

KENAI PENINSULA BOROUGH SCHOOL DISTRICT
Kenai Elementary Consolidation Steering Committee
April 24, 2007, 4:00 – 5:00 p.m.
Mt. View Elementary School Library

Committee Members
Support Staff: Koreena Ortiz
Principal: John Cook
Parent: Trudy Jones
Parent: Tina Patterson
Teacher: Cindy Thomas
Principal: Jim Dawson
Teacher: Berni Wensley
Secretary: Kimb Remsen

Doris Cannon
Laurie Wood

Others: Robert Vanderwege, Connections and DMC

The meeting was called to order by John Cook at 4:00 pm.

An agenda for the meeting was handed out to committee members.

Approval of the minutes from last week, April 10th.

John Cook: Reviewed the verbatim meeting minutes of April 10th and felt the condensed meeting minutes presented last week represent the verbatim minutes. John Cook offered to pass along copies of the verbatim meeting minutes of April 10th to Bernie Wensley and Koreena Ortiz for them to review on their own time. John Cook reminded the committee that the meeting minutes are not supposed to be verbatim and is not a legal document. They are to be used as a reference of discussions during the committee.

The meeting minutes for April 17th, 2007 meeting were approved.

John Cook: Introduced Robert Vanderwege from the District Media Center.

Robert Vanderwege: Discussed combination of Mt. View and Sears libraries.

1. May 4th : Stop circulation of books at Sears School
2. May 10th :
 - a. Both libraries will be reviewed and outdated, severe condition, and non circulated books will be taken out of inventory.
 - b. Boxes will be delivered to Sears and Carts & Pallets will be delivered to Mt. View.
3. May 11th :
 - a. Circulation will stop at Mt. View (this is a normal stop day)
4. May 17th :

- a. Books and book cases will be moved over from Sears.
 - b. Books will be on pallets and they will be brought into the library not left in hall.
- 5. May 21st: Materials will be shelved.
- 6. Other actions taken by DMC
 - a. Create shelf space for Sears books
 - b. 4 additional book cases will be added to the Mt. View library
 - c. Unused books will be available for other schools
 - d. Seating remains the same (9 tables and 36 chairs)
 - e. Over head projectors, TV's, VCR's will be brought over from Sears to combine with Mt. View equipment. Mr. Cook will make decisions on disbursement of those items.

Doris Cannon: Administration Report. Doris stated there were no questions from the committee at the April 17th meeting so there were no answers for her to bring back to the committee.

Question for Doris to take to Leadership team this week:

- 1. Is there anyway possible to move the carpet replacement up on the priority list before May 1st?

John Cook: Bi-weekly Steering Committee meetings. The committee agreed to have the Steering Committee meetings change to bi-weekly and have the last meeting on May 22nd. They also agreed that the sub committees will continue to meet to work on their agendas and goals in the interim between meetings.

John Cook: Reminded the community of the different options for them to get involved with the school and provide feed back.

- 1. Web page input form
- 2. Site Council
- 3. PTA
- 4. Volunteer at school
- 5. School development plan committee

Sub Committees:

- 1. One person from each sub committee representing the communication portion of the sub committee.
- 2. Format for pulling in other volunteers to sub committees. It was recommended to ask for teacher volunteers by action item (ie: kindergarten committee, orientation, etc.) instead of volunteering towards a certain committee.

Physical Committee

- a. Communication with Dave Spence regarding carpet replacement upgrades and walk through for classrooms at Mt. View.
 - i. Mr. Spence's response was there will be no carpet replacement scheduled for Mt. View this summer.
 - ii. A walk through has already happened in both buildings.
- b. Contacted Jim White regarding computers
 - i. Computers will be put in after all furniture is moved.
- c. Model Classroom

- i. Connex will be delivered within the next week.
 - ii. Equipment removed from that classroom and put into connex.
 - iii. Classroom will then be designed with furniture/equipment that is available for each classroom.
 - iv. Mt.View is equipped for a K-5 school and has enough furniture for 20 classrooms. (except kindergarten chairs)
- d. Room compression
 - i. Not needed if maintenance is not going to be done.
- e. John Cook will take over trying to have the carpet replaced.

Human Resource:

- a. Contacts were made and there were no responses as of yet.
- b. John Cook stated that a lot of the Human Resource committee relates to the Functional committee.

Functional Committee:

- a. Kindergarten Orientation
 - i. Meeting with perspective Kindergarten teachers last Thursday regarding Kindergarten Orientation night.
 - ii. Flyers will be handed out, advertising in paper, & on web page
 - iii. Orientation will be held in Mt. View library on May 8th at 6:30 pm
 - iv. Daycare room available
- b. Contact Special Staff
 - i. Invite them to orientation
- c. Registration the week of May 7th to May 11th.
 - i. Registration will be open to all students
 - ii. Existing Sears's students will not need to re-register.
- d. Visitation for existing Sears students to Mt. View
 - i. Concerns of interrupting Mt. View students in classroom
 - ii. Students bused over from Sears for 1 hour of the day
 - iii. Students can walk around school and playground with minimal interruptions to classroom.
- e. Open House – Grand Opening
 - i. Open house should be night before school starts.
 - ii. Grand opening should be 1 week after school starts.

Subcommittee Action items / Goal Statements – new sheets were handed out to committee. Copies of these documents can be found on the links below:

Physical Committee Meeting 4 - <http://www.kpbsd.k12.ak.us/superintendent.aspx?id=7222>
 Human Resources Meeting 3 - <http://www.kpbsd.k12.ak.us/superintendent.aspx?id=7224>
 Functional Committee Meeting 4 - <http://www.kpbsd.k12.ak.us/superintendent.aspx?id=7220>

Next meeting will be on May 8th, 2007

John Cook will address the contact form questions from the web page.

Public Comment: Comments only

Don Dormady: He never received comment back from Steering Committee regarding my concerns of the outcome of a meeting. I would like a response.

Mr. Cook asked Mr. Dormady to resend his comment and he will address it.

Mary Fischer: It is very important from a marketing stand point to have the kids do a visitation to Mt. View to keep the kids coming to the school.

Barb Ralston: in audible

Community Member: Recess concerns with all age groups together

John Cook: Recess concerns are something the committees are looking into.

Community Member: Comment on visitation to Mt. View. You might want to contact Soldotna High or Skyview to find out how they do their middle school visitations each year with minimal effect to student classroom time.

Community Member: in audible

Community Member: in audible

Cindy Thomas: Has concerns over having parents come and look at model classroom based on the fact it will not be set up as an individual classroom (i.e. Kindergarten room etc.). She is in support of having the visitation hour of Sears's kids coming over to view Mt. View.

John Cook: Thanked community members for coming and showing interest and support for the new school.

Meeting adjourned at 5:15 pm