

REGULAR SCHOOL BOARD MEETING
School Board Room

MINUTES

Monday, January 24, 2011 6:30 P.M.

A. PRELIMINARIES

1. Call to Order

President Dan Walker called the regular meeting of Monday, January 24, 2011, to order at 6:31 p.m.

2. Pledge of Allegiance:

President Walker led the pledge of allegiance.

3. Roll Call

Board members in attendance:

Dan Walker, President
Grace Huhndorf, Treasurer
Kathleen Todd, Board Clerk
David Lawrence, Board Member
Toni Balowski, Board Member
Anita Fanin, Board Member

Administration in attendance:

Jacob Jensen Ed.S., Superintendent
Amber Cockerham, VCSD Business Manager
Ben Olds, VCSD Facilities Director
Roz Strang, HHES Principal
Rod Morrison, GJH Principal

Steve Brockman is absent and excused.

Teanna Hutchison, Student Board Representative is in attendance.

Other people in attendance: 15

B. AGENDA

1. Adoption of the Agenda

MOTION WAS MADE BY KATHLEEN TODD AND SECONDED TO APPROVE THE AGENDA FOR MONDAY, JANUARY 24, 2011 AS PRESENTED. BOARD VOTE: 6 YEAS, MOTION PASSED.

C. SPECIAL PRESENTATION

1. Students of the Month

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Three students were honored and presented Certificates of Recognition from the Valdez Board of Education. President of the Board Dan Walker presented the Certificates to Valdez High School student Sarah Rountree; Junior High School students Jack McCarthy 7th grade and Phillip Cole 8th grade. The students were chosen by vote of the teachers from the schools. Positive comments were shared about each of the students. The Board and Superintendent congratulated the students and pictures were taken.

D. PUBLIC COMMENT ON NON-AGENDA ITEMS

There was no comment from the public.

E. REPORTS

1. Student Board Representative

Student Board Representative Teanna Hutchison reported to the Board:

- Basketball: Basketball had games last weekend and next weekend will compete with Glennallen; Delta and Eilsen (Thursday; Friday; and Saturday).
- Cross Country Skiing: Next weekend will travel to Fairbanks to compete.
- Homecoming was last weekend. It went very well and the dance was great.

2. Board – Members of the Board

Board member Dave Lawrence Legislative Liaison for the Board reported he will be emailing the members of the Board pertinent education Bills. He will review and continue to be aware of current legislative decisions and business.

Board member Todd reported that the Graduation Requirement Committee had their last meeting. Information will come to Board through Ruth Knight VCSD Curriculum Director.

3. District – Superintendent Jacob Jensen Ed.S.

Superintendent Jensen reported the following to the Board:

- List of Puns: A list of puns was distributed to the members of the Board. The list was forwarded to him from a former colleague and was entertaining.
- 2011 Diplomas: Superintendent Jensen informed President Walker and Board Clerk Todd that the 2011 Diplomas needed to be signed. They agreed to make an appointment with Administrative Assistant Flynn Stuparich for a time to sign.
- Preschool: This week there will be a meeting to discuss which direction the district will want to take regarding preschool in 2011-2012. There will be a new VCSD Special Education Director as the present Sped Director Clarence Haugan will resign at the end of the 2010-2011 school year.

