

FAIRBANKS NORTH STAR BOROUGH SCHOOL DISTRICT
BOARD OF EDUCATION

May 24, 2016

Work Session:
2016-17 Budget Work & Seat A Vacancy Process Work

6:30 p.m.

Board Room
Administrative Center
520 Fifth Avenue

AGENDA

1. Call to Order
2. **OUR MISSION:** *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.*
3. Roll Call
 - Heidi Haas, President
 - Vacant, Vice President
 - Allyson Lambert, Treasurer
 - Michael O'Brien, Clerk
 - Wendy Dominique, Member
 - Sue Hull, Member
 - Sean Rice, Member
4. 2016-17 Budget Work
5. Seat A Vacancy Process Work
6. Board Comments/Announcements
7. Adjournment

Executive Session: The board reserves the right to enter into executive session on any agenda item as and to the extent allowed for in State law. Executive sessions will be entered into by motion for the following subjects as permitted by law: (1) matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the District; (2) subjects that tend to prejudice the reputation and character of any person, provided that the person may request a public discussion; (3) matters which by law, municipal charter, or ordinance are required to be confidential; (4) matters involving consideration of government records that by law are not subject to public disclosure. Motions to go into executive session should specify the subject of the proposed executive session without defeating the purpose of addressing the subject in private. Reference: AS 44.62.310 and Board Policy 264, D.

Work Sessions are an opportunity to study and review, in-depth, matters that may be too lengthy for a regular or special meeting. No action may be taken at a work session. All work sessions, special, and regular meetings are open to the public.

FAIRBANKS NORTH STAR BOROUGH SCHOOL DISTRICT

MEMORANDUM

To: School Board Members

From: Dr. Karen Gaborik, Superintendent



Date: May 20, 2016

Re: Budget Work Session

District Administration will present the following items for board consideration.

1. 2016-17 Recommended Budget Adjustments.
2. Additional Adjustments to the 2016-17 Recommended Budget: Level 1
3. Additional Adjustments to the 2016-17 Recommended Budget: Level 2

The first attachment to this memo reflects the primary budget adjustments included in the school board 2016-17 Recommended Budget submitted to the borough assembly on April 1, 2016.

The Level 1 adjustments include additional positions to support district initiatives and potential class size increases on Eielson Air Force Base. It also provides the superintendent's prioritized list of recommended cuts, should they become necessary. The total budget reduction outlined in Level 1 - \$3.6 million is based upon the following:

- \$1.2 million revenue reduction from the borough
- \$1.3 million potential revenue reduction to the Base Student Allocation
- \$1.1 million potential unknown revenue reduction from the Alaska State Legislature

Total: \$3.6 million potential revenue reductions

The Level 2 adjustments reflect additional cuts the superintendent recommends the school board consider only if revenue reductions exceed \$3.6 million.

