

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

REGULAR SCHOOL BOARD MEETING: July 10, 2000 - 7:30 p.m. at the Borough
Administration Building, Soldotna, AK.

SCHOOL BOARD MEMBERS: Ms. Deborah Germano, President
Mrs. Debra Mullins, Vice President
Mrs. Susan Larned, Clerk
Mrs. Sammy Crawford, Treasurer
Mrs. Mari-Anne Gross, Member
Dr. Nels Anderson, Member
Mr. Mike Chenault, Member

Work Sessions

3:15 p.m. Homer Land Request

3:45 p.m. [Procurement Card Policy](#)

4:15 p.m. [Revised Calendar for 2000-2001](#)

4:30 p.m. School Board Service Article Review

5:00 p.m. Nonretention Informal Hearing

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/[June 5, 2000](#)
2. School Reports
3. Public Presentations (Items not on agenda, 3 minutes per speaker, 30 minutes aggregate)
4. Hearing of Delegations
5. Communications and Petitions
6. Advisory Committee, Site Councils and/or P.T.A., K.P.A.A., K.P.E.A., K.P.E.S.A.
7. Awards and Presentations
 - a. Future Problem Solving Team – Soldotna High Team
 - b. News Bowl 2000 – North Star Elementary Quest Team
8. Superintendent's Report
9. Reports
 - a. [Financial Report](#) – Mr. Hickey
 - b. Board Reports

10. Action Items

a.

Consent Agenda

- (1) Approval of [2000-2001 Annual Agenda Guideline](#)
- (2) Approval of [Resignations](#)
- (3) Approval of [Tentative Nontenure Teaching Assignments](#)
- (4) Approval of [New Teacher Assignments](#)
- (5) Approval of Early Graduation Requests
- (6) Approval of [AR 6146.1, Eligibility to Graduate](#)
- (7) Approval of [AR 3310, Procurement](#)

Instruction

- b. Approval of [Certified Diploma Committee Recommendations and Action Plans](#)
- c. Approval of [Revised 2000-2001 Calendar](#)

Operations and Business Management

- d. Approval of [Budget Transfer Request](#)

Superintendent

- e. Approval of [Administrator Appointments](#)
- f. Approval of [2000-2001 Board of Education Goals](#)

11. First Reading of Policy Revisions

- a. [BP 6146.3, Reciprocity on Graduation Requirements](#)

12. Public Presentations

13. Board Comments

14. Executive Session

15. Adjourn

* * * * *

June 27, 2000

To: Kenai Peninsula Borough School District Board of Education

Through: Dr. Donna Peterson, Superintendent

From: Patrick Hickey, Assistant Superintendent

Subject: **Procurement Cards – Administrative Regulation**

I have attached a copy of Ms. Douglas' memorandum of 13 March for your review. As you should recall, we began a pilot implementation using procurement cards as a means for making school district purchases.

The program is working well and the program is being expanded to encompass the entire district. As this occurs, it is important we ensure procedures are in place to accurately account for the transactions.

The administration recommends approval of AR 3310 (as amended) along with the accompanying new exhibits.



March 13, 2000

M E M O R A N D U M

Information Item

TO: Board of Education

THROUGH: Dr. Donna Peterson, Superintendent
Mr. Patrick Hickey, Assistant Superintendent

FROM: Melody Douglas, Director

SUBJECT: Procurement Cards - A pilot project

The procurement card is a program for governmental/school organizations to utilize credit cards for small purchases. The program offers some unique controls not found in ordinary charge card systems. It looks like, acts like and is accepted by merchants as a credit card. The difference is the quality of controls available and quick turnaround of transactions. This enhances the appropriate internal controls necessary for the management of public funds. The following are highlights of some of the features:

Merchant Control - The type of merchants can be limited in the procurement program. For example, if travel expenditures are not permitted, then merchants such as airlines, rental car agencies, restaurants, and other travel related merchants may be excluded from accepting any

charges from the organization's procurement card program. This can be controlled for each card, a group of cards, or all procurement cards issued to the organization.

Credit Limit Controls - Various types of credit limits can be placed with procurement cards. For example, a per purchase limit of \$500, with a daily limit of \$1,500 with a monthly limit of \$5,000 may be established. All of these credit limits can be programmed card by card, a group of cards, or all procurement cards.

Issuance to Individuals - Each employee receiving a card signs an agreement of responsibility for the card. The agreement lists transaction limitations and responsibility for the use of, or the loss of the card. The agreement also permits a payroll deduction for inappropriate use of the card.

Timely Accounting and Controls - A report of charges by card is received by Accounting from the procurement card database. This report is then sent to pertinent schools and departments for review, account coding, reconciliation, and approval. The original charge slips and/or packing/shipping slips are attached and the statement is returned to Accounting for payment.

Advantages of Procurement Cards - This system will significantly reduce the number of petty cash transactions, pay without purchase order transactions, and allow for Internet purchases. Our current system does not facilitate Internet purchasing and e-commerce is the wave of the future.

There is protection of a lost procurement card where upon notification of a lost or stolen card, the organization is no longer held liable for future charges.

The cards may be used to register and pay for conference fees over the phone. This will be handy for late registrations and purchase of conference materials or items offered for sale at a special one-time-only rate.

If there is a problem with a charge (such as being charged twice) the school or department can advise accounts payable and have the charge immediately corrected through the procurement card system.

This system will significantly reduce the number of accounts payable transactions processed by the District because the procurement card database will consolidate these transactions into reports. The District will be writing one check a month instead of hundreds of checks.

The potential cost saving (s) with a procurement card system is huge and the benefits are efficiency and a more expedient system for schools. It is essential to pilot the program to establish and resolve any problem that may arise if proper controls aren't in place. Nikiski High School, Paul Banks Elementary School, Soldotna Middle School and Homer High School have agreed to work through the pilot project.

The pilot project plan includes piloting the card in these schools in April and May, writing procedures, system review by independent auditors, and developing Board Policy. Assuming the pilot project is successful a plan for implementation districtwide will be developed for

implementation this fall.

KENAI PENINSULA BOROUGH SCHOOL DISTRICT

Procurement Card Use Agreement

Purpose: Provide guidelines for approved expenditures using District sponsored procurement cards.

- Cash advances are not allowed.

Procedures:

- The procurement card will be issued in the name of the employee and will be limited to his/her use. The procurement card billing address will be KPBSD Accounts Payable.
- The card user is responsible for all items charged to the credit card.
- If the card is lost or stolen, the card user is responsible for reporting this to the credit card company and the director of business and finance immediately.
- All expenses charged will be in accordance with KPBSD Policies.
- Interest expense incurred because of late submittal of receipts and/or unauthorized charges will be paid by the employee.
- Misuse of the credit card will result in the card being revoked and appropriate disciplinary action .
- Request an itemized receipt showing transaction paid.

* **Unauthorized expenditures:**

- 1) All equipment including exception items noted for object code 5101 & 5102 Equipment.**
- 2) No individual travel expenditures.**
- 3) Personal service contracts/consultant agreements/performance groups**

Payment Procedures:

- Attach the procurement card charge slips and related receipt and/or invoice to the Transaction Summary Form and submit it to Accounts Payable **immediately** upon receipt of the statement from Accounts Payable. Internet purchases must be documented with a copy of the internet order form or invoice.

Please note: Transactions will be charged to the current fiscal year. Credit card charges may not be charged to next fiscal year.

I accept the above provisions and agree to follow them.

Card Limits for procurement card # _____

Per Transaction \$ _____

Per Day \$ _____

Per Card \$ _____

Printed name

Title

Signature

Date

Kenai Peninsula Borough School District

PROCUREMENT CARD TRANSACTION SUMMARY

SCHOOL

ADMINISTRATOR SIGNATURE

Memo To: Members, Board of Education
From: Ed McLain
Date: July 10, 2000
Re: 2000-2001 Revised Calendar for Board Approval

AS 14.03.030 directs that school districts must adopt school calendars with a minimum of 180 days in session. The statute allows districts to substitute up to a maximum of 10 of those days for inservice / staff development activities. The statute directs that school districts must provide a minimum of 170 days of student instruction.

On May 24, 2000, the Alaska Department of Education notified districts that it will allow districts to substitute conference days for teacher inservice days provided (1) the combined number of days for both conferences and inservice does not exceed 10; and (2) the calendar contains a minimum of 170 days for student instruction.

The District currently has seven inservice days scheduled for the 2000-2001 school year.

The district currently has minimum days scheduled October 24-27, 2000 and Feb 20-23, 2001 for parent-student-teacher conferences.

When building the 2000-2001 calendar, members of the Calendar Committee and individual site administrators expressed preference for full day conference schedules should the state education department allow them. It simply was not an option allowed by the state when the calendar was built and approved last fall.

