

Fairbanks North Star Borough Board of Education

Budget Committee Meeting

Agenda

Tuesday, October 26, 2021 from 5:30-7:30 p.m.
Administrative Center – Board Room and Zoom

Zoom: Webinar Link: <https://us02web.zoom.us/j/84033212595>, or Toll Free Phone: (888) 788 0099, or (877) 853 5247, Webinar ID: 840 3321 2595

A. Call to Order

Land Acknowledgement Statement: As a standing committee of the School Board, we would like to take this moment to acknowledge we are residing on the traditional land of the Dena (pronounced duhNAY) people.

Mission Statement: Our mission is to provide an excellent, equitable education in a safe, supportive environment so all students will succeed and contribute to a diverse and changing society.

B. Roll Call

Tara DeVaughn, FEA Elementary Representative
Wendy Demers, FEA Secondary Representative
Stacey Foshee, FPA Elementary Representative
Graham Storey, FPA Secondary Representative
TBD, Student Representative
Kathy Bennett, Parent Representative
Kenneth McLeod, Parent Representative
Loa Carroll-Hubbard, Community Representative
Greg Kahoe, Community Representative
Jeffeda Knight, Community Representative
TBD, ESSA Representative (elementary)
TBD, ESSA Representative (secondary)
Ryan Hinton, Non-Represented Representative

Nonvoting Members

Chrya Sanderson, Board Committee Chair
April Smith, Board Committee Member
Andy DeGraw, Chief Operations Officer

Recruiting for 1 Parent Representative & 1 Community Representative

C. APPROVAL OF AGENDA




- Recommend approval of the meeting agenda for October 26, 2021

D. APPROVAL OF NOTES

- Recommend approval of the meeting notes for October 12, 2021

E. Opening remarks – Chrya Sanderson

F. Department Overview:

-  Student Support Services, presented by Executive Director Carla Marquand
-  Teaching and Learning, presented by Executive Director Chane Beam
-  Transportation, presented by Director Ryan Hinton

G. Committee Discussion:

- What is important to us? (Continued)
- Consideration of items to include in Budget Committee Report

Upcoming Meetings:

- ✓ November 9, 2021
- ✓ **December 7, 2021 - Committee presentation to the Board (not all members need to be present)**
- ✓ February 15, 2022 – Review Proposed Budget, Legislative update



[Budget Committee Webpage](#)



[2021-22 Approved Budget](#)



[Policy 236.1: School Board Committees to Advise Administration and the School Board](#)



[Budget Committee Report - Presented December 1, 2020](#)

Budget Committee Meeting

Meeting Notes

Tuesday, October 12, 2021

[Meeting Audio](#)

Call to Order & Roll Call

Chrya Sanderson, School Board Member and FY 21-22 Budget Committee Chair called the meeting to order at 5:35 PM. Budget Committee meetings are recorded and are available on the district's website.

Committee Members Present & Comprising a Quorum:

Chrya Sanderson, Board Committee Chair
April Smith, Board Committee Member
Andy DeGraw, Chief Operations Officer
Tara Devaughn, FEA Elementary Representative
Wendy Demers, FEA Secondary Representative
Stacey Foshee, FPA Elementary Representative
Graham Storey, FPA Secondary Representative
Kenneth McLeod, Parent Representative
Loa Carroll-Hubbard, Community Representative
Jeffreda Knight, Community Representative
Ryan Hinton, Non-Represented Representative

Committee Members Absent:

Greg Kahoe, Community Representative
Kathy Bennett, Parent Representative
TBD, ESSA Representative
TBD, ESSA Representative
TBD, Student Representative

Staff Present:

Karen Melin, Superintendent of Schools
Sandra Weaver, Budget Specialist II
Nico Herbert, Director of Accounting

A. Agenda

1. Adoption of Agenda October 12, 2021

Wendy Demers made a motion to adopt the agenda, Graham Storey seconded the motion and it carried unanimously.

2. Adoption of April 13, 2021 Notes

Ryan Hinton made a motion to adopt the April 13, 2021 Notes, Tara Devaughn seconded the motion and it carried unanimously.

B. New Business

Opening remarks – Chrya Sanderson

Chrya welcomed everyone to the meeting and turned the meeting over to Andy DeGraw.

C. Introduction to the Committee Process – Andy DeGraw

[PowerPoint Provided - October 12, 2021 Budget Committee Meeting - Budget Overview](#)

The PowerPoint covered

What is our Purpose?

Committee Best Practices

Linking Budget to the Strategic Plan

Budget 101 – Revenues and Expenditures

D. Committee Discussion Ensued - Included Topics:

- When was the last time the BSA change? 2017-2021 shows that the BSA is set at \$5930
[State of Alaska - Pencil Graph - BSA Over the Years](#)
- Hold Harmless – Drop of 5% enrollment loss triggers Hold Harmless
 - Drop in enrollment (Hold Harmless excludes correspondence)
- Funding model for BEST students is calculated at 90 % of funding per student
- Communications engagement – our district does this well and getting parents involved
- Social and Emotional – We must meet needs of the students before they can learn; the district is seeing a lot of social emotional issues/concerns
- Workforce Excellence – retaining quality staff
- Noted technology was not picked as a priority in ranking
- CTE and multiple pathways important – not all students will go to college, we need multiple pathways.