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- Technology Plan/Audit: This topic is not on the agenda this meeting as planned because the accumulation of information was not complete. This topic will be brought back at the next meeting on February 14, 2011.
- Middle School Project: The City of Valdez has contracted Architect John Weir to do a study with hard figures for three location/ building scenarios (by HHES; attached but separate from VHS; stand alone by VHS). This study is to be ready for presentation at the March 1, 2011 Joint Work Session between the Valdez City Council and the Valdez Board of Education. John Weir will be talking to the school Principals; parents selected by principals; and staff to obtain information that will help complete the study. The timeline will continue with a final decision of which scenario will be used and the Bond process will go forward.
- AASB Legislative Fly In: Reminder – Superintendent Jensen; President Dan Walker; Vice President Steve Brockman; and student Alexis Brockman will be attending the conference and will be gone from January 28th through February 1, 2011.
- Alaska Society for Technology in Education Conference (ASTE): Superintendent Jensen and 14 staff members will be able to attend the ASTE Conference in Anchorage from February 19th, through 22nd, 2011.
- Parent Teacher Conference Date Change: Reminder that the date for the VCSD Parent Teacher Conferences has been changed from Monday, February 21st to Monday, February 28th, 2011 to facilitate the presence of the staff that will be attending ASTE.
- 2011-2012 VCSD Budget Presentation: The 2011-2012 VCSD Budget Presentation will be during the next regular meeting of the Board on February 14, 2011.
- Superintendent Evaluation: The Superintendent Evaluation will be a discussion item on the February 14, 2011 school board agenda. Superintendent Jensen asked the Board to think about setting the date for the evaluation.
- 2011-2012 VCSD District Calendar: The inservice days as well as the student days are being reviewed by VCSD Curriculum Director Ruth Knight. There may be some changes that will come to the Board for consideration in the near future.
- National School Boards Association (NSBA): It has been decided that Grace Huhndorf and Superintendent Jensen will attend the NSBA Conference April 8th through 12th, 2011 in San Francisco, California. One other member of the Board will attend which will be David Lawrence or Kathy Todd – the decision will be made soon.

F. ACTION ITEMS

1. Approve Valdez City School District Curriculum: Career Technical Education K-12; World Languages 7-12; K-12 Library

MOTION TO APPROVE VALDEZ CITY SCHOOL DISTRICT CURRICULUM: CAREER TECHNICAL EDUCATION K-12; WORLD LANGUAGES 7-12; AND K-12 LIBRARY WAS MADE BY GRACE HUHDORF AND SECONDED.

Melissa Reese Curriculum Coordinator for CTE K-12; World Languages 7-12; and K-12 Library said the curriculum has been completed and the teachers are now in the process

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of accumulating curriculum materials for review and approval of the Board. The approval will be on the February 14, 2011 school board agenda and materials will then be ordered.

Board member Todd suggested information be included before each subject stating the prerequisite(s) that may be required before a student can take a particular subject/program. This would assist the student to be prepared to go forward with his/her desired program/career track. Ms. Reese agreed and said she would look into that. Further, Ms. Reese said she attended a meeting last week with Diane Maples Statewide Coordinator of Alaska Tech Prep Consortium; Doug Desorcie President of Prince William Sound Community College (PWSCC); VCSD Superintendent Jensen and Ruth Knight VCSD Curriculum Director to discuss the future of VCSD Career Technical Education (CTE). Dual Credit is in place with PWSCC and Ms. Reese noted that the curriculum would be updated on a constant basis as opportunities arise and requirements change.

BOARD VOTE: 6 YEAS, STUDENT ADVISORY VOTE: YEA, MOTION PASSED.

2. Approve First Reading of new VCSD Board Policy BP 5141.2 Concussions and the Use of ImPact Software

Board member Todd distributed a copy of the proposed VCSD Board Policy BP 5141.2 Concussions and the Use of ImPact Software to the members of the Board and the following motion was made:

MOTION TO APPROVE THE FIRST READING OF NEW VALDEZ CITY SCHOOL DISTRICT BOARD POLICY BP 5141.2 CONCUSSIONS AND THE USE OF IMPACT SOFTWARE WAS MADE BY KATHLEEN TODD AND SECONDED.

Board member Todd reviewed the proposed policy and noted that the first three paragraphs are the board policy part and the rest should be separated as an Administrative Regulation. She noted that she added an Exhibit which would facilitate parent permission. Board member Todd said she would review the policy again and may make some changes for the second/final reading on February 14, 2011. Suggestions were made to test all students from 6th grade up through 12th grade to obtain a baseline in case of accidents.

Pam Verfaillie parent and advocate of the ImPact Software thanked the Board for choosing to use ImPact Software and noted this policy looks very good in comparison to policies she has read from school districts in the lower 48 who are using ImPact Software. Dolores Gard member of the community spoke favorably about the ImPact Software and the Board approval of the policy.

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BOARD VOTE: 6 YEAS, STUDENT ADVISORY VOTE: YEA, MOTION PASSED.

