

Unofficial Minutes

Kuspuk School District REAA #5 June 5, 2018 Board of Education Work Session & Meeting Bob R. McHenry District Office, Aniak, AK

Superintendent Evaluation Work Session

President Morgan called the Work Session to order at 9:26am. Roll Call - Present: Bonnie Persson; Dwayne Hoffman; Phyllis Evan; Wayne Morgan; Eleanor Sanbei; Harvey Hoffman and Taylor Hayden.

Phyllis Evan made a Motion to go into executive session at 9:26am for the superintendent evaluation, seconded by Bonnie Persson, all were in favor the motion carried. Taylor Hayden made a Motion at 12:23pm to return to regular session. Seconded by Phyllis Evan all were in favor the motion carried.

Board of Education Regularly Scheduled Meeting

Call to Order: President Morgan called the meeting to order at 12:24p.m. Pledge of Allegiance -led by David Dorris.

Roll Call: Bonnie Persson, present Wayne Morgan, present Taylor Hayden, present
Dwayne Hoffman, present Eleanor Sanbei, present
Phyllis Evan, present Harvey Hoffman, present

A quorum was present. Also present: Bernard Grieve, Superintendent; Martha Morgan, Business Manager; Jeromy Hoeldt, Maintenance Director; Community Members: David Dorris, his daughter Dione and grandson Grayson; and Edith Morgan, recording secretary.

Approval Of The Agenda with additions: Move the Sharing the Spirit Bill Morgan Award after the approval of minutes. Add FY19 Projected Budget; CIP Purchases-3 Vehicles, Lap Tops & Smart Boards; add transfer of funds approval under the financial report; Add Contract Extension to New Business. Dwayne Hoffman made a Motion to approve the June 5, 2018 agenda as amended. Seconded by Taylor Hayden. All were in favor, the motion carried.

Approval of Minutes: Regular Meeting of May 8, 2018 Taylor Hayden made a Motion to accept the minutes of May 8, 2018, Regular Meeting, seconded by Phyllis Evan, all were in favor, the motion carried.

Board Recognition Awards - *Sharing the Spirit - Bill Morgan Award*

President Morgan presented a Sharing the Spirit Bill Morgan Award certificate and plaque to David Dorris for 15 years of service on the board representing the Kuspuk School District, hiring teachers and administrators and advocating for students across the district. President Morgan invited David, his daughter and grandson to join the board for lunch.

12:40pm to 1:08pm – Lunch Break

Board President – Wayne Morgan

President Morgan said the superintendent evaluation was done during the board's work session and Mr. Grieve's contract will be extended by a year. He offered condolences on behalf of the Board to families of recently deceased Pete Peters of Crooked Creek; Agrafina Golden of Stony River; and to Gina Samuelson of Kalskag on the loss of her infant son Kaynan.

Public Comment Regarding Agenda/Non-Agenda Items: No public comments.

1:17pm Executive Session Harvey Hoffman made a Motion to go into executive session to discuss legal matters, seconded by Phyllis Evan, all were in favor the motion carried. 1:23pm back to regular session.

Approval of FY19 Contract Offers – Pam Grieve, Educational Technology Coord, DO, Aniak
Taylor Hayden made a Motion to approve the recommendation of the interview committee to offer the Educational Technology Coordinator position to Pam Grieve. Seconded by Eleanor Sanbei, all were in favor, the motion carried.

Approval of Resignations – Cynthia Lewars, K-12 Generalist, CVSS, Chuathbaluk
Dwayne Hoffman made a Motion to approve the resignation of Cynthia Lewars. Seconded by Bonnie Persson. Discussion followed on her signed contract, resignation and her plans to do long term subbing in the fall for

Kuspuk. 1:35pm Taylor Hayden made a **Motion** to go into executive session to discuss confidential items for approval of resignation, seconded by Phyllis Evan, all were in favor the motion carried. 1:40pm Taylor Hayden made a **Motion** to return to regular session. Seconded by Bonnie Persson all were in favor the motion carried. Roll Call Vote: 7 Nay Votes, 0 Yes Votes, the motion to accept the resignation failed.

Superintendent's Report – Bernard Grieve

Mr. Grieve had a report in the packet. He requested taking his remaining vacation days during the month of June, he said he'd be in Aniak and available if needed, he'd be out of the district to attend the Anchorage ATP job fair on the 15th and then out from the 25th to the 29th.

Finance Report – Martha Morgan

Martha Morgan reported on the revenues and expenses as of May 31, 2018. She informed the board that there will be extra fund balance monies and suggested a transfer of 600,000 to food service, 30,000 for housing repairs, and the remaining, approximately 1.9 million, to CIP. At this time she didn't have an exact amount for the remaining funds. Dwayne Hoffman made a **Motion** to transfer funds in the amounts suggested, seconded by Taylor Hayden, discussion followed. Dwayne Hoffman amended his motion to add that any remaining amounts to be spent before June 30th are to be referred to the budget committee for approval, seconded by Harvey Hoffman. To clarify Taylor Hayden said the purpose of this is to allow for purchases to be made on this year's fiscal budget without having to put the money into CIP first which then has more restrictions. All were in favor of the amendment to the motion. There was no further discussion on the main motion for the transfer of funds and referral of other expenditures to the budget committee for approval. All were in favor and the main motion carried.

