

Thorne Bay School
ADVISORY SCHOOL COUNCIL Agenda

Date: September 19, 2024



- I. Call to order: 6:35 pm
 - A. Pledge of Allegiance
 - B. Individuals present: Lucette Lovell, Brandy Prefontaine, Maria Lineker, John Stevens, Mike Congdon, Anne Lusted, Phillip Lusted, Terri Kohn, Sarah Garrison, Tony Lovell, Amanda Blankenship, and Mel Cook.
Ex-Officio Rod Morrison & Shane Nixon
- II. Approval of agenda:
 - A. Motion to approve: Anne L made a motion to approve the agenda.
 - B. Seconded: Terri K
 - C. Any Discussion?
 - D. All in Favor? Yes
 - E. Any Opposed? no
 - F. Motion Passed? (yes or no) YES
- III. Approval of minutes from prior meeting:
 - A. Motion to approve: Anne L made a motion to approve the agenda.
 - B. Seconded: Terri K
 - C. Any Discussion? Yes, Brandy P pointed out that she didn't see some of her comments related to Karate, she was missed in attendance and her name was not listed in the volunteers for the planning committee of the Back to School BBQ or the TB days planning. Lucette noted that members present should not be listed out as visitors. Amanda made a note and will update the minutes to show these things.
 - D. All in Favor? Yes
 - E. Any Opposed? no
 - F. Motion Passed? (yes or no) YES, with the changes listed above.
- IV. People to be Heard/Public Comment
 - A. Mike C- Came to present funds to the ASC for fundraising that students have done in recent months building sheds with the Kasaan group. He has a total of \$4400 designated as follows:
 1. \$1200 Archery - John and James Stevens will provide notes for where in Archery to designate these dollars.
 2. \$800 to Davin Hamby
 3. \$800 to Anagail Hamby
 4. \$800 to Malakai Reid
 5. \$800 to Maddison Reid
 - B. John S - Announced that there will be a NASP training offered for coaches and instructors tentatively on Oct 11 (7hr course). He is encouraging new teachers especially because it can be used in PE. NASP has a requirement that the program is used 10 hours in school time per year.

- C. Lucette L Asks- what is the purpose of this board and explained how she has been looking into the School board policy and would like to see the ASC meet its obligations and potential for supporting our school. We should be learning the will of the community and bringing forth commitments. She would like to see more parent involvement in the student handbook process. Parents should be involved in the drafting of the handbook, as well as the parent handbook before it goes out to students. She would also like to have teachers provide clear and concise requirements in advance to assignments for classes.
- D. Amanda B printed and offered to provide the ASC handbook to anyone present and challenged us to all step up to be more involved in the way the handbook outlined responsibilities.
- E. Tony L asked about tax donation letters. Amanda had gotten clarification from our District Business Manager on this- as long as we track who is making donations, that list can be sent to Lucienne (Business Manager) and she will provide tax donation letters to all who donate. Lucette added we should be telling coaches about this opportunity because it can increase business donations. Brandy added that a pre-written letter or template could be provided to coaches and ASC's district wide to encourage this process.
- F. Brandy P announced that this Saturday TB is hosting 10 schools for the Elementary and Middle School race beginning at 10 am. There is a volunteers meeting at 9 am, then a coaches meeting at 9:40 before the races begin at 10 am.
 - 1. Lucette added that she'd like to see us coordinate large maintenance projects with events so as to not hinder events like the stairs between the Gym and school being worked on during this race. Rod M noted that this was the only time the contractor could come and safeguards will be taken to protect participants and the project by taping off the area well.

V. Administrative Reports:

A. Principal Report

- 1. Shaine N reports that school is going fairly well. There is an Inservice all day Friday for District wide staff. We've had students travel to visit colleges this past week, and more students are traveling next week to also visit college campuses. Monday is Picture day. Cross country had a meet last week and this week we are hosting in TB and he will be there to volunteer and support our athletes. On Monday he and a few others are traveling to PA for the school board meeting. He will be traveling to Anchorage for a Safety and Well Being Summit next week. That is ALL admin going; Shaine, Rod, Robbin, and then Amy Killian and Lisa Cates. Shaine will be attending a principals conference at the end of that and staying an extra day. We have Volleyball going with a team consisting of athletes from Thorne Bay,

Kasaan and Naukati. Student Count begins Monday and PHlight club is in Thorne Bay on 9/27-28.

B. Superintendent/Federal Programs

1. It's been a busy summer and start of the school year. Over the summer the M&O team worked on making sure our bleachers are safe and in good working order. It had several missing or broken brackets and bolts. The floor was refinished, but because of drying time and humidity issues there were spots on the floor that were not smooth. The contractor will offer a good discount and come next summer to re-do the work as well as update the painted lines and logo. They have also been working on the Boilers with Ketchikan Mechanical. Some of our units had the wrong size injectors and that has been fixed. Grants provided for new systems in Kasaan and Whale Pass. We had Wood Fired Boilers training as well, and we are working on grants to provide new systems to the bus barn area that would also support teacher housing units near and one in Coffman and support for an undersized unit in Hollis. He was able to order new Spirit rugs for all schools to support school spirit. New furniture was ordered and will be arriving soon for the TB commons as well as new tables for classrooms. He also ordered shirts and zip hoodies with logos for all students and staff. TB small business class will be putting these together and get them out (every student will receive a shirt with their school logo on the front and the SISD logo on the back, and every staff will receive a zip hoodie with the SISD logo on the front and their school logo on the back.)