Board of Education

2016-17 Recommended Budget Adjustments

Presented by Program

		FTE	
<u>Instruction</u>	Teacher - Regular Ed (Due to Increase Enrollment) - Elementary	6.0	\$ 672,552
	Teacher - Regular Ed (Due to Increase Enrollment) - Jr/Sr High School	2.5	\$ 280,230
	Teacher -Regular Ed (Due to Increase Enrollment) - Middle School	0.5	\$ 56,046
	Teacher - Regular Ed (Due to Increase Enrollment) - Senior High School	1.0	\$ 112,092
	Teacher (Prior Year FTE True Up to detail)	0.5	\$ -
	Teacher – eLearning Labs	5.0	\$ 560,460
	Teacher – Golden Heart Academy (Decrease Enrollment)	(1.0)	\$ (112,092)
		14.5	\$ 1,569,288
<u>Response to Intervention (RTI)</u>	RTI Assistants (vacancy)	(2.0)	\$ (87,420)
	RTI Teacher - Transition Facilitator (restructure)	(6.0)	\$ (672,552)
		(8.0)	\$ (759,972)
<u>Special Education</u>	SPED Teacher - Mentor (vacancy)	(1.0)	\$ (112,092)
	SPED Secretary (attrition)	(1.0)	\$ (49,500)
		(2.0)	\$ (161,592)
<u>Administrative Center</u>	Behavior Intervention Aid - SMART (restructure)	(1.0)	\$ (49,154)
	Teacher – SMART (restructure)	0.5	\$ 56,046
	Reduction due to online classes subscription - BEST (restructure)		\$ (175,000)
	ITT-Instructional Technology Teachers (reduction)	(2.0)	\$ (224,184)
	Network Manager	1.0	\$ 106,275
		(1.5)	\$ (286,017)
<u>Human Resources - HR</u>	Assistant Benefit Specialist - ADAAA/FMLA	1.0	\$ 96,445
<u>Facilities Management Dept</u>	Roving Custodian (Prior Year FTE True Up and grade corrections)	1.0	\$ (53,317)
	Building Rentals/Custodian Coverage (restructure)	4.0	\$ 271,416
	Project & Grounds Manager (reduction)	(1.0)	\$ (159,329)
	Utility Reduction		\$ (793,881)
		4.0	\$ (735,111)
<u>Student Support Services</u>	Eliminate Teen OPTIONS Program (attrition)	(3.0)	\$ (140,450)
	School Technology Specialist	6.0	\$ 436,530
		3.0	\$ 296,080
<u>Non-Departmental</u>	Transfer to Student Transportation Fund		\$ 1,500,000
<u>District Wide</u>	Reduce non-personnel 10%		\$ (1,100,000)
	Increase Health Insurance contribution rate by 2%		\$ 2,000,000
	Current contractual Salary & Benefit obligations		\$ 2,270,000
			\$ 3,170,000
	OVERALL ADJUSTMENT	11.0	\$ 4,689,121

Additional Adjustments to 2016-17 Recommended Budget

Prioritized - Recommended to Approved

LEVEL 1

Presented by Program

		FTE	\$	PRIORITY	
Instruction	K Paraprofessional	1.0	\$ 43,050		1
Non-Departmental	Reserve Teaching Positions (anticipated Eielson)	2.0	\$ 224,184		1
Board of Education	K-8 Initiative - Administrator	1.0	\$ 144,401		1
Board of Education	K-8 Initiative - Admin Secretary	1.0	\$ 62,954		1
Board of Education	PR Dept Community Education		\$ 10,000		1
Instruction	Teacher - Elementary Instrumental Music Restructure	(1.6)	\$ (179,347)		1
Administrative Center	Assistant Accounting Clerk (reduction)	(1.0)	\$ (69,000)		1
Administrative Center	Purchasing Clerk (reduction)	(1.0)	\$ (85,000)		1
Student Support Services	Savings from Broadband bid		\$ (300,000)		1
Facilities Management Dept	Department Restructure (OT/Temp savings)		\$ (150,000)		1
Student Activities	Eliminate Elementary SAS & SDA		\$ (206,620)		1
Student Activities	Reduce MS/Jr. High Activities - 10% Reduction to SAS & SDA		\$ (25,095)		1
Student Activities	Reduce High School Activities - 10% Reduction to SAS & SDA		\$ (105,000)		1
Student Activities	Federal Programs student travel - 10% Reduction		\$ (2,500)		1
Student Support Services	Department Heads		\$ (250,000)		1
Student Support Services	ELL Equipment		\$ (9,500)		1
Student Support Services	Reduce Extended contracts for counselors & librarians from 8 to 5 days		\$ (75,000)		1
		1.4	\$ (972,473)		1
Student Support Services	Eliminate VOIP upgrade equipment		\$ (128,000)		2
Student Support Services	Eliminate hard drives for teacher laptops (would not be repurposed to students)		\$ (110,000)		2
Student Support Services	Swimming Aide (Ryan MS) (reduction)	(1.0)	\$ (55,600)		2
Student Support Services	Prevention Intervention Specialist - Hutchison (reduction)	(1.0)	\$ (73,150)		2
Student Support Services	Prevention Intervention Specialist - WV (reduction)	(1.0)	\$ (73,150)		2
		(3.0)	\$ (439,900)		2
Administrative Center	Department Restructure (Grants Coordinator to Specialist)		\$ (33,088)		3
Teaching, Learning & Prof Dev	Reduce Curriculum Materials		\$ (325,000)		3
Facilities Management Dept	Carpenter (reduction)	(1.0)	\$ (112,200)		3
Facilities Management Dept	Electronic Technician (reduction)	(1.0)	\$ (112,200)		3
Facilities Management Dept	Wire Crew - term position (reduction)	(1.0)	\$ (40,000)		3
Special Education	Non-Personnel Program Cuts		\$ (415,000)		3
Special Education	School Psychologist (reduction)	(1.0)	\$ (112,092)		3
		(4.0)	\$ (1,149,580)		3
Response to Intervention (RTI)	RTI Coordinator - Cut to 10 months		\$ (13,450)		4
Student Support Services	Intervention Room Aide - BEJSHS (reduction)	(0.5)	\$ (31,070)		4
Instruction	Teacher - DW Art (1 remains)	(3.0)	\$ (336,276)		4
		(3.5)	\$ (380,796)		4
Student Support Services	Secretary - Barnette Supplemental (reduction)	(0.5)	\$ (58,510)		5
Student Support Services	Eliminate Regular Education Summer School		\$ (52,000)		5
Student Support Services	ELL Secretary - Cut to 10 months		\$ (7,000)		5
Student Activities	Activities Coordinator - Hutchison (reduction)	(0.5)	\$ (56,046)		5
Instruction	Teacher - Career & Technical Education - CTE	(1.5)	\$ (168,138)		5
Student Support Services	Library Assistants (3MS-RS, RY, TN, ~ 3HS - WV, LA, NP) (reduction)	(6.0)	\$ (317,142)		5
		(8.5)	\$ (658,836)		5
		(17.6)	\$ (3,601,585)		