Maintenance & Operations Report – Jeromy Hoeldt

Jeromy Hoeldt reported on quotes from Vitas and Crowley on heating fuel and aviation gas. Discussion followed on purchasing heating fuel from Vitas and the aviation gas from Crowley. He reported on the quotes he received for two vehicles for Kaskag at \$35,000 each and one vehicle for Aniak at 34,000. Discussion followed on the status of boiler replacements in the district. Jeromy reported on the boilers and said the one at Sleetmute would be replaced.

Board Recognition Awards

President Morgan read recognition awards into the record for Curtis Dooley, the Staff of JESS, William Scott, and Patti Powell. Nominations will be held until the August meeting.

Approval of Classified Handbook

Mr. Grieve and Martha Morgan reviewed the changes made to the Classified Salary Scale and said there was more work to be done on the wording in the rest of the Classified Handbook that will be done by the August meeting. Martha said there was a 4% increase to the base salary with 3% going down each step and 5% going across for bringing in extra credits/years of service. Mr. Grieve reviewed the hourly and salaried pay scales and explained the changes that were made. He said this is an attempt to retain employees and to be more enticing to new employees. Increases were also made for certified subs. Discussion followed on the recommendation to approve the wage schedule to be effective for summer workers. Taylor Hayden made a **Motion** to approve the proposed Classified Handbook Wage Schedule to be effective July 1, 2018 with the remainder of the handbook to be approved at the next regular meeting in August. Seconded by Phyllis Evan, Roll Call Vote 6 Yes 1 absent, the motion carried.

2:10 – 2:15 President Morgan briefly handed the chair to Vice President Hayden.

Approval of Proposed FY 19 Budget

Martha Morgan reviewed the FY19 Projected Budget revenue and expenditures. Discussion followed on fuel costs and inventory; and the Joe Parent Air Monitoring project. Administration recommended approval of the proposed budget with adjustments to be made in August after final fuel costs are known. Taylor Hayden made a **Motion** to approve the Proposed FY19 Budget. Seconded by Harvey Hoffman. All were in favor and the motion carried.

Approval of BP 4218 Dismissal / Suspension / Disciplinary Action

Harvey Hoffman stated this policy was recommended for approval at first reading so it could be included in the Classified Handbook update over the summer. Taylor Hayden made a **Motion** to approve BP 4218 Dismissal / Suspension / Disciplinary Action. Seconded by Bonnie Persson. All were in favor and the motion carried.

Approval of CIP Items: a) 3 Vehicles, b) MacBook Airs/MacBook Pro, c) Smart Boards

Mr. Grieve had two vehicle quotes from Oregon at 35,000.00 each and one quote from Anchorage at \$34,000.00. Two for Kalskag and one for Aniak. Taylor Hayden made a **Motion** to approve the purchase of the 3 vehicles for the maintenance department, not to exceed \$120,000.00 excluding shipping costs, out of the fund balance. Discussion followed on providing a vehicle inventory list for the board and putting older vehicles out to bid. Seconded by Dwayne Hoffman. All were in favor and the motion carried.

Mr. Grieve presented Apple quotes on the purchase of 115 MacBook Pros or the MacBook Air. Dwayne Hoffman made a **Motion** to approve the purchase of MacBook Airs for students and Mac BookPros for teachers out of the fund balance. Seconded by Harvey Hoffman. Discussion followed. All were in favor and the motion carried.

Mr. Grieve presented a Staples quote for the purchase of 25 replacement Smart Boards. Taylor Hayden made a **Motion** to approve the purchase of 25 replacement smart boards not to exceed \$120,000.00 including shipping appropriated out of CIP funds. Seconded by Eleanor Sanbei. All were in favor and the motion carried.

Policy Review Committee – 1st Reading

The board had a first reading of the following policies. These policies, with the exception of BP3300, will be up for a second reading in August for formal board approval. Edith Morgan gave an overview of the policies up for first reading and said BP 6179 didn't pertain to Kuspuk so the policy committee recommended not including it in the policy manual. Discussion followed on looking at BP 6179 Child Care and Development Program before completely deleting it from the manual.

- a. BP 3300 Expenditures/Expending Authority
- b. BP 3310 Purchasing Procedures – NEW
- c. BP 3311 Bids
- d. BP 4112.4 Health Examinations
- e. BP 4118 Suspension / Disciplinary Action
- f. BP 6179 Child Care and Development Programs

Superintendent Contract Extension

President Morgan announced the board held a work session earlier in the day to do an evaluation of Superintendent Grieve and that they recommended a one year extension to Superintendent Grieve's contract which currently ends June 30, 2019 to June 30, 2020 with all other conditions of the contract remaining the same. They set four goals in Power School, communication, cultural curriculum and relevance, and teacher recruitment and retention. Taylor Hayden made a **Motion** to approve the superintendent evaluation with a one year extension for Superintendent Bernie Grieve's contract to June 30, 2020 with all other conditions of the contract to remain the same. Seconded by Bonnie Persson. Roll Call Vote, unanimous - 7 Yes, motion carried.

Time & Place of Next Meeting: Regular Board Meeting – August 16 in person at Aniak in the District Office Taylor Hayden made a **Motion** to have a regular board meeting on Thur. August 16, 2018 at 10am in person at the District Office. Seconded by Bonnie Persson. All were in favor the motion carried.

Adjournment

Harvey Hoffman made a **Motion** to adjourn the meeting, seconded by Taylor Hayden, the meeting adjourned at 3:50pm

Respectfully Submitted: _____
Harvey Hoffman, Clerk Treasurer

Edith Morgan, Recording Secretary