

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT

BOARD OF EDUCATION

Regular Meeting, June 13, 2007

6:00 PM

Ketchikan City Council Chambers

AGENDA

- 1. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL**
- 2. PUBLIC RECOGNITION**
- 3. PUBLIC HEARING**
 - A. Motion to approve revised BP 3452, Student Activity Funds, in its second reading.
- 4. CITIZEN REMARKS**
- 5. INFORMATION AND REPORTS FROM BOARD MEMBERS**
- 6. CLAIMS FOR INFORMATION**
- 7. REPORTS AND/OR PRESENTATIONS FROM THE SUPERINTENDENT & STAFF**
 - A. Superintendent's Report
- 8. CONSENT CALENDAR** - *Matters listed under the consent calendar are considered to be routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If the Board President or a Board member requests discussion, that item will be removed from the consent calendar and will be considered first under New Business.*
 - A. Motion to approve the regular meeting minutes of May 9, 2007 and the regular meeting minutes of May 23, 2007
 - B. Motion to approve a teaching contract for Mary Cooper for the 2007-2008 school year.
 - C. Motion to approve a teaching contract for Robin Edenshaw for the 2007-2008 school year.
 - D. Motion to approve a teaching contract for Kayla Livingston for the 2007-2008 school year.
 - E. Motion to approve a teaching contract for Tanya Antonsen for the 2007-2008 school year.
- 9. NEW BUSINESS**
 - A. Motion to approve an administrative contract for Harry Martin as the Ketchikan Charter School Principal.
 - B. Motion to approve the ratified negotiated agreement with cooks, custodians, and paraprofessionals.
 - C. Motion to approve the additional course offerings for Ketchikan High School.
 - D. Motion to approve the memorandum of agreement between the charter schools and the Ketchikan Gateway Borough School District.
 - E. Motion to approve the revised 07-08 school district budget.
 - F. Motion to approve addition of a state certified, fee based pre-school program at the Tongass School of Arts and Sciences.
- 10. DISCUSSION**
 - A. AASB Board Standard
- 11. CITIZEN REMARKS**

12. BOARD COMMENTS

13. EXECUTIVE SESSION-Motion to adjourn into executive session to discuss negotiations with teacher's for the purpose of considering matters the immediate knowledge of which would clearly have adverse effect on the finances of the District.

14. ADVANCE PLANNING

A. Future Meeting Date(s)

1. Next regular school board meeting July 11, 2007.

B. Radio Schedule

1. KRBD – Karen Eakes
2. KTKN – Joel Jackson
3. KFMJ – Choc Schafer

15. ADJOURNMENT

**MISSION: KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT
WILL ENSURE THAT EVERY STUDENT HAS THE OPPORTUNITY TO ACQUIRE THE
SKILLS AND KNOWLEDGE TO SUCCEED**

06-07 Board Goals

1. The Board will publicly present our budget in at least six settings between the first and second reading.
2. Each Board member is encouraged to develop and submit an agenda item for consideration by the Board during each fiscal year.
3. Review policy manual with staff and administration and revise as needed.
4. The Board will hold at least three community forums during the year to seek community opinion and input on the following topics.
 - Superintendent and Board Goals
 - Budget priorities and process
 - Ways to get more public involvement in our schools
5. Strive to be available during parent/teacher conferences.
6. Board Members will each share at least one journal article of interest with the rest of the Board each year.
7. Each Board Member shall strive to visit each school site once a year.

Strategic Plan Objectives

- All students will graduate or meet their individual educational plan.
- All students will be reading at a proficient or advanced level by the end of 3rd grade.
- All students will be proficient or advanced in writing and math by the end of 4th grade.
- All students will be proficient or advanced in reading, writing, and math by the end of 6th grade.

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA STATEMENT

No. 3 A

MEETING OF June 13, 2007

Reviewed By

Item Title

Motion to approve revised Board Policy 3452
Student Activity Funds in second reading.

☐ Superintendent
☐ Committee
☐ Department
☐ Finance
☐ Curriculum
☐ Special Education
☐ Other

SUBMITTED BY Russell Thomas, Board Vice President

Contact Person/Telephone

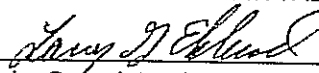
APPROVED FOR SUBMITTAL

Russell Thomas

247-2234

Name

Phone


Interim Superintendent

SUMMARY STATEMENT:

The Board is being asked to approve revised BP 3452, requiring that student activity funds are audited annually as part of the District's audit process.

ISSUE:

An annual audit of the student activity fund accounts has not been done in recent history.

BACKGROUND:

PROS: An audit would ensure the proper handling of these public funds.

More transparency in the activity funds will give the community a better understanding of how those funds are spent.

CONS: An audit will require additional district expenditures in an already-tight budget.

Because an audit has not been performed in a long time, it will likely be time consuming and result in a number of time consuming and/or expensive changes.

RECOMMENDATION:

FISCAL NOTE

<input type="checkbox"/> N/A	EXPENDITURE	AMOUNT
	REQUIRED \$ <u>1,000</u>	BUDGETED \$ <u>1,000</u>

EXHIBITS ATTACHED

<input type="checkbox"/> RESOLUTION	<input type="checkbox"/> CONTRACT	<input type="checkbox"/> MINUTES	<input type="checkbox"/> REPORT
<input type="checkbox"/> NOTIFICATION LIST	<input type="checkbox"/> OTHER		

RECOMMENDED ACTION:

"I move that the Board of Education approve revised Board Policy 3452 in its second reading."

STUDENT ACTIVITY FUNDS

Student organizations may raise and spend money in order to promote the general welfare, morale and educational experiences of the students. Student funds shall finance worthwhile activities which go beyond those provided by the district. Minutes shall be kept of student organization meetings and shall properly reflect all financial activities.

(cf. 1321 - Solicitation of Funds from and by Students)
(cf. 3554 - Other Food Sales)

Student funds shall be managed in accordance with sound business procedures designed to encourage the largest possible educational return to students without sacrificing the safety of funds or exposing students to undue responsibility or unnecessary routine.

The Superintendent or designee shall be responsible for the proper conduct of all student organization financial activities and shall periodically review the organizations' general financial structures and accounting procedures.

The Board shall **ensure that** ~~provide an annual audit of student activity accounts~~ **and individual club accounts are audited yearly** by an **independent** certified public accountant **in conjunction with the District's yearly financial audit.**

(cf. 3400 - Management of District Assets/Accounts)

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT

Revision Date:

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA STATEMENT

No 6

MEETING OF June 13, 2007

Reviewed By

Item Title
Claims

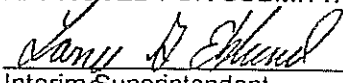
☒ Superintendent
☐ Committee
☐ Department
☒ Finance
☐ Curriculum
☐ Special Education

SUBMITTED BY Lance K. Mertz, Business Manager

Contact Person/Telephone

APPROVED FOR SUBMITTAL

Lance Mertz 247-2116
Name Phone



Interim Superintendent

SUMMARY STATEMENT:

These claims are listed for information only.

BACKGROUND:

FISCAL NOTE:

☐ N/A EXPENDITURE AMOUNT
 REQUIRED \$ _____ BUDGETED \$ _____

EXHIBITS ATTACHED:

☐ RESOLUTION ☐ CONTRACT ☐ MINUTES ☐ REPORT
☐ NOTIFICATION LIST ☒ OTHER- claims list

KETCHIKAN SCHOOLS
CLAIMS REGISTER
MAY 29, 2007

5/25/2007

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Check #	Check Date	Vendor Name	Amount
3272	5/21/2007	JACKSCH, BONNIE	27.55
3273	5/21/2007	SAFEWAY	51.98
3274	5/25/2007	JOHANNSEN, JURGEN	1039.27
3275	5/29/2007	ACP	308.45
3276	5/29/2007	ALASKA AIRLINES, INC.	2865.20
3277	5/29/2007	ALASKA DEPARTMENT OF EDUCATION	33.00
3278	5/29/2007	ALASKA DEPT OF LABOR	5046.62
3279	5/29/2007	ALASKA MARINE LINES, INC.	1199.28
3280	5/29/2007	ALASKA MATH CONSORTIUM	200.00
3281	5/29/2007	ALASKA OUTBOARD	899.00
3282	5/29/2007	ALASKA PACIFIC ENVIRONMENTAL	2623.54
3283	5/29/2007	ALASKA STAFF DEVELOPMENT NETWK	175.00
3284	5/29/2007	ALASKAN & PROUD	568.61
3285	5/29/2007	ALLTEK NETWORK SOLUTIONS	362.59
3286	5/29/2007	ANDERES OIL COMPANY	57342.95
3287	5/29/2007	ANDERSON, DEANNE	95.00
3288	5/29/2007	AP&T	14.95
3289	5/29/2007	APPLE SUPPORT CENTER	11722.85
3290	5/29/2007	BARRETT, NIKKI	720.74
3291	5/29/2007	BECK, KEVIN	320.00
3292	5/29/2007	BEITMAN, KARYLE A	85.00
3293	5/29/2007	BEST COMPUTER SUPPLIES	568.78
3294	5/29/2007	BOTTLED WATER EXPRESS	207.00
3295	5/29/2007	CAROLINA BIOLOGICAL SUPPLY CO.	117.05
3296	5/29/2007	CHANNEL ELECTRIC INC	1441.80
3297	5/29/2007	CHARIOT GROUP	629.00
3298	5/29/2007	CITY OF KETCHIKAN	4821.70
3299	5/29/2007	COLLEGE BOARD - AP EXAMS	6639.00
3300	5/29/2007	COMMUNITY CONNECTIONS	1900.00
3301	5/29/2007	CONSTRUCTIVE PLAYTHINGS	468.41
3302	5/29/2007	COPPER, ASHLEE	43.94
3303	5/29/2007	DACO	3558.72
3304	5/29/2007	DELTA EDUCATION LLC	593.72
3305	5/29/2007	Devon IT	1620.46
3306	5/29/2007	DICK BLICK ART MATERIALS	199.28
3307	5/29/2007	EDUCATIONAL LEARNING GAMES	369.06
3308	5/29/2007	ELI RESEARCH	84.95
3309	5/29/2007	ELLISON EDUCATIONAL	610.40
3310	5/29/2007	EVAN-MOOR CORPORATION	223.74
3326	5/29/2007	EXTENDED STAY DELUXE	216.00
3327	5/29/2007	FIRST CITY PLAYERS	365.00
3328	5/29/2007	FOOD SERVICES OF AMERICA	7814.53
3329	5/29/2007	GALLUP ORGANIZATION	2900.00
3330	5/29/2007	GREGG, DOUG	90.00
3331	5/29/2007	GROWAFROG.COM	46.25

KETCHIKAN SCHOOLS
CLAIMS REGISTER
MAY 29, 2007

5/25/2007

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Check #	Check Date	Vendor Name	Amount
3332	5/29/2007	HAMMERSLAND, GWEN	75.98
3333	5/29/2007	HANSON, LORI	241.41
3334	5/29/2007	HARCOURT ASSESSMENT, INC	243.48
3335	5/29/2007	HARDIN, LINDA	608.89
3336	5/29/2007	HENRICK, DEAN	215.84
3337	5/29/2007	HEWITT, ROBERT A.	90.00
3338	5/29/2007	HISTORY CHANNEL EDUCATION	30.90
3339	5/29/2007	HOERR RACING PRODUCTS	1151.43
3340	5/29/2007	HOUGHTALING ELEMENTARY SCHOOL	83.74
3341	5/29/2007	HOVIK, PAUL	190.00
3342	5/29/2007	IT'S ELEMENTARY	857.85
3343	5/29/2007	JACOBSON, ALAN	180.19
3344	5/29/2007	JOSTENS, INC.	1553.66
3345	5/29/2007	KAHLE, RHEA	85.03
3346	5/29/2007	KAPLAN SCHOOL SUPPLY CORP.	295.95
3347	5/29/2007	KETCHIKAN DAILY NEWS	2120.62
3348	5/29/2007	KETCHIKAN HIGH SCHOOL	5639.74
3349	5/29/2007	KETCHIKAN LOCK & KEY CO.	1578.15
3350	5/29/2007	KETCHIKAN PLAZA LLC	3000.00
3351	5/29/2007	KETCHIKAN PUBLIC UTILITIES	440.39
3352	5/29/2007	KETCHIKAN PUBLIC UTILITIES	8186.47
3353	5/29/2007	KIDS DISCOVER MAGAZINE	134.75
3354	5/29/2007	KING COUNTY DIRECTORS' ASSOC.	10846.59
3355	5/29/2007	LIDLAW EDUCATION SERVICES	172240.23
3356	5/29/2007	LAKESIDE INDUSTRIES	3164.11
3357	5/29/2007	LIFETIME MEMORY PRODUCTS	865.50
3358	5/29/2007	LUHRS, KRISTA	679.98
3359	5/29/2007	LUTHER, ERIKA	7.11
3360	5/29/2007	MADISON LUMBER & HARDWARE	3206.16
3361	5/29/2007	MCPHERSON MUSIC	5996.82
3362	5/29/2007	MILLER, KARLA	35.43
3363	5/29/2007	MODERN LEARNING PRESS	227.70
3364	5/29/2007	MULLER, MELISSA	15.11
3365	5/29/2007	MUNHOVEN, DON	85.00
3366	5/29/2007	MWAVE.COM	4518.88
3367	5/29/2007	NATIONAL GEOGRAPHIC SCHOOL PUBLISHING	1799.58
3368	5/29/2007	NAUSID, DOUG	90.00
3369	5/29/2007	NELSON, SAMUEL	120.00
3370	5/29/2007	NEWBRIDGE	140.80
3371	5/29/2007	NORTHERN ELECTRIC SUPPLY CO.	5998.05
3372	5/29/2007	NORTHERN SALES COMPANY	978.84
3373	5/29/2007	NORTHLAND SERVICE INC.	47.77
3374	5/29/2007	NORTHWEST TEXTBOOK DEPOSITORY	803.61
3375	5/29/2007	PEARSON LEARNING GROUP/PRENTICE HALL	219.97
3376	5/29/2007	PETRO ALASKA	340.56

KETCHIKAN SCHOOLS
CLAIMS REGISTER
MAY 29, 2007

5/25/2007

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Check #	Check Date	Vendor Name	Amount
3377	5/29/2007	PETRO MARINE SERVICES	11599.29
3378	5/29/2007	PORTER, SONDR	3500.00
3379	5/29/2007	POWR-FLITE/TACONY CORPORATION	422.47
3380	5/29/2007	REED, DALE	13.00
3381	5/29/2007	REVILLA HIGH SCHOOL	3635.51
3382	5/29/2007	SAFEWARE/THE INSURANCE AGENCY	1787.20
3383	5/29/2007	SAX ARTS & CRAFTS	169.65
3384	5/29/2007	SCANTRON CORPORATION	1279.60
3385	5/29/2007	SCHMOLCK MECHANICAL CONTRACTOR	234.37
3386	5/29/2007	SCHOLASTIC READ 180	6321.15
3387	5/29/2007	SCHOLASTIC, INC.	1544.60
3388	5/29/2007	SE BUSINESS MACHINES, INC.	47.96
3389	5/29/2007	SEARS COMMERCIAL ONE	109.98
3390	5/29/2007	SERRC	9981.95
3391	5/29/2007	SPALDING EDUCATION INTERNATIONAL	8234.52
3392	5/29/2007	SPINK, MARGARET	436.41
3393	5/29/2007	SWEETMAN PHYSICAL THERAPY	4290.00
3394	5/29/2007	SWEETMAN, DAVID	1870.00
3395	5/29/2007	TEACHER CREATED MATERIALS, INC	371.89
3396	5/29/2007	TEACHER DIRECT	234.17
3397	5/29/2007	TIMBER & MARINE SUPPLY	83.56
3398	5/29/2007	TLP COMMUNICATIONS, INC.	790.00
3399	5/29/2007	TONGASS BUSINESS CENTER	9794.13
3400	5/29/2007	TONGASS SUBSTANCE SCREENING	1676.00
3401	5/29/2007	U.S. POSTAL SERVICE	164.00
3402	5/29/2007	U.S. POSTMASTER	29.50
3403	5/29/2007	VOETBERG, KIM	39.22
3404	5/29/2007	WILLIAMSON, SHELLY	129.84

Totals: 118 records printed

429452.61

Superintendent's Report
June 13, 2007

1. Budget
 - a. Why the Borough made a huge mistake:
 - i. Removal of 1.1million dollars from the Ketchikan economy.
 - ii. Cut into the window of opportunity that the school district finally had to close the gap between what should be and what is for programs, facilities, and personnel.
 - iii. The Borough is trying to build their reserves and the chose to do so at the expense of the School District.
 - iv. The Borough cut \$900,000 out of the money that they gave the school district last year.
 - v. All borough members ran election campaigns saying that schools should be funded to the cap, but are not voting that way.
 - b. What do we do:
 - i. Decide on whether we want to try and budget any kind of reserve or wait for a healthier fiscal climate.
 - ii. Move central office.
 1. Make the move as soon as possible to demonstrate the fact that we do not have operating money for central office.
 - a. Move Supt, Finance, HR, and curriculum to KHS.
 - b. Move SPED to Fawn Mountain
 - c. Move Safe Schools to Point Higgins
 - iii. Not have the other items listed on the budget. High School wanted to add German, business office needed personel, maintenance needed electrician and many supplies,
2. Summer program
 - a. Jennifer McCarthy has the summer program going at Houghtaling this summer. Students are engaged in the Compass Learning Program and are working on skills that were weak or making up credits that were not earned during the regular school year.
3. High School Softball Team results from the State Tournament.
 - a. KHS won their quarterfinal game against by a score of 6-4. Full results will be shared.
4. Student handbooks are being finalized for next year. They will be posted on each school's web site so that up to date versions may be found. They will be distributed to board members for review prior to the July 11th meeting.

