



**SOUTHEAST ISLAND SCHOOL DISTRICT
BOARD OF EDUCATION**
Regular Meeting
Wednesday, August 30, 2023

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: 12:00 PM
LOCATION: Port Alexander School and Via Zoom
Block 9 Tract A
Port Alexander, AK 99836
VIRTUAL URL: <https://us02web.zoom.us/j/86379068383?pwd=bnJSNEVoTk9CRDgzREtRcUFHVnY3UT09>

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. DISTRICT VISION, MISSION, AND GOALS
5. APPROVAL OF AGENDA
6. WELCOME TO VISITORS
7. PUBLIC COMMENT 5
8. 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 Meeting Minutes
 1. May 3, 2023: Regular Meeting Minutes 7
 2. **ADDED: May 25, 2023, Regular Meeting Minutes 12**
 3. June 29, 2023: Special Meeting Minutes 14
 4. July 24, 2023: Special Meeting Minutes 18
 - B. Approval of August 2023 Financial Report 21
 - C. Employment

1. FY 2024 Classified Employment:
 - a. Coffman Cove: Judy Adamson (Paraprofessional), Janie Wainscott (Cook & Custodian)
 - b. District: Madeline Jennings (Greenhouse/Agriculture Program Coordinator)
 - c. Hollis: Amanda Baker (Paraprofessional)
 - d. Kasaan: Amanda Hendrixson (Cook), Jessica West (Paraprofessional)
 - e. Naukati: Robert Deuel (Cook), Pamela Martensen (Paraprofessional), Tara Musser (Paraprofessional), Cora Quigley (Custodian), Dawn Sheets (Paraprofessional, pending receipt of required documentation), **ADDED: Ernie Jones (Student Transportation: On-call Driver)**
 - f. Port Alexander: Jennifer Carter (Paraprofessional), Earl Durdle (Maintenance Technician), Michaela Larsen (ATTSAA, Paraprofessional), Shanna Smith (Paraprofessional), Paul Young (Custodian, Paraprofessional)
 - g. Thorne Bay: Jessie Brookins (Paraprofessional, pending receipt of required documentation), Tari Cook (Paraprofessional), Sarah Garrison (Paraprofessional), Joshua Hayes (Custodian), Maria Lineker (Cook), Michaelann Opp (Cook), Darlene Putman (Paraprofessional), Colby Silverthorn (Custodian), John Stevens (Bus Driver)
 - h. Whale Pass: Michelle Dempsey (Paraprofessional), Peggy Dempsey (Cook), Caleb Toman (Custodian), Kayleena Toman (Paraprofessional)
2. FY 2024 Teacher Contracts: Matthew Gore (Itinerant Teacher), Vivian Merkley (Thorne Bay Secondary)
3. FY 2024 Teacher Contract Addendums: Melissa Dougherty, Julia Trischman
4. FY 2024 Lead Teacher Extra-Duty Contracts: Laura Anania (Naukati), Lisa Cates (Hollis co-Lead), Cassandra Christopherson (AK-TRAILS), Michael Congdon (Kasaan), Anthony Cook (Whale Pass), Melissa Dougherty (Coffman Cove co-Lead), Donna Nixon (Coffman Cove co-Lead), Julia Trischman (Port Alexander), Julie Vasquez (Hollis co-Lead)

9. ADMINISTRATIVE/BOARD REPORTS

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a. Port Alexander School Report	35
b. ADDED: Naukati School Report	
c. ADDED: Hollis School Report	
2. Thorne Bay Principal/Curriculum Report	37
3. Maintenance Report	
4. Technology Report	

5.	Child Nutrition Program Report	
6.	Greenhouse/Agriculture Program Report	39
B.	Business Report	40
10.	UNFINISHED BUSINESS	
A.	Action on Administrative/Board Reports	
B.	ADDED: 2nd Reading BP 4218, Classified Personnel - Dismissal/Suspension/ Disciplinary Action	57
11.	NEW BUSINESS	
A.	FY 2024 Professional Services Contract with Nyquest4Kids for Special Education Director and Mentoring Services	
B.	FY 2025-2030 Six-year Capital Improvement Plan	64
C.	Ratification of FY 2024 Lease Agreement with Jay and Jodi Mar	
D.	Resolution 2024-02: A resolution in support of the Alaska Housing & Finance Corporation Grant Application	66
E.	2023-2024 Student/Parent Handbook	67
12.	INFORMATION ITEMS	
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3.	Advisory School Council Meeting Minutes	
a.	Barry Craig Stewart Kasaan	
b.	Hollis	
c.	Howard Valentine Coffman Cove	
d.	Naukati	
e.	Port Alexander	
f.	Thorne Bay	

g. Whale Pass

13. ADVANCE PLANNING

- A. September 2023 Regular Board Meeting: 3rd Wednesday is September 20, 2023
- B. AASB: Superintendent Transition Meeting (October 5, 2023, Thorne Bay)
- C. AASB Facilitated Strategic Planning (October 6-7, 2023, Thorne Bay)
- D. AASB Fall Boardsmanship Academy (September 16-17, 2023, Anchorage) & Annual Conference & Youth Leadership Institute (November 9-12, 2023, Anchorage)
- E. **ADDED: School Safety and Wellness Summit (Anchorage, September 13-14, 2023)**

14. PUBLIC COMMENT

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15. BOARD COMMENT

16. EXECUTIVE SESSIONS

17. 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
May 3, 2023**

MINUTES

Location:

Thorne Bay School and via Zoom, 1010 Sandy Beach Road, Thorne Bay, AK 99919

CALL TO ORDER

Board President Shannon Silverthorn called the meeting to order at 5:30 PM

ROLL CALL

Risa Carlson, Shannon Silverthorn, and William Curtis attended via video conference. Sandy Curtis, Molly Kimzey, and Student Representative Charles King were absent.

Quorum: yes

APPROVAL OF AGENDA

Motion: Approve the agenda.

By: Carlson

Second: yes

Student Representative Vote: Absent

Board Vote: Yea: 3; Nay:0 ; Absent: 2

Resolved: passed

WELCOME TO VISITORS

Board President Shannon Silverthorn welcomed visitors: Branzon Anania, Laura Anania, Mike Congdon, Andy Cook, Llsa Cates, Amy Jennings, Terri Kohn, Sonya Cook, Rod Morrison, Lucienne Smith

PUBLIC COMMENT

None.

CONSENT AGENDA

Motion: Pass the consent agenda [4/12/23 regular meeting minutes, 4/13/23 special meeting minutes, 4/25/23 special meeting minutes; May 2023 financial report; employment including FY23 extracurricular contracts for Hadara Jennings, FY24 teacher contract addendums for Sonya Cook and Samuel White, FY24 teacher contract pending receipt of required documentation for Ginger White]

By: Tyrell

Second: yes

Student Representative Vote: Absent

Board Vote: Yea: 3; Nay:0 ; Absent: 2

Resolved: passed

ADMINISTRATIVE/BOARD REPORTS

Deidre Jenson gave the Interim Superintendent's report. Topics included:

Interim Superintendent Jenson invited administrators and departments to present highlights of their reports.

Area Principal/Activities Director Shaine Nixon shared a slideshow and commented on STREAMS week. Mr. Nixon then invited lead teachers/schools to share highlights. Lisa Cates shared information about Hollis School, Mike Congdon share information about the Barry Craig Stewart Kasaan School. Laura Anania shared information about archery and the Naukati School Improvement Plan. Deidre Jenson shared information about Alaska Tides to Tongass Science & Arts Academy. Andy Cook shared inf

Thorne Bay Principal/Student Services Director Deidre Jenson shared xxxx.

Deidre Jenson shared information for THRIVE/SEL grants.

Maintenance Director Branzon Anania shared information about the Hollis School Replacement project and the CIP six-year plan.

Technology Coordinator Everett Cook shared information about StarLink, E-Rate, the RUS grant, backup drives, and security cameras.

Deidre Jenson shared information for Child Nutrition Programs and new grants, upcoming help, and sales for Greenhouse/Agriculture programs.

Lucienne Smith commented on the Business Manager's report. She shared information on Timber Receipts, 3rd quarter grants, GMS, and the BAG grant.

BUSINESS ITEMS

Motion: We move forward on ARPA [the American Rescue Plan Act Mitigation and Prevention Plan update]

By:

Second: yes

Student Representative Vote: Absent

Board Vote: Yea: 3; Nay:0; Absent: 2

Resolved: passed

Motion: Approve the Calendar Option A as the 2023-2024 School Calendar for all schools.

By: Silverthorn

Second: yes

Student Representative Vote: Absent

Board Vote: Yea: 3; Nay:0; Absent: 2

Resolved: passed

Motion: Advance the [FY 2024] Budget to a 4th reading.

By: Tyrell

Second: yes

Student Representative Vote: Absent

Board Vote: Yea: 3; Nay:0; Absent: 2

Resolved: passed

Motion: Approve the [FY 2024 – FY 2025 Superintendent] Contract for Rodney Morrison

By: Tyrell

Second: yes

Student Representative Vote: Absent

Board Vote: Yea: 3; Nay:0; Absent: 2

Resolved: passed

Motion: Approve the Letter [of Decision for the Appeal Regarding the Interim Superintendent's Answer to a Formal Complaint Regarding Personnel Matters] as written and in the Board packet.

By: Tyrell

Second: yes

Student Representative Vote: Absent

Board Vote: Yea: 3; Nay:0; Absent: 2

Resolved: passed

Motion: Add an update to the strategic plan onto our Fall [2023] meeting with AASB to review the post-superintendent search and our working relationship with the new superintendent.

By: Silverthorn

Second: yes

Student Representative Vote: Absent

Board Vote: Yea: 3; Nay:0; Absent: 2

Resolved: passed

Motion: Approve the Letter [of Recommendation for Association of Alaska School Board's Superintendent Search Service] as written and shown in the boardbook.

By: Tyrell

Second: yes

Student Representative Vote: Absent

Board Vote: Yea: 3; Nay:0; Absent: 2

Resolved: passed

Motion: Approve the Hollis School Overhead Power Line Extension Agreement with AP&T, Alaska Power Company [for \$22,154.12]

By: Carlson

Second: yes

Student Representative Vote: Absent

Board Vote: Yea: 3; Nay:0; Absent: 2

Resolved: passed

Motion: Approve that we should go ahead with purchasing the [preschool] playground equipment specifically [from] BYO [Recreation].

By: Carlson

Second: yes

Student Representative Vote: Absent

Board Vote: Yea: 3; Nay:0; Absent: 2

Resolved: passed

ADVANCE PLANNING

The next regular Board meeting was scheduled to be held at Thorne Bay School and via Zoom on Wednesday, August 16, 2023 [the meeting was later rescheduled for August 30, 2023 at 12:00 PM]. A work session will be held prior to the meeting.

Graduation Dates and Attendees:

- May 20 @ 2:00 PM: Whale Pass; Shannon Silverthorn, Sandy Curtis, Deidre Jenson, and Shaine Nixon attending
- May 24 @ 5:30 PM: Thorne Bay, Naukati, AK-TRAILS (in Thorne Bay); Shannon Silverthorn, Risa Carlson (tentatively), Deidre Jenson, and Shaine Nixon attending
- May 25 @ 2:00 PM: Coffman Cove; Shannon Silverthorn, Sandy Curtis (tentatively), Deidre Jenson, and Shaine Nixon attending

PUBLIC COMMENT

None

BOARD COMMENT

William Tyrell commented regarding the positive things happening in the District.
Shannon Silverthorn commented regarding students having fun and learning.

ADJOURNMENT

Motion: Adjourn

By: Tyrell

Second: yes

Student Representative Vote: Absent

Board Vote: Yea: 3; Nay:0; Absent: 2

Resolved: passed

Time: 6:48 PM

Shannon Silverthorn, Board President

Date

Sandy Curtis, Board Clerk

Date



**SOUTHEAST ISLAND SCHOOL DISTRICT
BOARD OF EDUCATION
SPECIAL MEETING
May 25, 2023**

MINUTES

Location: Audio/video conference via Zoom

CALL TO ORDER

Board President Shannon Silverthorn called the meeting to order at 10:05 AM.

ROLL CALL

Board Members Risa Carlson, Sandy Curtis, Shannon Silverthorn, and William Tyrell attended via audio/video conference. Board Member Molly Kimzey and Student Representative Charles King were absent.

Quorum: Yes

APPROVAL OF AGENDA

Motion: Approve the agenda

By: Tyrell

Second: yes

Student Representative Vote: Absent

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

Resolved: passed

WELCOME TO VISITORS

Board President Shannon Silverthorn welcomed visitors: Karen Clark, Branzon Anania, Terri Kohn, and Tiffany Jackson.

PUBLIC COMMENT

None

BUSINESS ITEMS

Motion: Approve the Proposal to Purchase Amplify English/Language Arts Curriculum Materials for Grades K-5 for \$102,085.30 including professional development.

By: Curtis

Second: yes

Student Representative Vote: Absent

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

Resolved: passed

PUBLIC COMMENT

None

BOARD COMMENT

None

ADJOURNMENT

Motion: Adjourn

By: Carlson

Second: yes

Student Representative Vote: Absent

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

Resolved: passed

Time: 10:11 am

Shannon Silverthorn, Board President

Date

Sandy Curtis, Board Clerk

Date

DRAFT



**SOUTHEAST ISLAND SCHOOL DISTRICT
BOARD OF EDUCATION
SPECIAL MEETING
June 29, 2023**

MINUTES

Location:

Remotely via Zoom

CALL TO ORDER

Board President Shannon Silverthorn called the meeting to order at 9:01 AM.

ROLL CALL

Board Members Risa Carlson, Sandy Curtis, Molly Kimzey, Shannon Silverthorn, and William Tyrell attended via audio/video conference.

Quorum: Yes

APPROVAL OF AGENDA

Motion: Approve the agenda

By: Tyrell

Second: yes

Board Vote: Yea: 5; Nay: 0

Resolved: passed

WELCOME TO VISITORS

Board President Shannon Silverthorn welcomed visitors: Melissa Dougherty, Lisa Cates, Laura Anania, Amy Jennings, Terri Kohn, Everett Cook, Mariia Taylor, Rod Morrison, Lucienne Smith, Christi Nixon, Shaine Nixon

PUBLIC COMMENT

Melissa Dougherty commented regarding contract negotiations.

REPORTS

Incoming Superintendent Rod Morrison presented his report to the board.

BUSINESS ITEMS

Motion: Approve the FY 2024 Budget.

By: Curtis

Second: yes

Board Vote: Yea: 5; Nay: 0

Resolved: passed

Motion: Approve the FY 2024 teacher contract addendums for Julia Trischman and Patrick Trischman, FY 2024 administrator contract for Astrid Richard-Cook, and FY 2024 classified employment for Branzon Anania, Karen Clark, Alexander Hert, Amy Jennings, Amanda Kiely, Joshua Musser, Angela Near, Christine Page Haufe, Darlene Putman, and Mariia Taylor.

By: Curtis

Second: yes

Board Vote: Yea: 5; Nay: 0

Resolved: passed

Motion: Approve the FY 2024 Administrative Contract, pending receipt of required documentation, for Nathan Freeman. as well as [FY 2024 teacher contract pending receipt of required documentation for] John Walsh.

