

**MINUTES OF THE ANCHORAGE SCHOOL BOARD  
REGULAR MEETING OF OCTOBER 28, 2002**

The Anchorage School Board met in Regular Session on Monday, October 28, 2002 at 6:30 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: Debbie Ossiander, Mary Marks, Tim Steele, Jake Metcalfe, John Steiner, Rita Holthouse, and Harriet Drummond.

Others Present: Carol Comeau, George Vakalis, Jan Christensen, Janet Stokesbary, Mike Henry, Jerry Sjolander, Patricia McRae, Gail Opalinski, Jerry Sjolander, Jeff Wood, Dale Cope, Bob Henry, Ray Amsden, Larry Wiget, Todd Hess, Victoria Parham, Corey Rennell, LTC. Mulcahy, Robin Siegfried, the press and other interested people.

Musical Performance by the East High String Quartet - students Erica Beheim, Lesley Lepley, William Garner, and Kelsey Johnstone. The quartet is directed by Margaret David.

B. ANNOUNCEMENTS

Harriet Drummond announced that the Audit Sub-committee is meeting on November 14, at 9:30 a.m.

Carol Comeau announced that the next Joint School Board/Assembly meeting is scheduled for November 22, from 9:00- 12:00.

Debbie Ossiander announced that she has been attending readings at several schools. The Policy Subcommittee will be continuing discussion of the 400's on October 30, at 8:30 a.m. The Alaska Association of School Boards conference will be held the week beginning November 7 through the 10th and the Joint School Site Selection Committee will be on November 6 at 11:30 a.m.

Ms. Comeau stated that there would be a Town Meeting at Chugiak High School at 7:00 p.m. This is the second Town Meeting on budget and curriculum issues. Ms. Comeau encouraged anyone from the community to attend the meeting and give input. The next two meetings will be at Service High School and Girdwood in November.

Mary Marks stated that she attend five full days of the Alaska Federation of Natives Elders and Youth Conference. Ms. Marks added that it was nice to hear the participants in the conference speak the different things

they can do to improve. This year's theme was family, community, and individual wellness. The later part of the convention was on resolutions and AFN passed a resolution on the GO Bonds. AFN also named a park after Roy and Elizabeth Perotrovich.

C. APPROVAL OF AGENDA

ACTION:

Moved by John Steele  
seconded by Mary Marks

to approve the Agenda of the  
Regular meeting of October 28,  
2002.

The Agenda was unanimously approved.

D. AWARDS/RECOGNITION/PRESENTATIONS

1. Jake Metcalfe read the proclamation by Governor Knowles, declaring October 28 through November 5, 2002, as Youth Election Awareness Week.

Mr. Metcalfe congratulated Corey Rennell on the success of the Youth Gubernatorial Debate. Corey Rennell spoke to the proclamation and encouraged all students in the schools to talk to their parents and grandparents and encourage them to vote.

Carol Comeau announced that Channel 14 would rebroadcast the Youth Gubernatorial Debate again on Monday, Wednesday, and Saturday of next week. Ms. Comeau also congratulated Corey Rennell on the outstanding job he did under a difficult situation during the debate.

2. ASD Memorandum #94 - Student Recognition - Citizenship Award

Graffiti vandalism has become epidemic throughout some parts of the country. Graffiti plagues neighborhoods in Alaska as well and negatively affects real estate values, the attraction of new business, crime, aesthetics and quality of life.

In late September, Lt. Kris Miller of the Anchorage Police Department was in the Peters Creek neighborhood and noticed a group of kids under the overpass of the Glenn Highway. She became suspicious when she noticed blue graffiti nearby and what appeared to be a spray can in one of the student's hands. However, when she confronted the kids, she was delighted to learn that they

were cleaning graffiti off of the overpass. The apparent spray can turned out to be cleaning fluid.