3. Approve Second Reading of Health Examinations VCSD Board Policy BP 4112.4; 4212.4; 4312.4

MOTION TO APPROVE THE SECOND READING OF VALDEZ CITY SCHOOL DISTRICT BOARD POLICY BP 4112.4; 4212.4; 4312.4 HEALTH EXAMINATIONS WAS MADE BY KATHLEEN TODD AND SECONDED.

The Board noted that this is a housekeeping item and had no further discussion.

BOARD VOTE: 6 YEAS, STUDENT ADVISORY VOTE: YEA, MOTION PASSED.

4. Approve Valdez City School District Support of the Alaska Food Coalition for the State of Alaska to Fund Breakfast for Students

MOTION TO APPROVE VALDEZ CITY SCHOOL DISTRICT'S SUPPORT OF THE ALASKA FOOD COALITION FOR THE STATE OF ALASKA TO FUND BREAKFAST FOR STUDENTS WAS MADE BY GRACE HUHDORF AND SECONDED.

Superintendent Jensen explained that Cordova and Cooper River School Districts have asked Valdez City School District to support the resolution to encourage the State of Alaska to fund Breakfast for students. The cost of breakfast for the VCSD K-12 students is \$1.30. Students are charged \$1.50 and .30 cents if on the Free and Reduced Meal Program. It is interesting to note that more breakfast meals are served to the upper grades than the elementary grades.

Board member Todd said she was not convinced this is the way to go to get food into the mouths of children because the proposed amount of money per student is .35 cents – which is clearly not enough for a breakfast meal. She noted she is in favor of providing breakfast for students however she will vote no on this motion.

BOARD VOTE: 4 YEAS, 2 NAYS (KATHLEEN TODD AND TONI BALOWSKI) STUDENT ADVISORY VOTE: YEA, MOTION PASSED.

5. Discussion and Approval of VCSD List of Needed Improvements for 2011-2012 for Submittal to the City of Valdez

MOTION TO APPROVE THE FOLLOWING VALDEZ CITY SCHOOL DISTRICT LIST OF NEEDED IMPROVEMENTS FOR 2011-2012 FOR SUBMITTAL TO THE CITY OF VALDEZ:

- **HHS SPRINKLER SYSTEM # 1 - \$507,436**
- **HHS SERVICE AND INTERIOR PIPING # 2 - \$610,266**

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- **HHES HVAC SYSTEM # 3 - \$5,809,134**
- **VHS GYM FLOOR AND BLEACHER # 4 - \$519,335**
- **HHES FLOORING # 5 - \$705,727**
- **VHS ROOF # 6 - \$8,811,591**
- **VHS CARPET AND VINYL # 7 - \$2,008,969**
- **VHS HEATING AND PIPING UPGRADE # 8 - \$210,551**
- **VHS HVAC # 9 - \$4,930,466**

WAS MADE BY GRACE HUHDORF AND SECONDED.

Superintendent Jensen reviewed the history of this agenda item. The City of Valdez was very direct and told VCSD that they owned the VCSD buildings. The City requested VCSD provide them with a list of VCSD needs because they said they had never been informed of the needs of VCSD. The list of VCSD Priority Capital Improvement Projects (CIP) was made for the City of Valdez. The numbers were provided in the assessment studies for VCSD buildings by Architect John Weir who used prevailing union pay scales. The City recommended VCSD provide the recommendations to enable the City so they could consider scope of work at mid-year. VCSD items could possibly to be started in July of 2011. Mr. Olds said he was told in a discussion with Jack McCay, Capital Facilities Supervisor for the City of Valdez, presently there are no VCSD CIP items on the City's projected list of improvements.

Mr. Olds asked the Board to note that this list is different than the CIP list submitted to the State of Alaska.

Ben Olds VCSD Facilities Director reviewed the list:

1 and 2 concern the pipes at HHES which are galvanized steel and over 50% corroded. If HHES had a fire the water pressure would be decreased significantly by the corrosion and would be considered a safety issue.