By: Curtis

Second: yes

Board Vote: Yea: 5; Nay: 0

Resolved: passed

Motion: Approve those contracts [FY 2024 professional services contracts with Alaska Speech Trooper, Mary Jane Rapport, and Tara-Renee H. Whalen].

By: Curtis

Second: yes

Board Vote: Yea: 5; Nay: 0

Resolved: passed

Motion: Ratify the 2023-2024 Collective Agreement Between Southeast Island School District and the Southeast Island Education Association

By: Curtis

Second: yes

Board Vote: Yea: 5; Nay: 0

Resolved: passed

Motion: Approve the elective course description for Community Maintenance I

By:

Second: yes

Board Vote: Yea: 5; Nay: 0

Resolved: passed

Motion: Move BP 4218, Classified Personnel - Dismissal/Suspension/ Disciplinary Action to a second reading.

By: Curtis

Second: yes

Board Vote: Yea: 5; Nay: 0

Resolved: passed

Motion: Approve Hollis School Replacement RFP 18, Fire Suppression Changes

By: Curtis

Second: yes

Board Vote: Yea: 5; Nay: 0

Resolved: passed

Motion: Approve the proposal for the Thorne Bay School sprinkler system from Ketchikan Mechanical, Inc., and the proposal for the Thorne Bay Gym sprinkler system from Ketchikan Mechanical, Inc . One was for \$14,269.59 [school] and the other was for \$39,779.31 [gym].

By: Curtis

Second: yes

Board Vote: Yea: 5; Nay: 0

Resolved: passed

The Title 1 School-wide Plans for Howard Valentine Coffman Cove, Hollis, Barry Craig Stewart Kasaan, Port Alexander, Thorne Bay, and Whale Pass Schools were included in the School Board packet for School Board and public review. Naukati School's School Improvement Grant information was shared during the May 3, 2023 regular meeting.

The Parent and Family Engagement Policies for Howard Valentine Coffman Cove, Hollis, Barry Craig Stewart Kasaan, Naukati, Port Alexander, Thorne Bay, and Whale Pass Schools were included in the School Board packet for School Board and public review.

PUBLIC COMMENT

Lisa Cates commented regarding the Hollis School Replacement furniture, art, and playground equipment.

BOARD COMMENT

Molly Kimzey thanked Deidre Jenson and Amy McDonald for their contributions to the district and thanked everyone who was working over the summer. Sandy Curtis and William Tyrell expressed appreciation to Deidre Jenson for all of her work. Risa Carlson thanked Deidre Jenson and Amy McDonald for their contributions.

ADJOURNMENT

Motion: Adjourn

By: Kimzey

Second: yes

Student Representative Vote: Absent

Board Vote: Yea: 5; Nay: 0

Resolved: passed

Time: 10:01 AM

Shannon Silverthorn, Board President

Date

Sandy Curtis, Board Clerk

Date

DRAFT



**SOUTHEAST ISLAND SCHOOL DISTRICT
BOARD OF EDUCATION
SPECIAL MEETING
July 24, 2023**

MINUTES

Location: Audio/video conference via Zoom

CALL TO ORDER

Board Clerk Sandy Curtis called the meeting to order at 1:01 PM.

ROLL CALL

Board Members Risa Carlson, Sandy Curtis, Molly Kimzey, and William Tyrell attended via audio/video conference. Board Member Shannon Silverthorn was absent.

Quorum: Yes

APPROVAL OF AGENDA

Motion: Approve the agenda

By: Kimzey

Second: yes

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

Resolved: passed

WELCOME TO VISITORS

Board Clerk Sandy Curtis welcomed visitors: Angi Near, Lisa Cates, Cassandra Christopherson.

PUBLIC COMMENT

None

SUPERINTENDENT REPORT

Superintendent Rod Morrison shared the Superintendent Report, including his goals, communication/meetings with District stakeholders, staff interviews/hiring, grants, Hollis School Replacement project, concerns addressed, inservice planning, Ribbon-cutting Ceremony/Celebration of Hollis School Plan opening, and District Crisis Plan, and celebrations/achievements.

BUSINESS ITEMS

Motion: Approve FY 2024 classified employment as posted [for Everett Cook, Terri Kohn, and Terry West].

By: Kimzey

Second: yes

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

Resolved: passed

Motion: Approve the recommended bids for Capital Improvement Project from Capital Office, MoveStrong, Amazon, OETC, and Southeast Business Machines for \$175,797.57.

By: Kimzey

Second: yes

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

Resolved: passed

Motion: Approve Resolution 2024-01.

By: Kimzey

Second: yes

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

Resolved: passed

PUBLIC COMMENT

Superintendent Rod Morrison commented regarding meeting stakeholders. Lisa Cates commented thanks regarding the Hollis School Replacement purchases. Cassandra Christopherson welcomed Rod Morrison and thanked Angi Near. Angi Near commented on her future plans.

BOARD COMMENT

Sandy Curtis thanked Angi Near. Molly Kimzey thanked Angi Near, welcomed Rod Morrison, and commented regarding District visits to Port Alexander. William Tyrell commented regarding the Hollis School Replacement project.

ADJOURNMENT

Motion: Adjourn this meeting

By: Kimzey

Second: yes

Student Representative Vote: Absent

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

Resolved: passed

Time: 1:23 PM

Shannon Silverthorn, Board President

Date

Sandy Curtis, Board Clerk

Date

DRAFT



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: Rodney Morrison, Superintendent

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

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

Date: August 20, 2023

SUBJECT: FINANCIAL REPORT NARRATIVE

The following pages are the monthly August 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: 8 / 23

Fund	Received		Estimated Revenue	Revenue %	
	Current Month	Received YTD		To Be Received	Received
100 GENERAL OPERATING FUND	356,051.00	802,119.04	6,650,031.00	5,847,911.96	12 %
205 PUPIL TRANSPORTATION FUND	0.00	21.08	198,528.00	198,506.92	0 %
237 ALASKA PRE ELEMENTARY PROGRAM	0.00	0.00	212,202.00	212,202.00	0 %
255 FOOD SERVICE FUND	0.00	0.00	304,281.00	304,281.00	0 %
256 FRESH FRUIT & VEGETABLES	0.00	0.00	1,068.75	1,068.75	0 %
260 TITLE I-A BASIC	0.00	0.00	141,499.00	141,499.00	0 %
261 TITLE I-C MIGRANT	0.00	0.00	52,992.00	52,992.00	0 %
262 MIGRANT BOOKS	0.00	0.00	2,448.00	2,448.00	0 %
264 Title IVA INNOVATIVE	0.00	0.00	26,391.00	26,391.00	0 %
266 TITLE IIA PRINCIPAL/TEACHER RETENTION &	0.00	0.00	32,175.00	32,175.00	0 %
268 TITLE VI-B IDEA	0.00	0.00	61,869.00	61,869.00	0 %
270 TITLE VI-B SEC 619 PRESCHOOL DISABLED	0.00	0.00	4,437.00	4,437.00	0 %
271 CARL PERKINS	0.00	78.61	22,000.00	21,921.39	0 %
274 TITLE IA SCHOOL IMPROVEMENT	0.00	0.00	50,000.00	50,000.00	0 %
280 CSLD	0.00	0.00	409,834.00	409,834.00	0 %
297 COVID RELIEF - ARP ACT ESSER III	0.00	0.00	277,984.00	277,984.00	0 %
298 COVID DISCRETIONARY	0.00	0.00	6,956.71	6,956.71	0 %
358 SOAR - KLAWOCK	0.00	0.00	20,049.78	20,049.78	0 %
360 INDIAN EDUCATION	12,722.00	12,722.00	12,722.00	0.00	100 %
365 REAP	0.00	4,821.00	4,821.00	0.00	100 %
366 SELECT - KLAWOCK	0.00	0.00	20,000.00	20,000.00	0 %
368 THRIVE	0.00	0.00	150,000.00	150,000.00	0 %
369 REWARD - TLINGIT & HAIDA	0.00	0.00	20,000.00	20,000.00	0 %
370 SUCCEED	0.00	0.00	498,564.00	498,564.00	0 %
375 TEACHER HOUSING	1,674.00	3,085.91	110,000.00	106,914.09	3 %
379 USDA	0.00	0.00	59,250.00	59,250.00	0 %

SOUTHEAST ISLAND SCHOOL DISTRICT
Statement of Revenue Budget vs Actuals
For the Accounting Period: 8 / 23

Fund	Received		Estimated Revenue	Revenue %	
	Current Month	Received YTD		To Be Received	Received
536 20-002 HOLLIS K-12 SCHOOL REPLACEMENT DESIGN &	0.00	0.00	2,611,171.42	2,611,171.42	0 %
600 THE CAFE	0.00	0.00	7,200.00	7,200.00	0 %
711 STUDENT AGENCY FUND AGRICULTURE	0.00	646.38	0.00	-646.38	%
Grand Total:	370,447.00	823,494.02	11,968,474.66	11,144,980.64	7 %

SOUTHEAST ISLAND SCHOOL DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 8 / 23

Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Comm.
100 GENERAL OPERATING FUND	213,240.98	654,930.71	6,784,370.00	6,784,370.00	6,129,439.29	10%
205 PUPIL TRANSPORTATION FUND	2,987.63	3,087.63	145,037.00	145,037.00	141,949.37	2%
237 ALASKA PRE ELEMENTARY PROGRAM	2,315.83	2,387.52	212,202.00	212,202.00	209,814.48	1%
255 FOOD SERVICE FUND	7,447.69	8,710.22	303,281.00	303,281.00	294,570.78	3%
256 FRESH FRUIT & VEGETABLES	0.00	1,068.75	1,068.75	1,068.75	0.00	100%
260 TITLE I-A BASIC	929.56	1,323.88	101,705.00	101,705.00	100,381.12	1%
261 TITLE I-C MIGRANT	93.58	93.58	52,256.00	52,256.00	52,162.42	0%
262 MIGRANT BOOKS	0.00	0.00	2,447.03	2,447.03	2,447.03	0%
264 Title IVA INNOVATIVE	0.00	0.00	13,273.00	13,273.00	13,273.00	0%
266 TITLE IIA PRINCIPAL/TEACHER	860.00	1,305.00	19,175.00	19,175.00	17,870.00	7%
268 TITLE VI-B IDEA	0.00	0.00	50,069.00	50,069.00	50,069.00	0%
270 TITLE VI-B SEC 619 PRESCHOOL	0.00	0.00	4,393.00	4,393.00	4,393.00	0%
271 CARL PERKINS	0.00	0.00	21,770.11	21,770.11	21,770.11	0%
274 TITLE IA SCHOOL IMPROVEMENT	443.99	1,228.49	50,000.00	50,000.00	48,771.51	2%
280 CSLD	808.94	808.94	409,834.00	409,834.00	409,025.06	0%
297 COVID RELIEF - ARP ACT ESSER III	2,426.78	2,426.78	277,984.00	277,984.00	275,557.22	1%
298 COVID DISCRETIONARY	3,706.57	6,468.07	6,956.71	6,956.71	488.64	93%
358 SOAR - KLAWOCK	0.00	49.78	20,049.78	20,049.78	20,000.00	0%
360 INDIAN EDUCATION	0.00	0.00	12,722.00	12,722.00	12,722.00	0%
365 REAP	0.00	4,540.00	4,821.00	4,821.00	281.00	94%
366 SELECT - KLAWOCK	0.00	40,526.55	40,526.55	40,526.55	0.00	100%
368 THRIVE	13,561.87	13,681.87	150,000.00	150,000.00	136,318.13	9%
369 REWARD - TLINGIT & HAIDA	0.00	49.78	20,049.78	20,049.78	20,000.00	0%
370 SUCCEED	18,148.30	18,148.30	498,564.00	498,564.00	480,415.70	4%
375 TEACHER HOUSING	2,596.45	9,333.74	50,000.00	50,000.00	40,666.26	19%

SOUTHEAST ISLAND SCHOOL DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 8 / 23

Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Comm.
379 USDA	500.00	500.00	59,250.00	59,250.00	58,750.00	1%
380 ALASKA MICRO GRANTS	16.43	16.43	0.00	0.00	-16.43	0%
536 20-002 HOLLIS K-12 SCHOOL	157,049.40	912,147.68	2,611,171.42	2,611,171.42	1,699,023.74	35%
600 THE CAFE	0.00	600.00	7,200.00	7,200.00	6,600.00	8%
711 STUDENT AGENCY FUND AGRICULTURE	1,052.54	1,293.45	0.00	0.00	-1,293.45	0%
Grand Total:	428,186.54	1,684,727.15	11,930,176.13	11,930,176.13	10,245,448.98	14%

SOUTHEAST ISLAND SCHOOL DISTRICT
Statement of Revenue Budget vs Actuals
For the Accounting Period: 8 / 23

100 GENERAL OPERATING FUND

Function / Object	Received		Estimated Revenue	Revenue	% Received
	Current Month	Received YTD		To Be Received	
000					
0000					
40 OTHER LOCAL REVENUES	0.00	400.00	25,000.00	24,600.00	1 %
47 E-RATE REVENUE	0.00	87,330.19	1,411,471.00	1,324,140.81	6 %
51 STATE-FOUNDATION PROGRAM	356,051.00	712,102.00	4,405,966.00	3,693,864.00	16 %
53 TIMBER RECEIPTS	0.00	0.00	280,000.00	280,000.00	0 %
56 TRS On-Behalf	0.00	0.00	231,198.00	231,198.00	0 %
57 PERS On Behalf	0.00	0.00	25,014.00	25,014.00	0 %
90 STATE-OTHER REVENUES	0.00	0.00	250,674.00	250,674.00	0 %
230 OTHER-SALE OF PROP & EQUI	0.00	2,286.85	0.00	-2,286.85	** %
250 TRANSFER FROM OTHER FUNDS	0.00	0.00	20,708.00	20,708.00	0 %
Function Total:	356,051.00	802,119.04	6,650,031.00	5,847,911.96	12 %
Org Total:	356,051.00	802,119.04	6,650,031.00	5,847,911.96	12 %
Fund Total:	356,051.00	802,119.04	6,650,031.00	5,847,911.96	12 %
Grand Total:	356,051.00	802,119.04	6,650,031.00	5,847,911.96	12 %

