



**SOUTHEAST ISLAND SCHOOL DISTRICT
BOARD OF EDUCATION**
Regular Meeting
Wednesday, March 23, 2022

VISION STATEMENT

Students are equipped to realize their dreams and aspirations.

MISSION STATEMENT

Together we will foster student skills to achieve their goals and thrive in an ever-changing world.

AGENDA

MEETING: 5:30 PM
LOCATION: Thorne Bay School and via Zoom
1010 Sandy Beach Rd
Thorne Bay, Alaska 99919
VIRTUAL URL:

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF AGENDA
5. WELCOME TO VISITORS
6. PUBLIC COMMENT 5
7. CONSENT AGENDA: (Items listed under CONSENT AGENDA are considered to be routine by the School Board and will be approved in one motion unless a Board Member requests that an item be considered separately.)
 - A. Approval of February 23, 2022, Meeting Minutes 7
 - B. Approval of March 2022 Financial Report 11
 - C. Employment
 1. FY22 Classified Employment: Mariia Taylor (Child Nutrition Program Director)
 2. FY23 Certified Contracts: Steven Cunningham, Richard Spencer, Julia Trischman, Patrick Trischman, Tawnya Weaver
 3. FY22 Coaching Contracts: Ian Jenson (Elementary Wrestling, Thorne Bay), Joshua Musser (Middle School Wrestling, Naukati), Korrisa Oatman (Elementary Basketball)
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12. ADVANCE PLANNING

- A. Planning for the April Regular Board Meeting: 3rd Wednesday in April is April 20, 2022
- B. Planning for the May Regular Board Meeting: 3rd Wednesday in May is May 18, 2022
 - 1. Planning for the End of Year Recognition Ceremony: Proposed to Precede the May 2022 Board Meeting
- C. Graduation Dates:
 - 1. Hollis Graduation: May 16, 2022 @ 1:00 PM
 - 2. Naukati Graduation: May 7, 2022
 - 3. Thorne Bay Graduation: May 25, 2022 @ 6:00 PM
 - 4. Whale Pass Graduation: May 27, 2022 @ 2:00 PM

13. PUBLIC COMMENT

14. BOARD COMMENT

15. EXECUTIVE SESSIONS

16. ADJOURNMENT

MEETING CONDUCT

The School Board desires to conduct its meetings effectively and efficiently. All Board meetings shall begin on time and shall be guided by an agenda prepared and delivered in advance to all Board members and other designated persons.

Parliamentary Procedure

Board meetings shall be conducted by the president in a manner consistent with adopted Board bylaws and generally accepted parliamentary procedures.

Quorum

A majority of the number of filled positions on the Board constitutes a quorum.

Unless otherwise provided by law, affirmative votes by a majority of the Board's membership are required to approve any action under consideration, regardless of the number of members present.

Abstentions

The Board recognizes that when no conflict of interest requires abstention, its members have a duty to vote on issues before them. A member may only abstain due to a publicly declared conflict of interest. When a member abstains because of a conflict of interest, the abstention shall be considered to concur with the action taken by the majority of those who vote, whether affirmatively or negatively.

(cf. 9270 - Conflict of Interest)

Public Participation

Because the Board has a responsibility to conduct district business in an orderly and efficient way, the following procedures shall regulate public presentations to the Board.

1. The Board shall give members of the public an opportunity to address the Board either before or during the Board's consideration of each agenda item.
2. At a time so designated on the agenda, members of the public also may bring before the Board matters that are not listed on the agenda of a regular meeting. The Board may refer such a matter to the Superintendent or designee or take it under advisement. The matter may be placed on the agenda of a subsequent meeting for action or discussion by the Board.
3. A person wishing to be heard by the Board shall first be recognized by the president. They shall then identify themselves and proceed to comment as briefly as the subject permits.

MEETING CONDUCT (continued)

4. The President may establish rules to govern the procedure whereby persons address the Board.
5. With Board consent, the president may modify the time allowed for public presentation or may rule on the appropriateness of a topic. If the topic would be more suitably addressed at a later time, the president may indicate the time and place when it should be presented.
6. No oral presentation shall include charges or complaints against any employee of the Board, including the Superintendent, regardless of whether or not the employee is identified by name or by another reference which tends to identify. Charges or complaints against employees must be submitted to the Board under the provisions of Board policy and administrative regulations related to such complaints.

(cf. 1312.1 - Complaints Concerning School Personnel)
(cf. 9312 - Executive Sessions)

7. No disturbance or willful interruption of any Board meeting shall be permitted. Persistence, by an individual or group, shall be grounds for the chair to terminate the privilege of addressing the meeting. The Board may remove disruptive individuals and order the room cleared if necessary.

(cf. 9320 - Meetings)
(cf. 9322 - Agenda/Meeting Materials)

Legal Reference:

ALASKA STATUTES
29.20.020 Meetings public

Review 1/04, 1/05
Revised 6/11

SOUTHEAST ISLAND SCHOOL DISTRICT BOARD OF EDUCATION
REGULAR MEETING
February 23, 2022

MINUTES

CALL TO ORDER

Board Clerk Sandy Curtis called the meeting to order at 5:38 PM

ROLL CALL

Sandy Curtis, Molly Kimzey, Tia Nardini, Rebecca Saffold and Student Representative Chloe Vasquez attended via audio/video conference. Shannon Silverthorn was absent.

APPROVAL OF AGENDA

Motion: Approve the agenda

By: Kimzey

Second: yes

Student Representative Vote: Yea: 1; Nay: 0

Board Vote: Yea: 4, Nay: 0, Absent: 1

Resolved: motion carried

WELCOME TO VISITORS

Board Clerk Sandy Curtis welcomed visitors: Andy Cook, Cassandra Christopherson, Laura Anania, Branzon Anania, Sharlet Collins, Lisa Cates, Julia Trischman, Patrick Trischman, Jay Kohn, Terri Kohn, Matt Gore, Shane Williams, Deidre Jenson, Amy McDonald, Kayley Moen, John Huestis, Elisa Rosier, Andy West, Joanna Schneider, David Schneider, Dawson Schneider, Carlisle Schneider, Matias Canadas, and Eric John.

PUBLIC COMMENT

None

APPROVAL OF CONSENT AGENDA

Motion: Accept the consent agenda as written [approve 1/5/22 meeting minutes; February 2022 financial report; FY22 classified employment for Amanda Kiely (Greenhouse/Agriculture Program Manager), Kayley Moen (Enrichment Activities Coordinator), Joshua Musser (Maintenance Technician), Damon Holtman (Greenhouse Assistant), Kate Holtman (Greenhouse Assistant), Shane Williams (Greenhouse Assistant); FY23 administrative contracts for Deidre Jenson (Thorne

Bay Principal/Student Services Director), William Nixon (Area Principal/Activities Director); FY23 certified contracts for Laura Anania, Lisa Cates, Cassandra Christopherson, Sharlet Collins, Michael Congdon, Anthony Cook, Sonya Cook, Karen Freese, Joel Jenson, Amy McDonald, Donna Nixon, Astrid Richard-Cook, Julie Vasquez, Samuel White; and FY22 extra-duty contracts for Alyssa Howell (COVID Testing Program Coordinator), Julia Trischman (AAATTSA Magnet Program Coordinator)]

By: Kimzey

Second: yes

Student Representative Vote: Yea: 1; Nay: 0

Board Vote: Yea: 4, Nay: 0, Absent: 1

Resolved: motion carried

ADMINISTRATIVE/BOARD REPORTS

Sherry Becker gave the Superintendent's report. Topics included: presentation from Naukati School, School Board Recognition month, current legislation, an exemplary stakeholder recognition ceremony, the Vista volunteer position, the greenhouse/agriculture program manager and enrichment activities coordinator positions, Alaska Microgrant for Food Security awards, staffing, the Report Card to the Public, and the SISD American Rescue Plan Act Mitigation and Prevention Plan.

Department reports in the packet included: Area Principal/State & Federal Programs, Thorne Bay Principal, Student Services, THRIVE Grant/Counseling, Maintenance, Technology, and Child Nutrition Program. Superintendent Becker invited each department to provide additional comments. Deidre Jenson commented on COVID-19, student return to school, student connections, and upcoming District-wide activities. Joanna Schneider commented regarding semester awards ceremony, staff and students of the month, honor roll, sports, Technology Student of the Year, student and parent efforts. Carol Randolph commented regarding testing and assessments. Amy McDonald commented on the THRIVE grant, a possible extension, PHLIGHT Club opportunities, post-secondary trip(s), and cultural responsive training. Branzon Anania commented regarding the Alaska Energy Authority grant award. Matt Gore commented regarding the Alaska Society for Technology in Education (ASTE) conference, Owen Jennings, the high school Student of the Year for Technology, the iDida contest (Meadow Cooke won award her age category). Shane Williams commented regarding the Child Nutrition Program audit and improvements to the meal count system.

Lucienne Smith gave the Business Manager's report. Topics included: second quarter grant reimbursements, standard operating procedures (SOP's) #26 – Volunteers, and #27 – Accounts Receivable and Invoicing, updates to the Fundraising SOP, the FY 2023 budget timeline, and E-rate.

Student Representative Chloe Vasquez thanked Board Member Molly Kimzey for her assistance with Ms. Vasquez's acceptance into the Alaska Youth Civics and Education Summit.

BUSINESS ITEMS

Motion: Accept the SISD American Rescue Plan Act (ARPA) Mitigation and Prevention Plan Strategies.

By: Kimzey

Second: yes

Student Representative Vote: Yea: 1; Nay: 0

Board Vote: Yea: 4, Nay: 0, Absent: 1

Resolved: motion carried

Motion: Approve the \$2,000 donation to the gentleman [Damon Holtman] for keeping our [Coffman Cove] greenhouse alive.

By: Saffold

Second: yes

Student Representative Vote: Yea: 1; Nay: 0

Board Vote: Yea: 4, Nay: 0, Absent: 1

Resolved: motion carried

Motion: Approve the memorandum of agreement with the City of Thorne Bay for the transfer of improvements and personal property items.

By: Kimzey

Second: yes

Student Representative Vote: Yea: 1; Nay: 0

Board Vote: Yea: 4, Nay: 0, Absent: 1

Resolved: motion carried

Motion: Approve the request to pursue the acquisition of staff housing units in Thorne Bay

By: Kimzey

Second: yes

Student Representative Vote: Yea: 1; Nay: 0

Board Vote: Yea: 4, Nay: 0, Absent: 1

Resolved: motion carried

ADVANCE PLANNING

The next regular Board meeting will be on March 23, 2022, starting at 5:30 PM. A work session will precede the meeting, starting at 4:30 PM.

PUBLIC COMMENT

Branzon Anania and Sharlet Collins commented regarding the update to the SISD ARPA Mitigation and Prevention Plan. Deidre Jenson thanked the Board members for their time. Andy West commented regarding issues with the 3-sided building in Kasaan. Mr. Anania responded on the District's intent to look into the matter.

Patrick Trischman thanked the Board members. Lisa Cates thanked Branzon Anania for maintenance efforts.

BOARD COMMENT

None

ADJOURNMENT

Motion: Adjourn the meeting
By: Saffold
Second: yes
Student Representative Vote: Yea: 1; Nay: 0
Board Vote: Yea: 4, Nay: 0, Absent: 1
Resolved: motion carried
Time: 6:59 PM

Shannon Silverthorn, Board President

Date

Sandy Curtis, Board Clerk

Date



SOUTHEAST ISLAND SCHOOL DISTRICT

P.O. Box 19569, 1010 Sandy Beach Rd Thorne Bay, Alaska 99919
(907) 828-8254 Fax: (907) 828-8257 Email: sisd@sisd.org

MEMORANDUM

TO: SISD BOARD OF EDUCATION

THRU: Sherry Becker, Superintendent

FROM: Lucienne Smith, Contracted Business Manager
Alaska Education & Business Services, Inc.

A handwritten signature in cursive script, appearing to read "Lucienne Smith".

Date: March 15, 2022

SUBJECT: FINANCIAL REPORT NARRATIVE

The following pages are the Monthly March Board Reports.

The format of these monthly revenue and expenditure information reports are presented to the Board of Education to apprise them of the District's financial position in comparison to the respective budgets for all funds as well as a more detailed presentation of the general fund. More detail information is available at the District office in Thorne Bay, Alaska.

Statement of Revenue Budget vs. Actual: This printout recaps fund specific revenue information per the column headings for all funds of the District:

Received current Month	Includes activity for the month noted in the report
Received YTD	Includes year to date activity
Estimated Revenue	Reflects the current revenue budget
Revenue to be received	Reflects the amount expected to be received by year end

Statement of Expenditures Budget vs. Actual: This printout recaps fund specific expenditure information per the column headings for all funds of the District:

Committed Current Month	Includes activity for the month noted in the report
Committed YTD	Includes year to date activity
Original Appropriation	Board of Education and DOEED approved original budgets
Current Appropriation	Includes the original budget amount, budget transfers, budget revisions and rollover encumbrances from prior year
Available Appropriation	Budgeted amounts not yet expended or encumbered but available

Statement of Revenue Budget vs. Actual for Operating Fund: This report represents a more detailed view of the operating Fund revenue categories. The columns reflect the same information as noted above for the Statement of Revenue Budget vs. Actuals.

Statement of Expenditure Budget vs. Actual for Operating Fund: This report presents a functional recap of the Operating Fund. The columns reflect the same information as noted above for the Statement of Expenditure – Budget vs. Actual.

SOUTHEAST ISLAND SCHOOL DISTRICT
Statement of Revenue Budget vs Actuals
For the Accounting Period: 3 / 22

Fund	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
100 GENERAL OPERATING FUND	4,653.45	3,592,756.20	6,509,505.00	2,916,748.80	55 %
200 BROADBAND ASSISTANCE GRANT (BAG)	0.00	219,492.00	219,492.00	0.00	100 %
205 PUPIL TRANSPORTATION FUND	0.00	120,859.00	215,644.00	94,785.00	56 %
237 ALASKA PRE ELEMENTARY PROGRAM	0.00	78,025.96	149,019.00	70,993.04	52 %
249 DHSS	0.00	0.00	54,594.00	54,594.00	0 %
255 FOOD SERVICE FUND	0.00	70,974.23	126,258.61	55,284.38	56 %
256 FRESH FRUIT & VEGETABLES	0.00	2,904.21	10,103.00	7,198.79	29 %
260 TITLE I-A BASIC	0.00	0.00	137,722.88	137,722.88	0 %
261 TITLE I-C MIGRANT	0.00	0.00	127,348.00	127,348.00	0 %
262 MIGRANT BOOKS	0.00	0.00	980.00	980.00	0 %
264 Title IVA INNOVATIVE	0.00	0.00	23,410.41	23,410.41	0 %
266 TITLE IIA PRINCIPAL/TEACHER RETENTION &	0.00	0.00	31,692.47	31,692.47	0 %
268 TITLE VI-B IDEA	0.00	47,323.69	65,369.00	18,045.31	72 %
270 TITLE VI-B SEC 619 PRESCHOOL DISABLED	0.00	0.00	7,902.66	7,902.66	0 %
271 CARL PERKINS	0.00	0.00	15,000.00	15,000.00	0 %
274 TITLE IA SCHOOL IMPROVEMENT	0.00	12,451.48	50,000.00	37,548.52	25 %
280 CLSD	0.00	28,885.20	468,081.93	439,196.73	6 %
294 CARES GRANT - ELEMENTARY & SECONDARY SCHOOLS	3,533.97	3,533.97	20,094.34	16,560.37	18 %
295 CARES GRANT - GOVERNOR'S EMERGENCY EDUCATION	10,473.84	10,473.84	28,102.42	17,628.58	37 %
296 COVID RELIEF - CRRSA ACT - ESSER II	8,290.84	8,290.84	204,804.00	196,513.16	4 %
297 COVID RELIEF - ARP ACT ESSER III	0.00	0.00	460,044.00	460,044.00	0 %
353 RURAL UTILITIES SERVICE	0.00	0.00	54,920.40	54,920.40	0 %
360 INDIAN EDUCATION	0.00	8,350.00	8,350.00	0.00	100 %
365 REAP	0.00	7,405.00	7,405.00	0.00	100 %
366 SELECT - KLAWOCK	0.00	7,874.51	17,300.00	9,425.49	46 %
367 ASTRIDE HAIDA & TLINGIT GRANT	0.00	11,247.57	44,000.00	32,752.43	26 %

SOUTHEAST ISLAND SCHOOL DISTRICT
Statement of Revenue Budget vs Actuals
For the Accounting Period: 3 / 22

Fund	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
368 THRIVE	0.00	299,064.15	586,314.81	287,250.66	51 %
375 TEACHER HOUSING	9,596.45	65,176.71	110,000.00	44,823.29	59 %
380 ALASKA MICRO GRANTS	0.00	0.00	29,453.88	29,453.88	0 %
500 KASAAN WOOD FIRE BOILER FIRE	0.00	104,202.05	450,000.00	345,797.95	23 %
502 19-007 THORNE BAY SCHOOL PLAYGROUND	0.00	0.00	91,746.38	91,746.38	0 %
504 19-014 TB MAINTENANCE ROOF REPLACEMENT	0.00	-4,346.65	-4,346.65	0.00	100 %
508 19-005 KASAAN K12 PLAYGROUND CONSTRUCTION	0.00	44,043.00	289,395.93	245,352.93	15 %
510 KASAAN TEACHER HOUSING REPLACEMENT	0.00	0.00	122,200.00	122,200.00	0 %
511 AEA LED LIGHTING	0.00	73,311.44	73,311.44	0.00	100 %
536 20-002 HOLLIS K-12 SCHOOL REPLACEMENT DESIGN &	1,895,201.00	2,088,589.00	10,355,319.00	8,266,730.00	20 %
600 THE CAFE	0.00	3,550.00	4,450.00	900.00	80 %
711 STUDENT AGENCY FUND AGRICULTURE	0.00	7,227.35	0.00	-7,227.35	** %
Grand Total:	1,931,749.55	6,911,664.75	21,164,987.91	14,253,323.16	33 %

SOUTHEAST ISLAND SCHOOL DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 3 / 22

Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 GENERAL OPERATING FUND	334,215.24	3,819,926.76	6,432,136.00	6,431,113.00	2,611,186.24	59 %
200 BROADBAND ASSISTANCE GRANT (BAG)	0.00	0.00	219,492.00	219,492.00	219,492.00	0 %
205 PUPIL TRANSPORTATION FUND	6,277.43	58,020.73	155,262.00	174,116.00	116,095.27	33 %
237 ALASKA PRE ELEMENTARY PROGRAM	8,794.96	83,890.74	149,019.00	149,019.00	65,128.26	56 %
249 DHSS	0.00	180.00	54,496.00	54,496.00	54,316.00	0 %
255 FOOD SERVICE FUND	14,199.47	141,216.75	214,461.00	234,817.00	93,600.25	60 %
256 FRESH FRUIT & VEGETABLES	-376.18	4,425.93	2,950.00	10,103.00	5,677.07	44 %
260 TITLE I-A BASIC	8,205.39	62,718.57	137,722.89	137,722.89	75,004.32	46 %
261 TITLE I-C MIGRANT	2,000.06	40,359.50	127,348.00	127,348.00	86,988.50	32 %
262 MIGRANT BOOKS	0.00	0.00	980.01	980.01	980.01	0 %
264 Title IVA INNOVATIVE	8.98	1,762.40	23,410.41	23,410.41	21,648.01	8 %
266 TITLE IIA PRINCIPAL/TEACHER RETENTION &	0.00	3,727.25	31,692.47	31,692.47	27,965.22	12 %
268 TITLE VI-B IDEA	7,698.72	63,915.03	65,369.00	65,369.00	1,453.97	98 %
270 TITLE VI-B SEC 619 PRESCHOOL DISABLED	0.00	0.00	7,902.65	7,902.65	7,902.65	0 %
271 CARL PERKINS	0.00	2,385.06	15,000.00	15,000.00	12,614.94	16 %
274 TITLE IA SCHOOL IMPROVEMENT	8,835.69	36,549.37	50,000.00	50,000.00	13,450.63	73 %
280 CLSD	9,868.79	112,412.92	468,081.93	468,081.93	355,669.01	24 %
294 CARES GRANT - ELEMENTARY & SECONDARY	2,343.88	15,992.82	20,094.34	20,094.34	4,101.52	80 %
295 CARES GRANT - GOVERNOR'S EMERGENCY	-5,465.75	28,025.36	28,102.42	28,102.42	77.06	100 %
296 COVID RELIEF - CRRSA ACT - ESSER II	11,960.92	92,427.27	204,804.00	204,804.00	112,376.73	45 %
297 COVID RELIEF - ARP ACT ESSER III	0.00	10,901.30	460,044.00	460,044.00	449,142.70	2 %
353 RURAL UTILITIES SERVICE	0.00	35,816.00	54,920.40	54,920.40	19,104.40	65 %
365 REAP	0.00	5,824.35	7,405.00	7,405.00	1,580.65	79 %
366 SELECT - KLAWOCK	2,646.39	14,688.21	17,300.00	17,300.00	2,611.79	85 %
367 ASTRIDE HAIDA & TLINGIT GRANT	4,334.19	30,371.08	44,000.00	44,000.00	13,628.92	69 %

SOUTHEAST ISLAND SCHOOL DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 3 / 22

Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
368 THRIVE	9,397.75	254,361.72	580,709.77	580,709.77	326,348.05	44 %
375 TEACHER HOUSING	4,212.62	30,950.51	50,000.00	50,000.00	19,049.49	62 %
380 ALASKA MICRO GRANTS	4,421.67	6,259.32	29,453.88	29,453.88	23,194.56	21 %
500 KASAAN WOOD FIRE BOILER FIRE	0.00	450,689.12	142,565.64	450,735.64	46.52	100 %
501 CIP-DISTRICT MAJOR MAINT	0.00	0.00	50,000.00	50,000.00	50,000.00	0 %
502 19-007 THORNE BAY SCHOOL PLAYGROUND	0.00	50,451.00	91,718.87	91,718.87	41,267.87	55 %
508 19-005 KASAAN K12 PLAYGROUND	0.00	203,551.23	287,585.93	287,585.93	84,034.70	71 %
511 AEA LED LIGHTING	0.00	45,564.26	66,994.38	66,994.38	21,430.12	68 %
536 20-002 HOLLIS K-12 SCHOOL REPLACEMENT	51,790.99	188,233.94	445,370.90	10,114,766.90	9,926,532.96	2 %
600 THE CAFE	150.00	1,950.95	2,250.00	2,250.00	299.05	87 %
711 STUDENT AGENCY FUND AGRICULTURE	5,303.18	9,619.46	0.00	0.00	-9,619.46	*** %
Grand Total:	490,824.39	5,907,168.91	10,738,642.89	20,761,548.89	14,854,379.98	28 %

100 GENERAL OPERATING FUND

Function / Object	Received		Estimated Revenue	Revenue	% Received
	Current Month	Received YTD		To Be Received	
000					
0000					
40 OTHER LOCAL REVENUES	2,366.60	10,992.05	25,000.00	14,007.95	43 %
47 E-RATE REVENUE	0.00	611,290.40	1,411,471.00	800,180.60	43 %
51 STATE-FOUNDATION PROGRAM	0.00	2,903,347.00	4,435,612.00	1,532,265.00	65 %
56 TRS On-Behalf	0.00	0.00	280,863.00	280,863.00	0 %
57 PERS On Behalf	0.00	0.00	76,559.00	76,559.00	0 %
150 FEDERAL SOURCES THRU THE STATE	0.00	0.00	280,000.00	280,000.00	0 %
230 OTHER-SALE OF PROP & EQUI	2,286.85	67,126.75	0.00	-67,126.75	** %
Function Total:	4,653.45	3,592,756.20	6,509,505.00	2,916,748.80	55 %
Org Total:	4,653.45	3,592,756.20	6,509,505.00	2,916,748.80	55 %
Fund Total:	4,653.45	3,592,756.20	6,509,505.00	2,916,748.80	55 %
Grand Total:	4,653.45	3,592,756.20	6,509,505.00	2,916,748.80	55 %

Funds 100- 100

Program-Function	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 GENERAL OPERATING FUND						
621 HOWARD VALENTINE						
100 REGULAR INSTRUCTION	8,727.79	86,648.04	180,240.00	122,332.00	35,683.96	70
160 VOCATIONAL ED INSTRUCTION	659.76	909.76	1,500.00	1,500.00	590.24	60
200 SPECIAL EDUCATION INSTRUC	4,924.66	19,998.76	17,100.00	26,325.00	6,326.24	75
400 SCHOOL ADMINISTRATION	641.11	-2,123.54	6,995.00	6,995.00	9,118.54	-30
600 OPERATIONS & MAINTENANCE	3,584.67	48,680.60	47,324.00	61,092.00	12,411.40	79
700 STUDENT ACTIVITIES	0.00	374.52	7,258.00	7,258.00	6,883.48	5
Org Total:	18,537.99	154,488.14	260,417.00	225,502.00	71,013.86	
624 KASAAN						
100 REGULAR INSTRUCTION	17,205.10	114,748.11	253,988.00	222,644.00	107,895.89	51
160 VOCATIONAL ED INSTRUCTION	80.00	888.73	1,500.00	1,500.00	611.27	59
200 SPECIAL EDUCATION INSTRUC	172.77	3,075.33	7,418.00	7,613.00	4,537.67	40
400 SCHOOL ADMINISTRATION	834.68	5,794.19	6,995.00	6,995.00	1,200.81	82
600 OPERATIONS & MAINTENANCE	1,610.26	17,368.54	28,840.00	30,900.00	13,531.46	56
700 STUDENT ACTIVITIES	56.68	1,559.62	1,562.00	1,562.00	2.38	99
Org Total:	19,959.49	143,434.52	300,303.00	271,214.00	127,779.48	
625 NAUKATI						
100 REGULAR INSTRUCTION	15,538.49	86,387.36	197,431.00	189,401.00	103,013.64	45
160 VOCATIONAL ED INSTRUCTION	300.00	2,515.13	1,500.00	2,515.00	-0.13	100
200 SPECIAL EDUCATION INSTRUC	4,520.24	17,142.57	28,628.00	26,806.00	9,663.43	63
400 SCHOOL ADMINISTRATION	1,081.87	8,200.41	11,508.00	11,508.00	3,307.59	71
600 OPERATIONS & MAINTENANCE	2,483.84	33,302.27	72,737.00	73,332.00	40,029.73	45
700 STUDENT ACTIVITIES	495.84	6,289.78	6,890.00	6,890.00	600.22	91
Org Total:	24,420.28	153,837.52	318,694.00	310,452.00	156,614.48	
628 THORNE BAY						
100 REGULAR INSTRUCTION	41,879.50	294,761.54	456,919.00	444,095.00	149,333.46	66
160 VOCATIONAL ED INSTRUCTION	0.00	1,554.08	9,304.00	9,304.00	7,749.92	16
200 SPECIAL EDUCATION INSTRUC	13,842.31	91,213.54	126,850.00	215,800.00	124,586.46	42
400 SCHOOL ADMINISTRATION	11,395.88	82,102.75	161,833.00	161,833.00	79,730.25	50
450 SCHOOL ADMIN SUPPORT SRVC	3,759.67	29,947.30	53,713.00	49,713.00	19,765.70	60
600 OPERATIONS & MAINTENANCE	16,561.83	139,164.78	252,469.00	298,897.00	159,732.22	46
700 STUDENT ACTIVITIES	-6,576.21	21,175.17	39,528.00	39,528.00	18,352.83	53
Org Total:	80,862.98	659,919.16	1,100,616.00	1,219,170.00	559,250.84	
632 WHALE PASS						
100 REGULAR INSTRUCTION	16,598.69	116,899.48	206,548.00	224,442.00	107,542.52	52
160 VOCATIONAL ED INSTRUCTION	0.00	765.16	1,500.00	1,500.00	734.84	51
200 SPECIAL EDUCATION INSTRUC	7,481.47	36,984.47	55,030.00	54,865.00	17,880.53	67
400 SCHOOL ADMINISTRATION	799.59	5,876.17	6,995.00	6,995.00	1,118.83	84
600 OPERATIONS & MAINTENANCE	1,458.31	25,453.84	28,160.00	32,741.00	7,287.16	77
700 STUDENT ACTIVITIES	0.00	1,689.81	4,561.00	4,561.00	2,871.19	37
Org Total:	26,338.06	187,668.93	302,794.00	325,104.00	137,435.07	
649 DISTRICT WIDE						
100 REGULAR INSTRUCTION	1,629.99	18,934.84	67,212.00	53,061.00	34,126.16	35
140 CORRESPONDENCE INSTRUC	7,843.02	79,707.47	126,765.00	126,380.00	46,672.53	63

Funds 100- 100

Program-Function	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 GENERAL OPERATING FUND						
160 VOCATIONAL ED INSTRUCTION	0.00	-83.20	0.00	3,000.00	3,083.20	-2
220 SPED SUPPORT SRVCS-STUDNT	2,662.18	20,325.61	162,416.00	75,192.00	54,866.39	27
300 SUPPORT SERVICES-STUDENTS	1,761.42	12,370.96	0.00	24,921.00	12,550.04	49
352 LIBRARY SERVICES	0.00	0.00	4,000.00	4,000.00	4,000.00	0
353 Technology	12,813.79	856,429.31	1,603,102.00	1,603,627.00	747,197.69	53
354 INSERVICE	300.00	3,880.79	3,500.00	6,000.00	2,119.21	64
400 SCHOOL ADMINISTRATION	242.43	6,721.80	17,626.00	6,925.00	203.20	97
450 SCHOOL ADMIN SUPPORT SRVC	0.00	1,973.85	0.00	4,000.00	2,026.15	49
511 BOARD OF EDUCATION	7,423.07	63,093.65	94,546.00	97,419.00	34,325.35	64
512 OFFICE OF SUPERINTENDENT	21,797.23	183,703.75	314,071.00	323,044.00	139,340.25	56
550 DISTRICT ADMIN SUPRT SRVC	12,658.49	256,393.64	254,953.00	254,615.00	-1,778.64	100
600 OPERATIONS & MAINTENANCE	52,062.08	478,924.99	740,791.00	764,744.00	285,819.01	62
700 STUDENT ACTIVITIES	3,303.02	37,352.74	68,122.00	68,122.00	30,769.26	54
900 OTHER FINANCING USES	0.00	193,388.00	52,500.00	52,500.00	-140,888.00	368
Org Total:	124,496.72	2,213,118.20	3,509,604.00	3,467,550.00	1,254,431.80	
667 HOLLIS (I)						
100 REGULAR INSTRUCTION	15,248.41	112,370.59	234,824.00	230,635.00	118,264.41	48
160 VOCATIONAL ED INSTRUCTION	0.00	0.00	1,500.00	1,500.00	1,500.00	0
200 SPECIAL EDUCATION INSTRUC	6,634.94	36,386.58	109,355.00	101,692.00	65,305.42	35
400 SCHOOL ADMINISTRATION	1,056.00	6,846.11	9,250.00	9,596.00	2,749.89	71
600 OPERATIONS & MAINTENANCE	2,258.60	27,372.27	47,885.00	46,184.00	18,811.73	59
700 STUDENT ACTIVITIES	0.00	3,856.18	6,983.00	6,983.00	3,126.82	55
Org Total:	25,197.95	186,831.73	409,797.00	396,590.00	209,758.27	
669 PORT ALEXANDER						
100 REGULAR INSTRUCTION	13,116.77	107,490.90	170,210.00	169,870.00	62,379.10	63
160 VOCATIONAL ED INSTRUCTION	0.00	0.00	1,500.00	1,500.00	1,500.00	0
400 SCHOOL ADMINISTRATION	0.00	0.00	6,995.00	6,995.00	6,995.00	0
600 OPERATIONS & MAINTENANCE	1,285.00	12,315.66	50,384.00	36,344.00	24,028.34	33
700 STUDENT ACTIVITIES	0.00	822.00	822.00	822.00	0.00	100
Org Total:	14,401.77	120,628.56	229,911.00	215,531.00	94,902.44	
Fund Total:	334,215.24	3,819,926.76	6,432,136.00	6,431,113.00	2,611,186.24	59 %
Grand Total:	334,215.24	3,819,926.76	6,432,136.00	6,431,113.00	2,611,186.24	59 %



SOUTHEAST ISLAND SCHOOL DISTRICT

P.O. Box 19569, 1010 Sandy Beach Road, Thorne Bay, Alaska 99919
(907) 828-8254 Fax: (907) 828-8257 E-mail: sisd@sisd.org

March 23, 2022, Board Report Sherry Becker, Superintendent

Vision: Students are equipped to realize their dreams and aspirations.

