

REGULAR SCHOOL BOARD MEETING  
School Board Room

MINUTES

Monday, August 23, 2010 7:30 P.M.

A. PRELIMINARIES

1. Call to Order

President Hull-Engles called the regular meeting of Monday, August 23, 2010, to order at 7:33 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  
Dolores Gard, Treasurer  
Kathleen Todd, Board Clerk  
Duane Edelman, Board Member  
Dave Lawerence, Board Member

**Administration in attendance:**

Jacob Jensen, Superintendent  
Doug Johnson, Technology Director  
Ben Olds, Facilities Director  
Roz Strang, Principal of HHES

Board Member Dan Walker was absent and excused.

Student Board Representative will not be in attendance for the summer.

Other people in attendance: 28

B. AGENDA

1. Adoption of the Agenda

**MOTION WAS MADE BY GRACE HUHDORF AND SECONDED TO APPROVE THE AGENDA FOR MONDAY, AUGUST 23, 2010 WITH THE FOLLOWING NOTATION:**

- **THE PERSONNEL ACTION REPORT HAS BEEN REVISED/UPDATED AND APPROVED BY CONSENT AGENDA**
- VOTE: 6 YEAS, MOTION PASSED.**

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C. SPECIAL PRESENTATION

1. Sound Wellness Alliance Network (SWAN) – Colleen Price

Colleen Price Coordinator of the Sound Wellness Alliance Network (SWAN) introduced Jenny Heckathorn; Maureen Raditoch and Sean McAllister who serve as community representatives for SWAN and shared in the Power Point presentation to the Valdez Board of Education which included the following information. The organization started in 2007 with a goal of promoting healthy living for Valdez community residents. In 2010 SWAN received a grant in the amount of \$100,000 from Providence in Anchorage. A Healthy Living Expo has been scheduled for Tuesday, September 14, 2010 from 4:00 p.m. to 8:00 p.m. on the Valdez High School Campus. There will be many activities including the offering of Biometric Screening to establish a baseline for all Valdez residents. The screening includes Blood Pressure; Blood Sugar Level; Total Cholesterol; and Body Mass Index. The numbers will determine areas of improvement and training will be given to assist community members who have been screened. There will be no cost to the participants because money from the grant is being used. Parks and Recreation is also participating. SWAN has paid the cost for the hiking trail maps to increase awareness and use. More information may be obtained from the SWAN Website: [www.swanalaska.org](http://www.swanalaska.org).

D. PUBLIC COMMENT ON NON-AGENDA ITEMS

There were no comments from the public.

E. REPORTS

1. Board – Members of the Board

- Board member Lawrence reported on the VCSD Fees Committee. He and board member Gard met and created a spreadsheet to compare VCSD fees and policies with other school districts. The committee plans to continue to meet and include additional members from the staff and community.
- Board member Huhndorf reported on the VCSD Technology Committee who recently met and discussed a possible change of email servers from First Class email and Meeting Maker Calendar to Microsoft Outlook Exchange. The general consensus was to allow VCSD Administration to make the choice of what works best for the District as a whole.

The Board directed Administration to bring their email server recommendation to the next regular meeting of the Board, September 13, 2010 for approval. Technology Director Doug Johnson will provide the cost breakdown for the Board.

2. District – Superintendent Jacob Jensen Ed.S.

- Superintendent Jensen reported to the Board:

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Gilson Junior High Ice Cream Social: Superintendent Jensen thanked the members of the Board who attended GJH Ice Cream Social tonight before the meeting of the Board. It was nice to welcome the students, meet their parents and honor Rod Morrison as the Alaska Middle School Principal of the Year.

Welcome Back Breakfast for Valdez City School District: The Board was invited to the VCSD Welcome Back Breakfast tomorrow, Tuesday August 24, 2010 at 8:00 a.m. Traditionally the members of the Board have served the staff and would need to come about 10 minutes early.

Bullying and Harassment Training: This week during inservices Valdez High School staff will be receiving multiple training sessions regarding prevention of Bullying and Harassment.

District wide Training Program: Administration has been researching training programs promoting safe learning environments. Two programs of interest are Developmental Assets and Capturing Kids Hearts. A recommendation and approval of funding will be coming before the Board. Board and school support of the program will be an important factor in success.

Student Numbers: To date there are 644 students attending school which is a reduction of 20 students from last year. Preschool numbers have increased to 13 or more and Kindergarten numbers have increased to 48. Preschool and Kindergarten will begin August 31, 2010 and those numbers are not included in the 644. It takes at least 10 or more days to establish a stable student number count.

