



HYDABURG CITY SCHOOL DISTRICT

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Board Report March 23, 2017

Tea Tree Oil

We have discussed with our insurance provider and they are satisfied with offering it to parents for free. They recommend that we can offer a handout on proper use and could proceed with making the product available to parents to combat the spread of head lice. I am inclined to do so as a public service to our parents.

Boys and Girls Club

My understanding is that the some community members would like to see the Boys and Girls Club move to the school. It is possible. There are gates to restrict access from the elementary and the commons area, while still allowing access to the kitchen and Internet. There is not really anywhere to put the games and tables. We are not at a point where we can absorb too many more expenses. Priscilla Goulding acquired grant funding of \$2,000 for a "soup kitchen" at the club, but it has not yet been spent.

Office Transition

Charity has been receiving training and increasing responsibilities. The transition is going well. As her duties broaden, her hours and compensation will be due for review.

A contract is up tonight for your approval for Bart Mwarey as Superintendent.

SISD will no longer be providing administrative or other services through the cooperative agreement. Should HCSD wish to contract specific services, the district would contract with those specific individuals through an extra duty contract.

Unresolved Issues

Business Services I recommend continuing the contract with Lucienne Smith (AK Education and Business Services) for Business Manager. **Cost: \$3570/month**

SPED I recommend contracting with Janet Stout as SPED Director. It is a lighter year and I believe she would contract for about half of her current contract. We are asking quite a bit of our existing SPED teachers and will do more so next year. A concern is always making sure our intensive paperwork is perfect as a very small error can, and has cost us \$70,000 in the blink of an eye. **Cost: \$10,000**

SERRC also offers this service or you could add it to one of your SPED teachers on site.

Grant Management I recommend that Bart be responsible for Federal Programs. That would include Title I (supplemental to regular education program), Title IC (Migrant Education), Title IIA (Professional development), Carl Perkins (Vocational Technical Education) and Special Education. Training in Anchorage is April 18, 19 and this would be good opportunity to get oriented to managing these programs. The concern is having a plan for spending and then doing it. What we found when we entered the relationship with SISD was that, during the prior year, the we had simply failed to secure at least \$200,000 in grant funding by either failing to spend it appropriately or failing to do the paperwork required. Spending has to match what has been approved or costs will go to general fund and grant funds will be lost.

- A. Priscilla is willing to be available to answer any questions regardless of whether she is under contract. I would recommend retaining her services to manage grants for Indian Ed, the existing wood-fired boiler grant, and small grants such as the Crossett Foundation grant. She could continue to pursue the smaller grants that she is highly successful with. During the cooperative agreement, we have allocated about \$12,000 per year of the money paid to SISD for her services she has brought at least \$800,000 to the district and continues to get smaller grants that should exceed any cost for her services. **Cost: \$12,000**
- B. Contract with someone for these services. SERRC, for instance, provides this service.
- C. Have someone in Hydaburg provide this service.

Chasing the Big Grants

Bart is in contact with a professional grant writer. It makes sense to contract with someone like that as we find large federal grants that we would like to pursue. There are up-front writing costs and generally a significant amount of money that are allocated from the grant to the grant writer. The issue to be attentive to is the financial match expectations. The other issue to watch is unrealistic grant goals, as grant writers from somewhere else can often get grant awards by proposing expectations that are simply impossible to perform in our small community.

Social Emotional Learning Grant

This grant is easily managed by Bart and Erin, as they are knowledgeable about the objectives and Erin is compensated for working on the grant. **Cost: \$0.00**

Checks and Balances

When we entered the cooperative agreement relationship, two Board members reviewed every check. I believe the Board should discuss this issue with Lucienne. There is some pushback on our expectation that expenses be approved in advance through SISD this year and it is causing some creep in expenses, as we exit the arrangement there is a further deterioration of oversight as fewer people have their finger in the pie.

Maintenance

HCSD has not had the money to hire a maintenance worker. We have custodians but they lack the skills needed. Accordingly, we will not be eligible to submit Capital Improvement Projects until we correct this problem. I do not see how to resolve this until school funding improves. My suggestion is to continue to call upon SISD maintenance workers as needed and the SISD Maintenance Manager will be happy to provide suggestions on professionals when needed. SISD would simply invoice for the hourly rate for those employees. No request, no expense.

Administrative Transfer

We are proceeding with a transition plan to return administrative duties to Hydaburg for the coming year. Bart is being offered a contract as Principal/Superintendent. Combining those duties has not been very successful from my perspective since I have been on the island. We have been working to find a workable solution to the staggering workload of both duties.

The presumption is that Bart would absorb Human Resources. If you contracted any of this there would be additional costs.

Provide an additional stipend for David Staley to provide support on reports and paperwork responsibilities. **Cost: \$15,000**

Board Meeting Support.