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	401.07	532.90	181,718.00	181,484.58	180,951.68	0
160 VOCATIONAL ED INSTRUCTION	1,733.42	1,733.42	1,500.00	1,733.42	0.00	100
200 SPECIAL EDUCATION INSTRUC	0.00	0.00	60,737.00	60,737.00	60,737.00	0
600 OPERATIONS & MAINTENANCE	5,354.24	8,022.24	74,420.00	74,420.00	66,397.76	10
700 STUDENT ACTIVITIES	0.00	0.00	7,364.00	7,364.00	7,364.00	0
Org Total:	7,488.73	10,288.56	325,739.00	325,739.00	315,450.44	
624 KASAAN						
100 REGULAR INSTRUCTION	2,477.74	2,567.74	226,494.00	226,494.00	223,926.26	1
160 VOCATIONAL ED INSTRUCTION	0.00	0.00	1,500.00	1,500.00	1,500.00	0
200 SPECIAL EDUCATION INSTRUC	0.00	0.00	50,194.00	50,194.00	50,194.00	0
400 SCHOOL ADMINISTRATION	0.00	0.00	6,678.00	6,678.00	6,678.00	0
600 OPERATIONS & MAINTENANCE	323.27	786.27	32,725.00	32,725.00	31,938.73	2
700 STUDENT ACTIVITIES	0.00	0.00	6,696.00	6,696.00	6,696.00	0
Org Total:	2,801.01	3,354.01	324,287.00	324,287.00	320,932.99	
625 NAUKATI						
100 REGULAR INSTRUCTION	2,337.88	3,046.89	205,228.00	205,228.00	202,181.11	1
160 VOCATIONAL ED INSTRUCTION	0.00	0.00	1,500.00	1,500.00	1,500.00	0
200 SPECIAL EDUCATION INSTRUC	0.00	0.00	98,456.00	98,456.00	98,456.00	0
400 SCHOOL ADMINISTRATION	0.00	0.00	10,951.00	10,951.00	10,951.00	0
600 OPERATIONS & MAINTENANCE	860.46	9,542.20	66,012.00	66,012.00	56,469.80	14
700 STUDENT ACTIVITIES	0.00	0.00	6,718.00	6,718.00	6,718.00	0
Org Total:	3,198.34	12,589.09	388,865.00	388,865.00	376,275.91	
628 THORNE BAY						
100 REGULAR INSTRUCTION	1,123.50	1,373.50	448,164.00	448,164.00	446,790.50	0
160 VOCATIONAL ED INSTRUCTION	0.00	0.00	2,400.00	2,400.00	2,400.00	0
200 SPECIAL EDUCATION INSTRUC	260.88	260.88	190,525.00	190,525.00	190,264.12	0
400 SCHOOL ADMINISTRATION	0.00	0.00	168,210.00	168,210.00	168,210.00	0
450 SCHOOL ADMIN SUPPORT SRVC	3,651.46	3,651.46	31,434.00	31,434.00	27,782.54	11
600 OPERATIONS & MAINTENANCE	7,300.31	66,380.04	282,203.00	282,203.00	215,822.96	23
700 STUDENT ACTIVITIES	0.00	-414.24	40,304.00	40,304.00	40,718.24	-1
Org Total:	12,336.15	71,251.64	1,163,240.00	1,163,240.00	1,091,988.36	
632 WHALE PASS						
100 REGULAR INSTRUCTION	424.08	3,826.53	222,249.00	222,249.00	218,422.47	1
160 VOCATIONAL ED INSTRUCTION	0.00	0.00	1,500.00	1,500.00	1,500.00	0
200 SPECIAL EDUCATION INSTRUC	0.00	0.00	79,694.00	79,694.00	79,694.00	0
400 SCHOOL ADMINISTRATION	0.00	0.00	6,678.00	6,678.00	6,678.00	0
600 OPERATIONS & MAINTENANCE	297.83	1,071.43	35,792.00	35,792.00	34,720.57	2
700 STUDENT ACTIVITIES	0.00	240.66	6,451.00	6,451.00	6,210.34	3
Org Total:	721.91	5,138.62	352,364.00	352,364.00	347,225.38	
649 DISTRICT WIDE						
100 REGULAR INSTRUCTION	7,484.87	11,259.87	118,979.00	118,979.00	107,719.13	9
140 CORRESPONDENCE INSTRUC	0.00	0.00	154,110.00	154,110.00	154,110.00	0
160 VOCATIONAL ED INSTRUCTION	4,151.62	4,151.62	50,726.00	50,726.00	46,574.38	8

Funds 100- 100

Program-Function	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 GENERAL OPERATING FUND						
220 SPED SUPPORT SRVCS-STUDNT	353.53	353.53	39,059.00	39,059.00	38,705.47	0
352 LIBRARY SERVICES	0.00	0.00	645.00	645.00	645.00	0
353 Technology	8,684.27	126,009.16	1,433,016.00	1,433,016.00	1,307,006.84	8
354 INSERVICE	2,998.25	5,842.79	9,000.00	9,000.00	3,157.21	64
400 SCHOOL ADMINISTRATION	47.71	47.71	4,564.00	4,564.00	4,516.29	1
450 SCHOOL ADMIN SUPPORT SRVC	3,963.07	5,091.67	28,809.00	28,809.00	23,717.33	17
511 BOARD OF EDUCATION	7,025.31	7,025.31	101,605.00	101,605.00	94,579.69	6
512 OFFICE OF SUPERINTENDENT	38,066.79	40,432.01	315,555.00	315,555.00	275,122.99	12
550 DISTRICT ADMIN SUPRT SRVC	36,374.94	82,604.16	292,197.00	292,197.00	209,592.84	28
600 OPERATIONS & MAINTENANCE	72,380.42	260,668.94	814,560.00	814,560.00	553,891.06	32
700 STUDENT ACTIVITIES	0.00	-3,874.81	85,548.00	85,548.00	89,422.81	-4
900 OTHER FINANCING USES	0.00	0.00	52,500.00	52,500.00	52,500.00	0
Org Total:	181,530.78	539,611.96	3,500,873.00	3,500,873.00	2,961,261.04	
667 HOLLIS (I)						
100 REGULAR INSTRUCTION	97.46	290.70	309,986.00	309,986.00	309,695.30	0
160 VOCATIONAL ED INSTRUCTION	0.00	0.00	1,500.00	1,500.00	1,500.00	0
200 SPECIAL EDUCATION INSTRUC	0.00	0.00	90,596.00	90,596.00	90,596.00	0
400 SCHOOL ADMINISTRATION	0.00	0.00	9,142.00	9,142.00	9,142.00	0
600 OPERATIONS & MAINTENANCE	3,183.87	3,516.87	57,219.00	57,219.00	53,702.13	6
700 STUDENT ACTIVITIES	0.00	0.00	8,947.00	8,947.00	8,947.00	0
Org Total:	3,281.33	3,807.57	477,390.00	477,390.00	473,582.43	
669 PORT ALEXANDER						
100 REGULAR INSTRUCTION	801.32	7,771.85	156,395.00	156,395.00	148,623.15	4
160 VOCATIONAL ED INSTRUCTION	0.00	0.00	1,500.00	1,500.00	1,500.00	0
200 SPECIAL EDUCATION INSTRUC	0.00	0.00	28,025.00	28,025.00	28,025.00	0
400 SCHOOL ADMINISTRATION	0.00	0.00	7,078.00	7,078.00	7,078.00	0
600 OPERATIONS & MAINTENANCE	1,081.41	1,117.41	52,864.00	52,864.00	51,746.59	2
700 STUDENT ACTIVITIES	0.00	0.00	5,750.00	5,750.00	5,750.00	0
Org Total:	1,882.73	8,889.26	251,612.00	251,612.00	242,722.74	
0.00Fund Total:	213,240.98	654,930.71	6,784,370.00	6,784,370.00	6,129,439.29	9 %
Grand Total:	213,240.98	654,930.71	6,784,370.00	6,784,370.00	6,129,439.29	9 %




August 30, 2023

Superintendent Report

Goals:

1. Create and maintain a collaborative relationship with the Board of Education and the school team.
2. Create public trust and confidence while establishing open and honest communications, including positive communications among greater communities.

Engagement:

1. I am continuing to reach out and build connections in our district communities.
2. Meeting individually with various SISD staff and stakeholders.
3. Inservice Training August 15-22
 - a. Aug 15: Amplify Training - K-5 staff
 - b. Aug 16: New Teacher Training -
 - c. Aug 17: Lead Teacher Training in Coffman Cove
 - d. Aug 18: SPED Training with Suzie Michaud
 - e. Aug 21 -22: All District Staff
4. Met with the SIEA Co-Presidents, Mellisa Dougherty and Christi Nixon
5. Stakeholder meeting with Victoria Anderson and discussed Crisis Planning and CPR/First Aid Training.
6. Participated in a Farm to School Grant Award Meeting with Amanda Kiely.
7. Certified Facilitators Training NWEA - Teleconference
8. Hollis Construction Meeting and school visit with Shaine Nixon. Planning for the move in on September 5th.
9. CLSD Grant Meeting (Literacy). Principal Nate Freeman will be the lead in the final year of the grant.
10. Participated in the Coffman Cove Meet and Greet Potluck.
11. SISD Project Hope -  SISD School Board Hope

Concerns:

1. Staffing - both certified and classified. We will be working on a “on-boarding and recruiting plan.
2. Grants - Supporting Astrid Richard-Cook

Upcoming Planning:

1. Sept 11-12 & 14: NWEA Certified Facilitators Training - Anchorage - Rod Morrison
2. Sept 11-12: School Improvement Planning - Anchorage - Laura Anania, Astrid Richard-Cook and Shaine Nixon
3. Sept 13-14: School Safety and Well-Being Summit - Anchorage - Laura Anania, Astrid Richard-Cook, Shaine Nixon, & Rod Morrison
4. Ribbon cutting ceremony of Hollis School.
5. Oct 4-5: Timi Tullis - ASSB - Strategic Planning

Achievement/celebrations

1. Filling all the certified teaching positions.
2. Inservice Training
3. ASC - Cooking for the in-services
4. SISD has a wonderful **team** committed to helping students.
5. Amy McDonald’s continued support with Brightways.

SISD Staff:

What is your hope for this school year?

I hope for open communication and elevation of myself, my staff, students and families.

Keeping it real!

Students will lose their fear of failure and embrace learning.

I hope to help others find the inspiration to believe in themselves.

Hoping to inspire passion for reading and inspiration and imagination in writing!

Hoping to see a big smile on K.P.'s face.

I hope my students feel safe in our classroom and want to come every day!

I hope they my students find their voice and are brave enough to fail.

I hope my students realize their life is full of possibilities, and they can make their dreams happen.

I hope to see excited, enthusiastic kids & staff! ♡

Positivity!

I hope to be a better inspiration and role model for students to succeed in all they do in life!!

I hope to be the best I can be for my students and always remember to breathe!!!

I hope all students feel welcome and loved in this new school year.

I hope that we can all gather together again at the end of the school year and we are all here and as positive as we are today!

I hope all my students make meaningful progress.

I hope my students feel the love for learning as I do! I want to learn well! I want to learn from them as well!

Students will help Thorne Bay become the community everybody loves!

I want my students to feel safe, happy, loved, and to know/learn something new every day.

I hope we have a culture of first for all, celebrating & learning!

I hope my students will go away from this year with the confidence that they can succeed. (Love to learn)

I hope the year is packed with learning that is fun.

I hope students feel valued, equal with peers and loved.

My hope is that all our students feel safe and challenged this year!



August 28, 2023

Shaine Nixon
Area Principal
Activities Director

Goals:

1. To ensure that students' needs are being met.
2. To ensure that staff have what they need to be successful and meet students' needs.

Engagement:

1. I have met with all staff leading up to school opening.
2. There was an official coach's meeting during in-service.
3. I met on 8/28 with Region V AD's and Principals.
4. Walked through Hollis School with Rod Morrison.
5. Discussed (Hollis) move in details with Hollis staff and [Rod Morrison](#).
6. Will be coordinating student activities with coaches.
7. Working with [Astrid Richard-Cook](#) on information for the Coffman Cove housing grant. (Already submitted to Astrid and Rod)
8. Working with [Nate Freeman](#) to upload staff lesson plans and curriculum.
9. NEW outlined concept for student activities.
10. New location on district website for sports and activities.
11. Assisting with new staff and coordinating schedules

Concerns:

1. Expense of travel for sports.
2. Participation
3. Communication among coaches

Upcoming Planning:

1. Moving into new Hollis School building
2. Coffman Cove at Craig for scholastic book fair (Local history/culture event)
3. Travel to Anchorage with School improvement team (Laura, Astrid, Rod, Shaine)
Will also attend Emergency Contingency training meeting
4. Subsistence Fishing day- Whale Pass

Achievement/celebrations

Without hesitation, this has been a wide open, full steam ahead, energy infused back to school. All staff have been engaged in learning, planning, and preparing for an exciting year. There are changes presently underway and others coming and I protest! **No, I don't.** I completely believe we are headed in the right direction. It takes change to have growth and change is hard sometimes. It's harder for some than others, because we become complacent and systemic in our actions. Just because something has been done a certain way for years, doesn't mean it's best practices. We have to grow for our students. Therefore, we must be diligent in our preparedness and push ourselves to grow.

Board Report August/September 2023

K-12:

First Days of

School: We are off to a great start this year! We have some bright, enthusiastic, determined students in k-12 this year, and it's beautiful to see all the excitement in our students as we start off the school year! We have completed some "get-to-know-you" activities this week as



a

whole school to emphasize the idea that, "Together we can do something great" and "No matter what level you are at, we all have challenges we can persevere through if we help each other!"

Our Elementary students have been busy diving into their reading, math, science, and social studies curriculum. We are also lucky to have some community members helping

Board Report August/September 2023

our students thrive. Jennifer Carter is an aid at the school and is proving very helpful with our preschooler as well as some of our elementary and middle school students. We also have Laura Pollard helping with some fun music instruction and read-alouds. Paul Young is also doing great teaching some middle school courses, as well as doing so much more!

Our Alaska Tongass to Tides Science and Art Academy (ATTSA) has 8 amazing high school students that have been busy getting acquainted with Port Alexander and diving into their classes. There will be an additional student, but he was delayed by COVID, which hopefully will not be a big issue this school year.

I want to thank everyone who was able to come out to Port Alexander for this meeting; it has been around three years since any admin has been able to make it out to PA; although, we have been in close communication with everyone about our operations.

One last thing, I want to say an additional HUGE thank you to our maintenance staff for making sure our school was ready to open with heat and all, because it almost wasn't. So thank you to Branzon, Josh, Bud, and everyone working behind the scenes to make sure things worked so that we can have a great school year!



SOUTHEAST ISLAND SCHOOL DISTRICT
THORNE BAY SCHOOL

PO BOX 19005, THORNE BAY, AK 99919
Phone: (907) 907-828-3921; FAX: (907) 907-828-3901



Principal's Report
August 30th, 2023

Goals

1. Provide a safe, positive learning environment and help prepare students for adult life.
2. Create a team of teachers and staff who feel empowered to reach their full potential as educators and employees.
3. Engage students' sense of wonder and personal opportunity through enrichment programs, field trips, and travel.
4. Earn a reputation for TBS as a first choice for student learning where parents' Hopes & Dreams are deeply considered.

Engagement

1. **Meet & Greet:** Our Meet & Greet will take place on the week of September 11th, with a date and time to be determined. We are awaiting the arrival of Ms. Merkley before hosting the event.
2. **Face to Face & On the Phone:** Since my arrival I've been reaching out to parents and they have been reaching out to me. My role so far is to listen and brainstorm ideas about their hopes and dreams for the school.
3. **Community:** I am pleased to arrive in Thorne Bay and begin working with a wonderful, positive team. I have been fortunate to have met many wonderful people in the community at the Derby kickoff fundraiser as well as in the usual places – in the store, at the post office, and on the docks. Thorne Bay is truly a beautiful place to live.
4. **Communication:** I plan on updating the website and using texts, emails, and Facebook to keep parents and the community informed and engaged. The website is especially important for new hire recruitment purposes.