When the District received notice of the Department's allowance of conferences, administration developed a revised calendar for Board review and approval. This revised calendar is attached.

The revised calendar maintains the currently scheduled 7 days for inservice, and replaces the 8 minimum days scheduled for afternoon conferences with 3 days for conferences. It provides 170 days for student instruction.

The three conference days eliminate the need for eight minimum days followed by parent-student-teacher conferences. Five of these become full days of instruction, three become conference days

The revised calendar:

- Sets October 26 and 27, 2000 as inservice / conference days. October 24 and 25 will be regularly scheduled full days for students.
- Sets February 20, 2001 as an inservice / conference day. February 21 – 23 will be regularly scheduled full days for students.
- Allows sites to schedule for afternoon and evening conference. This should increase convenience and access for parents. (See attached worksheet.)
- Meets state statute requirements for number of student days in session.

The administration recommends approval of this revised calendar.

Attachment Revised 2000-2001 calendar

Kenai Peninsula Borough School District 2000–2001 Calendar

C School Closes **O** School Opens
E End of Quarter **V** Vacation Day
H Legal Holiday **W** Teacher Work Day
IS Inservice **PN** Inser /Conference

July 2000							August 2000							September 2000							October 2000						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1			1	2	3	4	5						1	2	1	2	3	4	5	6	7
2	3	4	5	6	7	8	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
		H													H							IS	IS				

9	10	11	12	13	14	15	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
										DIS	W	W												E			
16	17	18	19	20	21	22	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
							IS	IS	O															PN	PN		
23	24	25	26	27	28	29	27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				
30	31																										
# of Inservice Days:	0						# of Inservice Days:	3						# of Inservice Days:	0						# of Inservice / Conf:	2+2					
# of Student Days:	0						# of Student Days:	7						# of Student Days:	20						# of Student Days:	18					
# of Teacher Days:	0						# of Teacher Days:	12						# of Teacher Days:	21						# of Teacher Days:	22					

November 2000							December 2000							January 2001							February 2001						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4						1	2		1	2	3	4	5	6					1	2	3
															H												
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10
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12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24
				H	H			V	V	V	V	V									IS	PN					
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30	31				25	26	27	28			
								H	V	V	V	V															
							31																				
# of Inservice Days:	0						# of Inservice Days:	0						# of Inservice Days:	0						# of Inservice / Conf:	1 + 1----					
# of Student Days:	20						# of Student Days:	11						# of Student Days:	22						# of Student Days:	18					
# of Teacher Days:	22						# of Teacher Days:	12						# of Teacher Days:	23						# of Teacher Days:	20					

March 2001							April 2001							May 2001							June 2001							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
				1	2	3	1	2	3	4	5	6	7				1	2	3	4	5						1	2
4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	
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11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	
					E																							
18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	
	V	V	V	V	V												C	IS	W									
25	26	27	28	29	30	31	29	30						27	28	29	30	31			24	25	26	27	28	29	30	
															H													
# of Inservice Days:	0						# of Inservice Days:	0						# of Inservice Days:	1						# of Inservice Days:	0						
# of Student Days:	17						# of Student Days:	20						# of Student Days:	17						# of Student Days:	0						
# of Teacher Days:	17						# of Teacher Days:	20						# of Teacher Days:	19						# of Teacher Days:	0						

End of Quarter

First Quarter October 20 40 Days
 Second Quarter January 12 45 Days
 Third Quarter March 16 43 Days
 Fourth Quarter May 23 42 Days
 Student days 170 Days

*Inservice = 7 (4 Outside School Year, 3 During)
 Inservice/Conference = 3, Total S/T = 170/188
 Approved by School Board July 10, 2000*

First and Last Days

Teacher First August 16
 August 16
 Teacher Last May 25
 Student First August 23
 August 23
 Student Last May 23
 May 23

Inservice Days

August 16
 August 21-22
 October 9-10
 Oct 26, 27 (Ins/
 Conferences)
 February 19
 February 20 (Ins/
 Conferences)
 May 24

Legal Holidays and Vacation Days

Independence Day July 4
 Labor Day September 4
 Thanksgiving November 23-24
 Christmas December 18-January 1
 Spring Break March 19-23
 Good Friday April 13
 Memorial Day May 28

KENAI PENINSULA BOROUGH SCHOOL DISTRICT

148 N. Binkley Street
Soldotna, AK 99669

June 5, 2000

SCHOOL BOARD MEMBERS:

Ms. Deborah Germano, President
Mrs. Debra Mullins, Vice President
Mrs. Susan Larned, Clerk
Mrs. Sammy Crawford, Treasurer
Mrs. Mari-Anne Gross, Member
Dr. Nels Anderson, Member
Mr. Mike Chenault, Member

STAFF PRESENT:

Dr. Donna Peterson, Superintendent of Schools
Dr. Ed McLain, Assistant Superintendent, Instruction
Mr. Todd Syverson, Assistant Superintendent, Human Resources

OTHERS PRESENT:

Mr. Mark Norgren	Mr. Tim Peterson
Mr. Wayne Pattison	Mrs. Angela McKinney
Mr. Tim Navarre	Mr. Dave Spence

Others present not identified.

CALL TO ORDER:

Ms. Germano called the meeting to order at 7:31 p.m.

PLEDGE OF ALLEGIANCE:

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

ROLL CALL:

Ms. Deborah Germano	Present
Mrs. Debra Mullins	Present
Mrs. Susan Larned	Present
Mrs. Sammy Crawford	Present
Mrs. Mari-Anne Gross	Present
Dr. Nels Anderson	Present
Mr. Mike Chenault	Present

APPROVAL OF AGENDA:

The agenda was approved with revisions to item Number 10b., Cocurricular Activities and Handbooks, and 10d., Capital Bond Issue Project List.

APPROVAL OF MINUTES:

The School Board Minutes of May 15, 2000, were approved as printed.

PUBLIC PRESENTATIONS:

Mrs. McKinney, Anchor Point parent, thanked the Board for the opportunity to volunteer in her childrens' schools. She told the Board that she and other community volunteers assisted with transportation of the school mass band as they performed concerts at various schools. She reported that she assisted in her daughter's 6th grade math class everyday, which gave her an appreciation for teachers and a chance to observe other students. She stated that volunteers chaperoned a school lock-in and a field trip to Peterson Bay. She stated that volunteers assisted with the Battle of the Books competition. She stated that she liked volunteering. She stated that she assisted with the school concession stand and taught students how to make change, market a product, and compute the gross profit and net profit. She stated that she and community senior volunteers worked in the school library. She reported that she learned quite a bit while supervising students as they worked with computers. She stated that the students taught her about computers which helped to reaffirm their own skills. She thanked the Board

for letting her volunteer.

PUBLIC PRESENTATIONS (continued): Ms. Trena Richardson, K-Beach Elementary principal thanked the Board for changing the budget transfer deadline to a later date. She stated that in the past budget transfers were due on the last day of work for school staff, which made it very hard to check them out of the building as well as complete the transfers. She stated that having extra time to finish the transfers after the staff has left for the summer has been an enormous help.

COMMUNICATIONS AND PETITIONS: Dr. Peterson reported that she received four letters: one from Kathy Holt regarding the reconfiguration of three Soldotna schools; one from the Susan B. English Parent Advisory Committee president to Dave Spence regarding housing of Borough employees in Seldovia; one from Commissioner Rick Cross regarding the Alaska Education Summit on September 29 through October 1; and one from William Berube, Associate Dean, University of Wymong, to Mr. Syverson announcing the successful completion of the Doctor of Education in the area of Education Leadership by Dr. McLain.

SUPERINTENDENT'S REPORT: Dr. Peterson reported that the Board has been involved with worksessions all day. She reported that the Operational Efficiency Committee has decided that no further meetings are necessary and therefore are permanently adjourned. Dr. Peterson read a letter from the National School Board Association recognizing Mari-Anne Gross and Debra Mullins as outstanding school board members. They both received a certificate and a service pin.

BOARD REPORTS: Mrs. Larned reported that the Downsizing Committee did not feel it made sense to continue the Committee. She stated that she attended the British Petroleum Teacher of the Year banquet. She noted that she was impressed to hear about the teachers who were nominated.

Mrs. Crawford stated that she also attended the British Petroleum Teacher of the Year banquet and announced that Liz Burck was selected as the Kenai Peninsula Borough School District's Teacher of the Year. She reported that she attended six high school graduations.