Mission: Together we will foster student skills to achieve their goals
and thrive in an ever-changing world.

American Rescue Plan (ARP) Act Mitigation and Prevention Plan – No changes are recommended at this time.

Legislation - Alaska Education Update 3/18/22

There is starting to be a lot of action on the budget and a few bills that seem to be moving quickly through the legislative process.

Wednesday the House Finance Committee released a new proposed committee substitute for HB 281, the FY23 operating budget. The new committee substitute forward funds the base student allocation and pupil transportation at \$1.215 billion for FY24. The bill fully funds school bond debt reimbursement and fully capitalizes the REAA fund. It recapitalizes the Higher Education Investment Fund at \$394.6 million. It funds \$50 million for school districts outside the BSA.

HB 108 – Concurrent Secondary & Trade School

Wednesday morning the House Education Committee heard and held [HB 108](#). It was the fourth hearing of the bill in the House Education Committee. It is not scheduled for future hearings at this time (March 17).

HB 108 adds a new clause to AS 14.07.020(a) that states the Dept. of Education & Early Development shall “provide opportunities to participate in concurrent vocational education, training, and on-the-job trade experience programs to students over 14 years of age enrolled in public secondary schools.”

HB 108 adds six new sections under AS 14.35 that establish a new state policy. The policy states: “It is the policy of this state to provide public secondary school students over 14 years of age the opportunity to participate in concurrent vocational education, training, and on-the-job trade experience programs from nonsectarian agencies providing industry-standard instruction.”

One section under the new policy requires DEED to negotiate contracts with agencies providing industry-standard instruction and certifications to offer concurrent vocational education, training, and on-the-job trade experience programs for students enrolled in a public secondary school. See [the bill](#) for program requirements. One of the requirements of the programs is that they meet industry

standards for apprenticeship or journeyman or equivalent certification, based on agency accredited national, regional, or programmatic instruction standards.

The bill requires DEED to enroll students in programs who are over 14 years of age who submit an application. If there is not enough room in a program for all students who apply, then students shall be selected for the program by random drawing. Schools are required to pay any tuition for the program

HB 48 – Alaska Performance Scholarship; Eligibility

Wednesday morning the House Education Committee heard and moved [HB 48](#). It goes next to the House Finance Committee. It is not scheduled for future hearings at this time (March 17).

HB 48 allows Alaska Performance Scholarships to be awarded to applicants who've completed a core academic curriculum that includes career and technical education. HB 48 increases the amount of the scholarship and removes the requirement for college entrance exams. It also increases the time allowed to use the scholarship from six years after high school graduation to eight years after high school graduation.

HB 281 – FY23 Operating Budget

Wednesday afternoon the House Finance Committee released a proposed [committee substitute](#) for [HB 281](#), the FY23 operating budget.

The new committee substitute forward funds the base student allocation and pupil transportation at \$1.215 billion for FY24. The bill fully funds school bond debt reimbursement and fully capitalizes the REAA fund. It recapitalizes the Higher Education Investment Fund at \$394.6 million. It funds \$50 million for school districts outside the BSA.

House Finance Committee - Thursday, March 17, 2022

HB 273 – Increase Base Student Allocation Inflation

Thursday morning the House Finance Committee heard and held [HB 273](#).

HB 273 increases the base student allocation every fiscal year “by a percentage equal to the percentage of increase over the preceding three-year period in all items of the Consumer Price Index for urban Alaska prepared by the United States Department of Labor, Bureau of Labor Statistics.”

HB 60 – Mental Health Education

Thursday afternoon the House Finance Committee heard and held [HB 60](#). The committee took public testimony. It was the second hearing of the bill in the committee. It is not scheduled for any future hearings at this time.

HB 60 directs the Dept. of Education & Early Development to develop guidelines for instruction in mental health and encourages school districts to include mental health in their health education programs. In developing guidelines, DEED must consult with the Dept. of Health & Social Services and representatives of national and state mental health organizations.

The Dept. of Revenue has released its [Spring 2022 revenue forecast](#). There is a large, anticipated increase in revenue for FY23 and FY24 over what was originally predicted, due to increased oil revenues.

Current Certificated Openings for 2022-23

Secondary Teacher, Howard Valentine Coffman Cove School

Math/Science Teacher, Thorne Bay School

Southeast Island School District Board of Education Exemplary Stakeholder Award Campaign

Recognition Ceremony – May 18th (tentative date)

- Advisory School Council Members
- Longevity Awards
- Certified and Classified Members of the Year
- Volunteer of the Year
- Exemplary Stakeholder Youth Award
- Exemplary Stakeholder Award Adult





SOUTHEAST ISLAND SCHOOL DISTRICT

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Board Report
March 21st, 2022
Deidre Jenson

Area Principal (On-Island Outer-site Schools) All on-island schools made a trip to Craig to play in the city gym, eat pizza and swim at the pool. Elementary went on Monday, March 14th and MS/HS went on Tuesday, March 15th. It was a great way to kick off the spring break week. Comments from the students included things like; it was great to get to know other kids from around the district, swimming was great, having time in the gym to play, was awesome. Teachers commented on how well the students behaved and how smoothly things ran. They all had fun. Thank you, Kayley Moen for all the efforts in coordination!



Professional Development: We held a in-person in-service on March 11th. It's always great to get together to collaborate in person. Topics covered included positives happening at each site, Google calendar, iReady, block vs. tradition 6 period schedule, state testing training, and collaboration time.

***Barry C Stewart Kasaan School:** The Middle School and High School students continue to be building with their hands working on wood projects and ceramics. The elementary are building their school library and if anyone is interested in contributing, please reach out to Karen Freese.

***Hollis School:** Enrollment continues to grow, and they continue to bring their learning out of their bustling doors exploring their environment. Dr. Mark Standley brought drones to Hollis and the students ate it up. Hollis's 4th graders participated in the NAEP assessment. Finally, they eagerly anticipate the beginning construction of the new school!



***Howard Valentine Coffman Cove School:** 4 Coffman Cove students traveled to Whale Pass to join them in their Kayak Fishing & Repair/Drone Pilate class. Their student store is up and running and they are open regularly. They are adding sewing projects for sale, so stop by and check out their handiwork!



***Naukati School:** Sports continue to be a highlight with many participants, and they hope to do well at the State Archery meet. Wood working, sewing, culinary, and art, as no surprise, are students' highlights of the school day. They have been busy cleaning up around the community and are planning another day coming up.

***Whale Pass:** Wednesday-Saturday, March 9-12 all the MS and HS students participated in a Kayak Fishing & Repair/Drone Pilot elective class. They will continue with the course to complete the credit. 8th graders participated in the NAEP (National Assessment of Educational Progress) testing in March as well.

Sincerely,

A handwritten signature in cursive script that reads "Deidre Jenson".

Deidre Jenson,
Area Principal

Special Education

The special education department is gearing up to conduct the Annual Child Find activities. The special education department will work with individual site administrators to complete developmental screenings for all children ages 3-5 years of age. This is a required annual event for the school district and includes posters being placed throughout the communities and on social media to announce the screening opportunity, phone calls will be made to parents of eligible children to schedule appointments as well as the actual hearing, vision, and developmental screening of children.

State Assessments

WIDA ACCESS Testing concludes March 31st. The ACCESS Test is an assessment of English language acquisition required by EED for identified Limited English Proficient students that focuses on listening, speaking, reading, and writing.

Deidre Jenson and Carol Randolph attended the District Testing Coordinator (DTC) conference from February 23-25. During this training they learned how to maneuver through the state's new AK Star Assessment which replaced the PEAKS assessment in the spring.

Alternate Assessment Spring testing window is open March 21 – May 6, 2022, for all students with significant cognitive disabilities. The Alternate Assessment satisfies the requirement for all students in grades 3-10 to participate in statewide assessments. The Alternate Assessment is a non-diploma track test, based on Alaska standards but measured against alternate achievement goals.

The new AK STAR Spring testing window will be open between March 29, 2022 – April 29, 2022. Students grades 3-9 will participate in the AK STAR and grades 5, 8, and 10 will participate in the Alaska Science Assessment.

The Spring MAPs assessment window is open from May 2, 2022 – May 12, 2022. Actual site testing dates will be announced soon. Measure of Academic Progress (MAPs) is an adaptive achievement and growth test. It creates a personalized assessment experience by adapting to each student's learning level. MAPs measures growth for each individual student.

iReady assessment #3 is scheduled from May 9-19th. iReady is an online program for reading and/or mathematics that will help your student's teacher determine your student's needs, personalize their learning, and monitor progress throughout the school year. iReady provides lessons based on the student's individual skill level and needs, so they can learn at a pace that is right for them. I have heard from several teachers this past year about the amount of growth they have seen in their students since the beginning of the school year. Keep up the good work, teachers!

The SAT is scheduled for May 7, 2022, in Thorne Bay. Mail in registration deadline is April 8. Online and call-in registration deadline is April 26th with a late fee of \$30. If you know a junior

or senior that is interested in taking this assessment and needs support with registration, contact Carol Randolph at crandolph@sisd.org. To register, please follow the link below.

<https://satsuite.collegeboard.org/sat/registration/dates-deadlines>

\$55 registration fee

Location: Thorne Bay

Test Center Code: 02263

Ongoing projects for SISD, and a look at some of the other Maintenance related work.

1. CIP projects:
 - A. Kasaan play area is completed just final paperwork to finish.
 - B. Hollis design is behind schedule, we have had a set back with the death of our PM with SERRC but are moving forward.
2. Working through the winter issues with water and heat at sites and housing most all issues have been cleared up some roofing repairs still need to be done.
3. Replacement of boiler in Kasaan is dried in and finishes are being worked on. Insurance just cleared the only change order so should be done soon.
4. Kasaan library has new roof, drywall and lighting so far we still have work needed on septic system and inside trim is being finished.
5. The two grants for Wood boiler based projects with the Alaska Energy Authority have been awarded and combined into one project. This is 122,000 dollar grant for improvements:
 - A. Kasaan tie-in of new boiler to housing unit and library. Materials have been ordered.
 - B. Naukati Bay concrete floor and drainage for boiler building
6. Working on design work with the Forest Service for the Hollis water system.
7. There is some work going on with legislators for well in Whale Pass, the city has been working very hard to get this to happen. We may need a MOU to push this forward.
8. Working with City of Thorne Bay to turn over pilling, ramp, landing, dock parts and break water parts to the city. Thorne Bay agreed to MOU but would like a some clean up first and we will have that done shortly.
9. Have reached out on a some housing options and looking for cost estimates but nothing more to report now.
10. Looking into options to help with the condensation on the 3 sided play area. I do not see the same issues in similarly built Hollis play area but being in direct line of prevailing wind and being spring may have more impact.

Respectfully,

Branzon Anania



SOUTHEAST ISLAND SCHOOL DISTRICT

P.O. Box 19569, 1010 Sandy Beach Rd Thorne Bay, Alaska 99919
(907) 828-8254 Fax: (907) 828-8257 Email: sisd@sisd.org

MEMORANDUM

TO: SISD BOARD OF EDUCATION

THRU: Sherry Becker, Superintendent

FROM: Lucienne Smith, Contracted Business Manager
Alaska Education & Business Services, Inc. *Lucienne Smith*

Date: March 15, 2022

SUBJECT: BUSINESS MANAGER'S REPORT NARRATIVE

FY 2023 BUDGET - Later in the Board meeting you will review our FY 2023 1st Proposed Budget and move to a second reading. We will continue working on this for the next two months and make necessary updates as staffing is settled, enrollment (and intensives) are more current, possible approved legislative action, and any other items that may occur to affect the general operating fund budget.

FY 2023 Insurance – We have been hearing that health insurance rates could increase anywhere from 5% upward to 20%. For the 1st Proposed Budget we have budgeted a 10% increase.

We have not heard about general liability insurance rates, but know that AML has made some changes that may help to keep our insurance costs contained.

E-RATE –We have submitted our 471 application for our annual Federal Internet Bandwidth discount. The state will send their annual BAG grant in the near future and that too will be submitted to insure the increased bandwidth at the outer sites.

Please do not hesitate to ask questions.

Southeast Island School District

SISD Mission Statement

Together we will foster student skills to achieve their goals and adapt to an ever-changing world.

SISD Vision

Students are equipped to realize their dreams and aspirations.

Chloe Gabrielle Vasquez

School Phone: 907-530-7108
E-mail: Chloe_vasquez@sisd.org

March 22, 2022

Southeast Island School District
PO Box 19569
Thorne Bay, AK 99919

Dear Members of the Southeast Island School District Board of Education,

Please accept the following as my board report for this month.

Connection Activities:

Pool/Pizza Party

Action: March 14/15 Pool and pizza party:

Visit Reflection:

Since the last board meeting, I have gotten the opportunity (thanks to kayleigh) to go to the pool and pizza party for our district and see other students. While there I got to play basketball and other activities in the gym and got to see kids that I haven't seen since before covid. I felt like it's what all the kids needed after having the last few years being so chaotic due to covid. I wasn't at the younger kids one but from what I hear they all enjoyed their time there.

Action:

Ideas for future

I think that next time we shouldn't separate the different schools when they are eating because I feel like it would help the kids get used to each

other if they start with eating together. It would also make it easier for everyone to mix with all the other schools.

Future Connection and Learning:

- STEAM week
- Phlight Club

Moving forward:

I will work towards being the best Student Board Representative I can be.

I am hoping that in the future there will be more district gatherings for the students to connect more.

If you have any questions or comments please do not hesitate to contact me. Thank you again for this opportunity to help other students as a student board representative.

Respectfully,

Chloe Gabrielle Vasquez

Hollis student/Student Board Representative



Southeast Island School District

American Rescue Plan (ARP) Act

Mitigation and Prevention Plan

2021-22

Board Approved 9/3/21
Board Approved updates 10/26/21
Board Approved updates 2/23/22



Mitigation Plan

Plan Components

Districts must implement, to the greatest extent practicable, prevention and mitigation policies in line with the most up-to-date guidance from the Centers for Disease Control and Prevention (CDC) for the reopening and operation of school facilities to effectively maintain the health and safety of students, educators, and other staff. Describe the extent to which the district adopted policies and a description of such policies on each of the strategies listed below:

1. [Masks and Physical Distancing \(e.g., including use of cohorts/pods\)](#)

SISD Recommends Following CDC Guidance, however will continue to respect Mask Choice.

In consultation with state and local public health representatives, SISD recommends that students, staff, and all school visitors follow the CDC guidance of universal indoor masking in all school facilities during school hours. However, SISD also recognizes individual and parent/guardian choice with regard to masking. SISD will encourage staff, students, and all school visitors to follow the suggested CDC guidelines, but will respect individual rights and decisions regarding “mask choice.”

Mask Choice does not apply in the following circumstances:

- SISD mitigation plans for athletics or special events/activities requiring mask wearing per ASAA and regional games.

To allow for transparency, SISD highly recommends “mask choice” be carefully considered given the current Public Health “Close Contact Tracing Process” as detailed on page #5 of the SISD ARPA Mitigation and Prevention Plan.

2. [Increased Level of Community Transition, Masks Required and Use of Pods to Continue In-Person Instruction](#)

SISD Strongly Recommends Following CDC Guidance, However Respects Mask Choice.

In consultation with state and local public health representatives, SISD strongly recommends that students, staff, and all school visitors follow the CDC guidance of universal indoor masking in all school facilities during school hours. However, SISD also recognizes individual and parent/guardian choice with regard to masking. SISD will encourage staff, students, and all school visitors to follow the suggested CDC guidelines, but will respect individual rights and decisions regarding “mask choice.”

Mask Choice does not apply in the following circumstances:

- SISD mitigation plans for athletics or special events/activities requiring mask wearing per ASAA and regional games.

If the district’s Medical Advisory Committee recommends that one or more of SISD’s schools move to a more restricted level of safety due to an increased level of community transition and/or other factors



affecting one of our school communities, SISD will put in place more restrictive safety measures. Personal Protective Equipment (PPE) masks will be required by staff and students when working directly with each other. In this scenario, individual schools in the district may also develop pods within their student population and students/staff will not be able to interact with students/staff in other pods. Flexibility and evidence-based decision making will guide SISD's decisions to shift between in-person with no mask requirement, in-person with masks required and distance delivery. This decision will be made by district administration in consultation with local school staff.

SISD will closely monitor SE regional trends with COVID-19 infections to include Juneau, Sitka, Ketchikan, Anchorage and Seattle. If regional and/or individual SISD community trends shift rapidly, SISD will utilize this information to consider transitioning to a higher risk scenario to protect our students, families, and staff members. Mask choice vs universal masking requirements will be considered separately for individual schools and will be based on the number of cases in the community that directly impact that school. This decision will be made by district administration in consultation with local school staff.

If there are active COVID-19 cases in an SISD school community, or another island community, that could directly impact SISD families, SISD reserves the right to temporarily transition to a Red/High Risk scenario for deep cleaning of SISD buildings. SISD shall consult with Public Health and the district's Medical Advisory Committee to determine the district's risk level.

SISD will provide bus service during low/moderate risk scenarios that include in-person instruction. SISD will provide service to the south side of Thorne Bay, Hollis, Klawock and Craig. Students and bus drivers will be required to follow federal transportation regulations if masks are required. During High Risk scenarios when the district has moved to a distance instructional model bus service will be canceled.

AK-TRAILS Statewide Homeschool office's (Thorne Bay, Naukati, Coffman Cove and Port Alexander) will follow all guidelines and mandates for the municipality the office is located. Furthermore, AK- TRAILS offices will institute the State of Alaska Phase 3 and 4 COVID-19 guidelines located at <https://covid19.alaska.gov/reopen/>, specifically guidelines for Attachment D "Public Facing Businesses" to include:

- Social distancing
- Hygiene best practices
- Staffing
- Cleaning and disinfecting

3. [Handwashing and respiratory etiquette](#)

To help prevent the spread of infectious diseases, SISD has the opportunity and responsibility to continue to educate students, families, and staff on social etiquette, good health and hygiene habits, and disease prevention. SISD will provide regular hand-washing and respiratory hygiene/cough etiquette, healthy lifestyle, and immune system education for all K-12 students. Our basic educational message will be:

- Cover your cough
- Wash hands often
- Stay home if exhibiting disease symptoms₃₃



- Maintain a healthy lifestyle
- How the immune system protects us
- How to support a strong immune system

4. [Cleaning and maintaining healthy facilities, including improving ventilation](#)

The safety of our students and staff are our primary priority. SISD schools will be completely cleaned and disinfected regularly, and we will continue to adhere to all necessary safety precautions. In addition to the regular deep cleaning of all school facilities, the cleaning steps outlined below are to be taken to disinfect workplace surfaces, chairs, tables, etc., to protect students and employees and reduce the risk of spread of infection.

General Disinfection Measures

Area	Frequency
Classrooms and Offices	At the end of each day
Appliances	Daily
Electronic Equipment	At the end of each use
General used objects like light switches, handles, sinks, restrooms	At least 2 times a day
Buses	At the end of each use
Common Areas	At the end of each use and/or between groups

Deep cleaning is triggered when an active student or employee is identified as positive for COVID-19 based on testing. When a student or employee with a suspected infectious disease is identified and has left the building, their work area, along with any other known places they have been will be thoroughly cleaned and disinfected. The person cleaning and disinfecting will wear a mask and gloves and will discard them immediately afterwards. Hands will be washed and sanitized at the completion of the procedure. During times of a specifically known or suspected disease outbreak, SISD will consult public health officials to determine if there is a proper way to discard waste or if other PPE should be worn by staff.

Additionally, a bleach solution spray bottle and/or disinfecting wipes will be provided to all classrooms, offices, and work locations. SISD employees are required to regularly disinfect personal workstations each day, schedule regular times during the school day for students to disinfect their personal workstations and disinfect all appliances and electronic equipment after each use.

SISD will utilize portable HEPA filter air purifier systems in classrooms and office space to improve indoor air quality.

SISD has contractors coming in to address improvements in air quality and ventilation in district buildings. SISD contracted ATS to develop a condition survey on the Thorne Bay School and to tune and survey both Coffman and Naukati School buildings specifically focused on each school's HVAC and controls. This will help drive our CIP (Capital Improvement Plan) School Mechanical Control Upgrades in Thorne Bay where we still operate on pneumatic controls.



SISD will be making some improvements in Kasaan to help create space for social distancing and provide updated surfaces that are easier to clean. This is a small three-room school with a detached library that was used by the community as well as the district prior to COVID-19. The building is being repaired and updated surfaces to better serve SISD’s needs. Creating space to further isolate groups from each other and to reduce the risk of spread though updated cleaning surfaces.

5. [Contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health departments](#)

After two years of experience with Covid-19 staff, parents and students have become seasoned veterans when it comes to mitigating the transmission of infectious diseases.

With that in mind, the following protocols will stay in place with the goal of maintaining the health of all district stakeholders;

- Monitoring temperatures of people entering district facilities
- Recording temperatures in excess of 100 F, and any associated disease symptoms
- Requesting staff and students stay home if experiencing disease symptoms;
- Maintaining cleaning protocols

If a student or employee becomes ill at work and is exhibiting one or more of the disease symptoms outlined below they will be asked to leave and go home immediately. If a student or employee becomes ill at home and is exhibiting one or more of the disease symptoms outlined below they will be asked to stay at home.

- | | | |
|--|--|-----------------------------|
| *Cough | *Shortness of breath or difficulty breathing | *Tiredness or fatigue |
| *Chills | *Repeated shaking with chills | *Muscle or body aches |
| *Headache | *Sore throat | *New loss of taste or smell |
| *Diarrhea | *Congestion or runny nose | *Nausea or vomiting |
| *Feeling feverish or a measured temperature greater than or equal to 100.3 degrees F | | |

6. [Diagnostic and screening testing](#)

SISD has prioritized ARPA funding to provide testing for all student extra-curricular events for the student participants and coaches/chaperones to ensure students have access to these "outside" school learning activities.

Voluntary COVID-19 testing for staff members and students may be available at each school site, as allowed by the CLIA waiver.

Student and staff travel to other Alaskan communities will be determined on a case-by-case basis and will include the current COVID-19 risk level of the community and school.

SISD will follow ASAA COVID-19 Practice Guidelines and ASAA COVID-19 Event Guidelines for athletics and extracurricular activities.



7. [Efforts to provide vaccinations to educators, other staff, and students, if eligible](#)

SISD has partnered with SEARHC, PeaceHealth, and Prince of Wales Public Health to provide staff, students, parents, and community members information about vaccinations. SISD has regularly sent out emails to staff, students, and parents regarding the availability of vaccinations and how to access.

SISD will continue to work with local and state health agencies to support messaging and outreach about vaccination for members of school communities. SISD communication platforms will facilitate outreach to encourage vaccination of household members of school-age children as they become eligible. This will include outreach in a language that limited English proficient family members or students can understand and in alternate formats as needed to facilitate effective communication for individuals with disabilities.

8. [Appropriate accommodations for children with disabilities with respect to the health and safety policies](#)

Based upon specifications of their individualized education plans (IEPs/504 plans), students with disabilities may be served outside of their regular group time. Individual student services will be based upon a team decision for what is the best for each child based upon the child's disability. This may include in person school during school closures for a full or partial day. This may include continued provision of school transportation during times that buses are canceled due to school closures. This may include additional services provided in a home-based environment, special equipment provided in the home, etc. Requirements for the use of masks and other PPE will be determined on an individual basis for students with disabilities.

Continuity of Services

Describe how the district will ensure continuity of services including, but not limited to, services to address students' academic needs, as well as the social, emotional, mental health, and other needs of students and staff (e.g., student health and food service).

SISD has a full-time school counselor on staff to serve our K-12 students. The counselor will work with SISD administration to determine when her services will be provided in-person or remotely. The counselor will work with schools to support staff with best practices around Trauma Informed Practices. A focus will be placed on supporting a positive climate and culture that acknowledges universal trauma care strategies for students.

Additionally, SISD has a one-to-one electronic device program for all K-12 students. In the event the district or a specific school has to move to Red/High Risk Scenario Distance Learning students will be able to access all classroom content through their electronic devices. All SISD schools will utilize the CANVAS electronic learning platform, Google Classroom, Edgenuity and/or Zoom to provide distance instructional support. All SISD schools will also utilize web-based educational platforms, teacher developed instructional packets, and one-on-one teacher check-ins with each student.



In the event the district or a specific school has to move to Red/High Risk Scenario Distance Learning SISD will provide breakfast and lunch service that is either picked up or delivered to specific locations within the community for student and family pick-up for all students 18 years old and younger.

Periodic Review

Describe how the district will periodically review and revise its mitigation plan, as appropriate, including a description of how the district will seek public input and take such input into account on (1) whether revisions are necessary and, if so, (2) the proposed revisions to the plan.

Important Note: The district must review its mitigation plan no less frequently than every six months for the duration of the ARP ESSER grant period (i.e., through September 30, 2023).

SISD has developed a Mitigation Advisory Committee to develop recommendations for the Board's consideration for the development of SISD's ARPA Mitigation and Prevention Strategies. The SISD Mitigation Advisory Committee is comprised of members from the different SISD stakeholder groups:

- Certified Teachers
- Classified Staff Members
- Parents
- Students
- SISD Administrators
- SISD Technology Director
- Prince of Wales Medical Providers
- SISD Board Members

The Committee will meet to review the stakeholder survey data, review the current SISD Smart Start to School Guidelines, review the guidelines with the American Rescue Plan Act Mitigation Template, and develop a Mitigation and Prevent Strategy following DEED's ARPA guidelines.