Concerns

1. **Electives:** We have many elective course descriptions which need to be approved.
2. **Graduation Requirements:**
 - a. Students are required to complete 24 credits to graduate. The state requirement is 21 and the national average is 22.
 - b. This will help ensure students remain in school until June of their Senior year and also provide flexibility in special circumstances. Students are always encouraged to achieve as many credits as possible, including dual credits through the University of Alaska.

3. Recruitment and Retention

Upcoming Planning

1. Short Term:
 - a. Implement AK READS curriculum. Our plan has been submitted to the state.
 - b. Seek grant funding for literacy material and online platforms via CLSD
2. Long Term:
 - a. Align curriculum across the district.
 - b. Support Rod and Astrid for any assistance required to secure grant funding.

Achievements & Celebrations

1. Successful recruitment for three positions.
 - a. English/SS teacher
 - b. Preschool Para-Teacher
 - c. Preschool Para
2. Excellent In-Service!
3. Kudos to my team at TBS. We are fortunate to have a very positive, active, engaged team.

Respectfully submitted,

Nate Freeman, Principal
Thorne Bay School



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

School Board Report
Greenhouse/Ag Program
August 2023
Amanda Kiely

The greenhouse program has had a great summer and we are looking forward to some exciting changes this fall.

Grants:

SISD has received 2 grants for Greenhouse and Ag projects in Coffman Cove totaling \$104,000

- A \$49,000 USDA Farm to School grant will fund a 2023 greenhouse position; greenhouse and orchard enhancements; fruit trees; chick rearing supplies; and consulting
- A \$55,000 AK DNR Specialty Crop Block grant will fund a greenhouse research position in 2024 and all supplies needed to perform a systematic data collection study to determine the highest yielding vegetable crops in an Alaskan aquaponic system

The goals of both of these projects is to increase yields of locally grown food for the school lunch program as well as for the communities of POW, while putting the Coffman Cove greenhouse to work.

Summer Report:

- Thorne Bay
 - The TNB greenhouse has been in full production all summer, which would not have been possible without help from student worker Luci Nelson
 - Weekly open hours in Thorne Bay provide produce to the community
 - Excess produce has been sold to lodges, at festivals, etc.
- Coffman Cove
 - The CC greenhouse system just this month finally started running at full capacity after last winter's pipe and temperature gauge failures
 - Current pH/nitrification cycle issues will hopefully be resolved soon
 - David Keys, greenhouse worker, is successfully running day-to-day operations in the greenhouse, chicken coop, and orchard

Staff:

Amanda Kiely, current greenhouse manager, will be replaced by Maddy Jennings in September. Maddy is excited to get students involved with greenhouse projects and take over greenhouse operations.



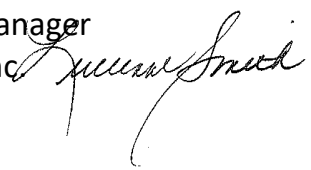
SOUTHEAST ISLAND SCHOOL DISTRICT

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MEMORANDUM

TO: SISD BOARD OF EDUCATION

THRU: Rodney Morrison , Superintendent

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

Date: August 20, 2023

SUBJECT: BUSINESS MANAGER'S REPORT NARRATIVE
Goal #3: Increase Communication District and Community Wide

FY 2024 BUDGET REVISION – We will complete a budget revision once our enrollment has been established (count period in October), all contracts and PAF's are set, and any other items that occurred that affect the budget after the final budget was approved in late June.

GRANTS – We submitted all our Q4 and FER grant reimbursements. All new staff have been added to the DOE Grants Management System (GMS).

We received notice on receipt of our BAG grant. DOEED is doing some additional reviews before they release the actual grant award.

In late June I prepared the grant listing following this narrative for the Superintendent, and believe it is good information for the Board.

FY 2023 AUDIT – We completed the interim audit in late June/early July and are preparing the final adjustments to submit our financials to the auditors for their review the first week in September.

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

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

Special Revenue Funds

Special revenue funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. Some of these revenue sources include grants from the state of Alaska and the United States government, local grants, food sales, transportation and transfers from the General Fund which are designated to finance particular functions and activities. Funds included in this special revenue category are:

	<u>FUND</u>	<u>GRANT NAME</u>	<u>FY 2023</u>	<u>FY 2024</u>
AR	205	Student Transportation Fund	\$ 176,369	\$ 198,528
AR	200	School Broadband Assistance Grant	144,458	144,458
O	232	ELA Curriculum Adoption Initiative	77,150	-
O	237	Pre Elementary Program	260,042	212,202
AR	255	Food Service Fund	268,117	303,281
AR	256	Fresh Fruits & Vegetables Program	7,221	1,069
AR	260	* Title I, Part A Fund	129,970	141,999
AR	261	* Title I C Migrant	98,157	52,992
AR	262	Migrant Literacy	1,700	2,448
AR	264	* Title IVA Innovative	13,187	26,391
AR	266	* Title IIA Principal & Teacher Recruitment & Retention	34,966	32,175
AR	268	Title VIB IDEA	61,869	61,869
AR	270	Preschool Disabled 619	4,437	4,437
AR	271	Career Tech (Carl Perkins)	27,000	22,000
MY	274	Title IA School Improvement - Naukati	50,000	50,000
MY	280	Comprehensive Literacy SD	409,834	409,834
O	297	ESSER III	459,342	277,984
O	298	CARES Discretionary	27,997	-
O	353	Rural Utilities Services (RUS) (Grant yet to be awarded)	-	-
O	355	US Forest Service (Grant may have expired)	-	84,355
MY	358	SOAR - Klawock	32,000	32,000
AR	360	Indian Education	8,389	12,722
AR	365	REAP	4,504	4,821
MY	366	SELECT - Klawock	83,230	59,400
MY	367	ASTRIDE Haida & Tlingit	125,506	-
MY	368	THRIVE - USDOE Grant period ends 09/30/2023	717,212	150,000
MY	369	REWARD - Tlingit & Haida	22,000	22,000
MY	370	SUCCEED	499,727	498,564
AR	375	Teacher Housing	50,000	50,000
O	380	AK Micro Grants	17,868	-
O	507	AEA BIOMASS Project	139,901	119,274
O	508	Kasaan K12 Playground 19-005	84,035	-
O	536	Hollis K-12 School Replacement Design 20-002	9,669,396	3,000,000
Total - Special Revenue Funds			\$ 13,705,584	\$ 5,974,803

* Denotes ESEA Consolidated Grant

AR= Annual recurring upon grant approval; O=One time; MY = Multi-year

A Complete Listing of Special Revenue Funds

Student Transportation (205)

This annual fund is established to record revenue and expenditures for student transportation to and from school as well as any other State-approved student transportation. Revenues include State student transportation revenue and any necessary transfers from the school district operating fund. Appropriations to this fund are regulated by Alaska Statute 14.09.010.

	<u>Student Transportation Fund</u>	
	<u>FY 2023</u>	<u>FY 2024</u>
State Revenue	\$ 176,369	\$ 198,528
Fund Transfers	-	-
Total Revenue	<u>\$ 176,369</u>	<u>\$ 198,528</u>
Support Salaries	61,899	69,007
Employee Benefits	35,880	28,880
Utility Svcs	2,529	1,200
Staff Travel	-	250
Equipment Repair	942	3,600
Supplies/Material/Media	19,716	41,500
Other Expenses	3,685	600
Equipment Repair	19,000	-
Total Expenditures	<u>\$ 143,651</u>	<u>\$ 145,037</u>

Broadband Assistance Grant (200)

This funding is a result of Alaska legislature action and providee Broadband Assistance for schools that have less than 25 Mbps connectivity. For Southeast Island SD it allows all outer sites to receive 25 Mbps.

	<u>Broadband Assistance</u>	
	<u>FY 2023</u>	<u>FY 2024</u>
State Revenue	\$ 144,458	\$ 144,458
Other Local Revenue	-	-
Total Revenue	<u>\$ 144,458</u>	<u>\$ 144,458</u>
Utilities	144,458	144,458
Total Expenditures	<u>\$ 144,458</u>	<u>\$ 144,458</u>

ELA Curriculum Adoption Initiative Grant (232)

State funds to promote and assist with the Alaska Reads Act.

ELA Curriculum

	<u>FY 2023</u>	<u>FY 2024</u>
State Revenue	\$ 77,150	\$ -
Other Local Revenue	-	-
Total Revenue	<u>\$ 77,150</u>	<u>\$ -</u>
Professional & Technical Svcs	22,256	-
Staff Travel	15,981	-
Supplies/Material/Media	34,698	-
Indirect Expense	4,215	-
Total Expenditures	<u>\$ 77,150</u>	<u>\$ -</u>

Pre Elementary Grant (237)

This competitive fund is used to support school readiness and positive outcomes for participating 3-5 year old children. This funding assists to provide a voluntary comprehensive, preschool program and will be funded FY21 thru FY23.

Pre Elementary Fund

	<u>FY 2023</u>	<u>FY 2024</u>
State Revenue	\$ 260,042	\$ 121,359
Total Revenue	<u>\$ 260,042</u>	<u>\$ 121,359</u>
Certificated Salaries	\$ 28,600	-
Non-Certificated Salaries	94,258	-
Employee Benefits	33,896	-
Professional & Technical Svcs	-	-
Staff Travel	-	-
Student Travel	-	-
Utility Service	10,176	-
Other Energy	-	-
Other Purchased Svcs	15,000	-
Supplies/Material/Media	15,495	-
Equipment	51,206	-
Indirect Costs	11,411	-
Total Expenditures	<u>\$ 260,042</u>	<u>\$ -</u>

Food Service - NSLP (255)

This annual fund is used to record financial transactions related to non-instructional food service operations including the National School Lunch, Breakfast and snack programs.

Food Service Fund

	<u>FY 2023</u>	<u>FY 2024</u>
Federal Revenue	\$ 152,751	\$ 140,000
Local Revenue	4,022	3,000
Fund Transfers	<u>158,296</u>	<u>160,281</u>
Total Revenue	<u>\$ 315,069</u>	<u>\$ 303,281</u>
Non-certificated Salaries	114,020	117,683
Employee Benefits	34,609	35,998
Staff Travel	-	-
Other Purchased Svcs	-	-
Supplies/Material/Media - Good	165,253	149,000
Other Expenses	<u>600</u>	<u>600</u>
Total Expenditures	<u>\$ 314,482</u>	<u>\$ 303,281</u>

Fresh Fruits and Vegetables Fund (256)

This fund provides all elementary children participating in schools with a variety of fresh fruits and vegetables throughout the school day. It is a way to introduce fresh fruits and vegetables as healthy snack options. Funding began in 2009 and is contingent upon congressional appropriation each year. This is not to augment the NSLP.

Fresh Fruits & Vegetables Fund

	<u>FY 2023</u>	<u>FY 2024</u>
Federal Revenue	<u>\$ 7,221</u>	<u>\$ 7,221</u>
Total Revenue	<u>\$ 7,221</u>	<u>\$ 7,221</u>
Food	<u>7,221</u>	<u>7,221</u>
Total Expenditures	<u>\$ 7,221</u>	<u>\$ 7,221</u>

Title I, Part A Fund (260)

This annual grant targets low-achieving students in high poverty schools (i.e., those with greater than 35% low-income students). The purpose is to provide programs, materials and professional development designed to improve learning and assist below and far below proficiency students to meet proficiency levels on the challenging state performance standards.

Title I, Part A Fund

	<u>FY 2023</u>	<u>FY 2024</u>
Federal Revenue	\$ 129,970	\$ 141,999
Total Revenue	<u>\$ 129,970</u>	<u>\$ 141,999</u>
Certificated Salaries	59,058	-
Non-Certificated Salaries	25,928	-
Employee Benefits	20,100	-
Staff Travel	-	-
Supplies/Materials/Media	16,318	-
Other Expenses	1,465	-
Tuition & Stipends	-	-
Indirect Costs	<u>7,102</u>	-
Total Expenditures	<u>\$ 129,971</u>	<u>\$ -</u>

Title I, Part C Migrant Fund (261)

Migrant Funds are used to meet the identified needs of migratory children that result from their migratory lifestyle, and to permit these children to participate effectively in school. Migrant funds are to supplement services provided by other federal, state, or local funds. A migratory child for Alaska is a child under the age of 20 (22 with an IEP) who has moved due to an economic necessity on their own, with or to join a parent/guardian or spouse, across school district boundaries (or more than 20 miles in a school district of more than 15,000 square miles) within the last 36 months to obtain or seek work that is seasonal or temporary in a fishing, logging or agricultural activity.

Title I, Part C Migrant Education Fund

	<u>FY 2023</u>	<u>FY 2024</u>
Federal Revenue	\$ 98,157	\$ 52,992
Total Revenue	<u>\$ 98,157</u>	<u>\$ 52,992</u>
Certificated Salaries	4,000	-
Non-Certificated Salaries	44,248	-
Employee Benefits	14,590	-
Professional & Technical Services	5,000	-
Staff Travel	-	-
Student Travel	11,500	-
Utility Services	350	-
Other Purchased Services	-	-
Supplies	13,106	-
Tuition & Stipends	-	-
Indirect Costs	<u>5,363</u>	-
Total Expenditures	<u>\$ 98,157</u>	<u>\$ -</u>

Migrant Literacy (Books) (262)

This provides funds for the District to purchase books and literature for distribution to eligible Migrant Students in the District and optionally for the implementation of literacy activities by a certified teacher.

Migrant Books

	<u>FY 2023</u>	<u>FY 2024</u>
Federal Revenue	\$ 1,700	\$ 2,448
Total Revenue	<u>\$ 1,700</u>	<u>\$ 2,448</u>
Supplies	<u>1,700</u>	<u>2,448</u>
Total Expenditures	<u>\$ 1,700</u>	<u>\$ 2,448</u>

Title IVA Student Support and Academic Enrichment (264)

This fund provide all students with access to a well-rounded education; improve school conditions for for student learning; and improve the use of technology to improve academic achievement \and digital literacy of all students.

Title IVA Innovation

	<u>FY 2023</u>	<u>FY 2024</u>
Federal Revenue	\$ 13,187	\$ 26,391
Total Revenue	<u>\$ 13,187</u>	<u>\$ 26,391</u>
Non-Certificated Salaries	-	\$ -
Employee Benefits	-	\$ -
Professional & Technical Services	-	-
Supplies/Materials/Media	12,466	-
Indirect Costs	<u>721</u>	-
Total Expenditures	<u>\$ 13,187</u>	<u>\$ -</u>

Title II-A, Supporting Effective Instruction (266)

The purpose of this annual grant is to:

- 1) increase student achievement consistent with the challenging State academic standards;
- 2) improve the quality and effectiveness of teachers, principals, and other school leaders; 3) increase the number of teachers, principals, and other school leaders who are effective in improving student achievement; and 4) provide low-income and minority students greater access to effective teachers, principals, and other school leaders.