Mrs. Mullins stated that she also attended the British Petroleum Teacher of the Year banquet. She stated that she is not surprised at the caliber of teachers in the District and is pleased when the business community also recognizes them. She attended graduation ceremonies at Kenai Central High, Nikiski High, Homer Flex and Skyview High Schools. She noted that the Homer Flex graduation was very emotional and appreciated the students who returned to complete their education. She stated that it was a pleasure to attend the Nikiski High award ceremony for staff who have worked for the District for 10, 15, and 20 years.

CONSENT AGENDA: Items presented on the Consent Agenda were New Teacher Appointments 2000-2001, Long-Term Substitute Teacher Contract, Resignation, Budget Transfers, Tentative Nontenure Teaching Assignment, and Rescission of Resignation.

New Teacher Appointments 2000-2001: Mr. Syverson recommended the Board approve teaching assignments for the 2000-2001 school year for Timothy McIntyre, school psychologist, districtwide special services; and Jill Faulkner, generalist, Bartlett Elementary/High School.

Long-Term Substitute Teacher Contract: Mr. Syverson recommended the Board approve a 19-day substitute teaching contract for Dawn Brighton, social studies, Soldotna Middle.

- Resignation: Mr. Syverson recommended the Board approve resignations from Terrie Kane, special education/severe, Seward Middle/High; Sherri Burt, Grades 5/6, Susan B. English Elementary/High; and Staci Suneson, speech pathologist, districtwide special services.
- Budget Transfers: By memorandum, Mr. Hickey recommended the Board approve Budget Transfer Number 692 for \$15,000 to cover costs associated with Connected University membership, which will allow staff development opportunities, and Budget Transfer Number 694 for \$45,000 to cover part of the costs of personalized education plan coordinators.
- Tentative Nontenure Teaching Assignment: Mr. Syverson recommended the Board approve tentative nontenure teaching assignments for Alexei Basargin, Russian/math; Lynnette Elliott-James, kindergarten; and Sandra J. Lewis, Grade 1 (temporary).
- Rescission of Resignation: Mr. Syverson recommended the Board approve rescinding the resignation of Rick Ladd, West Homer Elementary principal.
- ACTION Mrs. Crawford moved the Board approve Consent Agenda Items Number 1 through 6. Mrs. Gross seconded.
- Motion carried unanimously.
- Cocurricular Activities and Handbooks: Dr. Peterson recommended the Board approve changes to the Cocurricular Activities Guidelines proposed by the member schools of the Kenai Peninsula Student Activities Association.
- ACTION Dr. Anderson moved the Board adopt the proposed changes to the Cocurricular Activities Guidelines. Mrs. Larned seconded.
- Motion carried unanimously.
- Nikiski Reconfiguration Project Recommendations: Mrs. Mullins reminded the Board that the Nikiski reconfiguration project recommendations were postponed during the May 15 meeting. She reminded them that the motion before them is to approve recommendations from the Nikiski Reconfiguration Advisory Committee for the reconfiguration of Nikiski Elementary School and the advertisement of architectural schematic services only utilizing those funds previously appropriated by the Borough Assembly.
- Motion carried unanimously.
- Mr. Wayne Pattison thanked the Board for listening to the Committee.
- Capital Bond Issue Project List: By memorandum, Mr. Hickey recommended the Board approve a capital project plan in the amount of \$11,054,000. HB 281 allows the Borough and District to create \$7,429,000 in bonded project funding. The projects are eligible to be reimbursed at 70%, which will generate a \$5,200,300 commitment from the state of Alaska against a Borough contribution of \$2,225,700. The bonds must be approved by a vote of the public and the commissioner of education.

Capital Bond Issue Project List
(continued):

Mr. Tim Navarre asked what amount was recommended for Board approval on the capital project plan. He stated that he had asked that a larger amount be forwarded to the Department of Education and Early Development in case there were monies left over from some of the projects. Ms. Mullins noted that the revised amount is \$8.8 million. Dr. Peterson stated that after the paperwork is completed, the project list might be amended further with Board approval. Ms. Germano reminded those present that the Board will take action on the revised list that was submitted after the Board packet had been printed.

ACTION

Mrs. Larned moved the Board approve the amended capital bond issue project list. Mrs. Crawford seconded.

Motion carried unanimously.

Administrator Appointments:

Dr. Peterson recommended the Board approve the appointment of Mark Norgren as principal of Nikiski Elementary, Glen Szymoniak as principal of Homer Middle, Allan Miller as assistant principal of Skyview High, Terri Orr as principal/teacher of Cooper Landing Elementary, and Randy Creamer as principal/teacher of K-Selo Elementary. She stated that all of the candidates are current District employees.

ACTION

Mrs. Mullins moved the Board approve administrator assignments for 2000-2001 as outlined in item Number 10e. Mrs. Crawford seconded.

Mrs. Mullins welcomed Mr. Norgren back to the Nikiski Area.

Motion carried unanimously.

BOARD COMMENTS:

Mrs. Gross reported that she has missed a number of meetings and is glad to be back. She stated that she attended several meetings at the state and national level. She stated that she appreciated the Board for allowing her to be absent to attend the meetings. Mrs. Gross reported that the Board conducted the Superintendent evaluation and Board evaluation earlier in the day and commented that the District has one of the best boards in the state.

Mr. Chenault thanked the Nikiski Area Reconfiguration Committee for their years of hard work. He reported that he attended the Nikiski High and Seward high graduation ceremonies. He stated that he enjoyed both ceremonies and felt that they did an excellent job.

Mrs. Mullins extended congratulations to Dr. McLain for achieving his doctorate. She thanked the Nikiski Area Reconfiguration Committee for their perseverance.

Mrs. Larned reported that she attended several graduation ceremonies. She noted that she especially enjoyed the Soldotna High School ceremony because her daughter graduated. She congratulated Mr. Norgren and the other staff who were appointed to administrative positions. She also congratulated Dr. McLain on receiving his degree. She announced that she changed her vote on the Nikiski reconfiguration recommendations during the Board worksession.

BOARD COMMENTS (continued):

Dr. Anderson stated that he changed his vote on the Nikiski Area reconfiguration because he felt that the Board should do some positive things with several District buildings. He stated that he hoped the Board could meet with the Assembly to add more items to the bond list other than what was listed. He congratulated Dr. McLain on his doctorate degree and Mr. Norgren for his appointment as Nikiski Elementary principal.

Mrs. Crawford thanked the Nikiski Area Reconfiguration Committee for their perseverance. She thanked Ms. McKinney for her comments. She congratulated Dr. McLain for receiving his doctorate. She stated that she appreciated having two full days to work with colleagues at a high professional level. She stated that she also appreciates the level of commitment and work that the administration and School Board puts forth.

Ms. Germano echoed Mrs. Crawford's comments. She welcomed back Mrs. Gross and added that it is a joy to work with the Board. She told those present that the Board began their meetings at 9:30 a.m. and will conduct the Board Planning Session the following day. She thanked the Nikiski Area Reconfiguration Committee members for their hard work and Mrs. McKinney for her comments.

ADJOURN: At 8:04 p.m., Mrs. Mullins moved the School Board Meeting be adjourned. Mrs. Crawford seconded.

Motion carried unanimously.

Respectfully submitted,

Ms. Deborah Germano, President

Mrs. Susan Larned, Clerk

The Minutes of June 5, 2000,
have not been approved as of
June 7, 2000.

KENAI PENINSULA BOROUGH SCHOOL DISTRICT FY 00
SOURCE OF REVENUE BY FUND
THROUGH 05/31/00

MTD YTD BUDGET DIFFERENCE PERCENT TO DATE

FUND: 100 OPERATING FUND

LOCAL REVENUE

0008 PR YR ECUM APPROP	0.00	0.00	498,342.00	498,342.00	0%	
0011 BOROUGH APPROPRIATIO	1,959,432.42	21,553,756.58	23,370,336.00	1,816,579.42	92%	
0012 IN KIND REVENUE	0.00	0.00	5,922,125.00	5,922,125.00	0%	
0040 OTHER LOCAL REVENUE	288.25	266,977.59	55,000.00	211,977.59-	485%	
0041 TUITION	162,704.10-	0.00	0.00	0.00	0%	
0042 SURPLUS PROPERTY	5,819.96	5,819.96	0.00	5,819.96-	0%	
0046 RENTAL OF SCH FACILI	2,100.00	24,626.57	65,000.00	40,373.43	37%	
0049 ERATE REVENUE	114,803.15	413,716.40	650,000.00	236,283.60	63%	
LOCAL REVENUE TOTAL	1,919,739.68	22,264,897.10	30,560,803.00	8,295,905.90	72%	