Through discussions with parents, Lt. Miller learned that the students had been complaining about the graffiti and didn't want it in their neighborhood. So upon one mother's suggestion to clean the graffiti, the group set out to do just that. Congratulations to the following students for wanting to keep their neighborhood clean:

From Mirror Lake Middle School -- Diedre Anliker, Mark Sliker, Cayle Byers, Anthony Podvin, and Carrington Ewers  
From Chugiak High School-- Anessa Anliker , Compy Byers and Cassandra Gonzalez

It is requested that the School Board recognize these students whose common goal -- to keep our city beautiful -- led to this recognition.

Mike Henry read the memorandum and Jake Metcalfe presented the awards to the students.

Carol Comeau thanked Lt. Miller for notifying her of this very positive recognition.

2. ASD Memorandum # 97 - Alaska's 2002 Outstanding Biology Teacher

Jane Yokoyama of Central Middle School has been named Alaska's 2002 Outstanding Biology Teacher. This award, presented by the National Association of Biology Teachers, recognizes outstanding middle school and high school biology/life science instructors with at least three years teaching experience in public or private schools.

Outstanding Biology Teachers are chosen for their teaching ability and experience, cooperativeness in the school and community, inventiveness, initiative, and student-teacher relationship.

Gail Opalinski read the memorandum while Jake Metcalfe presented the award to Ms. Yokoyama.

3. ASD Memorandum # 98 - Elementary Cross-Country Running Jamboree

Adolescents and young adults, both male and female, benefit from physical activity. The benefits of regular physical activity include building and maintaining healthy bones, muscles and joints, weight

control, and reducing fat. Baxter Elementary's physical education instructor Michael Allen has a philosophy that all children, regardless of skill, should be encouraged to enjoy movement.

Mr. Allen has been a member of the Baxter teaching staff since 1984 and has a thorough background and special interest in long distance running. When he joined the staff 18 years ago, Mr. Allen inherited the annual elementary cross-country running jamboree, an event that drew about 50 participants from seven schools. After several races, he changed the focus of the run from winning ribbons to a celebration of running. Over the years, through Mr. Allen's hard work and enthusiasm, the event has grown to approximately 1,000 elementary runners from 45 schools, including charter schools, home schools and schools in the MatSu School District.

Debbie Bogart read the memorandum and Jake Metcalfe presented the award.

Tim Steele personally congratulated Mr. Allen and thanked him for his effort in getting kids excited about running.

#### E. SPECIAL ADVISORY REPORTS

##### 1. Student Advisory Board

Corey Rennell thanked Mr. Todd Arndt for attending the October 17th Student Advisory Board meeting. At that meeting, the Board elected Esther Perman as president and Cody Putnam as the vice president. The Alaska Association of Student Governments conference was held at Barlett High School. The Youth Gubernatorial Debate was also held last week and Mr. Rennell thanked the Administration for their support. Mr. Rennell announced that Saturday in Anchorage the Anchorage's Promise Symposium was held, where youth and adults from all across Anchorage were brought together to try to develop strategic plans on how Anchorage can become more youth friendly. There were great ideas about youth centers and a talent show for youth. The youth mock vote is November 5, 2002. Mr. Rennell thanked the School Board members for reading the proclamation from the governor. The Freedom's Answer program's goal is to show the world how strong America is after Sept. 11th by making this the highest voter turnout in a non-presidential election year. The next Student Advisory Board meeting is to be held on November 21 at 11:30 in the Administration Building.

##### 2. Military Delegate

No report

3. MECC

Victoria Parham stated that the MECC met on Thursday, October 17, 2002. MECC currently is working with the Community Education Department to help plan the Multicultural Student Leadership conference to be held on October 4, 2003. The committee is currently working on getting responses back to the District regarding the Curriculum Audit. The committee has agreed to keep the same goals as last year, which include curriculum monitoring and outreach but will use different activities to obtain these goals. The committee's next meeting is November 21, 2002.1

F. PUBLIC TESTIMONY

1. Public Testimony Regarding Upcoming Negotiations: ACE (Anchorage Council Of Education/ American Federation Of Teachers, Local 4425)

Jake Metcalfe read the School Board notice regarding the procedures for speakers to the Board.

