

**MINUTES OF THE ANCHORAGE SCHOOL BOARD
REGULAR MEETING OF JANUARY 14, 2002**

The Anchorage School Board met in Regular Session on Monday, January 14, 2002 at 6:40 p.m. in the Board Room at the Anchorage School District Administration Building. President Peggy Robinson presided.

A. CALL TO ORDER, ROLL CALL, FLAG SALUTE

Board Members Present: Debbie Ossiander, Tim Steele, Rita Holthouse, Peggy Robinson, Harriet Drummond, Jake Metcalfe, and Dave Werdal via teleconference.

Others Present: Carol Comeau, George Vakalis, Pat McDowell, Janet Stokesbary, Marie Laule, Mike Henry, Jerry Sjolander, Patricia McRae, Gail Opalinski, Jeff Wood, Dale Cope, Lee Wilson, Mark Pasier, Debbie Bogart, Bob Henry, Stan Syta, Ed Conyers, Ray Amsden, Mike Kerosky, Corey Rennell, Lt. Colonel Peter Mulcahy, Mary Marks, Mary Kay Sambo, the press, and other interested people.

The School Board opened the meeting with the Pledge of Allegiance to the Flag.

B. ANNOUNCEMENTS

Carol Comeau asked for a moment of silence to honor two educators that recently passed away: Gertrude Browning, Nurse, and Mike McDonald, Music Teacher.

Peggy Robinson announced that Alaska Association of School Boards (AASB) has an annual \$1,000 scholarship program, which is an essay contest for seniors. The information was sent to all counseling offices in the high schools last week. The scholarship application is due March 22, 2002.

President Robinson announced that the Governor's Tolerance Commission has published their final report as well as a companion document 10 Ways to a More Tolerant Alaska. Both copies are available on the web site and are an excellent resource.

Ms. Robinson announced the upcoming meetings. She noted that individuals do not need to sign-up in advance for testimony at the budget public hearings on January 15 and 17. For first and second reading,

individuals need to use the regular procedure and call the Superintendent's Office prior to 5:00 p.m. or contact the Board secretary before the meetings are called to order on January 23 and 30 to sign-up for testimony.

There have been several changes in the dates for School Board meetings in February, March, April, and May. The dates for the meetings have been posted on the front door of the Administration Building and on the District Web site.

Debbie Ossiander announced a scholarship opportunity for students to write essays on the Permanent Fund. Information is available at each high school. Ms. Ossiander also congratulated Corey Rennell, School Board Student Representative, who will be receiving his Eagle Scout award at a ceremony on January 21, 2002.

Carol Comeau introduced Jeff Wood, the new Chief Information Officer.

C. APPROVAL OF AGENDA

The agenda was approved and modified with the noted changes: Dick Lobdell recognition was postponed until January 28, minutes of the special meeting on November 12, 2002 were revised, and attachments for ASD Memorandum #157 were available at the back of the room.

D. AWARDS

E. RECOGNITIONS

1. ASD Memorandum #169 – Recognition of Dick Lobdell

On Friday, December 14, 2001, radio broadcaster Dick Lobdell retired after 41 years in the communications business. During his long and distinguished career Lobdell served as a cameraman, engineer, announcer, and through the years became known as the state's premier play-by-play sports broadcaster.

For the past 15 years Lobdell worked in talk radio on KENI. On his daily broadcasts Lobdell tackled issues that directly impacted the local community. Fairness, insight, humor and knowledge of subject matter were hallmarks of his broadcasts whether he was addressing school bonds, political campaigns or gardening and travel tips.

Lobdell regularly welcomed Anchorage School District administrators and School Board members as guests on his radio show. These interviews became an invaluable forum for highlighting educational issues and allowing community members the opportunity to comment and ask questions of key district personnel. Because Lobdell stayed informed and up-to-speed on important topics, he was a master at presenting the District's perspective on issues, as well as offering dissenting opinions. This commitment to balanced coverage reflected his professionalism and dedication to the citizens of Anchorage.

It is requested the School Board recognize Dick Lobdell for his many years of service to this community and to the Anchorage School District. We hope that we can call upon him to advise us on various committees and task forces.

2. ASD Memorandum #168 - George Taft's Contribution to Anchorage School District's Drug Awareness Training

Mr. George Taft, Scientific Director of the State of Alaska Crime Lab, is retiring on January 31, after 15 years of service to the community and state.