STATE REVENUE

0050 STATE REVENUE	0.00	0.00	0.00	0.00	0%	
0051 FOUNDATION	3,687,193.00	39,656,561.00	43,105,309.00	3,448,748.00	91%	
0059 TUITION	162,704.10	162,704.10	231,000.00	68,295.90	70%	
STATE REVENUE TOTAL	3,849,897.10	39,819,265.10	43,336,309.00	3,517,043.90	91%	

FEDERAL REVENUE

0150 INTERGVNMTL FEDERAL	0.00	136,059.00	123,294.00	12,765.00-	110%	
0230 SURPLUS PROPERTY	5,819.96-	0.00	0.00	0.00	0%	
FEDERAL REVENUE TOTAL	5,819.96-	136,059.00	123,294.00	12,765.00-	110%	

100 OPERATING FUND	5,763,816.82	62,220,221.20	74,020,406.00	11,800,184.80	84%
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FUND: 201 STATE/STAFF DEVELPMT

STATE REVENUE

0050 STATE REVENUE	300.00	6,995.38	17,038.00	10,042.62	41%
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FUND: 202 AK SCIENCE/TECH FDTN

STATE REVENUE

0050 STATE REVENUE	0.00	13,925.00	240,230.00	226,305.00	5%
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FUND: 204 OASIS

STATE REVENUE

0050 STATE REVENUE	0.00	0.00	4,000.00	4,000.00	0%
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FUND: 205 PUPIL TRANSPORTATION

LOCAL REVENUE

0008 PR YR ECUM APPROP	0.00	0.00	51,860.00	51,860.00	0%
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FUND: 205 PUPIL TRANSPORTATION

STATE REVENUE

0050 STATE REVENUE	486,376.57	4,302,107.92	4,268,001.00	34,106.92-	100%
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TRANS FROM OTHER FUNDS

0250 TRANS FROM OTHER FUN	0.00	0.00	89,185.00	89,185.00	0%
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205 PUPIL TRANSPORTATION	486,376.57	4,302,107.92	4,409,046.00	106,938.08	97%
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FUND: 206 ABSTINENCE GRANT

FEDERAL REVENUE

0150 INTERGVNMTL FEDERAL	0.00	19,627.50	39,255.00	19,627.50	50%
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FUND: 207 PREG & PARENT TEENS

FEDERAL REVENUE

0150 INTERGVNMTL FEDERAL	0.00	22,799.55	65,000.00	42,200.45	35%
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FUND: 208 QSI CONSULT CONTRACT

STATE REVENUE

0050 STATE REVENUE	0.00	0.00	4,040.00	4,040.00	0%
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FUND: 215 COMMUNITY SCHOOL FUN

LOCAL REVENUE

0008 PR YR ECUM APPROP	0.00	0.00	7,031.00	7,031.00	0%
0040 OTHER LOCAL REVENUE	0.00	77,265.00	193,292.00	116,027.00	39%
LOCAL REVENUE TOTAL	0.00	77,265.00	200,323.00	123,058.00	38%

STATE REVENUE

0050 STATE REVENUE	0.00	26,406.00	26,406.00	0.00	100%
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TRANS FROM OTHER FUNDS

0250 TRANS FROM OTHER FUN	0.00	0.00	22,331.00	22,331.00	0%
215 COMMUNITY SCHOOL FUN	0.00	103,671.00	249,060.00	145,389.00	41%

FUND: 225 BOARDING HOME PROGRA

STATE REVENUE

0050 STATE REVENUE	3,659.67	10,493.64	19,952.00	9,458.36	52%
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FUND: 240 QUALITY SCHOOLS

LOCAL REVENUE

0008 PR YR ECUM APPROP	0.00	0.00	0.00	0.00	0%
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STATE REVENUE

0050 STATE REVENUE	0.00	0.00	248,370.00	248,370.00	0%
240 QUALITY SCHOOLS	0.00	0.00	248,370.00	248,370.00	0%

FUND: 255 FOOD SERVICE FUND

LOCAL REVENUE

0008 PR YR ECUM APPROP	0.00	0.00	258.00	258.00	0%
0020 TYPE A LUNCH-PUPILS	61,912.54	1,013,358.28	1,076,669.00	63,310.72	94%
0040 OTHER LOCAL REVENUE	1,138.95	13,482.74	8,000.00	5,482.74-	168%
LOCAL REVENUE TOTAL	63,051.49	1,026,841.02	1,084,927.00	58,085.98	94%

FEDERAL REVENUE

0150 INTERGVNMTL FEDERAL	272,361.82	951,311.41	1,204,220.00	252,908.59	78%
0162 USDA	0.00	0.00	94,308.00	94,308.00	0%
FEDERAL REVENUE TOTAL	272,361.82	951,311.41	1,298,528.00	347,216.59	73%

TRANS FROM OTHER FUNDS

0250 TRANS FROM OTHER FUN	0.00	0.00	48,327.00	48,327.00	0%
255 FOOD SERVICE FUND	335,413.31	1,978,152.43	2,431,782.00	453,629.57	81%

FUND: 260 TITLE I-A

LOCAL REVENUE

0008 PR YR ECUM APPROP	0.00	0.00	4.00	4.00	0%
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FEDERAL REVENUE

0150 INTERGVNMTL FEDERAL	0.00	709,930.65	2,126,796.00	1,416,865.35	33%
260 TITLE I-A	0.00	709,930.65	2,126,800.00	1,416,869.35	33%

FUND: 261 ESEA TITLE II FUND

FEDERAL REVENUE

0150 INTERGVNMTL FEDERAL	6,568.64	10,776.87	48,544.00	37,767.13	22%
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FUND: 262 HANDICAPD PRESCHOOLS

FEDERAL REVENUE

0150 INTERGVNMTL FEDERAL	0.00	16,649.41	51,160.00	34,510.59	32%
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FUND: 265 CARL PERKINS - BASIC

FEDERAL REVENUE

0150 INTERGVNMTL FEDERAL	0.00	76,105.70	242,127.00	166,021.30	31%
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FUND: 266 TITLE VI-B

FEDERAL REVENUE

0150 INTERGVNMTL FEDERAL	0.00	347,618.60	746,353.00	398,734.40	46%
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FUND: 269 GOALS 2000

FEDERAL REVENUE

0150 INTERGVNMTL FEDERAL	0.00	7,654.39	55,217.00	47,562.61	13%
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FUND: 270 SCHOOL TO WORK

FEDERAL REVENUE

0150 INTERGVNMTL FEDERAL	0.00	6,312.35	96,587.00	90,274.65	6%
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FUND: 271 CHARTER SCHOOL GRANT

LOCAL REVENUE

0008 PR YR ECUM APPROP	0.00	0.00	145.00	145.00	0%
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0040 OTHER LOCAL REVENUE	0.00	0.00	0.00	0.00	0%
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LOCAL REVENUE TOTAL	0.00	0.00	145.00	145.00	0%
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FEDERAL REVENUE

0150 INTERGVNMTL FEDERAL	0.00	35,351.28	110,856.00	75,504.72	31%
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271 CHARTER SCHOOL GRANT	0.00	35,351.28	111,001.00	75,649.72	31%
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FUND: 272 UPWARD BOUND/UAA

FEDERAL REVENUE

0150 INTERGVNMTL FEDERAL	0.00	1,661.75	23,324.00	21,662.25	7%
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FUND: 274 PTR REDUCTION FUND

FEDERAL REVENUE

0150 INTERGVNMTL FEDERAL	0.00	135,210.50	430,113.00	294,902.50	31%
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FUND: 275 CAPACITY,BLDG,IMPROV

FEDERAL REVENUE

0150 INTERGVNMTL FEDERAL	0.00	26,327.70	100,000.00	73,672.30	26%
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FUND: 276 MIGRANT PARENT ADVIS

FEDERAL REVENUE

0150 INTERGVNMTL FEDERAL	0.00	318.00	5,000.00	4,682.00	6%
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FUND: 277 GEAR UP

FEDERAL REVENUE

0150 INTERGVNMTL FEDERAL	0.00	0.00	50,000.00	50,000.00	0%
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FUND: 278 TITLE I COP

FEDERAL REVENUE

0150 INTERGVNMTL FEDERAL	0.00	0.00	1,500.00	1,500.00	0%
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FUND: 279 BALANCED READING

FEDERAL REVENUE

0150 INTERGVNMTL FEDERAL	12,000.00	12,000.00	15,000.00	3,000.00	80%
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FUND: 280 HIGH INTENSITY

FEDERAL REVENUE

0150 INTERGVNMTL FEDERAL	0.00	0.00	14,191.00	14,191.00	0%
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FUND: 281 MIGRANT ED SUMMER

FEDERAL REVENUE

0150 INTERGVNMTL FEDERAL	0.00	0.00	22,936.00	22,936.00	0%
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FUND: 350 TITLE IX - INDIAN ED