Additional Adjustments to 2016-17 Recommended Budget

Other Considerations - Recommended to Approved

LEVEL 2

<i>Presented by Program</i>		FTE		
<u>Administrative Center</u>	Communications Coordinator (reduction)	(1.0)	\$	(118,420)
<u>Administrative Center</u>	Director of Personalized Learning (reduction)	(1.0)	\$	(169,400)
<u>Administrative Center</u>	ITT-Instructional Technology Teachers (1 remaining for inst design)	(2.0)	\$	(224,184)
<u>Administrative Center</u>	Eliminate AIMS Web K-2		\$	(22,380)
<u>Administrative Center</u>	Computer Technician (reduction)	(1.0)	\$	(96,465)
<u>Administrative Center</u>	Network Manager (proposed position)	(1.0)	\$	(106,275)
<u>Administrative Center</u>	MAP Testing grades (reduce from grades 3-10 to 5,7,9 only)		\$	(110,000)
<u>Administrative Center</u>	AP/Fixed Asset Accountant (reduction)	(1.0)	\$	(124,800)
<u>Administrative Center</u>	Director of Business Services (reduction)	(1.0)	\$	(160,800)
<u>Student Activities</u>	Activities Coordinators (1 remaining DW Coordinator) (reduction)	(2.0)	\$	(224,184)
<u>Student Activities</u>	Eliminate MS/Jr. High SAS & SDA		\$	(150,546)
<u>Human Resources (HR)</u>	Benefits Assistant (proposed position)	(1.0)	\$	(96,450)
<u>Charter Schools</u>	Reduce funding level (TBD based on BSA adjustment)		\$	(100,000)
<u>Teaching, Learning & Prof Dev</u>	Reduce Curriculum Materials		\$	(300,000)
<u>Student Support Services</u>	Behavior Aides (reduction)	(18.0)	\$	(884,790)
<u>Student Support Services</u>	Prevention Intervention Specialists (3HS - LA, NP) (reduction)	(2.0)	\$	(146,300)
<u>Student Support Services</u>	Assistant Principal (RSMS) (reduction)	(1.0)	\$	(142,125)
<u>Student Support Services</u>	School Technology Specialists (proposed positions)	(6.0)	\$	(557,298)
<u>Student Support Services</u>	eLearning Labs Chromebooks		\$	(53,660)
<u>Instruction</u>	Class Size Adjustment K +0.0 to 22.5	0.0	\$	-
<u>Instruction</u>	Class Size Adjustment 1-3 +0.0 to 24.0	0.0	\$	-
<u>Instruction</u>	Class Size Adjustment 4-6 +0.0 to 26.0	0.0	\$	-
<u>Instruction</u>	Class Size Adjustment 7-8 +1.0 to 27.5	(3.5)	\$	(392,322)
<u>Instruction</u>	Class Size Adjustment 9-12 +1.5 to 30.0	(7.0)	\$	(784,644)
<u>Instruction</u>	Teacher - Barnette Supplemental (reduction 50%)	(1.0)	\$	(112,092)
<u>Instruction</u>	Teacher - Elementary 4th Grade Instrumental	(3.0)	\$	(336,276)
<u>Instruction</u>	Teacher - eLearning Labs (proposed positions)	(5.0)	\$	(560,460)
<u>Response to Intervention (RTI)</u>	RTI Assistants (reduction)	(18.0)	\$	(786,780)
<u>Response to Intervention (RTI)</u>	RTI Coordinator (reduction)	(1.0)	\$	(68,000)