VCSD FY'11 Budget Presentation: A special Presentation regarding the FY'11 VCSD Budget will be given to the Board at the next regular meeting on September 13, 2010 by Business Manager Amber Cockerham.

CIP Discussion/Six Year Plan: Something to consider for the Six Year Plan approval later in the meeting - when VCSD submits the CIP's to the State of Alaska reimbursement projects should be asked for first and grant money projects next. There is more of an opportunity to receive reimbursement for projects completed.

VCSD Fees/Policies: Superintendent Jensen is working with the schools and community to recruit members to serve on the VCSD Fees Committee.

Meet the Candidates: There are 5 candidates who will be running for the School Board in October. In the past the Rotary Club has hosted a "Meet the Candidates" event inviting the Valdez School Board and Valdez City Council candidates to speak and answer questions from members of the community. The Rotary Club is not in operation now. We are in hopes there will be another community organization that will sponsor that event.

Food Service Costs: Superintendent Jensen met with VCSD Food Service Coordinator Cricket Ridge about the cost of the meals vs. the price charged to students. The cost of a lunch is \$10.63 and the price charged is \$2.25 for elementary students and \$3.00 for junior high and high school students. The Breakfast Program is funded by the City of Valdez.

F. ACTION ITEMS

1. Approve VCSD FY'11 Budget Amendment # 11-4 Replacement of Food Service Kettle

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There was some concern about the kettle not being replaced previously. The VCSD Maintenance Department tried to fix it multiple times over the last school year however it was not possible. Some of the members of the Board thanked the M&O Department for making the effort to fix it.

**MOTION TO APPROVE THE VALDEZ CITY SCHOOL DISTRICT FY'11 BUDGET AMENDMENT # 11-4 REPLACEMENT OF FOOD SERVICE KETTLE IN THE AMOUNT OF \$18,900 TO BE FUNDED FROM THE UNDESIGNATED RESERVE ACCOUNT WAS MADE BY GRACE HUHDORF AND SECONDED.**

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

2. Approve VCSD FY'11 # 11-5 Two Instructional Aides for Kindergarten

**MOTION TO APPROVE TWO INSTRUCTIONAL AIDES FOR KINDERGARTEN IN THE AMOUNT OF \$62,317.00 WHICH INCLUDES SALARY AND BENEFITS TO BE FUNDED FROM THE UNDESIGNATED RESERVE ACCOUNT WAS MADE BY GRACE HUHDORF AND SECONDED.**

There was much discussion regarding this motion. Board member Lawrence started the discussion by suggesting the Board approve one Elementary Classroom Teacher instead of two Instructional Aides. Superintendent Jensen explained he had received numbers for Kindergarten late today and they are significantly over the anticipated number and growing.

Roz Strang Principal of Hermon Hutchens Elementary School informed the Board that her teacher student ratio is presently 19 to 1. She recommended, after seeing the raise in Kindergarten numbers, the Board approve another teacher for Kindergarten as opposed to the original request of 2 Instructional Aides. Additionally, there was some discussion about Preschool numbers going up and a future request may be brought before the Board.

Many teachers and parents spoke in support of approving one more teacher and encouraged Board approval. The following was noted: Valdez Schools are fortunate to be able to have the ability to fund teachers to keep the student teacher ratio down - and that type of funding should be continued; it is important to set a good precedence in Kindergarten with smaller numbers promoting a higher quality of learning support; Aides do not improve student education – certified teachers in separate smaller classes are best for students.

Superintendent Jensen recommended the Board weigh the taxpayer dollar/expense for a teacher to their decision by considering what the optimal class size is.

Principal Roz Strang reminded the Board there is still one Elementary Classroom Teacher that is included in the VCSD FY'11 Budget that was not hired – by request of the Board

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last June. She suggested the Board consider allowing her to use that position and hire an additional teacher for the Kindergarten students.

After a brief discussion the original motion was voted on and the following new motion was made.

**VOTE: 6 NAYS, MOTION FAILED**

**MOTION TO UNFREEZE ONE ELEMENTARY TEACHING POSITION OF WHICH THE POSITION AND FUNDS ARE INCLUDED IN THE VALDEZ CITY SCHOOL DISTRICT FY'11 BUDGET WAS MADE BY GRACE HUHDORF AND SECONDED.**

Board member Gard said she would vote no because she felt strongly that Administration at HHES could move teachers to meet the increase of students in Kindergarten.