M.L. Loudermilk, President of ACE and Negotiator on the negotiating team and Duane Moran, First Vice President of ACE and chair of the negotiating committee informed the Board that a survey was sent to ACE membership and there was an increase of over 400 percent on surveys returned. Based on results, the three main areas to bring forward during the negotiations are to establish an objective job classification process, pay equity, and health care concerns. Mr. Loudermilk stated that the team is looking forward to working in a very collaborative and professional manner for the members of ACE Union.

Speaker, Theresa Obermeyer, commended the speakers for ACE. Ms. Obermeyer feels job descriptions are important and that it is difficult to get a specific job description. Health care is very important to these employees also as well as pay equity. The speaker also stated that ACE is a very creative and intellectual bargaining group.

G. PERSONS TO BE HEARD ON NON-AGENDA ITEMS (30 MINUTE TIME LIMIT)

Speaker, Theresa Obermeyer spoke about the ASD ad in the newspaper about testing and feels it is stagnant. Ms. Obermeyer also spoke regarding the US Senate race and stated that we are Americans and our democracy

is so important to all of us. Ms. Obermeyer had a chance to travel around the world and it changed her life.

#### H. CONSENT AGENDA

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

1. ASD Memorandum #83 - Comprehensive Financial Report  
Fiscal Year 2001-2002

It is the Administration's recommendation that the School Board approve the Comprehensive Annual Financial Report for the fiscal year ended June 30, 2002 and authorizes the Superintendent to forward this report to the Commissioner of Education, State of Alaska, and the Anchorage.

2. Approval of Minutes:

- |    |                 |                 |            |
|----|-----------------|-----------------|------------|
| a. | Special Meeting | August 21, 2002 | 12:00 p.m. |
| b. | Special Meeting | August 26, 2002 | 4:30 p.m.  |
| c. | Regular Meeting | August 26, 2002 | 6:30 p.m.  |

3. ASD Memorandum #52 - Appointment of Controversial Issues  
Review Committee Members

It is the Administration's recommendation that the School Board appoint the following persons to the Controversial Issues Review Committee for terms expiring June 30, 2004:

Martha Aarons, Member at Large,  
Jason Armstrong, Member at Large,  
Mary Cook, Member at Large,  
Phillip Giorgione, Member at Large,  
Linda Kumin, Elementary Librarian,  
Joe Lamabull, Student Advisory Board  
Atisa Logo, MECC Representative,  
Kama Mitchell, Secondary Librarian, and  
Nate Turner, Secondary Teacher,

and reappoint:

Kim Burgess, PTA Representative,  
Bonnie Goen, Elementary Principal,  
Lori McNeil, PTA Representative,  
Corey Rennel, SAB Representative,  
Frank Reuter, Secondary Principal,

Louise Sagmoen, Minority Community Representative,  
Peggy Spencer, Elementary Teacher, and  
James Wright, Member at Large,

to finish terms expiring June 30, 2003, on the Controversial Issues Review Committee.

4. ASD Memorandum #95 - Acceptance of Discretionary Grant Award: Teaching American History Project

It is the Administration's recommendation that the School Board approve and authorize the Superintendent to accept a grant from the U.S. Department of Education in the amount of \$772,053 for a three-year project to improve teachers' knowledge and understanding of American history. This professional development initiative will focus on elementary and high school grade levels where U.S. history is prominent in the adopted Anchorage School District (ASD) social studies curriculum.

5. ASD Memorandum #88 - Early Entry Students: An Addendum To The 2003 Legislative Priorities

It is the Administration's recommendation that the School Board approve the addition of a legislative priority regarding the early entry of students (Attachment A) to the 2003 Anchorage School District Legislative Priorities.

6. ASD Memorandum #99 - Sale of Surplus Property

It is the Administration's recommendation that the School Board approve and authorize the Superintendent to dispose of the listed surplus property by sealed bid sale. Prior to the sale, these assets will be offered to the Municipality of Anchorage for extended public use.

7. ASD Memorandum #90 - Personnel Report

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

The following Memorandums were unanimously removed from the Agenda: ASD memorandum #83.

