

## Minutes of Regular Meeting

### The Board of Trustees Tanana City School District

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A Regular Meeting of the Board of Trustees of Tanana City School District was held Monday, August 12, 2019, beginning at 6:35 PM in the Multipurpose Room.

#### I. Call to Order

- A. Roll Call: Cliff Wiehl, Jeanette Scannell, Gloria George, Courtney Agnes, Liisia Edwardsen(via Phone)
- B. Determination of Quorum: Yes
- C. Approval of the Agenda: Motion to approve by Cliff, second by Jeanette. Roll call vote - All in favor, motion carried.
- D. Approval of the May 17, 2019 , June 5,2019, and July 15, 2019 minutes: Motion to approve by Jeanette, second by Gloria. Roll call vote – All in favor, motion carried.
- E. Introduction of Guests: Doris Sommer, Amy Brower, Randall Brower, Pierce Brower, Margaret Baca

Comments from the Audience (Comments may not pertain to any school personnel. There is a process to follow if there are concerns with any staff member; this is not the appropriate venue. The goal is to work out all problems at the lowest level before coming to the board level.)

#### II. Reports

##### A. Superintendent

- 1. Superintendent Report: Amy Brower gave a report for July regarding the Title VI Indian Ed grant funds that is to be used for the greenhouse farming, she also came up with a program for the board to get to know the new teachers which they agreed on. Her August report was on: Tech Ops was on-site; meeting with other Superintendents at the ASA/DEED meeting; required contribution from the City; Staff handbook, working on Student Handbook; State Assessments

#### III. Old Business

- A. FY19 state required city contribution has not been received. Please refer to the August Superintendent Report for possible solutions.  
**Recommend:** Appointing a team to work with the city to come up with ways to pay both FY 19 and FY 20 contribution payments. Courtney and Gloria will attend the City meeting along with Amy.

#### IV. New Business

- A. Adoption of Curriculum: Liisia moved to adopt the AK Studies curriculum, second by Gloria. Roll call vote-all in favor, motion carried.

1. Alaska Studies Curriculum- After review, the curriculum committee recommends the use of Alaska: A Land in Motion by Nancy Warren Ferrell and Alaska's History: The People, Land and Events of the North Country by Harry Ritter be adapted and purchased. (SP Goal #3)  
**Recommend:** Approval and purchase of Alaska: A Land in Motion and Alaska's History: The People, Land and Events of the North Country for the Alaska Studies course curriculum. Gloria moved to approve and purchase the materials/books for this course, second by Cliff. Roll call vote, all in favor, motion carried.
  2. Native Living and Traditions elective course- Mr. Marks, Mrs. Edwin and I have worked on a course to teach native culture, language and village life skills as an elective option for Middle School and High School Students for the FY20 school year. The course outline is attached. (SP Goal #2)  
**Recommend:** Approval of Native Living and Traditions elective course, and purchase of materials needed to facilitate the class. Motion to approve by Gloria, second by Cliff. Roll call vote, all in favor, motion carried.
- B. The district received \$16,755 from the FY19 \$20 million one-time grant from the legislature. This money is outside of foundation funds and grant funds. Because our strategic planning committee set a goal (#4) to recruit and RETAIN high quality teachers, I suggest we use this money to furnish teacher housing. See attached spreadsheet for breakdown of cost.  
**Recommend:** Authorize the expenditure of up to \$16,755 to furnish teacher housing. Liisia moved to authorize the expenditure of up to \$16,755 to furnish teacher housing, second by Jeanette. Roll call vote, all in favor, motion carried.
- C. There are occasions when there is need for a check to be issued that cannot wait for SERRC to process it and mail it to the school. In those incidents it is standard for the Superintendent to have blank checks available to use for those incidents. The checks still require the two authorized signatures and would be subject to all the same policies in place for checks from SERRC, they would just be available for use when needed.  
**Recommend:** Authorize SERRC to release 20 checks to Amy Brower for extraordinary occasions they are needed. Motion by Gloria, second by Jeanette. Roll call vote, all in favor, motion carried.
- D. Parent Advisory Committee: This is a committee approved by the board to act as advisory/parent committees for ESEA, migrant education, and Indian education. We need about 6-8 people that represent all aspects of our school and community to serve on this board. Who would you like to see serve on the committee? Please make a written list of potential members and give it to me. I will then approach those on the list about serving. I will have a final list to present to you at the September board meeting for approval. (SP Goal # 1,2,3) Notice to be posted for interested persons.
- E. Time records- I have spoken to a company that tracks timesheets, accrued and used leave time. Currently, Doris and I spend a combined 4-5 hours each month preparing timecards, tracking leave, approving timesheets each month. This web-based system would eliminate all but about 30 minutes per month of my time. The quote is attached the savings of mine and Doris' time would offset the cost of the program. (SP Goal # 4)  
**Recommend:** Using TimeClock Plus program for tracking personnel time and leave. Motion by Jeanette to purchase TimeClock, second by Gloria. Roll call vote, all in favor, motion carried.