The SISD Board Mitigation Advisory Committee will meet monthly to review the SISD's ARPA Mitigation and Prevention Strategies and provide recommendations to the SISD School Board for their consideration. The SISD ARPA Mitigation and Prevention Strategies will be a regular "Old Business" agenda item each month for the SISD Board's consideration.



SOUTHEAST ISLAND SCHOOL DISTRICT

P.O. Box 19569, 1010 Sandy Beach Road, Thorne Bay, Alaska 99919
(907) 828-8254 Fax: (907) 828-8257 E-mail: sisd@sisd.org

Meeting: March 23, 2022 – Regular Board of Education Meeting

Category: Business Item

Subject: Declaration of Vacancy: Board of Education Seat E

RECOMMENDATION

It is the administration's recommendation that the School Board accept Cynthia Nardini's resignation from the Board of Education and declare Seat E vacant.

PERTINENT FACTS:

Board Bylaw 9223 identifies that the School Board may declare a regional school board seat vacant if the person elected resigns. Additionally, the BB 9223 states, "*a vacancy on the Board shall be filled within 30 days by Board appointment. When making an appointment, the Board desires to draw from the widest possible number of candidates.*"

The Board shall:

- 1. Advertise the vacancy in suitable local media.*
- 2. Solicit applications or nominations of any legally qualified citizen interested in serving on the Board.*
- 3. Provide candidates with appropriate information regarding Board member responsibilities.*
- 4. Announce names of candidates and accept public input either in writing or at a public meeting.*
- 5. Interview the candidates at a public meeting.*
- 6. Select the provisional appointee by majority vote at a public meeting.*

The person appointed shall hold office until the next regularly scheduled election for district Board members and shall be afforded all the powers and duties of a Board member upon appointment."

A draft vacancy notice is included with this agenda item. Please note that, due to the 2021 recasting of board seats, Seat E is now in Section III.

RECOMMENDED MOTION:

Accept Cynthia Nardini's resignation from the Board of Education and declare Seat E vacant.



SOUTHEAST ISLAND SCHOOL DISTRICT
P.O. Box 19569, 1010 Sandy Beach Road, Thorne Bay, Alaska 99919
(907) 828-8254 Fax: (907) 828-8257 E-mail: sisd@sisd.org

VACANCY SOUTHEAST ISLAND SCHOOL DISTRICT (SISD) SCHOOL BOARD SEAT 3E

The SISD Board of Education has a new vacancy (Seat 3E) and plans to fill this vacancy by appointing a board member to this seat at their April 2022 regular board meeting.

To be eligible, a candidate must reside and be registered to vote in one of the towns within Section 3*, which includes the following communities:

Coffman Cove, Area SW of Kake, Area SE of Kake, Point Baker, Port Alexander, Port Protection, Areas N & S of Port Protection, Whale Pass, Area W of Whale Pass

Length of Term: Per Alaska Statute 14.12.070, the person selected to fill Seat 3E will serve until a successor is elected in the next regular election (10/04/2022).

Interested individuals: complete the attached application form and submit it to the District Office, Attn: Board of Education, by:

Wednesday, April 13, 2022

Applications can be hand delivered, faxed,
emailed, or mailed
(see letterhead for addresses/numbers).

If no letters of interest have been received by 4/13/22, the deadline will be extended until one or more applications have been received. Updated information will be posted on www.sisd.org

Candidates will be interviewed in a work session before the April 2022 regular board meeting.

* On November 19, 2021, the Commissioner of the Department of Education & Early Development recast the board seats in Southeast Island School District, which changed the number of sections and the board seats in each section. Seat E is now in Section III.



SOUTHEAST ISLAND SCHOOL DISTRICT

P.O. Box 19569, 1010 Sandy Beach Road, Thorne Bay, Alaska 99919

(907) 828-8254

Fax: (907) 828-8257

E-mail: sisd@sisd.org

Application for Board of Education Seat E

Submit to SISD District Office by April 13, 2022

Name (First, Last)	Phone Number	Email
Physical Address	Mailing Address	

Reason(s) you would like to serve on the Board of Education

Qualifications and experience relevant to the position

Availability for Board duties (work sessions, meetings, committees, conferences, etc.)

General views regarding the role of the Board and the role of the Superintendent

Oath
<p>I, the undersigned, am willing to be considered for selection to the office of school board member, as an appointee to fill a vacancy and certify that I meet the applicable age, citizenship, residency, and voting qualification requirements prescribed by the constitutions and laws of the United States and the State of Alaska, and that I will otherwise qualify for the office if I am appointed by the School Board of the Southeast Island School District.</p> <p>I further certify that I am a qualified voter, that I have not been convicted of a felony involving moral turpitude in any court within the United States for which I have not been pardoned, and that I know of no reason that would otherwise make me ineligible to hold the above-identified office.</p>

Signature	Date



SOUTHEAST ISLAND SCHOOL DISTRICT

P.O. Box 19569, 1010 Sandy Beach Road, Thorne Bay, Alaska 99919
(907) 828-8254 Fax: (907) 828-8257 E-mail: sisd@sisd.org

Meeting: March 23, 2022 – Regular Board of Education Meeting

Category: Business Item

Subject: 1st Preliminary Reading, FY 2023 General Fund Budget

RECOMMENDATION

It is the administration's recommendation that the School Board move the FY 2023 general fund budget to a 2nd reading.

PERTINENT FACTS:

A budget committee made up of district-wide staff has been working on the development of the FY 2023 general fund budget. Tonight, we reviewed the team's first proposal during the work session before the meeting. The team will continue to work on the development of budget. Changes are made to the FY 2023 general fund budget will be reviewed in the second proposal during the work session before the April regular board meeting.

RECOMMENDED MOTION:

Move the FY 2023 general fund budget to a 2nd reading.



SOUTHEAST ISLAND SCHOOL DISTRICT
P.O. Box 19569, 1218 A Shoreline Drive Thorne Bay, Alaska 99919
(907) 828-8254 Fax: (907) 828-8257 Email: sisd@sisd.org

MEMORANDUM

TO: SISD BOARD OF EDUCATION

THRU: Sherry Becker, Superintendent

FROM: Lucienne Smith, Contracted Business Manager
Alaska Education & Business Services, Inc.

A handwritten signature in cursive script, appearing to read "Lucienne Smith", is written over the printed name and title.

Date: March 17, 2022

SUBJECT: FY 2023 1st Preliminary Reading Budget

The FY 2023 1st preliminary budget is enclosed. The budget as presented is not quite balanced as **expenditures exceed revenues by \$44,785.**

Food Service Fund – This budget reflects \$144,449 to supplement this program to break even.

Pupil Transportation – This budget reflects a \$14,486 supplement to break even.

The FY 2023 budget has been built with the following revenue assumptions:

Revenues - \$7,034,814

- Enrollment is projected District wide at 128, ten less than the current year, plus 35 Correspondence students – 22 more than funded during count this year
- Current Area Cost Differential (1.403) as included in the foundation calculation
- BSA \$5,930
- Intensive funding remains 13 times the BSA – budgeted for 9 Intensive Districtwide, status quo for current year
- Timber Receipts have been budgeted \$20K less than the current year
- Pupil Transportation is budgeted less based on reduced enrollment
- Food Services revenues are budgeted higher as per meal reimbursements have increased
- Employee Housing – reduced revenues by \$10K
- TRS On behalf is 12.06% and PERS On behalf is 2.79% (this nets to zero revenues equal expenses for On Behalf)
- E-rate based on our current contract – additionally the State BAG Grant fund for the % not covered by federal funding to keep the outer sites at 25 Mbps
- Port Protection schools still closed – no revenue generated
- Hyder School is closed – no revenue generated
- Additional Funding outside the Foundation Formula has not been budgeted in the general fund

The FY 2023 Budget has been built with the following expenditures assumptions:

Expenditures - \$7,079,599

- Step increase for returning classified positions (if applicable)
- Step increase (if applicable) for returning certificated positions
- Liability & Property Insurances status quo
- Health insurance projected for a 10% increase
- Fuel, gasoline, travel, supplies increased 25%
- Port Protection & Hyder schools closed – \$20K funded for other purchased service for Port Protection maintenance of existing facilities
- Edna Bay open – \$20K expenses budgeted for maintenance of existing facilities
- TRS On behalf is 12.06% and PERS On behalf is 2.79% (this nets to zero revenues equal expenses for On Behalf)
- Communications (Internet) under DW technology based on current contract
- There are no one teacher sites budgeted next year
- \$50K in transfers for CIP – for any large item that becomes an expense
- \$2,500 in transfers for special revenue funds in the event we overspend a grant

As we move forward, we will continue to review and update enrollment, intensives, correspondence, staffing and any legislative action which may change our revenue projection.

Please do not hesitate to ask questions.

Thank you.



Southeast Island School District
Thorne Bay, Alaska

FY 2023 1ST PROPOSED BUDGET
March 23, 2022

Sherry Becker, Superintendent

Shannon Silverthorn, Board President

Sandy Curtis, Board Clerk

Rebecca Saffold, Board Member

Tia Nardini, Board Member

Molly Kimzey, Board Member

SOUTHEAST ISLAND SCHOOL DISTRICT

Revenue Budget

FY 2023 1ST PROPOSED

	2022	2023	Change
	<u>FINAL</u>	<u>1st PROPOSED</u>	
Enrollment	<u>139.35+7.38+9</u>	<u>128.95+35+9</u>	<u>-11/27/0</u>
FUND 100: School Operating			
State Foundation	\$ 4,359,488	\$ 4,701,203	\$ 341,715
Other State Revenue	-	-	-
PERS On behalf (057)	74,850	23,403	(51,447)
TRS On behalf (056)	269,786	183,737	(86,049)
Timber Receipts	280,000	270,000	(10,000)
E-Rate - Federal	1,411,471	1,411,471	0
	-	-	-
Other Revenue*	25,000	25,000	-
FUND TOTAL	\$ 6,420,595	\$ 6,614,814	\$ 194,219
FUND 205: Student Transportation			
Student Transportation (St	<u>177,811</u>	<u>168,000</u>	<u>(9,811)</u>
FUND TOTAL	\$ 177,811	\$ 168,000	\$ (9,811)
FUND 255: Food Service			
School Lunch Revenue	8,500	2,000	(6,500)
Food Service (State)	<u>110,000</u>	<u>150,000</u>	<u>40,000</u>
	\$ 118,500	\$ 152,000	\$ 33,500
FUND 375: Employee Housing			
Local Revenues	<u>110,000</u>	<u>100,000</u>	<u>(10,000)</u>
FUND TOTAL	\$ 110,000	\$ 100,000	(10,000)
Fund Balance Transfer	-	-	-
FUND TOTAL	\$ -	\$ -	\$ -
TOTAL REVENUE	\$ 6,826,906	\$ 7,034,814	\$ 217,908

SOUTHEAST ISLAND SCHOOL DISTRICT

Expenditure Summary by Department

FY 2023 1ST PROPOSED

<u>Loc/Function</u>	<u>Department</u>	<u>FY 2022 FINAL</u> <u>BUDGET</u>	<u>FY 2023 1ST</u> <u>PROPOSED</u>	<u>Change</u>
649 100	Regular Instruction	\$ 56,061	\$ 57,125	1,064
649 140	Correspondence Instruction	126,380	200,382	74,002
649 220	Special Education Support Services	75,192	81,636	6,444
649 300	Support Services - Students - Guida	24,921	17,031	(7,890)
649 350	Support Services Instruction	-	-	-
649 352	Support Services Instruction-Librar	4,000	4,750	750
649 353	Technology	1,603,627	1,618,574	14,947
649 354	Inservice	6,000	6,750	750
649 400	School Administration	6,925	1,564	(5,361)
649 400	School Administration Support	-	25,547	25,547
649 511	Board of Education	97,419	99,824	2,405
649 512	Office of Superintendent	323,044	317,719	(5,325)
649 550	District Admin Support Services	254,615	262,691	8,076
649 600	DW Operations & Maintenance	764,744	783,184	18,440
649 600	DW Employee Housing	50,000	50,000	-
649 700	DW Student Activities	68,122	55,318	(12,804)
649 760	DW Pupil Transportation	97,731	104,546	6,815
649 790	DW Food Services	151,703	214,015	62,312
900	DW Transfers	52,500	52,500	-
621	Howard Valentine	232,220	350,308	118,088
624	Kasaan	280,241	290,297	10,056
625	Naukati	318,756	336,295	17,539
628	Thorne Bay	1,285,172	1,087,401	(197,771)
667	Hollis	447,728	442,830	(4,898)
669	Port Alexander	223,864	230,237	6,373
680	Hyder	-	-	-
682	Whale Pass	335,332	389,077	53,745
Totals		\$ 6,886,297	\$ 7,079,599	\$ 193,302

SOUTHEAST ISLAND SCHOOL DISTRICT

Expenditure Summary by Function

FY 2023 1ST PROPOSED

Function	FY 2022 FINAL BUDGET	FY 2023 1ST PROPOSED	Increase (Decrease)	Percent of FY 2023 Total
Instruction				
100 Regular Instruction	\$ 1,660,172	\$ 1,640,286	\$ (19,886)	23.17%
140 Correspondence Instruction	126,380	200,382	74,002	2.83%
160 Vocational Education	18,304	20,625	2,321	0.29%
200 Special Education Instruction	429,675	537,063	107,388	7.59%
220 Special Education Support Services	75,192	81,636	6,444	1.15%
300 Support Services - Students - Guidance	24,921	17,031	(7,890)	0.24%
350 Support Services - Instruction	4,000	4,750	750	0.07%
353 Technology	1,603,627	1,618,574	14,947	22.86%
354 Inservice	6,000	6,750	750	0.10%
400 School Administration	217,842	118,043	(99,799)	1.67%
Sub Total Instruction	\$ 4,166,113	\$ 4,245,141	\$ 79,028	59.96%
Administration				
450 School Administration Support	53,713	53,720	7	0.76%
550 District Administration	254,615	262,691	8,076	3.71%
511 School Board	97,419	99,824	2,405	1.41%
512 Office of Superintendent	323,044	317,719	(5,325)	4.49%
600 Maintenance & Operations	1,344,234	1,389,657	45,423	19.63%
600 Teacher Housing	50,000	50,000	-	0.71%
700 Pupil & Athletic Activities	135,726	128,217	(7,509)	1.81%
Sub Total Admin/M&O	\$ 2,258,751	\$ 2,301,827	\$ 43,076	32.51%
760 Pupil Transportation	174,116	182,682	8,566	2.58%
790 Food Services	234,817	297,449	62,632	4.20%
900 Fund Transfers	52,500	52,500	-	0.74%
Sub Total Transfers, Pupil Trans & Food Svcs	\$ 461,433	\$ 532,631	\$ 71,198	7.52%
TOTAL ALL EXPENSES	\$ 6,886,297	\$ 7,079,599	\$ 193,302	100.00%



District Wide

FY 2023 1ST PROPOSED

Location 649

	FY 2022 FINAL BUDGET	FY 2023 1ST PROPOSED	<u>Change</u>
Fund 100: School Operating			
<u>Location</u> 649 <u>District-Wide</u>			
Function 100 Regular Instruction	\$ 56,061	\$ 57,125	1,064
Function 140 Correspondence Instruction	126,380	200,382	74,002
Function 220 Special Education Support Services	75,192	81,636	6,444
Function 300 Support Services - Students - Guidance	24,921	17,031	(7,890)
Function 350 Support Services-Instruction	0	0	0
Function 352 Support Services-Instruction - Library	4,000	4,750	750
Function 353 Technology	1,603,627	1,618,574	14,947
Function 354 Inservice	6,000	6,750	750
Function 400 School Administration	6,925	1,564	(5,361)
Function 450 School Administration Support	0	25,547	25,547
Function 511 Board of Education	97,419	99,824	2,405
Function 512 Office of Superintendent	323,044	317,719	(5,325)
Function 550 District Admin Support Services	254,615	262,691	8,076
Function 600 Operations & Maintenance	764,744	783,184	18,440
Function 700 Student Activities	68,122	55,318	(12,804)
Function 900 Transfers	52,500	52,500	0
Fund Total	<u>\$ 3,463,550</u>	<u>\$ 3,584,595</u>	<u>121,045</u>
Fund 205: Student Transportation	<u>\$ 97,731</u>	<u>\$ 104,546</u>	<u>6,815</u>
Fund 255: Food Service Fund	<u>\$ 151,703</u>	<u>\$ 214,015</u>	<u>62,312</u>
Fund 375: Employee Housing	<u>\$ 50,000</u>	<u>\$ 50,000</u>	<u>0</u>
TOTAL	<u>\$ 3,762,984</u>	<u>\$ 3,953,155</u>	<u>190,171</u>

Southeast Island School District

FY 2023 1ST PROPOSED

District Wide Location 649

Districtwide Account Code	Description	Comments	FY 2022 FINAL BUDGET	FY 2023 1ST PROPOSED
<u>Regular Instruction</u>				
100.649.100.. 314	Cert-Director/Coordinator/Manager	.03 FTE	\$ 3,333	\$ -
100.649.100.. 315	Cert-Teacher		-	-
100.649.100.. 360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		1,585	-
100.649.100.. 365	TRS On Behalf		643	-
100.649.100.. 369	Other Employee Benefits	(Tuition Reimb. Per CBA)	24,000	24,000
100.649.100.. 450	Supplies/Material/Media		1,500	1,875
100.649.100.. 471	Textbooks	DW Textbook/Consumable Purchases - Governor's Performance Classes	<u>25,000</u>	<u>31,250</u>
Total 100 Regular Instruction			<u>56,061</u>	<u>57,125</u>
<u>Correspondence Instruction</u>				
100.649.140.. 315	Cert-Teacher	1.0 FTE	55,328	57,247
100.649.140.. 316	Extra Duty		-	10,000
100.649.140.. 360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		42,179	47,325
100.649.140.. 365	TRS On Behalf		10,673	8,110
100.649.140.. 410	Professional & Technical Services	Virtually Connected	700	700
100.649.140.. 450	Supplies/Material/Media	(35 Students X \$2,200K)	17,500	77,000
100.649.140.. 471	Textbooks		-	-
Total 140 Correspondence Instruction			<u>126,380</u>	<u>200,382</u>
<u>Special Education Instruction Support Services</u>				
100.649.220.. 314	Certificated Salary	.25 FTE	24,840	25,875
100.649.220.. 324	Non-Cert - Support Staff		-	-
100.649.220.. 360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		7,751	13,582
100.649.220.. 365	TRS On Behalf		4,792	3,121

Districtwide			FY 2022 FINAL BUDGET	FY 2023 1ST PROPOSED
Account Code	Description	Comments		
100.649.220..	366 PERS On Behalf		-	-
100.649.220..	410 Professional & Technical	LRP + Other Pro Svcs	20,859	20,859
100.649.220..	420 Staff Travel		5,000	6,250
100.649.220..	450 Supplies/Materials/Media	PowerSchool	11,950	11,950
Total	220 Special Education Instruction Support Svcs		75,192	81,636
<u>Support Services-Students - Guidance</u>				
100.649.300..	314 Certificated Salary	.10 FTE Testing	16,560	10,350
100.649.300..	318 Certificated Salary - Specialist		-	-
100.649.300..	360 Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		5,167	5,433
100.649.300..	365 TRS On Behalf		3,194	1,248
Total	300 Support Services - Students - Guidance		24,921	17,031
<u>Support Services-Students - Support Services</u>				
100.649.350..	318 Cert Salary - Specialist	.5 FTE Curr/Prof Devel	-	-
100.649.350..	360 Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		-	-
100.649.350..	365 TRS On Behalf		-	-
Total	350 Support Services-Students - Support Services		-	-
<u>Support Services-DW Library</u>				
100.649.352..	440 Other Purchased Services		500	500
100.649.352..	450 Supplies/Material/Media	Library books DW	3,000	3,750
100.649.352..	490 Dues and Fees		500	500
Total	352 Support Services - DW Library		4,000	4,750
<u>Technology</u>				
100.649.353..	321 Non-Cert Director/Coor/Mgr	1.0 FTE	67,275	69,630
100.649.353..	324 Non-Cert Support Staff	.43 FTE	8,475	12,822
100.649.353..	360 Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		36,371	39,709
100.649.353..	366 PERS On Behalf		6,143	2,300
100.649.353..	410 Professional & Technical Servc (Contractor; E-rate Submittal Fee)		10,000	10,000
100.649.353..	420 Staff Travel		750	750
100.649.353..	433 Communications	Internet, WIFI	1,434,613	1,434,613
100.649.353..	440 Other Purchased Services	(Annual Rolling Stock - Computers, GCI VPN)	5,000	5,000
100.649.353..	475 Tech Supplies/Material/Media	(Software annual licenses)	35,000	43,750
100.649.353..	491 Dues & Fees	Other Tech Dues & Fees	-	-
Total	353 Technology		1,603,627	1,618,574

Districtwide			FY 2022 FINAL	FY 2023 1ST
Account Code	Description	Comments	BUDGET	PROPOSED
<u>Inservice</u>				
100.649.354..	410 Professional & Technical Services		2,500	2,500
100.649.354..	420 Staff Travel		500	500
100.649.354..	450 Supplies/Material/Media		<u>3,000</u>	<u>3,750</u>
Total	354 Inservice		<u>6,000</u>	<u>6,750</u>
<u>School Administration</u>				
100.649.400..	310 Certificated Salary	0.03 FTE	3,333	-
100.649.400..	360 Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		1,585	-
100.649.400..	365 TRS On Behalf		643	-
100.649.400..	420 Staff Travel		-	-
100.649.400..	433 Communications		-	-
100.649.400..	450 Supplies, Materials & Media		750	950
100.649.400..	491 Dues & Fees	(ACSA)	<u>614</u>	<u>614</u>
Total	400 School Administration		<u>6,925</u>	<u>1,564</u>
<u>School Administration Support</u>				
100.649.450..	324 NonCert-Support Staff	.5 FTE	-	18,644
100.649.450..	360 Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		-	6,384
100.649.450..	366 PERS On Behalf		-	<u>520</u>
Total	450 School Administration Support		<u>-</u>	<u>25,547</u>
<u>Board of Education</u>				
100.649.511..	324 NonCert-Support Staff	.5 FTE	45,896	47,503
100.649.511..	329 Substitutes/Temporaries (Board Stipends)		5,000	5,000
100.649.511..	360 Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		23,801	25,671
100.649.511..	366 PERS On Behalf		3,722	1,325
100.649.511..	410 Professional & Technical Services	Board Policy	3,000	3,000
100.649.511..	420 Staff Travel		2,500	3,125
100.649.511..	425 Student Travel		1,000	1,250
100.649.511..	433 Communications		200	200
100.649.511..	440 Other Purchased Services		-	-
100.649.511..	450 Supplies/Material/Media		1,800	2,250
100.649.511..	486 Bruce Hill Scholarship *		2,000	2,000
100.649.511..	491 Dues & Fees	(AASB Annual Dues & Board Bk)	<u>8,500</u>	<u>8,500</u>
Total	511 Board of Education		<u>97,419</u>	<u>99,824</u>
<u>Office of Superintendent</u>				
100.649.512..	311 Cert-Superintendent	1.0 FTE	135,000	135,000
100.649.512..	324 NonCert-Support Staff	.5 FTE	45,896	47,503
100.649.512..	360 Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		73,224	77,285
100.649.512..	365 TRS On Behalf		26,042	16,281

Districtwide			FY 2022 FINAL	FY 2023 1ST
Account Code	Description	Comments	BUDGET	PROPOSED
100.649.512..	366 PERS On Behalf		3,722	1,325
100.649.512..	410 Professional & Technical Services		15,000	15,000
100.649.512..	414 Legal Fees		10,000	10,000
100.649.512..	420 Staff Travel		2,500	2,500
100.649.512..	433 Communications		1,200	1,200
100.649.512..	450 Supplies/Material/Media		4,200	4,200
100.649.512..	458 Gasoline/Diesel/Oil	Vehicle Fuel	4,660	5,825
100.649.512..	491 Dues & Fees		<u>1,600</u>	<u>1,600</u>
Total	511 Office of Superintendent		<u>323,044</u>	<u>317,719</u>
<u>District Admin Support Service</u>				
100.649.550..	324 NonCert-Support Staff	2.27 FTE	101,484	104,703
100.649.550..	329 Substitute/Temporary		2,500	2,500
100.649.550..	360 Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		77,388	82,754
100.649.550..	366 PERS On Behalf		8,230	2,921
100.649.550..	410 Professional & Technical Service	(Business Contract, Audit)	120,000	120,000
100.649.550..	420 Staff Travel		1,500	2,500
100.649.550..	433 Communications	(DO Telephone, Postage)	5,500	5,500
100.649.550..	441 Rentals	Meter Rental ; background cks	4,000	4,000
100.649.550..	445 Insurance - Liability	(General Liability, Crime, E&O, Excess, etc.)	58,660	58,660
100.649.550..	450 Supplies/Material/Media		3,000	3,750
100.649.550..	475 Tech Supplies/Material/Media	(PowerSchool HR)	3,000	3,750
100.649.550..	491 Dues & Fees	Blk Mountain software annual maint; Bank Fees; SHRM Membership	17,200	19,500
100.649.550..	495 Indirect Recovery	Indirect Recovery of Admin Expense for Grants - FY 23 5.78%	<u>(147,847)</u>	<u>(147,847)</u>
Total	550 District Admin Support Service		<u>254,615</u>	<u>262,691</u>
<u>Operations & Maintenance</u>				
100.649.600..	321 Director/Coord/Mgr	1.0 FTE	66,599	68,930
100.649.600..	325 NonCert-Maint/Custodial	2.75 FTE	137,550	104,114
100.649.600..	324 NonCert-Support Staff	.30 FTE	18,420	19,066
100.649.600..	329 Substitutes/Temporaries		60,000	60,000
100.649.600..	360 Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		125,704	120,634
100.649.600..	366 PERS On Behalf		11,155	2,905
100.649.600..	410 Professional & Technical Services	Maint Mgmt Sys	7,000	7,000
100.649.600..	420 Staff Travel		6,000	7,500
100.649.600..	431 Water & Sewage		4,000	4,000
100.649.600..	432 Garbage		4,800	4,800
100.649.600..	433 Communications		3,000	3,000
100.649.600..	435 Other Energy		2,500	2,500
100.649.600..	436 Electricity		8,750	10,938
100.649.600..	437 Natural/Bottled Gas		200	200
100.649.600..	438 Gas, Diesel, Oil		6,800	8,500

Districtwide			FY 2022 FINAL BUDGET	FY 2023 1ST PROPOSED
Account Code	Description	Comments		
100.649.600.. 440	Other Purchased Services	Fire sys inspection, gym flr; SERRC CIP: EB & PP Maint	41,146	81,146
100.649.600.. 445	Insurance & Bond Premiums	Property & Auto	178,000	178,000
100.649.600.. 452	Maintenance Supplies (Incl closed sites - EB, PP, HY)		56,920	70,000
100.649.600.. 458	Vehicle Gas, Diesel, Oil		15,000	18,750
100.649.600.. 490	Other Expense (Due & Fees)		1,200	1,200
100.649.600.. 510	Equipment		<u>10,000</u>	<u>10,000</u>
Total 600	Operations & Maintenance		<u>764,744</u>	<u>783,184</u>
<u>Student Activities</u>				
100.649.700.. 316	Cert-Extra Duty	Coaching Stipends	18,600	8,600
100.649.700.. 327	NonCert-Bus Drivers		3,500	3,500
100.649.700.. 329	Substitutes/Temporaries	Referees/Scorekeepers	4,090	4,090
100.649.700.. 360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		7,344	2,590
100.649.700.. 365	TRS On Behalf		3,588	1,037
100.649.700.. 420	Staff Travel		4,500	4,500
100.649.700.. 425	Student Travel		18,000	22,500
100.649.700.. 450	Supplies/Material/Media		6,000	6,000
100.649.700.. 491	Dues & Fees		<u>2,500</u>	<u>2,500</u>
Total 700	Student Activities		<u>68,122</u>	<u>55,318</u>
<u>Transfers</u>				
100..900.. 552	Transfers to Special Revenue Funds		2,500	2,500
100..900.. 554	Transfers to CIP Funds		<u>50,000</u>	<u>50,000</u>
Total 600	Employee Housing		<u>52,500</u>	<u>52,500</u>
Total 100	General Operating Fund		<u>\$ 3,463,550</u>	<u>\$ 3,584,595</u>
<u>Student Transportation</u>				
205.649.760.. 325	Maintenance	.25 FTE	16,089	16,650
205.649.760.. 360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		55,787	57,881
205.649.760.. 365	TRS On Behalf		-	-
205.649.760.. 366	PERS On Behalf		1,305	465
205.649.760.. 410	Professional & Technical		1,200	1,200
205.649.760.. 420	Travel & Per Diem		250	250
205.649.760.. 440	Other Purchased Services		2,500	2,500
205.649.760.. 452	Maintenance Supplies		20,000	25,000
205.649.760.. 458	Vehicle Gas, Diesel, & Oil		-	-
205.649.760.. 490	Dues & Fees		<u>600</u>	<u>600</u>
Total 205	Student Transportation		<u>97,731</u>	<u>104,546</u>
<u>Food Services Fund</u>				
255.649.790.. 321	NonCert-Dir/Coor/Mgr	1.1 FTE	16,250	44,727
255.649.790.. 326	NonCert-Food Service Support		2,958	-
255.649.790.. 360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		6,577	15,315
255.649.790.. 365	TRS On Behalf		-	-