FEDERAL REVENUE

0150 INTERGVNMTL FEDERAL	0.00	0.00	198,554.00	198,554.00	0%
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FUND: 351 21ST CENT: AFTR BELL

FEDERAL REVENUE

0150 INTERGVNMTL FEDERAL	0.00	0.00	485,422.00	485,422.00	0%
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FUND: 371 CORPORATE GRANTS

LOCAL REVENUE

0040 OTHER LOCAL REVENUE	11,050.00	36,576.00	48,044.00	11,468.00	76%
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FEDERAL REVENUE

0760 DEFERRED REVENUE	14,000.00	14,000.00	14,000.00	0.00	100%
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371 CORPORATE GRANTS	25,050.00	50,576.00	62,044.00	11,468.00	81%
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FUND: 372 COMMUNITY THEATER

LOCAL REVENUE

0040 OTHER LOCAL REVENUE	0.00	0.00	203,985.00	203,985.00	0%
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FUND: 376 HOMER FOUNDATION

LOCAL REVENUE

0040 OTHER LOCAL REVENUE	0.00	4,343.75	5,344.00	1,000.25	81%
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FUND: 500 CAPITAL PROJECT FUND

LOCAL REVENUE

0008 PR YR ECUM APPROP	0.00	0.00	586.00	586.00	0%
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FUND: 710 PUPIL ACTIVITY FUND

LOCAL REVENUE

0031 INTEREST REVENUE	10,880.50	87,741.07	0.00	87,741.07-	0%
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FEDERAL REVENUE

0210 PUPACT REVENUE	262,804.41	2,120,338.67	0.00	2,120,338.67-	0%
0211 PUPACT GATE RECEIPTS	10,647.65	132,821.75	0.00	132,821.75-	0%
0212 PUPACT PICTURE RECPT	0.00	242.84	0.00	242.84-	0%
0214 PUPACT PARTCPTN FEES	7,941.35	223,268.81	0.00	223,268.81-	0%
0215 PUPACT FND RAISG REV	175.90	6,626.07	0.00	6,626.07-	0%
0216 PUPACT ACTIVITY FEE	659.00	94,164.45	0.00	94,164.45-	0%
0220 PUPACT DONATIONS	800.00	9,731.20	0.00	9,731.20-	0%
FEDERAL REVENUE TOTAL	283,028.31	2,587,193.79	0.00	2,587,193.79-	0%

TRANS FROM OTHER FUNDS

0250 TRANS FROM OTHER FUN	10,345.29	161,321.73	0.00	161,321.73-	0%
710 PUPIL ACTIVITY FUND	304,254.10	2,836,256.59	0.00	2,836,256.59-	0%

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FYR 00 KENAI PENINSULA BOROUGH SCHOOL DISTRICT

EXPENDITURE SUMMARY BY FUND/FUNC

REPORT #: 5

05/31/00

	ORIGINAL BUDGET	CURRENT BUDGET	MONTH	YTD	UNENCUMBERED ENCUMBRANCES	% BALANCE	EXP
100 OPERATING FUND							
4100 REGULAR INSTRUCTION	33,347,008	32,450,451	7,931,129.43	29,468,142.45	114,717.59	2,867,590.96	91
4120 BILINGUAL INSTRUCTIO	515,949	498,211	69,746.92	451,320.02	4,544.69	42,346.29	91
4130 GIFTED/TALENTED INST	913,002	898,646	215,705.64	875,124.82	4,854.60	18,666.58	97
4140 ALTNTV (CONNECTIONS)	587,638	1,131,765	86,675.22	864,758.75	19,470.23	247,536.02	78
4160 VOCATIONAL EDUCATION	1,677,134	1,682,415	428,247.49	1,629,044.43	26,439.37	26,931.20	98
4200 SPED INSTRUCTION	6,517,222	6,478,690	1,631,293.34	6,280,172.06	8,805.69	189,712.25	97
4220 SPED SVCS - STUDENT	2,525,941	2,797,323	743,591.09	2,754,341.46	1,879.55	41,101.99	98
4320 GUIDANCE SERVICES	1,059,163	1,030,330	285,851.45	1,004,659.85	1,666.32	24,003.83	97
4330 HEALTH SERVICES	916,303	933,575	224,637.54	936,859.01	6,647.34	9,931.35-	101
4350 SUPPORT SVCES/INSTRC	715,693	773,110	160,228.03	650,679.22	41,968.56	80,462.22	89
4352 LIBRARY SERVICE	1,343,918	1,312,807	320,178.39	1,277,784.19	52,209.43	17,186.62-	101
4354 INSERVICE	29,189	31,865	1,733.65	13,992.17	5,000.00	12,872.83	59
4400 SCHOOL ADMINSTRATION	5,723,494	5,810,719	1,200,868.10	5,640,713.85	43,246.26	126,758.89	97
4511 BOARD OF EDUCATION	213,646	221,722	16,331.92	146,533.83	1,812.50	73,375.67	66
4512 OFF OF SUPERINTENDEN	282,390	251,796	26,666.71	237,783.42	1,416.69	12,595.89	94
4513 ASST SUPT/INSTRUCTN	173,611	185,241	14,326.63	166,164.86	73.90	19,002.24	89
4551 FISCAL SERVICES	382,431	397,802	32,183.97	403,453.43	1,744.66	7,396.09-	101
4552 INTERNAL SERVICES	588,501	610,154	60,614.40	520,839.40	1,694.31	87,620.29	85
4553 STAFF SERVICES	386,399	400,634	26,650.63	309,711.18	4,235.19	86,687.63	78
4555 DATA PROCESSING SVCS	726,233	1,133,905	101,499.98	932,876.32	24,037.77	176,990.91	84
4556 OP & BUSINESS SVCS	160,053	155,848	12,883.24	146,476.55	0.00	9,371.45	93
4600 OPERATION OF PLANT	13,185,327	13,270,101	891,490.98	6,637,145.58	127,520.32	6,505,435.10	50
4700 PUPIL ACTIVITY	1,379,931	1,403,453	363,860.49	1,366,332.67	6,490.22	30,630.11	97
4902 TRANS FD-COMM SCHOOL	22,331	22,331	0.00	0.00	0.00	22,331.00	0
4904 TRANS FD-FOOD SERVIC	48,327	48,327	0.00	0.00	0.00	48,327.00	0
4905 TRANS FD-PUPIL TRAN	139,185	89,185	0.00	0.00	0.00	89,185.00	0

73,560,019 74,020,406 14,846,395.24 62,714,909.52 500,475.19 10,805,021.29 85

200 STATE GRANTS

4100 REGULAR INSTRUCTION	0	0	0.00	8.70	0.00	8.70-	0
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201 STATE/STAFF DEVELPMT

4100 REGULAR INSTRUCTION	23,818	17,038	525.28	8,381.42	1,103.00	7,553.58	55
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202 AK SCIENCE/TECH FDTN

4100 REGULAR INSTRUCTION	412,007	240,230	670.30	237,397.97	1,140.00	1,692.03	99
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204 OASIS

4100 REGULAR INSTRUCTION	4,000	4,000	1,117.48	1,117.48	0.00	2,882.52	27
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205 PUPIL TRANSPORTATION

4760 PUPIL TRANSPORTATION	4,407,186	4,409,046	474,817.30	3,888,363.15	25,261.20	495,421.65	88
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206 ABSTINENCE GRANT

206 ABSTINENCE GRANT

4100 REGULAR INSTRUCTION	39,255	39,255	1,390.27	17,388.89	2,193.52	19,672.59	49
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207 PREG & PARENT TEENS

4300 SUPPORT SERV-PUPILS	65,000	65,000	3,854.36	32,039.35	21,409.72	11,550.93	82
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208 QSI CONSULT CONTRACT

4100 REGULAR INSTRUCTION	4,040	4,040	992.12	3,676.32	0.00	363.68	90
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215 COMMUNITY SCHOOL FUN

4780 COMMUNITY SERVICES	250,907	249,060	40,769.42	236,819.34	4,028.23	8,212.43	96
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225 BOARDING HOME PROGRA

4300 SUPPORT SERV-PUPILS	19,952	19,952	1,635.73	12,130.67	186.00	7,635.33	61
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240 QUALITY SCHOOLS

4100 REGULAR INSTRUCTION	248,370	248,370	39,201.80-	177,257.08	7,234.86	63,878.06	74
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255 FOOD SERVICE FUND

4790 FOOD SERVICES	2,431,524	2,431,782	260,046.59	2,326,108.32	2,836.20	102,837.48	95
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260 TITLE I-A