In addition to his regular duties in the crime lab, Taft donated thousands of hours to Drug Awareness Training in the Anchorage School District. Approximately once a month Taft visited classrooms and gave anti-drug messages that were usually followed by in-depth tours in the crime lab. Once in the lab, students were taken to different areas where active examinations, such as fingerprint and hair analyses and gunpowder residue tests, were being performed.

Taft was dedicated to helping students learn not only about the concepts of forensics and their application to science, but more importantly, to help students understand the negative consequences to drugs and a criminal lifestyle.

Some of his additional voluntary activities included sponsoring a number of students for intern programs and specialized training, and serving as a resource for science teachers on the topic of forensics.

It is requested the School Board recognize George Taft for his invaluable contribution to students and teachers in the Anchorage School District.

Board member Rita Holthouse requested teachers in the audience to stand if they have used Mr. Taft's services. Several people in the audience stood and clapped in recognition of Mr. Taft.

F. PRESENTATIONS

1. Alaska Foster Parent Training Center – Will Johnson

Will Johnson thanked the School Board, Superintendent, and administrative staff for allowing him the opportunity to talk about child abuse and foster parenting. Mr. Johnson stated that he feels that the school nurses and school staffs do a tremendous job of serving children.

Mr. Johnson explained that foster homes provide safe temporary housing until a child can be reunited with their family. He has brochures that explain ways the public can support foster families and children and explains his department. Coordination, collaboration, and cooperation between agencies are three items needed to make the system successful.

Rita Holthouse inquired how Mr. Johnson rates the number of foster homes in Alaska. Mr. Johnson responded that more people are volunteering, but more are needed. More emphasis must be spent in recruitment as well as retaining the foster homes.

Rita Holthouse asked if Mr. Johnson's program deals with elderly abuse. Mr. Johnson responded that his agency deals only with children.

G. SPECIAL ADVISORY REPORTS

1. Student Advisory

Corey Rennell reported that the last Student Advisory Board meeting was held on December 18 and the next meeting is scheduled for 11:30 a.m. on January 31 at Steller. Some of the topics that will be discussed are reassessing the menus, healthy foods, District-wide recycling committee, school dances, etc.

Resolutions were discussed and passed along to the Superintendent. The three resolutions include: adding a School Board student representative advisory vote; adding a junior student representative position for Anchorage School Board; and requiring inauguration and oath of office for the School Board student representative.

Carol Comeau commented that Mr. Rennell did a great job on his recent newscast on Channel 2 about “freak” dancing. She will be attending the SAB meeting on January 31.

2. Military Delegate

Lt. Mulcahy stated that there was no report.

3. M.E.C.C.

Mary Marks reported that MECC met on December 17. Edna Lamebull, Supervisor for Indian Education, spoke on the new course proposal on Tlingit language; Janice Gullickson spoke on Spanish Immersion; and Dean Konopasek, ASSETS Community Outreach Specialist, spoke on safe and drug free schools. Ms. Marks encouraged all School Board members to attend MECC meetings.

H. PUBLIC TESTIMONY

1. Public Testimony Regarding Upcoming Negotiations: Maintenance Bargaining Unit, for Wages and Health Insurance Only; Anchorage Education Association (Teachers and Other Certificated Professionals), for Health Insurance Only; and Food Service Unit, Health Insurance Only

Peggy Robinson stated that by law, the District must take comments prior to beginning negotiations with the labor groups. Currently, we have Maintenance health insurance; AEA health insurance only; and Food Service health insurance only.

Theresa Obermeyer expressed her concern over the employees within the food service group who do not receive health benefits. She is also concerned over orthodontics not being covered in our health benefits. Ms. Obermeyer stated that she wants ASD

employees to get decent insurance benefits and feels the current benefits are not very good.

I. PERSONS TO BE HEARD ON NON-AGENDA ITEMS (30 minutes time limit)

Nancy Flannigan, parent of a Bartlett High School student, is concerned over the safety of children and vehicles in school parking lots. Her son's car has been vandalized twice this year and feels someone should be accountable for the vandalism in school parking lots. Ms. Flannigan wants to have the cameras reinstalled on the roof at Bartlett as it will help deter the vandalism.

Carol Comeau encouraged Ms. Flannigan to speak with Mike Henry before she left the Board meeting, and she will also look into the situation.

Rita Holthouse asked if the parking fees collected from the students were put in the school's account. Carol Comeau responded no, they go into the general fund.