Title II-A Teacher & Principal Training & Recruiting

	<u>FY 2023</u>	<u>FY 2024</u>
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Federal Revenue	\$ 34,966	\$ 32,175
Total Revenue	<u>\$ 34,966</u>	<u>\$ 32,175</u>
Certificated Salary	\$ 6,400	\$ -
Non-Certificated Salary	2,800	-
Employee Benefits	1,121	-
Professional & Technical Svcs	3,650	-
Staff Travel	12,048	-
Supplies/Materials/Media	5,037	-
Other Expenses	2,000	-
Indirect Costs	<u>1,911</u>	<u>-</u>
Total Expenditures	<u>\$ 34,966</u>	<u>\$ -</u>

Title VI-B Individual with Disabilities Education Act (IDEA) (268)

The programs associated with IDEA are intended to provide specialized free and appropriate educational services to children with disabilities. This annual funding provides for specialized instruction that will meet the unique needs of children with disabilities and provide opportunities to maximize their potential.

Title VI-B Individual with Disabilities Fund

	<u>FY 2023</u>	<u>FY 2024</u>
Federal Revenue	\$ 61,870	\$ 61,869
Total Revenue	<u>\$ 61,870</u>	<u>\$ 61,869</u>
Professional & Technical Services	58,489	44,703
Staff Travel	-	2,500
Indirect Costs	<u>3,381</u>	<u>2,866</u>
Total Expenditures	<u>\$ 61,870</u>	<u>\$ 50,069</u>

Preschool Disabled Section 619 (270)

These annual funds are utilized to provide specialized assistance to preschool children with special needs. The assistance may be in the form of additional instructional resources, special needs materials, professional development training in the area of preschool disabilities and professional services such as PT, OT and Speech Language sessions.

Preschool Disabled Section 619 Fund

	<u>FY 2023</u>	<u>FY 2024</u>
Federal Revenue	\$ 4,437	\$ 4,437
Total Revenue	<u>\$ 4,437</u>	<u>\$ 4,437</u>
Professional & Technical Services	\$ 4,195	\$ 4,141

Supplies/Material/Media	-	-
Indirect Costs	242	252
Total Expenditures	<u>\$ 4,437</u>	<u>\$ 4,393</u>

Carl Perkins Career Technical Education (271)

These annual funds are utilized to provide additional resources to provide MS & HS students with the academic and technical skills needed to succeed in a knowledge and skills-based economy. The program supports career & technical education preparing students for both postsecondary education and careers of their choice.

Career Technical Education

	<u>FY 2023</u>	<u>FY 2024</u>
Federal Revenue	\$ 27,000	\$ 22,000
Total Revenue	<u>\$ 27,000</u>	<u>\$ 22,000</u>
Certificated Salaries	\$ 4,000	\$ -
Employee Benefits	568	-
Professional & Technical	-	-
Staff Travel	4,368	-
Student Travel	-	-
Other Purchased Services	-	-
Supplies/Material/Media	11,622	-
Other Expenses	-	-
Indirect Costs	1,285	-
Total Expenditures	<u>\$ 21,843</u>	<u>\$ -</u>

Title IA School Improvement (274)

These funds are to provide additional resources to identified schools to improve students academic achievement as measured on the annual PEAKS testing by the State. For the Southeast Island SD this is specifically for the Naukati School.

Title IA School Improvement

	<u>FY 2023</u>	<u>FY 2024</u>
Federal Revenue	\$ 50,000	\$ 50,000
Total Revenue	<u>\$ 50,000</u>	<u>\$ 50,000</u>
Certificated Salaries	\$ 20,737	\$ 20,069
Non-Certificated Salaries	1,000	1,496
Employee Benefits	10,695	13,029
Professional & Technical Services	-	-
Staff Travel	6,000	6,000
Other Purchased Services	2,000	2,000

Supplies/Material/Media	6,835	4,545
Other Expenses	-	-
Indirect Costs	<u>2,732</u>	<u>2,861</u>
Total Expenditures	<u>\$ 50,000</u>	<u>\$ 50,000</u>

Comprehensive State Literacy Development (280)

The Comprehensive Literacy State Development Grant (CLSD) offers the means for Alaska to expand its efforts to improve literacy skills for all Alaska students. This funding allows the District to provide extra literacy services to our students.

Comprehensive State Literacy Development

	<u>FY 2023</u>	<u>FY 2024</u>
Federal Revenue	\$ 409,834	\$ 409,834
Total Revenue	<u>\$ 409,834</u>	<u>\$ 409,834</u>

Certificated Salaries	98,910	126,000
Non-Certificated Salaries	2,400	18,000
Employee Benefits	28,818	17,131
Professional & Technical Services	169,787	20,000
Staff Travel	16,000	72,657
Supplies/Material/Media	28,950	
Other Expenses	42,575	60,210
Indirect Costs	<u>22,394</u>	<u>22,420</u>
Total Expenditures	<u>\$ 409,834</u>	<u>\$ 336,418</u>

COVID Relief - ARP ACT ESSER III (297)

As a result of the COVID Pandemic, the federal government provided funds to the States who, in turn, provided funds to the school districts.

The funds are to support eligible education-related entities to create innovative strategies to:

- provide emergency educational services to students,
- provide childcare and early childhood education,
- provide social and emotional support, and
- protect education-related jobs.

Southeast Island School District is using these funds to pay for the additional cost of staff development to reach via virtual schools, and compensatory education for related services for students with disabilities.

ESSER III

	<u>FY 2023</u>	<u>FY 2024</u>
Federal Revenue	\$ 459,342	\$ 277,984
Total Revenue	<u>\$ 459,342</u>	<u>\$ 277,984</u>

Certrificated Salaries	154,140	146,605
Non-Certificated Salaries	10,700	-
Employee Benefits	32,157	74,173
Professional & Technical Svcs	41,200	-
Staff Travel	25,816	
Student Travel	1,250	
Supplies/Material/Media	18,255	48,596
Other Expenses	585	

Indirect Costs	<u>25,099</u>	<u>16,351</u>
	<u>\$ 309,202</u>	<u>\$ 285,725</u>

COVID Discretionary(298)

Additional COVID Discretionary funds to provide funding for a summer intensive program to spark interest and prepare students for local in-demand careers that restore, develop and preserve their community resources, traditions, and culture.

COVID Discretionary

	<u>FY 2023</u>	<u>FY 2024</u>
Federal Revenue	\$ 27,979	\$ -
Total Revenue	<u>\$ 27,979</u>	<u>\$ -</u>

Certificated Salaries	8,800	-
Non-Certificated Salaries	-	-
Employee Benefits	-	-
Professional & Technical	7,500	-
Staff Travel	509	-
Supplies/Material/Media	11,170	-
Other Expense	-	-
Indirect Costs	-	-
	<u>\$ 27,979</u>	<u>\$ -</u>

Rural Utilities Service (353)

This is flow thru funds from USDA - Rural Utilities Services written to provide Southeast Island SD funding to replace tech equipment (supplies). Award notification to occur in September/October 2023.

Rural Utilities Service

	<u>FY 2023</u>	<u>FY 2024</u>
Federal Revenue	\$ -	\$ -
Other Local Revenue	-	-
Total Revenue	<u>\$ -</u>	<u>\$ -</u>
Supplies	-	-
Total Expenditures	<u>\$ -</u>	<u>\$ -</u>

US Forest Service - RAC Projects (355)

This fund allowed for recreational projects at three sites for year round use improving existing infrastructure and provide student projects to learn the building trades; Cavern Lake, Sandy Beach, and Winter Harbor - projects were completed in FY 20.

US Forest Service - RAC Projects

	<u>FY 2023</u>	<u>FY 2024</u>
Federal Revenue-Hollis Water Source	\$ -	\$ -
Federal Revenue	-	-
Total Revenue	<u>\$ -</u>	<u>\$ -</u>

Non-Certificated Salaries	-	-
Employee Benefits	-	-
Staff Travel	-	-
Utility Service	-	-
Other Purchased Services	-	-
Supplies/Material/Media	-	-
	<u>\$ -</u>	<u>\$ -</u>

SOAR - Klawock City School District (358)

This funding provides a partnership with other District to allow for CET opportunities for students in Southeast Island SD.

SOAR - Klawock City SD

	<u>FY 2023</u>	<u>FY 2024</u>
Federal Revenue Pass Thru Grantee	<u>\$ 32,000</u>	<u>\$ 32,000</u>
Total Revenue	<u>\$ 32,000</u>	<u>\$ 32,000</u>
Certificated Salaries	20,000	22,800
Employee Benefits	8,210	9,200
Student Travel	840	-
Supplies/Material/Media	455	-
	<u>\$ 29,505</u>	<u>\$ 32,000</u>

Indian Education (360)

This annual grant supports our district in providing supplementary programs to meet the needs of Alaska Native and American Indian students so that they can achieve at the same state performance standards expected of all students. This program focuses on the goal of ensuring that programs that serve native Alaskan Native/American Indian students are of the highest quality and provide for not only the basic elementary and secondary educational needs, but also the unique culturally related academic needs.

Indian Education

	<u>FY 2023</u>	<u>FY 2024</u>
Federal Revenue	<u>\$ 8,389</u>	<u>\$ 12,722</u>
Total Revenue	<u>\$ 8,389</u>	<u>\$ 12,722</u>
Certificated Salaries	-	-
Employee Benefits	-	-
Professional & Technical Services	-	3,744
Staff Travel	-	-
Supplies/Material/Media	7,931	8,000
Indirect Costs	458	713
Total Expenditures	<u>\$ 8,389</u>	<u>\$ 12,457</u>

REAP (365)

Federal Rural Education Achievement Program funds direct to the district from the US DOE. These

funds are used to pay for the annual software fee for TalentEd.

REAP

	<u>FY 2023</u>	<u>FY 2024</u>
Federal Revenue	\$ 4,504	\$ 4,821
Total Revenue	<u>\$ 4,504</u>	<u>\$ 4,821</u>
Supplies/Material/Media	4,504	4,504
Indirect Costs	<u>254</u>	<u>162</u>
Total Expenditures	<u>\$ 4,758</u>	<u>\$ 4,666</u>

SELECT (366)

This multi year federal grant to Klawock City Schools supports our district in providing counseling programs to meet the needs of students Grades K-6 so that they can achieve at the same state performance standards expected of all students. The program focus includes a local cultural education component and the goal of ensuring that programs that serve our students are of the highest quality and provide for not only the basic elementary educational needs, but also the unique socia-economic related academic needs.

SELECT

	<u>FY 2023</u>	<u>FY 2024</u>
Federal Revenue	\$ 86,230	\$ 59,400
Total Revenue	<u>\$ 86,230</u>	<u>\$ 59,400</u>
Certificated Salaries	38,315	42,500
Employee Benefits	16,745	16,900
Staff Travel	100	-
Supplies/Material/Media	<u>31,071</u>	<u>-</u>
Total Expenditures	<u>\$ 86,230</u>	<u>\$ 59,400</u>

ASTRIDE (367)

This multi year federal grant to Tlingit & Haida Indian Tribes supports our district in providing counseling programs to meet the needs of students Grades 7-12 so that they can achieve at the same state performance standards expected of all students. This program has a local cultural education component and focuses on the goal of ensuring that programs that serve our students are of the highest quality and provide for not only the basic middle school and secondary educational needs, but also the unique socia-economic related academic needs.

ASTRIDE

	<u>FY 2023</u>	<u>FY 2024</u>
Federal Revenue	\$ 125,620	\$ -
Total Revenue	<u>\$ 125,620</u>	<u>\$ -</u>
Certificated Salaries	3,800	-
Non-Certificated Salaries	400	-

Employee Benefits	1,713	-
Student Travel	4,600	-
Supplies/Material/Media	<u>115,000</u>	
Total Expenditures	<u>\$ 125,513</u>	<u>\$ -</u>

THRIVE (368)

This multi year direct federal grant supports our district in providing counseling programs to meet the needs of students Grades 7-12 so that they can achieve at the same state performance standards expected of all students. This program focuses on the goal of ensuring that programs that serve our students are of the highest quality and provide for not only the basic elementary and secondary educational needs, but also the unique socia-economic related academic needs.

THRIVE

	<u>FY 2023</u>	<u>FY 2024</u>
Federal Revenue	<u>\$ 717,212</u>	<u>\$ 150,000</u>
Total Revenue	<u>\$ 717,212</u>	<u>\$ 150,000</u>

Certificated Salaries	35,582	7,500
Non-Certificated Salaries	10,745	2,500
Employee Benefits	80,918	3,000
Professional & Technical Services	264,458	88,416
Staff Travel	110,669	-
Student Travel	-	-
Utility Service	-	-
Other Purchased Services	-	-
Supplies/Material/Media	58,835	15,000
Tuition & Stipends	15,000	-
Other Expenses	101,860	25,000
Indirect Costs	<u>39,145</u>	<u>8,584</u>
Total Expenditures	<u>\$ 717,212</u>	<u>\$ 150,000</u>

REWARD - Tlingit & Haida (369)

This multi year direct federal grant to Tlingit & Haida supports our district in providing counseling programs to meet the needs of students Grades 7-12 so that they can achieve at the same state performance standards expected of all students. This program focuses on the goal of ensuring that programs that serve our students are of the highest quality and provides for not only the basic elementary and secondary educational needs, but also the unique socia-economic related academic needs.

REWARD

	<u>FY 2023</u>	<u>FY 2024</u>
Federal Revenue	<u>\$ 20,910</u>	<u>\$ 20,910</u>
Total Revenue	<u>\$ 20,910</u>	<u>\$ 20,910</u>

Certificated Salaries	15,500	15,500
Employee Benefits	<u>5,410</u>	<u>5,410</u>
Total Expenditures	<u>\$ 20,910</u>	<u>\$ 20,910</u>

SUCCEED (370)

This multi year (5 year) direct federal grant supports our district in providing counseling programs to meet the needs of students Grades K-5 and 6-12 so that they can achieve at the same state performance standards expected of all students. This program focuses on the goal of ensuring at risk students are motivated toward relevant careers and higher education.

SUCCEED

	<u>FY 2023</u>	<u>FY 2024</u>
Other Local Revenue	<u>\$ 4,000</u>	<u>\$ 1,000</u>
Total Revenue	<u>\$ 4,000</u>	<u>\$ 1,000</u>
Supplies/Materials/Media	<u>4,000</u>	<u>1,000</u>
Total Expenditures	<u>\$ 4,000</u>	<u>\$ 1,000</u>

Teacher Housing (375)

This fund captures all revenue and expenditures for the teacher housing across the district.

Teacher Housing

	<u>FY 2023</u>	<u>FY 2024</u>
Other Local Revenue	<u>\$ 110,000</u>	<u>\$ 110,000</u>
Total Revenue	<u>\$ 110,000</u>	<u>\$ 110,000</u>
Non-Certificated Salaries	\$ 1,070	\$ 2,000
Employee Benefits	\$ 930	\$ 1,000
Utility Services	\$ 3,750	\$ 3,780
Other Energy	\$ 5,940	\$ 6,500
Other Purchased Services	\$ 1,910	\$ 2,050
Supplies/Materials/Media	25,780	35,780
Other Expenses	<u>1,590</u>	<u>1,890</u>
Total Expenditures	<u>\$ 39,380</u>	<u>\$ 50,000</u>

AK Micro Grants (USDA) (380)

This one year grant which began in FY 22 was awarded from the USDA thru the State of Alaska specifically keeping the greenhouses operational and sustainable, teaching agricultural units to students, and providing Island Fresh fruits and vegetables. Sites included were Thorne Bay, Coffman Cove, Kasaan, & Hollis.

