

**MINUTES OF THE ANCHORAGE SCHOOL BOARD
REGULAR MEETING OF JANUARY 26, 2004**

The Anchorage School Board met in Regular Session on Monday, January 26, 2004 at 6:40 p.m. in the Board Room at the Anchorage School District Administration Building. President Jake Metcalfe presided.

A. CALL TO ORDER, ROLL CALL, FLAG SALUTE

Board Members Present: Crystal Kennedy, Tim Steele, Jake Metcalfe, Jeff Friedman, John Steiner, Macon Roberts, and Mary Marks

Others Present: Carol Comeau, George Vakalis, Jan Christensen, Janet Stokesbary, Mike Henry, Jerry Sjolander, Enid Hunter, Patricia McRae, Gail Opalinski, Eric Tollefsen, Stan Syta, Larry Wiget, Loretta Nabong, Mary Kay Sambo, the press, and other interested people.

B. ANNOUNCEMENTS

Macon Roberts announced that he represented the School Board at the NAACP Dinner at the Egan Center on January 16, 2004. There was a delegation from Congress as well as a representative from the offices of the Mayor of Anchorage and the Governor. Mr. Roberts asked if there was any information about George Harper included in the Alaska Studies course. Dr. Enid Hunter and Ms. Edna Lamabull will check into this and provide the information for the School Board in a request for information.

Jeff Friedman noted that the next Policy Subcommittee meeting is scheduled for February 5 at 8:30 a.m. and the topic of discussion will be charter schools.

Tim Steele announced the Legislative Subcommittee is scheduled to meet Tuesday, January 27 at 10 a.m.

Jake Metcalfe stated that he, Jan Christensen, and Jerry Sjolander attended the Whaley School graduation ceremony on Friday, January 23, 2004 with five students graduating.

Mr. Metcalfe noted that he attended the East High basketball tournament on Friday, January 23 with his two sons. He stated that he is very proud of the Anchorage School District's athletic program.

Mary Marks announced the second reading of the 2004-2005 financial plan is scheduled for Thursday, January 29, 2004.

C. MUSICAL PERFORMANCE

1. Orion Elementary School Advanced Orff Ensemble and Choir, under the direction of Kevin Downey, performed for the School Board and audience.

D. APPROVAL OF AGENDA

The agenda was unanimously approved.

E. AWARDS/RECOGNITION/PRESENTATIONS

1. ASD Memorandum #147 - National Community Education Association Fellow Award

Nancy Miesler, Training Coordinator for the Anchorage School District's 21st Century Community Learning Center Program, was recently presented with the highest professional administrator's endorsement, the Fellow award from the National Community Education Association (NCEA). Miesler received her award at NCEA's annual awards banquet held in early December in New Orleans, Louisiana.

Miesler completed NCEA's Administrative Competency Endorsement, a professional certification for community educators, which involved a two-year process of documenting 42 competencies gained over her 20+ years working in Community Education. Upon submission, her materials were reviewed and evaluated and she was selected as one of only 15 individuals to receive the Fellow Award.

Miesler, who has worked in the field of community education in Anchorage since 1981, has served as a Community Schools Coordinator at various schools in the district. For the past four years she has worked in the 21st Century Community Learning Center Program.

It is requested that the School Board recognize Nancy Miesler for her professionalism, dedication and enthusiasm that led to this national award.

E. SPECIAL ADVISORY REPORTS

1. Student Advisory

Lorett Nabong reported that the next Student Advisory Board meeting will be held on Tuesday, January 27, 9:00 a.m. at Romig Middle School. Mr. Nabong invited the School Board members to attend.

2. Military Delegate

LTC Michelle Holtery reported that the Ursa Minor PTA has formed a group to support the troops that have been deployed. Students, parents, and teachers have written letters and sent packages to their soldiers once a month. Lori Patten is the Ursa Minor sponsorship coordinator and should be contacted for further information. LTC Holtery read a letter written to a Ursa Minor student from one of the deployed soldiers.