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA STATEMENT

No 8 A

MEETING OF June 13, 2007

Reviewed By

Item Title

Approval of the consent calendar as presented.

☒ Superintendent
☐ Committee
☐ Department
☐ Finance
☐ Curriculum
☐ Special Education

SUBMITTED BY: April Edenshaw, Board Secretary

Contact Person/Telephone

April Edenshaw

247-2109

Name

Phone

APPROVED FOR SUBMITTAL


Interim Superintendent

RECOMMENDED ACTION (if not considered as part of the consent calendar):

"I move that the Board of Education approve the regular meeting minutes of May 9, 2007 and the regular meeting minutes of May 23, 2007."

**KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT
BOARD OF EDUCATION**

Regular Meeting Minutes of May 9, 2007

CALL TO ORDER, PLEDGE OF ALLEGIANCE

The Ketchikan Gateway Borough Board of Education met in regular session on the 9th day of May 2007, in the Ketchikan City Council Chambers. Board President Dave Lieben called the meeting to order at 6:00pm.

ROLL CALL

The following members were present to establish a quorum, and due notice had been published: Dave Lieben, President; Russell Thomas, Vice President; Choc Schafer, Clerk-treasurer; Joel Jackson, Board Member; Karen Eakes, Board Member; Carl Webb, Board Member; Matt Olsen, Board Member via teleconference at 6:50pm; and Ryan Gray, Student Member.

Administrative staff consisted of Larry Eklund, Interim Superintendent; Lance Mertz, Business Manager; Evvy Barnes, Special Education Director; Linda Hardin, Curriculum Director; and April Edenshaw, secretary to the Superintendent and School Board.

VISITORS

Alex Miller, Kurt Lindemann, Alice Nelson, Cameron Mackey, Frances Klein, Chanah Dulin, Rosie Roppel, Hilary Goucher, Claire Ragozzino, Alvin Inoncillo, Emilie Reaume, Danielle Orr, Greg Moody, Tyler Wolfe, Jim Foster, Krioti Hendrickson, Andrew Hendrickson, Lindsay Tucker, Graham Seibel, Aimee McClory, Mike Rath, Barb Roberts, Myra Zelensky, Caitlin Dixon, Kimberly Flora, Mark Peckham, Tera Olmstead, Madita Weise, Pam Roth, Ann Phipps Graham, Gary Turner, Courtney Turner, Chris Ashcraft, Marguerite McGinnes, Karleen Kiffer, Jeff Hendrickson, Dorrien Hendrickson, Mollie Dwyer, Alexandra Davis, Kale Lesko, Greg Middag, Robert McClory, Courtney Kiffer, Jaime Karlson.

PUBLIC RECOGNITION

Jaime Karlson and Courtney Kiffer gave a presentation on behalf of Ketchikan High School.

Interim Superintendent, Larry Eklund recognized Karleen Kiffer for an outstanding job on this years yearbook.

Kayhi Activities Coordinator, Lynn Wadley presented a slide show and gave an overview of the years activities for the District.

Board Member Joel Jackson thanked community members who sat through the Superintendent screening.

Board Member Karen Eakes enjoyed events that she had attended at Fawn Mountain, Kayhi, and Pt. Higgins.

Board Member Carl Webb recognized Mr. Link at Ketchikan High School and his students who have been building some incredible sheds for sale.

Pam Roth, Schoenbar PTA President presented an award to Andrew Hendrickson for the 2007 PT Reflections Competition.

Ann Phipps Graham, Kayhi PTA President presented an award to Aimee McClory for the 2007 PT Reflections Competition.

Ketchikan High School student body representatives Frances Klein, Ryan Gray, Chanah Dulin, and Cameron Mackey commented on AASA's possible decision to not holding their annual conference for student body representatives this coming year due to a Muslim holiday conflicting with scheduling and location. Ketchikan High School student body requested that

the Board of Education contact AASA to see what can possibly be done so this conference can go ahead as planned.

PUBLIC HEARING

Motion to approve new BP 2245, Interim Appointments, in its second reading.

MOVED BY THOMAS, SECOND BY WEBB, motion to approve new BP 2245, Interim Appointments, in its second reading.

VOICE VOTE PASSED

Motion to approve revised BP 2123, Evaluation of the Superintendent, in its second reading.

MOVED BY THOMAS, SECOND BY WEBB, motion to approve revised BP 2123, Evaluation of the Superintendent, in its second reading.

AMENDMENT

MOVED BY THOMAS, SECOND BY JACKSON, motion to change the first sentence of the second paragraph to read; The Board shall meet with the Superintendent annually, by the first half of December or as appropriate to begin the evaluation process as outlined in the evaluation instrument, including commendations in areas of strength and recommendations for improving effectiveness. The evaluation shall be completed no later than February 15th of each school year.

VOICE VOTE PASSED

VOICE VOTE PASSED ON THE MAIN MOTION AS AMENDED

Motion to approve new BB 9272, School Board Email Use Policy, in its first reading.

MOVED BY SCHAFER, SECOND BY THOMAS, motion to approve new BB 9272, School Board Email Use Policy, in its first reading.

VOICE VOTE PASSED

CITIZEN REMARKS

David Hanger and Greg Middag commented on the behavior of public officials.

INFORMATION AND REPORTS FROM BOARD MEMBERS

There were no information and/or reports from Board Members.

CLAIMS FOR INFORMATION

For information only

REPORTS AND/OR PRESENTATIONS FROM THE SUPERINTENDENT & STAFF

Student Member's Report

Student Member Ryan Gray reported on:

- Kayhi Prom
- Ketchikan High School sports and activities
- Graduation count down

Interim Superintendent's Report

Interim Superintendent Larry Eklund reported on:

- Interim high school principal update
- Pt. Higgins 20th Anniversary Celebration
- District budget submitted to the Borough
- Update on state funding for education
- Revision to Administrative Regulations as a result of complaints from the public
- Non-compliance on the district report card
- Special Education Director vacancy update

Business Manager's Report

Business Manager Lance Mertz reported on the finances of the District.

CONSENT CALENDAR

The following consent calendar was approved with no opposition.

- Approve the special meeting minutes of April 18, 2007
- Approve the regular meeting minutes of April 25, 2007
- Approve a teaching contract for Laura Kinunen
- Approve a teaching contract for Katie Kroll
- Approve the resignation of Amanda Hasty
- Approve the resignation of Robert Knutson
- Approve the resignation of Nancy Knutson
- Motion to approve a tenured teaching contract for Margaret Spink for the 2007-2008 school year

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Motion to approve the Memorandum of agreement between the Ketchikan Gateway Borough School District and the City of Ketchikan Library.

MOVED BY WEBB, SECOND BY SCHAFER, motion to approve the Memorandum of agreement between the Ketchikan Gateway Borough School District and the City of Ketchikan Library.

POSTPONEMENT

MOVED BY THOMAS, SECOND BY WEBB, motion to postpone action on this item until the regular meeting of May 23, 2007.

ROLL CALL

LIEBEN, OLSEN, SCHAFER, EAKES – NAYS
THOMAS, WEBB, JACKSON – AYES

MOTION FAILED TO POSTPONE

AMENDMENT

MOVED BY THOMAS, SECOND BY WEBB, motion to add an additional bullet at the bottom that reads; Either party may terminate this letter of agreement by giving six months written notice to the other party.

VOICE VOTE PASSED ON THE AMENDMENT

VOICE VOTE PASSED ON THE MAIN MOTION

Motion to approve an extra duty contract for Evvy Barnes.

MOVED BY THOMAS, SECOND BY SCHAFER, motion to approve an extra duty contract Evvy Barnes.

VOICE VOTE PASSED

Motion to approve budget transfer 07-042 in the amount of \$1,274.

MOVED BY THOMAS, SECOND BY SCHAFER, motion to approve budget transfer 07-042 in the amount of \$1,274.

VOICE VOTE PASSED

Motion to approve a 2% contingency in the program based budget rankings

MOVED BY THOMAS, SECOND BY SCHAFFER, motion to approve a 2% contingency in the program based budget rankings.

VOICE VOTE PASSED

Motion to approve a resolution 07-01 censuring Board Member Carl Webb.

MOVED BY EAKES, SECOND BY SCHAFFER, motion to approve a resolution 07-01 censuring Board Member Carl Webb.

VOICE VOTE PASSED

Motion to approve budget transfer 07-043 in the amount of \$38,000.

MOVED BY THOMAS, SECOND BY SCHAFFER, motion to approve budget transfer 07-043 in the amount of \$38,000.

VOICE VOTE PASSED

Motion to approve Dr. Jose Boza Jr. and Robert Boyle as finalist in our Superintendent search.

MOVED BY THOMAS, SECOND BY SCHAFFER, motion to approve Dr. Jose Boza Jr. and Robert Boyle as finalist in our Superintendent search.

VOICE VOTE PASSED

Motion to approve allocating the resources necessary to invite the spouses of Dr. Jose Boza Jr. and Robert Boyle to join them on their visit to Ketchikan

MOVED BY THOMAS, SECOND BY JACKSON, motion to allocating the resources necessary to invite the spouses of Dr. Jose Boza Jr. and Robert Boyle to join them on their visit to Ketchikan.

VOICE VOTE PASSED

DISCUSSION

There were no items for discussion

CITIZEN REMARKS

There were no further citizen remarks

BOARD MEMBER COMMENTS

Board Member Joel Jackson recognized all the community members that attended the first track meet in the bad weather.

Board Member Choc Schaffer gave a reminder of upcoming events.

Board Member Russell Thomas commented on a few school events that he had attended since the last regular board meeting.

Board Member Karen Eakes commented on board member conduct and respect.

EXECUTIVE SESSION: Erdrich v. KGBSD – motion to adjourn into executive session to discuss matters, the immediate knowledge of which would clearly have an adverse impact on the finances of the District and to communicate with legal counsel within the attorney-client privilege in accordance with AS 44.62.310 (c) (1) and (3).

MOVED BY SCHAFFER, SECOND BY JACKSON, to adjourn into executive session. The meeting adjourned into executive session at 8:52pm. The meeting adjourned back into regular session at 9:14pm.

EXECUTIVE SESSION: Erdrich v. KGBSD – motion to adjourn into executive session to discuss negotiations with teacher's, paraprofessionals and custodians for the purpose of considering matters the immediate knowledge of which would clearly have an adverse impact on the finances of the District.

MOVED BY THOMAS, SECOND BY JACKSON, to adjourn into executive session. The meeting adjourned into executive session at 9:18pm. The meeting adjourned back into regular session at 9:56pm.

ADJOURNMENT

The meeting was adjourned at 10:22pm.

**KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT
BOARD OF EDUCATION**

Regular Meeting Minutes of May 23, 2007

CALL TO ORDER, PLEDGE OF ALLEGIANCE

The Ketchikan Gateway Borough Board of Education met in regular session on the 23rd day of May 2007, in the Ketchikan City Council Chambers. Board President Dave Lieben called the meeting to order at 6:00pm.

ROLL CALL

The following members were present to establish a quorum, and due notice had been published: Dave Lieben, President; Russell Thomas, Vice President; Choc Schafer, Clerk-treasurer; Joel Jackson, Board Member; Karen Eakes, Board Member; Carl Webb, Board Member; Matt Olsen, Board Member via teleconference; and Ryan Gray.

Administrative staff consisted of Larry Eklund, Interim Superintendent; Lance Mertz, Business Manager; Evvy Barnes, Special Education Director; Linda Hardin, Curriculum Director; and April Edenshaw, secretary to the Superintendent and School Board.

VISITORS

Susan Fisher, Mary Gregg, Emilie Reaume, Inge Kummant, Dan Ortiz, Dru Hanson, Jose Boza, Doug Gregg, Barb Roberts, Ron Barnes, Charlotte White, Bruce Johnson, Roxanne Abajian, Susan Doherty, Myra Zelensky, Nancy Stiefel Boyle, Robert Boyle, Rebecca Bowlen.

PUBLIC RECOGNITION

Board President Dave Lieben recognized the retiring teaching staff participating in the early retirement incentive.

Susan Fisher gave awards to Penny Marksheffel and Dan Ortiz for the teacher best practices competition to promote financial literacy and education.

Fawn Mountain students gave a musical presentation.

Superintendent candidates Dr. Jose Boza Jr. and Robert Boyle gave some history on their work and personal background.

Board Member Russell Thomas apologized to Lynn Wadley for his untimely comments at the last school board meeting.

Board Member Karen Eakes recognized the people who spoke at the recent Borough Assembly meeting regarding school funding.

PUBLIC HEARING

Motion to approve new BB 9272, School Board Email Use Policy, in its second reading.

MOVED BY THOMAS, SECOND BY SCHAFER, motion to approve new BB 9272, School Board Email Use Policy, in its second reading.

AMENDMENT

MOVED BY WEBB, SECOND BY EAKES, motion to strike item #4 from Board Bylaw 9272.

VOICE VOTE FAILED

AMENDMENT

MOVED BY JACKSON, SECOND BY THOMAS, motion to change the wording of item #4 to read; Board members, when possible, will notify a sender before forwarding correspondence addressed to the board.

VOICE VOTE PASSED

VOICE VOTE PASSED ON THE MAIN MOTION

Motion to approve revised BP 3452, Student Activity Funds, in its first reading.

MOVED BY THOMAS, SECOND BY WEBB, motion to approve revised BP 3452, Student Activity Funds, in its first reading.