Rita Holthouse inquired if there were cameras previously installed at Bartlett. Dale Cope stated that the cameras were installed on a trial basis and proved to be effective. They were not purchased due to budget constraints. Pat McDowell thought the cost was around \$35,000 for the cameras. Jake Metcalfe mentioned that he would like a request for information so he could see some kind of cost estimate for digital and other types of equipment that could be installed at schools. Tim Steele would also like the number of events at schools to see how significant our vandalism problem is.

Robert Hayes is the parent of two students in the Anchorage School District and a whistle blower on fire alarms. He is suing the District over the loss of his job. Mr. Hays has a security background and feels there should be extra personnel at the sites.

Mr. Hayes expressed a concern over Theresa Obermeyer not being allowed free speech at the last Board meeting.

Peggy Robinson stated that there has been a thorough investigation by the Ombudsman and nothing was found to be wrong. The courts will work through the lawsuit.

Theresa Obermeyer feels that she is a patriot and loves America. She also feels that she has been persecuted by her colleagues and wants an apology from Ms. Robinson on how she was treated at the December 10, 2001 School Board meeting.

J. CONSENT AGENDA

1. Approval of Minutes:

- a. Special Meeting – November 12, 2001 – 4:30 p.m.
- b. Regular Meeting – November 12, 2001 – 6:30 p.m.
- c. Special Meeting – November 26, 2001 – 4:30 p.m.
- d. Regular Meeting – November 26, 2001 – 6:30 p.m.
- e. Special Meeting – December 4, 2001 – 9:30 a.m.
- f. Special Meeting – December 10, 2001 – 4:30 p.m.
- g. Regular Meeting – December 10, 2001 – 6:30 p.m.
- h. Special Meeting – January 7, 2002 – 3:00 p.m.

2. ASD Memorandum #158 – Bond Campaign Expenses

It is the Administration's recommendation that the School Board authorize the Superintendent to expend up to \$39,000 for the 2002 Bond Information Campaign.

3. ASD Memorandum #162 – Acceptance of Grant Award: Village Charter School

It is the Administration's recommendation that the School Board approve and authorize the Superintendent to accept grant funds for Village Charter School from Alaska Department of Education and Early Development in the amount of \$28,800, with an additional \$44,918.29 to be awarded later in the fiscal year. Funds will be used for training new and returning staff, curriculum development, and materials.

4. ASD Memorandum #163 – Acceptance of Continuation Grant Award: Muldoon Comprehensive School Reform Demonstration Program

It is the Administration's recommendation that the School Board approve and authorize the Superintendent to accept continuation funds in the amount of \$18,967 from the Alaska Department of Education and Early Development for Muldoon Elementary's Comprehensive School Reform Demonstration (CSR) project.

Muldoon's three-year CSRD grant, first awarded in FY 1999, has been allocated rollover funds from DEED. The CSRD project at Muldoon has continued the school's implementation of the First Steps literacy approach.

5. ASD Memorandum #164 – Acceptance of Continuation Grant Award: Willow Crest Comprehensive School Reform Demonstration Program

It is the Administration's recommendation that the School Board approve and authorize the Superintendent to accept continuation funds in the amount of \$45,850 from the Alaska Department of Education and Early Development for Willow Crest Elementary School's Comprehensive School Reform Demonstration (CSR) project. Willow Crest's three-year CSR grant, first awarded in FY 1999, has been allocated rollover funds from DEED. The CSR project at Willow Crest has implemented the First Steps literacy approach, with an emphasis on writing.

6. ASD Memorandum #165 – Acceptance of Grant Award: Reading Excellence Act

It is the Administration's recommendation that the School Board approve and authorize the Superintendent to accept grant funds from the Alaska Department of Education and Early Development in the amount of \$60,000. The grant will enable Tyson, Fairview, and Mountain View elementary schools to develop updated Local Reading Improvement Plans.

7. ASD Memorandum #166 – Acceptance of Grant Award: Ventures in Leadership

It is the Administration's recommendation that the School Board approve and authorize the Superintendent to accept grant funds from Wallace Foundation/Reader's Digest for \$30,000. The funds will provide inservice training for curriculum coordinators, supervisors, and principals interested in curriculum review and renewal, alternate curriculum service delivery models and the change process.

8. ASD Memorandum #167 – Acceptance of Contract: Alaska Partnership for Teacher Enhancement

It is the Administration's recommendation that the School Board approve and authorize the Superintendent to accept six contracts from the University of Alaska Anchorage (UAA) totaling \$67,788.96. This contract is part of a continuation grant award to UAA from the U.S. Department of Education. UAA's Alaska Partnership for Teacher Enhancement (APTE) program is designed to improve recruitment, preservice training, and retention for Alaskan teachers. Contracts are to six Anchorage School District schools serving as Professional Development Schools for the project.