Tim Steele noted that this sounds like a fantastic program and is a wonderful experience for the student.

Crystal Kennedy stated that she appreciated the report and would like a contact telephone number. LTC Holtery will provide the telephone number to Mary Kay Sambo so other schools can obtain information about this program. Ms. Kennedy further stated that there are almost 1,000 soldiers deployed out of Fort Richardson, which has affected many children and families.

3. MECC

William Johnson announced that MECC met on January 15 to review school year goals, and then broke out into subcommittees to come up with three particular items they would like to address. The next meeting is scheduled for February 19 at 12 noon in Room 320 and is open to the public.

F. PERSONS TO BE HEARD ON NON-AGENDA ITEMS

Theresa Obermeyer stated that she was pleased when she heard Mr. Metcalfe say how proud he is to be a School Board Member. She noted that school boards are the last vestige of grass roots politics. Ms.

Obermeyer stated that she wants to start a law school in Alaska and intends to write a proposal to do so. She mentioned that the people on the Bar Association are really nice people and they just don't know what they are doing to her family. She asked Mr. Metcalfe for help.

Mr. Metcalfe ruled Ms. Obermeyer out of order and informed her if she continues to discuss this topic she will not be allowed to speak at the next School Board meeting.

Robert Hayes stated that he attended the East High School basketball tournament last Friday and observed three students who wouldn't take their hats off for the Pledge of Allegiance. Mr. Hayes feels we as a community and as a school district, we should do more to explain to children about respect. He noted that people are serving their country with their lives. Macon Roberts asked Mr. Hayes if it was announced at the beginning of the game for all individuals to remove their hats. Mr. Hayes responded yes, but it was obvious that the students thought the situation was funny.

Jake Metcalfe noted that it is certainly acceptable for someone to remind the students that it is disrespectful to leave your hat on during the pledge. Carol Comeau stated that it is an important responsibility for parents as well. If young people choose to ignore the suggestion, there is only so much the school administration can do. Ms. Comeau further stated that her experience over time is that it is not worth a citizen getting into an altercation with a student over something like this. She mentioned that this is a community issue as well.

G. CONSENT AGENDA

Consent Agenda attached. **All attachments referred to in memoranda recommendations are on file in the Superintendent's Office.**

1. Approval of Minutes:
 - a. Regular Meeting - November 10, 2004 6:30 p.m.
 - b. Special Meeting - November 24, 2004 4:30 p.m.
 - c. Regular Meeting - November 24, 2004 6:30 p.m.

2. ASD Memorandum #153 - Award Of Contract: Universal Service Fund Communications Project

It is the Administration's recommendation that the School Board authorize the Superintendent to negotiate a contract for the period of 7/1/04 through 6/30/09 with the successful proposers as a result of the solicitation and not-to-exceed the Anchorage School District's budgeted amount for FY 2004-2005 and each succeeding fiscal year thereafter for a total of five years.

The recommended supplier in each Group is as follows:

Group 1 - Voice, Coin Telephone, Data & Networking ACS/MTA

Group 2 - Toll Services (Long Distance) GCI

Group 3 - Internet Services GCI

Group 4 - Cellular Services ACS

Group 5 - Pager Services ACS

3. ASD Memorandum #154 - Revisions To School Board Policy Section 343.25 High School Graduation And Section 343.41 Graduation Requirements (Second Reading)

It is the Administration's recommendation that the School Board approve on Second Reading, the proposed attached changes to School Board Policy 343.25 and 343.41.

4. ASD Memorandum #170 - Personnel Report

It is the Administration's recommendation that the School Board approve the attached Personnel Report.

The following item was removed from the Consent Agenda: ASD Memorandums #153.

ACTION:

Moved by Tim Steele

Seconded by Mary Marks

to approve minutes from the Regular Meeting of November 10, 2003; Special Meeting of November 24, 2003; Regular Meeting of November 24, 2003; Memorandum #154; and Memorandum #170 with addendum.

