



Alex Russin  
Superintendent Board Report  
May 8, 2019

### **2018-2019 SUPERINTENDENT PRIORITIES/GOALS**

While these goals are not an exhaustive list, throughout the year they will be focused on administratively in order to build and sustain consistent systems to improve District operations.

- Complete and Implement Strategic Planning Process

The Board held a Strategic Planning Work Session on April 24 and continued to work on developing operational principles and goals as the basis of the plan. Avril Orloff is scheduled to work with the Board on May 6 to complete this development process.

### **BOARD DIRECTIVES/PRIOR MEETING FOLLOW-UPS**

1. Research costs on having AASB help to facilitate the presentation of the School Climate and Connectedness Survey results.
  - Costs for travel, per diem, and lodging would be approximately \$1,000.00. The Admin Team is coordinating with AASB to review the results and debrief prior to student or community presentations taking place.
2. Share comparison of components in PEAKS and PSAT assessments.
  - See Board Packet Agenda Item 1 under New/Unfinished Business.
3. Incorporate relevant information from the *Transforming Schools Framework* into Board Policy 5000 and 6000 Concepts and Roles revision recommendations.
  - See Policy Review section identified later in this report and/or the Board Packet Agenda Items 5-6 under New/Unfinished Business.

### **HUMAN RESOURCES**

- Administration is recommending the hire of Lindsay Selmer for the 2019-2020 School Year as Jr/Sr High School SPED Teacher. Recommendation is in the Board Packet for consideration.
- Rob Ammerman will move to the Jr. High Teacher vacancy position for the 2019-2020 through an internal transfer.
- Administration is continuing to review applicant candidates in the Alaska Teacher Placement system for known District vacancies. Consideration is still being given to those internally who have expressed interest in vacancies.



## **COMMUNITY RELATIONS**

- April Community Engagements
  - ✓ AASB Legislative Fly-In
  - ✓ CHS Career & Technical Education Committee Meeting
  - ✓ City Council Meetings/Work-sessions
  - ✓ Cordova Coalition for a Healthy Community Meeting
  - ✓ Cordova Community Health Fair
  - ✓ CSD Meeting with Mayor Koplin

## **POLICY REVIEW**

The following policy recommendations come from the Policy Committee's meeting held in November 2018.

- **BP 3513.3 TOBACCO-FREE SCHOOLS/SMOKING** (Second Read)

The Board recognizes its responsibility to promote the health, welfare and safety of students, staff and others on district property and at school-sponsored activities. Ample research has demonstrated the health hazards associated with the use of tobacco products, including smoking and the breathing of second-hand smoke. As role models, district employees should demonstrate conduct that is consistent with school programs to discourage students from using tobacco products.

In accordance with law and to promote the health and safety of all students and staff, it is the intent of the Board to establish a tobacco-free environment. Consequently, it is a violation for students, staff, visitors, contractors and all others to use, distribute or sell tobacco, including any smoking device and/or Electronic Nicotine delivery systems (ENDS), on district premises, at school-sponsored activities on or off district premises and in district-owned, rented or leased vehicles.

Staff and/or all others authorized to use district vehicles to transport district students to school-sponsored activities are prohibited from using tobacco in those vehicles while students are under their care.

**Note: The remainder of this policy has not been included in this excerpt as it does not provide any additional context to the recommendation.**

*Recommendation and Rationale: The Policy Committee recommends adding this language to explicitly identify and make clear the policy's intent.*

- **AR 3515.4 RECOVERY FOR PROPERTY LOSS OR DAMAGE** (Second Read)

**Note: Sections of this policy have not been included in this excerpt as they do not provide any additional context to the recommendation.**

### **Recovery of Damages**

When the person causing the damage or loss has been identified and the costs of repair, replacement or cleanup determined, the Superintendent or designee(s) shall take all practical and reasonable steps to recover these costs. The district's legal counsel shall be consulted if necessary. Reasonable steps may include the



filing of a civil complaint in a court of competent jurisdiction to recover damages from the responsible person. If the responsible person is a minor, recovery may be sought from the minor's parent/guardian. Said damages will include the cost of repair or replacement of the property, the payment of any reward, interest, court costs, and all other damages as permitted by law. Cost recovery may take the form of, but not be limited to, monetary restitution, restorative practices, and work-related duties, as determined appropriate by school district officials.

