

REGULAR SCHOOL BOARD MEETING  
School Board Room

**MINUTES**

Monday, December 14, 2009 7:00 P.M.

A. **PRELIMINARIES**

1. Call to Order

President Hull-Engles called the regular meeting of Monday, December 14, 2009, to order at 7:15 p.m.

2. Pledge of Allegiance:

President Hull-Engles led the pledge of allegiance.

3. Roll Call

**Board members in attendance:**

Laurie Hull-Engles, President  
Grace Huhndorf, Vice President  
Kathleen Todd, Board Clerk  
Duane Edelman, Board Member  
David Lawrence, Board Member

**Administration in attendance:**

Lance L. Bowie EdD, Superintendent  
Amber Cockerham, Business Manager  
Geary Cantrell, Principal Valdez High School

Dolores Gard, Treasurer attended the meeting via telephone conference call.

Dan Walker, Board Member is absent and excused.

Other people in attendance: 15 for presentations / 1 after

B. **AGENDA**

1. Adoption of the Agenda

**MOTION WAS MADE BY KATHLEEN TODD AND SECONDED TO APPROVE THE AGENDA FOR MONDAY, DECEMBER 14, 2009 WITH THE FOLLOWING CHANGES:**

- **REMOVE THE MINUTES FROM THE CONSENT AGENDA;**
- **REMOVE THE PERSONNEL REPORT FROM THE CONSENT AGENDA;**
- **ADD NUMBER TWO – PRESENTATION TO WRESTLERS – ALASKA STATE COMPETITION UNDER AGENDA ITEM SPECIAL PRESENTATION.**

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**VOTE: 6 YEAS, STUDENT ADVISORY VOTE: YES, MOTION PASSED.**

C. SPECIAL PRESENTATION

1. Presentation to Hannah Norris

President Laurie Hull-Engles congratulated and presented a Certificate of Recognition in behalf of the Valdez Board of Education to Valdez High School Swim Team student Hannah Norris for her outstanding performance at the Alaska State Swim Competition. She came in 4<sup>th</sup> overall (including all schools in Alaska) in the 50 and 100 Freestyle Swim. She also broke the Valdez High School record and her own record.

2. Presentation to Wrestlers – Alaska State Competition

President Hull-Engles congratulated and presented a Certificate of Recognition in behalf of the Valdez Board of Education to the following Valdez Wrestlers who participated in the Alaska State Wrestling Competition: Matthew Downing – 1<sup>st</sup> in his weight class; Justin Allen - 2<sup>nd</sup> in his weight class; Keifer Groeneveld 3<sup>rd</sup> in his weight class; and Brandon Hursh who qualified to participate in the Alaska State Wrestling Competition. Coach Paul Downing said the Valdez Wrestling Team came in 10<sup>th</sup> out of 48 schools. He noted that this was the best year for team camaraderie. Coach Downing introduced Assistant Coach Ken Deaton and thanked him for all of his help and time he gave to the students.

Coach Downing suggested Valdez sponsor the State Wrestling Competition in 2011 and asked the Board for their support. He noted that based on this year 48 schools would participate with 1 to 27 students from each school plus parents and friends. AASA would help with the competition. The Board was in agreement. Dr. Bowie told Coach Downing to contact Principal Cantrell and the Activities Director Rhonda Wegner.

Coach Downing informed the Board that next fall (2010) Valdez will be hosting the Wrestling Regionals.

D. PUBLIC COMMENT ON NON-AGENDA ITEMS

There was no comment by the public.

E. REPORTS

1. Student Board Representative – Quinn Verfaillie

Student Board Representative Quinn Verfaillie reported to the Board:

- School will end this Friday, December 18, 2009 for Winter Break.
- The Senior Ball is coming up in January.
- The Student Council/School Board Roundtable will be scheduled for mid January. The exact date will be announced at the next regular meeting of the Board.

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- The Cross Country Ski Team will race in January – they are doing well.
- It does not look like Valdez will be represented in Academic Decathlon this year due to a conflict of schedule with a number of students participating on the Cross Country Ski Team.

President Hull-Engles suggested VCSD look at alternative scheduling for next year to make both Academic Decathlon and the Cross Country Ski Team available for student participation.