VOTE:

Ayes: Marks, Kennedy, Steele, Metcalfe,
Friedman, Steiner, Roberts

Nays: None

MOTION PASSED

ASD Memorandum #153 - Award Of Contract: Universal Service Fund
Communications Project

It is the Administration's recommendation that the School Board authorize the Superintendent to negotiate a contract for the period of 7/1/04 through 6/30/09 with the successful proposers as a result of the solicitation and not-to-exceed the Anchorage School District's budgeted amount for FY 2004-2005 and each succeeding fiscal year thereafter for a total of five years.

The recommended supplier in each Group is as follows:

Group 1 - Voice, Coin Telephone, Data & Networking ACS/MTA

Group 2 - Toll Services (Long Distance) GCI

Group 3 - Internet Services GCI

Group 4 - Cellular Services ACS

Group 5 - Pager Services ACS

ACTION:

Moved by John Steiner to approve Memorandum #153.

Seconded by Macon Roberts

Jake Metcalfe declared a potential conflict with the award of contract due to the fact that he owns stock in ACS for his children and his employer represents employees at ACS and MTA.

Carol Comeau stated that it is appropriate for anyone on the Board who deems they have a conflict of interest to put it on record with a motion.

ACTION:

Moved by John Steiner that Jake Metcalfe's affiliation with
Seconded Jeff Friedman ACS is a potential conflict of
interest.

John Steiner commented that he will not favor a motion and feels that if there is a conflict, the Board member should just abstain from voting.

Macon Roberts agreed and recommended that Mr. Metcalfe abstain from voting on this award of contract.

Jeff Friedman requested clarification on how this would affect Mr. Metcalfe's or his children's interests, and asked if Mr. Steiner and Mr. Roberts would elaborate on their comments. Mr. Roberts responded that he didn't believe there would be any harm done if Mr. Metcalfe voted, but to remove any doubt, he should abstain. John Steiner stated that he doesn't think this award of contract will have a direct financial influence for Mr. Metcalfe and sees the shares as not a problem, but the employee issue could be construed as a conflict. He would recommend abstention, which would be more of an appearance issue. Mr. Metcalfe stated that he will abstain on the vote and has no problem doing so.

Mr. Friedman asked to table the motion. The Board agreed unanimously.

Jeff Wood and Duane Moran gave a brief presentation on the project and noted that the District has been very fortunate to receive millions of dollars, which has allowed the District to upgrade our communications system.

Duane Moran explained the five categories in the universal Service Fund Communications Project and the potential reductions: internet service, which connects us to the rest of the world; long distance service; cell phone service; voice data service and networking services; and MTA. The E-Rate income reduction is \$328,885 and the budget reduction estimate is \$342,310.

Tim Steele asked what is the E-Rate, who accumulates it, and how is it dispersed. Duane Moran responded the Universal Services Cooperation handles the funds through the schools/library division. It is funded on a national basis with \$2.5 million dollars per year. The discount is based on the free and reduced lunch program, and the District is currently at 49 percent.

VOTE:

Ayes: Marks, Kennedy, Steele
Friedman, Steiner, Roberts

Nays: None

Abstain: Metcalfe

MAIN MOTION PASSED

H. SUPERINTENDENT'S REPORT

1. ASD Memorandum #168 - Facility Change Order Report And Completed Projects For The Month Of December 2003

The monthly Facility Change Order Report for the month of December 2003 is attached. There are no exceptions to report this month.

John Steiner asked for an explanation on the temporary tunnels at Chugiak high School and why it was listed as a hidden site condition on the change order report. Ray Amsden responded that once the project was started, requests were made to construct safe walkways for the students. It may have been more practically developed if this information was known at the beginning of the project.

