (continued):

Mrs. Gross clarified that Cooper Landing would have 3.5 teaching positions with 37 students. Mrs. Radtke explained that their staffing comes to 2.47 FTE and is rounded up to 2.5 FTE. She further explained that currently there is a head teacher, one FTE regular education teacher, a .25 FTE special education/.75 FTE regular education teacher, a .25 FTE regular education/.75 FTE special education teacher. She stated that Cooper Landing has a unique situation because two teachers cover special education services for Moose Pass, Cooper Landing and Hope.

Ms. Germano asked for a review of the reductions at the high school level. Mrs. Radtke explained that reductions were made of 2. FTE at Homer High; .75 FTE for each of the high school pools; .25 FTE for the Homer High theater manager; 1.75 from KCHS; 1.75 from Skyview High; 2.75 FTE at Soldotna High; 1.5 Nikiski High, and 2.25 FTE at Seward High. She stated that the total reductions total 12 teachers; after the .5 additions are calculated back in, the total reductions amount to 10 FTE.

ACTION

Mrs. Larned moved the Board approve the 1998-99 Regular Education/Certified Staffing Formula. Mrs. Fischer seconded.

ACTION

Ms. Germano moved the Board amend the staffing formula for elementary schools to K-3 1:24, 4-6 1:26 and 7-8 1:19. Mrs. Fischer seconded.

Mrs. Fischer spoke in support of the amendment and felt that Chapman Elementary should be staffed as a middle school at the 7th and 8th grade levels.

Dr. Anderson asked how much additional staff Chapman Elementary would receive. Mr. Dahlgren replied that the amendment would change from 10 to 11 regular education teachers. He added that the number increases to 12.5 when the principal and specials are added in. Ms. Germano clarified that her amendment adds 1 FTE position.

VOTE ON AMENDMENT:

YES - Fischer, Germano, Larned, Mullins, Gross

NO - Anderson, Arness

Advisory Vote: - NO

Amendment carried.

Mr. Arness expressed his disappointment at reducing the high schools but will vote for the motion.

Amended motion carried unanimously.

RECESS: At 9:00 p.m., Mrs. Gross called a recess.

RECONVENE AFTER RECESS: At 9:14 p.m., the Board reconvened in regular session.

1998-99 SPECIAL EDUCATION STAFFING FORMULA: Mrs. Radtke recommended the Board approve the proposed staffing formula for special education employees. She explained that the formula will be used as a guide for budgeting purposes.

Dr. Anderson asked whether the allocation had increased from last year. Mrs. Radtke stated that last year's special education staffing was 159 and this year's recommendation is 163.88. She explained that the special education department is attempting to build in unallocated staff rather than borrowing from regular education. Mrs. Radtke stated that the administration will probably recommend eight regular education unallocated teaching positions.

Mrs. Fischer asked to have all staffing formulas available during future worksessions.

Ms. Germano asked if the staffing formulas reflect what is going on in the schools. Mrs. Radtke explained the rationale for variances of the established formulas.

ACTION Ms. Germano moved the Board approve the 1998-99 Special Education Staffing Formula. Mrs. Larned seconded.

Dr. Anderson stated that he objected to removing 14 teachers from the high schools, adding four back to the village schools and Chapman, and now are being asked to give four more back to special education.

VOTE:

YES - Arness, Fischer, Germano, Larned, Mullins, Gross

NO - Anderson

Advisory Vote: - YES

Motion carried.

1998-99 SUPPORT STAFFING FORMULA: Mrs. Radtke recommended the Board approve the proposed staffing formula for support employees. Mr. Dahlgren noted that these formulas will be used as a guide to staff the schools and will be revisited later when balancing the budget.

Mrs. Radtke noted that the theater technicians were added and this reflects what is currently being done. She stated that Homer Middle School was given an additional .5 custodian due to an increase in the square footage with the move of West Homer. She explained that, in the past, the custodian from Homer Intermediate cleaned the lower end of Homer Middle School.

1998-99 SUPPORT STAFFING
FORMULA (continued):

Mrs. Radtke explained that village schools with less than 100 students were given a .5 secretary. She noted that if the change hadn't occurred there would not have been a secretary at Hope School. She stated that this year there was no secretary at Razdolna and the administration feels it is not realistic for schools to not have any secretarial assistance.

Mrs. Radtke explained that an additional .5 secretary was added to Ninilchik Elem/High.

Dr. Anderson verified that no changes were made to the nursing formula. Mrs. Radtke stated that it was falsely reported in the news that the nursing formula was increased. She stated that the administration used the same formula as last year.

ACTION

Ms. Germano moved the Board approve the 1998-99 Support Staffing Formula. Mrs. Mullins seconded.

Motion carried unanimously.

RETIREMENT INCENTIVE
RESOLUTION 97-98-3/TRS:

Mrs. Radtke recommended the Board approve the proposed Resolution 97-98-3 authorizing the District to enter into an agreement with the administrator of the Teachers' Retirement System (TRS). Mrs. Radtke noted a revised resolution was distributed.