3 HHES has pneumatic controls on the HVAC system which means that the system is either full on or off. All of the school districts in Alaska have upgraded their HVAC systems – Valdez has not. By replacing the HHES HVAC system money would be saved in energy costs; the system would have climate controls and the air quality would improve. The present system is inefficient and has caused the students and staff to be very cold to the point of wearing coats in classes to being very hot. By fixing this item there would be significant energy savings. Presently VCSD pays very large on demand charges every time the power supply fluctuates or goes off in Valdez. The cost on the list is a place holder supplied by John Weir's assessment.

4 The VHS Gym floor and Bleachers are in very bad repair. The roof continues to leak on the Gym floor causing disrepair and the floor itself has holes in it which are a safety hazard to students. The Bleachers are a safety hazard. They are very old and parts are not available to fix them. One of the members of the Board noted that there had been an accident last Friday due to the disrepair of the Bleachers. Many of the members of the Board agreed that the Bleachers are very dangerous and in disrepair.

There was public comment from Dolores Gard. She stated the VHS Roof has been on the CIP list since 2003 and the VHS Gym floor and Bleachers have been in disrepair for

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several years. She expressed concern about the Elks Basketball Tournament which is coming up and would attract over 200 people. She asked if there was something that could be done to make the buildings safe for those attending and playing. The Board asked Superintendent Jensen to reply to Ms. Gard.

5 Director Olds explained that the east wing and hallways of HHES have carpeting which is thread bare in many places with unraveling seams. Duct tape and silicone has been used to prolong its life. This is a health and safety issue because there have been staff accidents and Workmens Compensation Cases filed. The carpet extends under the lockers creating a sanitary issue, never drying and possibly housing mold.

6 The VHS roof has been in disrepair for many years. Leaks into the classrooms as well as the Gym and other areas continue to be a problem. Because of the high price of the roof there have been discussions about a possible 10 year fix for much less than the estimate by Mr. Weir. This would not be a replacement of the roof but would secure the building from further damage for a period of time.

7 The VHS classrooms and especially the hallways (like HHES) are thread bare in many places with unraveling seams. Duct tape and silicone has been used to prolong life. This is a health and safety issue because there have been staff accidents and Workmens Compensation Cases filed. The carpet extends under the lockers creating a sanitary issue, never drying and possibly housing mold.

8 The VHS Heating and Piping Upgrade is an energy saving issue related to the VHS Swimming Pool. The upgrade would allow the pool to be heated separately without turning on the complete VHS building heating system (i.e. summer or spring break) and would save a considerable amount of money.

9 VHS, like HHES has pneumatic controls on the HVAC system which means that the system is either full on or off. By replacing the VHS HVAC system money would be saved in energy costs; the system would have climate controls and the air quality would improve. The present system is inefficient and has caused the students and staff to be very cold to the point of wearing coats in classes to being very hot. By fixing this item there would be significant savings. At present VCSD pays very large on demand charges every time the power supply fluctuates or goes off in Valdez. The cost on the list is a place holder supplied by John Weir's assessment.

There was discussion among the Board and questions were answered. The following vote was taken.

BOARD VOTE: 6 YEAS, STUDENT ADVISORY VOTE: YEA, MOTION PASSED.

6. Approval of VCSD Budget Amendments # 11-10 through # 11-16 – Projects / Expenditures for FY'2011

MOTION TO APPROVE VALDEZ CITY SCHOOL DISTRICT BUDGET AMENDMENT NUMBERS 11-10 THROUGH 11-16 – PROJECTS AND EXPENDITURES FOR FY'2011 WAS MADE BY GRACE HUHDORF AND SECONDED.

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Superintendent Jensen explained to the Board that Administration met and agreed on the recommendations which are presented in budget amendment form # 11-10 through # 11-16. These amendments represent the estimated money that will be available at the end of the VCSD fiscal year June 30, 2011. In past years the Board has had to hurry and make spending decisions in June to spend money on projects which is too late in the year to be obtaining RFP's and planning projects for completion by start of school the following fall. This year a significant amount of money has been rolled over into undesignated reserves from projects that were completed on last year's budget (2009-2010) but budgeted for this year's budget (2010-2011).

The following review of the projects/amendments was made by Superintendent Jensen and Ben Olds VCSD Facilities Director.

11-10 – The replacement of the present lights at VHS with more energy efficient lights would create a significant savings. This project has been done at HHES and has proven too have been a successful project. The money would come from the ARRA Grant which must be used or returned this year.