VOICE VOTE PASSED

CITIZEN REMARKS

Rebecca Bowlen shared her concerns about the negative behaviors engulfing our community.

Roxanne Abajian thanked the board for including teachers and community members on their superintendent search.

INFORMATION AND REPORTS FROM BOARD MEMBERS

Interim Superintendent Larry Eklund reported on the Borough/School Board liaison meeting.

CLAIMS FOR INFORMATION

For information only

REPORTS AND/OR PRESENTATIONS FROM THE SUPERINTENDENT & STAFF

Interim Superintendent's Report

Interim Superintendent Larry Eklund reported on:

- Kayhi assemblies
- Special Education Director position
- Funding for Education
- Waiver request for an additional day at Schoenbar
- Testing results update
- Hold on District expenditures
- Tutoring for the upcoming school year
- Crisis response with parents in the case of an emergency
- "Central location options"

Student Member's Report

Student Member Ryan Gray reported on:

- Kayhi activities
- End of the year grades
- Assemblies at Kayhi
- Senior skip day at Ward Lake
- Graduation

CONSENT CALENDAR

The following consent calendar was approved with no opposition.

- Approve a contract change for Meredith Lundamo from 1/2 time to full time for the 2007-2008 school year.
- Approve a teaching contract for Joseph Fama for the 2007-2008 for the 2007-2008 school year.
- Approve a teaching contract for Mark Lee for the 2007-2008 school year.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Motion to approve a leave of absence for Bruce White for the 2007-2008 school year provided a qualified replacement could be hired.

MOVED BY THOMAS, SECOND BY SCHAFER, motion to approve a leave of absence for Bruce White for the 2007-2008 school year provided a qualified replacement can be hired.

VOICE VOTE PASSED

Motion to approve an administrative contract for Dennis Clarkson as the Special Education Director.

MOVED BY SCHAFER, SECOND BY JACKSON, motion to approve an administrative contract for Dennis Clarkson as the Special Education Director.

ROLL CALL

**EAKES, JACKSON, LIEBEN, OLSEN, SCHAFER – AYES
WEBB, THOMAS – NAYS**

MOTION PASSED

Motion to approve the additional course offerings for Ketchikan High School.

MOVED BY EAKES, SECOND BY WEBB, motion to approve the additional course offerings for Ketchikan High School.

POSTPONMENT

MOVED BY THOMAS, SECOND BY JACKSON, motion to postpone action on this item until the first meeting in June.

VOICE VOTE PASSED ON POSTPONMENT

Motion to approve the NCLB grant application for 2007-2008.

MOVED BY WEBB, SECOND BY SCHAFER, motion to approve the NCLB grant application for 2007-2008.

VOICE VOTE PASSED

Motion to approve an audit of the District student activity funds and club account.

MOVED BY THOMAS, SECOND BY SCHAFER, motion to approve an audit of the District student activity funds and club account.

VOICE VOTE PASSED

Motion to approve the Carl D. Perkins Vocational and Technical Education Act application.

MOVED BY EAKES, SECOND BY SCHAFER, motion to approve the Carl D. Perkins Vocational and Technical Education Act application.

VOICE VOTE PASSED

DISCUSSION

There were no items for discussion

CITIZEN REMARKS

There were no further citizen remarks

BOARD MEMBER COMMENTS

Board Member Choc Schafer commented of her time spent with the Superintendent candidates.

Board Member Russell Thomas commented on his time spent with the Superintendent candidates. Also Mr. Thomas would like a report on staff travel.

Board Member Karen Eakes would like to have staff that travel come and provide a verbal report at the board meeting upon their return.

Board Member Carl Webb thanked Board Member Russell Thomas for providing the location and breakfast for the superintendent candidates and district administrators.

Board President Dave Lieben would like a written report from staff members upon their return from travel.

EXECUTIVE SESSION

MOVED BY THOMAS, SECOND BY SCHAFFER, to adjourn into executive session.

The meeting adjourned into executive session at 8:54pm. The meeting adjourned back into regular session at 9:23pm.

ADJOURNMENT

The meeting was adjourned at 9:39pm.

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA STATEMENT

No 8 B

MEETING OF June 13, 2007

Reviewed By

Item Title

Motion to approve a teaching contract for
Mary Cooper for the 2007-2008 school year.

☒ Superintendent
☐ Committee
☐ Department
☒ Finance
☐ Curriculum
☐ Special Education
☐ Other

SUBMITTED BY Larry Eklund, Interim Superintendent

Contact Person/Telephone

Larry Eklund

Name

247-2109

Phone

APPROVED FOR SUBMITTAL



Interim Superintendent

SUMMARY STATEMENT

ISSUE:

BACKGROUND:

Mary Cooper was the School to Work Coordinator/Correspondence teacher at Revilla for the 2006-2007 school year. Mary took the severance incentive last year and then returned to the district. She will be the English/Correspondence teacher at Revilla for the 2007-2008 school year. Mary is "highly qualified" in English.

RECOMMENDATION:

The administration recommends approval.

FISCAL NOTE

☐ N/A EXPENDITURE

REQUIRED \$ 54,800

AMOUNT

BUDGETED \$ 54,800

EXHIBITS ATTACHED

☐ RESOLUTION

☐ CONTRACT

☐ MINUTES

☐ REPORT

☐ NOTIFICATION LIST

☐ OTHER

RECOMMENDED ACTION:

"I move that the Board of Education approve a teaching contract for Mary Cooper for the 2007-2008 school year who will be the English/Correspondence teacher at Revilla High School."

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA STATEMENT

No 8 C

MEETING OF June 13, 2007

Reviewed By

Item Title

Motion to approve a teaching contract for
Robin Edenshaw for the 2007-2008 school year.

☒ Superintendent
☐ Committee
☐ Department
☒ Finance
☐ Curriculum
☐ Special Education
☐ Other

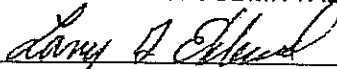
SUBMITTED BY Larry Eklund, Interim Superintendent

Contact Person/Telephone

Larry Eklund
Name

247-2109
Phone

APPROVED FOR SUBMITTAL


Interim Superintendent

SUMMARY STATEMENT

ISSUE:

BACKGROUND:

Robin Edenshaw was the librarian at Houghtaling for the 2006-2007 school year. Robin took the severance incentive last year and then returned to the district. She will be the reading specialist at Ketchikan Charter School for the 2007-2008 school year. Robin is "highly qualified" in elementary.

RECOMMENDATION:

The administration recommends approval.

FISCAL NOTE

☐ N/A EXPENDITURE

REQUIRED \$ 54,800

AMOUNT

BUDGETED \$ 54,800

EXHIBITS ATTACHED

☐ RESOLUTION

☐ CONTRACT

☐ MINUTES

☐ REPORT

☐ NOTIFICATION LIST

☐ OTHER

RECOMMENDED ACTION:

"I move that the Board of Education approve a teaching contract for Robin Edenshaw for the 2007-2008 school year who will be the reading specialist at Ketchikan Charter School."

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA STATEMENT

No 8 D

MEETING OF June 13, 2007

Reviewed By

Item Title

Motion to approve a teaching contract for
Kayla Livingston for the 2007-2008 school year.

☒ Superintendent
☐ Committee
☐ Department
☒ Finance
☐ Curriculum
☐ Special Education
☐ Other

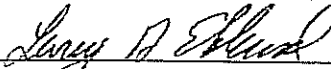
SUBMITTED BY Larry Eklund, Interim Superintendent

Contact Person/Telephone

Larry Eklund
Name

247-2109
Phone

APPROVED FOR SUBMITTAL


Interim Superintendent

SUMMARY STATEMENT

ISSUE:

BACKGROUND:

Kayla Livingston was employed as a Title I Paraprofessional until her hire as a reading teacher at Ketchikan Charter School for the 2006-2007 school year. Kayla is "highly qualified" in elementary. She will be an elementary teacher at Ketchikan Charter School.

RECOMMENDATION:

The administration recommends approval.

FISCAL NOTE

☐ N/A EXPENDITURE
REQUIRED \$ 54,800

AMOUNT
BUDGETED \$ 54,800

EXHIBITS ATTACHED

☐ RESOLUTION ☐ CONTRACT ☐ MINUTES ☐ REPORT
☐ NOTIFICATION LIST ☐ OTHER

RECOMMENDED ACTION:

"I move that the Board of Education approve a teaching contract for Kayla Livingston for the 2007-2008 school year who will be a elementary teacher Ketchikan Charter School."

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA STATEMENT

No 8 E

MEETING OF June 13, 2007

Reviewed By

Item Title

Motion to approve a teaching contract for
Tanya Antonsen for the 2007-2008 school year.

☒ Superintendent
☐ Committee
☐ Department
☒ Finance
☐ Curriculum
☐ Special Education
☐ Other

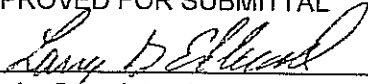
SUBMITTED BY Larry Eklund, Interim Superintendent

Contact Person/Telephone

Larry Eklund
Name

247-2109
Phone

APPROVED FOR SUBMITTAL


Interim Superintendent

SUMMARY STATEMENT

ISSUE:

BACKGROUND:

Tanya Antonsen earned her Bachelor's degree from Pacific Lutheran University in December of 1979 and her Master's degree from Memphis State University in May of 1990. She has been a teacher for 14 years in Wisconsin and Oregon. Ketchikan was her home for a number of years and is eager to be able to spend time with her family here. She is "highly qualified" in music and has applied for her Alaska certification. She will be the music teacher at Houghtaling following the retirement of Sam Soderstrom.

RECOMMENDATION:

The administration recommends approval.

FISCAL NOTE

☐ N/A EXPENDITURE
REQUIRED \$ 71,986

AMOUNT
BUDGETED \$ 71,986

EXHIBITS ATTACHED

☐ RESOLUTION ☐ CONTRACT ☐ MINUTES ☐ REPORT
☐ NOTIFICATION LIST ☐ OTHER

RECOMMENDED ACTION:

"I move that the Board of Education approve a teaching contract for Tanya Antonsen for the 2007-2008 school year who will be the teacher music at Houghtaling."

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA STATEMENT

No. 9A

MEETING OF June 13, 2007

Reviewed By

Item Title

Motion to approve an administrative contract for
Harry Martin as the Principal for Ketchikan Charter School.

☒ Superintendent
☐ Committee
☐ Department
☒ Finance
☐ Curriculum
☐ Special Education
☐ Other

SUBMITTED BY Larry Eklund, Interim Superintendent

Contact Person/Telephone

APPROVED FOR SUBMITTAL

Larry Eklund

247-2109

Name

Phone

Curriculum Director

SUMMARY STATEMENT

The Board is being asked to approve an administrative contract for Harry Martin for the 2007-2008 school year.

ISSUE:

Mr. Martin is being offered a contract as the Principal for Ketchikan Charter School.

BACKGROUND:

RECOMMENDATION:

The Administration recommends approval.

FISCAL NOTE

☐ N/A EXPENDITURE

REQUIRED \$ _____

AMOUNT

BUDGETED \$ _____

EXHIBITS ATTACHED

☐ RESOLUTION

☐ CONTRACT

☐ MINUTES

☐ REPORT

☐ NOTIFICATION LIST

☐ OTHER

RECOMMENDED ACTION:

"I move that the Board of Education approve an administrative contract for Harry Martin for the 2007-2008 school year as the Principal for Ketchikan Charter School."

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA STATEMENT

No 9 B

MEETING OF June 13, 2007

Reviewed By

Item Title

Motion to approve amendment to the 2008-2010 negotiated agreement with the Cooks/Paraprofessionals/Custodians.

☒ Superintendent
☐ Committee
☐ Department
☒ Finance
☐ Curriculum
☐ Special Education
☐ Other

SUBMITTED BY Larry Eklund, Interim Superintendent

Contact Person/Telephone

APPROVED FOR SUBMITTAL

Mr. Eklund
Name

247-2109
Phone


Curriculum Director

SUMMARY STATEMENT

Following negotiations between the Ketchikan Gateway Borough School District and the Cook/Paraprofessional/Custodian bargaining unit the bargaining unit ratified the agreement as submitted.

ISSUE:

Pros: increases pay and benefits of lowest paid group of employees, increasing retention of this group and decreasing turnover.

Cons: Increases costs for programs utilizing paraprofessionals, custodians and cooks.

BACKGROUND:

RECOMMENDATION:

The administration recommends approval.

FISCAL NOTE

☐ N/A EXPENDITURE AMOUNT
REQUIRED \$ 298,286 BUDGETED \$ 298,286 (2008 budget)

EXHIBITS ATTACHED

☐ RESOLUTION ☐ CONTRACT ☐ MINUTES ☐ REPORT
☐ NOTIFICATION LIST ☒ OTHER

RECOMMENDED ACTION:

"I move that the Board of Education approve the 2008-2010 negotiated agreement between the Ketchikan Gateway Borough School District and the Cook/Paraprofessional/Custodian bargaining unit and associated pay scale changes as of July 1, 2007."

ARTICLE I - RECOGNITION

Section 1 In regards to matters relating to terms and conditions of this agreement, the Ketchikan Gateway Borough School District Board of Education recognizes the Ketchikan Education Association as the exclusive representative of all permanent District paraprofessionals, cooks and custodians excluding, however, all substitutes, those employed on a temporary basis, and all supervisory employees.

Section 2 Except to the extent expressly abridged by a specific provision of this Agreement, the Association recognizes and agrees that the Board reserves and retains, solely and exclusively, all of its rights to manage the affairs of the District.

ARTICLE II - WORK INTERRUPTION

Section 1 It being understood that the services performed by the employees covered by this Agreement are essential to the operation of the employer and to the welfare of the public dependent thereon, the Association agrees that there shall be no strike or other concerted cessation of work by the Association or its members, and the Board agrees, on its part, that there shall be no lockout of the Association or its members.

Section 2 During the life of the Agreement, should the District decide to subcontract any bargaining unit work, twenty (20) days advance notification shall be given to the Association. Any employee who is laid off due to subcontracting shall receive one (1) month's pay at the employee's current rate of pay.

ARTICLE III - CONFLICT WITH LAW

Should any Article, Section or provision herein contained be rendered or declared invalid by reason of any existing or subsequently enacted statute, ordinance or other law, or by the decree of judgment of any court of competent jurisdiction, the invalidation of such Article, Section or provision will not affect the remaining portions hereof and such other parts and provisions will remain in full force and effect. Upon the invalidation of any Article, Section, or provisions hereof, the parties will meet and negotiate the parts and provisions concerned within thirty (30) days from the date the fact of such invalidation is communicated to them; provided, however, that the parties may mutually agree to extend the time for such negotiations.

ARTICLE IV - ASSOCIATION RIGHTS

Section 1 The Board will bargain with no other bargaining representative with respect to this bargaining unit during the term of this agreement and further agrees not to enter into any other agreements with its employees which in any way conflicts with the terms and provisions of this agreement.

Section 2 No other agreement, understanding, consideration, or interpretation which alters, varies, waives, or modifies any of the terms or conditions contained herein shall be made with any other employee or group of employees by the Board or any of its agents or representatives unless it has been made with and agreed to in writing by the Association.

Section 3 The Board shall deduct the sum of the regular membership dues of the Association, provided the Association provides the Board with written authorization to make such deductions. The authorization for payroll deduction of Association dues shall be on a continuing basis unless revoked, in writing during the month of September, by the employee to the Association and Board.

Section 4 The parties mutually agree that neither the District nor the Association will discriminate in employment related matters against any person or persons on the grounds of race, religion, color or national origin, or because of the person's age, physical or mental disability, sex, marital status, changes in marital status, pregnancy, or parenthood when the reasonable demands of the position do not require distinctions on the basis of age, physical or mental disability, sex, marital status, changes in marital status, pregnancy, or parenthood. Furthermore, the District agrees to not discriminate against an employee in employment related matters on the basis of his/her involvement in the Association.