May						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

4th Quarter: 45 days

June						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

2016 Timeline for Handling Board Vacancy – Seat A

Date	Task	Details
Tuesday May 10, 2016	Regular Meeting 7:00 pm	<ul style="list-style-type: none"> The Board acknowledged Lisa Gentry's resignation, and announced the vacancy for Seat A. Began discussions on the process for filling the vacancy. Board determined to each forward 3 names for interviews and interview no more than 10 candidates total. Interviews & Selection would be Wednesday, June 1 beginning at 5:30 p.m. Oath of Office would be Monday, June 6 at Noon Email vacancy announcement to local media the next morning (May 11, 2016).
Thursday May 12, 2016	Advertise for applicants to Seat A	<ul style="list-style-type: none"> Vacancy is being advertised in News-Miner and district Facebook Page for 7 days, per Board Policy 223. On the district front webpage & school board page for full 14 days. Applications are being accepted for fourteen (14) calendar days following the initial advertisement of the vacancy, per Board Policy 223. (May 12-25) Applicant names will be released to the media as requested.
Tuesday May 24, 2016	Work Session 6:30 pm	<ul style="list-style-type: none"> Board will finalize the interview process for filling the vacancy during work session, including interview questions.
Wednesday May 25, 2016	Application Period Closes and Applications Provided to Board Members	<ul style="list-style-type: none"> All applications for Seat A must be received in the School Board Office by 4:30 p.m. on Wednesday, May 25, 2016. Complete list of all applicants will be announced by the Board Office (email names to all media) by 5:00 p.m. Board members will receive the applications for review. Board members will select three applicants they would like to forward for interview and submit to board secretary by Friday, May 27 at noon.
Friday Afternoon May 27, 2016	Applicant List Compiled & Applicants Scheduled	<ul style="list-style-type: none"> List of board selectees is compiled by board secretary. Applicants selected for interviews/or all applicants are called to schedule interview.
Wednesday June 1, 2016	Special Meeting Interviews & Appointee Selection 5:30 p.m.	<ul style="list-style-type: none"> Board interviews applicants (no more than 10). Board discusses and deliberates in public, then votes in public by board member identified ballot to select and announce appointee to Seat A. Multiple votes will be taken until a majority is reached. Any applicant with only one vote will be eliminated from the next round of voting. Board will select and announce an appointee to Seat A.
Wednesday June 1, 2016	Media Announcement	<ul style="list-style-type: none"> Board will make a statement to the media on the selection of appointee.
Monday, June 6, 2016 Noon	Oath of Office for Appointee & Board Reorganization for the Office of Vice President	<ul style="list-style-type: none"> Per Board Policy 223, replacement to Seat A sworn in at first Board meeting following appointment. Judge Lyle will administer the Oath of Office. Board will select a new vice president and any other offices, as needed.

May 24, 2016

TO: School Board Members

Please provide up to three questions you would like to see asked of all applicants for the School Board Seat A vacancy.

Your Name:
Question 1)
Question 2)
Question 3)

Please return to Sharon

School Board Seat A Vacancy Interview Schedule

Wednesday, June 1, 2016 at 5:30 p.m.

	Time	Candidate
1	5:40 pm	
2	6:00 pm	
3	6:20 pm	
4	6:40 pm	
5	7:00 pm	
	7:20 pm	BREAK
6	7:30 pm	
7	7:50 pm	
8	8:10 pm	
9	8:30 pm	
10	8:50 pm	
	9:10 pm	Deliberation & Selection