



# Craig City School District

## HOME OF THE CRAIG PANTHERS

### **CALL TO ORDER:**

Hans Hjort called the meeting to order at 7:02 PM

### **PLEDGE OF ALLEGIENCE**

### **ROLL CALL:**

Board chair Hans Hjort, Secretary Josh Andrews, member Julie McDonald, and member Ben Page attended in person. Patricia Conatser was absent/excused for the beginning of the meeting and joined via video conference at approximately 7:40 PM. Student Representative Isabel Priddy also attended via video/audio conference.

Also present in the meeting were Amber Page, Heather Mendonsa, Chris Reitan, Loni Lingley, and Shelby Beck, Josh Bennett, and David Harris.

Kristi Kuhnert, Kimberly McMillan, Sandra Marker, Melinda Bass, Amanda Vickers, Karen Packer, and Trampus Conatser attended via video/audio conference.

### **APPROVAL OF CONSENT AGENDA:**

**Motion:** Approve the agenda

**By:** McDonald

**Second:** Andrews

**Board Vote:** Yea: 4; Nay: 0

**Resolved:** motion passed

### **APPROVAL OF MINUTES FROM JANUARY 24, 2024**

**Motion:** Approve the regular meeting minutes from January 24, 2024

**By:** Andrews

**Second:** Page

**Board Vote:** Yea: 4; Nay: 0

**Resolved:** motion passed

#### **APPROVAL OF FINANCIAL STATEMENTS**

**Motion:** Move to approve the financial statements as submitted for 2/19/24

**By:** Andrews

**Second:** Page

**Board Vote:** Yea: 4; Nay: 0

**Resolved:** motion passed

#### **APPROVAL OF CORRESPONDENCE**

**Motion:** Motion to approve the correspondence as presented

**By:** Andrews

**Second:** McDonald

**Board Vote:** Yea: 4; Nay: 0

**Resolved:** motion passed

#### **EF TOUR SPAIN STUDENT TRIP PRESENTATION**

Shelby Beck, the high school Spanish teacher, gave a presentation on the EF Student Trip to Tour Spain from June 16-27, 2025. She asked for district support. No financial aid is needed because the students will fundraise. Ten students want to go at this time. They will visit Madris, Sevilla, Cordova, Granada, and Baracelona.

#### **PUBLIC COMMENT**

1. Loni Lingley spoke about keeping extracurricular activities in the school. She explained the lack of activities will set the students back because they cannot compete with the other schools.
2. Josh Bennett spoke about the snow falling on the school roofs. Every time we have heavy rain the crawl spaces need to be checked so they don't gather moisture and leak.

#### **BOARD MEMBER REPORTS**

**Hans Hjort** - Hans has been busy with board business and has nothing to report.

**Josh Andrews** - The budget committee met on February 13. The process of going through the budget has been good. After looking at the state and city contributions he has a better understanding of where we are. Andrews stated that PACE has helped the budget.

**Patricia Conatser** - (absent/excused)

**Julie McDonald** - The budget advisory committee meeting on February 13 was productive. The committee received a lot of feedback. They cleaned

up the budget and made some cuts. McDonald would like to hold a workshop the first week of March to review the suggestions and recommendations made by the committee. McDonald attended a pharmaceutical conference and learned about a program called the "Injection Connection." The program involves a twenty minute course that qualifies people to deliver an epipen to students.

**Ben Page** - Page had nothing to add to the report.

**Isabelle Priddy** - The high school ACDC competed at the state competition in Anchorage. They won twenty-two medals overall and had the highest essay score in the state. The school also had senior night while playing against Wrangell in basketball.

#### **PRINCIPAL REPORTS**

**Betty Hall** - Submitted a written report.

**David Harris** - Submitted a written report. Mrs. Tamara Cross and the fifth grade competed in the Battle of the Books. The team finished 12th in the state and defeated SISD and Ketchikan.

**Christine Woodward** - Submitted a written report.

#### **SPECIAL EDUCATION DIRECTOR REPORT**

**Mike Hautala** - Submitted a written report.

#### **MAINTENANCE DIRECTOR REPORT**

**Daniel Nelson** - Submitted a written report. Nelson was not present at the meeting. Chris Reitan shared that all the carbon monoxide sensors are installed. Ben Page requested that the extinguishers be checked. With all the equipment, a dry chemical extinguisher will get into the components and fry all the equipment.