Section 5 The Association shall have the right to use District facilities or equipment when such facilities or equipment are not otherwise in use.

Section 6 The Association will designate no more than one Association representative in each department to represent the Association in day-to-day matters, which may arise. Additionally, the Association will have one overall representative for the total bargaining unit as well as an Association Grievance committee. The Association will inform the District as to who its various representatives and staff are.

Section 7 A designated Association representative, who is not on duty, or staff person shall be allowed admission to any work site at any reasonable time for the purpose of investigating conditions existing on the job, after notifying the site administrator. Such designated representatives will not interfere with or interrupt normal work operations.

Section 8 Within five (5) work days the District will notify the Association of all new bargaining unit employees, and of those resigning or whose employment is being terminated.

Section 9 A maximum of ~~three~~ **four** bargaining unit members (one from each of the following employee groups: cooks, custodians, and **two** paraprofessional) shall receive release time to attend all scheduled bargaining sessions between the Association and the Board. The Association shall reimburse the Board for the cost of substitutes.

Section 10 - DUES DEDUCTION

Any employee covered by this Contract, who is a member of the ASSOCIATION or who has applied for membership, shall sign and deliver to the KGBSD, an assignment authorizing deduction of membership dues in the ASSOCIATION. Such authorization shall continue in effect from year to year unless revoked in writing between June 1 and September 15 of any year. Pursuant to such authorization, the DISTRICT shall deduct dues according to ASSOCIATION direction. Employees who choose not to join the ASSOCIATION and authorize membership dues deduction shall pay to the ASSOCIATION through payroll deduction a representation fee equal to the regular dues less any political action or other special assessments. The Association shall, upon request, promptly refund to the non-member the amount determined by State Arbitration to be non-chargeable activities. An employee who objects to this provision shall, consistent with AS 23.40.225, contribute an amount equal to the representation fee to a religious charity or group mutually agreed upon between the employee and the ASSOCIATION.

All bargaining unit members shall be afforded all rights related to negotiations irrespective of membership or non-membership in the Association.

The ASSOCIATION shall indemnify and save harmless the KGBSD from any and all claims, demands, suits and costs (other than clerical errors and their correction) incurred in connection with any such claim, demand or suit, resulting from any reasonable action taken or omitted by the employer for the purpose of complying with the provisions of this section.

The DISTRICT will notify the ASSOCIATION of all new employees, and of those resigning or whose contracts are being terminated.

ARTICLE V - GRIEVANCE PROCEDURE

Section 1 A claim by an employee or the Association that there has been an alleged violation, misinterpretation, or misapplication of a specific provision of this Agreement, may be processed as a grievance as hereinafter provided.

Section 2 In the event that an employee/Association believes there is a basis for a grievance, the employee shall first discuss the alleged grievance with the building principal/immediate supervisor within twenty-five (25) working days after the circumstances giving rise to such grievances occurred. Failure to meet the above time line shall cause the alleged grievance to be deemed waived and shall not be entitled to further consideration.

Step 1--Immediate Supervisor--

If as a result of the informal discussion with the building principal/immediate supervisor a grievance still exists, the employee may within ten (10) working days of the informal discussion invoke the formal grievance procedure through the Association by submitting

a written grievance indicating the specific Article(s) and Section(s) violated and remedy sought, dated and signed by the employee and an Association representative. Within ten (10) working days of the receipt of the grievance form, the principal/immediate supervisor shall meet with the employee/Association representative to hear the alleged grievance. The principal/immediate supervisor shall indicate his/her disposition of the grievance in writing within ten (10) working days of such meeting and shall furnish a copy to the grievant and/or the Association.

Step 2--Superintendent/Designee--

If the grievance is not satisfactorily settled after Step 1, the grievance shall be transmitted by the employee/Association to the Superintendent/designee within ten (10) working days after the completion of Step 1. Within ten (10) working days, the Superintendent/designee shall meet with the Association representative on the grievance and shall indicate his/her disposition of the grievance in writing within ten (10) working days of such meeting and shall furnish a copy thereof to the grievant and/or Association.

Step 3--School Board--

If the Association and the aggrieved party so elect, within ten (10) days after receipt of the Superintendent's findings, the Association may request in writing that the School Board hear the case. The School Board or a sub-committee thereof shall meet with the grievant and/or the Association and hear the problem within ten (10) days after the receipt of this request. The hearing will be private and the results thereof confidential. The Board will respond in writing to the grievant and the Association within ten (10) days of the hearing.

Step 4--Arbitration--

If the grievance is not satisfactorily settled after Step 3, the Association may call for arbitration with a demand for such to the American Arbitration Association **or the Federal Mediation and Conciliation Service** and a copy of the demand to the District. Such intent to arbitrate shall be submitted within ten (10) working days of receipt of the answer given in Step 3 to the American Arbitration Association.

- (a) The arbitration shall be conducted under the rules and jurisdiction of the American Arbitration Association.
- (b) Jurisdiction of the arbitrator shall only be in regard to the particular dispute before him/her, and s/he shall have no power or authority to add to, subtract from, modify or change in any way any of the terms of this Agreement or to write any new clause, change an existing clause or write a new agreement. The arbitrator shall have no power to pass upon any subject not specifically provided for in this Agreement.
- (c) Award of the arbitrator shall be final and binding and shall determine the subject of the arbitration for the duration of this Agreement.

- (d) The arbitrator's decision shall be issued no later than twenty (20) working days from the date of the close of the hearings or from the date the final statements and proofs are submitted to him/her and be final and binding on both parties.
- (e) The expense and fees of the arbitrator shall be split equally by the District and the Association.

Section 3 A new employee during their 720 hour day probationary period may be discharged or laid off at any time with or without cause and such discharge shall not be subject to the grievance procedure.

Section 4 The time limits provided in this Article shall be strictly observed but may be extended by mutual written consent of the parties. If the grievant or Association fails to meet the specific time limits as stated in this Article, said grievance shall be deemed withdrawn. If the District or its representative fails to meet specific time limits stated in this Article, the grievant may advance the grievance to the next appropriate step within the timelines specified. All written grievances shall be presented and discussed during non-working hours; however, if the employer or arbitrator schedules a meeting or hearing at Step 3 or Step 4 during the working hours of an employee where testimony is necessary to the presentation of the District or the Association, the employee and if the employee so chooses, an Association representative from the District shall suffer no loss in pay or benefits.

Section 5 Any meetings or hearings under this procedure will be private, and the results thereof confidential, consistent with AS 44.62.310.

Section 6 The Board shall not demote, reduce in pay, suspend, or otherwise discipline an employee specifically for filing a grievance or for lawful participation in the grievance procedure. The Association or any of its representatives shall take no reprisals against any party for participation in the grievance procedure.

Section 7 The Board and the Association agree to make available to the other party all information in their possession pertinent to the issues of the grievance. This shall be done five (5) days prior to the hearing in Step 4. No new information shall be allowed as part of the arbitration after submission of such information unless mutually agreed to by the other party.

Section 8 If a question arises as to the grievability or arbitrability of a grievance such question must be settled by the arbitrator first. The grievance merits may not be presented until the grievability/arbitrability issue has been finalized.

Section 9 The grievant may request the presence of an Association representative at any step of the grievance process.

ARTICLE VI- SENIORITY

Section 1 "Seniority" shall be defined as the length of service that an employee has been employed in a certain job title provided that continuous service within the bargaining unit has not been broken nor employment terminated.

Section 2 New employees and those hired after a break in continuity of service shall be regarded as probationary employees for their first 720 hours of actual work and shall receive no continuous service credit or fringe benefits except insurance, PERS' and workers compensation during such probationary period. Probationary employees retained by the Board after their first 720 hours of actual work shall receive full continuous service credit for their probationary period. Upon completion of their probationary period, employees shall receive credit for sick and personal leave retroactive to the beginning of their probationary period. Probationary employees may be laid off, transferred, disciplined, suspended or discharged for cause as exclusively determined by the Board and without recourse to the grievance procedure of this agreement. Any employee hired as a temporary employee shall be considered a probationary employee and shall receive no continuous service credit.

Section 3 Seniority ends if an employee:

- (a) Is discharged.
- (b) Notifies the Board of his/her voluntary resignation.
- (c) Is absent for five (5) consecutive working days without notifying the appropriate manager of the reasons for such absence. Any exception to this shall be at the sole discretion of the Superintendent.
- (d) Has been laid off and is recalled to work but fails to report for work within ten (10) working days of notification at the designated time and place.
- (e) While on leave of absence other than for layoff, medical reasons, or for a full year, accepts another job, applies for unemployment insurance, or goes into business for himself/herself.
- (f) Is laid off in excess of two years.

Section 4 Seniority shall not be used to determine any particular type of work within a job title or to the place, other than work site, where such work is performed, or to any particular machine or piece of equipment with which work is performed.

Section 5 Seniority shall not accumulate during a period of layoff, but shall be retained and restored to an employee upon the employee's recall.

ARTICLE VII - VACANCIES

Section 1 It is agreed that all cook, custodial or paraprofessional vacancies shall be posted by the Board on appropriate bulletin boards. Any employee who meets the minimum qualifications may apply in writing to the personnel office within ten (10) workdays of the date of the posting.

Section 2 It is recognized that in filling vacancies, the District will hire the best-qualified candidate for the job. An evaluation of an employee's qualifications and ability shall involve the following considerations:

- (a) Has the physical qualifications to do the work.
- (b) Has experience required for the job.
- (c) Has a record of working in the manner required by the job description.
- (d) Cooperates with supervisors and observes Board rules and regulations.
- (e) Protects the property and interests of the school district.
- (f) Reports for work promptly and regularly.
- (g) Cooperates with co-workers.
- (h) Assumes additional responsibilities.

Section 3 ~~An employee will be granted a maximum of one (1) transfer per year unless the transfer is deemed necessary by the Board.~~ **Employees may apply for transfer if qualified. Transfers may be granted at any time at the discretion of the District.**

ARTICLE VIII - HOURS OF WORK - OVERTIME

Section 1 All employees will be assigned a scheduled workweek. The normal workweek for cooks and custodians shall consist of five (5) consecutive days of eight continuous (8) hours each in a calendar week with the first of the regularly scheduled, five-consecutive days considered the first day of the week. The normal full-time work year for custodians shall be 226 paid days. **The normal work year for Paraprofessionals shall be the same number of days as teachers as assigned by the District.** In case of emergencies the Board may change the schedule as needed. The

workday for paraprofessionals shall be no less than seven (7) hours exclusive of meals and breaks and no more than that customarily worked by the teaching staff of the building to which they are assigned.

Section 2 Any employee working a shift beginning after 2:00p.m. will be paid the Swing Shift/ Graveyard Shift Differential (see Section 9).

Section 3 All assigned work performed in excess of or of the forty (40) scheduled work hours in any one work week, shall constitute overtime work and shall be paid at the rate of time-and-one-half the employee's regular rate of pay. Time-and-one-half will be paid for all work performed on the sixth (6th) day of the work week and double time for the seventh day of the work week if the employee has worked his/her scheduled shifts during the work week, with the exception of the following excused absences:

- (a) Authorized leave:
- (b) Where Board scheduling prevents the employee from working his regularly scheduled workday.

Section 4 Employees required to work overtime will be given as much advance notice as reasonably possible under the circumstances.

Section 5 In the event overtime scheduled for a regular working day is canceled before the time fixed for its commencement, employees shall not be entitled to any pay for the canceled overtime period.

Section 6 Overtime work will first be offered to those permanent bargaining unit employees who regularly work at the site of the overtime work and are qualified to do the work. The District shall be the sole judge of whether an employee is qualified using the criteria under Article VII, Section 2. If no qualified bargaining unit employees at the site are either available or willing to do the overtime work, it will be offered to those bargaining unit employees at other sites within the District who are qualified to do the work and regularly do that type of work and have volunteered to do overtime work. Such work will be offered to employees on the volunteer list in rotating order of sign-up. At both the site and district level, overtime will be distributed by rotation within each job title as equally and as reasonable as possible among those eligible employees. Nothing herein shall mandate that the District provide overtime.

Section 7 An employee may request to be excused from overtime. This request will be granted unless no other suitable employee is available to replace him/her, or an emergency exists which demands his/her presence.

Section 8 Employees shall be allotted two (2) fifteen (15) minute rest periods per day. One rest period will be taken during the first half of the employee's shift and the second rest period during the second half of the employee's shift. Employees must remain at their assigned work site unless excused by their immediate supervisor during

rest period. The meal period will be thirty (30) minutes, taken on the employee's time, and scheduled as close to the middle of the shift as practical.

ARTICLE IX - LEAVE

Section 1 - Sick Leave

- (a) An employee shall accrue one (1) day of sick leave for each calendar month of continuous employment. (One day of sick leave is equivalent to the number of regularly scheduled hours per workday). Sick leave days may accumulate without limit.
- (b) Sick leave shall be defined as the personal incapacitation or illness of the employee or immediate family. For the purpose of sick leave immediate family shall mean spouse or children under age 18 still living at home. When other members of the immediate family require hospitalizations or have a life threatening illness or disease, sick leave may be used.
- (c) Upon request, an employee may use sick leave for disability caused by or contributed to by pregnancy, miscarriage, abortion, childbirth, and recovery there from, resulting in absence from work. The stage of pregnancy at which the maternity leave is requested and return following birth shall be determined by the employee's physician. A physician's statement of disability must accompany the request for leave and a statement of continuing disability may be required at the discretion of the District.

Section 2 - Sick Leave Donation

Employees may participate in a Sick Leave Bank established for classified employees. To be eligible, the employee must have suffered an illness or injury and have used all of his or her paid leave accrual. Forms authorizing the donation of sick leave will be made available to employees.

Section 3 - Personal Leave

- (a) Two ~~three~~ days of personal leave will be granted to each employee, at the start of each school year with an accumulation to five days.
- (b) An employee may purchase one ~~one~~ two additional day at the cost of seventy-five (\$75) dollars.

- (c) Accumulated leave in excess of five (5) days shall be reimbursed by the District on or before April 30th of each year. The rate of pay for each day shall be seventy-five (75) dollars.
- (d) Application for personal leave shall be made on the District application form, with approval for leave required at least twenty-four (24) hours in advance of the requested leave day.
- (e) Personal leave may not be used to extend any scheduled school vacation period or within the first and last ten (10) working days of the school year or during a scheduled in-service day.

Section 4 - Bereavement Leave

A maximum of five (5) days of bereavement leave plus up to two days of travel time for a death outside of Ketchikan is available to each employee. Only death in the immediate family shall entitle the employee to bereavement leave, not deductible from sick leave.

The immediate family shall be considered persons having the relationship of husband, wife, father, son, daughter, mother, brother, sister, parent-in-law, brother or sister-in-law, son or daughter-in-law, grandparent, **grandchildren** or persons living at the employee's household as a part of the family.

Section 5 - Emergency Leave

Two paid days of emergency leave may be granted by the Superintendent for travel delays outside the Ketchikan area beyond the employee's control. Up to three (3) paid days emergency medical leave may be granted by the Superintendent in the event no other leave is available. Written verification, by a physician, of the emergency must be submitted.

Section 6 - Legal Leave

- (a) Employees who are called to serve on jury duty shall be granted leave without loss of pay or other benefits.
- (b) If required jury duty occurs during the employee's scheduled work period, the employee shall return to the District the pay received for such jury duty. If the required jury duty occurs outside the employee's regularly scheduled hours, the employee may keep the pay received for such jury duty.
- (c) Employee s excused from jury duty shall return to work within one hour.