11-11 - The replacement of carpeting in the east wing of HHES to resilient flooring like the HHES Computer Lab is proposed. The carpeting is original and a safety hazard needing to be replaced. The money would come from the balance of the ARRA Grant and the balance of undesignated reserves.

11-12 – The repair of HHES Gym Floor is necessary. Under the floor there is foam with a residual of water underneath. The bad sections of the floor must be cut out and replaced; the complete floor needs to be stripped and lines replaced. The money would come from the balance of the undesignated reserves.

11-13 – The replacement of the HHES Cafeteria floor is proposed because it is made out of 40 year old materials -- 1 inch small tiles -- and is a nightmare to keep the grout clean between the tiles. It borders on a sanitation issue. It is proposed to replace the floor with resilient flooring. The money would come from the balance of the undesignated reserves.

11-14 – This recommendation would be for the purchase of a Suburban to transport students to activities; and an enclosed utility trailer to transport luggage and equipment for students and the activities. The two VCSD Vans have over 250 thousand miles of travel and are not road worthy and should only be used in town. The money would come from the balance of the undesignated reserves.

11-15 – The addition of Variable Frequency Drivers to the Ventilation Fans in the HVAC System will increase energy efficiency by reducing the demand charges from Copper Valley Electric Association. It is estimated that the return on investment (ROI) is less than 2 years. The money would come from the balance of undesignated reserves.

11-16 – The remodel of the VCS District Administration Office has been presented to the Board previously in concept. This remodel would allow the District to work more efficiently by providing an office area for the Technology Department; an office for the Curriculum Director; as well as installation of much needed insulation throughout the building. It would also allow efficient job descriptions, which have been created, to be implemented after the remodel. Additionally, the security of the building will be increased and the layout of the offices will assist in better serving staff and visitors. The money would come from the balance of the undesignated reserves.

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The Superintendent and Director Olds said there was a discussion in a meeting with City Manager Hozey and Mayor Cobb about the above projects. Mr. Hozey and Mayor Cobb said “do it” these are federal dollars that must be used on facilities. Additionally, the Valdez City Council has advised VCSD to spend down the balance of the undesignated reserves.

There was some discussion after the above explanations.

Board member Balowski expressed concern about the HVAC at HHES and the recent experience with cold rooms at the school and children and staff needing to wear coats to keep warm. Placement of safe space heaters at HHES was discussed in cases of emergency. The Board tasked Superintendent Jensen to look into that option. Further, the possibility of a “quick interim fix” for the HHES HVAC System was discussed. Director Olds said he was in the process of researching a possibility and would let Superintendent Jensen know if it turns out to be viable.

Dolores Gard made public comment. She said she thought the ARRA Grant funds were spent last year for tutors to increase the AYP – she asked if there were additional funds of the ARRA that were not spent or if other funds were used for the tutors last year. Ms. Gard spoke in favor of the VHS lighting upgrade; carpeting and flooring; and HHES Gym floor replacement. She said that the City is replacing carpet and suggested VCSD approach the City about paying for VCSD carpet. The Board tasked Superintendent Jensen to reply to Ms. Gard regarding the inquiry of how and if the AARA Grant funds were used last year.

A friendly amendment was made to the above motion for the Board to vote on the Budget Amendments separately. The following motion was made:

MOTION TO APPROVE VALDEZ CITY SCHOOL DISTRICT BUDGET AMENDMENT NUMBERS 11-10 THROUGH 11-16 – PROJECTS AND EXPENDITURES FOR FY’2011 SEPARATELY WAS MADE BY GRACE HUHDORF AND SECONDED.