AK MICRO Grant

	<u>FY 2023</u>	<u>FY 2024</u>
Federal Revenue	\$ 17,868	\$ -
Total Revenue	<u>\$ 17,868</u>	<u>\$ -</u>
Non-Certificated Salaries	\$ 1,577	
Employee Benefits	313	
Staff Travel	616	
Other Purchased Services	225	
Supplies/Materials/Media	20,249	
Other Expenses	-	
Indirect Expenses	<u>1,225</u>	-
Total Expenditures	<u>\$ 24,205</u>	<u>\$ -</u>

AEA Biomass Project Updates (507)

Alaska Energy Authority funding for updates for existing Biomass projects in the sites of Kasaan and Naukati.

AEA Biomass Updates

	<u>FY 2023</u>	<u>FY 2024</u>
Federal Revenue	\$ 139,901	\$ 119,274
Total Revenue	<u>\$ 139,901</u>	<u>\$ 119,274</u>
Non-Certificated Salaries	6,351	6,500
Employee Benefits	1,980	2,000
Other Purchased Services	7,950	50,000
Supplies/Material/Media	4,345	44,000
	-	-
Total Expenditures	<u>\$ 20,626</u>	<u>\$ 102,500</u>

KASAAN K12 PLAYGROUND 19-005 (508)

This State CIP project is to replace the Barry C Stewart Kasaan School Playground and will be closed out June 20, 2023.

KASAAN K12 PLAYGROUND REPLACEMENT

	<u>FY 2023</u>	<u>FY 2024</u>
State Revenue	\$ 84,034	\$ -
Total Revenue	<u>\$ 84,034</u>	<u>\$ -</u>
Professional & Technical	\$ -	\$ -
Utility Services	-	-
Supplies/Materials/Media	-	-

Other Purchased Services	74,905	-
Other Expenses	-	-
Total Expenditures	<u>\$ 74,905</u>	<u>\$ -</u>

HOLLIS K12 SCHOOL REPLACEMENT DESIGN 20-002 (536)

This State CIP project funds the new design and building of the Hollis K-12 Replacement School

HOLLIS K12 SCHOOL REPLACEMENT

	<u>FY 2023</u>	<u>FY 2024</u>
State Revenue	<u>\$ 9,669,396</u>	<u>\$ 3,200,000</u>
Total Revenue	<u>\$ 9,669,396</u>	<u>\$ 3,200,000</u>
Non-Certificated Salaries	\$ 55,793	\$ 9,206
Employee Benefits	19,921	5,078
Professional & Technical	139,110	-
Staff Travel	-	10,000
Other Energy	2,673	-
Supplies/Materials/Media	9,978	90,021
Other Purchased Services	6,079,905	2,741,279
Other Expenses	185,468	185,468
Equipment	<u>220,273</u>	<u>220,273</u>
Total Expenditures	<u>\$ 6,713,121</u>	<u>\$ 3,041,052</u>

BP 4218 Classified Personnel - Dismissal/Suspension/Disciplinary Action

Probationary Employees

At any time prior to the expiration of the probationary period, the Superintendent or designee may dismiss a probationary classified employee from district employment. A probationary employee shall not be entitled to a hearing.

Permanent Employees

Permanent classified employees shall be subject to ~~personnel action (including, but not limited to, reprimand, suspension without pay, demotion, reduction of pay step in class, grade, or dismissal)~~ termination only for cause. This provision shall not apply to (1) the expiration of a contract and a decision by the District not to offer another contract or, (2) a no cause termination of a contract as and to the extent provided in the contract of employment.

This policy also applies to classified management and supervisory employees unless otherwise provided by law.

(cf. 4300 - Definitions)

In addition to any disqualifying or actionable causes otherwise provided for by federal or state statute or regulation or by policy or regulation of this district, each of the following constitutes cause for personnel action against a permanent classified employee:

1. Falsifying any information supplied to the school district, including, but not limited to, information supplied on application forms, employment records, information provided as part of an investigation, or any other school district records.
2. Incompetence.
3. Inefficiency.
4. Neglect of duty.
5. Insubordination.
6. Dishonesty.
7. Possessing or consuming alcohol, tobacco, controlled substances, including marijuana, or other illegal drugs or synthetic drugs while on duty on District premises whether or not on duty; or being under the influence of these prohibited substances while on duty.
8. Addiction to the use of controlled substances.
9. Conviction of a felony, conviction of any sex offense made relevant by provisions of law, or conviction of a misdemeanor which is of such a nature as to adversely affect the employee's ability to perform the duties and responsibilities of said position. A plea or verdict of guilty, or a conviction following a plea of nolo contendere is deemed to be a conviction within the meaning of this section. Applicants and employees must inform the Superintendent of any criminal charge

or conviction so that a determination can be made by the district regarding its applicability to employment. For existing employees, reporting must occur within 48 hours of a criminal charge or conviction.

10. Absence without leave.
11. Immoral conduct.
12. Discourteous treatment of the public, students, or other employees.
13. Improper political activity.
14. Willful disobedience.
15. Misuse, theft, or damage to or destruction of district property.
16. Violation of district, Board or departmental rule, policy, procedure, or violation of federal, state, or local statute, regulation, or ordinance.
17. A physical or mental disability, which precludes the employee from the proper performance of essential duties and responsibilities as determined by competent medical authority, except as otherwise provided by a contract or by law regulating the accommodation of disabilities or the retirement of employees.
18. Failure to possess or keep in effect any license, certificate, or other similar requirement specified in the employee's class specification or otherwise necessary for the employee to perform the duties of the position.
19. Unlawful discrimination, including harassment, on the basis of race, religion, creed, color, national origin, ancestry, physical or mental disability, marital status, sex, pregnancy, or age against a student, the public or other employees.
20. Unlawful retaliation against any other district officer or employee or student or member of the public who, in good faith, reports, assists, discloses, divulges, or otherwise brings to the attention of any appropriate authority, whether an outside person, agency, or school district official, any information relative to actual or suspected violation of any law or district policy or procedure occurring on the job or directly related thereto.
21. Unsatisfactory performance.
22. Substantial noncompliance with applicable laws, regulations, policies, and written rules of the Superintendent.
- ~~21-23.~~ 23. Any other failure of good behavior either during or outside of duty hours which is of such nature that it causes discredit to the district or employee.

Disciplinary Procedures

The following procedures will govern ~~personnel action~~ suspension without pay, reduction in pay grade, or dismissal/termination unless an applicable collective bargaining agreement provides different procedures. In such event, the collective bargaining agreement will govern and employees must utilize the negotiated grievance procedures to ~~appeal~~ challenge any discipline.

~~In cases involving a personnel action, the Superintendent or designee shall prepare a written statement of the personnel action, which shall be served upon the employee either personally or by certified mail, return receipt requested, at the employee's last known address. The statement shall include:~~

- ~~1. A statement of the nature of the personnel action (the~~ When initiating ~~disciplinary action being imposed).~~
2. A statement of the cause or causes as provided for the discipline above, the employee shall be provided the following:
 1. A pre-disciplinary meeting at which the employee shall be given notice of the proposed disciplinary action and a reasonable opportunity to respond. Unless circumstances dictate otherwise, the Superintendent or designee shall provide notice of the proposed disciplinary action and schedule a meeting for a reasonable period of time after the delivery of the notice to allow the employee time to prepare a response.
 - ~~3.2.~~ If after the pre-disciplinary meeting, the District determines there is cause for discipline, a statement of the ~~specific acts or omissions upon which the nature of the disciplinary action. The statement shall include the reasons or causes are based. If violation of thereof and each~~ rule, policy, ~~or regulation of the district is alleged, the rule, policy,~~ directive or regulation standard that has been violated shall be identified.
 - ~~4.3.~~ A statement of the employee's right to appeal the ~~recommendation~~ disciplinary action and the manner and time within which ~~an~~ his/her appeal must be filed.

~~In the event~~ Unless determined otherwise by the Superintendent or designee determines that an employee should be removed from duty while an investigation into alleged misconduct is conducted, ~~the employee will be placed on administrative leave with pay.~~

~~In cases where the Superintendent or designee has determined that a permanent classified employee should be dismissed, termination of employment will be effective upon delivery to the employee of the statement of personnel action.~~

- ~~4.~~ For all discipline short of dismissal, demotion in a reduction in pay, or unpaid disciplinary action (suspension of five (5) or more days, a permanent employee may, within five calendar days after receiving the statement of personnel action described above, file a written appeal to the Superintendent. If the Superintendent did not decide the original discipline, the Superintendent shall hear and decide the appeal. Otherwise, the Superintendent will appoint another district administrator to hear and decide the appeal. The appeal may be conducted without a hearing, based upon a review of the personnel action and the written appeal. At the Superintendent or designee's sole discretion, an informal hearing may be held if determined to be necessary to inform the decision maker. The decision on appeal is final. without pay, reduction in pay grade, or dismissal/termination) shall take effect when the employee receives the statement of the disciplinary action.

A permanent

An employee ~~who has been dismissed, demoted with a reduction in pay, or placed on unpaid suspension of five (5) or more days,~~ may, within five calendar days after receiving

the ~~statement~~imposition of ~~personnel~~the disciplinary action ~~described above, file a written,~~
appeal the disciplinary decision to the Board ~~for by~~ submitting ~~a request~~his/her appeal for
a hearing in writing to the Superintendent or designee. The appeal ~~may include a formal~~
~~hearing before the School Board, in the event this is requested by~~must state the
employee. If not, the appeal may be conducted without a hearing, based on the School
Board's review of the statement of the personnel action and the written appeal. The Board
shall determine the proceduresground(s) for the hearing, giving the employee advanced
notice of the procedures. ~~The decision of the School Board is final~~appeal.

If ~~an~~the employee fails to appeal ~~the personnel action~~ within the time specified in ~~these~~
~~rules~~this policy, the employee shall ~~be deemed to have waived~~ the~~his/her~~ right to an
appeal.

~~At any time before an employee's appeal is finally submitted to the Superintendent or~~
~~Board for decision, the Superintendent or designee may serve on the~~

~~The~~ employee shall be informed in writing of the time and ~~file with the decision maker~~
~~an amended or supplemental statement of personnel action.~~

~~The Superintendent, designee, or Board who is~~place of the meeting at which the Board
will hold a hearing an appeal. ~~After holding an evidentiary hearing, the Board may~~
affirm, modify or revoke the ~~personnel action.~~

~~Revised 9/26/18~~

~~Adoption Date: 04/09/98~~

~~Southeast Island School District~~disciplinary action. The decision of the Board is final
subject to appeal to Superior Court as and to the extent provided for in the Alaska Rules
of Appellate Procedure.

BP 4218 Classified Personnel - Dismissal/Suspension/Disciplinary Action

Probationary Employees

At any time prior to the expiration of the probationary period, the Superintendent or designee may dismiss a probationary classified employee from district employment. A probationary employee shall not be entitled to a hearing.

Permanent Employees

Permanent classified employees shall be subject to suspension without pay, reduction in pay grade, or dismissal/termination only for cause. This provision shall not apply to (1) the expiration of a contract and a decision by the District not to offer another contract or, (2) a no cause termination of a contract as and to the extent provided in the contract of employment.

This policy also applies to classified management and supervisory employees unless otherwise provided by law.

(cf. 4300 - Definitions)

In addition to any disqualifying or actionable causes otherwise provided for by federal or state statute or regulation or by policy or regulation of this district, each of the following constitutes cause for personnel action against a permanent classified employee:

1. Falsifying any information supplied to the school district, including, but not limited to, information supplied on application forms, employment records, information provided as part of an investigation, or any other school district records.
2. Incompetence.
3. Inefficiency.
4. Neglect of duty.
5. Insubordination.
6. Dishonesty.
7. Possessing or consuming alcohol, tobacco, controlled substances, including marijuana, or other illegal drugs or synthetic drugs while on duty on District premises whether or not on duty; or being under the influence of these prohibited substances while on duty.
8. Addiction to the use of controlled substances.
9. Conviction of a felony, conviction of any sex offense made relevant by provisions of law, or conviction of a misdemeanor which is of such a nature as to adversely affect the employee's ability to perform the duties and responsibilities of said position. A plea or verdict of guilty, or a conviction following a plea of nolo contendere is deemed to be a conviction within the meaning of this section. Applicants and employees must inform the Superintendent of any criminal charge or conviction so that a determination can be made by the district regarding its

applicability to employment. For existing employees, reporting must occur within 48 hours of a criminal charge or conviction.

10. Absence without leave.
11. Immoral conduct.
12. Discourteous treatment of the public, students, or other employees.
13. Improper political activity.
14. Willful disobedience.
15. Misuse, theft, or damage to or destruction of district property.
16. Violation of district, Board or departmental rule, policy, procedure, or violation of federal, state, or local statute, regulation, or ordinance.
17. A physical or mental disability, which precludes the employee from the proper performance of essential duties and responsibilities as determined by competent medical authority, except as otherwise provided by a contract or by law regulating the accommodation of disabilities or the retirement of employees.
18. Failure to possess or keep in effect any license, certificate, or other similar requirement specified in the employee's class specification or otherwise necessary for the employee to perform the duties of the position.
19. Unlawful discrimination, including harassment, on the basis of race, religion, creed, color, national origin, ancestry, physical or mental disability, marital status, sex, pregnancy, or age against a student, the public or other employees.
20. Unlawful retaliation against any other district officer or employee or student or member of the public who, in good faith, reports, assists, discloses, divulges, or otherwise brings to the attention of any appropriate authority, whether an outside person, agency, or school district official, any information relative to actual or suspected violation of any law or district policy or procedure occurring on the job or directly related thereto.
21. Unsatisfactory performance.
22. Substantial noncompliance with applicable laws, regulations, policies, and written rules of the Superintendent,
23. Any other failure of good behavior either during or outside of duty hours which is of such nature that it causes discredit to the district or employee.

Disciplinary Procedures

The following procedures will govern suspension without pay, reduction in pay grade, or dismissal/termination unless an applicable collective bargaining agreement provides different procedures. In such event, the collective bargaining agreement will govern and employees must utilize the negotiated grievance procedures to challenge any discipline.

When initiating disciplinary action as provided for above, the employee shall be provided the following:

1. A pre-disciplinary meeting at which the employee shall be given notice of the proposed disciplinary action and a reasonable opportunity to respond. Unless circumstances dictate otherwise, the Superintendent or designee shall provide notice of the proposed disciplinary action and schedule a meeting for a reasonable

period of time after the delivery of the notice to allow the employee time to prepare a response.