9. ASD Memorandum #160 – Professional Services Selection for Polaris K-12 School Addition and Renovation

It is the Administration's recommendation that the School Board approve the selection of McCool Carlson Green, as the designer for Polaris K-12 School Addition and Renovation, and following Municipal Assembly approval, authorize the Superintendent to negotiate and enter into a contract with McCool Carlson Green for design services.

10. ASD Memorandum #161 – Professional Services Selection for Ptarmigan Elementary Addition and Renovation

It is the Administration's recommendation that the School Board approve the selection of Porath Tatom Architects as the designer for Ptarmigan Elementary Addition and Renovation, and following Municipal Assembly approval, authorize the Superintendent to negotiate and enter into a contract with Porath Tatom Architects for these design services.

11. ASD Memorandum #159 – Professional Services Selection: Administration Facility Study

It is the Administration's recommendation that the School Board approve the selection of Barnes Architecture Inc. as the professional planning consultant for the Administrative Facility Study, and authorize the Superintendent to negotiate and enter into a contract with Barnes Architecture Inc., for these planning services.

12. ASD Memorandum #153 – Anchorage School District Capital Improvement Program Legislative Requests

It is the Administration's recommendation that the School Board approve the attached Anchorage School District's Capital Improvement Program Legislative Request. The information will be made available to Legislators and other interested groups for funding consideration.

13. ASD Memorandum #152 – Personnel Report

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

The following items were removed from the Consent Agenda: ASD Memorandums #158 and #159

ACTION:

<p>Moved by Debbie Ossiander seconded by Harriet Drummond</p>	<p>to approve the Minutes from the Special Meeting on November 12, 2001; Regular Meeting on November 12, 2001; Special Meeting on November 26, 2001; Regular Meeting on November 26, 2001; Special Meeting on December 4, 2001; Special Meeting on December 10, 2001; Regular Meeting on December 10, 2001; Special Meeting on January 7, 2002; and Memorandum #162; Memorandum #163; Memorandum #164; Memorandum #165; Memorandum #166; Memorandum #167; Memorandum #160; Memorandum #161; Memorandum #153; and Memorandum #152.</p>
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VOTE:

Ayes: Ossiander, Steele, Holthouse,
Robinson, Drummond, Metcalfe,
Werdal

Nays: None

MOTION PASSED

ASD Memorandum #158 – Bond Campaign Expenses

It is the Administration's recommendation that the School Board authorize the Superintendent to expend up to \$39,000 for the 2002 Bond Information Campaign.

ACTION:

Moved by Tim Steele to approve ASD Memorandum #158
seconded by Harriet Drummond

Theresa Obermeyer asked for a list of projects that are on-going during the school year. She feels the project at East High is a concern and wants the School Board to take a tour of the school.

Robert Hayes feels that the public relations department should be the ones talking to the people about the bond campaign. We should not be campaigning for the bonds, but educating the public. Mr. Hayes stated that the Girdwood School should be closed and used for storage because it was built on a toxic dump.

Carol Comeau assured Mr. Hayes that the Girdwood School is safe. The Administration has reviewed the study with the mayor; various solutions will be reviewed with the Girdwood community before a final decision is made by the Mayor.

Tim Steele commented that he feels the costs are appropriate and the information needs to be made available to the public. These issues are critical due to the needs in our District. Mr. Steele urged approval of this memorandum.

Jake Metcalfe stated that he didn't notice anything in the budget regarding T.V. advertisements. Carol Comeau commented that information is available on our cable channel, various radio stations, information sheets, speaker's bureau, and a multi-media presentation has been prepared for use at large group presentations.

VOTE:

Ayes: Ossiander, Steele, Holthouse,
Robinson, Drummond, Metcalfe,
Werdal

Nays: None

MOTION PASSED

ASD Memorandum #159 – Professional Services Selection:
Administration Facility Study

It is the Administration's recommendation that the School Board approve the selection of Barnes Architecture Inc. as the professional planning consultant for the Administrative Facility Study, and authorize the Superintendent to negotiate and enter into a contract with Barnes Architecture Inc., for these planning services.

ACTION:

Moved by Debbie Ossiander to approve ASD Memorandum #159
seconded by Rita Holthouse

Carol Comeau informed the Board that the Administration is located in five different buildings. This will give us an opportunity to look at our needs and get an estimate on a more cohesive facility.