- **#11-10 REPLACE EXISTING LIGHTS IN VALDEZ HIGH SCHOOL WITH MORE ENERGY EFFICIENT LIGHTS TO BE FUNDED BY ARRA STATE FISCAL STABILIZATION FUND GRANT IN THE AMOUNT OF \$75,000.
BOARD VOTE: 6 YEAS, MOTION PASSED.**
- **#11-11 REPLACE CARPETING IN THE EAST WING OF HERMON HUTCHENS ELEMENTARY FOR AN INCREASE IN THE BUILDING REPAIR AND MAINTENANCE ACCOUNT OF \$200,000 (\$69,000 WILL COME FROM THE REMAINDER OF THE ARRA STATE FISCAL STABILIZATION FUND GRANT AND \$131,000 WOULD COME FROM UNDESIGNATED RESERVES.
BOARD VOTE: 6 YEAS, MOTION PASSED.**
- **#11-12 REPAIR HERMON HUTCHENS GYM FLOOR FOR AN INCREASE IN THE BUILDING REPAIR AND MAINTENANCE**

ACCOUNT OF \$59,800 WHICH WOULD COME FROM UNDESIGNATED RESERVES.

BOARD VOTE: 6 YEAS, MOTION PASSED.

- **#11-13 REPLACE HERMON HUTCHENS CAFETERIA FLOOR FOR AN INCREASE IN THE BUILDING REPAIR AND MAINTENANCE ACCOUNT OF \$64,700 WHICH WOULD COME FROM UNDESIGNATED RESERVES.
BOARD VOTE: 1 YEAS, 5 NAYS (DAN WALKER; KATHLEEN TODD; DAVID LAWRENCE; TONI BALOWSKI; ANITA FANNIN) MOTION FAILED.**
- **#11-14 PURCHASE OF SUBURBAN AND TRAILER FOR AND INCREASE OF \$46,500 TO THE EQUIPMENT ACCOUNT FROM UNDESIGNATED RESERVES.
BOARD VOTE: 6 YEAS, MOTION PASSED.**
- **#11-15 PURCHASE AND INSTALLATION OF VARIABLE FREQUENCY DRIVERS FOR AND INCREASE OF \$26,000 TO THE EQUIPMENT ACCOUNT FROM UNDESIGNATED RESERVES.
BOARD VOTE: 6 YEAS, MOTION PASSED.**
- **#11-16 REMODEL OF VALDEZ CITY SCHOOLS DISTRICT ADMINISTRATION BUILDING FOR AN INCREASE IN THE BUILDING REPAIR AND MAINTENANCE ACCOUNT OF \$104,000 WHICH WOULD COME FROM UNDESIGNATED RESERVES.
BOARD VOTE: 6 YEAS, MOTION PASSED.**

G. CONSENT AGENDA

Items 1 through 3 were approved by consent agenda.

H. DISCUSSION ITEM

1. Preschool

Grace Huhndorf led this discussion. She expressed concern about the impact VCSD Preschool has made on the local businesses. This school year (2010-2011) 3 students withdrew from Small Fry Preschool and 10 students withdrew from Puffin as a result of VCSD Preschool offering services for free. Ms. Huhndorf said it was her understanding that VCSD would offer Preschool services to Special Education students and would not negatively impact like businesses in Valdez. She said we do not want to run Valdez businesses, out of business. Some history was provided about VCSD Preschool: Special Education students have typical peers which are non Sped students who set examples for the Sped students. In the past VCSD Staff were offered the opportunity to have their children be typical peers as a “perk” for working for the District. In recent years some of the typical peers have come from families outside the VCSD Staff which has impacted local businesses. This year there are more students in the Preschool and therefore more typical peers. There was discussion about charging students for VCSD Preschool or changing the schedule to a morning and afternoon session beginning the 2011-2012

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school year. Superintendent Jensen said he would have conversations with the Preschool Staff and Clarence Haugan Special Education Director.

I. BOARD BUSINESS AND FUTURE AGENDA ITEMS

Board member Anita Fanin asked for the following items to be included on the February 14, 2011 agenda for discussion: Adequate Yearly Progress (AYP) Staff Recognition; Bullying; Drugs and Alcohol.

K. ADJOURNMENT

MOTION TO ADJOURN THE REGULAR MEETING AT 8:30 P.M. WAS MADE BY DAVE LAWRENCE AND SECONDED. VOTE: 6 YEAS, STUDENT ADVISORY VOTE: YEA, MOTION PASSED.

Submitted by,

Board Approval Date: February 14, 2011

Flynn Stuparich
Administrative Assistant to the Board
and Superintendent

Dan Walker, President

Kathleen Todd, Board Clerk