**VOTE: 5 YEAS, 1 NAY (DOLORES GARD), MOTION PASSED.**

3. Approve VCSD FY' 11 Budget Amendment # 11-6 History Curriculum for Hermon Hutchens Elementary School

**MOTION TO APPROVE VALDEZ CITY SCHOOL DISTRICT FY'11 BUDGET AMENDMENT # 11-6 HISTORY CURRICULUM FOR HERMON HUTCHENS ELEMENTARY SCHOOL IN THE AMOUNT OF \$14,000 TO BE FUNDED FROM THE UNDESIGNATED RESERVE ACCOUNT WAS MADE BY GRACE HUHDORF AND SECONDED.**

Principal Roz Strang explained to the Board she had accidentally forgotten to order the elementary History Curriculum before the end of the VCSD FY' 10 school year budget. The funding was included in the FY' 10 Budget however the materials were not ordered and the money was not used. Because the money not used from the FY' 10 Budget, it rolled into the undesignated reserves for the FY' 11 Budget and it became necessary to come before the Board for approval of this funding from the FY' 11 Budget. She apologized for the confusion/inconvenience and asked for the Board's approval. The elementary History Curriculum materials need to be ordered as soon as possible.

Board member Gard said she would be voting against the motion because she did not believe the support information was sufficient for the funding request.

**VOTE: 5 YEAS, 1 NAY (DOLORES GARD), MOTION PASSED.**

4. Approve VCSD Six Year Plan

**MOTION TO APPROVE THE VALDEZ CITY SCHOOL DISTRICT FY' 2012 CAPITAL BUDGET SIX-YEAR CAPITAL IMPROVEMENT PLAN DATED JULY 1, 2010 WAS MADE BY GRACE HUHDORF AND SECONDED.**

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Facilities Director Ben Olds reviewed the FY'2012 Six-Year CIP Plan and noted that the most VCSD can hope for is to be funded for the first two items. There is a need to seek first for reimbursement of the projects the City of Valdez has funded and completed for VCSD. Due to the recent challenges with HHES sprinkler and water service, Mr. Olds recommended an insertion of a new number 6 to read "Hermon Hutchens Elementary Sprinkler and Water Service Repair" in the amount of \$500,000 all numbered items after the insertion would remain in the same order through number 17. The City of Valdez is an advocate for the renewal of HHES in conjunction with building a new Middle School.

Board member Edelman suggested the Board ask the City to Bond for the needs of all three schools in one large package. Kristie Cranor a HHES Teacher spoke in favor of new carpet noting there are holes in the carpet in her classroom. Pam Verfaillie a member of the community spoke in favor of renewal for the whole HHES building.

By consensus of the Board a new number 6 will be inserted by Facilities Director Olds to read "Hermon Hutchens Elementary Sprinkler and Water Service Repair" in the amount of \$500,000 and all numbered items after the insertion will remain in the same order numbering 7 through 17. A revised copy will be placed in the Board Minute/Meeting Binder.

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

5. Approve VCSD Plan of Service for Gifted Education July 1, 2010 through June 30, 2013

**MOTION TO APPROVE THE VALDEZ CITY SCHOOL DISTRICT PLAN OF SERVICE FOR GIFTED EDUCATION JULY 1, 2010 THROUGH JUNE 30, 2013 WAS MADE BY GRACE HUHDORF AND SECONDED.**

Ruth Knight VCSD Gifted and Talented Teacher and Coordinator of the curriculum and Plan of Service reviewed the Plan and answered questions of the Board. Ms. Knight noted that the VCSD Gifted and Talented classes include extended learning opportunities for all students.

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

Board member Todd left the meeting at 9:15 p.m.

6. Approve Superintendent Goals for 2010-2011 School Year

Superintendent Jensen distributed a list of 6 goals he had created to the members of the Board for review and consideration of approval. There was discussion between the Board and Superintendent. Together they agreed to enlarge number two to include the complete District which would include the original goal of "Reallocating district office staff and building layout for more efficient operations and realign administration jobs and responsibilities (1 year) June 2011." The Goal was enlarged to read "Develop and

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implement a forward thinking fiscal plan that targets efficiencies.” Board member Todd suggested, during the Board work session before the meeting, a need to add an additional goal (number 7) addressing the use of a proactive, detailed approach to move ahead with Superintendent goals.