4100 REGULAR INSTRUCTION	2,061,292	2,033,948	276,320.13	1,690,566.47	44,295.74	299,085.79	85
4300 SUPPORT SERV-PUPILS	92,852	92,852	22,089.88	80,965.16	0.00	11,886.84	87

2,154,144	2,126,800	298,410.01	1,771,531.63	44,295.74	310,972.63	85
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261 ESEA TITLE II FUND

4100 REGULAR INSTRUCTION	48,544	48,544	3,785.44	18,492.64	107.16	29,944.20	38
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262 HANDICAPD PRESCHOOLS

4200 SPED INSTRUCTION	51,160	51,160	15,265.18	49,401.47	0.00	1,758.53	96
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265 CARL PERKINS - BASIC

4160 VOCATIONAL EDUCATION	211,939	242,127	66,009.38	220,549.81	5,911.07	15,666.12	93
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266 TITLE VI-B

4200 SPED INSTRUCTION	746,353	746,353	117,202.40	707,861.61	4,904.89	33,586.50	95
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268 SINGLE PARENT

4160 VOCATIONAL EDUCATION	0	0	0.00	0.00	0.00	0.00	0
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269 GOALS 2000

4100 REGULAR INSTRUCTION	40,000	55,217	1,578.76	37,760.49	70.01	17,386.50	68
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270 SCHOOL TO WORK

4100 REGULAR INSTRUCTION	112,254	96,587	6,808.78	18,708.24	1,575.55	76,303.21	21
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271 CHARTER SCHOOL GRANT

4100 REGULAR INSTRUCTION	109,696	104,841	2,269.57	88,385.51	3,962.04	12,493.45	88
4400 SCHOOL ADMINISTRATION	6,160	6,160	0.00	6,160.19	0.00	0.19-	100

	115,856	111,001	2,269.57	94,545.70	3,962.04	12,493.26	88
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272 UPWARD BOUND/UAA

4100 REGULAR INSTRUCTION	23,324	23,324	7,986.08	11,793.92	0.00	11,530.08	50
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273 DRUG FREE SCHOOLS

4300 SUPPORT SERV-PUPILS	0	0	0.00	0.00	0.00	0.00	0
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274 PTR REDUCTION FUND

4100 REGULAR INSTRUCTION	430,113	430,113	109,317.60	390,989.96	0.00	39,123.04	90
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275 CAPACITY,BLDG,IMPROV

4200 SPED INSTRUCTION	100,000	100,000	18,961.93	75,953.76	0.00	24,046.24	75
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276 MIGRANT PARENT ADVIS

4100 REGULAR INSTRUCTION	5,000	5,000	0.00	643.00	0.00	4,357.00	12
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277 GEAR UP

277 GEAR UP

4100 REGULAR INSTRUCTION	50,000	50,000	15,106.44	32,482.08	1,129.78	16,388.14	67
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278 TITLE I COP

4100 REGULAR INSTRUCTION	1,500	1,500	0.00	0.00	0.00	1,500.00	0
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279 BALANCED READING

4100 REGULAR INSTRUCTION	15,000	15,000	3,306.00	3,306.00	0.00	11,694.00	22
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280 HIGH INTENSITY

4100 REGULAR INSTRUCTION	14,191	14,191	0.00	0.00	1,911.97	12,279.03	13
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281 MIGRANT ED SUMMER

4100 REGULAR INSTRUCTION	22,936	22,936	0.00	0.00	6,888.91	16,047.09	30
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350 TITLE IX - INDIAN ED

4100 REGULAR INSTRUCTION	198,554	198,554	24,929.13	170,179.41	321.48	28,053.11	85
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351 21ST CENT: AFTR BELL

4100 REGULAR INSTRUCTION	485,422	485,422	50,567.50	251,188.82	15,430.69	218,802.49	54
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371 CORPORATE GRANTS

4100 REGULAR INSTRUCTION	65,576	62,044	182.28	16,419.16	0.00	45,624.84	26
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372 COMMUNITY THEATER

4780 COMMUNITY SERVICES	203,985	203,985	13,478.03	125,840.48	0.00	78,144.52	61
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376 HOMER FOUNDATION

4100 REGULAR INSTRUCTION	5,344	5,344	505.13	3,952.62	0.00	1,391.38	73
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500 CAPITAL PROJECT FUND

4100 REGULAR INSTRUCTION	0	586	0.00	0.00	0.00	586.00	0
4886 CONSTRUCTION	0	0	0.00	0.00	535,761.60	535,761.60-	0

500 CAPITAL PROJECT FUND

0	586	0.00	0.00	535,761.60	535,175.60-	426
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710 PUPIL ACTIVITY FUND

0	159,395	302,014.40	2,369,578.29	329,432.71	2,539,615.63-	693
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2000-2001 ANNUAL AGENDA GUIDELINE

DATE	AGENDA ITEMS
July 10, 2000	Approval of 2000-2001 Board of Education Goals Approval of Annual Agenda Guideline Presentation of Superintendent's Annual Report
August 7, 2000	Approval of Hazardous Bus Routes Approval of Six-Year Plan/Enrollment Projections and School Construction Needs
August 21, 2000	Approval of Substitute and Temporary Pay Schedule
September 11, 2000	Approval of Resolutions to be Submitted to AASB
October 2, 2000 <i>(Meeting held in Seward)</i>	Approval of Primary Sponsor of Gaming Permits
October 16, 2000	Seating of New Board of Education Members Approval of Meeting Date, Time and Place Organization of Board of Education Officers
November 6, 2000 <i>(Meeting held in Homer)</i>	Approval of Enrollment Projections for 2001-2002
November 20, 2000	Presentation of Annual Audit Report Approval of Staffing Formulas
December 4, 2000	Approval of School Calendar Approval of Inservice Dates
January 8, 2001	
January 22, 2001	
February 5, 2001	
February 19, 2001 <i>(Inservice day)</i>	Approval of 2001-2002 Administrator Contracts Approval of Tentative Tenure Teacher Assignments, 2001-2002
March 5, 2001 <i>(Meeting held in Homer)</i>	Presentation of 2001-2002 Budget*

DATE	AGENDA ITEMS
April 2, 2001	Approval of 2001-2002 Budget Tentative Board meeting Dates for 2001-2002
April 16, 2001	
May 7, 2000 <i>(Meeting held in Seward)</i>	Approval of Nontenure Teachers for Tenure, 2001-2002 Approval of Tentative Nontenure Teacher Assignments, 2001-2002 Approval of Cocurricular Activities and Handbooks
June 4, 2001	Approval of Facility Lease Agreements

*A worksession with the Borough Assembly is to be held prior to final approval.

During the months of May, June, July, September, and December the Board will be meeting one time during the month.

July 10, 2000

TO: Board of Education

FROM: Todd Syverson, Assistant Superintendent, Human Resources

SUBJECT: Approval of Resignations - Item 10a (2)

It is recommended the following resignations be approved:

Lisa Stroh	Principal	Tustumena Elementary
Dave Morris	Math	S.B. English School

July 10, 2000

TO: Board of Education

FROM: Todd Syverson, Assistant Superintendent, Human Resources

SUBJECT: Approval of Tentative Non-tenure Teacher Assignments/2000-01 - Item 10a (3)

It is recommended that employment for the following non-tenure teachers be approved for the 2000-01 school year. The following lists a tentative assignment for the non-tenured teachers:

Location	Employee	Assignment	Certification
D/W Special Services	Graham, Judy	SpEd/EH	SpEd/LD; SpEd/Severe
Kenai Central High	Nabholz, Susan	Reading/Math	English
Kenai Middle	Eggleston, Andrea	Art	Art
Soldotna Middle	Morgan, Virginia	Reading	Elem Ed
Sterling Elementary	Hoffman, Teri	Grades 5/6	Elem Ed
Nikiski Middle/Sr.	Coon, Jaimee	Reading (.50)	English; PE

Last Updated on 6/29/00

July 10, 2000

TO: Board of Education

FROM: Todd Syverson, Assistant Superintendent, Human Resources

SUBJECT: Approval of Teacher Assignments/2000-01 Item – 10a (4)

It is recommended that the following teacher assignments be approved for the 2000-01 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>
St. Paul Island, AK	Donna Bartman	MS	University of Alaska, Anchorage	Vocational Ed	Computer Ed	7 AK	Full time Technology/ Business Instruction at Soldotna High
Homer, AK	Sally Burns	BEd	University of Alaska, Anchorage	Elem Ed/SpEd	Elem Ed	===	Temporary, half time Title I Reading teacher at Paul Banks Elementary
Homer, AK	Gordon Pitzman	MAT	Alaska Pacific University	Spanish; Teaching	Elem Ed	===	Full time Spanish at Homer High
Rolla, MO	Sharon Fraley	MA	University of New Mexico	SpEd/MR	SpEd/MR; Elem Ed	3 AK	Full time SpEd/Resource at Seward Elementary
Homer, AK	Lorraine Hibpshman	BEd	University of Alaska, Anchorage	Elem Ed	Elem Ed; SpEd/Mild	1 AK	Full time SpEd/Resource at Chapman Elementary

Memo To: Members, Board of Education

From: Ed McLain

Date: July 2, 2000

Re: **Administrative Regulation Revision,
AR 6146.1(a) Eligibility to Graduate**

The attached revision clarifies and standardizes district regulations related to enrollment requirements for seniors planning to graduate.