- (d) If a swing shift employee is released from jury duty at or before the noon recess, they shall complete their regularly scheduled shift. If a swing shift employee is released between the noon recess and 2:00 p.m., the employee will work six (6) hours of their regularly scheduled shift. If a swing shift employee is released after 2:00 p.m., they will not be required to work their regularly scheduled shift.
- (e) An employee who is subpoenaed to appear as a witness in court in a matter to which they are not a party during their regularly scheduled work time, shall not suffer loss of pay or other benefits

Section 7 - Leave Without Pay

- a) The Board, where unusual circumstances warrant, may grant a leave of absence without pay to an employee upon written request and upon good cause being shown for such leave for a period up to but not to exceed one (1) year.
- b) An employee returning from a leave of absence shall return to the same or a similar position, if that position exists, that he/she held prior to the leave and retain the same seniority and benefits that he/she possessed at the time of the commencement of his/her leave.
- c) An employee on a leave of absence without pay shall have the option to continue on medical insurance at his/her own expense.
- d) A person replacing an employee on a leave of absence without pay shall be informed that their position is temporary.
- e) The Board shall grant, upon the employee's request and a supporting statement from a licensed physician, up to eighteen (18) weeks of unpaid leave for the purpose of:
 - (a) Caring for a seriously ill parent, child or spouse;
 - (b) Because of his/her own serious illness.

An employee on a leave of absence without pay for these medical purposes will receive, in accordance with the Family Medical Leave Act, health insurance coverage for the first twelve (12) weeks of his/her leave.

The Board may, upon employee request, extend a leave of absence for medical purposes up to one (1) year provided such a leave request is accompanied by a statement from a licensed physician.

- f) The Board shall grant, upon the employee's request, up to eighteen (18) weeks of unpaid leave for the purpose of child rearing or adoption. The leave must

commence within one (1) year of the birth or placement of the child. A copy of the child's birth certificate or adoption papers must accompany the request. An employee on leave of absence without pay to attend to a newly born or adopted child will receive, in accordance with the Family Medical Leave Act, health insurance coverage for the first twelve (12) weeks of his/her leave. The Board may, upon employee request, grant a leave of absence up to one (1) year subject to the terms and conditions of this section.

- g) While on leave of absence from the District, any employee who accepts another job, applies for unemployment insurance, or goes into business for him/herself, without the written permission of the District, will be terminated.

Section 8 - Military Leave

Employees who are members of the National Guard or Military Reserve may be granted special military leave to attend encampments or training periods without loss of pay. The District shall pay the employee's regular salary, less the amount each employee receives for National Guard or Military Reserve training duty during the period of such special leave, up to a maximum of two (2) weeks. A copy of the order issued by the appropriate authority for such training shall accompany requests for special military leave. Upon return to duty, the employee shall furnish the District evidence of the amount of National Guard or Reserve pay received during the period of special military leave.

Section 8 – Association Leave

The bargaining unit will be granted five days of paid Association leave. Additionally the bargaining unit will be granted one day of Association leave for every ten (10) members of the bargaining unit members. These days shall be use for Association business with at least two days prior notice to the Superintendent. The Association will reimburse the District the cost of a substitute when a substitute is used.

ARTICLE X - HOLIDAYS

Section 1 Employees covered by this Agreement shall have the following guaranteed paid holidays if they occur within their assigned work year and the employee works or is on approved paid leave the scheduled work day before and after the holiday:

Labor Day
Thanksgiving Day
Day before Christmas Day
Christmas Day
Day before New Years Day
New Years Day

Section 2 When any of the above holidays falls on a Sunday, the first subsequent weekday not designated as a holiday shall be observed as the holiday. When any of the above holidays falls on a Saturday, the closest previous weekday not designated as a holiday shall be observed as the holiday.

Section 3 If an employee eligible for holiday pay volunteers to do requested work and actually does work on one of the days enumerated in Section 1, he/she shall receive, for all hours worked, his/her straight-time hourly rate of pay times all hours worked on the holiday, in addition to his/her regular straight hourly rate times the number of hours he/she is regularly scheduled.

Section 4 An employee eligible for holiday pay shall receive for all hours worked when he/she is scheduled by the District to work and actually does work on any one of the days enumerated in Section 1, one and one-half (1 1/2) times his/her straight-time hourly rate of pay times all hours worked on the holiday, in addition to his/her regular straight hourly rate times the number of hours he/she is regularly scheduled.

Section 5 Hours paid for, but not worked in accordance with the provisions of this Article, shall not be considered hours worked for the purpose of computing overtime pay.

ARTICLE XI - PUBLIC EMPLOYEES RETIREMENT

PERS (Public Employees Retirement System) will be made available to all employee s covered by this Agreement.

ARTICLE XII - WORKING CONDITIONS

Section 1 The District may prescribe working rules not inconsistent with the terms of the Agreement in addition to those in this Agreement pertaining to safety, discipline and conduct.

Each employee will be informed as to the established District procedures for:

- interacting with students who may be carrying a contagious disease or illness and preventing its continuation and/or spread;
- administering medication or medical assistance to students;
- conducting searches of students, student possessions, or student lockers and/or desks; and
- working with students who are either disruptive or misbehaving.

An employee will be held harmless by the District from any and all liability that might result from his/her:

- administration of medication or medical assistance;
- conducting of a search of a student, student's possessions, or a student locker or desk; or
- work with disruptive or misbehaving students as required or expected by the District of an employee in the course of his/her job duties provided the employee is acting within their scope of duties and following District procedure and policy.

Section 2 If schooling is taken out-of-town at the District's insistence, room and board will be reimbursed at established per diem rates upon presentation of proper receipts, and transportation will be paid by the District. There will be no loss in wages while in training.

Section 3 The Superintendent or his/her designee will issue to each employee a letter stating the approximate starting work date and assignment for the next academic year as soon as finalized.

Section 4 Employees will be provided with supplies and/or materials necessary to work safely with a student as required by OSHA.

Section 5 Instructions will usually be given by an employee's immediate supervisor. That supervisor should, in most cases, be the building administrator or his/her designee.

Section 6 No employee will be formally disciplined (including written reprimands and suspension without pay) without just cause. Issues involving just cause shall be resolved solely through the grievance procedure up to but not including arbitration, consistent with the terms of the negotiated agreement.

Section 7 Each employee will receive at least one written evaluation each school year. The judgment of the evaluator is not subject to the grievance procedure.

When the employee is evaluated, he/she will review the evaluation form. The employee may, in writing, comment upon any part of the evaluation. Such comments shall be attached to the evaluation form. The fact that an employee reviews and/or comments upon his/her official evaluation shall not mean that he/she agrees with such evaluation.

For any deficiencies noted in an employee's evaluation, a remediation plan shall be developed by the District. The remediation plan shall identify specifically what the employee must improve, the criteria for judging whether satisfactory improvement has occurred, and the minimal level of improvement expected. At the end of the remediation plan, the employee will be re-evaluated on the items

that were cited for improvement on the basis of the initially identified criteria and attainment levels.

Unless mutually agreed otherwise between the individual employee and the District, no formal evaluation document or any notes, comments, or other information used in its preparation will be made public.

Section 8 An employee's official District personnel file will be stored at the District's Central Office. Material in an employee's personnel file may be removed from her/his file by mutual agreement of the District and the employee.

An employee has the right to examine any and all materials in his/her personnel file, and upon written request, obtain copies of any material in his/her file. An employee may comment in writing upon any material placed in his/her personnel file and have such comments attached to the material which is referenced. An employee may include in his/her personnel file letters of recommendation from current or past supervisors, which may then be used when applying for a transfer or another position within the District. No personnel action will be based upon any material, which has not been filed in an employee's personnel file.

Section 9 The parties mutually agree that neither the District nor the Association will unlawfully discriminate in employment related matters against any person or persons on the grounds of race, religion, color or national origin, or because of the person's age, physical or mental disability, sex, marital status, changes in marital status, pregnancy, or parenthood when the reasonable demands of the position do not require distinctions on the basis of age, physical or mental disability, sex, marital status, changes in marital status, pregnancy, or parenthood. Furthermore, the Parties also agree to not discriminate against an employee in employment related matters on the basis of his/her involvement or lack of involvement in the Association.

ARTICLE XIII - EDUCATION

Section 1 The School District will provide an educational assistance program for permanent, full-time employees to improve their position. The guidelines are:

1. The employee will have completed one full year of employment with the District prior to becoming eligible for such training **and shall return for a full year following the training or refund any expenses paid by the District.**
2. The employee will be refunded tuition and NCLB testing expenses up to \$210 **\$400** each year in connection with a course of study, **including approved tuition and related expenses** which relate(s) to the employee's present or anticipated position.

3. The course must be approved in advance by the Superintendent.
 4. Tuition reimbursement will be made after successful completion of the course and upon receipt of official transcripts showing the credit earned.
- (b) Any employee may, upon application to and approval by the Superintendent, be excused for educational purposes without loss of pay. Educational leave is granted for a purpose, which will promote and benefit the School District.
 - (c) The Superintendent shall set aside ~~eight~~ (8) days for use by employees for educational leave.
 - (d) The District shall provide training for all members who are required to keep First Aid/CPR certificates in order to provide First Aid/CPR to students.

ARTICLE XIV - ECONOMIC BENEFITS AND WAGES

Section 1

- (a) An hourly wage will be paid to each employee on the last working day of each month.
- (b) Salary placement will be on the attached salary schedule. (Appendix A)
- (c) Each employee who works at least one hundred forty (140) days during a school year will receive an increment.
- (d) If negotiations for a successor Agreement extends beyond the expiration date of this Agreement, increments for that succeeding year will not occur until the conclusion of those negotiations. Upon conclusion of negotiations, each employee's salary schedule placement on the successor Agreement schedule will be retroactive to the effective date of the successor Agreement unless agreed otherwise.
- (e) An employee may elect to receive a draw of **up to** \$700 on the 15th day of the month provided that he/she has worked enough hours as of the 15th day of the month to cover the draw.
- (f) Pay for all eligible Holidays shall be included in the December **or January** check **whichever has the fewest work days**.

Section 2 The District will pay 90% of the premium costs for group health insurance plan coverage at least equal in coverage to the plan in effect on July 1, 2004 (or a mutually agreed upon replacement) for employees working four (4) or more hours per day opting for health insurance coverage. However, no more than an annualized total of ~~\$3,118~~ **\$3,492** per FTE will be spent from the District's operating funds in FY 058. In FY 069 the District will increase its contribution to ~~\$3,243~~ **\$3,911** per FTE spent from the District's operating funds. In FY 0710 the District will increase its contribution to ~~\$3,373~~ **\$4,380** per FTE spent from the District's operating funds. In addition, funds in the health insurance reserve fund attributable to employee premium payments in excess of the terminal coverage charges for the number of employees participating in the group health insurance plan will serve as a premium stabilization fund to offset costs beyond the ~~\$3,118~~ **\$3,492** per FTE in FY058, ~~\$3,243~~ **\$3,911** per FTE in FY069, and ~~\$3,373~~ **\$4,380** per FTE in FY0710 to a maximum of 90% of the premium. In the event the combination of District operating fund and premium stabilization funds do not cover 90% of the premium costs, participating employees will pay the additional premium costs by payroll deduction.

Section 3 A \$50,000 group term life insurance policy will be made available to each permanent full and part-time employee. The District will pay 90% of the premium.

Section 4 An employee who is not enrolled in the District's Health Insurance Plan, and whose spouse is the primary carrier of the District's or another program may elect to choose just the life portion of the plan provided the carrier agrees.

Section 5 The District agrees to assume the cost for physical examinations required of employee's as a condition for employment to a limit of \$150 per examination. There shall be no loss of wages if the physical is required during working hours.

ARTICLE XV – LAYOFF

PARAPROFESSIONALS

- (a) In the event it becomes necessary to reduce the number of paraprofessionals, the District will determine the paraprofessionals to be laid off. Layoffs may occur at any time. The District will notify paraprofessionals prior to the end of the school year if it is known they will be laid off at the beginning of the next school year.
- (b) All paraprofessionals laid off will be placed on Layoff Leave without pay for a period of up to two (2) years. No new paraprofessional will be hired until the position has been offered to all laid off paraprofessionals.
- (c) Recall rights will be lost by the paraprofessional if he/she fails to accept the offer within ten (10) days of the date he/she receives the offer.

COOKS AND CUSTODIANS

Section 1 In the event of a reduction in force, probationary and temporary employees shall be laid off before any regular employee within the job title where the layoff occurs. In the event it is necessary to decrease the working forces further, the regular employees with the least unit seniority in the job title where the layoff occurs shall be laid off first. Job titles where layoffs will occur shall be at the sole discretion of the Board.

An employee designated to be laid off from his/her presently assigned job title will be so informed at least thirty (30) days prior to the layoff's effective date with the following bumping options into a job title s/he has held for at least one year:

- (a) Within five (5) working days of receipt of official notice of impending layoff the employee designated for layoff may replace the employee with the least unit seniority in the job title provided the replaced employee has less unit seniority than the employee who wishes to replace him/her.
- (b) If an employee has previously held more than one other job title, the rights of the preceding paragraph may be exercised in more than one job title only in the order corresponding to the duration of time the employee previously held the job title and only until the employee is able to replace another employee.
- (c) If an employee is not able, consistent with the preceding two paragraphs, to replace another employee, s/he will be laid off.

It is understood that any employee exercising the above bumping rights shall assume the job title into which s/he has bumped at the same numbered step held immediately prior to the bump, if it exists, but no more than the maximum step allowed for the job title into which the employee bumped.

Section 2 Qualified, laid-off employees who wish to fill a temporary or substitute position will be given first preference for such positions, as they become available.

Section 3 Employees on layoff shall be recalled in order of greatest applicable unit seniority to an open position within the job title from which they were laid off or, for which they are qualified. If an employee on layoff is recalled to a position with the same job title as the one from which s/he was laid off and rejects such recall s/he shall lose all of his/her recall rights and his/her continuous service shall be broken and employment relationship severed.

ARTICLE XVI - DURATION

This Agreement is effective July 1, 2004~~7~~ and shall remain in full force and effect through June 30, 200~~7~~10. It is agreed that sections of this Agreement may be reopened by mutual consent at any time and any changes or modifications mutually agreed upon shall become effective as of the agreed upon date.