2. If after the pre-disciplinary meeting, the District determines there is cause for discipline, a statement of the nature of the disciplinary action. The statement shall include the reasons or causes thereof and each rule, policy, regulation, directive or standard that has been violated.
3. A statement of the employee's right to appeal the disciplinary action and the manner and time within which his/her appeal must be filed.
4. Unless determined otherwise by the Superintendent or designee, the disciplinary action (suspension without pay, reduction in pay grade, or dismissal/termination) shall take effect when the employee receives the statement of the disciplinary action.

An employee may, within five calendar days after the imposition of the disciplinary action, appeal the disciplinary decision to the Board submitting his/her appeal for a hearing in writing to the Superintendent or designee. The appeal must state the ground(s) for the appeal.

If the employee fails to appeal within the time specified in this policy, the employee shall have waived his/her right to appeal.

The employee shall be informed in writing of the time and place of the meeting at which the Board will hold a hearing . After holding an evidentiary hearing, the Board may affirm, modify or revoke the disciplinary action. The decision of the Board is final subject to appeal to Superior Court as and to the extent provided for in the Alaska Rules of Appellate Procedure.

**Southeast Island School District
FY 2025 – 2030 Six-Year Capital Improvement Plan**

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
1	D	Thorne Bay K-12 School Fire Suppression System Replacement This project will replace badly corroded and failing thin wall sprinkler piping, and make other needed repairs to the fire school's fire suppression system.	X	\$1,375,904
2	C	Thorne Bay K-12 School Mechanical Control Upgrade This project will replace the failing 25+ year old pneumatic HVAC controls at the school with a modern DDC control system for greater reliability and energy efficiency.	X	\$1,496,950
3	C	Thorne Bay K-12 School Underground Storage Tank Replacement This project will replace two 2000-gal underground fuel tanks that serve the main school and multi-purpose buildings. These are single wall steel fuel tanks that have been in the ground for over 25 years.	X	\$1,126,953
4	C	Port Alexander K-12 School Domestic Water Pipe Replacement The domestic water piping in the school is 40 years old. The school's water has tested with unacceptably elevated levels of lead and copper. This project will replace the domestic water system in the school to make the water safe for students to drink.	X	\$162,572
5	C	Port Alexander & Thorne Bay K-12 Schools Roof Replacement The roofing at the PA and Thorne Bay school buildings has reached the end of its lifespan and requires replacement. The district was able to replace a portion of the PA school roof prior to funding becoming available. This project will recover district funds used for already replaced roofing, and install new metal roofing on the remaining portion of the PA and Thorne Bay roofs.	X	\$4,575,722
6	C	Barry Craig Stewart Kasaan School Renovation This modular building, built in 1982, was moved to the present site in 2000. Re-roofing and siding, asbestos abatement, sewage treatment plant repair, porch repair and flooring are all areas that need to be addressed.	X	\$150,000
7	C	Thorne Bay K-12 School Flooring Replacement This project is for recovery of funds expended to replace extremely worn carpet and resilient flooring in both the main school and multi-purpose buildings. The carpet had become a trip hazard, and was not an appropriate material in the cafeteria.	X	\$71,549

FY 2025 TOTAL \$8,959,650.00

**Southeast Island School District
FY 2025 – 2030 Six-Year Capital Improvement Plan**

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
FY 2026 TOTAL				\$0.00

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
FY 2027 TOTAL				\$0.00

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
FY 2028 TOTAL				\$0.00

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
FY 2029 TOTAL				\$0.00

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
FY 2030 TOTAL				\$0.00

Adopted August 30, 2023 at a duly convened meeting of the Southeast Island School District at which a quorum was present and voting. I hereby certify that the information presented is true and correct to the best of my knowledge.

Rod Morrison, Superintendent

Date

School Board President

Date

Submit to the Department of Education & Early Development by September 1

Form #05-19-051

**SOUTHEAST ISLAND SCHOOL DISTRICT
Resolution 2024-02**

WHEREAS, Southeast Island School District (SISD) continually strives toward attracting and maintaining a pool of quality teaching professionals in our rural Alaska school district; AND

WHEREAS, high-quality housing must be available that will encourage teachers to move to our communities and continue to work in our remote sites; AND

WHEREAS, funding is available through the SFY2024 Rural Professional Housing Grant Program for new construction in several of the rural communities within our school district; AND

WHEREAS, Southeast Island School District has over 45 years of experience maintaining teacher and staff housing; AND

WHEREAS, many of SISD's current teacher/staff housing units are mobile homes that are over 30 years old and have far exceeded the units' useful/safe life expectancy; AND

WHEREAS, yearly fluctuation in student enrollment often requires placing teachers at sites with less than adequate housing; AND

WHEREAS, the SISD School Board has had a long-standing goal to provide adequate housing for our staff; AND

WHEREAS, many of our communities do not have acceptable and sufficient housing available for our staff.

NOW, THEREFORE BE IT RESOLVED: that the Southeast Island School Board authorizes the administration of SISD to request funds from Alaska Housing Finance Corporation, SFY2024 Rural Professional Housing Grant Program for the sole purpose of constructing housing in Coffman Cove, Hollis, and Thorne Bay for our teachers and other professional staff members.

ADOPTED August 30, 2023, at a duly convened meeting of the Southeast Island School District Board of Education at which a quorum was present and voting.

Shannon Silverthorn
SISD Board President

Attested: _____
Sandy Curtis
SISD Board Clerk

Southeast Island School District



Student/Parent Handbook

2023-2024 School Year

Rod Morrison, Superintendent

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.

This handbook belongs to: _____

P.O. Box 19569, 1010 Sandy Beach Road, Thorne Bay, AK99919

Phone:(907) 828-8254 Fax:(907) 828-8257 E-mail:sisd@sisd.org

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WHY YOU SHOULD CARE ABOUT THIS HANDBOOK?

This handbook is here to help us work together so we can have a safe, fun, and successful school year.

Our handbook provides us with the expectations of the school community and school board, which guides the social norms within our schools. We all have a right to reach our highest potential. And when teachers, students, and administrators work together to follow the expectations in this book, we will create a learning environment where all students are prepared to live full and interesting lives.

As we all know, there is no way to predict all the disagreements that might arise between students and the school. There will be issues we may have failed to address in this handbook, and no situation is ever simple. When this happens, school administration will review school policies and evaluate student behavior in a way that creates a safer, more fun, and more productive learning environment for everyone in the school.

Our school community works very hard to make our learning environment as relevant and useful as possible. Together, we will acquire the tools we need to meet our definition of success and thrive in our ever-changing world. The teachers, students, and administrators in our schools maintain high expectations for themselves and are constantly reflecting on how we can develop our teaching and learning skills.

You, our students, are the future of our communities. The buildings, the classrooms, the greenhouses, the kayaks, and every adult in our schools are here to help you find and develop your talents. The expectations and social norms that make up this handbook are here to create a learning environment where students, teachers, and administrators take care of each other, take care of ourselves, and take care of our schools. Your schools have high expectations of you. Make sure you have high expectations of your schools. Your involvement and participation in every part of your school community is essential to maintaining the high level of education and individualized learning you should continue to expect to receive. We are excited to begin a new year and look forward to working with you!

4 – DAY SCHOOL WEEK CALENDAR

School Calendar 2023-2024																															
Southeast Island School District - All Schools																															
Approved By: Southeast Island School District Board of Education 5/3/23; DEED 7/13/23																															
LEGEND		Aug-23							Sep-23							Oct-23															
C	School Closes	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S		
E	End of Quarter				1	2	3	4	5							1	2	1	2	3	4	5	6	7							
H	Legal Holiday																														
I	Inservice Day	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14									
M	Parent-Teacher Conf Meeting reqts									H					W																
O	School Opens																														
S	Saturday School	20	21	22	23	24	25	26	17	18	19	21	21	22	23	22	23	24	25	26	27	28									
T	Testing		I	I	W	W	W								I							E	W								
V	Vacation Day	27	28	29	30	31			24	25	26	27	28	29	30	29	30	31													
W	Teacher Workday		O												W																
X	Emergency Closure Day																														
LT	Lead Teacher Day*																														
NI	New Teacher Inservice**	# of Inservice Days: 2							# of Inservice Days: 1							# of Inservice Days: 0															
SI	SpEd Inservice**	# of Student Days: 4							# of Student Days: 15							# of Student Days: 18															
	In-session day	# of Teacher Days: 9							# of Teacher Days: 18							# of Teacher Days: 20															
Nov-23							Dec-23							Jan-24							Feb-24										
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S				
			1	2	3	4						1	2		1	2	3	4	5	6						1	2	3			
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5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10				
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12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17				
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26	27	28	29	30			24	25	26	27	28	29	30	28	29	30	31				25	26	27	28	29						
								H	V	V	V	V																			

School Schedules

AK-TRAILS Correspondence/Homeschool (4 day school week)

Monday-Thursday **9:00 AM to 4:30 PM**

Barry C. Stewart Kasaan (4 day school week)

Monday-Thursday **8:00 AM to 3:30 PM**

Breakfast 7:30 AM to 7:55 AM

Lunch 11:35 AM to 12:05 PM

Hollis (4 day school week)

Monday-Thursday **8:00 AM to 3:30 PM**

Breakfast 7:45 AM to 8:00 AM

Lunch (preK-8) 11:45 AM to 12:15 PM

Lunch (HS) 12:15 PM to 12:45 PM

Coffman Cove (4 day school week)

Monday-Thursday **8:00 AM to 3:30 PM**

Breakfast 7:30 AM to 7:55 AM

Lunch 11:35 AM to 12:05 PM

Naukati (4 day school week)

Monday-Thursday **8:00 AM to 3:30 PM**

Breakfast 7:30 AM to 7:55 AM

Lunch 11:35 AM to 12:05 PM

Port Alexander (4 day school week)

Monday-Thursday	8:00 AM to 3:30 PM
Breakfast	7:30 AM to 7:55 AM
Lunch	11:35 AM to 12:05 PM

Thorne Bay (4 day school week)

Monday-Thursday	8:00 AM to 3:30 PM (1st -12th grade) 8:00 AM to 1:35 PM (Kindergarten)
Breakfast	7:30 AM to 7:55 AM
Lunch:	
Grades 6-12	11:30 AM to 12:00 PM
Grades K-5	12:00 PM– 12:30 PM

Whale Pass (4 day school week)

Monday-Thursday	8:00 AM to 3:30 PM
Breakfast	7:30 AM to 7:55 AM
Lunch (elementary)	11: 00 AM to 11:30 AM
Lunch (MS/HS)	11: 35 AM to 12:05

WHY IT'S IMPORTANT TO COME TO SCHOOL

The State of Alaska requires that every child between seven and sixteen years of age attends school. Children who are 5 years of age on or before September 1 are eligible to attend kindergarten. A student who has not yet turned 20 years of age by September 1 and who has not yet graduated may attend school.

A student with a disability who has not received a diploma and is 21 years of age or younger on September 1, is eligible to attend school for the entire school year, even if the student's 22nd birthday occurs during the school year.

According to Alaska law, your parent/guardian is responsible for your regular attendance. Each five days of unexcused absence will be a separate violation of this law. If your parent/guardian knowingly fails to comply with this law, they are guilty of a violation and the school district is required to address each violation. (Refer to AS 14.30.010, 14.30.020, and 14.30.030)

ATTENDANCE

We at Southeast Island School District believe that regular attendance is a crucial element of a good education. In order to provide you with an equal opportunity to attend classes during the regular school year, we encourage your family to limit any family/personal trips to scheduled breaks in the school year. We ask that your parents plan vacations, doctor's appointments, etc., for days when school is not in session. If an absence is unavoidable, we ask that parents give the teachers and principal as much notice as possible, so that they can plan make-up work for the student.

In the event of an unexplained absence, the lead teacher/principal will make prompt and reasonable efforts to contact parents. *In most cases, if a student is absent without explanation for ten consecutive days, he or she will be dropped from our enrollment.* Ultimately, a child's attendance is the responsibility of the parent/guardian.

Attendance Interventions

- If a student has been absent for five or more consecutive days and the parent has been in contact with the school, the school will request a meeting. During this meeting, the school and the parents will work together to create a plan of action, which may include transfer to our AK-TRAILS Correspondence/Homeschool program.

- In the event of a prearranged school absence that extends beyond fifteen consecutive school days, an administrative meeting will be held to determine the possibility of a transfer to our AK-TRAILS Correspondence/Homeschool program.
- If the school believes that the absences are the result of parental neglect, they will, in accordance with mandatory reporting laws, contact the Alaska Department of Health and Social Services, Office of Children's Services on behalf of the child.

Definition of Absence

A student will be counted absent when not present at school. A student is considered present only if physically present at school or engaged in a school activity, even if the activity is away from the school.

Excused vs. Unexcused Absence

If you are going to be absent for personal reasons, your parent/guardian should write to the principal/lead-teacher to ask that the expected absence be excused. The principal/lead-teacher or designee may deny the request if the principal/lead-teacher believes that the absence would be educationally harmful to the student or set a poor example in matters of school attendance for the student or other students. If the request is denied, reasons will be given.

Absences and Checking Out

- Parents are asked to call the school as soon as they know the absence will occur. This will allow the teacher to plan make-up work, to know approximately how long the student will be absent, and to arrange to send assignments home.
- Students who leave school grounds for any reason are to check out with the lead teacher/principal or designee. Students will not be permitted to leave the building without parent's/guardian's stated or written permission and permission of the lead teacher.
- Students who become ill must report to the principal/lead teacher or designee before receiving permission to leave the building
- A student returning to school during the day must check in with the lead teacher or designee before re-entering class.

Makeup Work

Each teacher may determine the policy for his/her classroom. If that policy is different from that listed below, it must be clearly stated in a formal document signed by both parent/guardian and student.

Excused Pre-planned Absences: Any assigned homework will be due on a day agreed upon by the teacher.

Excused Unplanned Absences: After returning to school, students will have additional time equal to the number of days missed to make up their work.

Skipping: The teacher is under no obligation to provide make up work in this case; the student should expect to earn zeros for all missed work.

Tardies

A tardy is defined as not being present in the classroom when the class is scheduled to begin. Teachers are required to keep records of tardies, and work with your school's lead teacher/principal/designee to determine appropriate consequences.

For high school students, teachers are required to keep records of attendance for each class. Students are considered tardy if they arrive within ten (10) minutes of class; students who arrive in class more than ten (10) minutes late will be marked absent for that class period.

SISD MODEL OF INSTRUCTION

Elementary-Middle School

SISD recognizes grades (K-12) for chronological and state reporting purposes. Proficiency is set at 70% and mastery at 80%. Standards are identified for each grade level and students are assessed using multiple methods throughout the school year.

High School

Credit-earning courses start at 9th grade and continue through 12th grade. Multiple assessments are also expected at the secondary level. Good attendance and persistent daily effort are essential for success.

MATERIALS & EQUIPMENT

Textbooks, workbooks, computers, and instructional equipment are supplied and maintained by the District. Students are expected to furnish their own general supplies, including pencils and notebooks. The lead teacher/principal is authorized to provide materials, including general supplies, for students who are unable to pay. Students shall not be charged for any required activities held during school hours. Schools may charge for:

- Costs and materials used for vocational course projects that will become the property of the student;
- Lost and damaged books, materials, supplies, and equipment including computers.