C. Treasurer Report

1. Treasurer's Report::
2. Period for which report covers: 8/1/24 to 8/31/24
3. Cash balance at beginning of period: \$74,452.72
4. Income received during the period: \$3.47
5. Expenses paid during the period: \$1,125.77
6. Cash balance at end of period: **\$73,330.42**
7. CD Certificates:
 - 1yr Cert (4.00%): \$11,852.23 (matures 6/4/25)
 - 6mo Cert (3.750%): \$20,979.02 (matures 10/21/24)
 - a) This Cert matures on 10/21 and a discussion was had about the need to vote on that being rolled over. Lucette L offered her banking experience and suggested that we trust Anne to research rates and make a decision on whether to let it simply roll over or invest with a new cert. Lucette suggested we consider a structured CD with Monthly maturity.

During the summer we purchased cross country uniforms, and reimbursed Sensei Maria for travel expenses for Sensei Bisbee in the spring.

*Note to be sure any expenses on the ASC Debit card are recorded and sent to Anne each month.

VI. Old Business:

A.

I. New Business:

A. Officer Elections

1. Chair - Tony L is the current Chair and happy to stay if no-one else would like to step into this role.
 - a) Motion to approve: Sarah G made a motion to approve Tony as our Chair for another year.
 - b) Seconded: Terri K
 - c) Any Discussion?
 - d) All in Favor? 13 Yes
 - e) Any Opposed? 1 - Spouse says it's very time consuming
 - f) Motion Passed? (yes or no) YES
2. Vice Chair - Korrissa O is the current Vice Chair and wishes to step down and allow for others to step up. A motion was made to elect Brandy P and she graciously declined this year but will consider it in the future. And Brandy encouraged us to try to have more secondary parents involvement.
 - a) Motion to approve: Terri K made a motion to approve Sarah G as Vice Chair.
 - b) Seconded: John S
 - c) Any Discussion?
 - d) All in Favor? Yes
 - e) Any Opposed? no
 - f) Motion Passed? (yes or no) YES
3. Treasurer - Anne L is current Treasurer and is willing to keep the job if no one else is interested.
 - a) Motion to approve: Lucette L made a motion to approve Anne L as the Treasurer.
 - b) Seconded: Terri K
 - c) Any Discussion?
 - d) All in Favor? 13 Yes
 - e) Any Opposed? 1 - Spouse says it's very time consuming
 - f) Motion Passed? (yes or no) YES
4. Secretary - Amanda B is the current secretary and willing to stay in the role or support someone else taking the role if they are interested.

- a) Motion to approve: Sarah G made a motion to approve Amanda B as Secretary
- b) Seconded: Lucette L
- c) Any Discussion?
- d) All in Favor? Yes
- e) Any Opposed? no
- f) Motion Passed? (yes or no) YES

B. Halloween Carnival Planning

1. We need to have a volunteer be the lead on this to ensure a successful event for students and fundraiser for ASC and set a budget for expenses so that purchases can be made in time.
 - a) Lucette L is willing to be the coordinator for this year's event. There will be a planning meeting on Monday 9/30 at 5:30 in the school. Brandy P is willing to help as well. Sarah G will get the church calendar and Amanda B will check other community events so we don't plan our event at the same time as others. Amanda and Lucette will get the word out for volunteers interested in helping to come to the planning meeting. Brandy also has the order sheet from a few years ago to support our efforts this year.
2. Halloween Budget
 - a) Motion to approve: Amanda B made a motion to approve up to \$500 for purchase related to the Halloween Carnival.
 - b) Seconded: Phillip L
 - c) Any Discussion? Shaine N made note that he thinks this should be a great ASC fundraiser and we can earn more with better planning. He encouraged us to increase the amount so that it is available should it be needed.
 - d) Amanda B amended the motion to approve up to \$1200.
 - e) Seconded: Phillip
 - f) All in Favor? Yes
 - g) Any Opposed? no
 - h) Motion Passed? (yes or no) YES

VII. Schedule Next Meeting:

- A. Conversation was started about considering changing the night of the meeting each month to allow for more potential ASC members to participate. There are other community events happening on Thursday nights. Discussion was also had about maybe using a silent auction for the desserts.
- B. The next meeting is scheduled for Monday, October 21st at 6:30, with Dinner at 5:30 provided by the Elementary & MS Cross Country team.

VIII. Adjournment:

A. Terri K made a motion to adjourn

B. Anne L Seconded

C. Adjournment at 7:41pm.