2. District – Superintendent Lance S. Bowie EdD

Superintendent Bowie introduced Gilson Junior High School Principal Rod Morrison who recognized Ms. Tracy Pressley, Junior High School Counselor and District Test Coordinator, for receiving the recent appointment of West Vice President of the American School Counselors Association. She has put Alaska on the map. Ms. Pressley noted that the West Region covers a huge area. School Counseling has advanced and there are many new resources. She thanked the Valdez Board of Education and the District for their support.

- Presentation: Superintendent Bowie congratulated and presented a Certificate of Award at the Excellence Level to President Laurie Hull-Engles from The Association of Alaska School Boards (AASB).
- VCSD Social Studies Curriculum: A copy of the Draft VCSD Social Studies Curriculum was distributed to each of the members of the Board for review. The Social Studies Curriculum will be presented at the next regular meeting of the Board.
- Paperless Board Meetings: Superintendent Bowie informed the Board that Administration is in the process of researching Paperless Board Meetings. Each member of the Board would receive a laptop computer and the board packet would be in electronic form and less stressful for Board members. More information will be shared as it is gathered and a recommendation will be made to the Board.
- Immunization Records: Hermon Hutchens Elementary School sent out letters of exclusion for immunization and is in the process of completing the documentation.
- Master Plan: Superintendent Bowie met with John Hozey Valdez City Manager; Jack McKay; Valdez City Director of Capital Facilities, Ben Olds Valdez City School District Director of Facilities, Laurie Hull-Engles President of Valdez Board of Education and Mike Wells Representative of Valdez City Council about the Master Plan which includes the following buildings: Elementary School, Junior High, Woodshop and the District Office. The High School building assessment has been completed. The Master Plan building assessment will begin soon.
- Master Plan Email: Superintendent Bowie said he has not received the email spoken of from President Hull-Engles regarding the Master Plan.
- Winter Concerts: Hats Off to Ann Norris and Leslie Bauman for the great job they did on the Valdez High School/Gilson Junior High School and Hermon Hutchens Elementary School Winter Concerts respectively. Many positive comments have been received.

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- Coffee Concerns: Superintendent Bowie has met with the Valdez High School and Gilson Junior High School staff and will meet with Hermon Hutchens Elementary School Staff in January. He will report to the Board when the meetings are completed.
- Virtual School Committee: Superintendent Bowie attended a Virtual School Committee meeting in Juneau by invitation of the Commissioner of Education Larry LeDoux. Commissioner LeDoux wants a Virtual School in Alaska. Twenty-seven individuals conducted research to develop courses and work out details. The Virtual School would be good for Districts that cannot offer a particular course.

3. Board – Members of the Board

Board Clerk Kathleen Todd reported the following to the Board:

- Board Clerk Todd attended the AASB Winter Boardmanship Conference in Anchorage. She noted that during a presentation Eddy Jeans made a suggestion regarding rolling over the CIP's to reimbursement. She attended an interesting presentation on Budgets and how to link them to desired areas. Dr. Todd attended a presentation on Auditor Presentations and noted she gained valuable information from a new perspective.
- Graduation Requirements: Dr. Todd has researched information on graduation requirements and will send out an email on the findings.

Board Treasurer Dolores Gard reported the following to the Board:

- Two Year Calendar Committee: Ms. Gard Co-Chairperson of the Committee referred the members of the Board to the draft calendars distributed at the beginning of the meeting. She reviewed the draft calendars.

President Hull-Engles asked Administration to place “2010-2011 & 2011-2012 Valdez City School District Calendars under Discussion Items on the board agenda of the next regular meeting, January 11, 2010. After that meeting the draft calendars will be placed on the District Website for comment and the Board will have set a date to take action.

President Hull-Engles reported the following to the Board:

- President Hull-Engles attended the AASB Winter Boardmanship Conference in Anchorage. She attended a presentation on Negotiations by John Sedor and partner Bill Evans which was very beneficial. The speakers stressed the importance of being prepared for negotiations; being very familiar with the present negotiated agreement; and to think long-term – a 3 year time period.
- Four Day School Week: A survey was taken and results are coming in. President Hull-Engles will continue to canvas parents and community to receive their opinions of a Four Day School Week. She will report back to the Board when results are compiled.
- Diane Selanoff is in the process of working with the University of Fairbanks to put in place a new 400 or 500 level class with Alaska Heritage Curriculum.