Mrs. Radtke noted that Item Number 3 changed to \$9,061,719; Item Number 4 was changed to \$90,617 and must be paid at close of the application period. She explained that once the application period closes the administration can compute the exact amount the District will owe. Mrs. Radtke reported that she spoke with Mr. Bill Church from the state retirement office and was told that the District must wait 30 days before the application period can be opened. The application period must be a minimum of 30 days with a maximum of 60 days.

Ms. Germano asked if there was any estimate on the number of employees interested in the retirement incentive program. Mrs. Radtke stated that there has been expressed interest from District employees. She noted that she had received a number of phone calls asking whether the District will participate in the retirement incentive program next year. Mrs. Radtke stated that the Board cannot make that decision yet because the District has not been provided with the figures from the state for the 1998-99 school year.

ACTION

Mrs. Larned moved the Board approve the Retirement Incentive Resolution 97-98-3/TRS. Ms. Germano seconded.

Motion carried unanimously.

RETIREMENT INCENTIVE
RESOLUTION 97-98-4/PERS:

Mrs. Radtke recommended the Board approve the proposed Resolution 97-98-3 authorizing the District to enter into an agreement with the administrator of the Public Employees' Retirement System (PERS).

Mrs. Radtke noted a revised resolution was distributed, similar to the TRS Resolution. She stated that the dollar amount in Item Number 3 was changed to \$1,532,504, and the dollar amount in Item Number 4 was changed to \$15,321.

ACTION

Mrs. Fischer moved the Board approve the Retirement Incentive Resolution 97-98-4/PERS. Ms. Germano seconded.

Motion carried unanimously.

AURORA BOREALIS CHARTER
BUDGET TRANSFER:

Mr. Hickey recommended the Board approve a budget transfer in the amount of \$2,617 from the Aurora Borealis Charter School budget to the District general fund.

Mr. Hickey explained that according to the charter school contract the amount of the budget will be adjusted immediately following the ADM student count period which concluded in October. Mr. Hickey noted that based on that count and the per pupil allocation in dollars the Aurora Borealis Charter School is currently over funded.

ACTION

Mrs. Mullins moved the Board approve the budget transfer of \$2,617 from the Aurora Borealis Charter School to the District general fund. Dr. Anderson seconded.

Motion carried unanimously.

BAY VIEW CHARTER BUDGET
TRANSFER:

Mr. Hickey recommended the Board approve a budget transfer in the amount of \$9,359 from the Bay View Charter School budget to the District general fund.

Mr. Hickey noted that the same situation exists at Bay View Charter School. The pupil enrollment was lower than projected.

ACTION

Mrs. Larned moved the Board approve the budget transfer of \$9,359 from the Bay View Charter School to the District general fund. Mrs. Mullins seconded.

Motion carried unanimously.

HOMER CHARTER BUDGET
TRANSFER:

Mr. Hickey recommended the Board approve a budget transfer in the amount of \$5,743 from the Homer Charter School budget to the District general fund.

Mr. Hickey stated the Homer Charter School was also below their projected enrollment by 1.5 students.

HOMER CHARTER BUDGET
TRANSFER (continued):

ACTION

Mrs. Mullins moved the Board approve the budget transfer of \$5,743 from the Homer Charter School to the District general fund. Mrs. Larned seconded.

Motion carried unanimously.

BOARD COMMENTS:

Mrs. Mullins congratulated Mrs. Gross on her election to the Board of Directors of AASB as Secretary/ Treasurer.

Mrs. Mullins noted that it is National Education Week and recognized and thanked District personnel. She stated that it takes every person in the organization to educate students.

Mrs. Fischer expressed her appreciation to District staff.

Mrs. Larned echoed the appreciation for District staff. She stated that she was pleased to hear from students during the school presentations. She stated that she was interested in hearing about the KCHS work program and was happy to see local businesses involved with the schools.

Mrs. Larned reported that she attended the morning session of the administrator meeting. She stated that she was excited to learn about elementary schools that are bringing art education into their classrooms.

Ms. Germano congratulated Ms. Gross on her recent appointment as the Board representative to the Alaska Association of School Activities and thanked her for all of her hard work.

Mr. Arness stated that he was deeply offended by Mrs. Mahurin's comments insinuating that a member of the Board could gain financially by the reduction of nursing staff.

Dr. Anderson asked the administration to review the retention policy. He stated his concern over the language that does not allow the District to retain students without parental consent.

Mrs. Gross appointed Mrs. Mary Green as the parent representative to the KPSAA Board and Mrs. Mullins as the Board liaison to the Borough Assembly.

ADJOURN:

At 9:43 p.m., Mr. Arness moved the School Board Meeting be adjourned.
Dr. Anderson seconded.

Motion carried unanimously.

Respectfully Submitted,

Mrs. Mari-Anne Gross, President

Mrs. Susan Larned, Clerk

The Minutes of November 17, 1997,
were approved on December 1, 1997,
as written.