#### **SUPERINTENDENT REPORT**

**Chris Reitan** - Submitted a written report. The District signed a contract with Southeast Roadbuilders to do the site prep for the biomass project. Every three years the district goes out for proposals for audits. They have submitted proposals and are awaiting answers.

#### **NEW BUSINESS**

##### **CCSD Principal Contract Language:**

**Motion:** Move to approve the 2024-2025 CCSD Principal Contract as presented.

**By:** Andrews

**Second:** Page

**Board Vote:** Yea: 4; Nea: 0

**Resolved:** motion passed

**PERSONNEL REPORT**

**Motion:** Move to approve the personnel reports as presented.

**By:** Andrews

**Second:** Page

**Discussion:** Andrews asked to add the resignation of the special education teacher.

**Amended Motion:** Move to approve the personnel report as presented with the addition of resignation of special education teacher effective February 9, 2024

**By:** Andrews

**Second:** Page

**Board Vote:** Yea: 4; Nea: 0

**Motion:** Motion to approve the personnel report as amended

**By:** Andrews

**Second:** Page

**Board Vote:** Yea: 4; Nea: 0

**CCSD JOB DESCRIPTION HANDBOOK**

**Motion:** Move to approve the presented CCSD Job Description Handbook as a first reading.

**By:** Andrews

**Second:** Page

**Discussion:** Andrews said he made changes as discussed and reformatted the handbook. The handbook was then shared with the staff and he asked for feedback. He received feedback from PACE. The recommendations are written in green.

**Amended Motion:** Move to make an amendment to incorporate the submitted changes into the handbook accepting changes made to the PACE section.

**By:** McDonald

**Second:** Hjort

**Board Vote:** Yea: 4; Nea: 0

**Resolved:** motion passed

**Motion:** Move to approve the amended CCSD Job Description Handbook as a first reading.

**By:** Andrews

**Second:** Page

**Board Vote:** Yea: 5; Nea: 0

**Resolved:** motion passed

(Trisha Conatser joined the meeting)

#### **POWERSCHOOL SUPPORT TRAINING AGREEMENT WITH GSD EDUCATIONAL SERVICES**

**Motion:** Motion to approve the PowerSchool Support Training Agreement with GSD Educational Services for FY24 for \$23,068.36.

**By:** Andrews **Second:** Page

**Board Vote:** Yea: 5; Nea: 0

**Resolved:** motion passed

**Discussion:** Reitan explained the district is billed by the hour. The program has been used for three years and includes doing the fall and summer Oasis student count. Prior to using this service, a staff member did the count and it was time consuming. Discussion ensued about asking requesting a cap for services so the District does not go over budget.

#### **FY 2024 BUDGET REVISION**

**Motion:** Move to approve the presented FY 2024 budget revision

**By:** Andrews

**Second:** McDonald

**Board Vote:** Yea: 5; Nea: 0

**Resolved:** motion passed

**Discussion:** McDonald stated the budget was a complex, multifaceted budget. She had questions about specific line items. Many were resolved by Melinda Bass, the district business manager. McDonald asked about the middle school travel budget. She asked if this should be changed? Reitan suggested waiting for the June budget revision after the volleyball season was completed. McDonald felt for transparency the HS Maintenance 100.200.600450 (supplies and materials) should have a separate line item for the HVAC contract. Hjort agreed. Line 100.500.600.321 (district maintenance) showed \$23,000 that should be taken out of transportation instead. Bass agreed and will change it. Andrews commended McDonald for her time and

detail in going through the budget and thanked her.

**2024-2025 CCSD SCHOOL CALENDAR**

**Motion:** Motion to approve the 2024-2025 CCSD School Calendar as a first reading.

**By:** Andrews

**Second:** McDonald

**Vote:** Yea:5; Nea: 0

**Resolved:** motion passed

**Discussion:** Andrews questioned the variance between the two semesters.

**2024-2025 PACE SCHOOL CALENDAR**

**Motion:** Motion to approve the 2024-2025 PACE School calendar as a first reading.

**By:** Andrews

**Second:** Page

**Vote:** Yea: 5; Nea: 0

**Resolved:** Motion passed

**NEXT MEETING DATE:**

March 28, 2024 at 7:30 PM (General meeting)

March 6, 2024 5:30 PM (School Board Work Session)

**Motion to Adjourn**

**By:** Andrews

**Second:** Conatser

Meeting adjourned at 8:26 PM