Priorities - Establishing the committees priorities to align with the Strategic Plan – overall outcome ranked:

1.1 Student Success

4.1 Workforce Excellence

2.1 Equity and Inclusion

There will be scheduled presentations of the following departments:

- **Human Resources**
- **Student Support Services**
- **Teaching & Learning**
- **Communications**

- **Transportation**

Once the presentations are set, the committee will be notified.

Meetings:

Additional Discussion Topics:

Audio of the Budget Review Committee meetings can be heard on the following site:<http://www.k12northstar.org/boe/meeting-minutes>

The meeting adjourned at 7:29 PM, Tara Devaughn made a motion to adjourn, and Wendy Demers second the motion.

Notes respectfully submitted by Sandra Weaver

Teaching and Learning Department

2021-11
Vision and Goals





Teaching and Learning Department

Curriculum
and
Instruction

Instructional
Technology

Assessment

Library Media
Services

Professional Development

T&L Leadership Team



Exec Director
Chane Beam



Coordinator
Michelle Daml



Coordinator
Rachel Reilly



Coordinator
Cathleen
Edwards



Coordinator
Alica Unruh

Elementary Curriculum & Instruction

- Support student events
 - Kids Voting
 - Science Fair
 - Spelling Bee
- K-8 Materials support
 - ensuring materials are available
 - Supporting PD from publisher
- Instructional Coaching for Teachers
- Supporting Music/Art Teachers and materials



Coordinator
Michelle Daml



Instructional Coach
Mackenzie Staiger



Art Coach
Barb Santora



Art Coach
DeAnn Gardner

- 6-12 Materials support
 - ensuring materials are available
 - Supporting PD from publisher
- All curriculum and materials research & review process that ensures equity and community feedback
- Increasing data literacy
- Instructional Coaching
- Secondary literacy grant
- Reviewing transcripts

Secondary Curriculum & Instruction



Coordinator
Rachel Reilly

Vacant

Instructional
Coach



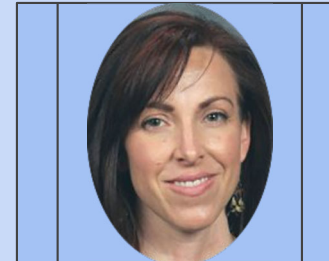
Instructional
Coach
Tara Devaughn



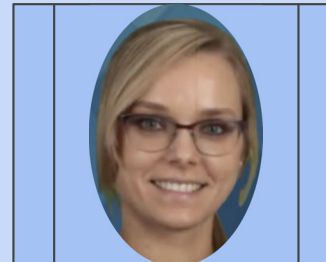
Instructional Coach
- Literacy Grant
Rhonda Harvey

Instructional Technology/Library Media Services

- Coordination of the Instructional Technology program
- Coordination of ClassLink integrations
 - Single sign-on access
 - Troubleshooting with vendors
 - Training documentation and videos
- Coordination of Seesaw for Schools
 - Provides technical support and training for K-2
- Coordination of Google Classroom
 - Provides technical support and training for 3-12



Coordinator
Cathleen
Edwards



Instructional
Technology Coach
Galina Bell



Instructional
Technology Coach
Eric Rush

Instructional Technology/Library Media Services



Coordinator
Cathleen
Edwards



Library Media
Technician
Jim Hameister

- Battle of the Books
- Coordinates FNSBSD school library program
 - Provides library specific professional development and support to all district library staff
 - Provides clarification regarding Copyright, Fair Use, and Public Performance Rights
- Coordinates the Follett Destiny Catalog and circulation systems
 - Library materials
 - Textbooks
 - Musical Instruments
 - 1:1 Devices
 - Art & LMS Kits



Professional Development

*District Wide Professional Development Days

- August 12
- October 1

*New Teacher Support

- Culturally Responsive Teaching
- Alaska Studies Class
- Support Meetings

*District Taught College Courses

*Piloting 2 self-paced classes for Personalized Teacher Professional Learning



Professional Learning Coordinator

Alica Unruh



Assessments / Materials

Assessments

- *MAP/Aimsweb Assessment
- *AK STAR
- *Kindergarten Developmental Profile
- *NAEP

Materials Development

- *Curriculum Writing
- *Materials Selection Committee
- *Board Curriculum Committee



Coordinator
Michelle Daml



Coordinator
Rachel Reilly



Materials
Development
Specialist

Jen Morgan

T&L Grants/Student Support



Military Student
Support

Georgia
Sundgren



Project
DIPLOMAS

Heather Fleck



Step Up to
STEM

Sarah Robinson



Preschool
Partnership

Shaunna Shores

T&L Support Staff



Instructional
Technology
Support Specialist

Tony Taylor



Administrative
Secretary

Flora Roddy



Teaching and Learning Vision

Data Literacy

Formative

Assessment

Targeted Instruction

Classroom Practices
to Reach All
Students

Forming
Relationships with
Students

Teaching and Learning Vision

What do we want teachers to think about regarding the Teaching and Learning Department?

