

ANCHORAGE SCHOOL DISTRICT
ANCHORAGE, ALASKA

ANCHORAGE SCHOOL BOARD APPOINTMENT APPLICATION

Name of Applicant: Dawn F. Bundick Date: 2/3/09

Mailing Address: 8501 East 17th Avenue, Anch. AK 99504

Residence Address: 8501 East 17th Avenue, Anch. AK 99504

Telephone: Day: 907-269-7189 Evening: 907-338-5530

Fax: N/A email: dbundick@gci.net

Occupation: Investigator

Seat Applicant is Applying For: Seat B (Applicant must be at least 18 years of age and a registered voter in the Municipality of Anchorage.)

Have you ever been convicted of, admitted committing, or are you awaiting trial for any crime involving moral turpitude? (PTPC Reg. 20 AAC 10.030)

Yes No If you answered yes, please attach written explanation.

Attachments to this application should include:

- resume
- statement of reasons why the applicant wishes to be a member of the Board
- other information deemed pertinent by applicant

Note: Within 30 days of taking office, the successful applicant will be required to submit a Conflict of Interest form as required by APOC.

Applications should be mailed to: Office of the Superintendent
Anchorage School District
5530 E. Northern Lights Blvd.
Anchorage, AK 99504-3135

Or hand-delivered to: 5530 E. Northern Lights Blvd.

Deadline for applications: All applications need to be received in the Superintendent's office by 5 p.m. on Friday, February 6, 2009.

The School Board will make the appointment during a Special Meeting, convening Saturday, February 14, 2009 at 1:30 p.m.

Signature: Dawn F. Bundick

RECEIVED
ANCHORAGE SCHOOL DISTRICT
709 FEB -6 AM 8:59

Dawn F. Bundick

8501 East 17th Avenue
Anchorage, Alaska 99504-2905

Dbundick@gci.net
Dawn.Bundick@alaska.gov

OBJECTIVE

To become a member of the Anchorage School Board to assist in serving the children and families to ensure that they are receiving the best education that Anchorage has to offer and to be a voice for those students and families. As well as ensuring that the teachers are given the resources to provide quality education to our children.

OCCUPATIONAL EXPERIENCE

Investigator III

Office of Consumer Affairs & Investigations 8/2008-present

- Investigate complaints of licensing violations of businesses, businesses selling tobacco, concert promoters, certified public accountants, veterinarians and collection agencies.
- Prepare letters of notice, memorandum of agreements, notice of suspensions and cease and desist orders to respondents to assist them to comply with the licensing statutes and regulations of the above disciplines.

Investigator III

Banking & Securities Division 4/2006-7/2008

- Develop and conduct complex investigations of alleged violations of the statutes and regulations of Alaska Securities Act including ANSCA.
- Independently conduct interviews of victims and suspects.
- Create individual case investigative plans based on the nature of the case.
- Develop and prepare complex charts and spread sheets to analyze the data used to show violations of various securities transactions.
- Gather voluminous evidentiary documents to support investigative case.
- Prepare written reports and present oral reports to explain the investigative actions to other staff members/examiners regarding the specific case.
- Interface with local, state, federal enforcement/investigative agencies.

Investigator III

Tobacco & Gaming Investigations 1/2005-4/2006

- Conduct investigations of cigarette distributors and retailers to ensure that cigarette tax stamps were adhered in accordance with AS 43.50.
- Responsible for seizing unstamped cigarettes and following up with recommendations to suspend or revoke cigarette tax license.
- Conduct tobacco inspections and complete all related paperwork

associated with the investigation and seizure of cigarettes.

- Conduct gaming investigations of potential permit or license violations, which mainly were initiated by inspections of premises where gaming activities were located, and complaints from citizens.
- Conduct gaming inspections with many different individuals throughout the entire state of Alaska.
- Answered taxpayer's questions regarding tax return filing, licensing, and cigarette and tobacco tax and gaming programs.

Investigator II

Unemployment Insurance Fraud Investigations 2004-2005

- Investigative casework: Investigate more complex issues in addition to wage and earnings investigations, such as: concealed employment; availability for work; unreported travel; concealed termination of employment; claims for dependant allowance; forgery and perjury cases.
- Evaluate and handle documentary evidence that is obtained.
- Wrote comprehensive report of findings.
- Established the overpayment and penalty and wrote non-monetary decisions that deny future benefits according to law and statute by data entry into the unemployment insurance mainframe (DB2).
- Prepared case files for administrative law hearings.
- Attended and represented the agency at administrative law hearings.
- Criminal Court Proceedings: Prepared prosecution cases, which involved a loss of at least \$4000 to the UI Trust Fund, which were submitted to the District criminal courts. Subpoena documents.
- Testified at grand jury trials and a criminal murder trial.
- In-person interrogation/interview of claimants (various places).
- Maintain liaison with law enforcement agencies and prosecutors at the local, state, and federal levels.

Investigator I/II

Unemployment Insurance Fraud Investigations 1998-2004

- Obtained the standard operating procedures of investigating basic unemployment insurance fraud and basic call center training to understand the unemployment system.
- Used word processing equipment and software to prepare the required written reports and attendant correspondence.
- Investigated routine and less complex cases.
- Advised the public and employers on the proper completion of forms.

CERTIFICATES

❖ International Money Laundering Investigations	July 2008
❖ Combating Mortgage Fraud	August 2007
❖ Accurint for Law Enforcement Plus	July 2007
❖ Certified Financial Education Trainer-First Nations Oweesta Corp.	July 2007
❖ Interview & Interrogation	May 2007
❖ Fingerprint Evidence Training	January 2004
❖ State of Alaska Notary	2003-present
❖ NW3C Financial Records Examination & Analysis	April 2001
❖ Fraud & Financial Investigations Training Program	March 2001
❖ Introduction to Non-monetary Adjudication's	November 1999
❖ Professional Police Communications Training	August 1999

VOLUNTEER ORGANIZATIONS

President of the General John R. Noyes Ladies Auxiliary VFW to Post 9978	2006 – Present
Women's Issues Committee – ASEA	2008 – Present
Department of Alaska Ladies Auxiliary VFW	2008 – 2009
Patriots Pen & Voice of Democracy Chair	
Youth Activities Chair	
Department of Alaska Ladies Auxiliary VFW – Legislative Chair	2007 – 2008

REFERENCES

Mark R. Davis	Special Asst. to Commissioner	907-269-8100
Toby Steinberger	Assistant District Attorney	907-269-5149
Rhonda Moore	Manager	907-338-2097
Caroline Bolar	Administrative Admin.	907-248-7515
Kathy Klos	UI Quality Control Auditor	907-269-4858
Robin Burns	Workers Compensation Admin.	907-269-4966

Statement of reasons why I wish to be a member of the
Anchorage Board

I am applying for the vacant Seat B position on the Anchorage School Board because I believe that the educational system here in Alaska is wonderful. I believe that all children should get a quality education and that parents should be vitally involved in making sure that is accomplished.

I have listened to many parents with concerns of various issues that affect their children's educational atmosphere and learning abilities and I have always informed them to get in partnership with their child's/students teachers, PTA meetings, and school events and even attend school board meetings.

Children love to learn and given the enthusiasm to learn, they will take in what our educators are offering. By being a part of this board I would love to continue to foster the missions and goals of the board and the school district and truly be that advocate for all children!