ACTION:

Moved by Harriet Drummond  
seconded by Tim Steele

to approve the minutes of the  
Special Meeting of September 23,  
2002, 4:30 p.m.; the minutes of  
the Regular Meeting of  
September 23, 2002, 6:30 p.m.;  
Memorandum #52;  
Memorandum #95;  
Memorandum #88;  
Memorandum #99; and  
Memorandum #90

VOTE:

Ayes: Ossiander, Marks, Steele,  
Metcalf, Steiner, Holthouse,  
Drummond

Nays: None

MOTION PASSED

ACTION:

Moved by Debbie Ossiander  
seconded by Tim Steele

to approve Memorandum #83

ASD Memorandum #83 - Comprehensive Financial Report  
Fiscal Year 2001-2002

It is the Administration's recommendation that the School Board approve the Comprehensive Annual Financial Report for the fiscal year ended June 30, 2002 and authorizes the Superintendent to forward this report to the Commissioner of Education, State of Alaska, and the Anchorage.

Carol Comeau invited Janet Stokesbary, Chris Molina and the auditors from Mikunda Cottrell, Dave Cottrell and Alex Beckman, to present the presentation.

Janet Stokesbary began the presentation of the CAFR for the fiscal year ended June 30, 2002.

Ms. Stokesbary explained the new requirements of the Governmental Accounting Standards Board (GASB) 34. The Anchorage School District adopted effective fiscal year 2001-2002, the Governmental Accounting Standards Board (GASB) Statement No. 34, Basic Financial Statements and Management's Discussion and Analysis. GASB 34 is a significant change

in reporting for the District as compared to fiscal year 20002001, resulting in new statements, methodology and disclosure requirements for the current fiscal year. In addition, the District adopted GASBI 6, Recognition and Measurement of Certain Liabilities and Expenditures in Governmental Financial Statements.

The fund balance has grown and has increased over \$10 million due to GASB Interpretation 6 which removes certain long-term liabilities - accrued annual leave and workers compensation. The funds effected are the General Fund, Food Service Fund, Capital Projects Fund and State and Federal Grants Fund. The CAFR is divided into three sections. The Introductory Section, which includes the Transmittal letter, Financial Section, and Statistical Section.

The three major funds are the Major Governmental Funds, Nonmajor Governmental Funds and Proprietary Fund- Internal Service Fund.

Ms. Stokesbary reviewed the Statement of Net Assets which includes the Assets, Liabilities and Net Assets as well as the Capital Assets (net of depreciation.)

Under the Statement of Activities, the Program Revenues and Expenses are explained. Total Revenues are \$443.785 million and Total Expenses are \$443.295 million, which shows an increase in the Net Assets of \$490,000. When it is combined with the amount from the beginning of the year of \$504.283 million, our ending assets at year end is \$504.773 million.

In the General Fund - Revenues, the Federal category is 4 percent, State category is 64 percent and the Local category is 32 percent. The District received about \$3.3 million in revenues less than anticipated because the District did not have as many students as projected, so the largest difference in the budget was in the foundation revenues, which was about \$4.7 million less than budgeted because fewer students registered. The District also received less interest earnings than anticipated because of the lower interest rate but received \$3.4 million more in Federal Impact Aid.

The General Fund - Expenditures increased about 4.1 percent. The majority of expenditures are spent in the area of Instruction, which is 86 percent. Operation and Maintenance is 6 percent, Pupil Transportation is 4 percent, Non-departmental is 1percent and Administration is 3 percent and Community Ed is less than 1 percent or \$1.68 million.

Ms. Stokesbary reviewed the General Fund- Fund Balance - Reserved and Unreserved as well as the Total Fund Balance.

The Undesignated Fund Balance portion increased from \$17.172 million to \$23.574 million in June 30, 2002 due to the combination of all of the increases and decreases, which totaled \$6.6 million.

Ms. Stokesbary explained the purpose of the Undesignated Fund Balance, which is for the purpose of unanticipated expenditures as well as anticipated revenues that we may not receive.