- F. We are receiving \$2,254 from the Migrant Literacy Program Grant. This money is used to purchase books for migrant students.  
**Recommend:** Accepting Migrant Literacy Program Grant funds in the amount of \$2,254. Gloria moved to accept the funds for the Migrant Literacy Program, second by Cliff. Roll call vote, all in favor, motion carried.
- G. We received \$16,101 allocation for Indian Education Grant. The use of this money has been used on greenhouse curriculum and supplies in the past. The use of the money is determined by the Indian Education Parent Committee.  
**Recommend:** Accepting Indian Education Grant funds in the amount of \$16,101. Cliff moved to accept the Indian Ed Grant funds, second by Jeanette. Roll call vote, all in favor, motion carried.
- H. To fund the lunch program by setting aside \$50,000 from the Special Revenue Fund- Food Program. This is an increase from last year in order to cover personnel and food cost to increase the lunch program to five days a week instead of three days per week.  
**Recommend:** Designation of \$50,000 in Food Services Fund to pay for school lunch program. Motion by Jeanette to designate \$50,000 for the food program, second by Gloria. Roll call vote, all in favor, motion carried.
- I. Purpose to increase Bernadette Roberts weekly hours to up to 30 per week. This would allow us to serve lunches to students and staff every day instead of just Tuesday- Thursday.  
**Recommend: Increase Bernadette Roberts to 30 hour per week employee.** Gloria moved to increase Bernadette Roberts' hours to 30 per week, second by Cliff. Jeanette abstained. Roll call vote, all in favor, motion carried.
- J. There are several systems that have either deferred maintenance or in need of inspections. If these things go too long the cost could be considerable more. I purpose to designate up to \$30,000 in the Major Maintenance account to pay for needed inspections and repairs as deemed necessary by contracted licensed professionals.  
**Recommend:** Designation of \$30,000 from Major Maintenance to pay for deferred maintenance or required inspections of major building systems. Motion by Gloria, second by Jeanette. Roll call vote, all in favor, motion carried.
- K. Teacher Contract- Curt Hagegeorge was offered the open Middle School/High School position. Mr. Hagegeorge has three years teaching experience in Alaska. He will be coming in at Step 2, Column M+36 with a salary of \$56,165. (SP Goal #4)  
**Recommend:** Accept the contract for Curt Hagegeorge for the FY 20 school year at \$56,165. Motion to accept contract by Jeanette, second by Gloria. Roll call vote, all in favor motion carried.
- L. Board Policy Update- AASB sent a recommendation for an update to BP 3515.5 based on a recent court ruling. AASB recommends adding the following language to the policy.  
"Prior to restricting any person accused of a sex offense from campus, the district shall verify that the person is actually listed on the Alaska Department of Public Safety Sex Offender/Child Kidnapper Registry."

**Recommend:** Update BP3515.5 to include AASA's recommended statement. Motion to update BP3515 by Gloria, second by Cliff. Roll call vote, all in favor, motion carried.

- M. The Alaska DEED is holding the second Alaska School Safety & Well-Being Summit on September 18-20, 2019. Each district is being provided travel funding for a team of up to six people to attend. The Summit is designed to build a understanding of comprehensive school safety and well-being. Topics will include restorative practices, positive school climate, counseling and mental health, among many others. I recommend the Superintendent and board members attend. (SP Goal # 1 and 2)

**Recommend:** Approve a team of up to six people to attend the School Safety & Well-Being Summit. Motion by Gloria, second by Jeanette. Roll call vote, all in favor, motion carried.

- N. AASB Fall Boardsmanship Academy is Sept. 21-22. This is immediately after the School Safety & Well-Being Summit. The academy is designed to inform board members on School Law, Professional Teaching Practices, and other topics to help board members work toward improving their school. Since some or all of the board will be attending the School Safety & Well-Being Summit, which pays for travel, this would only require extended hotel night and \$390 per person registration fee. (SP Goal # 1, 2, 3)

**Recommend:** The team that travels to the School Safety & Well-Being Summit extend their stay in order to be a part of the Boardsmanship Academy. No action taken.

- O. School Board Training: There are two opportunities for the board to receive training.

1) Lon Garrison and Jon Sedor will conduct a one day training event in Fairbanks on Saturday, October 26th. (see attached email for information on topics to be covered, etc). This training will be targeted to cover general information with multiple boards from across the state attending.

2) Timi Tullis has a spot open on November 21-22 for a board training. This training would be in Fairbanks and for our board only. Topics covered would be based on the needs of our board.

**Recommend:** Determine which option would be best for our board. Authorize set up for chosen option. The Board decided to go with a 3<sup>rd</sup> option which is to attend the one-day training with Lon and Jon in Fairbanks and attend the training the next day with Timi Tullis, also in Fairbanks.

#### V. **Future Business/Upcoming Events**

**September 18-20 Safety/ Wellness Meeting - Anchorage**

**September 21-22 Boardsmanship Academy -Anchorage**

**Determination of future board meeting times and board activity calendar.**

**Next Board meeting is September 4<sup>th</sup>, 2019.**

#### VI. **Adjournment @ 7:40 p.m.**