John Steiner asked about the landscaping on page 15 and whether this is a financial savings or was the landscaping warranty not productive. Ray Amsden noted that we are required to include a landscape warranty. Because of the close-out issues with the contractors, the District needs to show that all the work has been completed. Mr. Amsden stated that most often we contract directly with the landscape contractor or release a purchase order in this amount of money to fulfill the obligation so the bonds can be closed. It is in the best interest of the District to close the projects.

2. ASD Memorandum #169 - Project Status Report

This is a report of activities and project status changes in Major Capital Projects during the period of December 22, 2003 through January 13, 2004.

Tim Steele commented that he visited Ptarmigan Elementary School and everyone is happy with the new addition.

3. ASD Memorandum #171 - Semi-Annual Report On Professional/Consultant Services On Contracts Over \$10,000

In accordance with School Board Policy Section 725.132, the semi-annual report for Professional/Consultant Services on Contracts over \$10,000 for the period July 1, 2003 through December 31, 2003 is attached.

4. ASD Memorandum #166 - End-Of-Month Membership Summary For December 2003

The end-of-month membership report for December 19, 2003 is attached (Attachment A). The total active enrollment at the end of December was 49,205. This represents a decrease of 10 students when compared to the December 21, 2002 total of 49,215. Table 1 compares the membership totals.

Tim Steele noted that the District is down only ten students from this time last year.

Carol Comeau stated that she is comfortable with our projections for next year. She commented with the challenge of the budget, we want to be careful to not overstaff. Ms. Comeau noted that many of our high school intervention strategies are working, and we anticipate a decrease in our dropout rates.

Macon Roberts asked if we are seeing a fluctuation with our military families. LTC Holtery stated that it is difficult to predict; the spaces are identified but not the people. The information that has been made available does not indicate whether the individuals have children.

Mary Marks inquired about special education and special services on page 8 and whether we have seen an increase or decrease. Ophelia Dargan-Steed stated that the only increase noted is at Mt. Iliamna. Jerry Sjolander noted that there is a slight increase in Level III as well as pre-school.

John Steiner asked if we are working on program capacity numbers. Carol Comeau responded that we have considered this, but the double set of numbers has caused problems in the past. There has been some discussion about showing the ASD program capacity, but it is still in the discussion stage. Ms. Comeau noted that the ASD program capacity does help in conveying our program needs in the school and the space that is actually being used. Ray Amsden stated that the CIP has information showing how each facility is being used.

Ms. Comeau stated that if the School Board wants the program capacity added, then we will add the column to the report. Jeff

Friedman stated that he would like the program capacity added and the information will help people understand the requirements of the space.

John Steiner agreed and would like to have the current DEED capacity and the District program capacity in the report. He feels this document would be more useful.

Tim Steele expressed his concern over the cost of asking the Administration to keep this information up-to-date and accurate. Carol Comeau responded that when the discussion occurs on where the relocatables are moved, etc, we will determine where space is available. Ophelia Dargan-Steed commented that an inventory of each school is a very involved process. Each school is required to prepare a school usage chart and often times a walk-thru is required. Ms. Comeau stated that this is not a small task, but if the School Board is requesting this information, we will provide it.

5. ASD Memorandum #164 - Out-Of-District Travel - Second Quarter Report FY 2003-2004

The attached travel report summarizes the travel taken by District employees and School Board members during the second quarter of FY 2003-2004 for both in-state and out-of-state travel. This report complies with the travel procedures established with the revision to School Board Policy Sections 156, Board member Travel, and 526, Staff Travel.

Tim Steele noted that two-thirds of the travel for the District is funded from grants.

6. ASD Memorandum #165 - Treasurer's Report/Financial Recap: December 31, 2003

The attached report consists of three parts: the Graphic Overview, the Treasurer's Report and the Financial Recap. The Graphic Overview is presented on a quarterly basis and the Treasurer's Report and the Financial Recap are presented on a monthly basis. The Treasurer's report and Financial Recap are year-to-date information as of December 31, 2003.