Instruction
and
Inspiration



MEMORANDUM

DATE: December 7, 2021
TO: Board of Education
THRU: Karen Melin, Acting Superintendent
FROM: Andy DeGraw, Chief Operations Officer
SUBJECT: Budget Committee Report

Scope and Function of the Budget Committee:

The overall purpose of the Budget Committee is to recognize and provide input to ensure the district's budgeting process has "a long-term perspective and is not simply an exercise in balancing revenues and expenditures one year at a time" – National Advisory Council on State and Local Budgeting.

The role of the Budget Committee is to:

- Review and consider all aspects of the district's budgeting process.
- Determine if the current budgeting process is a goal-driven approach that spans the planning, development, adoption, and execution phases of the district's SY 2020-2025 Strategic Plan.
- Consider the district's current budgeting process and provide feedback and input for the establishment of policies and plans to achieve efficiency and best practice in financial management.
- Ensure the budget planning process is timely, accurate, participatory, and comprehensive.

Budget Committee Working Principles:

1. Recognize the Strategic Plan as the guiding document for resource allocation.
2. Keep student welfare and success at the forefront.
3. Assure input is evidence-based (data-driven, realistic, and feasible).
4. Support a budget system that is transparent, timely, and objective.
5. Promote participation and awareness by all district stakeholders.

The Budget Committee met three times during the months of October and November and discussed the overall financial position of the district. The group held in-depth conversations about the district's revenue sources, expenditures, the impacts of the global pandemic, and declines in student enrollment. As part of reviewing the expenditure side of the budget, the committee received comprehensive reports from Executive Directors of various departments within the district. A consistent theme heard and discussed was the departments' objective to maintain services to students and staff, while at the same time facing the possibility of significant budget cuts. The final meeting with approval for input occurred on Tuesday, November 9, 2021.

The Budget Committee recognizes the district is facing unprecedented financial challenges. A key part of the committee process had members identify, rank, and discuss priorities (District Objectives) to protect within the SY 2020-2025 Strategic Plan in a budget cutting environment. Through this exercise, the committee identified Student Success and Workforce & Organizational Excellence as high priorities. Other items of importance were in the areas of Equity & Inclusion and Communications & Engagement. Members feel the areas identified should be preserved to the extent possible in the face of budget reductions.

The highest ranked priorities identified by committee members are as follows:

1. **Student Success:**

- **Competency Based Learning** – The district should focus on defining competencies, allowing students to advance based on mastery of content.
- **Instructional Excellence** – Student success is most likely to be achieved through highly effective educators. The district should continue to invest in training and professional development that engages educators in a cycle of reflection and continuous improvement.
- **Multiple Pathways** – The district should continue to provide multiple options to meet the wide range of educational needs of students and families in our community.
- **Career Technical Education (CTE)** – The district should continue to leverage existing community partnerships and seek additional ones that would effectively prepare students to enter the workforce. CTE partnerships and investments by the district benefit both students and industries that have a difficult time filling high demand positions.
- **Social Emotional Learning** - Students face an ever increasing amount of external and internal social pressures and obstacles that inhibit and/or prevent academic achievement in the classroom. These challenges are magnified and are faced by a higher number of students than before due to the pandemic. The district should preserve programs that promote and focus on meeting the social and emotional needs of students and staff.

2. **Workforce & Organizational Excellence/Workforce Excellence:** The district's most valuable resource is its staff. Attracting and retaining a highly effective staff is the single most effective way to ensure student success and for the district to effectively implement its strategic plan. Given the competitive and challenging hiring environment, the district should preserve and possibly expand its recruiting efforts.

3. **Workforce & Organizational Excellence/Facilities:** The committee encourages the district to consider school closures as a way to reduce fixed overhead expenses and consolidate operations in light of significant enrollment declines. Districtwide capacity is currently at 65% with several schools below 60%. This equates to over 5500 empty seats across the school district. While it is expected that enrollments will rebound in the future, building capacities had persisted at low levels even prior to the pandemic, with districtwide capacity at 74% in the fall of 2019. There are significant fixed costs associated with maintaining school buildings which include administration, routine and long-term major maintenance, and utility costs, among others. More importantly, staffing vacancies have created gaps in services available to students as the district maintains the same number of physical buildings with significantly reduced enrollment. With fewer buildings in operation, economies of scales will be gained, efficiencies will increase, and students will be better served.

4. Additional priorities identified by the committee were **Equity & Access (2.1)**, **Effective Communication (3.1)**, and **Family Engagement (3.2)**.

The Budget Committee is scheduled to meet again February 15, 2022. Topics would include legislative updates, lobbying and advocacy efforts, updated revenue estimates, and discussion related to the Proposed and Recommended budgets.