John Steiner asked if the 8 percent commitment is ongoing? Janet Stokesbary answered that we have agreed to maintain in our unreserved fund balance 8.25 percent of the calendar year taxes. As our tax appropriation goes up, the amount will increase.

Tim Steele mentioned the State requirement that states that we cannot go above a certain amount. Ms. Stokesbary stated that the State maximum amount allowed is the unreserved portion and that cannot be above 10 percent. ASD is at 9.8 percent. Part of what the District wants to discuss with the State DEED is the categories that are allowed to put as a reservation versus a designation. We feel that the accrued compensated absences is a legal obligation of the ASD. We have negotiated agreements with our various bargaining units. We owe that money to our employees. It's not one that is defined in the regulation and as of the end of last year we were not able to put that portion in the reserved portion of our fund balance. We want to work with the State this year to see if they can change that. Mr. Steele asked if Ms. Stokesbary has had any discussion with the State regarding that issue yet. Ms. Stokesbary stated that she has and the State is considering it. However, it will take State School Board action. Debbie Ossiander requested that the Legislative Subcommittee remember to discuss this issue with the State Board of Education.

Rita Holthouse asked if we know of other districts that will be under this same requirement that might be interested in pursuing this issue as well. Dave Cottrell stated that the actual school districts that fall under GASB 34 are the Kenai and North Slope Borough School District as well as Juneau Douglas School District. The DEED has made no changes in the reporting standards so they are still under prior reporting standards. All school districts will have to implement GASB 34 in 2003 and 2004. The State will be addressing this problem then and will need to change their 10 percent undesignated fund balance calculations.

Janet Stokesbary commented that the GASB 34 implementation has been challenging. Ms. Stokesbary thanked the staff of the IT, Accounting and Budget departments as well as the auditors for their hard work and extra hours they put in on this report.

Harriet Drummond, speaking as Chair of the Audit Subcommittee, also thanked Janet Stokesbary for her hard work on the report.

Jake Metcalfe asked the auditors from Mikunda, Cottrell for their comments. Dave Cottrell and Alex Beckman spoke on GASB 34 and the technical areas. Mr. Beckman also commended Janet Stokesbary and her staff for their hard work.

Carol Comeau commended everyone who helped put this report together and mentioned that next year the changes will make the report much easier.

VOTE:

Ayes: Ossiander, Marks, Steele,  
Metcalfe, Steiner, Holthouse,  
Drummond

Nays: None

MOTION PASSED

The Board recessed at 8:30 p.m.

I. SUPERINTENDENT'S REPORT

ASD Memorandum #91 - Project Status Report

This is a report of activities and project status changes in Major Capital Projects during the period of October 1, 2002, through October 16, 2002.

Caarol Comeau stated that the Administration would bring a recommendation to the Board regarding the housing of the Students at Wendler during the Wendler Middle School Renovation, in November.

John Steiner asked if the pool/gym building at Dimond High School will remain intact so it can be used for community use. Carol Comeau stated that it would be turned over to the Municipality. Ray Amsden stated that it is our objective to turn the entire building over to the Municipality. At the start of the Dimond project, we constructed a mechanical room that would support that building when we disconnected it and demolished the rest of the school building. George Vakalis stated that we do not have an agreement for the full facility - only the pool. The Municipality has indicated a desire to have it once we are finished with it. Subject to funding, they plan on making it a community center. The final formation of a budget plan for the facility is not final yet. John Steiner stated that he hoped we look towards making the facility available to the District as well.

ASD Memorandum #89 - Facility Project Report and Change Order Report for the Month Of September 2002

The monthly Facility Project Report and Change Order Report for the month of September 2002 is attached. There are no exceptions to report this month. There are no completed projects to report this month.

Rita Holthouse asked about the Change Order for water to SAAHS. George Vakalis stated that originally when we scoped this project, AWWU indicated they would do the work. Because of their workload they indicated to us that they were not going to be able to do it. Therefore, we had a Change Order to the contractor who was doing the work and had the capability of doing it for us. The money was built into the funds. By adding a change order it cost about \$45,000 more.