Districtwide			FY 2022 FINAL	FY 2023 1ST
Account Code	Description	Comments	BUDGET	PROPOSED
255.649.790..	366 PERS On Behalf		1,318	1,248
255.649.790..	410 Professional & Technical		-	-
255.649.790..	420 Staff Travel	(Annual Req'd CNP Training)	2,500	3,125
255.649.790..	450 Supplies/Materials/Media		6,500	6,500
255.649.790..	458 Vehicle Gas, Diesel, & Oil		1,000	1,000
255.649.790..	459 Food		110,000	137,500
255.649.790..	460 Milk		4,000	4,000
255.649.790..	491 Dues and Fees		600	600
Total	255 DW Food Services Fund		<u>151,703</u>	<u>214,015</u>
<u>Employee Housing</u>				
375.649.600..	452 Maintenance Supplies		50,000	50,000
Total	600 Employee Housing		<u>50,000</u>	<u>50,000</u>
Total	District Wide		<u>\$ 3,762,984</u>	<u>\$ 3,953,155</u>



Howard Valentine Timberwolves

FY 2023 1ST PROPOSED

Location 621

	FY 2022 FINAL BUDGET	FY 2023 1ST PROPOSED	Change
Fund 100: School Operating			
Function: Regular Instruction	\$ 122,332	\$ 183,802	\$ 61,470
Vocational Education	1,500	1,500	-
Special Education	26,325	79,626	53,301
School Administration	6,995	6,633	(362)
Operations & Maintenance	61,092	64,537	3,445
Student Activities	7,258	7,328	70
Fund Total	\$ 225,502	\$ 343,426	\$ 117,924
Fund 255: Food Service Fund	\$ 6,718	\$ 6,882	164
 TOTAL	\$ 232,220	\$ 350,308	\$ 118,088
# Students (PreK-12)	10.45	10.45	0.0
# Teachers	1.5	2.5	1
# Classified	0.775	0.775	0
# Administrators	0	0	0
Pupil/Teacher Ratio	6.97	4.18	(2.79)
Average Per Pupil Expenditure	\$ 22,222	\$ 33,522	\$ 11,300

Southeast Island School District

FY 2023 1ST PROPOSED

Location 621 Howard Valentine

Howard Valentine Account Code	Description	Comments	FY 2022 FINAL BUDGET	FY 2023 1ST PROPOSED
<u>Regular Instruction</u>				
100.621.100	315 Cert-Teacher	±0 FTE; 2.0 FTE	\$ 76,440	\$ 128,180
100.621.100	323 NonCert-Aides		-	-
100.621.100	360 Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		24,652	33,407
100.621.100	365 TRS On Behalf		14,745	15,459
100.621.100	366 PERS On Behalf		-	-
100.621.100	410 Professional Services	(Americorps)	-	-
100.621.100	420 Staff Travel		200	200
100.621.100	425 Student Travel		-	-
100.621.100	433 Communications		2,500	2,500
100.621.100	450 Supplies/Material/Media		3,545	3,806
100.621.100	490 Other Expenses (Dues & Fees)		<u>250</u>	<u>250</u>
Total	100 Regular Instruction		<u>122,332</u>	<u>183,802</u>
<u>Vocational Education</u>				
100.621.160	450 Supplies/Material/Media	Speciality Classes	<u>1,500</u>	<u>1,500</u>
Total	160 Vocational Education		<u>1,500</u>	<u>1,500</u>
<u>Special Education</u>				
100.621.200	315 Cert-Teacher	.5 FTE Itinerant	-	33,997
100.621.200	323 NonCert-Aides	.45 FTE	21,874	21,874
100.621.200	360 Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		2,677	19,044
100.621.200	365 TRS On Behalf		-	4,100
100.621.200	366 PERS On Behalf		<u>1,774</u>	<u>610</u>
Total	200 Special Education		<u>26,325</u>	<u>79,626</u>
<u>School Administration</u>				
100.621.400.	316 Extra Duty - Lead Teacher		5,000	5,000
100.621.400.	360 Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		1,030	1,030
100.621.400.	365 TRS On Behalf		<u>965</u>	<u>603</u>
Total	400 School Administration		<u>6,995</u>	<u>6,633</u>

Howard Valentine			FY 2022 FINAL	FY 2023 1ST
Account Code	Description	Comments	BUDGET	PROPOSED
Operations & Maintenance				
100.621.600	325 NonCert-Maint/Custodial	.32 FTE (Incl WFB)	10,500	10,685
100.621.600	360 Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		2,440	2,504
100.621.600	366 PERS On Behalf		852	298
100.621.600	430 Snow Removal		-	-
100.621.600	431 Water & Sewer		-	-
100.621.600	432 Garbage		2,700	2,700
100.621.600	436 Electricity		15,000	15,000
100.621.600	437 Natural/Bottled Gas		800	800
100.621.600	438 Gas, Diesel, Oil		7,500	9,375
100.621.600	439 Other Energy		10,000	10,000
100.621.600	440 Other Purchased Services		2,600	2,600
100.621.600	452 Maintenance Supplies		7,500	9,375
100.621.600	453 Custodial Supplies		1,200	1,200
Total	600 Maintenance & Operations		61,092	64,537
Student Activity				
100.621.700	316 Cert-Extra Duty		4,000	4,000
100.621.700	329 Non-Cert-Support		250	
100.621.700	360 Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		-	360
100.621.700	365 TRS On Behalf		772	482
100.621.700	420 Staff Travel		-	-
100.621.700	425 Student Travel		1,236	1,236
100.621.700	450 Supplies/Material/Media		1,000	1,250
Total	700 Student Activity		7,258	7,328
Total	100 School Operating Fund		\$ 225,502	\$ 343,426
Food Services Fund				
255.621.790	326 Food Service Staff	.25 FTE	5,582	5,983
255.621.790	360 Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		683	732
255.621.790	366 PERS On Behalf		453	167
255.621.790	459 Food	} Food and Milk is part of District wide budget	-	-
255.621.790	460 Milk		-	-
Total	255 Food Services Fund		\$ 6,718	\$ 6,882
Total	621 Howard Valentine		\$ 232,220	\$ 350,308



Barry C. Stewart Kasaan School

FY 2023 1ST PROPOSED

Location 624

	<u>FY 2022 FINAL BUDGET</u>	<u>FY 2023 1ST PROPOSED</u>	<u>CHANGE</u>
Fund 100: School Operating			
Function: Regular Instruction	\$ 222,644	\$ 223,893	\$ 1,249
Vocational Education	1,500	1,500	-
Special Education	7,613	9,329	1,716
School Administration	6,995	6,633	(362)
Maintenance & Operations	30,900	34,965	4,065
Student Activities	<u>1,562</u>	<u>4,979</u>	<u>3,417</u>
Fund Total	<u>\$ 271,214</u>	<u>\$ 281,299</u>	<u>\$ 10,085</u>
Fund 255: Food Service Fund	<u>\$ 9,027</u>	<u>\$ 8,998</u>	<u>(29)</u>
TOTAL	<u>\$ 280,241</u>	<u>\$ 290,297</u>	<u>\$ 10,056</u>
# Students (PreK-12)	13	13	-
# Teachers	2	2	-
# Classified	1	1	-
# Administrators	0	0	-
Pupil/Teacher Ratio	6.50	6.50	-
Average Per Pupil Expenditure	\$ 21,557	\$ 22,331	\$ 774

Southeast Island School District

FY 2023 1ST PROPOSED

Location 624 Barry C Stewart Kasaan School

Barry C Stewart Kasaan Account Code	Description	Comments	FY 2022 FINAL BUDGET	FY 2023 1ST PROPOSED
Regular Instruction				
100.624.100..	315 Cert-Teacher	2.0 FTE	\$ 127,791	\$ 130,999
100.624.100..	328 NonCert-Aides - Sub/Temps	Move to Sped	-	-
100.624.100..	360 Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		64,352	70,920
100.624.100..	365 TRS On Behalf		24,651	15,798
100.624.100..	366 PERS On Behalf		-	-
100.624.100..	420 Staff Travel		-	-
100.624.100..	425 Student Travel		250	250
100.624.100..	433 Communications		1,800	1,800
100.624.100..	450 Supplies/Material/Media		3,800	4,125
Total	100 Regular Instruction		222,644	223,893
Vocational Education				
100.624.160..	450 Supplies/Material/Media	Speciality Classes	1,500	1,500
Total	160 Vocational Education		1,500	1,500
Special Education				
100.624.200..	315 Cert-Teacher		-	-
100.624.200..	323 NonCert-Aides	.15 FTE	5,348	6,808
100.624.200..	360 Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		1,831	2,331
100.624.200..	366 PERS On Behalf		434	190
Total	200 Special Education		7,613	9,329
School Administration				
100.624.400..	316 Extra Duty - Lead Teacher		5,000	5,000
100.624.400..	360 Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		1,030	1,030
100.624.400..	365 TRS On Behalf		965	603
Total	400 School Administration		6,995	6,633

Barry C Stewart Kasaan			FY 2022 FINAL	FY 2023 1ST
Account Code	Description	Comments	BUDGET	PROPOSED
Operations & Maintenance				
100.624.600.	316	Certificated - Extra Duty Pay	1,060	-
100.624.600.	329	NonCert-Maint/Custodial	5,000	5,000
100.624.600.	360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)	500	500
100.624.600.	431	Water & Sewage	1,000	1,000
100.624.600.	432	Garbage	840	840
100.624.600.	436	Electricity	6,500	8,125
100.624.600.	437	Natural/Bottled Gas	500	500
100.624.600.	438	Gas, Diesel, Oil	5,500	6,875
100.624.600.	439	Other Energy	-	-
100.624.600.	440	Other Purchased Services	1,500	1,500
100.624.600.	452	Maintenance Supplies	6,500	8,125
100.624.600.	453	Custodial Supplies	2,000	2,500
Total	600	Maintenance & Operations	30,900	34,965
Student Activity				
100.624.700.	316	Cert-Extra Duty	-	2,500
100.624.700.	360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)	-	225
100.624.700.	365	TRS On Behalf	-	302
100.624.700.	420	Staff Travel	-	-
100.624.700.	425	Student Travel	1,562	1,953
Total	700	Student Activity	1,562	4,979
Total	100	School Operating Fund	\$ 271,214	\$ 281,299
Food Services Fund				
255.624.790.	326	Food Service Staff	.14 FTE	6,342
255.624.790.	360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)	2,171	2,248
255.624.790.	366	PERS On Behalf	514	183
255.624.790.	459	Food	-	-
255.624.790.	460	Milk	-	-
Total	255	Food Services Fund	\$ 9,027	\$ 8,998
Total	624	Kasaan	\$ 280,241	\$ 290,297



Naukati Wildcats

FY 2023 1ST PROPOSED

Location 625

	FY 2022 FINAL BUDGET	FY 2023 1ST PROPOSED	Change
Fund 100: School Operating			
Function: Regular Instruction	\$ 190,416	\$ 201,050	\$ 10,634
Vocational Education	1,500	1,500	-
Special Education	23,056	22,890	(166)
School Administration	11,507	10,872	(635)
Maintenance & Operations	73,332	80,608	7,276
Student Activities	6,890	6,682	(208)
Fund Total	<u>\$ 306,701</u>	<u>\$ 323,602</u>	<u>\$ 16,901</u>
Fund 205: Pupil Transportation Fund	<u>\$ 2,894</u>	<u>\$ 3,210</u>	<u>\$ 316</u>
Fund 255: Food Service Fund	<u>\$ 9,161</u>	<u>\$ 9,483</u>	<u>\$ 322</u>
TOTAL	<u>\$ 318,756</u>	<u>\$ 336,295</u>	<u>\$ 17,539</u>

# Students (PreK-12)	13	13.5	1
# Teachers	1.5	1.75	0
# Classified	2	2	-
# Administrators	0	0	-
Pupil/Teacher Ratio	8.67	7.71	(0.95)
Average Per Pupil Expenditure	\$ 24,520	\$ 24,911	\$ 391

Southeast Island School District

FY 2023 1ST PROPOSED

Location 625 Naukati

Naukati

Account Code	Description	Comments	FY 2022 FINAL BUDGET	FY 2023 1ST PROPOSED
<u>Regular Instruction</u>				
100.625.100 315	Cert-Teacher	1.75 FTE	\$ 106,215	128,683
100.625.100 323	NonCert-Aides		-	-
100.625.100 360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		57,612	50,411
100.625.100 365	TRS On Behalf		20,489	15,519
100.625.100 420	Staff Travel		-	-
100.625.100 425	Student Travel		250	250
100.625.100 433	Communications		2,000	2,000
100.625.100 450	Supplies/Material/Media		3,850	4,188
Total 100	Regular Instruction		190,416	201,050
<u>Vocational Education</u>				
100.625.160 450	Supplies/Material/Media	Speciality Classes	1,500	1,500
Total 160	Vocational Education		1,500	1,500
<u>Special Education</u>				
100.625.200 315	Cert-Teacher		-	-
100.625.200 323	NonCert-Aides	.54 FTE	15,986	16,431
100.625.200 360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		5,474	5,626
100.625.200 365	TRS On Behalf		-	-
100.625.200 366	PERS On Behalf		1,296	458
100.625.200 450	Supplies/Material/Media		300	375
Total 200	Special Education		23,056	22,890
<u>School Administration</u>				
100.625.400 316	Extra Duty - Lead Teacher		8,783	8,783
100.625.400 360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		1,030	1,030
100.625.400 365	TRS On Behalf		1,694	1,059
Total 400	School Administration		11,507	10,872

Naukati

<u>Account Code</u>	<u>Description</u>	<u>Comments</u>	<u>FY 2022 FINAL BUDGET</u>	<u>FY 2023 1ST PROPOSED</u>
<u>Operations & Maintenance</u>				
100.625.600.325	NonCert-Maint/Custodial	.20 FTE + WFB	20,924	21,121
100.625.600.360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		2,561	2,585
100.625.600.366	PERS On Behalf		1,697	589
100.625.600.430	Snow Removal		-	-
100.625.600.432	Garbage		1,200	1,200
100.625.600.436	Electricity		15,000	18,750
100.625.600.437	Natural/Bottled Gas		400	400
100.625.600.438	Gas, Diesel, Heating Oil		10,000	12,500
100.625.600.439	Other Energy		6,000	6,000
100.625.600.440	Other Purchased Services		7,900	7,900
100.625.600.452	Maintenance Supplies		5,500	6,875
100.625.600.453	Custodial Supplies		2,000	2,500
100.625.600.458	Vehicle Gas, Diesel, & Oil		150	188
Total 600	Operations & Maintenance		73,332	80,608
<u>Student Activity</u>				
100.625.700.316	Cert-Extra Duty Pay		4,000	4,000
100.625.700.360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		800	800
100.625.700.365	TRS On Behalf		772	482
100.625.700.420	Staff Travel		-	-
100.625.700.425	Student Travel		1,318	1,400
Total 700	Student Activity		6,890	6,682
Total 100	School Operating Fund		\$ 306,701	\$ 323,602
<u>Pupil Transportation Fund</u>				
205.625.760.329	NonCert-Support Staff	.10 FTE	1,687	1,746
205.625.760.360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		207	214
205.625.760.458	Vehicle Gas, Diesel, & Oil		1,000	1,250
Total 760	Pupil Transportation		\$ 2,894	\$ 3,210
<u>Food Services Fund</u>				
255.625.790.326	Food Service Staff	.21 FTE	8,162	8,449
255.625.790.360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		999	1,034
255.625.790.459	Food	} Food and Milk is part of District wide budget	-	-
255.625.790.460	Milk		-	-
Total 255	Food Services Fund		\$ 9,161	\$ 9,483
Total 625	Naukati		\$ 318,756	\$ 336,295



Thorne Bay Wolverines

FY 2023 1ST PROPOSED

Location 628

	FY 2022 FINAL BUDGET	FY 2023 1ST PROPOSED	Change
Fund 100: School Operating			
Function: Regular Instruction	\$ 444,095	\$ 352,672	\$ (91,423)
Vocational Education	9,304	11,625	2,321
Special Education	215,800	227,613	11,813
Pupil Support	-	-	-
School Administration	161,833	69,999	(91,834)
School Administration Support	53,713	28,172	(25,541)
Maintenance & Operations	298,897	294,969	(3,928)
Student Activity	39,528	40,142	614
Fund Total	\$ 1,223,170	\$ 1,025,191	\$ (197,979)
Fund 205: Student Transportation	\$ 31,216	\$ 31,543	\$ 327
Fund 255: Food Service Fund	\$ 30,786	\$ 30,667	\$ (119)
TOTAL	\$ 1,285,172	\$ 1,087,401	\$ (197,771)
# Students (PreK-12)	53	50	(3)
# Teachers	4	4	-
# Classified	6.64	5.53	(1.1)
# Administrators	1	1	-
Pupil/Teacher Ratio	13.25	12.50	(0.75)
Average Per Pupil Expenditure	\$ 24,249	\$ 21,748	(2,500.52)

Southeast Island School District

FY 2023 1ST PROPOSED

Location 628 Thorne Bay

Thorne Bay

Account Code	Description	Comments	FY 2022 FINAL BUDGET	FY 2023 1ST PROPOSED
<u>Regular Instruction</u>				
100.628.100 315	Cert-Teacher	3.0 FTE	\$ 252,788	\$ 182,106
100.628.100 323	Non Cert - Aides		-	-
100.628.100 329	Substitutes/Temporaries		7,500	7,500
100.628.100 360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		115,914	121,604
100.628.100 365	TRS On Behalf		48,763	21,962
100.628.100 366	PERS On Behalf		-	-
100.628.100 380	Transportation Allowance		-	-
100.628.100 410	Professional & Technical Servit (Americorps)		-	-
100.628.100 420	Staff Travel	Thursday Elective Travel	-	-
100.628.100 425	Student Travel		250	250
100.628.100 433	Communications		8,000	8,000
100.628.100 450	Supplies/Material/Media		10,880	11,250
Total 100	Regular Instruction		444,095	352,672
<u>Vocational Education</u>				
100.628.160 329	Substitutes/Temporaries		-	-
100.628.160 316	Cert-Extra Duty Pay		-	-
100.628.160 360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		-	-
100.628.160 410	Professional & Technical Services		-	-
100.628.160 450	Supplies/Material/Media		9,304	11,625
Total 160	Vocational Education		9,304	11,625
<u>Special Education</u>				
100.628.200 315	Cert-Teacher	.50 FTE	41,400	74,520

Thorne Bay

Account Code	Description	Comments	FY 2022 FINAL BUDGET	FY 2023 1ST PROPOSED
100.628.200 323	NonCert-Aides	2.0 FTE	99,892	65,324
100.628.200 329	Substitutes/Temporaries		10,500	10,500
100.628.200 360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		47,121	65,458
100.628.200 365	TRS On Behalf		7,986	8,987
100.628.200 366	PERS On Behalf		8,101	1,823
100.628.200 450	Supplies/Material/Media		800	1,000
Total 200	Special Education		215,800	227,613

Pupil Support

100.628.350 366	PERS On Behalf		-	-
Total 350	Pupil Support		-	-

School Administration

100.628.400 313	Principal	.40 FTE	93,150	41,400
100.628.400 360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		49,214	21,731
100.628.400 365	TRS On Behalf		17,969	4,993
100.628.400 420	Staff Travel		-	-
100.628.400 450	Supplies, Materials, & Media		1,500	1,875
Total 400	School Administration		161,833	69,999

School Administration Support

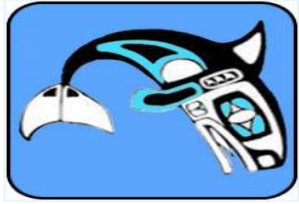
100.628.450 324	NonCert-Support Staff	.5 FTE	35,977	18,644
100.628.450 329	Substitutes/Temporaries		2,000	2,000
100.628.450 360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		12,318	6,384
100.628.450 366	PERS On Behalf		2,918	520
100.628.450 420	Staff Travel		-	-
100.628.450 450	Supplies, Materials, & Media		500	625
Total 450	School Administration Support		53,713	28,172

Maintenance & Operations

100.628.600 325	NonCert-Maint/Custodial	1.20 FTE	64,556	36,529
100.628.600 329	Substitutes/Temporaries		25,000	25,000
100.628.600 360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		56,918	57,639
100.628.600 366	PERS On Behalf		5,235	1,019
100.628.600 431	Water & Sewage		6,000	6,000
100.628.600 432	Garbage		5,000	5,000

Thorne Bay

Account Code	Description	Comments	FY 2022 FINAL BUDGET	FY 2023 1ST PROPOSED
100.628.600 436	Electricity		48,000	60,000
100.628.600 437	Natural/Bottled Gas		1,500	1,500
100.628.600 438	Gas, Diesel, Heating Oil		45,000	56,250
100.628.600 439	Other Energy		4,000	4,000
100.628.600 440	Other Purchased Services		20,000	20,000
100.628.600 452	Maintenance Supplies		14,925	18,656
100.628.600 453	Custodial Supplies		2,763	3,375
Total 600	Operations & Maintenance		298,897	294,969
Student Activity				
100.628.700 316	Cert-Extra Duty Pay	Coaching Stipends	18,000	18,000
100.628.700 325	Bus Drivers		5,000	5,000
100.628.700 329	Substitutes/Temporaries	Referees/Scorekeepers	250	250
100.628.700 360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		4,200	4,200
100.628.700 365	TRS On Behalf		3,472	2,171
100.628.700 420	Staff Travel		1,000	1,001
100.628.700 425	Student Travel		6,856	8,570
100.628.700 450	Supplies/Material/Media		750	950
Total 700	Student Activity		39,528	40,142
Total 100	School Operating Fund		\$ 1,223,170	\$ 1,025,191
Student Transportation				
205.628.760 325	Maintenance	.43 FTE	22,946	23,748
205.628.760 360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		2,809	2,907
205.628.760 366	PERS On Behalf		1,861	663
205.628.760 440	Other Purchased Service	In Lieu of Transp.	1,100	1,100
205.628.760 452	Maintenance Supplies		2,500	3,125
Total 205	Student Transportation		\$ 31,216	\$ 31,543
Food Services Fund				
255.628.790 326	Food Service Staff	2 (1 @ 29hrs/1@19hrs)	21,627	22,380
255.628.790 360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		7,405	7,663
255.628.790 366	PERS On Behalf		1,754	624
255.628.790 459	Food	} Food and Milk is part of District wide budget	-	-
255.628.790 460	Milk		-	-
Total 255	Food Services Fund		\$ 30,786	\$ 30,667
Total 628	Thorne Bay		\$ 1,285,172	\$ 1,087,401



Whale Pass

FY 2023 1ST PROPOSED

Location 632

	<u>FY 2022 FINAL BUDGET</u>	<u>FY 2023 1ST PROPOSED</u>	<u>Change</u>
Fund 100: School Operating			
Function: Regular Instruction	\$ 224,119	\$ 218,959	\$ (5,160)
Vocational Education	1,500	1,500	-
Special Education	55,188	109,525	54,337
School Administration	6,995	6,633	(362)
Operations & Maintenance	32,741	36,921	4,180
Student Activities	4,561	4,951	390
Fund Total	<u>\$ 325,104</u>	<u>\$ 378,489</u>	<u>\$ 53,385</u>
Fund 255: Food Service Fund	<u>\$ 10,228</u>	<u>\$ 10,588</u>	360
TOTAL	<u>\$ 335,332</u>	<u>\$ 389,077</u>	<u>\$ 53,745</u>

# Students (PreK-12)	16	16	0.0
# Teachers	2	2.5	1
# Classified	1.41	1.41	0
# Administrators	0	0	0
Pupil/Teacher Ratio	8.00	6.40	(1.60)
Average Per Pupil Expenditure	\$ 20,958	\$ 24,317	\$ 3,359

Southeast Island School District

FY 2023 1ST PROPOSED

Location 632 Whale Pass

Whale Pass			FY 2022 FINAL	FY 2023 1ST
Account Code	Description	Comments	BUDGET	PROPOSED
<u>Regular Instruction</u>				
100.632.100.	315 Cert-Teacher	2.0 FTE	\$ 141,748	\$ 143,659
100.632.100.	323 NonCert-Aides		-	-
100.632.100.	360 Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		48,278	50,824
100.632.100.	365 TRS On Behalf		27,343	17,325
100.632.100.	420 Staff Travel		100	100
100.632.100.	425 Student Travel		250	250
100.632.100.	433 Communications		2,300	2,300
100.632.100.	450 Supplies/Material/Media		4,100	4,500
Total	100 Regular Instruction		224,119	218,959
<u>Vocational Education</u>				
100.632.160.	450 Supplies/Material/Media	Speciality Classes	1,500	1,500
Total	160 Vocational Education		1,500	1,500
<u>Special Education</u>				
100.632.200.	315 Cert-Teacher	.5 FTE Interant	-	33,997
100.632.200.	323 Non-Cert - Aides	1.20 FTE	38,559	39,908
100.632.200.	360 Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		13,202	30,031
100.632.200.	365 TRS On Behalf		-	4,100
100.632.200.	366 PERS On Behalf		3,127	1,113
100.632.200.	450 Supplies/Material/Media		300	375
Total	200 Special Education		55,188	109,525
<u>School Administration</u>				
100.632.400.	316 Extra Duty - Lead Teacher		5,000	5,000
100.632.400.	360 Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		1,030	1,030
100.632.400.	365 TRS On Behalf		965	603
			6,995	6,633
<u>Operations & Maintenance</u>				
100.632.600.	325 NonCert-Maint/Custodial	.16 FTE	7,832	8,104

Whale Pass			FY 2022 FINAL	FY 2023 1ST
Account Code	Description	Comments	BUDGET	PROPOSED
100.632.600.	329	Substitutes/Temporaries	3,000	3,000
100.632.600.	360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)	959	992
100.632.600.	431	Water & Sewer	300	300
100.632.600.	436	Electricity	5,000	6,250
100.632.600.	438	Gas, Diesel, Oil	1,500	1,875
100.632.600.	439	Other Energy	2,400	2,400
100.632.600.	441	Other Purchased Services (Rentals, etc.)	2,750	2,750
100.632.600.	452	Maintenance Supplies	7,000	8,750
100.632.600.	453	Custodial Supplies	2,000	2,500
Total	600	Maintenance & Operations	32,741	36,921
<u>Student Activities</u>				
100.632.700	316	Extra Dutv Pav	2,500	2,500
100.632.700	360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)	500	500
100.632.700	420	Staff Travel	-	-
100.632.700	425	Student Travel	1,561	1,951
Total	700	Student Activities	4,561	4,951
Total	100	School Operating Fund	325,104	378,489
<u>Food Services Fund</u>				
255.632.790.	326	Food Service Staff .20 FTE	7,619	7,887
255.632.790.	360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)	2,609	2,701
255.632.790.	459	Food	-	-
255.632.790.	460	Milk	-	-
Total	255	Food Services Fund	\$ 10,228	\$ 10,588
Total	632	Whale Pass	\$ 335,332	\$ 389,077



Hollis Hawks

FY 2023 1ST PROPOSED

Location 667

	<u>FY 2022 FINAL BUDGET</u>	<u>FY 2023 1ST PROPOSED</u>	<u>Change</u>
Fund 100: School Operating			
Function: Regular Instruction	\$ 230,635	\$ 233,378	\$ 2,743
Vocational Education	1,500	1,500	-
Special Education	101,693	88,081	(13,612)
School Administration	9,597	9,077	(520)
Maintenance & Operations	46,184	51,081	4,897
Student Activities	<u>6,983</u>	<u>7,566</u>	<u>583</u>
Fund Total	<u>\$ 396,592</u>	<u>\$ 390,683</u>	<u>\$ (5,909)</u>
Fund 205: Student Transportation Fund	<u>\$ 42,275</u>	<u>\$ 43,383</u>	<u>\$ 1,108</u>
Fund 255: Food Service Fund	<u>\$ 8,861</u>	<u>\$ 8,764</u>	<u>\$ (97)</u>
TOTAL	<u>\$ 447,728</u>	<u>\$ 442,830</u>	<u>\$ (4,898)</u>
# Students (PreK-12)	17	17	-
# Teachers	2	2	-
# Classified	2.75	2.75	-
# Administrators	0	0	-
Pupil/Teacher Ratio	8.50	8.50	0.00
Average Per Pupil Expenditure	\$ 26,337	\$ 26,049	\$ (288)