Mary Marks noted that she should not have paid for the Native Education Summit that she attended on October 29, 2003. She was part of the planning session and should not have been charged a registration fee. Ms. Marks will notify the administration and request a refund.

7. ASD Memorandum #167 – Operating Budget Transfers – December Monthly Report FY 2003-2004

The attached report of budget transfers for the time period of December 2003 that were processed in the Integrated Financial Accounting System (IFAS) includes the following:

Attachment A: Report of Budget Transfers Over \$5,000 –
Report for individual transfers of more than \$5,000, which includes summarized justifications.

The schedule of monthly budget transfers processed for the month of December 2003 and the budget transfer forms and related information for all of the transfers are available in the Budget Department office for review by the School Board and members of the public.

Tim Steele apologized for not calling earlier to request information about the amount spent for remediation efforts to compare with the basic spending effort for students. Carol Comeau asked Janet Stokesbary to provide that figure for Mr. Steele.

John Steiner noted that there is a lot of money that has been used for remediation efforts and is there a provision to continue those remediation efforts with the budget deficit. Carol Comeau responded that we are going to have to be creative to meet the needs of the students.

J. PERSONS TO BE HEARD ON NON-AGENDA ITEMS

K. COMMUNICATIONS & SCHOOL BOARD COMMENTS

Crystal Kennedy mentioned that the dates have been set for the new Eagle River High School boundary discussion.

Mike Henry responded that there have been two task force meetings for the new Eagle River Area High School and is comprised of a fairly large committee of 12. Representatives from Bartlett and Chugiak High school

students, parents, MECC, special education, demographics, transportation, and Mike Henry make up the committee. During the first meeting, statistics were discussed and scenarios were designed. The demographer was asked to review the scenarios and report back to the committee during the second meeting for further review. Public meetings are scheduled for March 2 at Bartlett and March 9 at Chugiak High School. Mr. Henry stated that several options will be available for public comment. The task force will meet after the public hearings and prepare a recommendation to the Superintendent by April 2.

Tim Steele asked what the projected enrollment would be for the new school for the regular education program. Mike Henry responded that the new Eagle River Area High School will have a capacity of 800 and a projected enrollment of 550 to 650 students the first year. Mr. Henry stated that there are 145 Fort Richardson student who currently attend Bartlett and representatives from that area are interested in having these students attend the new high school in Eagle River. He commented that this could relieve the overcrowding at Bartlett during the next few years due to construction. Carol Comeau noted that they may be able to build a program for at-risk students for that area as well as a career technology program in the school.

John Steiner asked if it is feasible to have a community meeting to alleviate the concerns or misperception about the school programs and the difference between the Chugiak High School and the new Eagle River Area High School. He noted that the community members are concerned and feeling left out.

Carol Comeau asked Mr. Henry to prepare a summary to be posted on the ASD web site and get information out to the feeder schools as well to keep people informed of the progress on this school. She suggested providing information to the Alaska Star. Ms. Comeau encouraged Mr. Steiner to have the concerned citizens contact Mr. Henry for further information.

Macon Roberts noted that the seminar students currently attending Service High School will have the option of remaining at Service or transferring to South Anchorage High School if they are in that boundary area. He asked if transportation would be provided for those students. Mike Henry responded no. He stated that students must complete a zone exception to South Anchorage High School by March 15 so the Administration will know where the students are coming from.

Mike Henry noted that the second public forum was held at Service High School for the South Anchorage High School parents and students. There were many good questions asked and they are well on their way to opening the school. A few department chairs gave reports, PTSA has been established, prom date identified; the students are very involved in this new school.

L. EXECUTIVE SESSION - (PERSONNEL/FINANCE/NEGOTIATIONS/LITIGATION)

L. ADJOURNMENT

The Regular Meeting of January 26, 2004 adjourned by unanimous consent at 8:20 p.m.

Jake Metcalfe, President

Mary Marks, Clerk

Mary Kay Sambo, Recording Secretary

Date Minutes Approved