**MOTION TO APPROVE SUPERINTENDENT GOALS FOR THE 2010-2011 SCHOOL YEAR AS PRESENTED BY SUPERINTENDENT JENSEN WITH THE FOLLOWING CHANGES:**

- **REPLACE NUMBER TWO WITH “DEVELOP AND IMPLEMENT A FORWARD THINKING PLAN THAT TARGETS EFFICIENCIES AND;**
- **ADD NUMBER SEVEN TO READ “ USE A PROCESS OF MANAGEMENT WHICH IS PROACTIVE IN GATHERING PERTINENT INFORMATION, INVOLVING CONCERNED PERSONS IN PLANNING, AND DELIVERING SUFFICIENTLY DETAILED RECOMMENDATIONS TO THE BOARD IN A TIMELY FASHION.”**

**WAS MADE BY GRACE HUHDORF AND SECONDED.**

**VOTE: 5 YEAS, MOTION PASSED.**

Superintendent Jensen noted that this document is evolutionary in that it may change as goals are fulfilled and if Board priorities change.

A revised copy will be placed in the Board Minute/Meeting Binder.

**G. CONSENT AGENDA: INFORMATION AND REPORTS**

Items 1 and 2 were approved by the consent agenda.

The Board welcomed the following new Valdez City School District employees Deborah Moore and Stephen Porritt as Custodians; Kim Hansen as the new Federal Programs Aide and Charmaine Allen in the new Food Service I position. All of the employees mentioned were approved this evening by the Board through the Personnel Action Report by Consent Agenda.

**H. DISCUSSION ITEMS**

**1. Board Conference Attendance**

There was review of the Association of Alaska School Boards (AASB) 2011 Calendar of Events which included the conferences of AASB and National School Board Association (NSBA). The Board decided they would send two representatives to each of the following conferences:

- Nov. 3-6, 2010 AASB Annual Conference – 2 Board Reps - 4 students – Superintendent Anchorage, AK – Anchorage Hilton

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- Dec. 5-7, 2010 NSBA Pacific Region Winter Meeting – 2 Board Reps – Superintendent San Francisco, California, TBA
- Dec. 8-9, 2010 AASB Winter Boardmanship Academy – 2 Board Reps - Superintendent Anchorage, AK - TBA
- Jan. 29 – Feb 1, 2011 AASB Leadership/Legislative Fly In – 2 Board Reps – 2 students – Superintendent, Juneau, AK, Baranof Hotel

The Board asked Superintendent Jensen to research how much it would cost to attend the NSBA Pacific Region Winter Meeting.

Board member Edelman reminded the Board that he might need to attend more than one conference because he is a member of the AASB Board and would be required to attend.

Superintendent Jensen will attend all of the conferences with the board representatives.

## 2. School Board Laptops

President Hull-Engles led the discussion explaining to the Board that she had asked Administration to research the cost of providing a laptop computer to each member of the School Board for the purpose of keeping email separate in case of future litigation. She expressed her concern of the possibility of a member of the School Board being required to surrender a personal home computer.

Technology Director Doug Johnson provided the following computer cost information. Dell Mini Computers are about \$500 each; a larger Dell computer with a 14” screen and a 3 year warranty would be a total of \$10,699 for eight computers – 7 for board members and one for the Board Administrative Assistant. If the Board is going to go to paperless meetings in the future Mr. Johnson suggested larger computers be considered. President Hull-Engles asked Mr. Johnson to provide the Board with the cost of a Mac Computer – a lightweight Apple. Mr. Johnson agreed to provide that figure for Board consideration.

## I. BOARD AND SUPERINTENDENT QUESTIONS/COMENTS/FUTURE AGENDA

Board member Gard expressed concern about the Board’s responsibility to review VCSD Policy. She noted that the 2010 AASB Policy Updates have not yet been reviewed. President Hull-Engles said she wanted School Administration input on policies before moving forward. President Hull-Engles said she would talk with Board member Gard at a later time about this subject.

President Hull-Engles reminded the Board that they needed to respond/approve the 2010 AASB Call for Resolutions. The information had been received by the Board in the August 9<sup>th</sup> Reading File for review. She asked Administration to set an hour Work Session for Board discussion of the 2010 AASB Call for Resolutions before the next regular meeting of the Board. The exact time will be decided later. The Board approval date is September 27, 2010.

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Board member Gard asked Administration to provide more information in the Board Packets to prepare for the discussions and approval of items. Superintendent Jensen said Administration will work towards providing more information in the future. President Hull-Engles gave an article she had read "Kindness 101" to Superintendent Jensen and asked that it be included in the September 13, 2010 Board Reading File. Additionally, she gave a memorandum from the DEED with proposed changes in regulations to Administration and asked that it be sent to all of the members of the Board in pdf format for their review and response.

J. ADJOURNMENT

**MOTION TO ADJOURN THE REGULAR MEETING AT 10:08 P.M. WAS MADE BY DAVE LAWRENCE AND SECONDED. VOTE: 5 YEAS, MOTION PASSED.**

Submitted by,

Board Approval Date: September 13, 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