Southeast Island School District

FY 2023 1ST PROPOSED

Location 667 Hollis

Hollis

Account Code	Description	Comments	FY 2022 FINAL BUDGET	FY 2023 1ST PROPOSED
<u>Regular Instruction</u>				
100.667.100 315	Cert-Teacher	1.5 FTE	\$ 127,348	\$ 132,508
100.667.100 323	NonCert-Aides		-	-
100.667.100 329	Substitutes/Temporaries		1,904	1,904
100.667.100 360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		71,518	77,261
100.667.100 365	TRS On Behalf		24,565	15,980
100.667.100 410	Professional & Technical	(Music & Americorps)	-	-
100.667.100 420	Staff Travel		-	-
100.667.100 425	Student Travel		-	-
100.667.100 433	Communications		1,100	1,100
100.667.100 450	Supplies/Material/Media		4,200	4,625
Total 100	Regular Instruction		230,635	233,378
<u>Vocational Education</u>				
100.667.160 450	Supplies/Material/Media	Speciality Classes	1,500	1,500
Total 160	Vocational Education		1,500	1,500
<u>Special Education</u>				
100.667.200 315	Cert-Teacher	.5 FTE	39,778	44,937
100.667.200 323	NonCert-Aides	.65 FTE	18,686	5,439
100.667.200 329	Substitutes/Temporaries		4,000	4,000
100.667.200 360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		29,741	27,759
100.667.200 365	TRS On Behalf		7,673	5,419
100.667.200 366	PERS On Behalf		1,515	152
100.667.200 450	Supplies/Material/Media		300	375
Total 200	Special Education		101,693	88,081
<u>School Administration</u>				
100.667.400 316	Extra Dutv - Lead Teacher		7,181	7,181
100.667.400 360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		1,031	1,030
100.667.400 365	TRS On Behalf		1,385	866
Total 400	School Administration		9,597	9,077

Hollis

Account Code	Description	Comments	FY 2022 FINAL BUDGET	FY 2023 1ST PROPOSED
Operations & Maintenance				
100.667.600 325	NonCert-Maint/Custodial	.50 FTE + WFB	11,769	12,006
100.667.600 360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		1,441	1,470
100.667.600 366	PERS On Behalf		954	335
100.667.600 431	Water & Sewer		2,400	2,400
100.667.600 432	Garbage		2,000	2,000
100.667.600 436	Electricity		8,000	10,000
100.667.600 437	Natural/Bottled Gas		120	120
100.667.600 438	Gas, Diesel, Heating Oil		6,500	8,125
100.667.600 439	Other Energy		2,500	2,500
100.667.600 440	Other Purchased Services		4,000	4,000
100.667.600 452	Maintenance I Supplies		5,500	6,875
100.667.600 453	Custodial Supplies		1,000	1,250
Total 600	Operations & Maintenance		46,184	51,081
Student Activity				
100.667.700 316	Cert-Extra Duty Pay		2,800	2,800
100.667.700 360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		500	500
100.667.700 366	TRS On Behalf		540	338
100.667.700 420	Staff Travel		500	625
100.667.700 425	Student Travel		2,643	3,304
Total 700	Student Activity		6,983	7,566
Total 100	School Operating Fund		\$ 396,592	\$ 390,683
Student Transportation				
205.667.760 327	Bus Drivers	.80 FTE	26,185	27,098
205.667.760 360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		8,966	9,278

Hollis

Account Code	Description	Comments	FY 2022 FINAL BUDGET	FY 2023 1ST PROPOSED
205.667.760 366	PERS On Behalf		2,124	756
205.667.760 458	Gasoline & Oil		<u>5,000</u>	<u>6,250</u>
Total 205	Student Transportation		<u>\$ 42,275</u>	<u>\$ 43,383</u>
Food Services Fund				
255.667.790 326	Food Service Staff	.20 FTE	7,363	7,619
255.667.790 360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		901	933
255.667.790 366	PERS On Behalf		597	213
255.667.790 459	Food	} Food and Milk is part of District wide budget	-	-
255.667.790 460	Milk		-	-
Total 255	Food Services Fund		<u>\$ 8,861</u>	<u>\$ 8,764</u>
Total 667	Hollis		<u>\$ 447,728</u>	<u>\$ 442,830</u>



Port Alexander Eagles

FY 2023 1ST PROPOSED

Location 669

	<u>FY 2022 FINAL BUDGET</u>	<u>FY 2023 1ST PROPOSED</u>	<u>Change</u>
Fund 100: School Operating			
Function: 100 Regular Instruction	\$ 169,870	\$ 169,408	\$ (462)
Vocational Education	1,500	1,500	-
200 Special Education	-	-	-
400 School Administration	6,995	6,633	(362)
600 Maintenance & Operations	36,344	43,394	7,050
700 Student Activities	822	1,250	428
Fund Total	\$ 215,531	\$ 222,184	6,653
Fund 255: Food Service Fund	\$ 8,333	\$ 8,053	\$ (280)
TOTAL	\$ 223,864	\$ 230,237	\$ 6,373
# Students (PreK-12)	10.6	10.6	-
# Teachers	1.5	1.5	-
# Classified	0.885	0.885	-
# Administrators	0	0	-
Pupil/Teacher Ratio	7.07	7.07	0.00
Average Per Pupil Expenditure	\$ 21,119	\$ 21,720	\$ 601

Southeast Island School District

FY 2023 1ST PROPOSED

Location 669 Port Alexander

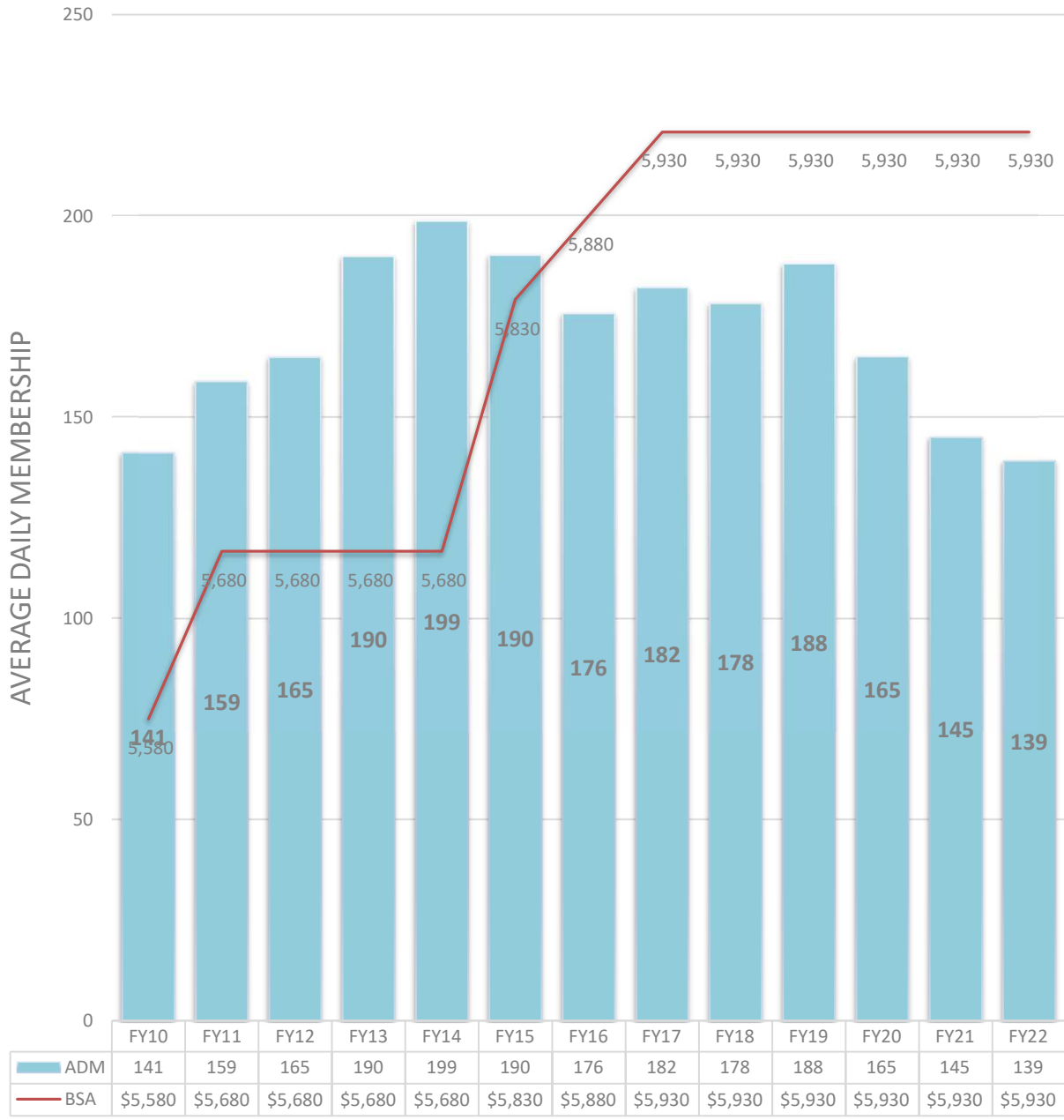
Port Alexander

Account Code	Description	Comments	FY 2022 FINAL BUDGET	FY 2023 1ST PROPOSED
<u>Regular Instruction</u>				
100.669.100 315	Cert-Teacher	1.5 FTE	\$ 88,750	\$ 88,750
100.669.100 323	NonCert-Aides		-	-
100.669.100 360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		48,395	51,584
100.669.100 365	TRS On Behalf		17,120	10,703
100.669.100 380	Travel Allowance		-	-
100.669.100 420	Staff Travel		-	-
100.669.100 425	Student Travel	(Academy Student Travel - Quality Schools)	5,000	6,250
100.669.100 433	Communications		2,045	2,045
100.669.100 440	Other Purchased Services	(Academy Rm & Bd- Quality Schools)	5,000	6,250
100.669.100 450	Supplies/Material/Media		<u>3,560</u>	<u>3,825</u>
Total 100	Regular Instruction		<u>169,870</u>	<u>169,408</u>
<u>Vocational Education</u>				
100.669.160 450	Supplies/Material/Media	Speciality Classes	<u>1,500</u>	<u>1,500</u>
Total 160	Vocational Education		<u>1,500</u>	<u>1,500</u>
<u>Special Education</u>				
100.669.200 315	Cert-Teacher		-	-
100.669.200 323	NonCert-Aides		-	-
100.669.200 360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		-	-
100.669.200 450	Supplies/Material/Media		<u>-</u>	<u>-</u>
Total 200	Special Education		<u>-</u>	<u>-</u>
<u>School Administration</u>				
100.669.400 316	Extra Dutv - Lead Teacher		5,000	5,000
100.669.400 360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		1,030	1,030
100.669.400 365	TRS On Behalf		<u>965</u>	<u>603</u>
Total 400	School Administration		<u>6,995</u>	<u>6,633</u>
<u>Operations & Maintenance</u>				
100.669.600 325	NonCert-Maint/Custodial	.25 FTE	5,687	5,884
100.669.600 360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		696	720
100.669.600 366	PERS On Behalf		461	164

Port Alexander

Account Code	Description	Comments	FY 2022 FINAL BUDGET	FY 2023 1ST PROPOSED
100.669.600 431	Water & Sewage		100	100
100.669.600 432	Garbage		400	400
100.669.600 437	Natural/Bottled Gas		-	-
100.669.600 438	Gas, Diesel, Heating Oil		22,000	27,500
100.669.600 440	Other Purchased Services		500	500
100.669.600 452	Maintenance Supplies		5,500	6,875
100.669.600 453	Custodial Supplies		<u>1,000</u>	<u>1,250</u>
Total 600	Maintenance & Operations		<u>36,344</u>	<u>43,394</u>
<u>Student Activity</u>				
100.669.700 420	Staff Travel		-	-
100.669.700 425	Student Travel		<u>822</u>	<u>1,250</u>
Total 700	Student Activity		<u>822</u>	<u>1,250</u>
Total 100	School Operating Fund		<u>\$ 215,531</u>	<u>\$ 222,184</u>
<u>Food Services Fund</u>				
255.669.790 326	Food Service Staff	.28 FTE	7,424	7,174
255.669.790 360	Benefits: (Health, SS, Med, Unem, WC, TRS-PERS)		909	878
255.669.790 366	PERS On Behalf		-	-
255.669.790 459	Food	} Food and Milk is part of District wide budget	-	-
255.669.790 460	Milk		-	-
Total 255	Food Services Fund		<u>8,333</u>	<u>8,053</u>
Total 669	Port Alexander		<u>\$ 223,864</u>	<u>\$ 230,237</u>

Average Daily Membership (ADM) & BSA





SOUTHEAST ISLAND SCHOOL DISTRICT

P.O. Box 19569, 1010 Sandy Beach Road, Thorne Bay, Alaska 99919
(907) 828-8254 Fax: (907) 828-8257 E-mail: sisd@sisd.org

Meeting: March 23, 2022 – Regular Board of Education Meeting

Category: Business Item

Subject: Southeast Island School District (SISD) 2022-2023 Calendar Selection

RECOMMENDATION

It is the administration’s recommendation that the School Board approve Calendar A as the 2022-2023 Calendar for all schools.

PERTINENT FACTS:

Three calendar options were presented for the 2022-2023 school year, Calendar A, Calendar B, and Calendar C (attached). Starting in February, stakeholders at each school site were encouraged to attend the school ASC meeting and vote on their preferred calendar.

The final tally of votes:

School	Calendar A	Calendar B	Calendar C
Barry C Stewart Kasaan	✓		
Hollis	✓		
Howard Valentine Coffman Cove			✓
Naukati		✓	
Port Alexander	✓		
Thorne Bay			✓
Whale Pass	✓		

Subtotal:

4 sites: majority voted for Calendar A

1 site: majority voted for Calendar B

2 sites: majority voted for Calendar C

Total:

Due to its size, Thorne Bay School’s vote has traditionally counted as 2 votes. This results in a final tally of site votes:

Calendar A: 4 site votes

Calendar B: 1 site vote

Calendar C: 3 site votes

RECOMMENDED MOTION:

Approve Calendar A as the 2022-2023 District-wide School Calendar and the 2022-2023 AK-TRAILS Correspondence/Homeschool School Calendar.

Proposed School Calendar 2022-2023																															
Due Date: July 1, 2022																															
District Name: SOUTHEAST ISLAND														School: ALL																	
Approved By:														Title: OPTION A																	
Jul-22							Aug-22							Sep-22							Oct-22										
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31																					30	31									
# of Inservice Days: 0							# of Inservice Days: 2							# of Inservice Days: 1							# of Inservice Days: 1										
# of Student Days: 0							# of Student Days: 3							# of Student Days: 16							# of Student Days: 17										
# of Teacher Days: 0							# of Teacher Days: 8							# of Teacher Days: 18							# of Teacher Days: 19										
Nov-22							Dec-22							Jan-23							Feb-23										
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# of Student Days: 17							# of Student Days: 9							# of Student Days: 17							# of Student Days: 16										
# of Teacher Days: 19							# of Teacher Days: 11							# of Teacher Days: 19							# of Teacher Days: 18										
Mar-23							Apr-23							May-23							Jun-23										
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# of Inservice Days: 1							# of Inservice Days: 1							# of Inservice Days: 0							# of Inservice Days: 0										
# of Student Days: 16							# of Student Days: 16							# of Student Days: 18							# of Student Days: 1										
# of Teacher Days: 18							# of Teacher Days: 18							# of Teacher Days: 20							# of Teacher Days: 2										

C	School Closes
E	End of Quarter
H	Legal Holiday
I	Inservice Day
M	Parent-Teacher Conf Meeting reqts
N	Parent-Teacher Conf Not meeting reqts
O	School Opens
S	Saturday School
T	Testing
V	Vacation Day
W	Teacher Workday
X	Emergency Closure Day
	Student Day

Proposed School Calendar 2022-2023																													
Due Date: July 1, 2022																													
District Name: SOUTHEAST ISLAND														School: ALL															
Approved By:														Title: OPTION B															
Jul-22							Aug-22							Sep-22							Oct-22								
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# of Teacher Days: 0							# of Teacher Days: 10							# of Teacher Days: 18							# of Teacher Days: 19								
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C	School Closes
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	Student Day

Proposed School Calendar 2022-2023																												
Due Date: July 1, 2022																												
District Name: SOUTHEAST ISLAND														School: ALL														
Approved By:														Title: OPTION C														
Jul-22							Aug-22							Sep-22							Oct-22							
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# of Student Days: 17							# of Student Days: 9							# of Student Days: 17							# of Student Days: 16							
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# of Inservice Days: 1							# of Inservice Days: 1							# of Inservice Days: 0							# of Inservice Days: 0							
# of Student Days: 14							# of Student Days: 16							# of Student Days: 16							# of Student Days: 0							
# of Teacher Days: 16							# of Teacher Days: 18							# of Teacher Days: 20							# of Teacher Days: 0							

C	School Closes
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	Student Day



SOUTHEAST ISLAND SCHOOL DISTRICT

P.O. Box 19569, 1010 Sandy Beach Road, Thorne Bay, Alaska 99919
(907) 828-8254 Fax: (907) 828-8257 E-mail: sisd@sisd.org

Meeting: March 23, 2022 – Regular Board of Education Meeting

Category: Business Item

Subject: 1st Reading, Board Policy 4133/4233/4333 All Personnel - Travel Expenses

RECOMMENDATION

It is the administration's recommendation that the School Board move Board Policy 4133/4233/4333 to a second reading.

PERTINENT FACTS:

This policy was last updated in 2018. Following a concern identified by a stakeholder, we researched per diem rates and policies from other Alaska school districts. Of the districts with identified per diem rates, many had a set rate for any overnight travel, similar to our District, generally ranging from \$40/day on the low end to \$60/day on the high end. Other districts adopted Federal, GSA, CONUS, State of Alaska, and/or DOD rates.

Our current proposal would change the District rates to follow the State of Alaska rates for in-state travel and GSA rates for out-of-state travel.

RECOMMENDED MOTION:

Move Board Policy 4133/4233/4333 to a second reading.

BP 4133/4233/4333 All Personnel - Travel Expenses

The Board shall pay for actual and necessary expenses, including travel, incurred by any employee or Board member performing authorized services for the District. Separate rates, to include meal and/or lodging costs, will be established at:

- a) Rates within the state of Alaska will be reimbursed at the State of Alaska per diem rates for short term travel, and can be found at <http://doa.alaska.gov/dof/travel/resource/rates.pdf> in *Table B. Meal Periods and Prorated M&E Amounts*. in-district rate: \$60.00 per day for personnel away from homesites at other S.I.S.D. school sites (requires an overnight stay); after 24 hours, personnel will be reimbursed at the same rate on 6 hour increments. Meal rates are as follows: breakfast \$13, lunch \$16, dinner \$31.
- b) Rates outside the state of Alaska will be based upon the Federal per diem rates, found at <https://www.gsa.gov/travel/plan-book/per-diem-rates> Out of district meal allowances (requires an overnight stay) will be \$60.00 per day.
- c) All meal allowances require an overnight stay and will be reimbursed on the following increments: breakfast = midnight – 10:00 am; lunch = 10:01 am – 3:00 pm; dinner = 3:01 pm – 11:59 pm.
- d) Out of district Out-of-district overnight stays will be arranged by the district office. Per Diem will include meals and possible transportation such as taxi.

Personnel will have the option of requesting travel expenses prior to traveling but must have travel expense requests in to the business office a minimum of two weeks prior to travel date.

Transportation costs by air, commercial carrier, or taxi will be reimbursed. Any vehicle rental must have the prior approval of the Superintendent and will be authorized only for District business and only when absolutely necessary. Receipts on all transportation costs must be presented with requests for reimbursement.

The current Federal Mileage Reimbursement rate will be paid for the use of private vehicles for District business. All such use must have the prior approval of the Superintendent and not exceed limits established in the IRS "Circular-E" annual publication.

A rate of \$1.15 per mile applies to boating students one roundtrip per school day to and from the nearest attendance center or bus pickup point, whichever is nearest to the student residence. An In-Lieu of Agreement must be signed and on file in the business office. (4 AAC 27.031) Only actual miles in the agreement will be paid.

When there is no established bus route the current Federal Mileage Reimbursement rate will be paid for a private vehicle to transport students one roundtrip per school day

to and from the nearest attendance center or bus pickup point or with superintendent approval.

At the discretion of the Superintendent, reimbursement of reasonable expenses may be substituted for the above reimbursement rates, and the Superintendent shall have the discretion to reimburse reasonable expenses in lieu of transportation agreements.

Adopted: May 16, 1978

Revised: January 17, 1980; September 17, 1981; September 23, 1983; February 27, 1987; September 27, 1990; February 25, 1993; October 10, 1996

(cf. 3300 - Expenditures/Expending Authority)

Revised 6/03, 11/03, 11/05, 04/2018

Reviewed 03/26/08, 11/11

Adoption Date: 04/09/98

Southeast Island School District



SOUTHEAST ISLAND SCHOOL DISTRICT

P.O. Box 19569, 1010 Sandy Beach Road, Thorne Bay, Alaska 99919
(907) 828-8254 Fax: (907) 828-8257 E-mail: sisd@sisd.org

Meeting: March 23, 2022 – Regular Board of Education Meeting

Category: Business Item

Subject: 1st Reading, AASB Board Policy Updates

RECOMMENDATION

It is the administration's recommendation that the School Board move the AASB Board Policy Updates to a second reading.

PERTINENT FACTS:

These are the updates provided by AASB with our policy online subscription. The attached information sheet identifies the policy updates that require board approval and provides additional information about each update.

RECOMMENDED MOTION:

Move to a second reading the board policy updates for BP 3000, BP 3270, BP 3290, BP 3300, BP 3315, BP 3450, BP 3510, BP 3514.1, BP 3515, BP 3515.6, BP 3540, BP 3541.1, BP 3541.5, and BP 3550.

AASB POLICY REFERENCE MANUAL UPDATE SERVICE

2021 *Business and Noninstructional Operations* UPDATE

INSTRUCTION SHEET

NOTE: This packet includes only those policy manual pages that have been revised, deleted or newly established. Full text pages are included and are to be substituted as indicated below.

This update revises various board policies and administrative regulations in Series 3000 of the AASB Model Policies, *Business and Noninstructional Operations*.

For ease of School Boards, AASB has identified those portions of the Update that require formal Board action in order to implement the policy changes. This is indicated by a “Yes” or “No.” A “No” is used if changes have been made only to an AR or an Exhibit, or if policy changes are limited to explanatory notes, legal reference or cross-reference updates, or minor grammatical or stylistic changes that have not changed the policy meaning.

REPLACE/ADD	FORMAL ADOPTION REQUIRED	DESCRIPTION
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ARTICLE 3, Series 3000 – Business and Noninstructional Operations

REPLACE/ADD	FORMAL ADOPTION REQUIRED	DESCRIPTION
BP 3000	Yes	This update clarifies the working relationship between the Board and Superintendent, as well stylistic edits to better reflect the Board’s fiscal practices.
BP 3100	No	This update provides stylistic edits to the Board’s budget process, and clarifies the importance of public input in the budgetary process.
AR 3100	No	This update recognizes that some local ordinances may require a date earlier than May for the adoption of a budget. As an AR, this update does not require board approval. (note: this update only applies to borough and city school districts)
BP 3260	No	This update provides stylistic edits to the Board’s material fees program.
BP 3270	Yes	This update provides the Superintendent greater discretion to dispose of used District property, in an amount up to \$5,000.
BP 3280	No	This update clarifies that districts in municipalities or boroughs may work with their municipality or borough on the sale or lease of school facilities.
BP 3290	Yes	To ensure appropriate oversight, this update establishes that all donations greater than \$1,000 shall be brought before the Board. It also states that the Superintendent may apply for special revenue grants.
BP 3300	Yes	This update removes the requirement that the Board approve or ratify <i>all</i> transactions. Transactions may still be subject to Board approval elsewhere in board policy.
BP 3315	Yes	This update adds a conflict of interest provision for awards with federal funds.
BP 3400	No	This update provides stylistic edits to the management of district accounts policy.
BP 3440	No	This update adds a reference to BP 3440.1, <i>Fixed Assets Capitalization</i> .

REPLACE/ADD	FORMAL ADOPTION REQUIRED	DESCRIPTION
BP 3450	Yes	This update strengthens best practices for the maintenance of liquid money in school buildings.
AR 3450	Yes	This update renumbers AR 3451 and associates it with AR 3450.
BP 3470	No	This update clarifies the definition of the committed fund balance and assigned fund balance. It also adds reference to the DEED Uniform Chart of Accounts.
BP 3510	Yes	This update provides greater clarity regarding the Superintendent’s role in assuring proper inspection and maintenance of district buildings.
BP 3514.1	Yes	This update clarifies Board and Superintendent roles in the management of hazardous substances.
AR 3514.1	No	This update clarifies Board and Superintendent roles in the administration of pesticide application. As an AR, this update does not require board approval.
BP 3515	Yes	This update provides stylistic edits to the management of school safety and security policy. It also adds several policy references.
AR 3515	No	This update strengthens best practices for security and safety in school buildings. As an AR, this update does not require board approval.
BP 3515.6	No	This update makes grammatical corrections to BP 3515.6
BP 3530	No	This update emphasizes Board intent to maintain a robust risk management program.
BP 3540	Yes	This update clarifies that there must be adequate space on a bus schedule so that transportation to charter schools does not interfere with transportation to attendance area schools. It also makes stylistic changes.
BP 3541.1	Yes	

REPLACE/ADD	FORMAL ADOPTION REQUIRED	DESCRIPTION
BP 3541.5	Yes	This update raises the recommended amount of private insurance for persons transporting students to \$1,000,000. It also revises the school related trip section to ensure that trips in school vans are covered by policy.
BP 3542	No	This update removes the monetary requirement for districts that wish to adopt in-lieu-of transportation arrangements with parents.
BP 3550	Yes	This update retitles BP 3542 to recognize that it applies to bus drivers.
BP 3554	No	This update includes language to recognize various dietary guidelines that may apply to different districts. It also updated nutrition terminology. Finally, it updates language authorizing the use of independent contractors to perform food services.
BP 3580	No	This update makes the food sale policy inclusive of all District programs.
		This update incorporates reference to AS 40.21.070, <i>Records Management for Local Records</i> . (note: this change is not relevant to SISD at it applies to the option not adopted by the board).

BP 3000 Concepts and Roles

The School Board recognizes that ~~money~~fiscal resources and ~~money~~fiscal management comprise the foundational support of the entire school program. To make that support as effective as possible, the School Board intends to:

- ~~1.~~ **Encourage**
1. encourage advance planning through the best possible budget procedures.
- ~~2.~~ **Explore**
2. explore practical sources of ~~dollar income~~ revenue
- ~~3.~~ **Guide**
3. guide the expenditure of funds so as to derive the greatest possible educational returns.
- ~~4.~~ **Expect**
4. expect sound fiscal management from the administration.
- ~~5.~~ **Advocate**
5. advocate a level of per student funding sufficient to provide quality education.

The School Board desires to support the educational program with high standards of safety in the operation and maintenance of school facilities, equipment and services.

Role of ~~the~~The School Board

The School Board:

- ~~Solicits~~
1. solicits public input on educational needs and utilizes that information in making budget decisions.
- ~~Approves~~
2. approves and adopts the annual budget and approves budget transfers.
- ~~Is~~
3. is accountable for all district funds.
- ~~Adopts~~
4. adopts written policies governing the purchase of supplies and equipment.
- ~~Monitors~~
5. monitors all expenditures by ~~reviewing monthly statement of expenditures for all funds~~ receiving statements and approving payments.
- ~~Reviews~~
6. Receives and reviews the annual audit of district accounts and business procedures.
- ~~Adopts~~
7. Provides for an insurance program which complies with law and reflects prudent financial management.
- ~~Provides~~

Business and Noninstructional Operations

- ~~8.~~ 8. **provides** for long-range plans to acquire or dispose of sites and to add, maintain and staff new facilities.
- ~~9.~~ **Advocates** and secures community support for additional financing when necessary.

Role of Superintendent or Designee

The Superintendent or designee:

Prepares

- ~~1.~~ 1. **prepares** the detailed annual budget and presents it to the **School** Board for adoption.

Administers

- ~~2.~~ 2. **administers** the budget and keeps expenditures within approved limits.

Enforces

- ~~3.~~ 3. **enforces** requisition and purchase order policies and regulations.

Establishes

- ~~4.~~ 4. **establishes** control/inventory systems to account for district funds, supplies and equipment in accordance with law and **School** Board policy.

Makes

- ~~5.~~ 5. **makes** all financial reports required by law or **School** Board policy and prepares reports for public release.

Analyzes

- ~~6.~~ 6. **analyzes** the district's financial condition and presents the **School** Board with proposals for meeting financial needs **including budget revisions**.

Provides

- ~~7.~~ 7. **provides** for the annual audit of district accounts and business procedures.

Helps

- ~~8.~~ 8. **helps** the **School** Board to establish an adequate insurance program.

Maintains

- ~~9.~~ 9. **maintains** the district's noninstructional **and business** operations.