Debbie Ossiander stated her concern that this might set a possible precedent, since the District had come to some kind of an agreement with AWWU for extending a waterline and sewer to Chugiak High School. George Vakalis assured Ms. Ossiander that we have a firm agreement with AWWU that they will act as our contractor and we will pay them for the work, as well as the Girdwood site. The pump house simply came at an inopportune time for them. Ray Amsden added that he has met with AWWU and has done some preliminary work and expect a draft of the written agreement in a few weeks.

John Steiner asked about the \$56,000 change order for organic material. Ray Amsden answered that sometimes the soils aren't what you expect. This was related to the parking and it was recommended that the soil be removed.

ASD Memorandum #73 - Student Membership Projections for September 30, 2003

Attachment A presents the fall forecast for the September 30, 2003 Anchorage School District student membership. Table 1 compares the projections by program for September 30, 2003 with the actual totals of September 30, 2002.

Carol Comeau stated that there is an anticipated increase of 172 students over enrollment of this year. There is a continuation of the slight increase of middle and senior level and overall decline at the elementary grades. Ophelia Dargan-Steed stated that the Administration looked at what the trend has been in the city as far as the births of the children that are 04 years old to determine the incoming kindergarten. We are having more preschool students. Special Ed Department stated that this is because of

the assessment projections that they have been receiving and special services in general. Ms. Dargan-Steed feels the Elementary will continue to decline and we will be able to see a narrowing for the small kindergartens and large sixth grades.

Carol Comeau stated that we are continuing about a 2 percent growth in minority student population. We will be going from the current 41 percent to 43 percent next year. We still anticipate in 2006 ASD will be a majority minority district.

Ms. Comeau informed the Board that there are also three active proposals for charter schools. It is anticipated that those students will be moving within the District.

Debbie Ossiander thanked the Administration for the school by school report and asked Ms. Dargan-Steed if she had included specific housing developments and neighborhoods in the projections. Ms. Dargan-Steed confirmed that she had.

Harriet Drummond commented that the minority population as a whole is 2 percent higher than this year. But the actual growth in the group of minority students is actually 5 percent. Ms. Dargan-Steed agreed that that is correct.

ASD Memorandum #93 - Recruitment and Hiring Summary Report for the 2002-2003 School Year

One of the challenges the Anchorage School District faced this fall was hiring staff for the 2002-2003 school year. The need to hire qualified staff was accentuated by the number of retiring administrators and teachers. In order to meet the demand an extra effort was put forward by the Human Resource and Instructional Divisions. The District participated in job fairs, Internet advertising and other out reach through conferences and professional publications. The School Board was instrumental in their support of the recruitment activities through additional funding authorized last spring. The end result was the hiring of over 470 teachers and over 270 classified employees.

The summary of recruitment and hiring report is attached for your information.

Carol Comeau stated that she had a meeting with Theresa Johnson and Margo Bellamy and thought The Board would find their report interesting. It is a real testament to starting early.

Theresa Johnson stated that the report summarized their major efforts. The number of staff needed to hire has been increasing and the Administration had to take a hard look at the recruiting effort. There were four main points that helped with this process - early hiring, adequate resources, settlement of AEA contract early, and service credit. The feedback Ms. Johnson is hearing is that the teachers hired are very strong and the principals are happy. Outreach through the internet was very successful. A database is being set up to track it better to see how many people make inquiries and follow through and actually are hired. The best success for keeping teachers is hiring local teachers.

Debbie Ossiander asked about the shortage of physical education teachers. UAA's potential elimination of the Outdoor Recreation department makes the shortage of physical education teachers situation problematic. Ms. Ossiander asked if Ms. Johnson was communicating with the University on this issue. Ms. Johnson stated that she has written a letter to the University.

Tim Steele noticed TA recruitment level and asked if Ms. Johnson is pursuing a certification program with UAA. Ms. Johnson stated that she, Russ Ament, and Dr. Boyer are in conversation with the university on this topic. A committee has been formed.