VOTE:

Ayes: Ossiander, Steele, Holthouse,
Robinson, Drummond, Metcalfe,
Werdal

Nays: None

MOTION PASSED

K. SUPERINTENDENT'S REPORT1. ASD Memorandum #154 – Project Status Report

This is a report of activities and project status changes in Major Capital Projects during the period of November 30, through December 31, 2001. The Administration is in the process of revising the format of this report to enhance the consistent reporting of important elements of construction, including budget and schedule. This revised format will be used in reporting to the Board in February.

BARTLETT HIGH SCHOOL RENEWAL - PHASE 1 & 2

Design Status: Design Phase 2 – The design fee negotiations with the designer are in progress, with the design to commence in January 2002.

Construction Status: Phase 1 - Construction is complete except for minor punch list items.

CHUGIAK HIGH SCHOOL RENEWAL - PHASE 1, 2 & 3

Design Status: Phase 2 and 3 - Gym/Cafeteria Modifications – The Design Development documents are currently being reviewed by the District.

Deferred Phase 3 – The design fee negotiations with the designer have been deferred to start in February 2002, with the design to commence in March 2002, to allow the design team to concentrate on completion of Phases 2 and 3 construction documents.

Construction Status:

House 2 – The installation of the sheetrock has started; framing, mechanical and electrical rough-in is continuing. Due to the pre-existing structural and fire code issues that have been uncovered, the project completion date was extended to March 14, 2002.

House 3 – Construction is continuing in this area, with flooring and cabinet installation, painting, electrical and mechanical trim. The resolution of the code acceptability of the commons area ceiling material will extend the completion date to January 18, 2002.

DENALI ELEMENTARY SCHOOL REPLACEMENT

Design Status: The construction document design is in progress, with the 95 percent documents to be completed at the end of January 2002. With full funding now in place, the bid schedule is being assessed to determine if it can be advanced to an earlier date.

DIMOND HIGH SCHOOL REPLACEMENT

Design Status: The 95 percent Construction Document Design of Phase 2 of the project (demolition of the existing school and completion of site work) is in progress, with completion of the

documents scheduled for March 2002. The projected project deficit remains at \$3 million.

Construction Status: The construction continues on schedule. The structural steel is 90 percent installed, with the remainder of steel on site and ready for installation. Fire proofing, exterior wall sheathing, exterior veneer, mechanical and electrical rough-in, interior wall framing and sheetrock is continuing, and painting has started. On December 30, vandals did over \$100,000 in damage to the partially completed structure and contractor equipment.

EAGLE RIVER HIGH SCHOOL

Design Status: USKH, Inc. was approved as designer of record for the project by the School Board on December 10, 2001 and by the Municipal Assembly on December 18, 2001. The design is scheduled to begin in the first quarter 2002.

EAST HIGH SCHOOL RENEWAL – PHASES 1, 2 & 3

Design Status: Phase 2 & 3 – The design fee negotiations are in progress, with the design commencing in December 2001 for Phase 2, and in January 2002 for Phase 3.

Construction Status: *Phase 1 - Construction efforts are underway. The concrete and structural steel work is progressing, with shear walls and track being formed and poured; framing, mechanical and electrical rough-in has started on science rooms. The major concrete work was completed during this period.*

SERVICE HIGH SCHOOL PHASES 1 & 2A

PHASE 1A – Exterior Sitework

Construction Status: *Sitework is complete, with only minor electrical punch list items remaining.*

PHASE 1B – Remodel Building H (Science Wing)

Construction Status: Construction of Phase 1B will begin in the spring of 2002.

PHASE 2A – West Classroom Wing Addition/Renovation - The design fee negotiations with the designer are in progress, with the design to commence in January 2002.

SOUTH ANCHORAGE AREA HIGH SCHOOL

Design Status: The 95 percent Construction Documents have been reviewed by the District. Additional time will be required to complete the construction documents. The project is scheduled to be advertised for bids in January. The construction estimate was \$334,000 above the budgeted construction costs of \$49,200,000; cost reductions and bid packaging efforts have resulted in scope revisions that bring this estimate within the construction budget. The Urban Design Committee approved the final landscape design on December 11, 2001. The appeal of the Planning and Zoning Commission's approval of the site plan has been withdrawn. Coordination continues with the Municipality's Elmore Road Upgrade project.

WENDLER RENEWAL - PHASE 1

Sitework Status: Project is complete with the exception of minor punch list items that will need to be completed next summer.