Working Relationships of the **School** Board and Superintendent or Designee

The Superintendent or designee shall recommend financial plans to the **School** Board in accordance with the district's **mission, vision, strategic** goals and objectives. **The Superintendent shall recommend financial plans and options** whenever district programs may be endangered by a lack of funds or when the continuation of district programs may result in an **overexpenditure** ~~over expenditure~~ of district funds.

The **School** Board desires complete information from the Superintendent or designee on all matters relating to the district's financial operations. The **School** Board shall closely **scrutinize** ~~monitor~~ all district financial operations so that it may fully discharge its legal responsibilities with regard to school finance. **The School Board will work with the Superintendent to determine the timing and format of certain financial reports, so information is useful in decision making.**

(cf. 3460 - Financial Reports and Accountability)

Legal Reference:

Business and Noninstructional Operations

ALASKA STATUTES

~~14.08.101~~ 14.08.101 Powers (Regional School Boards)

~~14.08.111~~ 14.08.111 Duties (Regional School Boards)

~~14.12.020~~ 14.12.020 Support, Management and Control

~~14.14.060~~ 14.14.060 Relationship between borough school district and borough

~~14.14.065~~ 14.14.065 Relationship between city school district and city

~~14.14.090~~ 14.14.090 Additional duties

Reviewed 4/07, 3/1/17

Adoption Date: 04/09/98

Southeast Island School District

BP 3270 Sale and Disposal of Books, Equipment and Supplies (Personal Property)

The School Board recognizes that the district may own personal property which is unusable, obsolete, or no longer needed by the district and that the disposal of such property may be in the best interests of the district.

The Superintendent or designee shall identify to the School Board all inventoried personal property not needed by the district, together with the estimated value and recommended disposition. With School Board approval, the Superintendent or designee shall arrange for the sale or disposal of district personal property in accordance with state and federal law.

~~Those Disposal of items having a fair market with an estimated value of less than \$2,000-\$5,000 may will be disposed left to the discretion of by the Superintendent or his designee at the most advantageous price by private sale.~~

~~Items having a fair market value of \$2,000 or more will be advertised for sale, at least in the community where located, and sold to the highest bidder.~~

~~All money received from the sale of property will be deposited into the equipment replacement Fund, unless otherwise directed by the Board.~~

~~(cf. 3440- Inventories)~~

Reviewed 3/1/17

Adoption Date: 04/09/98

Southeast Island School District

BP 3290 Gifts, Grants and Bequests

Note: This optional policy may be revised as needed to reflect district philosophy needs.

The School Board greatly appreciates the support of community members and may accept suitable donations on behalf of the district. ~~To be acceptable, a gift must satisfy the following criteria:~~ All donations greater than \$1,000 shall be brought before the Board. The Superintendent or designee may apply for special revenue grants.

~~Not~~

To be acceptable, a gift, grant, or bequest must satisfy the following criteria:

- ~~1.~~ 1. ~~not~~ begin a program which the School Board would be ~~unwilling~~ unable to continue when the donated funds are exhausted.
~~Not~~
- ~~2.~~ 2. ~~not~~ entail undesirable or hidden costs, such as additional staff workload.
~~Place~~
- ~~3.~~ 3. ~~place~~ no restrictions on the school program.
~~Not~~
- ~~4.~~ 4. ~~not~~ be inappropriate or harmful to the best education of students.
~~Not~~
- ~~5.~~ 5. ~~not~~ imply endorsement of any business or product.
~~Not~~
- ~~6.~~ 6. ~~not~~ conflict with any provision of the School Board policy or public law.
~~Have~~
- ~~7.~~ 7. ~~have~~ a purpose consistent with those of the district.

The School Board discourages any gifts which may directly or indirectly impair its commitment to providing equal educational opportunities for all district students. Use of a gift shall not be impaired by restrictions or conditions imposed by the donor. The School Board will try to follow the donor's wishes insofar as they do not conflict with district philosophy or operations.

Upon acceptance by the School Board, all gifts, grants and bequests shall become school district property. At the Superintendent or designee's discretion, a gift may be used at a particular school.

(cf. 3430 - Investing)
(cf. 3440 - Inventories)

Reviewed 4/07, 3/1/17

Adoption Date: 04/09/98

BP 3300 Expenditures/Expending Authority

Note: The following sample policy should be revised as appropriate to reflect district philosophy and needs. [A.S. 14.14.060](#) and [14.14.065](#) provide that the borough assembly/city council, with the consent of the borough/city school district, may by ordinance delegate to the school district responsibility for a centralized treasury and/or accounting system. [A.S. 14.08.101](#) empowers regional school boards to establish their own fiscal procedures and exempts them from [A.S. 36.30](#) (State Procurement Code) and [A.S. 37.05](#) (Fiscal Procedures Act). [A.S. 14.08.111](#) requires the regional school board to designate employees authorized to direct disbursements from school funds of the School Board. ~~All contracts made under federal awards must comply with the Office of Management and Budget's procurement procedures found in 2 CFR 200.317-326. Prior to any purchase, the District should review the federal funding award or grant to determine if it requires compliance with OMB's procurement procedures.~~

The Superintendent or designee may purchase supplies, materials, and equipment ~~and services~~ in accordance with law. Prior School Board approval is required for purchases over \$10,000. ~~The School Board shall approve or ratify all transactions.~~

(cf. 3310 - Purchasing Procedures)

(cf. 3311 - Bids)

(cf. 3312 - Contracts)

(cf. 3460 - Financial Reports and Accountability)

Note: [A.S. 14.17.225](#) requires districts to operate under a balanced budget and provides that the state is not responsible for the debts of school districts.

The Superintendent or designee shall not authorize any proposed expenditure which exceeds the major budget classification allowance against which the expenditure is the proper charge unless an amount sufficient to cover the purchase is available in the budget for transfer.

(cf. 3100 - Budget)

(cf. 3110 - Transfer of Funds)

The School Board shall not recognize obligations incurred contrary to School Board policy and administrative regulations.

Legal Reference:

ALASKA STATUTES

[14.08.101](#) Powers (Regional school boards)

[14.08.111](#) Duties (Regional school boards)

[14.14.060](#) Relationship between borough school district and borough

[14.14.065](#) Relationship between city school district and city

Business and Noninstructional Operations

[14.17.190](#) *Restrictions governing receipt and expenditure of money from public school foundation account*

[36.30](#). *State Procurement Code*

[37.05](#) *Fiscal Procedures Act*

Revised 3/1/17, 09/2018

Adoption Date: 04/09/98

Southeast Island School District

BP 3315 Relations with Vendors

Note: The following optional policy should be revised as needed to reflect district philosophy and needs and is intended to avoid situations wherein a conflict of interest exists or appears to exist. A.S. 11.56.100-11.56.130 defines the felony offense of receiving a bribe and the misdemeanor offense of receiving unlawful gratuities. Receiving a bribe includes soliciting or receiving a benefit the intention or understanding that a public servant's decisions or actions will be influenced. Receiving unlawful gratuities includes soliciting a benefit of any value or accepting any benefit having a value of \$50 or more for performing an official act not entitled to any special or additional compensation.

No district employee or Board member shall accept personal gifts, commissions or expense-paid trips from individuals or companies selling equipment, materials or services required in the operation of district programs. Gifts include any gift purchased specifically for an employee which is not generally offered to other buyers.

This policy does not prohibit employees from accepting promotional or advertising items such as calendars, desk pads, notebooks and other office gadgets which are offered by business concerns free to all as part of their public relations programs.

District employees who work for or serve as consultants for potential vendors shall not participate in evaluating any equipment, materials or services of that vendor or its competitors.

(cf. 6161.1 - Selection and Evaluation of Instructional Materials)
(cf. 9270 - Conflict of Interest)

This policy does not prohibit the Board from accepting materials and/or services which are of use and benefit to the district.

~~*(cf. 3290 - Gifts, Grants and Bequests)*~~

No employee, officer, or agent of the District may participate in the selection, award, or administration of a contract supported by federal funds if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm consideration for a contract. The employees, officers, and agents of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts.

Universal Service Program/E-Rate Vendors

Note: The following language should be adopted by those districts receiving E-rate discounts. Effective 2011, the FCC amended its E-rate program rules and adopted gift restrictions for schools and districts participating in E-rate. The receipt of gifts by applicants from service providers and potential providers is a competitive bidding

violation. The gift prohibitions are always applicable, not just during the bidding process. Relevant school district personnel may not solicit or receive any gift or other thing of value from a service provider participating in or seeking to participate in the E-rate program. There are limited exceptions, including when the value of the item is worth \$20 or less, so long as items do not exceed \$50 per year per employee from any one service provider.

The District takes advantage of federal technology funding through the universal service program known as E-rate. E-rate participants may not, at any time, solicit or accept gifts or other things of value from an existing or potential E-rate service provider. Nominal gifts and refreshments may be allowed as authorized by the Superintendent or designee.

E-rate gift prohibitions apply to the School Board and to employees, consultants or contractors involved in the District's E-rate Program who: prepare, approve, sign, or submit E-rate applications, technology plans or other E-rate forms; prepare bids, communicate, or work with E-rate service providers, E-rate consultants, or the Universal Service Administrative Company; and those responsible for monitoring compliance with the E-rate program.

Charitable donations by service providers in support of the schools are permitted. These contributions may not be directly or indirectly related to E-rate procurement activities or decisions.

The Superintendent or designee shall develop guidelines to implement this policy in compliance with E-rate program rules.

(cf. 3290 - Gifts, Grants and Bequests)

Legal Reference:

CODE OF FEDERAL REGULATIONS

[47 C.F.R. Part 54](#), subpart f, *Universal Service Support for Schools and Libraries*

Reviewed 4/07, 3/1/17

ALASKA STATUTES
[11.56.100-56.130](#) *Bribery and related offenses*

| Business and Noninstructional Operations

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Revised 3/12

Adoption Date: 04/09/98

| **Southeast Island School District**

BP 3450 Money in School Buildings

Money collected by ~~district employees~~ individuals and ~~student~~ organizations on behalf of the District shall be handled according to prudent business procedures. All money collected shall be receipted and accounted for and directed without delay to the proper location of deposit. Any money left overnight in schools shall be kept in locked locations provided for safekeeping of valuables.

Adoption Date: 04/09/98

Southeast Island School District

BP 3510 Maintenance

Note: In order to qualify for a capital improvement project grant or debt reimbursement under [AS 14.11.011](#) or ~~AS 14.11.100~~, a school district must have in effect a preventive maintenance plan. This plan: 1) must include a computerized maintenance management program, cardex system, or other formal systematic means of tracking the timing and costs associated with planned and completed maintenance activities, including scheduled preventive maintenance; 2) must address energy management for buildings owned or operated by the district; 3) must include a regular custodial care program for buildings owned and operated by the district; 4) must include preventive maintenance training for facility managers and maintenance employees; and 5) must include renewal and replacement schedules for electrical, mechanical, structural, and other components of facilities owned and operated by the district. Additionally, the district must be adequately adhering to the preventive maintenance plan.

The [School](#) Board recognizes the importance of timely maintenance and repair of district facilities, property and equipment in ensuring the safety of students and employees, in protecting state and local investment, in providing necessary loss control, and in helping to ensure the availability of capital funding.- A preventive maintenance plan shall be in effect which includes custodial care, scheduled preventive maintenance, ~~commissioning~~, and energy management for district buildings.- The Superintendent or designee shall ensure a systematic means of tracking the timing and costs associated with maintenance activities; shall direct the preparation of renewal and replacement schedules for electrical, mechanical, structural, and other components of district facilities; and shall provide for preventive maintenance training for facility managers and maintenance employees.

(cf. 3511 - Energy Conservation)

(cf. 3514 - Environmental Safety)

(cf. 3515 - School Safety and Security)

(cf. 5142 - Safety)

The Superintendent or designee shall regularly inspect district facilities and operations and make recommendations for maintenance and capital expenditures which may help the district reach its energy consumption goals.

All school buildings and equipment shall be regularly inspected to assure that all are maintained at the highest level of safety.- Employees are responsible for promptly reporting to their supervisor any damage to district property or equipment.-

Legal Reference:

ALASKA STATUTES

[14.11.011](#) *Grant applications*

[14.11.100](#) *State aid for costs of school construction debt*

[4 AAC 31.013](#) *Preventive maintenance and facility management*

Added 3/04

Revised 05/20/2020

Southeast Island School District9/92

BP 3514.1 Hazardous Substances and Pesticides

Hazardous Substances

The School Board recognizes that the daily operations of our schools entail the use of potentially hazardous substances. The Superintendent or designee shall insure that hazardous substances are inventoried, used, stored, ~~locked up~~, and regularly disposed of in a safe and legal manner.

Teachers shall instruct students as to the importance of proper handling, storage, disposal and protection with regard to all potentially hazardous substances [within the classroom and other instructional areas](#).

[The Superintendent or designee shall develop, execute, and monitor a hazard communication plan as required by applicable law.](#)

Insofar as possible, the Superintendent or designee shall minimize the quantities of hazardous substances stored on school property. The Board encourages staff to substitute less dangerous materials for hazardous ones whenever feasible.

The Superintendent or designee shall ensure that the schools are regularly inspected to identify potential sources of risk and shall inform the Board of any environmental risks in the schools.

Pesticides

The Superintendent or designee shall, when practical, ensure the use of nonchemical methods to control pests, including proper sanitation practices, structural repair, and window screens.

When application of pesticides is necessary, the Superintendent or designee shall ensure timely notice to parents and the public.

~~Annual Registration for Notice of Pesticide Application~~

~~The Lead Teacher/Superintendent shall provide written notice to parents/guardians at the beginning of each school year, or upon a child's enrollment, that pesticides may be used in or around the school. The notice shall explain how a parent may register to receive notification at least 24 hours prior to a pesticide treatment.~~

Legal Reference

ALASKA ADMINISTRATIVE CODE

[18 AAC 90.625](#) *School use and notification*

Revised 3/04

Business and Noninstructional Operations

Adoption Date: 04/09/98

Southeast Island School District

BP 3515 School Safety and Security

The School Board is fully committed to preventing violence and crime on school grounds. The Superintendent or designee and staff shall strictly enforce district policies and regulations ~~including the District Crisis Response Plan~~ related to crime, campus disturbances, campus intruders, student safety, student conduct and student discipline.

(cf. 3514 - Environmental Safety)
(cf. 3515.2 - Intruders on Campus)
(cf. 3440 – Inventory)
(cf. 3450 – Money in School Buildings)
(cf. 3451 – Petty Cash)
(cf. 4158/4258/4358 - Employee Security)
(cf. 5131 - Student Conduct)
(cf. 5131.4 - Campus Disturbances)
(cf. 5131.5 - Vandalism)
(cf. 5131.6 - Alcohol and Other Drugs)
(cf. 5131.7 - Weapons and Dangerous Instruments)
(cf. 5136 - Gangs)
(cf. 5141.4 - Child Abuse and Neglect)
(cf. 5142 - Student Safety)
(cf. 5144 - Discipline)
(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 6114 - Emergencies and Disaster Preparedness Plan)

The Superintendent or designee shall establish procedures ~~for securing~~to secure physical records, district assets, and ~~funds and for protecting buildings~~to protect against vandalism and burglary during non-business hours.

The ~~Superintendent or designee also shall investigate ways that school grounds can be made more secure.~~

~~It is the expectation of the Board that the Life Assets and Work Skills curriculum will yield three results in each of our students: a greater sense of self respect; a healthy sensitivity to the welfare of fellow beings; and a heightened sense of community. The Board believes that these results will lead to much less anti-social behavior in general, as well as specifically at school. It is with that expectation in mind that the~~School Board encourages staff, parents/guardians and students at each school to work with local law enforcement agencies and other interested parties in developing a comprehensive school safety plan which includes strategies for preventing crime and violence on school premises.

~~The school principal/lead teacher shall establish procedures to:~~

- ~~1. Maximize student safety.~~
- ~~2. Minimize fire hazards.~~
- ~~3. Reduce the probability of faulty equipment.~~
- ~~4. Guard against the chance of electrical shock.~~
- ~~5. Maintain records and funds in a safe place.~~

- ~~6. Protect against vandalism and burglary.~~
- ~~7. Assign responsibility for use of school building keys.~~
- ~~8. Maintain locked buildings during non-business hours.~~
- ~~9. Provide routine patrolling of the schools and school grounds.~~
- ~~10. Secure outdoor areas and reduce the number of entrances which give access to the schools, by means such as fencing or landscaping.~~

~~Incidents of illegal entry, theft of school property, vandalism, and damage to school property from other causes shall be reported to the Superintendent or designee as soon after discovery as possible. A written report of the incident shall be made within 24 hours.~~

Keys

~~All keys used in a school shall be the responsibility of the principal/lead teacher. Keys shall be issued only to those employees who regularly need a key in order to carry out normal activities of their position.~~

~~Each principal/lead teacher shall set up a record keeping system so as to know at all times the location of all keys. The master key shall not be loaned.~~

~~Employees who have keys shall be responsible for the security of the room, gate or building involved. They shall lock all doors and windows and turn off all lights, air conditioning, heat, appliances etc., when leaving the room or building.~~

~~The duplication of school keys is prohibited. The person issued a key shall be responsible for its safekeeping. If a key is lost, the person responsible shall report the loss to the principal/lead teacher immediately and shall pay for a duplicate key, and/or replace locks. Duplicate keys may be obtained only through the district business office.~~

Video Surveillance

~~The Board authorizes the use of video cameras on District property to ensure the health, welfare, and safety of all staff, students, and visitors to District property, and to safeguard District facilities and equipment. Video cameras may be used in locations as deemed appropriate by the Superintendent.~~

~~The District shall notify staff and students through student/parent and staff handbooks that video surveillance may occur on District property.~~

~~Students or staff in violation of Board policies, administrative regulations, building rules, or law shall be subject to appropriate disciplinary action. Others may be referred to law enforcement agencies.~~

Business and Noninstructional Operations

~~Video recordings may become a part of a student's educational record or a staff member's personnel record. The District shall comply with all applicable state and federal laws related to record maintenance and retention.~~

~~Audio shall not be part of the video recordings made, reviewed, or stored by the District.~~

Revised 10/01

Video Surveillance Added 4/07

Adoption Date: 04/09/98

Southeast Island School District

BP 3515.6 Use of School Safety Video Surveillance Monitoring Systems

The School Board authorizes the use of video surveillance equipment on school district property, school vehicles, and school contracted vehicles to ensure health, welfare, and safety of all staff, students, and visitors to district property and/or passenger in district contracted or authorized vehicles and to deter inappropriate behavior. Cameras will also be utilized to safeguard district facilities and equipment, as well as equipment owned by staff or students.

In dealing with surveillance of students and employees, the Board recognizes both its obligation to provide appropriate levels of supervision in the interest of safety and the fact that students and employees have privacy rights that are reduced but not eliminated while under the supervision of the school. Thus, video surveillance, like other forms of supervision, must be carried out in a way that respects privacy rights.

District Administrators are responsible for determining whether video recordings are educational records as defined by the Family Educational Rights and Privacy Act (FERPA)), 20 U.S.C. § 1232g and 34 CFR Part 99.

School safety video recordings which are not education records may be disclosed as provided in the Alaska Public Records Act, AS § 40.25.110 – 40.25.125.

Use

Video surveillance cameras may be used to monitor and/or record in locations authorized by the School Site Administrator or the officials of the school district. Public notification signs must be prominently displayed, indicating the use of video surveillance. The district shall also notify staff and students through student/parent and staff handbooks that security cameras are in place within district property.

Camera Placement

The security camera system will be installed in public areas only. These areas include school buses, grounds, athletic areas, exterior entrances or exits to school buildings and large gathering spaces such as classroom corridors, cafeteria, lobby, and main entrances. Restrooms, changing rooms, private offices, nurse's offices, and locker rooms are excluded from surveillance camera use. Security camera usage is prohibited in any space where this a reasonable expectation for privacy.

Security

Only a designated employee or agent of the school district will install surveillance cameras. Only designated school officials shall have access to the camera equipment and operations system. For the purposes of this policy, school officials are the Superintendent or his/her expressly authorized designees. Only these school officials shall handle the camera or copies of the video segments. Video copies shall be stored in a secure area. Video copies may never be sold, publicly viewed or distributed in any other fashion except as approved for by this policy and/or relevant to legislation. Law enforcement personnel may review camera recordings, when available, to investigate criminal conduct.

Viewing of Video Recordings

Video monitors used to view video recordings should not be located in a position that enables public viewing. Video recordings may only be viewed by school site administrators, school official, or school staff members with direct involvement with the recorded contents of the specific video

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recording or employees or agents responsible for the technical operation of the system (for technical purposes only). Parents may submit a written request to view video recordings that pertain only to their children in relation to a disciplinary issue, but the viewing may be approved only if it does not violate the privacy of other students (see next paragraph).

Use of Video Recordings for Disciplinary Action

Video recordings may be used as a basis for student or employee disciplinary action. Video surveillance recordings involving students are considered to be educational records under FERPA. Therefore, consent must be given in order to disclose information contained on video recordings obtained through video surveillance, except to the extent that FERPA authorizes disclosure without consent. Viewing may be refused or limited where viewing would be an unreasonable invasion of a third party's personal privacy, give rise to a concern for the safety of a third party or where protected from disclosure by law. All viewing requests must be submitted in writing.

Retention of Video Recordings

A copy of a video recording shall be made when an incident results in a long-term suspension, a student injury, or there is a prospect of a legal claim against the district. The copy of the video recording shall be sent to the Superintendent or designee to be kept in a secure location. If a recording is used in the making of a decision about a student or employee, the recording must be kept for a minimum of one year, unless earlier erasure is authorized by or on behalf of the individual or the relevant appeals periods have been expired.

Video recordings shall be maintained for no more than 30 days and then erased unless they are being retained as indicated in the preceding paragraph or at the request of the school site administrator. The district shall comply with all applicable state and federal laws related to record maintenance and retention.

Review

Each school site administrator is responsible for the proper implementation and control of the video surveillance system. The Superintendent of Schools or designee shall develop regulations governing the use of video recordings in accordance with applicable law and board policy.

(*cf.* 1340 – Access to District Records)
(*cf.* 3515 – School Safety and Security)
(*cf.* 3580 – District Records)
(*cf.* 5125 – Student Records)

Legal References:

UNITED STATES CODE 20 U.S.C. 1232g
UNITED STATES CODE OF FEDERAL REGULATIONS 34 CFR Part 99

ALASKA STATUTES
40.21.070 – Records Management for Local Records 40.25.110-250 Public Records Act

ALASKA ADMINISTRATIVE CODE
2 AAC 96.100-370 Public Information

BP 3540 Transportation

The School Board desires to provide transportation for eligible students in accordance with state and federal law.

The goals of the transportation service are:

~~Te~~

~~1.~~ 1. to provide maximum safety for students between home and school and on school-sponsored trips.

~~Te~~

~~2.~~ 2. to promote desirable student behavior and respect for traffic safety.

~~Te~~

~~3.~~ 3. to provide assistance and transportation for ~~disabled~~ students with disabilities.

~~Te~~

~~4.~~ 4. to provide transportation for field trips.

(cf. 3312 - Contracts)

(cf. 3541.5 - Alternative Transportation Arrangements)

Note: Secondary students who do not have daily access to school by being transported a reasonable distance must be offered a boarding program pursuant to 4 AAC 09.050.

When necessary, the School Board shall make available a boarding program for secondary students whose transportation needs make daily access to school impractical and who are not participating in an alternative educational program.

Note: Effective July 1, 2014, [AS 14.09.010](#) was amended to require that school districts adopt a policy addressing transportation services to students attending a charter school operated by the district. Department of Education and Early Development regulations require a charter school transportation policy if: 1) the district provides pupil transportation services under [AS 14.09.010](#); and 2) the district operates a charter school or an application for the establishment of a charter school in the district is pending. A district must submit its charter school transportation policy to the Department for approval by: 1) April 15, 2015 if a charter school is in operation in the district on July 1, 2014; or 2) no later than 30 days after approval of a new charter school if the district does not already have an approved charter school transportation policy in effect. See [4 AAC 27.057](#) for further guidance on the transportation policy approval process. The policy is to be developed with input solicited from individuals involved in the charter school, including staff, students, and parents. If a district fails to adopt a policy, the district is required to allocate the amount of state transportation funding received for each charter school student to the charter school. [AS 14.09.010\(f\)](#).

Charter School Transportation

The School Board recognizes that charter school students may benefit from transportation services. On a space available basis, charter school students may access school bus transportation on those regular school bus routes that run within the attendance area where the charter school is located. Transportation access is subject to the following:

Business and Non-instructional Operations

- a. There must be adequate space available (seating) on the bus to accommodate the attendance area school students and additional charter school students. There must be adequate space on the bus schedule so that transportation to charter schools does not interfere with transportation to attendance area schools.
- a.b. Charter school students may only access those school bus routes that are appropriate to their school level, i.e., elementary school, middle school or high school.
- 4.c. Charter school students who reside within a mile and a half of the charter school are not eligible for transportation unless they must cross a designated hazardous road area. Special education routes are not subject to the mile and a half restriction.
- 4.d. Charter school students must comply with all rules for safe and appropriate conduct while waiting for, boarding, riding, and exiting the bus, and while riding the bus. Charter school students are subject to the same sanctions as other students for bus violations.
- a.e. Annually, the charter school must provide information to charter school families who are accessing school bus transportation about the district's school bus rules.
- 4.f. School bus transportation is not available to charter school students enrolled in charter schools identified as correspondence programs.

Annually, the Superintendent or designee shall communicate to the charter school the space availability on applicable transportation route(s) and determine the transportation needs of charter school students. If the number of charter school students desiring transportation exceeds available space, the charter school is responsible for developing a written process for addressing ridership on a fair and equitable basis. A copy of the written process shall be provided to the district.

Note: The above language reflects the minimum transportation obligation for charter school students as required by [AS 14.09.010\(e\)\(2\)](#). A district is not obligated to provide greater service, to establish dedicated routes for exclusive use of the charter schools, or to permit charter schools to opt out of the policy and receive transportation funding. The following is optional language for those districts desiring a process to consider, and act upon, requests by charter schools for additional transportation services.

The district is not required to establish dedicated transportation routes for the exclusive use of charter school students, but may choose to do so.

A charter school desiring additional or dedicated student transportation may submit a written proposal to the Superintendent or designee. The proposal shall identify, at a

Business and Non-instructional Operations

minimum, student transportation needs, charter school funding available to support additional transportation, and the transportation routes and services being requested. The Superintendent will make a recommendation to the School Board to approve or deny the request. The Superintendent and the Board will consider the funding, equipment and personnel necessary to accommodate the requested transportation; the impact on operations of the district; the needs of the charter school and its students; equity with other charter schools and district alternative and optional programs; and the best interests of the district. The School Board will approve or deny the transportation request at a regularly scheduled meeting.

(cf. 6182 - Secondary Boarding Program)

(cf. 6181 - Charter School)

(cf. 5112.6 — Education For Homeless Children and Children in Foster Care)

Legal Reference:

ALASKA STATUTES

[14.09.010](#) *Transportation of pupils*

[14.09.030](#) *School buses*

[14.30.347](#) *Transportation of exception children*

ALASKA ADMINISTRATIVE CODE

[4 AAC 09.050](#) *Secondary Boarding Programs*

[4 AAC 27.006-990](#) *Transportation*

[4 AAC 27.057](#) *Charter school transportation policy*

Revised 10/2017

Adoption Date: 04/09/98

Southeast Island School District

BP 3541.1 School-Related Trips

Trips by School Vehicles

Note: Federal safety regulations enacted in 2000 govern the number of students that may be transported in vans. These regulations are applicable to the purchase or lease of new vans by Alaska school districts. After 1 September 2000, new vehicles designed by the manufacturer to carry 11 or more persons (rated capacity if equipped with full seating) that are used for transporting students to or from school or school-related activities are required to meet all Federal Motor Vehicle Safety Standards for school buses. As a result, passenger vans are limited to transporting a total of ten passengers, including the driver, unless the passenger van or suburban meets the Federal Motor Vehicle Safety Standards applicable to school buses. The large majority of passenger vans do not meet and comply with Federal school bus safety standards. Although used vans are not covered under the federal regulations, for risk management purposes, districts may want to require the new van standards for the purchase of used vans.

~~Note: The following optional language may revised or deleted as appropriate.~~

Besides taking students to and from school, the Board may approve transportation for field trips, ~~job shadowing trips~~ and school-sponsored activities. The Superintendent or designee shall regulate the use of the district transportation, including vans, for approved school-related activities. Student councils, parent-teacher associations, and any other organizations requesting transportation shall be fully responsible for the costs of the trip. To the extent that funding has been approved by the Board, such costs may be charged to the district.

Transportation by Private Automobile

Note: In spite of any waiver of liability, in certain cases a court may find schools liable for injuries to students occurring in private vehicles during school-sponsored activities. Therefore, AASB recommends that districts consult their attorneys before deciding whether or not to allow the use of private automobiles for school-related trips.

Note: The following option and exhibit are provided for districts that allow transportation by private vehicles.

The Superintendent or designee may authorize the transportation of students by private automobile for approved field trips and activities when the vehicle is driven by an adult registered with the district for such purposes. Drivers shall be issued safety instructions and emergency information. All student passengers shall provide permission slips signed by their parents/guardians.