This is a responsibility loaded with snake pits. Rules and regulations abound. We had previously tried to move this responsibility to a local individual but had been unsuccessful. This could go to Charity McConnell-Edwards. As she assumes more duties she will need to add hours.

Budget Workshop

Lucienne has prepared information for the workshop. While we are short of funds for this year, if we continue to pinch pennies we will still have raided funds we will need next year. We are still having trouble when we buy tickets late and have paid considerably more for travel than we needed to this year. We have drastically reduced board and administrative travel and limited teacher trainings.

Stakeholder Survey

Some of the comments included:

Raise the bar-expect more Focus on STEM

Get SISD out

Weak aide work ethic

Textbooks for math and reading

Update technology Use as tool not as babysitter

More hours to maintenance

Ineligible students no excuses

New furniture in housing with carpets

Let cook order what she wants

Fly students so don't miss as much school

Fund raise for sport all year, less travel, do mileage (we do)

There weren't many suggestions on ways to reduce spending/save money. We are overstaffed on aides. The most compelling reason is attendance and issues with providing intensive services where needed and maintaining coverage in the office. Can we meet our needs by changing some aide positions to on-call and will they be available to work on short notice?

Food service audits have identified issues that need to be corrected. We are required to have menus that meet their requirements, serve what is on the menu, and keep records that meet their requirements. We lost funding for most of the summer food program last year due to poor record keeping. We expect some problems over paperwork and meal planning from a recent audit for our regular program.

We can balance the budget for next year by taking money from a teacher housing account and from an account we hold for making repairs. This is dangerous, as we have many old items/facilities that could need attention at any moment and it is noted in the survey.

As always, student count will determine if we are to continue our support of improving academic success and sports for next year.

We must balance the budget tonight so that we can get the budget to the city on time.

Gym Lighting Grant

Priscilla secured \$10,000 to pay for the electrician to replace lights in both gyms with LED lights. We are seeking a quote for the costs of the lights, which we would have to pay for. It is needed, will save electrical costs over time, and I recommend proceeding since we have money to pay for a significant portion of the cost.

Good Sports Grant

Priscilla secured this grant. We have to choose from what they have available at the time we order and we can order three times per year. We only have to pay shipping. A first look showed quite a bit of clothing and shoes, but limited sports equipment.

Farm to School for Native Communities

Priscilla is putting in for a \$5,900 grant that would aid with construction of a storage building by the garden and add a modest greenhouse on to that structure. They only give five for the entire country, so it is a long shot.

Violence Against Women Workshop

We had three people attend this training a few weeks ago. Bonnie can speak to it and how it can have an impact on our school.

7. D. Superintendent Contract

These contracts are more complicated. Our legal representative has been in contact with Bart and Natasha. I do not know that we will have it to approve tonight.

9. A. Action on Superintendent Report

I recommend buying a case of Tea Tree Oil, then making the oil, including a handout on correct use, available to parents.

I recommend approval of the purchase of LED lighting for both gyms not to exceed \$7,000 (the small gym can be done with about \$850 in light bulbs)

9. B. 2nd Reading, FY2018 Budget

I recommend approval of a balanced budget as proposed by Lucienne.

9. C. 2nd Reading, Board Policies and Administrative Regulations 4000-4111.2

I recommend approval unless your review found issues to be resolved.

9. D. 2nd Reading Board Policies 4211-4253

I recommend approval unless your review found issues to be resolved.

10. A. Award of Contract for External Audit Services

I recommend approval.

10. B. Inter-Agency Cooperative Agreement

I recommend approval

10. C. Resolution 2017-04 Reducing School Days to Balance Budget

I have been talking to the Commissioner of Education and other Superintendents about saying enough is enough on cuts to education. We cannot sustain this level of funding. Yes, we could balance one more year if we maintain student count by raiding all of our reserves. It means we do not meet requirements to even ask for Capital Improvement Project money and that we will be in a pinch of anything significant breaks or leaks. We cannot cut school days without support from the Department of Education. This is simply an attempt to get other districts to stand up with us. **I recommend approval of the resolution.**

10. D. 1st Reading, Curriculum for Sex Education

This is intertwined with a legislative mandate that requires us to take some action. This is a first look at curriculum as proposed by Craig Public Health. Take some time to

review it before the next Board meeting. **I recommend moving this item to a second reading.**

10. E. 1st Reading, Board Policies 4112.1-4116 (except 4112.4/4212.4/4312.4)

I recommend moving this to a second reading to allow time for Board members to review the information.

10. F. 1st Reading, Board Policies 4117.2-4119.12

I recommend moving this to a second reading to allow time for Board members to review the information.

Lauren Burch
Superintendent