Board Member Dave Lawrence reported the following to the Board:

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- Board Member Lawrence Legislative Liaison informed the Board that the first Legislative Education Conference Call had taken place. Although he was not available to attend this meeting, he will keep himself and the Board informed of the information.

President Hull-Engles thanked VCSD Business Manager Amber Cockerham for putting out the RFP for District Auditor and all of the work she did putting the Budget together.

F. UNFINISHED BUSINESS

There was no unfinished business this meeting.

G. NEW BUSINESS

There was no new business this meeting.

H. CONSENT AGENDA: INFORMATION AND REPORTS

Items 1 and 2: minutes of November 23, 2009; and the Personnel Action Report dated December 14, 2009 were removed from the Consent Agenda. Consent Agenda items numbers 3 through 10 were approved by consent agenda.

1. Minutes: Regular Board Meeting, November 23, 2009

Board member Todd questioned the November 23, 2009 board minutes recording of a nay vote for her regarding the approval of a request for an early graduation waiver. Her nay vote was confirmed by some of the members of the Board and the Superintendent. For the record: it was the intent of Board member Todd to vote yea on the request for an early graduation waiver. Her vote will stand as yea.

Board member Gard had a question about how the Board approved the removed item 6 on the Consent Agenda dated November 23, 2009 "Rescind VCSD Budget Amendment Request# 10-3". She said her concern related to Robert's Rules of Order procedure. Ms. Gard will research this question and contact Flynn Stuparich the Board Administrative Assistant if any additional action needs to be taken by the Board. Ms. Stuparich was tasked with listening to the recording of the motion to insure record accuracy.

There was discussion about the language on the November 23, 2009 minutes. President Hull-Engles will meet with Flynn Stuparich to prepare changes for Board review on January 11, 2010. The Board made the following motion:

**MOTION TO TABLE THE MINUTES OF NOVEMBER 23, 2009 REGULAR MEETING OF THE BOARD TO JANUARY 11, 2010 REGULAR MEETING WAS MADE BY DAVID LAWRENCE AND SECONDED. VOTE: 6 YEAS, STUDENT ADVISORY VOTE: YEA, MOTION PASSED.**

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2. Personnel Action Report

The Board requested the discussion/approval of the Personnel Action Report be split into two sections:

The Board requested the Updated Memorandum regarding the Temporary Hires – Tutors add a sentence stating: “The Tutors are paid for by ARRA Stimulus Funds”. Additionally, the updated changes made should be noted separately for clear understanding. For the record: Jane Haltness was added as a Tutor at HHES and John Piper and Bonnie Thiel were removed from the list. The memorandum will be revised to reflect the same language.

**MOTION TO APPROVE THE REVISED MEMORANDUM DATED DECEMBER 14, 2009 REGARDING A LIST OF TUTORS FUNDED BY ARRA STIMULUS FUNDS WAS MADE BY KATHLEEN TODD AND SECONDED. VOTE: 6 YEAS, STUDENT ADVISORY VOTE: YES, MOTION PASSED.**

Student Board Representative Quinn Verfaillie left the meeting

President Hull-Engles expressed concern about the first page of the December 14, 2009 Personnel Action Report specifically the employment of a Classified Position: Temporary Bus Driver for Activities, noting that the coaches were supposed to drive their teams so that after the purchase of the small activity buses no additional cost for Bus Drivers would be incurred by the District. Additionally, there was concern about District hiring policy and the position on the salary schedule.