**Note: The remainder of this policy has not been included in this excerpt as it does not provide any additional context to the recommendation.**

*Recommendation and Rationale: The Policy Committee recommends this addition to make clear that damage recovery need not necessarily take the form of monetary payback.*

- **BP 3523 ELECTRONIC MAIL (E-Mail)** (Second Read)

**Note: Sections of this policy have not been included in this excerpt as they do not provide any additional context to the recommendation.**

#### **Appropriate Use**

4. Electronic messages are not for private or confidential matters. Because there is no guarantee of privacy or confidentiality, other avenues of communication should be used for such matters.
5. Except for directory information, student records ~~will not be~~ may be transmitted by electronic mail securely in compliance with state and federal law.
6. Except as otherwise provided in this policy, district employees are prohibited from accessing another employee's electronic mail without the expressed consent of the employee.

#### **Violations**

District employees will be subject to disciplinary action for violation of this policy and regulation.

#### **Public Records**

Electronic mail sent or received by the Board, the district, or the district's employees may be considered a public record subject to disclosure or inspection under the Alaska Public Records Act. All Board and district electronic mail communications should be ~~to ensure that all public electronic mail records are~~ retained, archived, and destroyed in compliance with state law. The Superintendent or designee(s) shall develop administrative regulations so that district personnel will know how public records are to be identified, maintained, and destroyed.

**Note: The remainder of this policy has not been included in this excerpt as it does not provide any additional context to the recommendation.**

*Recommendation and Rationale: The Policy Committee recommends this revision to reflect up-to-date standard means of communication and dissemination of information.*

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- **BP 3540 TRANSPORTATION** (Second Read)

The Board desires to provide transportation for eligible students in accordance with state and federal law.

The goals of the transportation service are:

1. to provide maximum safety for students between home and school and on school-sponsored trips.
2. to promote desirable student behavior and respect for traffic safety.
3. to provide assistance and transportation for **handicapped students** students with disabilities.
4. to provide transportation for field trips.

**Note: The remainder of this policy has not been included in this excerpt as it does not provide any additional context to the recommendation.**

*Recommendation and Rationale: The Policy Committee recommends this revision to reflect consistent language and terms throughout the policy manual.*

- **E(2) 3541.1 DRIVING RECORDS RELEASE FORM** (Second Read)

STATE OF ALASKA DIVISION OF MOTOR VEHICLES DRIVING RECORD RELEASE		E (2) 3541.1	
<p>An original form is required and must be submitted in person. If you are unable to appear in person at a DMV, this form authorizes another person to obtain your record on your behalf. To obtain a record through the mail or by fax, please use Form 419F.</p>			
<p>Select one of the following:</p> <p><input type="checkbox"/> Obtain my driving record</p> <p><input type="checkbox"/> Release my record to the party listed below</p> <p><input type="checkbox"/> Obtain my minor child's record (No fee)</p>		<p>Record Type:</p> <p><input type="checkbox"/> Insurance Record (no CDL medical cert.)</p> <p><input type="checkbox"/> Full Record Non-CDL (no CDL medical cert.)</p> <p><input type="checkbox"/> Record for CDL Employment / CDL Holder (Includes CDL medical cert.)</p>	
Printed Full Legal Name of Driver or Minor Child		Alaska Driver License or Permit Number	
Signature of Driver or Parent of Minor Child		Date (Valid for 90 days from this date)	
I authorize the Alaska Division of Motor Vehicles to release my driving record to the person or company listed below:			
Printed Name of Person or Company		Alaska Driver License or Permit Number	
DMV USE ONLY			
<p><input type="checkbox"/> I have verified applicant's ID.</p> <p><input type="checkbox"/> I have verified parent/guardian's ID.</p> <p><input type="checkbox"/> I have verified authorized agent's ID.</p>			
Form 419 (rev. 01/2015)		Alaska.gov/dmv	

*Recommendation and Rationale: The Policy Committee recommends removal of this form, as this process is now conducted online.*



- **BP 3541.2 TRANSPORTATION FOR CHILDREN STUDENTS WITH DISABILITIES** (Second Read)

**Note: The remainder of this policy has not been included as the language revision in the title is the only recommendation being made.**

*Recommendation and Rationale: The Policy Committee recommends this revision to reflect consistent language and terms throughout the policy manual.*

- **BP 5000 CONCEPTS AND ROLES** (Second Read)

The focus of the school system is on the student. It is incumbent upon the School Board, district and school administration and teachers to provide for the physical and intellectual welfare of the students in their charge. The school district shall work closely with parents/guardians and the community in order to achieve a harmony of interests.