Building Renovation Design Status: The review of the A/E design development submittal is in progress. With other project priorities, this will occur in January 2002, with no impact on the start of construction. At completion of this phase the construction cost estimate will be finalized.

2. ASD Memorandum #151 – Facility Project Report and Change Order for the Month of December 2001

The monthly Facility Project Report Update And Change Order Report for the month of November 2001 is attached. There are no exceptions to report this month.

3. ASD Memorandum #157 – End-of-Month Membership Summary for November 30, 2001

The end-of-month membership report for November 30, 2001 is attached. The total active enrollment at the end of November was 49,374, an increase of 83 students from the November 30, 2000 total

of 49,291. Table 1 compares the membership on November 30, 2001 with the totals from November 30, 2000.

Carol Comeau commented that the list of schools showing enrollment figures for each site will be attached in the future. Information will be added to the standard language which will show that Ptarmigan is 164 percent capacity with three classrooms of kindergarten students housed temporarily at Chester Valley. This information will be added next to Sand Lake on the back page.

Harriet Drummond inquired when they would receive the information showing the new capacity figures that are based on the state's square footage requirements. Carol Comeau stated that the December report will reflect this additional information. The new report will show the comparison between ASD and the State prior to the ASD number being dropped from the report.

Debbie Ossiander wants assurance that there is communication with the Municipality of Anchorage Planning Department so the District can get a coordination of services. She is still struggling with conflicting information between the Anchorage 20/20 Comp Plan and ASD Demographics.

Carol Comeau assured Ms. Ossiander that she will continue communication with the Planning Department. Ms. Comeau stated that she believes in our numbers and knows who is in our schools.

Mr. Steele commented that he hopes that plans for the development of housing projects at Sand Lake and Lake Otis include a dedicated school site. He is concerned that developers don't have this requirement. Ms. Comeau stated that she will write a letter in support of this requirement. Currently, there is no room in South Anchorage and Southwest Anchorage schools to support these two new developments.

4. ASD Memorandum #139 – E-Mail Migration Update

In June 2001, the School Board approved the upgrade of the ASD email system (#329, Approval Of New District Email System). The following is an update of the email migration project.

To date all software and hardware has been purchased, received and installed at the Information Technology Center and is fully operational.

Comprehensive instructions have been created and posted on the ASD District Connection website. The instructions include an overview, summary and detailed directions for the conversion project. A calendar has been created for identifying school conversion dates (Attachment A). School technology coordinators and contacts will be trained prior to their scheduled conversion. Administrative and support department training and conversion will be scheduled later. The priority has been to complete school conversions before the end of the current school year.

Save, Service and King Career Center have been successfully converted to the new email system. The schedule calls for 23 schools to be migrated in January. As with any project of this size, there will be changes. Any adjustments to the schedule or documentation will be posted to the ASD District Connection website.

A project goal is to have all ASD email users converted to the new system before the beginning of the 2002/2003 school year. Virtually everyone who has email service today will have similar functionality under the new system; however, in order to take full advantage of the system capabilities, some computers will need to be upgraded.

Rita Holthouse commented that she did not like the wording on this memo. She prefers "conversion" to migration.

5. ASD Memorandum #142 - Operating Budget Transfers - November Monthly Report FY 2001-2002

The attached report of budget transfers for the time period of November 2001 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.

Attachment B: In order to conserve paper, the schedule of monthly budget transfers processed for the month of November 2001 normally attached to this Board Memorandum is available for interested parties in the Budget Department.

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.

6. ASD Memorandum #143 – Treasurer’s Report/Financial Recap: November 30, 2001

The attached report consists of two parts: the Treasurer’s Report and the Financial Recap. The Treasurer’s Report and the Financial Recap are presented on a monthly basis with year-to-date information as of November 30, 2001.

Rita Holthouse asked who makes the decisions on what investments are made by the District. Janet Stokesbary responded that with the District’s bank service contract, there is a repurchase agreement every night on all balances of District funds, including the bank flow. In addition, based on cash flow needs, the CFO invests additional funds for long-term investments based on School Board Policy.

L. PERSONS TO BE HEARD ON NON-AGENDA ITEMS

M. COMMUNICATIONS & SCHOOL BOARD COMMENTS

N. EXECUTIVE SESSION – (PERSONNEL/FINANCE/NEGOTIATIONS/LITIGATION)

O. ADJOURNMENT

The Regular Meeting of January 14, 2002 was adjourned by unanimous consent at 8:10 p.m.

Peggy Robinson, President

Harriet Drummond, Clerk

Date Minutes Approved