Business Manager Cockerham explained the status of the need for the position. There is a lack of volunteer bus drivers in the District. First Student Transit Company has a trainer who comes to Valdez very infrequently – so there are little or no opportunities to train bus drivers. Ms. Cockerham, Principal Cantrell and Activities Director Rhonda Wegner have had discussions about this challenge. Valdez City School District is planning to send a person to become a Trainer of Bus Drivers so the District will be able to schedule classes that fit the schedule of volunteers who may want to become Bus Drivers for VCSD Activities. Ms. Ragsdale approached the District asking if there was a need for a Bus Driver to drive students to activities. Principal Cantrell and Ms. Wegner said they were very thankful as there were activities coming up and no one to drive the students. On one recent occasion the District had to rent a large bus and driver from First Student which was very expensive. This position is a temporary fix that meets an urgent need and is much better economically for the District. Students need to be driven by bus to activities now. Superintendent Bowie recommended the Board approve this position and he will bring back information about hiring and salary regarding this position at the January 11, 2010 regular meeting of the Board. The following motion was made:

**MOVE TO TEMPORARILY APPROVE THE HIRING OF A BUS DRIVER FOR ACTIVITIES UNTIL THE NEXT REGULAR MEETING OF THE BOARD ON JANUARY 11, 2010 WAS MADE BY DAVID LAWRENCE AND SECONDED.**

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**VOTE: 4 YEAS, 2 NAYS (DUANE EDELMAN AND LAURIE HULL-ENGLES),  
MOTION PASSED.**

I. DISCUSSION ITEMS

1. Legislative Information

President Hull-Engles recapped the Joint Work Session with the Valdez City Council suggesting the school board legislative priorities are the following: Capital Improvement Projects; PERS and TRS; Funding of the Base Student Allocation (BSA); Support the Educational Committee Priorities; Support of Grants i.e. Pre-K etc. and Support Rehire/Retire Legislation. President Hull-Engles suggested after the Board decides on their legislative priorities Superintendent Bowie should ask Jennifer Benda to put together a tri-fold to take to Juneau when they go to lobby legislators since she did such a great job last year. Superintendent Bowie agreed.

President Hull-Engles asked the members of the Board to think about whether or not they will be attending the AASB Legislative Fly In at Juneau in February. The Board agreed to take two students to Juneau with them. Superintendent Bowie will contact Principal Cantrell and begin the student choice process.

Superintendent Bowie informed the Board that VCSD Facilities Director Ben Olds was attending a Capital Improvement Projects meeting at the City Council Chambers tonight.

The State and Federal Representative will be attending the City Council meeting on the 21<sup>st</sup> of December. Board members were encouraged to attend if they were available.

2. Superintendent Evaluation and Contract

President Hull-Engles reminded the Board of the Superintendent Evaluation deadline at the end of January 2010. Administration was given the following tasks and timelines: Superintendent Evaluation Forms out to the community and district staff on Tuesday, January 5, 2010; collect the community/staff on Friday, January 15, 2010; Board review of Superintendent Evaluation Forms Monday, January 18<sup>th</sup> and 19<sup>th</sup>, 2010 and complete and turn in their individual Superintendent Evaluation Forms; Wednesday, January 20, 2010 President Hull Engles will collect all of the community/staff and Board member Superintendent Evaluation Forms for review and compilation; Board Executive Session: subject Superintendent Evaluation on January 25, 2009; and presentation of the Superintendent Evaluation to Superintendent Bowie by two members of the Board between Tuesday, January 26<sup>th</sup> and 29<sup>th</sup>, 2010 – the exact date to be determined.

The Board President asked Administration to include “Superintendent Evaluation” under discussion items on the January 11, 2010 Board Agenda.

3. Facilities Board Representative

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President Hull-Engles explained the school board has been invited by the City of Valdez to have a representative of the Board serve on a Joint Steering Committee with the City of Valdez regarding the Operational Maintenance Project. They will review the master plan and educational specifications focusing on the deficiencies of school buildings while keeping expectation control of the Operational Maintenance Project.

President Hull-Engles volunteered to serve as the representative for the school board and Grace Huhndorf volunteered to serve as the alternative representative. The Board agreed.