Ketchikan Education Association

Ketchikan Gateway Borough
School District

Date

Date

	2007-2008 no premium		2008-2009 no premium		2009-2010 no premium
1	12.00	1	12.25	1	12.50
2	13.00	2	13.25	2	13.50
3	14.00	3	14.25	3	14.50
4	15.00	4	15.25	4	15.50
5	16.00	5	16.25	5	16.50
6	17.00	6	17.25	6	17.50
7	18.00	7	18.25	7	18.50
8	19.00	8	19.25	8	19.50
9	20.00	9	20.25	9	20.50
10	21.00	10	21.25	10	21.50
11	22.00	11	22.25	11	22.50
HIGHLY QUALIFIED PREMIUM					0.50
SPED INTENSIVE PREMIUM					0.75

COOKS and CUSTODIANS

Step	School Year			School Year		
	2004 - 05	2005 - 06	2006 - 07	2007-08	2008-2009	2009-2010

HEAD COOK

	9					18.00
	8					17.60
14.6	7	14.78	15.00	15.23	16.20	17.20
14.2	6	14.36	14.58	14.80	15.80	16.80
13.8	5	13.97	14.18	14.39	15.40	16.40
13.4	4	13.56	13.76	13.97	15.00	16.00
13	3	13.20	13.40	13.60	14.60	15.60
12.6	2	12.83	13.02	13.22	14.20	15.20
12.3	1	12.45	12.64	12.83	13.80	14.80
11.9	0	12.12	12.30	12.48	13.40	14.40
					13.00	13.50

COOKS

	9					17.00
	8				16.10	16.60
13.8	7	14.01	14.22	14.43	15.20	16.20
13.4	6	13.61	13.81	14.02	14.80	15.80
13	5	13.24	13.44	13.64	14.40	15.40
12.7	4	12.85	13.04	13.24	14.00	15.00
12.3	3	12.49	12.68	12.87	13.60	14.60
12	2	12.16	12.34	12.53	13.20	14.20
11.6	1	11.80	11.98	12.16	12.80	13.80
11.3	0	11.48	11.65	11.82	12.40	13.40
					12.00	12.50

2004 - 05	2005 - 06	2006 - 07	2007-08	2008-2009	2009-2010
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Custodian Hired before July 1, 1993

15.8	V-14	16.04	16.28	16.52	17.02	17.53	18.05
15.4	V-13	15.60	15.83	16.07	16.55	17.05	17.56
14.9	V-12	15.15	15.38	15.61	16.08	16.56	17.06

Custodian Hired after July 1, 1993

	V-7						15.85
	V-6					14.85	15.35
	V-5				13.85	14.35	14.85
12.4	V-4	12.61	12.80	12.99	13.35	13.85	14.35
11.9	V-3	12.05	12.23	12.41	12.85	13.35	13.85
11.6	V-2	11.73	11.91	12.09	12.35	12.85	13.35
11.2	V-1	11.41	11.58	11.75	11.85	12.35	12.85
10.5	V-0	10.70	10.86	11.02	11.35	11.85	12.35

Former Head Custodian: Hired before July 1, 1993

18.3	IV-14	18.62	18.90	19.18	19.76	20.35	20.96
17.8	IV-13	18.09	18.36	18.64	19.20	19.78	20.37
17.3	IV-12	17.58	17.84	18.11	18.65	19.21	19.79

SWING SHIFT GETS A \$.40 PER HOUR DIFFERENTIAL

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA STATEMENT

No. 9 C

MEETING OF June 13, 2007

Reviewed By

Item Title:

Motion to approve course revisions.

☒ Superintendent
☒ Committee
☒ Department
☐ Finance
☒ Curriculum
☐ Special Education
☒ CAC

SUBMITTED BY

Contact Person/Telephone

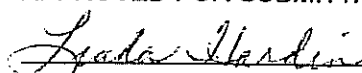
Dr. Linda Hardin

Name

247-2142

Phone

APPROVED FOR SUBMITTAL


Curriculum Director

SUMMARY STATEMENT

Enclosed in your packet of materials are several items:

1. A proposed Advanced Statistics Course from the Mathematics Department
2. An additional options for the English Department using Russian Literature and
3. Copies of both the Computer Applications course and the Microsoft Word course.
4. School Improvement Plan for Revilla Alternative School

BACKGROUND:

Items #1 and #2 are courses that the Ketchikan High School staffs would like to add to the course offerings for juniors and seniors. The Advanced Statistics course would provide a choice instead of Calculus or Trigonometry as a third year of Mathematics. The English course continues to maintain the standards for skills set by the current English curriculum but uses Russian Literature as the context of the course. The course will be taught by a teacher familiar with this content. (Ingeborg Kummant) Neither course will require any additional instructional materials. Item #3 reflects the current Computer Applications course that is required for graduation. Several years ago the district planned to move the Computer Applications course to the middle school curriculum. With the remodeling project, we were unsuccessful last year in meeting all the required criteria for the course. Considering the advancing skills of the students, the district suggests having either the Computer Applications course or the Microsoft Word course as a part of graduation requirements. As our students acquire more skills at an earlier age, it has been determined that this latitude provides the direction that our curriculum should progress. Finally item #4 is the revisions for the English Curriculum for Revilla Alternative School. As a part of the School Improvement Plan for NCLB, the Revilla staff has worked hard to make several adjustments to the curricular offerings in English. Some course adjustments have been made in content and all of these student performance objectives align with the state standards and correspond to other secondary English courses offered in the district.

RECOMMENDATION:

The district recommends the addition of the Advanced Statistics course and the Russian Literature course for the Ketchikan High School. The district also recommends that students be required to have either the Computer Applications course or the Microsoft Word course as a part of the graduation requirements. Finally the district recommends approval of the modifications made in the English curriculum for Revilla Alternative School.

FISCAL NOTE

☐ N/A EXPENDITURE
REQUIRED _____

AMOUNT
BUDGETED \$ _____

EXHIBITS ATTACHED

☐ RESOLUTION

☐ CONTRACT

☐ MINUTES

☐ REPORT

☐ NOTIFICATION LIST

☐ OTHER

RECOMMENDED ACTION:

"I move that the Board of Education approve the additional course offerings for Ketchikan High School, the revisions to the graduation requirements involving computer literacy and the revisions and alignment made for the Revilla Alternative School in the area of English."

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA STATEMENT

No 9 D

MEETING OF June 13, 2007

Reviewed By

Item Title

Motion to approve the Memorandum of Agreement with the
Ketchikan Charter School and Tongass School of Arts and Sciences

☒ Superintendent
☐ Committee
☐ Department
☒ Finance
☐ Curriculum
☐ Special Education
☐ Other

SUBMITTED BY Larry Eklund, Interim Superintendent

Contact Person/Telephone

APPROVED FOR SUBMITTAL

Mr. Eklund

247-2109

Name

Phone

Linda Hardin
Curriculum Director

SUMMARY STATEMENT

Following several meetings with the charter schools, members of the Board and administration, as well as consulting with attorneys, the attached Memorandum of Agreement between the District and Charter Schools is submitted for the approval of the board. There are several proposed changes attached as well.

ISSUE:

Pros: Sets out in writing the specific items to be included in the District-Wide costs, the manner of calculating revenues, timeline and responsibilities of the parties consistent with the Charter School contracts and state law. This will facilitate annual calculations and budget preparation

Cons: There are no apparent drawbacks to the District entering into this agreement.

BACKGROUND:

RECOMMENDATION:

The administration recommends approval of the MOA, but recommends not changing Section 9.

FISCAL NOTE

<input type="checkbox"/> N/A	EXPENDITURE	AMOUNT
	REQUIRED \$ <u>2,345,142</u>	BUDGETED \$ <u>2,345,142 (2008 budget)</u>

EXHIBITS ATTACHED

<input type="checkbox"/> RESOLUTION	<input type="checkbox"/> CONTRACT	<input type="checkbox"/> MINUTES	<input type="checkbox"/> REPORT
<input type="checkbox"/> NOTIFICATION LIST	<input checked="" type="checkbox"/> OTHER		

RECOMMENDED ACTION:

"I move that the Board of Education approve the Memorandum of Agreement with the Ketchikan Charter School and Tongass School of Arts and Sciences."

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA STATEMENT

No 9E

MEETING OF June 13, 2007

Reviewed By

Item Title

Motion to approve the revised 2007-2008 District budget

☒ Superintendent
☐ Committee
☐ Department
☒ Finance
☐ Curriculum
☐ Special Education
☐ Other

SUBMITTED BY Larry Eklund, Interim Superintendent

Contact Person/Telephone

APPROVED FOR SUBMITTAL

Mr. Eklund
Name

247-2109
Phone


Curriculum Director

SUMMARY STATEMENT

The 2007-2008 Revenue budget and Program Based Budget Listing are attached. At its last meeting the Borough Assembly passed a \$7.8 million local contribution amount or over \$1,156,249 below the cap, which is reflected in the Revenue Budget. The estimated District Operating funds are \$23,877,782, with local and other sources added in. The total of all programs is \$24,255,427, leaving \$371,449 unfunded, putting the line at the Ketchikan High School Enhancement 1. Also shown on the Program listing are the lines where a 1% and 2% contingency would move funding. Each 1% is equal to \$248,778.

ISSUE:

2% Contingency

Pros: Sets out a contingency plan in case the student count is lower than expected or increasing financial obligations are incurred during the course of FY 2008.

Cons: 2% of the enrollment would be 46 students; the count has not dropped appreciably in two years and the projections have been very close. This level of contingency would mean that two positions, one in the Business Office and one in the Maintenance Department would not be filled until the student count is completed. This is a busy time of year for both departments and would make accomplishing their required tasks and being in compliance very difficult. These would be the only departments not receiving their current program other than Curriculum, Student Activities and Staff Development. Student activities is already under-funded. Operations and Maintenance will not be able to hire a needed electrician.

1% Contingency

Pros: Sets out a contingency plan in case the student count is lower than expected or increasing financial obligations are incurred during the course of FY 2008. This would allow the Business Office and Maintenance Department to accomplish their required tasks and meet compliance needs.

Cons: 1% of the enrollment would be 23 students. There is a slim possibility that we could have a reduction of this many students. This level of contingency would eliminate some enhancements, but none that would cripple any departments and provides Current Program for all programs except Curriculum and Staff Development. Some of these programs may be funded through grants.

RECOMMENDATION:

"The administration recommends a contingency of \$100,000 to address the danger of any shortfall in revenues or unforeseen expenditures."

FISCAL NOTE

☐ N/A EXPENDITURE

REQUIRED \$ 28,856,009

AMOUNT

BUDGETED \$ 28,856,009 (2008 budget)

EXHIBITS ATTACHED

☐ RESOLUTION

☐ CONTRACT

☐ MINUTES

☐ REPORT

☐ NOTIFICATION LIST

☒ OTHER

RECOMMENDED ACTION:

"I move that the Board of Education approve the District's 2007-2008 budget in the amount of #28,856,009 in accordance with the modified Program Based Budget Rankings and providing for a ____% contingency in the operating fund through October 2007."

KECHIKAN GATEWAY BOROUGH SCHOOL DISTRICT
PROGRAM BASED BUDGET RANKINGS
2007-2008 BUDGET

		\$ 5,607,452	
PKG NUM	PKG DESCRIPTION	PACKAGE AMT	CUMMULATIVE
SMS94	SCHOENBAR MIDDLE SCHOOL 94%		5,607,452
KH94	KETCHIKAN HIGH SCHOOL 94%	1,795,488	7,402,940
ELE94	ELEMENTARY SCHOOLS 94%	3,477,984	10,880,924
KH97	KETCHIKAN HIGH SCHOOL 97%	4,131,020	15,011,944
RHS94	REVILLA HIGH SCHOOL 94%	105,000	15,116,944
SMS97	SCHOENBAR MIDDLE SCHOOL 97%	704,918	15,821,862
ELE97	ELEMENTARY SCHOOLS 97%	74,173	15,896,035
KHCUR	KETCHIKAN HIGH SCHOOL CURRENT PROGRAM	136,247	16,032,282
SMSCUR	SCHOENBAR MIDDLE SCHOOL CURRENT PROG	130,000	16,162,282
ELECUR	ELEMENTARY SCHOOLS CURRENT PROGRAM	105,767	16,268,049
RHS97	REVILLA HIGH SCHOOL 97%	361,435	16,629,484
RHSCUR	REVILLA HIGH SCHOOL CURRENT PROGRAM	35,531	16,665,015
SPED94	SPECIAL EDUCATION 94%	48,641	16,713,656
SPED97	SPECIAL EDUCATION 97%	2,085,869	18,799,526
SPEDCUR	SPECIAL EDUCATION CURRENT PROGRAM	71,892	18,871,418
TECH94	TECHNOLOGY 94%	359,497	19,230,914
OM94	OPERATIONS & MAINTENANCE 94%	332,064	19,562,978
DA94	DISTRICT ADMINISTRATION 94%	2,132,075	21,695,054
SA94	STUDENT ACTIVITIES (94%)	951,172	22,646,225
DA97	DISTRICT ADMINISTRATION 97%	309,260	22,955,485
RHS01	REVILLA HIGH SCHOOL ENHANCEMENT 1	30,321	22,985,806
TECH97	TECHNOLOGY 97%	42,461	23,028,267
ELE01	ELEMENTARY SCHOOLS ENHANCEMENT 1	10,598	23,038,865
SMS01	SCHOENBAR MIDDLE SCHOOL ENHANCEMENT 1	222,521	23,261,386
OM97	OPERATIONS & MAINTENANCE 97%	30,000	23,291,386
CUR94	CURRICULUM 94%	68,009	23,359,395
	2% CONTINGENCY	40,831	23,400,226
CUR94	CURRICULUM 94%	94,869	23,495,095
SA97	STUDENT ACTIVITIES (97%)	9,870	23,504,965
SACUR	STUDENT ACTIVITIES CURRENT PROGRAM	9,870	23,514,835
TECHCUR	TECHNOLOGY CURRENT PROGRAM	10,598	23,525,433
OMCUR	OPERATIONS & MAINTANANCE CURRENT PROGRAM	69,409	23,594,842
DACUR	DISTRICT ADMINISTRATION CURRENT PROGRAM	38,935	23,633,777
CUR97	CURRICULUM 97% (1% CONTINGENCY)	4,800	23,638,577
ELE02	ELEMENTARY SCHOOLS ENHANCEMENT 2	148,347	23,786,925
SA01	STUDENT ACTIVITIES ENHANCEMENT 1	50,000	23,836,925
DA01	DISTRICT ADMINISTRATION ENHANCEMENT 1	30,000	23,866,925
KH01	KETCHIKAN HIGH SCHOOL ENHANCEMENT 1	124,724	23,991,649
SMS02	SCHOENBAR MIDDLE SCHOOL ENHANCEMENT 2	36,000	24,027,649
CURCUR	CURRICULUM ENHANCEMENT 1	13,710	24,041,359
SD94	STAFF DEVELOPMENT 94%	18,800	24,060,159
SD97	STAFF DEVELOPMENT 97%	600	24,060,759
SPED01	SPECIAL EDUCATION ENHANCEMENT 1	83,572	24,144,331
SDCUR	STAFF DEVELOPMENT CUR	600	24,144,931
DA02	DISTRICT ADMINISTRATION ENHANCEMENT 2	50,400	24,195,331
SD01	STAFF DEVELOPMENT ENHANCEMENT 1	53,900	24,249,231
	TOTALS		
	EST AVAIL FUNDS	\$	23,877,782
	UNFUNDED AMOUNT	\$	(371,449)
	1 PCT CONTINGENCY	\$	238,778
	2 PCT CONTINGENCY	\$	477,556

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT
REVENUE BUDGET
FYE 2008

NAME	TOTAL BUDGET	LOCAL REVENUES	THRU DEED	DIRECT FEDERAL	DIRECT STATE
STATE OF ALASKA	\$ 15,836,670				\$ 15,836,670
BOROUGH APPROPRIATION	7,800,000	7,800,000			
OTHER REVENUES	4,000	4,000			
FOOD SERVICE	489,769			\$ 61,500	\$ 125,612
DESIGNATED LEGISLATIVE GRANT	10,546				489,769
PUPIL TRANSPORTATION	1,510,202				10,546
YOUTH IN DETENTION	63,584		63,584		1,510,202
TITLE II-A TEACHER/PRINCIPAL TRNG	181,760		181,760		
STAFF DEVELOPMENT	8,000				
TITLE V-A INNOVATIVE	14,338				8,000
TITLE I, PART A BASIC PROGRAM	445,945		14,338		
INDIAN EDUCATION/PRESCHOOL	621,860		445,945		
SAFE SCHOOLS HEALTHY STUDENTS	953,770			621,860	
TITLE VI B	686,714			953,770	
PRESHOOL DISABLED	45,971		686,714		
TITLE IV-A SAFE & DRUG FREE SCHOOLS	11,617		45,971		
CARL PERKINGS BASIC	47,290		11,617		
TITLE II-D EDUCATIONAL TECHNOLOGY	66,850		47,290		
TITLE I, PART C MIGRANT ED	46,245		66,850		
TITLE I, SCHOOL IMPROVEMENT REVILLA	10,878		46,245		
TOTALS	\$ 28,856,009	\$ 7,804,000	\$ 1,621,192	\$ 1,637,130	\$ 17,980,799