The School Board recognizes the importance of using school and classroom management strategies that keep students in school and in the classroom and desires the use for a positive approach to student behavior and the use of preventative and restorative practices to minimize the need for discipline and maximize instructional time for every student. (Second Read addition)

Students must be recognized and understood as individuals, each with his/her own unique abilities, social and economic background, ambitions and educational needs. The programs and services of the district must be designed and executed with **this concept** the following concepts well in mind **if the fullest** for the well-rounded development of each student **is** to be achieved:

1. Active collaboration with families
2. Educating the whole student
3. Employees modeling expectations of interactions and behavior between each other and students
4. Positive (peer) relationships fundamental to a good school environment
5. Risk-taking in the context of learning as an opportunity for growth
6. Social Emotional Learning, including mental and physical safety and security, is key to student well-being
7. Supporting students to accept increasing and ongoing responsibility for their learning
8. Students developing as life-long learners

**Note: The remainder of this policy has not been included in this excerpt as it does not provide any additional context to the recommendation.**

*Recommendation and Rationale: The Administration recommends this revision to reflect the work of the School Board during its March 1, 2019 work session.*



- **BP 6000 CONCEPTS AND ROLES** (Second Read)

The School Board believes that the district and community must work together to ensure that educational goals and objectives are relevant to the lives and future of our students. The School Board further supports the following concepts to engage students and teachers in relevant approaches to reaching educational goals and objectives:

1. Real-world experiences, including projects, job-shadowing, and practical application of learned skills
2. Meaningful collaboration among students
3. Evidence-based instructional practices and methodologies
4. Visible collaboration and learning among teachers
5. Ongoing community involvement and partnerships that provides the best education for our students
6. Opportunities outside of the building that acknowledge learning is not limited to the school grounds
7. Multiple ways of teaching and learning that support the changing needs of students
8. Learning is a shared responsibility between the school, student, and family.

In working toward these goals and objectives, the School Board encourages identifying the supports and resources available within the community, at large, that help to increase educational opportunities for students in relevant and meaningful ways. (Second Read addition)

The School Board shall adopt policies which define district philosophy and goals. The Superintendent or designee shall provide for the development of districtwide instructional objectives.

(cf. [0100](#) - Philosophy)

(cf. [0200](#) - Goals for the School District)

The School Board recognizes the importance of planning, implementing and evaluating the instructional program and shall provide the resources necessary for ongoing review and improvement of the district curriculum.

(cf. [0500](#) - Review and Evaluation)

(cf. [6141](#) - Curriculum Development and Evaluation)

~~In order to keep abreast of educational trends and changing student needs,~~ The School Board supports a continuing program of professional development for certificated and classified staff, the administration, and School Board members in order to implement Best Practices and meet the changing needs of our students.

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*Recommendation and Rationale: The Administration recommends this revision to reflect the work of the School Board during its March 1, 2019 work session.*

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## **OTHER**

- CSD FY20 Proposed Budget

Administration sent the District's proposed FY20 Budget needs to the City Manager and Mayor on May 1, 2019. Alaska Statute 14.14.060 identifies by May 1 as the timeline with which to submit the District's budget for the following year to the "borough assembly...." Statute 14.14.065 indicates that the relationship between the school board of a city school district and the city council.... is governed in the same manner as in a borough.

- Current "Extra" Milk Prices

Based on a requirement from the Alaska Child Nutrition Program from last year's program audit, Administration is recommending an increase in the price of "extra" milk purchased by students and adults during our breakfast and lunch service from \$0.50 to \$0.75 per half-pint. Per Board Policy 3550 Food Service, *The Board shall review and approve menu prices.* This item can be found in the Board Packet Agenda Item 3 under New/Unfinished Business for consideration.