4. Parent Teacher Conference Calendar Date Change

Board member Gard Co-Chairperson for the 2010-2011 and 2011-2012 School Calendar Committee said during the review of the present calendar and the construction of the next two years of school calendars it was noted that the Parent/Teacher Conferences day in March, March 30, 2010 was the second day back after the two week Spring Break and at the beginning of the 4<sup>th</sup> quarter. She suggested Administration change the Parent/Teacher Conference date to Monday, February 15, 2010 to enable parents to help students earlier in the school year - towards the middle of the third quarter. Additionally, February 15<sup>th</sup> is Presidents' Day and some of the parents may have that work day off and could attend the Conferences. Some of the Board members agreed that it was a good suggestion.

Superintendent Bowie said he will discuss this suggestion with Administration and report back to the Board at the January 11, 2010 meeting.

5. Valdez City Ordinance # 09-09

The Board discussed Valdez City Ordinance # 09-09 Section 1 Chapter 3.08.075 Funding for School District. There was concern expressed about the title and language within. A suggested title change would be "School District Funding Stabilization Account". The Board agreed President Hull-Engles and Superintendent Bowie would meet with Valdez City Manager John Hozey about changing the language with emphasis on the timeline of the funding cycle(s) and the removal of language stating "This new section will essentially enable the city to dictate to the school district the maximum amount of city funding the school district will be authorized to use in the development of their next budget".

J. BOARD AND SUPERINTENDENT QUESTIONS/CONCERNS

Board member Gard asked the status of the Auditor Request for Proposal (RFP) for Valdez City School District. Business Manager Cockerham informed the Board that the RFP had been completed and is in the period of response. Administration will bring a recommendation to the Board for approval when the RFP process is completed.

The Board asked Superintendent Bowie to ask the Administrators to include in their January 2010 board reports the status of disciplines and suspensions in each school.

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President Hull-Engles asked for the following information to be included in the January 11, 2010 board packet:

- The status of the Three Year Technology Plan noting the progress made and the cost.
- The status of the Technology Committee regarding recommendations.
- A list of all of the District employees to include their name; position; and wage.
- The status of the Capital Projects noting the progress made and the cost.
- The status of Staff Development noting what has been done and the cost.

Board member Gard asked for a progress report on the status of the Elementary students regarding Annual Yearly Progress (AYP).

K. EXECUTIVE SESSION

1. Negotiations

**MOTION TO GO INTO EXECUTIVE SESSION AT 9:45 P.M. FOR THE PURPOSE OF DISCUSSING NEGOTIATIONS, MATTERS THE IMMEDIATE KNOWLEDGE OF WHICH WOULD CLEARLY HAVE AN ADVERSE EFFECT UPON THE FINANCES OF THE DISTRICT WAS MADE BY GRACE HUHDORF AND SECONDED.**

**VOTE: 6 YEAS, MOTION PASSED.**

**MOTION TO END EXECUTIVE SESSION AT 10:30 P.M. WAS MADE BY KATHLEEN TODD AND SECONDED.**

**VOTE: 6 YEAS, MOTION PASSED.**

**MOTION TO EXTEND THE REGULAR MEETING UNTIL 10:45 P.M. WAS MADE BY KATHLEEN TODD AND SECONDED.**

**VOTE: 6 YEAS, MOTION PASSED.**

**MOTION TO GO BACK INTO EXECUTIVE SESSION AT 10:32 P.M. FOR THE PURPOSE OF DISCUSSING NEGOTIATIONS, MATTERS THE IMMEDIATE KNOWLEDGE OF WHICH WOULD CLEARLY HAVE AN ADVERSE EFFECT UPON THE FINANCES OF THE DISTRICT WAS MADE BY KATHLEEN TODD AND SECONDED.**

**VOTE: 6 YEAS, MOTION PASSED.**

**MOTION TO END EXECUTIVE SESSION AT 10:44 P.M. WAS MADE BY GRACE HUHDORF AND SECONDED.**

No action was taken by the Board.

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L. ADJOURNMENT

**MOTION TO ADJOURN THE REGULAR MEETING AT 10:45 P.M. WAS MADE BY KATHLEEN TODD AND SECONDED. VOTE: 6 YEAS. MOTION PASSED.**

Submitted by,

Board Approval Date: January 11, 2010

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Flynn Stuparich  
Administrative Assistant to the Board  
and Superintendent

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Laurie Hull-Engles, President

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Kathleen Todd, Board Clerk