The revised regulation:

- Clarifies that a student must be enrolled for 2.0 credits per semester to be considered full time.
- Maintains current expectation that a senior must be enrolled “full time” during the second semester of their senior year in order to be eligible for a KPBSD diploma. The revision clarifies that this requires the senior to enroll for a minimum of 2.0 credits in that final semester.
- Brings district definition for “full time” student into agreement with state definition of “full time” student.
- Clarifies expectations related to awarding of diplomas and graduation for students transferring to or from the District in their senior year.

The administration recommends approval of this policy revision

Attachment AR 6146.1 (a)

Instruction

AR 6146.1(a)

HIGH SCHOOL GRADUATION REQUIREMENTS

Eligibility to Graduate

A. In order for a new student entering the Kenai Peninsula Borough School District to receive a Kenai Peninsula Borough School District diploma, he/she must be enrolled as a full-time student by the beginning of the second semester of the senior year and fulfill all requirements of the district. **[To be considered full time, a student is required to enroll for a minimum of 2.0 credits per semester (eg., four courses at .5 credit each, or two courses at 1.0 each)]**

B. Students enrolling in a district school during the second semester of their senior year must **[enroll in the district for a minimum of 2.0 credits (eg., 4 courses at .5 credit each or 2 courses at 1.0 credits each for the semester)]**. participate in a full schedule of classes in the district;

[For new students transferring to the district as seniors in their second semester who do not plan to receive a Kenai Peninsula Borough School District diploma, the following process is allowed. Upon request of the parent, student and former school district, the Kenai Peninsula Borough School District school] we will send the previous school progress reports so a diploma may be granted by the previous school **[or previous school district.]** The student may participate in the Kenai Peninsula Borough School District graduation ceremony provided they are receiving a diploma from their previous school or district.

C. In order to receive a Kenai Peninsula Borough School District diploma, students who leave the district must either fulfill graduation requirements before they leave or have completed an approved plan for meeting the requirements prior to the graduation date. **[This plan must be approved by the principal of the school granting the diploma, and by the District assistant superintendent of instruction.]**

D. Deviation from these requirements may be approved by the Superintendent of schools as recommended by the building principal.

Credit for Home School, Private School or Correspondence Courses

A. Credits received from schools accredited through state departments of education or regional accreditation associations will be accepted by the Kenai Peninsula Borough School District.

D. Credits claimed from nonaccredited schools will be subject to approval by the district instructional team credit and course review committee according to the following criteria:

1. Students must provide evidence of work completed for the course for which credit is requested.
2. Students must demonstrate competency in the language arts, mathematics, science and social studies course for which credit is requested; such competency should be equivalent to that of other Kenai Peninsula Borough School District students who have received credits for a similar or like

KPBSD course.

3. In order to receive credit outside the core areas, the student must provide evidence of work completed and an assessment of work completed which will be evaluated by the district instructional team credit and course review committee.

Eighth Grade Credits

No credits are recognized for graduation for courses taken during the eighth grade. Students may, however, receive high school credit for junior high work if, as ninth grade students, they successfully challenge the course using current policy.

Weighted Grades

The district schools shall not use weighted grades for purposes of determining class rank or for any other purpose related to class standing.

Credit Limitations

No more than one (1.0) credit of classroom aide experience during the high school career can qualify toward graduation.

KENAI PENINSULA BOROUGH SCHOOL DISTRICT
Adoption Date: 8/2/99

Memo to: Members, Board of Education
From: Ed McLain
Date: July 10, 2000
Re: Certified Diploma Committee and Administration Recommendations for 2000-2001

On May 17, 2000, District Administration presented the 1999-2000 Certified Diploma Committee Report and Recommendations.

This report outlined activities undertaken in 1999-2000, and presented recommendations and planned activities for 2000-2001.

The Committee presented the following recommendations for Board review and approval:

1. Adoption of proposed tasks for the 2000-2001 school year. (These are attached for reference and review)
2. Continuation of support for the district initiatives as outlined in the certified diploma program matrix.
3. Continuation of support for the data gathering, recording, analysis, and problem-solving methods being developed by the District Instructional Team.
4. Recognition of the importance of staff development and continuation of support for staff development and training in effective instruction, assessment, intervention, and remediation tools and techniques.
5. Recognition that remediation and the accompanying funding are going to be our greatest need.

This will be a prime focus for the District during the next two years as we progress in the development and implementation of the Certified Diploma and necessary support structures for our District, sites, students, and staff.

The Board discussed the direction and proposed activities and draft continuum and design of the certified diploma at the Board Annual Planning Meeting on June 6, 2000. This proposed draft design refers to the 2000-01 planned activity #9, page two. The draft continuum and design are attached.

Administration recommends approval of the recommendations and activities as provided in this report.

Thank you

2000–2001 Planned Activities related to the Certified Diploma

Intervention Grades K–3

1. The Instructional Department will continue to provide training and specific support for the K–3 reading intervention site pilots. The oversight of these pilots will be integrated into the regular District instructional program.

2. The Special Education and Curriculum departments will sponsor various training and information sessions related to K–3 pilots and reading assessment and interventions for District staff and parents. These will be offered at selected sites and in the District office during the school year.
3. The District Curriculum, Special Education, Staff Development and IASA Grant department staff will coordinate and facilitate targeted training and material support for K – 3 assessment and intervention as well as regular instruction as part of the district language arts curriculum adoption plan.
4. District Special Education, Assessment, Curriculum, and IASA will gather, analyze and report assessment results from the pilot sites and integrate and compare that data with other available assessment results and indicators such as CAT5, state Benchmark and other District and site assessments.

Remediation Grades 4–12

5. The Curriculum and Staff Development Department will coordinate, support, and evaluate selected building-based remediation pilot programs in intermediate, middle, and high school reading, writing, and math.
6. The Curriculum Department will develop a secondary foundational reading course to be offered through a matrix of funding sources to students scoring below foundational reading levels on District assessments

Indicators for Foundational, Proficient and Advanced Levels

7. The District will use and refine the various multiple grade level indicators for Grades 3, 6, and 8 at foundational, proficient and advanced levels.
8. The Curriculum and Assessment departments will set foundational, proficient, and advanced indicators at the high school level.
9. The District will determine indicators and levels for advanced and proficient awards for overall levels of performance. The district and sites will determine endorsements for specific subjects, disciplines, accomplishments. The District will use the outline presented on June 6, 2000 as a guide and start point. The diploma design and district indicators will be developed in the 2000-01 school year. These will be presented to the KPBSD Board for review and approval.

Science and Social Studies Assessment at Foundational Level

10. The Curriculum and Assessment Directors will develop a draft assessment instrument focused on foundational level science skills and knowledge. This will be piloted as a screen and assessment for science replacing the current tri –science assessment. The Curriculum and Assessment departments will research and propose assessment format and strategy for demonstration of the science target skills and content (for example, embedded test or demonstration in identified high school course(s) or district wide assessment or required demonstration).
11. The Assessment Director will work with a committee to identify or develop foundational level assessments to be embedded in the secondary social studies course sequence. These embedded assessments will become a common thread throughout the district secondary school social studies sequence.

Coordination of District Certified Diploma and State QSI, Benchmarks and HSGQE

12. The Instructional Department will continue efforts to ensure coordination of the District Certified Diploma efforts with the state Benchmarks, the High School Graduation Qualifying Exam (HSGQE) and state Quality Schools Initiative requirements.

District Special Services Program Refinement and Assessment

13. The Special Education Department will align services and support for middle and high school special education students with the goals and requirements of the

state HSGQE and the District Certified Diploma. The Special Education Department will develop alternative assessments (Direct Functional Assessments) related to the foundational performance levels of the Certified Diploma for students with special needs.