Drivers shall be required to possess a valid driver's license and liability insurance of at least \$100,000 per occurrence.

Note: AASB strongly recommends that districts require at least \$100,000 minimum liability. If desired, however, the district may change the above specification to read "liability insurance in amounts required by law."

Owners, drivers and passengers should shall be informed that the registered owner and his/her insurance company are responsible for any accidents which may occur. District

Business and Noninstructional Operations

personnel who frequently transport students in their private vehicles are urged to carry liability insurance of ~~\$300~~1,000,000 or more per occurrence.

A seat belt must be provided for each passenger. Trucks and pickups may not transport more persons than can safely sit in the passenger compartment.

Owners furnishing private vehicles shall not accept reimbursement from passengers in excess of the cost of operating the vehicle. Reimbursement for the use of private transportation may be made from district funds.

Transportation by Other Private Means (Boat, ATV, Off-Road Vehicles, Snow Machines)

Note: The following optional language addresses remote districts and schools where there may be a need to transport students via alternate means such as boats, ATV's or snow machines.

The Superintendent or designee may authorize the transportation of students by other private means for approved field trips and activities when an adult registered with the district for such purposes operates the vehicle. Operators shall be issued safety instructions and emergency information. Operators must abide by the specific vehicle safety ratings such as passenger capacity, maximum speed and required safety equipment (helmets, life jackets, etc.)

All student passengers shall provide permission slips signed by their parents/guardians. Operators shall be required to possess a valid driver's or operator's license and liability insurance of at least \$100,000 per occurrence.

(cf. 6153 - School-sponsored Trips)

Revised 10/01, 10/2019

Adoption Date: 04/09/98

Southeast Island School District

BP 3541.5 Alternative Transportation Arrangements

Note: The ~~School Board~~ following option is intended to address the unique transportation needs of some students.

The Superintendent or designee may ~~reimburse~~ create reimbursement agreements with parents/guardians in lieu of district transportation ~~whenever such practice~~ when it is more economical to do so.

Note: State regulation previously provided that if student travel time exceeds two hours per day, parent/guardian permission is required or the parent/guardian may select other reasonable and available educational or transportation alternatives. That regulation has been repealed. Districts may retain a two hour standard, select a different standard, or remove a maximum ride standard altogether. 4 AAC 27.032 provides the following limitations on in-lieu-of agreements: 1) unless the child is a special education student, the student's residence must be more than a mile and a half from both the nearest regular bus route and the student's attendance center; 2) the per-mile rate may not exceed the maximum reimbursement rate paid to district employees; and 3) reimbursement must be based on the actual miles traveled, not the number of students transported.

The Superintendent or designee will obtain the parent/guardian's acknowledgement to confirm alternative transportation/education arrangements when a student's designated travel time exceeds two hours per day.

(cf. 6181 - Correspondence Study Program)

(cf. 6182 - Secondary Boarding Program)

Legal Reference:

ALASKA STATUTES

[14.09.010](#) *Transportation of pupils*

[14.30.347](#) *Transportation of exception children*

ALASKA ADMINISTRATIVE CODE

[4 AAC 09.050](#) *Secondary Boarding Programs*

[4 AAC 27.990](#) *Definitions*

[4 AAC 27.032](#) *In-lieu-of agreements*

Revised 9/05

Adoption Date: 04/09/98

Southeast Island School District

BP 3550 Food Service

Note: The following optional policy may be revised to reflect district philosophy and needs.

The School Board recognizes that students need adequate, nourishing food in order to grow ~~and~~, learn, and to give a good foundation for their future physical well-being. The Board may provide for a food service program based on regular lunch service and ~~including such~~ include other snack and breakfast programs as the needs of the students and the financial capacity of the district permit. The Board recognizes that ~~the breakfast~~, lunch ~~program is~~ and other nutrition programs are an important complement to the nutritional responsibilities of parents/guardians.

The Board believes that:

1. Foods and beverages available on school premises should contribute to the nutritional well-being of students and, ~~at the minimum~~, meet the nutritional criteria of the ~~National School Lunch~~ applicable child nutrition program operating in the District. Nutrition programs must comply with applicable state and ~~Breakfast Programs and current U.S. Dietary Guidelines for Americans~~ federal law.

~~a. half of all grains offered should be whole grains~~

~~b. students should be offered a choice of milks such as 2% or less and fat free milk~~

~~c. offer a variety of fresh fruits and vegetables when available.~~

~~4.2.~~ Foods can help students and families ~~to~~ feel comfortable in the school. ~~To further this, the~~ The District may include cultural and subsistence foods if available and can be served in compliance with school safety and nutritional programs.

~~4.3.~~ Foods and beverages available should be considered as carefully as other educational support materials ~~and as they~~ can serve to build cultural connectedness for students.

~~4.4.~~ Foods and beverages should be prepared in ways ~~that~~ which will appeal to students while retaining nutritive quality.

~~4.5.~~ To further Alaskan values, food and beverages should be prepared and served in ways that reduce waste.

~~1. Foods and beverages will be stored, prepared and served in accordance with food safety regulations.~~

~~4.6.~~ Food should be served in quantities appropriate to the needs of students at their age level and served in as pleasant and relaxed an atmosphere as possible, with adequate time for students to eat ~~and travel to and from the cafeteria.~~

~~4.7.~~ Schools are encouraged to assess common eating habits and eating times to establish appropriate meal and snack times.

~~4.8.~~ Foods grown in the state provide nutritional, environmental, and economic benefits and should be utilized in the district's food service program to the extent feasible.

~~4.9.~~ The District and its schools will have food safety plans and written guidance for procuring, receiving, and preparing subsistence foods harvested and donated to the school.

~~4.10.~~ The District will include subsistence foods ~~within food pyramids~~ as a part of the

nutritional and dietary guidelines for Americans.

Note: Effective January 14, 2010, the U.S. Department of Agriculture requires schools participating in the National School Lunch and Breakfast Programs to develop a written food safety program for the preparation and serving of school meals. The goal is to prevent and reduce the risk of food-borne illness among students. Schools are required to utilize the “hazard analysis and critical control point (HACCP) system” when developing their food safety programs. A written safety program must be in place for each food preparation and service facility that prepares and serves meals under the federal breakfast or lunch programs.

The Superintendent or designee will oversee the development of a written food safety program for each food preparation and serving facility in the district, as required by law. Foods and beverages will be stored, prepared and served in accordance with food safety regulations in order to prevent or reduce the risk of food-borne illness among students.

Note: Effective July 1, 2015, federal regulations of the Department of Agriculture, Food and Nutrition Service, require that certain food service personnel meet minimum professional standards. More specifically, school nutrition program directors who are responsible for management of the day-to-day food service operations for all schools in the district must meet minimum educational qualifications as a condition of hire. The qualifications vary depending upon the student enrollment (size) of the district. The qualification requirements are applicable to the hire of new directors only; current directors employed prior to the July 1, 2015 effective date are grandfathered. In addition, the new regulations require minimum continuing education and training requirements for all student nutrition staff, including school nutrition program directors, school nutrition program managers who are responsible for day-to-day operations of food service for a particular school, and other personnel who work an average of at least 20 hours per week. The hours of continuing education/training varies depending upon the position held by the individual.

Qualified and trained food service personnel are critical to a healthy and safe food service program. The Superintendent or designee shall hire qualified personnel [and/or an independent contractor](#), taking into consideration professional standards required by law, and will ~~provide~~ [ensure that continuing education and training is provided to food service personnel](#) in compliance with [applicable state and federal standards](#).

(cf. 4131 – Staff Development)

The School Board intends that, insofar as possible, the school food services program shall be self-supporting and may include foods from school gardens, greenhouses and farms. The Board shall review and approve of menu prices. Program financial reports shall be presented regularly for inspection by the Board.

(cf. 3554 – Other Food Sales)

(cf. 5040 – Student Nutrition and Physical ~~Fitness~~Activity)

(cf. 6163.4 – School Gardens, Greenhouses and Farms)

Legal Reference:

UNITED STATES CODE

Richard B. Russell National School Lunch Act, [42 U.S.C. 1751-1769j](#)

Child Nutrition Act of 1996, [42 U.S.C. 1771-1793](#)

CODE OF FEDERAL REGULATIONS

*[7 C.F.R. Parts 210,220](#), and [235](#)National School Lunch Program and
Breakfast Program*

Federal Register

*Professional Standards for State and Local School Nutrition Programs Personnel
as Required by the Healthy, Hunger-Free Kids Act of 2010, Vol. 80, No. 40 and
No. 88 (2015)*

Added 2/12/09

Revised 3/12, 10/26/16, 09/2019

Adoption Date: 04/09/98

Southeast Island School District

SISD BOARD MEETINGS CALENDAR OF AGENDA ITEMS

August	<ul style="list-style-type: none"> • Welcome Staff and Students • Crisis Response Plan Review • Student Handbook Review • Parent Involvement Policy and Handbook Review • Annual Public Notices to Parents • Six Year Capital Improvement Plan Approval • Board Policy Updates • Title I District and School-Wide Plans
September	<ul style="list-style-type: none"> • Site Enrollment • Review Student Assessment Data • Graduation Date Approvals • SISD Resolutions (AASB Call for Resolutions) • Plan AASB Leadership Conference Attendance • Annual Progress & Summary Report for Student Nutrition and Physical Activity • Work Session: ASC Officer Election Certification; ASC Training & School Year Goals/Objectives Development
October	<ul style="list-style-type: none"> • New Board Member Orientation Work Session/Oath of Office • Board President and Clerk Elections • Appoint Legislative Liaison & Advocate for AK Youth Liaison • Appoint Student Board Representative(s) • Review AASB Resolutions • Report Student Count • Board Public Opinion Survey
November	<ul style="list-style-type: none"> • Audit Review/Budget Revisions • Annual audit of student organization accounts (ASC) • AASB Conference • Review and Refresh Strategic Plan/timeline
December	No Scheduled Meeting
January	<ul style="list-style-type: none"> • Budget Revisions • Plan for February Legislative Visits • ID Lobbying Strategies & Issues for Legislative Visits • Superintendent Evaluation
February	<ul style="list-style-type: none"> • Plan for AASB Spring Fly-In (if attending) • Board Self-Evaluation/Goal Update and Review
March	<ul style="list-style-type: none"> • Budget Development • Teacher Contracts • AK STEPP Needs Assessments • School Calendar Adoption
April	<ul style="list-style-type: none"> • Graduation Attendees • Budget Development • Teacher Contracts • Capital Improvement Plan/Facility Needs Report
May	<ul style="list-style-type: none"> • Budget Development • School District Report Card to the Public • Bruce Hill Scholarship
June	<ul style="list-style-type: none"> • Budget Adoption • Board Policy Updates from AASB • Disciplinary Action Data Review • Curriculum Quarterly Reports
Every Month	<ul style="list-style-type: none"> • Policy Review • Stipend and Mileage Forms 121 • Exemplary Stakeholder Nominations

Hollis School

"Where education meets the whole student
And challenges us all to look beyond what we can only see."

Advisory School Council Meeting Agenda and Notes

February 24,, 2022

4:00 PM



Southeast Island School District

Vision: Students are equipped to realize their dreams and aspirations.

Mission: Together we will foster student skills to achieve their goals and adapt to an ever-changing world.

Annual District Goals

Prepare Students for Post-Secondary Life

Provide Sufficient/Effective Staff Support

Improve Communication District and Community Wide

Increase Visibility to Share Lifestyle and Increase Enrollment

Hollis School ASC MEMBERSHIP AND MEETING AGENDAS, NOTES, DATES & TIMES:

Here is a link to the 2021-2022 ASC Meeting notes, agendas, and supporting documents:

[Hollis 21-22 Agendas and Minutes](#)

ALL Hollis Community members and Hollis School students and families are invited and encouraged to attend our Hollis Advisory School Council (ASC) meetings at 4:00 PM on the LAST Thursday of every month. Meetings are virtual via Google Meets.

Google Meet joining info

Video call link: <https://meet.google.com/whm-fbvs-pgg>

Or dial: (US) +1 475-328-0552 PIN: 767 436 652#

AGENDA: All referenced items for this February meeting may be found in this shared folder:

<https://drive.google.com/drive/folders/11h19SD5QR0bjNqQJFfhVVva0bB1qBe5t?usp=sharing>

A. Call To order: In attendance:

- In Person:

- Sophia Starkweather (Student Representative and Co-Treasurer)

- Lisa Cates, Teacher

- On Line: Deidre Jenson, Principal

- Excused: Julie Vasquez

B. People to be heard:

Current officers and standing members:

Superintendent: Sherry Becker

Principal Deidre Jenson

- President: Vacant

- Vice President: Sandra Nessett

- Secretary: Vacant - Cates, acting

- Treasurer: Sophia Starkweather w/ Lisa Cates

- Student Representative: Sophia Starkweather

- Lead Teachers— Julie Vasquez/Lisa Cates

AGENDA Items for February 24, 2022 Advisory School Council Consideration with notes under ITEMS DISCUSSED:

Approval of minutes from meeting: *January 27, 2022*

[January 27, 2022 NOTES: Hollis ASC Meeting Agenda & Notes](#)

- *January 27, 2022 minutes:* Unanimously move and approve to accept the minutes as written.

Approval of February 24, 2022 agenda

- **February 24, 2022** Unanimously move and approve to accept the agenda as written.

Resources from prior training:

ASC and Roberts Rules of Order Training

Here is a link to the SISD ASC Handbook: [ASC Handbook SISD Revised 9.11.20 copy.jpg](#)

Here is a copy of a Robert's Rules of Order Cheat Sheet for Nonprofits: [Robert's Rules of Order Cheat Sheet for Nonprofits BoardEffect.pdf](#)

Old Business:

***STANDING ITEM:**

Treasurers' reports and accounting:

Follow Up on account change and reporting

DISCUSSION:

Balance:

Online banking progress:

Account Transfer progress:

Updated district record progress:

ACTION:

1. Lisa and Sophia will contact Andy from Whale Pass ASC to confirm the process to transfer the .
2. Lisa and Sophia will catch up the spreadsheet.

STANDING ITEM:

Mission and Vision and Goals and Objectives:

Supporting documents are located in this folder: [ASC Hollis Goals, Plans, Vision & Mission Work](#)

Staff update on "How we Do School" progress and plans for the remainder of the year.:

DISCUSSION:

****ACTION:** Lisa working on and

STANDING ITEM:

New School Update
Update on new school.

****DISCUSSION:**

****ACTION:** We have a copy of the rough draft exeter

STANDING ITEM:

Communication, Events and Activity schedule for the remainder of the year:
Update on processes

****DISCUSSION:** Kaley

****ACTION:**

STANDING ITEM:

Athletics: Updates Archery, Shooting, Wrestling:

****DISCUSSION:**

Purport on “How we Do School” progress and plans for the reminder of the year.

****ACTION:**

STANDING ITEM:

Campus Maintenance (Water, Heat, Power, Building, Grounds, Vehicles)

****DISCUSSION:**

Wood fired boiler

****ACTION:**

STANDING ITEM:

Personnel and Volunteer Programs: recruitment, hiring and retention

DISCUSSION:

Recruiting heavily. See link:

<https://www.facebook.com/groups/HollisSchool/permalink/3270060383280332/>

****ACTION:**

Old Business:

ITEM:

Hollis ASC Participation, Elections of 2021-2022 Officers and student positions.

Update on school spring semester goal to revitalize membership and involvement.

Staff will report on these action items:

1. Hollis teachers will speak with Andy about how this works.
2. Hollis teachers will work with Chloe to recruit a Hollis student representative.
3. Hollis primary students are studying community, service and involvement. We will speak them about how to get others involved and why and how it is important. This will include attending the Community Council meeting, Social Media and other communication strategies.

DISCUSSION:

ACTION:

Survey to parents and community.

Schedule the March meeting for during the school day

ITEM:

Hollis Spring 2022 Graduation Activities and Plans

Calendared graduation: Monday May 16, 2022

DISCUSSION:

ACTION:

Sophia will co-chari graduation committee.

order a graduation gown.

Deidre and Moved a n sedonges to purchase a cap and gown for graduation.

Sopgia seconded

ITEM:

SISD Mitigation Plan:

Covid Mitigation Plan

125

The documents are in the shared meeting folder for all to view.

Report on SISD Mitigation committee action and any revisions will be reviewed, changed, approved by the Board.

DISCUSSION:

Reviewed monthly.

ACTION:

New Business:

ITEM:

2022-2023 SISD School Calendar Options to review and vote upon. Click here to view the proposed 2022-2023 calendars:

[Copy of DRAFT Calendars 2022-2023](#)

Note: There are three tabs at the bottom of the spreadsheet. Make sure you click on each tab to see each choice.

Additional information about the current options:

Option A mirrors our current calendar with an added workday before school starts.

Option B has an earlier start and an earlier end date.

Option C has an earlier start date and a week spring break.

Please see survey link:

<https://forms.gle/PwG7UDe1OX5niRRk6>

DISCUSSION:

3 people have responses - 100% for Option A. Lisa will send to students on Google Calsroom and send a reminder to parents and then call a special meeting to discuss acceptin the results.

ACTION:

**Next ASC Meeting- 2021-2022 ASC Meetings will be at 4:00 PM on the last Thursday of every month.*

The next meeting will be at 2:30 PM on Thursday March 31, 2022 - the last Thursday of the month.

**Next SISD Board of Education Work Session and Meeting March , 2022*

BoardBook Link

Southeast Island School District is inviting you to a scheduled Zoom meeting.

Topic: Southeast Island School District Board of Education Work Session

Time: Feb 23, 2022 0530 PM Alaska, Board Meeting at

Join Zoom Meeting

<https://us02web.zoom.us/j/86350066529?pwd=RzBoTnBDUmhVSFZ2N2hzWThBNEk5dz09>

Meeting ID: 863 5006 6529

Passcode: 604722

Hollis School Public Calendar Link:

<https://calendar.google.com/calendar/u/0?cid=Y190OGNkZWQyNGM4OWtqaWY0MXAzbHVocDg5c0Bncm91cC5jYWxlbmRhci5nb29nbGUuY29t>

Information—all up-to-date information will be posted on our Facebook page and sent out on our school Facebook Messenger Group.

Schedule—currently operating with

School contacts:

Please share suggestions/questions/concerns by any of the following:

- 1. • private message both Julie and Lisa,*
- 2. • email both Julie jvasquez@sisd.org and Lisa lcates@sisd.org,*
- 3. • and/or call -please leave a voicemail as you can- the school 907-530-7108 or lisa at 907-530-7007 (home) or 208-860-7752 (cell)*

Adjournment: 5:21 PM. -

- Moved to adjourn: Sophia**
- Seconded: Deidre Jenson**

Naukati ASC Regular meeting

March 1, 2022

The meeting was called to order at 5:35pm on February 1st, 2022

Attendance: Laura Anania, Josh Musser, Tara Musser, Sarah Vasser, Cassandra Christopherson, Sharlett Collins, Janie W, and Cari Jones.

Approval of the Agenda- Laura makes a motion to approve the agenda with the added Easter plan. Sharlett seconds the motion. All in favor motion passes.

Approval of the minutes- Laura makes a motion. Sharlett seconds it. All in favor motion passes

Public comment- None

Student council- None

Communications- UA scholar award for senior, Collage flyers

Administration report-

1. Superintendent- None
2. President- Thank you everyone for being here and all the support we got for our fundraising.
3. Treasurer- I do not have the exact amount but it is less that \$12,000. We currently do not have a debit card but have submitted all the paperwork and are now just waiting to get it. Laura has purchased the approved snacks for the month out of pocket and will submit the recites. There is a budget of \$100 and she spent less that \$65. Josh makes a motion to reimburse her for the snack purchase not to exceed the \$100 budget allowed. Sharlett seconds. All in favor the motion passes.
4. Lead Teacher-The school Is a beehive of activates this month. We have a lot of sports going on. Elementary basketball starts next week. We have archery and missile school volleyball going on as well. The older kids' 7th and up did a trash pickup around our community and cleaned up quite a few bags of trash. We are doing new testing grades 3-9 and are looking at what those look like. They are more advanced, but the kids seem to be doing good so far.
5. Sports- There was a Wrestling tournament in Ketchikan. The boys did amazing. We had a lot of people comment on how well behaved and helpful our boys are. We had a Ketchikan teacher who was so impressed by the boys offer of help to hang signs and clean up that he insisted on buying the team dinner and dessert at the Landing Hotel. Archery is going well, and all the kids are shooting good and having fun. John and James are coming out next week and will give the kids a different feel on shooting. They are looking for potential kids to go to nationals. Middle school volleyball is going well. The kids are having a lot of fun and learning a lot. Were looking forward to our games and getting to go to Ketchikan in April. We will be having practice from 3:30 to 4:30 Monday through Thursday.

Old Business-

1. CTE Perkins Plan- None
2. School wide improvement- This is the last year for this, unless it gets extended another year. We have been putting the money to good use. The kids should be getting some new desks, New library books. We just ordered new shorts and knee pads for volleyball. We would like to try and

get some sweaters and t-shirts. Laura is looking at logos. The old camo shop in Craig has all of our old logos. Someone new just purchased the store and moved it to Klawock. We need to check with them about prices.

3. Wellness- Covid restrictions are changing. If your child is sick, please keep them home until they are well again. We may have to test our volleyball players before we go to Ketchikan for our game. We will find out closer to the date.
4. Title 1/ Migrant ed- This is being discussed who will be getting this and how it will be used for the kids.

New Business-

1. Volleyball trip to Ketchikan in April- We will need to investigate finding a church or somewhere cheap to stay so we are not spending a lot of money on lodging. We will need a male chaperone and with the coach and 8 kids it will be spendy to go over. Cutting costs in any way we can be a must.

2. Concessions funds- we have a volleyball game coming up and will be serving pizza at the game as well as nachos and hot dogs. We also have a cotton candy machine that we can do some cotton candy if we have enough sugar and time. We need to order more sugar so that we can have cotton candy at any of our events. It should be a good seller because its not something you see a lot. Tara makes a motion to approve \$100 a month to restock our concessions. Laura seconds. All in favor motion passes.

3. Easter- The school would like to put on an easter egg hunt for the kids of Naukati. We will need to buy some plastic eggs and candy to fill them with. We will also need to buy a couple of 5 dozen packs of eggs for coloring. We would like to host the egg hunt at the steam donkey area by the docks. Were going to get together on April 14 in the evening to color eggs. Then the morning of the 15th we will hide the eggs and have a hunt. Josh makes a motion to approve \$200 for easter supplies. Laura seconds the motion. All in favor motion passes.

The next meeting will be on April 5th at 5:30pm.

The meeting was adjourned at 6:15pm

Port Alexander ASC

Month of March 3, 2022 Meeting

Date/Time: 3/3/21

Attendance: Sherry, Molly, Julia, Deb, Shanna

Meeting called to order by: Deb time: 3:36

Motion to approve minutes 1st Molly 2nd Julia AIF passed

Reports:

District Office: It was official that two full contracts were issued to Patrick and Julia Trischman for Port Alexander. Everything is running smoothly.

Teachers - We had to adjust our schedule for all the second semester virtual classes, but we are all getting back in the swing of things. Patrick is teaching virtual biology, but having our high school student included in that. Patrick is also teaching 3 math classes virtually in the last hour of the day. Our high school student received high honors and he is taking biology and AK History virtually. Elementary is partaking in some State Art Competitions as well as getting some planters ready for Mother's Day. Students have been busy planting starts for a Mother's day flower basket as well as a fundraiser at the Spring PA Art Show. We continue to work diligently at our core classes, and enjoy learning world cultures in Social Studies. We get outside to study nature as much as possible on these nicer days. Students are taking virtual music lessons from Dancing with the Spirit Program.

Treasurer: We have roughly \$6000 in ASC funds.

Student Council: NA

Old Business from November:

- **AAATTSA Update -** We've had 7 application inquiries and the committee has been meeting bi-weekly. We are planning on extending our recruiting to the lower 48 by sending the flyer and applications to various schools. We have a due date of April 15th and hope we don't have to extend the deadline. We are hoping to get around 35 inquiries before officially interviewing for AAATTSA. Molly is working on the raffle ticket donation.
- **Art Show -** Arts council will have a meeting soon. The art show will be in May.

New Business:

- **BINGO - March BINGO** will be March 25th at 2:00. April BINGO will be April 15th at 2:00.
- **ASC to Country Club -** \$3500 was moved to Country Club Funds. Deb made motion, Julia second, AIF.

- **St. Patrick's Day (March 17)** - March 15th we will have a community pizza/icecream party. Games and community fun will be had.
- **Community Service Event (Earth Day April 22)** - 10:00 hike to clean a beach/boardwalks. Have a community bonfire after clean-up.
- **Easter (April 17th)** - City wide egg hunt. Hide eggs in woods at the point at 1:00pm.
- **STREAM Week - (Julia, Patrick, Ira, Anna, Kylie, Torin, Sage) May 9-13** - It depends on Covid and specific details.
- **Calendar votes** - Calendar A - Pepper, Molly, Julia, Deb, Shanna, Patrick, Sarah. Calendar B - Becky Calendar C - Michalea. **Overall, Calendar A wins.**

Comments:

Recognize AJ as Honor Roll and Sage as High Honor Roll.

Adjournment: First Molly _____ Second ___ Shanna _____ AIF passed
4:20 pm.

Whale Pass School

Advisory School Council Meeting Minutes

Tuesday, February 22, 2022

3:30 pm

- A. Call To order: Andy Cook called the meeting to order at 3:32 pm.**
- B. Approval of agenda:** Tamara Weaver made a motion to approve the agenda, Astrid Cook seconded, motion carried, all in favor.
- C. Approval of minutes from meeting: *Tuesday, January 25, 2022***
Jeremy Vasquez made a motion to approve the minutes, Tamara Weaver seconded the motion, motion carried, all in favor.
- C. People to be heard: *Andy Cook, Deidre Jensen***
- D. ASC Officers:**
- ☐ **Principal---*Deidre Jenson***
 - ☐ **Superintendent— *Sherry Becker***
 - ☐ **President— *Kayleena Toman***
 - ☐ **Treasurer— *Dolores Loucks***
 - ☐ **Lead Teacher— **Andy Cook****
- E. Items for Advisory School Council Consideration:**
- ☐ **New Business:**
 - ☐ **Pass a resolution to make April 15, 2022 the make-up day for the December 9, 2021 closure;** Tamara Weaver made a motion, Kayleena Toman seconded the motion, motion carried, all in favor.
 - ☐ **Pass a resolution removing Tamara Weaver from the WPS ASC**
 - ☐ **Tongass FCU bank account;** Kayleena Toman made the motion, Astrid Cook seconded the motion, motion carried, all in favor.
 - ☐ **CARES Act student travel funds; \$5,465.75;** Discussion followed, and it was agreed to leave the funds in place, and develop ideas for school field trips. Utilizing Don Alsup's new boat was mentioned.
 - ☐ **Financial Report/Current Bank Balance- Review the January, 2022 financial statement;** Financial statement was reviewed, there were no questions.
 - ☐ **SISD School Board monthly meeting will be held at WPS during the April ASC meeting; provide dinner, showcase student work and activities, ie: school tour, Subsistence Week slideshow, etc. . . discuss other ideas and set menu;** The various activities and projects students are working on were listed; Foraging vs. Farming commercials, Engineering & Design projects, Subsistence Week ppts, Elementary Greek gods projects. The menu will be decided on during the March meeting.
 - ☐ **Drawing for gun calendar—** A Browning X-Bolt Speed was substituted for the Winchester due to there being no Winchesters available for almost a year. Pam Beck was the winner of the February drawing.
 - ☐ **Student Council Report;** Student Council did not report.

F. Announcements:

- ☐ ***Date of next ASC meeting: Tuesday, March 29, 2022***

G. Adjournment: Andy Cook made a motion to adjourn the meeting at 3:46 pm. Tamara Weaver seconded the motion. Motion carried, all in favor.

H. Attendance: Andy Cook, Astrid Cook, Kayleena Toman, Caleb Toman, Tamara Weaver, Caren Cooke and all the WPS students.

Memorandum of Understanding

This Memorandum of Understanding (“MOU”) is entered into on the 25th day of February, 2022 between Sealaska Corporation (“Sealaska”), an Alaska corporation with an address at One Sealaska Plaza, Suite 400, Juneau, Alaska 99801; and the Southeast Island School District (“SISD”), an Alaska school district with an address at PO Box 19569, 1010 Sandy Beach Road, Thorne Bay AK 99919.