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT

OPERATING FUND REVENUE and OTHER AVAILABLE RESOURCES

FY 2004 ACTUAL REVENUES	FY 2005 ACTUAL REVENUES	FY 2006 ACTUAL REVENUES	FY 2007 BUDGETED ACTUAL	FY 2008 PROJECTED REVENUES
-------------------------------	-------------------------------	-------------------------------	-------------------------------	----------------------------------

AVAILABLE RESOURCES, July 1

Designated for expenditure

--Ketchikan Charter School

--Tongass School

Undesignated

Federal Impact Aid PL-874

Subtotal, Available Resources

REVENUES

Local Revenue Sources

Borough Appropriation

Service Performed by Borough

Earnings on Investments:

District

From Flexible Benefits

Rental of School Facilities

E-Rate Subsidy

Other Local Revenues

State Revenue Sources

Foundation

Tuition

Other State Revenues

Federal Revenue Sources

Medicaid Reimbursement

Federal Impact Aid PL-874

Subtotal, Revenue and Other Sources

Total Available Resources

-	147,123	-	-	-
65,707	159,526	10,201	-	-
-	9,902	-	-	-
65,707	316,551	10,201	-	-
6,857,769	7,106,968	7,363,731	8,335,380	7,250,000
515,348	530,238	497,943	499,601	550,000
1,646	2,183	4,840	5,000	4,000
1,489	3,000	-	-	-
837	2,690	-	-	-
41,675	50,140	49,371	54,000	54,000
23,809	4,789	51,865	50,000	50,000
10,395,001	11,530,586	12,745,478	15,197,123	15,836,670
2,615	-	-	-	55,612
-	-	-	-	-
53,418	21,299	68,996	70,000	70,000
12,726	9,902	7,770	7,500	7,500
17,906,333	19,261,795	20,789,994	24,218,604	23,877,782
17,972,040	19,578,346	20,800,195	24,218,604	23,877,782

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT

LOCAL CONTRIBUTION ESTIMATE FY 2008

Basic Need	<u>18,581,552</u>
Required Local Effort	
45% of Basic Need of Prior Year	7,575,631
Assessed Valuation, January 1, 1999	1,086,074,100
Assessed Valuation, January 1, 2006	1,255,171,900
Increase in Assessed Valuation	169,097,800
50% Increase in Assessed Valuation	84,548,900
Assessed Valuation, Jan 1 999 + 50% Increase	1,170,623,000
4 Mills 1999 Assessed Valuation + 50% Increase	4,682,492
Required Local Effort (Lower of 45% of Prior Year's Basic Need or Increased Assessed Valuation)	<u>4,682,492</u>
Maximum Local Contribution	
23% of Basic Need	4,273,757
2 Mills of Assessed Valuation	2,341,246
Greater of 23% of Basic Need or 2 Mills	
Assessed Valuation	4,273,757
Plus Required Local Effort	4,682,492
Total Maximum Local Contribution	<u>8,956,249</u>
Maximum Borough Cash Appropriation	
Maximum Local Contribution	8,956,249
Less: Services Provided by Borough	550,000
Maximum Borough Cash Contribution	<u>8,406,249</u>
Actual Budgeted Local Contribution	
Borough Sources:	
Borough Appropriation	7,250,000
Services Provided By Borough	550,000
Total Borough Sources	<u>7,800,000</u>
Budgeted Local Contribution	<u>7,800,000</u>
Amount Under Maximum Local Contribution, if any	<u>1,156,249</u>

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA STATEMENT

No. 9 C

MEETING OF June 13, 2007

Reviewed By

Item Title

Motion to approve addition of a state-certified, fee-based pre-school program at the Tongass School of Arts and Sciences. This would include submittal of a pre-school application to the state and any grant applications to support the preschool. This would also include adding the Tongass School preschool to the district insurance.

☒ Superintendent
☐ Department
☒ Finance
☐ Curriculum
☐ Special Education
☐ Other

SUBMITTED BY Karla Miller, TSAS Principal

Contact Person/Telephone

Karla Miller 225-7520 or 225-1692
Name Phone

APPROVED FOR SUBMITTAL


Curriculum Director

SUMMARY STATEMENT:

The program would be located at the Tongass School but would be a separate non-profit organization. The program would begin in the fall of 2007 and would follow the same calendar as the Tongass School. Currently the program would occur in the mornings and would be comprised of a 2 day-a-week class for 3 and 4 year-olds, and a 3 day-a-week class for 4 and 5 year-olds. The program would follow the philosophy of the Tongass School

ISSUE:

BACKGROUND:

The Tongass School already has a pre-school waiting list of 29 children, and our maximum enrollment for the two classes combined would be 30. We have completed the pre-school application which includes fire inspection, budget, insurance, curriculum, and staffing. We have secured commitments from local businesses to assist with our start-up costs of furniture, materials, and staff training. In our original pre-school application that was approved, we had included a pre-school. Our school staff is supportive of the preschool program. There are currently no pre-schools in Ketchikan that are not affiliated with a church or do not have enrollment criterion based on income, nationality, or disability.

PROS:

- ITI encourages and offers grants for preschool programs
- Filling an educational need for the Tongass School families and the general Ketchikan community
- Promoting educational and social readiness for kindergarten
- Assisting with future enrollment for the Tongass School

CONS:

- Energy involved for APC in starting and maintaining a new program

RECOMMENDATION:

FISCAL NOTE

☐ N/A EXPENDITURE AMOUNT
 REQUIRED \$ _____ BUDGETED \$ _____

EXHIBITS ATTACHED

☐ RESOLUTION

☐ CONTRACT

☐ MINUTES

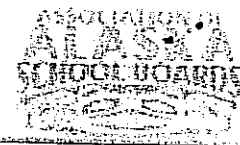
☐ REPORT

☐ NOTIFICATION LIST

☐ OTHER-

RECOMMENDED ACTION:

"I move that the Board of Education approve addition of a state-certified, fee-based pre-school program at the Tongass School of Arts and Sciences."



Advocacy for Alaska's Youth

The mission of Association of Alaska School Boards is to advocate for children and youth by assisting school boards in providing quality public education, focused on student achievement through effective local governance.

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Board Standards

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Functions of School Boards

From the AASB Board Standards Framework

Vision	Structure	Accountability	Advocacy	Conduct & Ethics
Creating a shared vision to enhance student achievement	Providing organizational structure to support the vision	Measuring and reporting district performance toward the vision	Championing the vision	Forthright conduct: the board toward + vision
What Boards Can Do	What Boards Can Do	What Boards Can Do	What Boards Can Do	What Boards Can Do
» Encourage Community Involvement in strategic planning and especially the development of a Mission Statement	» Develop District Plans » Establish Goals and Priorities for the District » Review & Evaluate Policies	» Develop Criteria for Superintendent Selection » Perform an Annual Superintendent Evaluation » Perform an Board Evaluation	» Recognize Student Achievements » Recognize Staff Achievements » Promote Parent Involvement	» Understand Your role in the District » Respect the Roles Others
» Make Decisions Based Mission Statement and a Strategic Plan.	» Request Reports about the Curriculum	» Ensure Staff Evaluations are Performed	» Develop Business Partnerships	» Provide Board Orientation
» Identify a District philosophy	» Link the Budget to Student Achievement » Support Staff Development » Support Staff Recruitment » Maintain Facilities	» Review School Report Cards » Request the Evaluation of Programs » Review the results of Student Assessments	» Develop Community Partnerships » Be a Student Advocate » Participate in Grassroots Lobbying » Meet with Parents and	» Use Meetings Effectively » Follow State Law and district policies » Conduct business in an ethical manner » Work toward development

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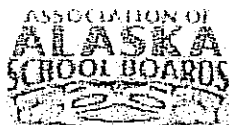
» Assist
Advisory
School Boards

» Request
Timely Financial
Reports &
Audits

Community
Members

development
team

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School Board Self Assessment

The school board self assessment, based on board standards and performance indicators developed by a broad cross section of Alaskans in 1998, is now available online. The assessment should be viewed as an opportunity to improve how the board works—not just a critique of its operations. The purpose is to identify expectations and strategies that will help the board and superintendent enhance the performance of the district and improve student outcomes.

This is not meant to be an assessment of individual board members, but of your school board as a whole. Full board participation is important. Begin the process by talking with the other members of your board to agree to participate in the assessment. Skillful handling of the review can result in a discussion that focuses on the identification of potential solutions to a problem, rather than a rehashing of the events or issues that led to a concern.

As always, AASB staff are available for district workshops to help with the review of the assessment and the development of an improvement plan. Contact Sharon Young (syoung@asb.org) or Joseph Reeves (jreeves@asb.org) or call 907-586-1083."

Click on link to download these files

[Directions — Learn how to score your board for each performance indicator.](#)

[Assessment Instrument — Identify expectations and strategies to help the board and superintendent enhance the performance of the district and student outcomes.](#)

[Answer Sheet — Score your board for each performance indicator.](#)

[Improvement Plan Form — Line out a plan to improve your performance!](#)

Most of these files are in Adobe 4.0 PDF format. They can not be read by a lower version. You can upgrade your Adobe Acrobat plugin. Acrobat is available free from Adobe, and there are detailed instructions for its use on their site.

Board Standards

A Framework for Alaska School Boards

VISION
 STRUCTURE
 ACCOUNTABILITY
 ADVOCACY
 CONDUCT-ETHICS

What is the "big deal" about implementing standards for board members in our local district? Why would we even want to take on another task when we already have so much to do? After all, we were each elected by a majority of voters and that implies that they trust us to do the right thing. Or does it?

Think for a moment about the issues that face public education. There is popularity in some segments for vouchers and the challenge to abandon public education. There is the call for charter schools with little or no district oversight, funded out of already scarce district coffers. In our own state there are continual calls for mandated district consolidation and borough formation to "fix" public education. Those of us in municipalities must explain, each year, in excruciating detail every facet of our program to justify our local appropriation request. It has become very popular for legislative bodies to "wring their hands" over each year's graduating class who are accused of being unable to adequately perform in the 21st century. The next step is to create an exit exam to ensure that public schools are performing their job.

At the risk of using a cliché, I doubt that U.S. public education has ever had such an onslaught of attacks at any one time. Does it mean that awe as the governance officials in each of our communities are failing? Are the accusations to be believed? I DON'T THINK SO! I believe, with all my heart, that the students graduating on Kodiak Island, and all the rest of Alaska, are the finest young people that have ever gone through our schools, public or private. I constantly point out to critics, that the one thing that separates our great nation for all other is our longstanding tradition of free public education. Why is it different from the education system in most other countries?

We mandate education for our children. We believe that education is as critical to their well being as safety, nutrition, and shelter. We take ALL children, no matter what their physical and mental condition, and provide them an education.

We take ALL children, no matter what their economic or ethnic background and provide them with the education to excel.

I suggest to you that the evidence does not prove that we are failing in our task of providing a quality education. ACT/SAT scores are improving, despite the fact that more students each year take the tests. Compare your current district curriculum with what you remember from your own school years. Today's students must normally take increased credits in courses that were never heard of in yesterday's classes. Technology, in our lifetime, has moved from the slide rule of my mathematics classes to World Wide Web connectivity. Our graduates are preparing for careers that did not even exist twenty-five years ago!

This lack of trust in local school boards did not appear overnight. It crept up on us while we were busily attending to the business of educating our children. We are a group of citizen volunteers in each local community trying to do the absolute best job we can to provide a better life for our children and our neighbors' children through education. We are native Alaskan, Caucasian, African-American, Hispanic and Asian. We are men and Women. We are in the work force, retired and some of us even live the subsistence lifestyle. We are wives, husbands, mothers, fathers, grandmothers, and grandfathers. Some

of us are not even married and have never had children. We are fisher persons, hunters, carvers, whalers, homemakers, government employees, pilots, salespersons, social workers, administrators, lawyers, doctors and a myriad of other professions. But we have one thing in common—we all deeply care for children—all children—and want them to have a good education.

If we are to continue this great tradition of being able to provide a quality education, governed by locally elected officials, we must reestablish the public's confidence in our ability to oversee that system. An immediate step is for local school boards to adopt standards for ourselves. It is not a matter of taking on one more task. It is a matter of standing in front of the electorate and taking responsibility for our actions. I've not met an Alaskan school board member who didn't have the best interest of their students first. Let's share that with our communities.

The Association of Alaska School Boards has created a framework for use in local districts. Each board Standard is directly tied to our purpose as board members—Student Achievement. I encourage you to read those standards again and relate them to the wonderful work occurring in your own district.

VISION

The board creates a shared vision to enhance student achievement.

STRUCTURE

The board provides a structure that supports the vision.

ACCOUNTABILITY

The board measures district performance toward accomplishing the vision, and reports the results to the public.

ADVOCACY

The board champions the vision.

CONDUCT-ETHICS

The board and its individual members conduct the business of the district in a fair, respectful and responsible manner.

Several districts are already adopting these standards as a way of becoming accountable to their communities. How do we begin the process of implementing board standards? Some suggestions being used throughout the state are offered for your use:

Place board standards on the agenda for a work session and have an open discussion on their applicability in your district.

Place board standards on your agenda for a regular meeting and hold a public vote on their adoption to demonstrate to the public your commitment to standards.

Build your goal setting session around your standards to create your vision for student achievement. Create a "seamless" connection between the board vision and the classroom instruction.

Take a look at your policy and incorporate your standards into the appropriate section.

Create a community task force to develop locally relevant performance indicators for the standards. Help them understand that the term "public servant" has real meaning for board members.

Print your standards under the district logo and prominently display in the schools and public buildings throughout the district.

Schedule board members to speak at service clubs, student groups and public gatherings about our actions and what board standards mean to you--and how it will positively affect student achievement.

Contact AASB to provide training and assistance to help you create the standards in your district.

During the recent AASB Legislative Fly-In, president-elect Mari-Anne Gross, Executive Director Carl Rose and I had the opportunity to testify before both Senate and House HESS Committees. We spoke about our Long-Range Plan, the Advocacy Outreach and Board Standards. Our message was positively accepted and we were invited for a follow up report at a later date. I believe our communities will accept this step in the same spirit. We have a unique opportunity to assume our rightful place as the governance body who sets the educational policy most appropriate for our children. Let's not lose the opportunity. I encourage each board carefully consider the adoption of board standards. Each member of the AASB board of directors and staff stand ready to assist you. Good luck in your endeavors.

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BOARD SELF ASSESSMENT

Based on AASB Board Standards

VISION – The Board creates a shared vision to enhance student achievement.