Rita Holthouse asked what are the chief deficits for us that have come up in the recruiting effort. Carol Comeau stated that not giving full credit for experience has been detrimental. People have to want to live in Alaska also. Theresa Johnson agreed the experience credit is a stumbling block. We are not as competitive in our pay rate as before but are still competitive enough. Ms. Johnson noticed a pattern that we seem to be able to attract a lot of young people who want to come for a couple of years and then go back home. We need to learn how to get them involved in the community enough to keep them here. The tourism has brought so many people here and they want to come back.

Ms. Johnson added that we need a more sophisticated applicant tracking system.

John Steiner mentioned the larger budget than in the past and the fact that those funds won't be available this next year. Mr. Steiner assumed that the Administration has been evaluating what the most effective tools for hiring were. Mr. Steiner asked if the department would be in good shape next year with focusing on the efficiency effort. Theresa Johnson stated that we did get some grant funds. Also, there will not be the need to hire as many teachers next year. Special Education support is also needed. We want to make a real effort to do a better job in minority recruitment. You have to cast your search wide.

Carol Comeau added that the search would be critical as our bilingual population continues to grow. We are also looking for administrative and paraprofessional applicants as well.

ASD Memorandum #85 - Class Size Report

This report for the 2002-2003 school year is divided into the following categories: Elementary Education, Middle School Education, High School Education, Special Education, Bilingual Education, and Charter Schools. In addition, the Administration has compiled information on class sizes in the alternative programs and the student-to-counselor ratio at the six major high schools.

Each major department in the Instructional Division has provided detailed information on class sizes and, at the high school level, the counselor-to-student ratio.

Debbie Ossiander commended Patricia McRae and stated that the numbers look good.

Debbie Ossiander stated her concern about size in core curriculum math, science and language arts classes that involve hands on activities. Ms. Ossiander urged that not having classes over 36 be a priority.

Gail Opalinski assured Ms. Ossiander that the actual numbers have been reduced now. She is still trying to find staff in world languages with the appropriate credentials.

Debbie Ossiander stated that she feels there is no expenditure more justifiable than trying to lower the class size.

John Steiner mentioned the numbers of counselors at the various schools, with an average number of students of 290 at Bartlett to 346 at Service. Mike Henry stated that the principals have the opportunity to move FTE around as they see fit. Mr. Steiner stated his concern when a counselor has a load of 400 students. You can't expect the counselor to have that much to do with a student when he is responsible for 400 students. Carol Comeau stated that it is the decision of the principal. Rita Holthouse added that positions could be added at budget time. 250 students per counselor is where it needs to be, but it is expensive.

Jerry Sjolander stated that over the last couple of years, because of the shortage nationwide, we have converted a couple of behavior specialists positions in Special Education to ACE positions. They have clinical background but they are not certificated.

ASD Memorandum #86 - Conflict of Interest - First Quarter Report FY 2002-2003

The attached listing of employee Conflict of Interest Waiver and Disclosure actions is forwarded in accordance with School Board Policy Section 725.44. This information is provided as the first quarter report for the FY 2002-2003 school year.

Attachment A lists, by employee, Requests for Waiver received between July 1, 2002 and September 30, 2002. Form B lists, by employee, employees that either perform work as a tutor, sells or receives royalties on books, or other material for which they author. There are none to be reported for this period. All Disclosure Statements and Requests for Waiver for the year 2000-2001 expired on June 30, 2002.

- J. PERSONS TO BE HEARD ON NON-AGENDA ITEMS
- K. COMMUNICATIONS & SCHOOL BOARD COMMENTS
- L. EXECUTIVE SESSION-  
(PERSONNEL/FINANCE/NEGOTIATIONS/LITIGATION)

The Board returned to Executive Session at 10:15 p.m.

- M. ADJOURNMENT

The Regular Meeting was adjourned by unanimous consent at 10:10p.m.

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Jake Metcalfe, President

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Mary Marks, Clerk

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Robin Siegfried, Recording Secretary

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Date Minutes Approved