6/6/00 Draft KPBSD Assessment and Indicator Continuum			
3rd Grade	6th Grade	8th Grade	High School Graduation
Advanced State Advd BenchMark score	Advanced State Advd BenchMark score Rdg Level Test 231 Math Level Test 238 Wrtg Level Test 229 AWA 4.0	Advanced State Advd BenchMark score Rdg Level Test 236 Math Level Test 254 Wrtg Level Test 236 AWA 4.0	Advanced Complete required course sequence Possibly GPA 3.5+or 3.75+? AWA (none lower than 4) CAT 5 / ACT / SAT (top 10%?) (for above - 3 of 4 indicators or all)
Proficient State Prof't BenchMark score	Proficient State Prof't BenchMark score Rdg Level Test 213 Math Level Test 215 Wrtg Level Test 214 AWA 3.0	Proficient State Prof't BenchMark score Rdg Level Test 220 Math Level Test 228 Wrtg Level Test 220 AWA 3.0	Proficient X yrs math / science (define courses) CAT5 ? Post Algebra test Rdg, Wrtg ACT/SAT? Possibly GPA 3 – 3.5? AWA (none lower than 3.0?)
Foundational R, W, M State BenchMark score ? Rdg CAT5 32 nd %ile Rdg CBM 90 Math CAT5 32 nd %ile Wrtg CAT5 24 th %ile	Foundational R, W, M State BenchMark score? Rdg Level Test 207 Math Level Test 210 Wrtg Level Test 209 AWA 2.5	Foundational R, W, M State BenchMark score? Rdg Level Test 216 Math Level Test 222 Wrtg Level Test 216 AWA 2.5?	Foundational Required courses and credits Pass HSGQE Rdg, Wrtg, Math Pass Science foundational test (either stand alone or embedded) Pass Social Studies sequence (with embedded assessments) AWA ?
Below Proficient State Below Prof't BenchMark score	Below Proficient State Below Prof't BenchMark score	Below Proficient State Below Prof't BenchMark score	Ineligible for graduation
Not Proficient State Not Prof't BenchMark score	Not Proficient State Not Prof't BenchMark score	Not Proficient State Not Prof't BenchMark score	Ineligible for graduation

Proficient level is target for our students and is focus of the district's comprehensive and regular curriculum

Alignment and integration of State BM & HSGQE with District Certified Diploma are pending determination by state of state cut scores for each level and grade.

Administration recommends the following as a draft outline for the design of the District Certified Diploma:

The District offers a certified diploma:

This diploma certifies that the student has completed the required course and credit requirements and has demonstrated competency in each of the five areas (reading, writing, math, social studies and science). Students demonstrate this competency by achieving scores at the foundational level or higher in each area

The District awards general endorsements of an advanced or proficient level of performance:

These are awarded to students who demonstrate competency at the proficient or advanced level across the five competency areas. An advanced or proficient endorsement represents a high level of performance and competence. These endorsements are earned by such indicators as: completing one of a prescribed set courses*, maintaining a set GPA, securing high scores in designated tests.

(*The District will need to identify specific course sequences to be considered, but examples of courses might include AP courses, advanced math, science or arts, third or fourth year world language etc.)

These general endorsements of advanced and proficient competency are analogous to “honors” diplomas or “regent” type diplomas or perhaps to the attainment of “eagle” scout in the boy scouts’ hierarchy of recognition.

The district and individual sites develop and offer individual endorsements:

The individual endorsements recognize specific demonstrations of advanced or proficient levels of accomplishment. Examples might include business, health care, community service, technical or creative writing, advanced industrial design etc

These endorsements are analogous to “merit badges” or other such achievement bars and awards.

The general and specific advanced and proficient endorsements offer additional recognition and value added meaning to the district certified diploma.

The advanced and proficient endorsements provide incentive and recognition for our students who strive for and accomplish at higher levels of performance.

June 26, 2000

To: Kenai Peninsula Borough School District Board of Education
Through: Dr. Donna Peterson, Superintendent
From: Patrick Hickey, Assistant Superintendent
Subject: **Borough Technology Appropriation**

In an attempt to address the technological needs of the district, a joint borough/school district technology working group was formed in April 1999. The resultant action of the committee was a request for \$1,595,908 in funding over three years.

In accordance with a Department of Education letter dated 21 September 1998, the district created a special revenue fund (375 - Equipment Reserve Fund). Funds may be appropriated or accumulated in this account but expenditures for the equipment must be recorded in the operating fund. This means we must transfer from Equipment Reserve Fund into the General Fund.

The first year appropriation was \$671,792 and was accelerated into FY00 to ensure hardware delivery during the summer, and installation prior to the start of the FY01 school year.

The second year (FY01) appropriation was to be \$442,448. The borough increased the amount to \$699,448 in Ordinance 2000-19. This additional \$257,000 in technology revenue presents additional opportunities. We have the ability to relieve the operating fund from some of the Connections' technological purchases. This will require us to make some budgetary changes.

The administration recommends transferring money from the Connections program technology account (100-80-4140-0000-5102) and into the appropriate site Travel Accounts in accordance with KPSAA recommendations. I believe Mr. Spence's memo of 12 June 2000 will be amended to reflect the apportionment of \$257,000. It is important to recognize this additional technological revenue presents the opportunity to reinstate cuts to the activity programs; but only for the present fiscal year.

I respectfully request board approval for authority to transfer \$257,000 from the Connections program to reinstate activity travel. Further, I request approval to transfer revenue from fund 375 (as necessary) for acquisitions in accordance with the approved technology plan; and to properly account for those purchases by location in the general fund.

July 10, 2000

TO: Board of Education

FROM: Donna Peterson, EdD, Superintendent

SUBJECT: 2000-01 Administrator Assignments - Item 10e

The administration recommends the following administrator assignments be approved for the 2000-01 school year:

Peter Swanson	Principal	McNeil Canyon Elementary
Lori Manion	Assistant Principal	Kenai Middle
Sean Dusek	Assistant Principal	Soldotna High

Memorandum

DATE: June 20, 2000
TO: Members, Board of Education
FROM: Dr. Donna Peterson
Superintendent of Schools
RE: 2000-2001 Board Goals

The following is a list of goals that were developed during the Board planning session on June 6, 2000. The administration recommends approval of the 2000-2001 Board goals.

1. Update the Strategic Plan
2. Continue to develop/implement KPBSD certified diploma criteria to include learning challenges for all levels of achievement
3. Improve communications
4. Implement a "framework" for student success
5. Use technology to increase opportunities
6. Develop a long-term plan for student activities

Kenai Peninsula Borough School District

2000-2001 Detailed School Board Goals

1. Update Strategic Plan
 - a. Develop process for maximum input (on web, worksessions, advertised)
 - b. Concentrate on facilities first (Voznesenka Elementary, Nikiski Elementary, Soldotna Middle, Seward Middle/High)

2. Continue to develop/implement KPBSD certified diploma criteria to include learning challenges for all levels of achievement
 - a. Acceleration
 - b. Policy review regarding graduation requirements
 - c. Remediation
 - d. Literacy
 - e. Frequent project and assessment reports

3. Improve communications
 - a. Schedule administrative groups (elementary, secondary, central office) with board in informal worksessions
 - b. Visit schools, report/record visit during Board comments
 - c. Use British Petroleum Teachers of Excellence materials to “feature” teachers
 - d. Feature graduates
 - e. Monthly guest column from board (school board service, ASSETS)
 - f. Apply for awards
 - g. Outreach to community (chambers of commerce, service clubs, etc.)

4. Implement a “framework” for student success
 - a. Training session for administrators in affective needs of students
 - b. Regional training sessions with site councils and community members

5. Use technology to increase opportunities
 - a. Teachers using to improve learning
 - b. Student options (courses)
 - c. Efficiency of operations

6. Develop a long-term plan for student activities
 - a. Task force direction
 - b. Governance
 - c. Funding

Memo To: Members, Board of Education

From: Ed McLain

Date: July 10, 2000

Re: Policy Revision, First Reading
BP 6146.3 (Reciprocity on Graduation Requirements)

The attached revision clarifies district policy related to the modification of graduation requirements for transfer students.

The revised policy allows the district to modify district graduation requirements for students transferring into the district with at least 13 units of credit (versus simply exempting students from those requirements). This revised policy is consistent with state regulations.

The administration recommends approval of this policy revision.

Attachment BP 6146.3

Instruction

BP 6146.3

RECIPROCITY ON GRADUATION REQUIREMENTS

Note: 4 AAC 06.075 authorizes the district to exempt transfer students with at least 13 units of credit from graduation credit requirements.

The Superintendent or designee may exempt **[modify district graduation requirements for]** students transferring into the district ~~from meeting district graduation requirements~~ upon verification of equivalent credits received elsewhere.

(cf. 5118 - Transfers; Withdrawals)

Legal Reference:

ALASKA ADMINISTRATIVE CODE

4 AAC 06.075 High school graduation requirements

KENAI PENINSULA BOROUGH SCHOOL DISTRICT
Adoption Date: _____