4- Outstanding	3-Effective	2-Needs Improvement	1-Ineffective
<p>1.1 The Board creates a dynamic shared vision for education that reflects student needs and community priorities.</p> <p>(a)</p> <p>The Board encourages community/staff involvement in setting a vision or mission statement, to insure a broad sense of ownership</p> <p>(b)</p> <p>The Board seeks input from Elders and other leaders to incorporate traditional values and ways of knowing into the district vision.</p> <p>1.2 The Board keeps the district and community focused on educating students</p> <p>(a)</p> <p>The Board frequently refers to the district's vision/mission statement when communicating with the staff and community</p> <p>(b)</p> <p>The Board typically asks the question "Is It Good for Kids?" during discussions and before voting on issues</p>	<p>The Board has developed a vision or mission statement, but has not included outside involvement in the process</p> <p>The Board includes traditional values and ways of knowing in the district vision, but does not seek input from traditional leaders</p> <p>The Board rarely refers to the district's vision/mission statement when communicating publicly</p> <p>The Board holds intelligent debate during discussions but doesn't often discuss what actual effects of their decisions might be on kids</p>	<p>The Board has not established a vision or mission statement for the district</p> <p>There is no infusion of traditional values and ways of knowing in the district vision.</p> <p>The Board rarely refers to the district's vision/mission statement publicly</p> <p>The Board's deliberations tend to focus more on adult issues and concerns and kids are rarely mentioned in concrete terms</p>	

4 - Outstanding

3 - Effective

2 - Needs Improvement

1 - Ineffective

1.3 The Board demonstrates its strong commitment to vision by using the shared vision to guide decision making

<p>(a)</p> <p>The Board regularly refers to the vision/mission statement as a guide when planning, making decisions or evaluating district operations and budget</p>	<p>The vision/mission of the district is occasionally referred to in planning, decision-making and evaluating operations</p>	<p>Planning, decisions and evaluation of operations by the Board is reactionary, with no reference to the vision or mission</p>
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BOARD SELF ASSESSMENT

Based on AASB Board Standards

STRUCTURE – The Board provides an organizational structure that supports the vision for student achievement.

2.1 Board establishes a management system that results in effective decision making processes and enables all the people to help the district achieve its vision and make the best use of its resources.

<p>(a)</p> <p>Policies and procedures have been established that provide for effective, efficient participation by stakeholders</p>	<p>Stakeholder participation is solicited as management decisions are made, but policies and procedures have not been established to clearly describe how that participation will</p>	<p>The Board and/or administration usually make major management decisions in the absence of stakeholder participation</p>
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STRENGTHS	Occur	
(b) The Board has established policy that defines their role and appropriate participation in decision-making about students, curriculum, finances, staffing and facilities.	The Board participates in decisions in some of the various areas, but without clear policy or definition of their appropriate role.	The Board does not participate in the decision-making process, but only reacts to recommendations... or participates inappropriately.
4 - Outstanding 3 - Effective 2 - Needs Improvement 1 - Ineffective		
2.2 Board ensures that long and short-term plans are developed and annually revised through a process involving extensive participation, information gathering, research and reflection.		
(a) The Board establishes policies that require planning on a regular basis and planning actually occurs annually	Board policies may be in place, but regular planning does not occur.	No board policy on planning exists and no system is in place for regular planning
(b) The Board annually engages in setting district goals and objectives through an established planning process that includes staff and community input.	The Board engages in planning occasionally, but without staff involvement from staff or community	The Board has no regular schedule for planning and never invites participation by staff or community
(c) Evaluation and revision of district action plans supporting the goals are based on measurable information related to student achievement and standards. 2.3 Board sets high instructional standards based on the best available information about the knowledge and skills students will need in the future.	District action plans are revised, but student achievement data is not a routine part of the process	District action plans are not revised on a regular basis.
(a) The Board accommodates appropriate participation to offer advice on the establishment, review and revision of district standards.	Instructional standards have been established for the district, but Board has not included participation from the broader community, including business and industry.	No district-specific standards have been established; district defers to minimum state standards.
(b) The Board makes instructional resource (budget, staffing) decisions based on instructional needs.	The Board does not routinely make reference to instruction standards or needs when making budget decisions.	The Board approves a budget based on what was spent the prior year.
4 - Outstanding 3 - Effective 2 - Needs Improvement 1 - Ineffective		
2.4 Board acts to ensure vision and structure comply with legal requirements.		
(a) Board conducts annual policy review and revision to insure that district policies are aligned with changes to federal and state statutes and regulations and district standards	Board updates individual policies when presented with a problem or issue that indicates it is necessary but has no procedure for comprehensive review of policy.	Regular policy review is not a board priority and rarely occurs.
(b) The practice of requesting legal opinions may be necessary at	The Board routinely makes	

The Board expects reasonable use of legal opinions prior to making decisions with legal implications.

opinions may be excessive or sporadic, resulting in unnecessary legal fees or legal exposure.

decisions without considering the need for legal counsel

2.5 Board encourages and supports innovative approaches to teaching, learning and the continuous renewal of education.

(a)

The Board invests in staff development clearly tied to district vision of skills students will need in the future.

Board budgets a set amount for staff development, without requirements or assurance that it is tied to district vision, goals or objectives.

Board finds it difficult to make staff development a priority because of budget constraints or other considerations.

(b)

The Board has established policy that insures continual curriculum review through a regular review cycle and appropriate participation by stakeholders.

Curriculum review is not addressed in policy and only occurs when the administration initiates it

Regular curriculum review is not a board/district priority and has not been addressed in recent years.

(c)

The Board supports a cultural orientation program for new school staff and encourages their involvement in the community.

The Board provides an orientation program for new staff, but does not include a cultural orientation

There is no orientation program for new staff.

BOARD SELF ASSESSMENT

Based on AASB Board Standards

ACCOUNTABILITY – The Board measures district performance toward accomplishing the vision and reports the results to the public.

4 – Outstanding	3 – Effective	2 – Needs Improvement	1 Ineffective
3.1 Board receives regular reports on student progress and needs based on a variety of assessments to evaluate the quality and equity of the educational program.			
(a) Board ensures assessments are locally appropriate, accurate, relevant, and use a feasible process.	Assessments are reviewed, but there is little discussion related to the district	Assessments are provided but are not relevant to the district	
(b) Board receives a variety of reports on student progress linked directly to the vision for student achievement.	Assessments are simply used to identify needs.	Assessment are not used to identify needs nor are they linked to the district vision.	
3.2 Board evaluates the superintendent and board performance annually and reports the result to the public.			
(a) Board has established policies and procedures for routine evaluation of superintendent that are rigorously followed.	The board policy for evaluating the superintendent exists, but is seldom followed	There is no policy or practice of superintendent evaluation	
(b) Written performance expectations for the superintendent and the board are developed and communicated to the community.	Expectations are sometimes developed but seldom communicated.	Expectations are not identified for either the board or the superintendent.	
(c) Board solicits public opinion regarding its performance toward achieving performance	An effort is made to solicit public opinion on board performance	No effort is made to solicit public opinion on board performance.	

expectations		
(d) Board routinely carries out self-evaluations and set goals for improvement.	Board seldom completes or makes use of board self-evaluations	There is no systematic approach to board self-evaluation.

4 - Outstanding	3 - Effective	2 - Needs Improvement 1 - Ineffective
3.3 Board ensures long and short term plans are evaluated and revised with the needs of students in mind.		
(a) Board seeks input on evaluation of plans' progress and effectiveness.	Board seldom seeks input.	No input is requested.
(b) Board ensures a variety of indicators are used for evaluations.	Indicators are not used	Plans are not evaluated
(c) Board establishes review process that allows and supports reasoned decision making based on sound information.	Information is not used for decision making	No review process is developed or implemented
3.4 Board uses an understandable format to periodically report district performance to the public		
(a) Board insists all reports are written and presented in a way that is understandable and useful to the public.	Reports often lack structure and are seldom presented in written form.	Reports are seldom presented to the board or the public.
(b) Board hosts informal opportunities for public to discuss all district performance issues.	Public has little opportunity to formally address the board regarding student achievement.	Public has no opportunity to discuss student achievement.
(c) Board routinely provides the public with information regarding district finances and budget.	Board provides financial information only when requested.	Public is not provided with information about district finances and budget.
(d) The Board provides local and regional entities, i.e. corporations and councils, with information about student and district performance.	Local and regional entities receive sporadic information about student and district performance.	Local and regional entities are not provided with any information about student and district performance.

BOARD SELF ASSESSMENT

Based on AASB Board Standards

ADVOCACY – The Board champions the vision

4 - Outstanding

3 - Effective

2 - Needs Improvement

1 - Ineffective

4.1 The Board leads in celebrating the achievements of students and accomplishments of others that contribute to education

(a)
Board has established policy to ensure individuals and groups are meaningfully recognized for accomplishments.

Recognition occurs occasionally in the district but is not identified as board policy

The board has no policy on recognition and recognition activities rarely occur.

(b) Board recognizes students and others as part of their regularly scheduled meeting activities.	Recognition of students and others occurs at the school level but not at the board level.	Recognition of students and others is not a routine occurrence for the board.
4.2 The Board advocates for children and families and establishes strong relationships with parents and other mentors to help support students.		
(a) The Board has adopted policies that encourage parent involvement with their children and the school in a variety of meaningful ways.	Board encourages parent involvement but it is not reflected in board policy statements.	Parent involvement is not a major consideration in business handled by the board.
(b) The Board promotes "asset" framework with school staff, community and students.	Board has an awareness of the asset framework, but has not taken an active role in promoting it in the schools or community.	Board either is unaware of the asset framework or does not consider it a school concern
(c) The Board encourages the coordination of educational programs and services with other local and regional entities, i.e. corporations and councils	Local and regional entities are occasionally asked for input	Local and regional entities are not asked to be involved in the schools

4 - Outstanding

3 - Effective

2 - Needs Improvement

1 - Ineffective

4.3 The Board establishes partnerships with individuals, groups and organizations to promote educational opportunities for all students.

(a) Board initiates opportunities to involve educational stakeholders in meaningful activities that meet student needs.	Board relies solely on staff at the school level to establish partnerships that bring community individuals and other groups into contact with the schools.	Board is not aware of any partnerships occurring in the district or its schools.
(b) Board identifies community resources that help provide basic academic and enrichment activities that will extend learning opportunities for students.	Community resources are utilized but the Board is not involved in causing that to happen.	Board is not aware of community resources being used in the schools.

4.4 The Board promotes school board service as a meaningful way to make long term contributions to the local community and society.

(a) Board routinely provides information to students, staff and community about the school board's role and its regular activities.	Board occasionally provides information to the public about board actions at board meetings.	Board does not communicate information about its role, activities or decisions to the public in any planned way.
(b) Board invites community members to participate in committees and task forces that assist in board decision making.	Board is open to public opinion but does not solicit input in any organized fashion.	Board conducts its business without considering effective ways to gain public opinion or participation

4.5 The Board is proactive in identifying and addressing issues that affect the education of students

(a)	Board deals with them as they come but doesn't create time to	Board tends to be reactive, and deals with issues as they arise
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Board studies and discusses educational trends and issues that may impact student achievement.

occur, but doesn't provide time or opportunity for looking at the larger educational environment.

deals mainly with crisis or items that have to be handled immediately

4 – Outstanding

3 – Effective

2 – Needs Improvement

1 – Ineffective

(b)

Board takes an active leadership role in representing student educational interests and needs to local and state government.

Board occasionally participates in legislative lobbying, but doesn't have a defined strategy for effective representation.

Board deals with local issues as needed, but doesn't take an active role in representing student needs to local or state policy makers.

(c)

Board makes effective use of the media and other public information opportunities to represent student interests.

Board occasionally uses media and other opportunities but has no comprehensive public communications plan.

Board makes no focused effort to communicate with the public.

Board Self Assessment

Based on AASB Board Standards

CONDUCT AND ETHICS – The Board and its individual members conduct district business in a fair, respectful and responsible manner

<p>5.1 Board and its individual members act in a manner that reflects service to the community on behalf of students.</p>			
<p>(a) Board members understand the significance of their role as models for students and representatives of the community and act accordingly.</p>	<p>The board's conduct is sometimes embarrassing to the district.</p>	<p>The board often fails to act in a civil manner to each other or the public</p>	
<p>(b) Board members support decisions of majority after honoring each member's individual right to express opposing views and state their convictions, and to disagree without being disagreeable.</p>	<p>Individual board members sometimes work against the majority decision of the board.</p>	<p>Board members do not have an opportunity to express their opposing views, or if given that opportunity, work against the majority decision.</p>	
<p>(c) Board makes decisions as a group, only at properly called meetings and recognizes that individual members have no authority to take individual action.</p>	<p>Individual members overstep their authority and make requests that should best be made by the board as a whole.</p>	<p>The board does not understand or accept the authority of the whole.</p>	

4 - Outstanding	3 - Effective	2 – Needs Improvement	1 - Ineffective
<p>(d) Board and superintendent understand and respect each other's area of responsibility and work together in a spirit of mutual trust and confidence.</p>	<p>Some members do not understand, or do not accept their governance role, which leads to a breakdown of trust.</p>	<p>The board does not fulfill its governance role.</p>	
<p>(e) Board seeks and receives timely recommendations from the superintendent.</p>	<p>Recommendations are sometimes expected without sufficient time for their development.</p>	<p>Recommendations are often not asked for or expected or sufficient time is not allowed or their development.</p>	
<p>(f) Board communicates directly with the superintendent without bringing surprises to the board meeting.</p>	<p>Board members sometimes wait until the meeting to communicate.</p>	<p>There is no systematic approach to communication between board members and the superintendent.</p>	
<p>(g)</p>			

<p>Board understands and adheres to the Open Meetings Act, and observes the confidentiality of executive sessions.</p> <p>Individual members sometimes fail to act within the constraints of the Open Meetings Act or fail to hold the confidentiality of executive sessions.</p> <p>The Board consistently flaunts the Open Meetings Act or fails to hold the confidentiality of executive sessions.</p>			
<p>(h)</p> <p>The meeting agenda proactively address the boards attention on the districts vision and goals.</p> <p>The agenda occasionally reflects issues linked with the districts vision and goals.</p> <p>The agenda is reactive and does not support the districts vision or goals</p>			
<p>(i)</p> <p>Regular meeting attendance is the norm for all board members</p>	<p>Quorum is usually met but often without the full board in attendance. Meetings often address a wide variety of issues, but the board is not present.</p>		
<p>(j)</p> <p>The board comes to the meeting prepared to contribute to the discussion in a meaningful manner.</p> <p>Individual members sometimes come to the meeting unprepared to conduct the business of the board.</p> <p>The first sound heard at the meeting is the ripping open of board packets.</p>			
<p>(k)</p> <p>There is opportunity for appropriate public participation at board meetings.</p> <p>Public participation is not defined by the board and is regulated based on the issues being discussed.</p> <p>Public participation at board meetings is either not structured by the board or is not permitted to occur.</p>			
<p>(l)</p> <p>The board directs complaints concerning the schools through appropriate channels and does not attempt to address the problem.</p> <p>Individual members sometimes attempt to address complaints themselves.</p> <p>The board usurps the administrative chain of command on a regular basis.</p>			
4 - Outstanding	3 - Effective	2 - Needs Improvement	1 - Ineffective
5.2 Board demonstrates a commitment to continually improving			

teamwork, problem solving, and decision-making skills through a conscious program of board development.		
(a) Board participates in annual board development activities to develop their governance skills.	Some board members participate in development activities.	The board seldom participates in development activities.
(b) Individual board members report the results of those activities to other board members and community during board meetings.	The board occasionally hears reports from members who attend development activities.	The board does not schedule time to make reports about development activities.
(c) Board members attend and fully participate in all board development functions paid for by district funds.	Members attend the sessions but seldom participate actively.	The board seldom attends sessions for which they have been registered.
(d) Board takes responsibility for orientation of all new members	The board does not participate in the orientation of new members	There is no orientation program for new members
5.3 Expenditures for board activities are clearly identified in the budget related to the district vision and open to public scrutiny.		
(a) The budget for all board expenditures is easily identifiable and open to public scrutiny.	Expenditures are not grouped within one area of the budget	There is no specific category for board activities in the budget
(b) All board expenditures are compared against "IS IT GOOD FOR KIDS" criteria.	The board does not link its activities to student achievement.	No rationale is given for board expenditures.