1. **Purpose:** This MOU documents the volunteer relationship between Sealaska and SISD. Sealaska provides Natural Resources (NR) Curriculum free of charge to SISD on an as-needed and/or request basis. Curriculum may be offered either for the entire semester or term, or be offered as an elective in Science or another major category of SISD choosing.
2. **Term:** This MOU is effective on the date of its execution and will continue indefinitely until such time the parties mutually agree to end the agreement. This MOU does not obligate either party to provide the resources listed below to the other party and either party may terminate the volunteer relationship at any time.
3. **Sealaska Resources:**
 - a. *Human Resources:*
 - i. Sealaska employee(s) and/or pre-authorized Sealaska Consultant(s) will collaborate to plan and recommend (or propose) a Natural Resource curriculum structure, calendar (school), and delivery mechanism(s) to the SISD. This will include both classroom instruction and scheduled field trips to island locations agreed upon by both parties.
 - ii. Personnel listed above may also reach out and assign independent instructor roles for particular segments of the NR Curriculum to partner organizations, including but not limited to; the US Forest Service (USFS), The Nature Conservancy (TNC), Sustainable Southeast Partnership (SSP), the State of Alaska, POW Tribal Conservation District (POW-TCD), and local Tribal Officials. University of AK Cooperative Extension Service representatives and independent specialists may also be called upon. Said entities will also offer their professionals free of charge to the SISD, regardless of their direct agreement with Sealaska.
 - b. *Other Resources:*
 - i. Sealaska, if circumstances warrant it, will offer handouts and other class materials pre-authorized by SISD faculty deemed effective in ensuring the NR Curriculum materials are suitable to the teachers for student learning, comprehension and retention.
 - ii. When or if necessary, Sealaska will offer company-owned highway vehicle(s) necessary to transport its assigned instructors on the scheduled field trip(s) mentioned in section 3.a.i.. It is understood that SISD faculty and students will use SISD assigned vehicles.
 - iii. By virtue of ongoing recommendations and referrals, Sealaska intends to promote the direct collaboration and partnership by SISD with varying

entities such as, but not limited to; AISES, ANSEP, STEM (or STEAM), CODEFY, NYCALC and other established local, regional, and national programs that provide additional educational opportunities for students.

4. **SISD Resources:**

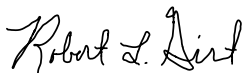
a. *Human Resources:*

- i. SISD employs 23 Alaska certified teachers throughout our eight schools and we serve apx. 145 students in grades K-12. Our schools include Thorne Bay School, Barry C. Stewart Kasaan School, Hollis School, Naukati School, Whale Pass School, Port Alexander School, Howard Valentine Coffman Cove School, and AK-TRAILS Correspondence/Homeschool Program. These teachers in addition to numerous non-certified staff agree to work in collaboration with Sealaska for the use of their resources as the need arises in the SISD curriculum/activities.
- ii. SISD also employs three part time greenhouse assistants as well as a full time Enrichment Activities Coordinator and an Agriculture and Greenhouse program manager. These staff will also be available to participate in the planning of various activities between the different agencies listed in this MOU.

b. *Other Resources:*

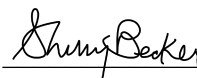
- i. SISD school properties, including our greenhouses, orchards, and livestock areas will be made available as needed
 - ii. SISD textbooks, supplemental curriculum, supplies and materials (ex. Microscopes, kayaks, gardening tools, scuba gear, drones (including underwater drones), etc. will be made available as needed to enable students to participate in NR activities.
 - iii. When or if necessary, SISD will offer district-owned highway vehicle(s) necessary to transport its assigned instructors and students on scheduled field trip(s) and activities.
5. By virtue of ongoing recommendations and referrals, Sealaska intends to promote the direct collaboration and partnership by SISD with varying entities such as, but not limited to; AISES, ANSEP, STEM (or STEAM), CODEFY, NYCALC and other established local, regional, and national programs that provide additional educational opportunities for students. **Indemnification:** SISD shall indemnify and hold Sealaska harmless from and against any and all liabilities, claims, losses, demands, and causes of action of any kind that Sealaska may incur or suffer that result from or are related to the Sealaska Resources provided to SEISD.

[Sealaska Corporation]:



By: Bob Girt
Its: Rural Community Liaison

[SISD]:



By: Sherry Becker
Its: Superintendent

AR 3514.1 Pesticide Application

The Superintendent or designee shall be responsible for ensuring that the following procedures are followed before application of a pesticide to an area of tDistrict property that is used by or is accessible to children.

Note: Districts and schools are permitted to develop a registration system to provide notification of pesticide application only to those parents who wish to receive the notification. If a registration system is not used, all parents of students at the applicable school site must receive notice prior to each pesticide application. 18 AAC 90.625.

Annual Registration for Notice of Pesticide Application

The Superintendent or designee shall provide written notice to parents/guardians at the beginning of each school year, or upon a child's enrollment, that pesticides may be used in or around district property. The notice shall explain how a parent may register to receive notification at least 24 hours prior to a pesticide treatment.

Notice

Note: If the notice is given in writing, it may not be included with any other notice being provided to parents or guardians on another matter. 18 AAC 90.625(d).

At least 24 hours prior to application of a pesticide, parents/guardians who have registered, as specified above, shall be provided individual notice delivered by phone, in person, electronic mail, U.S. mail, or facsimile. The notice must contain the following information:

- (1) a description of the area where the pesticide will be applied;
- (2) the date and approximate time of application; if the application will be outdoors, the notification must include three dates in chronological order in case the preceding date is canceled due to weather;
- (3) the common or brand name of each pesticide to be used;
- (4) the targeted pests to be controlled by the pesticide;
- (5) each active ingredient in the pesticide;
- (6) the EPA registration number;
- (7) the telephone contact number, if any, on the label of the pesticide for additional information about each pesticide; and
- (8) a contact name and telephone number at the school.

PESTICIDE APPLICATION (continued)

AR 3514.1(b)

Posting

Immediately before starting the application of a pesticide, the certified applicator shall post an 8 1/2 x 11-inch sign in the area of the school where the pesticide is to be applied. The Superintendent or designee shall ensure the sign remains posted and children are kept out of the treated area until the reentry interval on the label, if any, has expired; or, if the label does not specify a reentry interval, for at least 24 hours. The sign must be in the form specified by the Department of Environmental Conservation.

If pesticides are used outside the school term and the school is open to or accessible by the public, the notification required under this section must be prominently posted in a conspicuous location on the school premises at least 24 hours before the pesticide treatment is scheduled to begin and for at least 24 hours after application.

Emergency Application

The Superintendent or designee may authorize an immediate pesticide treatment without prior notification to registered parents if the Superintendent or designee determines an emergency exists. An emergency includes an immediate and unanticipated threat to the health and safety of individuals on District property. An emergency does not exempt the District from the posting requirements, to the extent possible.

Applications Not Requiring Notice or Posting

The SDS and/or DEC regulations should be consulted before determining that a pesticide does not require notification or posting. The following pesticide applications are not subject to the notification or posting requirements of this regulation:

- (1) applications of antimicrobial pesticides;
- (2) an application where the school remains unoccupied for a continuous 72 hour period following the application of the pesticide;
- (3) applications of rodenticides in tamper resistant bait stations or in areas inaccessible to children;
- (4) applications of silica gels and other ready-to-use pastes, foams, or gels that will be used in areas inaccessible to children.

Required Record Keeping

The Superintendent or designee shall keep records of pesticide applications subject to the notification and posting requirements of this regulation. Records must include

PESTICIDE APPLICATION (continued)

AR 3514.1(c)

(1) a copy of each notice issued, or, if no notice is issued for an emergency application, all the information required in a notice had one been issued;

(2) the date of application;

(3) the name and employer of the individual who applied the pesticide, including the individual's certification number;

(4) the rate of application;

(5) the concentration of the pesticide applied; and

(6) the total amount of pesticide used.

Records of pesticide application must be made available to the Department of Environmental Conservation and to the public for review.

AASB POLICY REFERENCE MANUAL
9/92

AR 3515 SCHOOL SAFETY AND SECURITY

Note: The following sample regulation may be revised or deleted.

The Superintendent or designee shall establish procedures to:

1. minimize fire hazards
2. reduce the probability of faulty equipment
3. guard against the chance of electrical shock
4. maintain physical records and funds in a safe place
5. protect against vandalism and burglary
6. assign responsibility for use of school building keys
7. maintain locked buildings during non-business hours
8. provide routine patrolling of the schools and school grounds
9. secure outdoor areas and reduce the number of entrances which give access to the schools, by means such as fencing or landscaping

Incidents of illegal entry, theft of school property, vandalism, and damage to school property from other causes shall be reported by phone to the Superintendent or designee as soon after discovery as possible. A written report of the incident shall be made within 24 hours.

Keys

Key refers to any object or process that allows access to a locked room or building. Keys may include a physical key, an electronic badge, electronic passcode, electronic key card, a biometric key, or other technology not yet developed.

All keys used in district buildings shall be the responsibility of the principal or building administrator. Keys shall be issued only to those employees who regularly need a key in order to carry out normal activities of their position.

Each principal shall set up a record keeping system so as to know at all times the location of all keys. The master key shall not be loaned.

Employees who have keys shall be responsible for the security of the room, gate or building involved. They shall lock all doors and windows and turn off all lights, air conditioning, heat, appliances etc., when leaving the room or building.

Business and Noninstructional Operations

The duplication of keys is prohibited. The person issued a key shall be responsible for its safekeeping. If a key is lost, the person responsible shall report the loss to the principal or building administrator immediately and shall pay for a duplicate key. Duplicate keys may be obtained only through the district office.

Keys shall be used only by authorized employees and shall never be loaned to students.

School Ground Security

Note: The following paragraph is optional.

The principal may appoint a security advisory committee composed of parents/guardians, students and staff. This committee shall examine the school's degree of security and existing site procedures for emergencies in order to recommend measures by which security may be enhanced and site procedures expanded or improved.

AASB POLICY REFERENCE MANUAL
9/92

BP 3100 Budget

Note: Pursuant to [A.S. 14.12.020](#), Regional Educational Attendance Areas are maintained by the state. Borough and city school districts are funded through local contributions authorized by the borough assembly or city council and state apportionments based on the amount of local contributions as defined in [A.S. 14.17.410](#). [A.S. 14.17.900](#) requires districts to operate under a balanced budget and provides that the state is not responsible for the debts of school districts.

The School Board shall establish and maintain a balanced budget. The School Board shall adopt an annual budget which is compatible with ~~district~~the district's mission, vision, strategic plan, and Board goals and objectives.

(cf. 0200 - Goals for the School District)
(cf. 3460 - Financial Reports and Accountability)

The district budget shall be prepared annually from the best possible estimates of revenues and expenditures. The Superintendent or designee shall determine the manner in which the budget shall be prepared and shall schedule the budget adoption process in accordance with legal time requirements. The Board shall take public input prior to the adoption of the budget or a revised budget. A public hearing shall be held prior to the adoption of the budget or a revised budget.

Note: The following optional paragraph provides for early public input and may be revised as desired.

~~In order to receive~~public input early in the budget preparation process, is encouraged. A budget advisory committee, composed of members of the community and staff, ~~and communities~~which shall ~~be given opportunity to provide input~~review the proposed budget at regular intervals during its preparation and shall report its findings and recommendations to the School Board, is recommended.

(cf. 1220 - Citizen Advisory Committees)

Legal Reference:

ALASKA STATUTES

[14.07.030](#)Powers of state department

[14.07.170](#)Additional powers and duties of state board

[14.12.020](#)Support, management and control

[14.14.060](#)Relationship between borough school district and borough

[14.14.065](#)Relationship between city school district and city

Business and Noninstructional Operations

[14.17.300 - 14.17.990](#) *Financing of public schools*

ALASKA ADMINISTRATIVE CODE

[4 AAC 09.005 - 4 AAC 09.050](#) *State Aid*

[4 AAC 09.110 - 4 AAC 09.990](#) *School Operating Fund*

Revised 3/04

Reviewed 4/07, 3/1/17

Adoption Date: 04/09/98

Southeast Island School District

BP 3260 Materials Fees

The School Board will make every effort to provide ~~equipment, books and instructional materials~~ the resources needed to maintain the desired instructional program so that teachers, students, and parents/guardians do not feel compelled to provide such items and school fund raising activities are minimized. The sale of any school supplies or materials must be authorized by the Superintendent or designee ~~or the Board~~.

(cf. 1321 - Soliciting Funds from and by Students)

Reviewed 4/07, 3/1/17

Adoption Date: 04/09/98

Southeast Island School District

BP 3280 Sale or Lease of Facilities or Real Property

Note: Pursuant to A.S. 14.14.060 and 14.14.065, the borough assembly and city council are empowered to determine the location of school buildings. The regional school board may obtain title to school lands and buildings from the state pursuant to A.S. 14.08.151. The following sample policy may be revised or deleted as appropriate.

The School Board shall dispose of, or recommend to the municipality, borough, or state the disposal of, school facilities or real property whenever it is apparent the district will have no future use for it. If unused property will be needed at some future time, the School Board may lease, or recommend to the municipality, borough, or state the lease of, such property ~~within one year following the school closure.~~ Any sale or lease of school facilities or real property will conform to the provisions of law.

(cf. 1330 - Use of School Facilities)

The School Board encourages public participation in the determination of school facility needs.

(cf. 1220 - Citizen Advisory Committees)

Legal Reference:

ALASKA STATUTES

[14.07.030](#) Powers of state department

[14.08.101](#) Powers (Regional school boards)

[14.08.151](#) Land and buildings

ALASKA ADMINISTRATIVE CODE

[4 AAC 31.085](#) Disposal of abandoned or obsolete property

Revised 1/03

Reviewed 4/07, 3/1/17

Adoption Date: 04/09/98

Southeast Island School District

BP 3400 Management of District Assets/Accounts

Note: [4 AAC 06.120](#) lists state adopted basic guides for public school accounting systems and the annual audit and requires that districts implement procedures consistent with these guides.

Accounting Systems

The Superintendent or designee shall provide ongoing internal accounting controls and a means for the accounting of **income** **revenue** and expenditures as outlined in the adopted budget.

(cf. 3440 - Inventories)

Audits

Note: [AS 14.14.050](#) requires an audit by October 1 of each year. The Board is not required to provide for an audit if an audit is conducted pursuant to [AS 29.35.110](#).

The **School** Board shall provide for an annual audit of **all** district accounts by **a** **an independent** public accountant who has no personal interest in district fiscal affairs. The audit shall be conducted in accordance with the requirements of **federal** **and** state regulations.

Note: Pursuant to A.S. 14.17.505, if the state department's review of the district's audit finds that the district's unreserved portion of its school operating fund year-end balance exceeds 10% of its expenditures for that year, the amount greater than 10% is deducted from state foundation aid for the current year (**waived until 2025**).

Legal Reference:

ALASKA STATUTES

[14.08.111](#) Duties (Regional school boards)

[14.14.050](#) Annual Audit

[14.14.060](#) Relationship between borough school district and borough

[14.14.065](#) Relationship between city school district and city

[14.17.505](#) Fund balance in school operating fund

ALASKA ADMINISTRATIVE CODE

[4 AAC 06.120](#) Accounting and audit manuals, charts of accounts, code descriptions

| Business and Noninstructional Operations

[4 AAC 06.121](#) *Annual financial reporting requirements*

[4 AAC 09.130](#) *School district audit*

[4 AAC 09.160](#) *Fund balance*

Adoption Date: 04/09/98

Southeast Island School District

BP 3440 Inventories

Note: The State Department of Education and Early Development recommends inventories include items valued at \$300 or more. Identical items may be grouped together in assessing value for purposes of inventory. If desired, the School Board may specify a lower amount below.

The Superintendent or designee shall provide for the proper control and conservation of district property. ~~An~~ He/she shall maintain an inventory ~~shall be maintained~~ for all items currently valued in excess of \$500 ~~5000.00 for capitalization and depreciation during the established life cycle. A separate non-capitalization and depreciation inventory will be maintained as or a part of fixed asset management~~ lesser amount if required by state or federal grant requirements or regulations.

~~Note: Pursuant to A.S. 14.11.017 equipment purchased for school construction projects funded with state funds must be accounted for under a fixed asset inventory system approved by the State Department of Education.~~

(cf. 3270 - Sale and Disposal of Books, Equipment and Supplies)
(cf. 3440.1 Fixed Assets Capitalization)
(cf. 3290 - Gifts, Grants and Bequests)
(cf. 3400 - Management of District Assets/Accounts)

Legal Reference:

ALASKA STATUTES

[14.11.011](#) Grant applications

[14.11.017](#) School construction grant conditions

[14.14.050](#) Annual audit

ALASKA ADMINISTRATIVE CODE

[4 AAC 06.120](#) Accounting and audit manuals, charts of accounts, code descriptions

[4 AAC 51.300](#) Vocational facilities and equipment

[CARL D. PERKINS VOCATIONAL EDUCATION ACT, Public Law 98-524, 99-159](#)

[34 CODE OF FEDERAL REGULATIONS, 74.132-74.140](#)

[Office of Management and Budget, Circular A-102, Attachment N, Property Management Standards](#)

Revised 4/02

Adoption Date: 04/09/98

Southeast Island School District

BP 3470 Fund Balance Classification

Note: This policy is consistent with the requirements of the Government Accounting Standards Board (GASB) Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions. The policy allows a school board to have greater control over the district's fund balances by addressing the order of spending.

Neither this policy nor GASB Statement No. 54 preclude the calculation required to be made in the Auditor's Report on Fund Balance Compliance as required by 4 AAC 06.121(5)(A).

The Board desires to establish a fund balance classification policy tailored to the needs of the School District in a manner consistent with governmental accounting standards. As provided for in Governmental Accounting Standards Board (GASB) Statement No. 54, the Board identifies the order of spending unrestricted resources applying the highest level of classification of fund balance, while honoring constraints on the specific purposes for which amounts in those fund balances can be spent.

It is the responsibility of the Superintendent or designee to make recommendations to the Board regarding fund balance designations. Formal Board action is required to establish, modify, and/or rescind a committed fund balance amount.

Purpose of Fund Balance

~~An appropriate fund balance is a critical factor in the long range financial planning of a school district to assure sound financial practices and management. There is a need to maintain a cash flow to provide financial reserves for unanticipated expenditures and/or revenue shortfalls of an emergency nature. Examples of these situations follow:~~

- ~~• Unexpected costs incurred by mandate, but not funded, State or Federal programs;~~
- ~~• Increased utility costs due to abnormal price increase or unusually cold weather;~~
- ~~• Greater than expected inflation;~~
- ~~• Unexpected decrease in Federal, State or Local revenue;~~
- ~~• Unexpected deficits in other operating funds (Student Nutrition Services, Student Transportation, Teacher Housing);~~
- ~~• Unexpected decrease in student enrollment.~~

Definitions:

~~**Fund Balance**—the cumulative difference between revenues and expenditures; it approximates available resources absent significant liabilities.~~

~~**Fund Balance Classifications**—GASB 54 established five classifications for fund balance~~

Fund balances will be classified as follows:

- A. Nonspendable fund balance – The nonspendable fund balance classification includes amounts that cannot be spent because they are either: (a) not in a spendable form ~~(such as inventory) or are~~; or, (b) legally or contractually required to be maintained intact ~~(such as the corpus of an endowment fund)~~. This includes items not expected to be converted to cash, including inventories, prepaid expenses, supplies, and long-term receivables, and the principal of a permanent fund.

- B. Restricted fund balance ~~amounts constrained to specific purposes by their providers (such as~~ – The restricted fund balance classification is utilized when constraints (restrictions) placed on the use of resources are either: (a) externally imposed by creditors, grantors, ~~bondholders, and higher levels of government~~); contributors, or governmental laws or regulations; or, (b) imposed by law through constitutional provisions, or ~~by~~ enabling legislation. This includes “categorical balances.”

- C. Committed Fund Balance – The committed fund balance classification reflects amounts that can only be used for specific purposes determined by formal action of the Board. Commitments may be removed or changed by formal Board action. This classification also includes contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements. Any remaining excess fund balance in a special revenue or capital projects fund at fiscal year end shall be a committed fund balance and designated for the intended purpose of that special revenue or capital project fund. Such fund balances shall be carried over to the ensuing fiscal year as Committed Fund Balance. ~~amounts constrained to specific purposes by a government itself, using its highest level of decision-making authority (Kenai Peninsula Borough School Board); to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest level action to remove or change the constraint. School Board action to constrain resources must occur prior to fiscal year end; however, the specific amount can be determined in the subsequent period~~

- D. Assigned Fund Balance – The assigned fund balance classification reflects amounts intended to be used by the district for specific purposes. Intent can be expressed by the Board or by the Superintendent, having been designated such authority. In governmental funds other than the general fund, assigned fund balance represents the amount that is not restricted or committed. ~~amounts a government intends to use for a specific purpose; intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority~~

- E. **Unassigned Fund Balance** – The unassigned fund balance classification is the residual classification for the general fund and includes all amounts not contained in the other classifications. Positive unassigned amounts will be reported only in the general fund. If another governmental fund, other than the general fund, has a fund balance deficit, then it will be reported as a negative amount in the unassigned classification of that fund. ~~amounts that are available for any purpose; these amounts are reported only in the general fund~~

~~The five categories of fund balance place varying strengths of spending constraints on available resources in a descending order as listed. Nonspendable fund balance is the most restrictive classification and unassigned fund balance is the least restrictive.~~

~~**State of Alaska Reserve Allowances** Alaska Administrative Code 4 AAC 09.160 (not GAAP compliant) establishes that reserves in the year-end fund balance in a school's operating fund may be only in the following categories:~~

- ~~1. Encumbrances,~~
- ~~2. Inventory,~~
- ~~3. Prepaid expenses including fuel,~~

~~Retirement~~

- ~~4. incentive program,~~
- ~~5. Self insurance, and~~
- ~~6. Federal impact aid received in response to the application submitted during fiscal year of the audit under 4 AAC 09.130.~~

~~**Unreserved Fund Balance** – portion of remaining Fund Balance that is available for appropriation or expenditure. This is further separated into (1) designated and (2) undesignated fund balances.~~

Policy

~~Alaska Statute AS 14.17.505 establishes that a District may not accumulate in a fiscal year an unreserved portion (as defined by 4 AAC 09.130) of its year-end fund balance in its school operating fund that is greater than 10 percent of its expenditure for that fiscal year.~~

Spending Prioritization

The order of spending regarding the restricted and unrestricted fund balances, when an expenditure is incurred for which both restricted and unrestricted fund balance is available, should first reduce restricted fund balance and then unrestricted fund balance.

Business and Noninstructional Operations

The order of spending regarding unrestricted fund balance is that committed amounts should be reduced first, followed by the assigned amounts, and then the unassigned amounts when expenditures are incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

The Board authorizes the Superintendent to assign amounts to a specific purpose in compliance with GASB 54. An unassigned fund balance should also be reported in the order of spending unrestricted resources, but is not restricted or committed.

~~It is the policy of the District to maintain a General Fund Unassigned Fund Balance which does not exceed 10 percent of the current year's General Fund expenditures.~~

~~When an expenditure has been duly authorized and funding to pay for the expenditure is available within multiple fund balance classifications, the funding available in the most restrictive classification will be used first.~~

Legal References:

~~ALASKA ADMINISTRATIVE CODE~~

~~4 AAC 09.130 School District Audit~~

~~4 AAC 09.160 Fund Balance~~

~~ALASKA STATUTES~~

~~AS 14.17.505 Fund Balance in School Operating Fund~~

~~DEED Uniform Chart of Accounts~~

Added 10/11

Adoption Date: 04/09/98

Southeast Island School District

BP 3530 Risk Management

Note: [A.S. 14.03.150](#) requires districts to maintain adequate property insurance for replacement cost of district facilities and equipment. [4 AAC 31.200](#) requires that Regional Education Attendance Areas include the state as an additional insured on property loss insurance.

The School Board desires to ~~protect district resources by maintaining~~ maintain a program of risk management ~~including~~ to protect district property and resources against harm or loss by identifying risks and administering a program designed to minimize and/or prevent losses. The risk management schedule shall include, but not be limited to:

- ~~1.~~ 1. Property Loss Insurance (buildings and equipment~~);~~)
- ~~2.~~ 2. Workers Compensation Insurance~~;~~
3. Liability Insurance~~;~~

~~3.~~
(cf. 4154 - Personnel Insurance/Health & Welfare Benefits)
(cf. 5143 - Students/Insurance/Athletic Insurance)

Note: [A.S. 14.08.091](#) requires that the officer of the regional school board responsible for custody of district funds file a bond for \$50,000 with the State Commissioner. [A.S. 14.14.020](#) requires that districts or municipalities obtain a bond not to exceed \$50,000 before the officer responsible for district moneys begins Board duties, unless the officer has already been bonded pursuant to [A.S. 29.20.610](#), and that the bond be filed with the clerk of the school board.

The district officer responsible for the custody of district moneys and property shall be bonded as required by law. The School Board may require the bonding of employees holding positions which have extensive access to property and money.

The Alaska Statutes and Administrative Codes listed herein outline the minimum requirements.

Legal Reference:

ALASKA STATUTES

[14.03.150](#) *Property Insurance required*

[14.08.091](#) ~~Administration~~ *Organization; oath and bond.* (Regional Education Attendance Areas)

[14.11.011](#) *Grant applications*

[14.12.115](#) *Indemnification*

[14.14.020](#) *Bond required*

[21.76.010-21.76-900](#) *Joint insurance arrangements*

ALASKA ADMINISTRATIVE CODE

[4 AAC 31.200](#) *Loss protection required*

[4 AAC 31.205](#) *Self-insurance programs*

[4 AAC 31.210](#) *Deductible amounts*

[4 AAC 31.215](#) *Proceeds*

[4 AAC 31.220](#) *Proof of insurance*

[4 AAC 31.225](#) *Failure to procure insurance*

Adoption Date: 04/09/98

Southeast Island School District

BP 3542 Roles and Duties of ~~Bus Drivers~~ **Employees**

Authority of School Bus Drivers

Students transported in a school bus shall be under the authority of, and responsible directly to, the driver of the bus. The driver shall be held responsible for the orderly conduct of the students while they are on the bus or being escorted across a street, highway, or road.

(cf. 5131.1 - Bus Conduct)

All bus drivers shall receive training as mandated by law. They also shall be familiar with and adhere to district policies and regulations relating to student transportation.

Note: State law, [AS 28.35.161](#), prohibits texting while driving. Option 1 sets forth this legal requirement. Option 2 prohibits the use of all personal phones and devices while driving or performing professional duties.

Option 1:

Bus drivers are prohibited from utilizing a cell phone or other portable electronic device to read or type text messages or other non-voice communications while driving.

Option 2:

Bus drivers are prohibited from using personal cell phones or other personal electronic devices at all times while driving and while performing other professional duties. Use of district provided phones or electronic equipment shall be in compliance with district procedures. Bus drivers are prohibited from utilizing a district issued cell phone or other portable electronic device to read or type text messages or other non-voice communications while driving.

Legal Reference:

ALASKA STATUTES

[28.15.046](#) Licensing of school bus drivers

[28.35.161](#) Use of electronic devices while driving; unlawful installation of television, monitor, or similar device

ALASKA ADMINISTRATIVE CODE

[4 AAC 27.200](#) Approved school bus driver training courses

[4 AAC 27.210](#) Certification of instructors

[4 AAC 27.220](#) *Minimum standards for school bus driver training courses*

[4 AAC 27.225](#) *Issuance of school bus driver certificates under 4 AAC 27.200(a) and (b)*

[4 AAC 27.230](#) *Issuance of school bus driver certificates under 4 AAC 27.200 (c)*

[4 AAC 27.235](#) *Revocation of school bus driver training course approval*

[4 AAC 27.240](#) *Revocation of instructor certificate*

Revised 10/13

Adoption Date: 04/09/98

Southeast Island School District

BP 3554 Other Food Sales

The Board believes that all food available at school should contribute to the development of sound nutritional habits and should reflect concern for the health and well-being of our students.

During School Day

Between the hours of 12:00 AM and 30 minutes after the conclusion of the instructional day, the Superintendent or designee may permit food and beverage sales by student or adult entities or organizations provided that these sales meet the requirements of the National School Lunch Act, Nutrition Standards for All Foods Sold in Schools, also known as Smart Snacks in School, [or other District programs](#), do not impair the food service's ability to be financially sound, and observe appropriate sanitation and safety procedures.

(cf. 5040 – Student Nutrition and Physical Activity)

(cf. 6163.4 – School Gardens, Greenhouses and Farms)

Outside of School Day

From 30 minutes after the conclusion of the instructional day until 12:00 AM, the Superintendent or designee may permit food and beverage sales by student or adult entities or organizations provided that these sales comply with state and federal regulations and observe appropriate sanitation and safety procedures.

(cf. 1321 - Solicitations of Funds from and by Students)

Legal Reference:

UNITED STATES CODE

Richard B. Russell National School Lunch Act, [42 U.S.C. 1751-1769j](#)

Child Nutrition Act of 1996, [42 U.S.C. 1771-1793](#)

CODE OF FEDERAL REGULATIONS

[7 C.F.R. Parts 210](#) and [220](#), National School Lunch Program and Breakfast Program

Federal Register

Nutrition Standards for All Foods Sold in Schools ("Smart Snacks in School"), Vol. 78, No. 125, Part II, Department of Agriculture (2013)

Revised 2/09, 11/14

Adoption Date: 04/09/98

Southeast Island School District