Students are responsible for the care of their materials and any equipment they are using. Students are required to sign a computer use agreement form outlining appropriate use and will sign out specific textbooks and equipment. Students are not held liable for normal wear and tear on items in their care but will be charged for the repair or replacement due to damage caused by student negligence, vandalism or loss. Replacement cost for textbooks and computers will reflect actual cost of replacement and not the initial cost to the district. Transcripts and/or diplomas will not be released to the student until all fines or fees are paid.

GRADES/REPORT CARDS

Aside from the many phone calls, notes, and class work folders being sent home, written report cards are sent home at the end of each quarter. If a parent or teacher feels that a conference is necessary, it should be arranged as soon as possible so that we will be able to work together to help you be successful. If you have any questions pertaining to your grades/report card or the instructional program in which you are involved, please do not hesitate to contact your teacher and request a conference. In addition to regular report cards and conferences, teachers are expected to make contact with the parent/guardian when passing a class is in peril and when your behavior is affecting performance. There should be no surprises. The district strives for clear and open communication.

HIGH SCHOOL GRADUATION REQUIREMENTS

BOARD POLICY 6146.1

A student with a minimum of 24 credits covering all required courses is eligible for a diploma.

Credits Required for Class Ranking

Once a student reaches the 9th grade, credits determine class standing.

Freshman	9 th grade	1-6 credits
Sophomore	10 th grade	7-12 credits
Junior	11 th grade	13-18 credits
Senior	12 th grade	19-28 credits

Credits Required for Graduation

Graduation requirements for students enrolled in all schools except AK-TRAILS

Correspondence:

Credits	Subject
4	Language Arts
3	Science
3.5	Math (Algebra 1)
1	Physical Education
1	Health
3	Social Studies (U.S. History/World History/Civics/Alaska History)
0.5	Work Skills (Careers and Portfolios)
8	Electives (strongly recommend at least 1 credit of World Language)

Total = 24 credits

Graduation requirements for students enrolled in AK-TRAILS Correspondence:

Credits	Subject
4	Language Arts
2	Science
3	Math (Algebra 1)
0.5	Physical Education
0.5	Health
3	Social Studies (U.S. History/World History/Civics/Alaska History)
8	Electives (strongly recommend at least 1 credit of World Language)

Total = 21 credits

Awarding Credit

Course grades will be averaged based on the length of the course. A course completed in 18 weeks (a minimum of 80 hours of instruction) will have a grade with .50 credits awarded. A semester long course will average the two quarter (9 week each) report card grades. A yearlong class will be broken into two semesters and a final grade will be calculated on the report card. A failed semester grade will remain on your transcript. That grade will be averaged into the GPA until the course is repeated.

It is not uncommon to have a course meet less frequently, and be awarded 0.25, 0.50, or 0.75 credits after the entire school year. Any class that deviates from the norm will be identified in the comment section of each report card. Credits will normally be limited to 6 each year. Seniors may exceed 6 credits per year in order to graduate on time. No student may exceed 7 credits without administrative review.

Incomplete Scores

We strive to give students every opportunity to succeed. Students failing a 9 or 18-week course will only have additional time to correct the problem if there are documented health concerns or other unusual and excusable circumstances that have impacted recent attendance or performance. The maximum allowable extension is 10 calendar days. If work is not satisfactorily completed within the allowed time, the grade will revert

to what it would have been without the time extension. There will be no further opportunity to improve the grade. Failure to complete assignments is not acceptable as a reason for an incomplete. Not every course is offered every year. The older the student, the more essential that the course be passed the first time, as failure may require additional time in school or the purchase of acceptable replacement courses. No outside course will be accepted for credit without prior permission from the principal. The district takes no responsibility for the cost of these courses.

Credit for Repeat Courses

With the approval of the principal, a student may repeat a course in order to raise his/her grade. The highest grade received will be the permanent grade on the student's transcript. The lower grade will be changed to NC – No Credit and remain on the transcript. This is only possible if repeating the course in the same way it was first taken, and if the course is offered again. For instance the content of a purchased course would be different than what was offered in the classroom. In that case both grades would remain, although only one of the two could be used for a graduation requirement. Any ties for academic awards at graduation will be settled with preference given to the student without repeated courses.

Credit from Other Programs

Middle school students are encouraged to take challenging courses enabling them to advance beyond the minimum expectations for graduation. In most cases, high school credit is not awarded for courses completed during middle school. No student will be denied access to challenging work regardless of age, and it is possible that middle school students may be in classes with high school students.

Pass the Class the First Time

Due to the size of our individual communities and schools, it is extremely difficult to offer every possible course every semester. Your success when a course is first offered is essential. Regular attendance, frequent communication between you, your parent and the teacher, and the understanding that with age comes more homework and responsibility, are all critical elements. Not every course will be offered every year, and there may be situations where a student would have to take a course either through the SISD AK-TRAILS Correspondence/Homeschool program, or at their own expense, in order to graduate on time.

Early Graduation

Depending on the school, students could have the opportunity to earn as many as 28 credits during high school. Students are discouraged from early graduation. Our

changing world requires all of the skills and maturity a student can acquire. On occasion, early graduation requests will be granted to students with a further education plan who are 17 years of age and have not completed their senior year. This process begins with the Lead Teacher or Principal and requires School Board approval following a student presentation to the School Board. You will also submit an application packet to the Board that includes at least the following: current transcripts, a letter from you that includes evidence of future plans such as acceptance into a post secondary career option, and recommendation letters from teacher(s), lead teacher or principal, and parent(s)/guardian(s). The presentation must be made by the November School Board meeting; the application packet must be submitted at least ten days before this meeting. You can be physically present at the meeting or attend the meeting virtually. Meeting minimum graduation requirements is not considered a reasonable excuse for early graduation.

Graduation Ceremonies

High School graduation ceremonies will be held to recognize those students who have successfully completed the district requirements. The superintendent or designee may deny a student the privilege of participating in graduation or promotion activities because of misconduct. The graduation ceremony may also be used to recognize the accomplishments of younger students and to recognize alternative methods of graduation.

Valedictorian/Salutatorian

Determination of valedictorian and salutatorian are made based on the following criteria:

1. Highest overall GPA at the end of third quarter of the student's senior year
2. Lowest number of repeated courses
3. Highest score on the SAT or ACT or Work Keys Tests (Must compare like tests)
4. Total Credits Earned
5. Honors and College Dual Credit Courses (highest number of these)
6. Service Learning and Community Service

The determination is made by starting at the first criterion. The next criterion is only evaluated if there is a tie or conflict on the preceding criterion. Valedictorian is the student who ranks 1st using this method. Salutatorian is the student who ranks 2nd using this method.

College Courses for Dual Credit

Students who choose to pursue an independent study college course may take the course of their choice. Students may receive dual credit for the course if pre-approved by an SISD principal or designee. Students will be allowed to have this course in their schedule during the regular day if there is a teacher/designee available for supervision during the period. SISD takes no responsibility for the cost of these programs unless a student has exhausted all possible credit opportunities with SISD. Tuition (up to \$250 per course) will be reimbursed only upon successful completion and only with prior permission from the principal or lead teacher.

UNIVERSITY OF ALASKA'S SCHOLAR AWARD

Calculation of grade point average (GPA) will occur at the end of the junior year for the purpose of determining the recipients of the UA Scholar's Award (top 10% of class) and will be based on the same grades as listed for valedictorian/salutatorian. The Lead Teacher/Principal is responsible for submitting names at the end of the junior year, and for submitting any changes for the scholarship at the beginning of the senior year. The determination for this award is based on the following criteria:

1. Highest overall GPA at the end of junior year
2. Lowest number of repeated courses
3. Highest score on the SAT or ACT or Work Keys Tests (Must compare like tests)
4. Total Credits Earned
5. Honors and College Dual Credit Courses (highest number of these)
6. Service Learning and Community Service

The determination is made by starting at the first criterion. The next criterion is only evaluated if there is a tie or conflict on the preceding criterion. UA Scholar is the student who ranks 1st using this method. Only juniors on track to graduate on time will be submitted. A student requesting early graduation will not displace a senior graduating on time.

POST-SECONDARY EDUCATION

Information about colleges, technical, and vocational schools is available through your lead teacher or principal. Together with your parents and high school teacher, you can begin planning your future with help of this information. If you plan to continue studies after high school graduation, there are a number of scholarships and student loans available to help you financially. Seniors must allow time for this paperwork and

research. It is your responsibility to complete applications for financial assistance, and plan for a smooth transition to whatever school or career path desired. Taking classes in Language Arts and Math beyond our minimum expectations for graduation will greatly improve your opportunities.

COUNSELING AND GUIDANCE

Each year, information on career planning is distributed to the high school students in the district. You will be provided an opportunity to take the SAT, and PSAT exams. You are responsible for exam fees and transportation to and from the testing site. Financial aid information is made available to all students. This information includes grants, scholarships, and loans.

SISD AK-TRAILS CORRESPONDENCE/HOMESCHOOL PROGRAM

The Southeast Island School District AK-TRAILS Correspondence/Homeschool offers a unique and highly individualized program for students living anywhere in the state of Alaska. Please see the AK-TRAILS <https://www.sisd.org/o/aktrails> webpage for more information.

SUMMER PROGRAMS

Summer opportunities are tied directly to available grants. While our priority is to fund educational opportunities targeting specific needs shown through testing results, the focus of these opportunities vary with the requirements of available funding.

Academic Summer School

We strive to offer summer opportunities for students to improve their academic skills. These are generally targeted to opportunities that usually will not yield high school credit. We evaluate test results yearly to determine the academic focus for any summer opportunities. Extended School Year (ESY) services are available for students with disabilities as indicated by a student's Individualized Education Program (IEP).

Summer Camps and Service Learning

When grant funding allows, we offer summer camps and service learning opportunities.

ACTIVITIES/ATHLETICS

Right to Participate

No student shall be denied the right to participate in any school activity solely on the basis of gender, age, race, color, national origin, religion, disability, marriage, sexuality, or pregnancy, nor shall students be denied the right to participate as a method of collecting fines or fees.

Ultimately, the school district follows the guidelines of Alaska School Activities Association (ASAA) outlined below:

Activities requiring travel of any sort (walking, bus, car pool, air, or ferry) will require that students maintain high behavioral, attendance, academic, and self-discipline standards. Persistent difficulties with behavior or problems with attendance may lead to a student remaining behind. A teacher can deny access to a student with prior notice to the parent/guardian, lead teacher, and principal.

See Notice of Discrimination in Appendix

Attendance and Participation

Overall, you must be in attendance the day of any practice, game, or special event in order to participate. If circumstances outside of your control keep you from attending school, let your principal or lead teacher know. If your reason is valid, the principal or lead teacher can work with you to still participate.

School Board Policy

“Must be in attendance the full day of any practice, event, or travel unless absence is documented by a doctor or hampered by weather. Students shall not participate nor attend practice on a day of absence from school.”

However, the lead teacher or principal at your school site may waive this requirement if valid circumstances have caused the absence.

ATHLETICS

ATHLETIC SCHEDULES

Schedule for High School established by Alaska School Activities Association (ASAA) found on ASAA.org

Schedule for Elementary and Middle School Sports

Native Youth Olympics (NYO): Junior NYO & Senior NYO (Year-Round Training)
State Competition is in April (Need grade/age levels)

September - February (Fall/Winter): Battle of the Books for grades K-12

August - May (year round) : Student Council for grades 3rd-8th

August - October (5 Weeks): Elementary and Middle School Cross Country

October - November: (8 Weeks): Middle School Basketball

January - February (7 Weeks) : Elementary/Middle School Wrestling Grades K-8

February - March (8 Weeks) : Middle School Volleyball Grades 6-8

March- April (6 Weeks): Elementary Basketball Grades K-5 (grouped K-2 and 3-5)

ATHLETIC EQUIPMENT

It is the responsibility of each athlete or participant to make sure the uniform and equipment are maintained in a state of proper cleanliness and repair. Unless students purchased their own uniforms, parents will be notified of the responsibility of the athlete or participant to return or pay for any equipment or uniforms damaged or not returned to the coach at the end of the season or activity. Uniforms and equipment acquired through student fundraising are the property of the team and must be available for continued team use, unless clearly defined as student property during fundraising activities.

ALCOHOL, TOBACCO OR SUBSTANCE ABUSE OR POSSESSION

Participation in activities outside of the classroom is a privilege and is clearly not a right. A coach or lead teacher has the right to deny a student's participation in any extra-curricular or co-curricular activity (An extra-curricular activity occurs outside of normal school hours, but does not relate to or compliment the curriculum taught in school. Additionally, most extra-curricular activities have a governing body that also regulates student eligibility. Co-curricular also occur after school, but they directly relate to or compliment the curriculum being taught in school). Students are expected to obey all school rules and city, state and federal laws. Student athletes represent their school and community and are held to a higher standard than other students.

- No student is allowed to possess or use tobacco, alcohol or any controlled substance.
- Attendance at any activity or place at which alcohol, other drugs or other intoxicants are being exchanged, sold or consumed is not permitted. To protect themselves, students are expected to promptly notify the coach, lead teacher, or other responsible adult of the event. Self-reporting will not waive consequences for use.
- Any student issued a citation or summons to appear in court involving alcohol or controlled substances will be immediately deemed ineligible to participate in athletics or other school travel in accordance with policy. The concept of "burden of proof" will not deter from the application of the consequences. The administrator only has to verify that a legal charge has been filed.
- These rules apply from day one of school to the last day of school. For instance, being cited for use a few days prior to the beginning of the season will carry the same penalties as if cited during the season. Those consequences will begin as soon as the district becomes aware of the situation.
- If the event occurs during a school-sanctioned trip, the student will not be allowed to travel on any school sponsored trips for the remainder of the school year. This travel restriction is in addition to any other disciplinary action resulting from the behavior.
- Any student suspected of an infraction will be referred to either the local Village Public Safety Officer (VPSO) or the State Troopers in Klawock.

Misconduct While Traveling

As with all areas of conduct for athletes, infractions will result in immediate return home at parent expense. The first available transportation is generally going to be a flight at considerable expense. We cannot send a student unsupervised on a ferry. A student

returned home would be under constant supervision until placed on the plane. Parents are expected to make arrangements for pick up upon return, and to be present when that flight arrives.

If the loss of the student means that there is no longer a full team, the rest of the team will return home as quickly as economical transportation can be arranged.

RULE INFRACTION VERIFICATION

The school administrator will determine the discipline based on guidelines established by the Alaska School Activities Association (ASAA). A complete copy of ASAA guidelines and regulations can be found at your school or at www.asaa.org. The following guidelines have been proposed by the ASAA and we will follow them.

EXTRA-CURRICULAR ACTIVITIES

Expectations and Qualifications needed to Participate in Extracurricular Activity

Below you will find all the detailed information that has to do with participating in extracurricular activities. Mainly, it covers how your behavior, grades, and attendance affect your ability to participate. It also explains what your responsibilities are when covering the costs associated with your participation.

Students are expected to meet the financial obligations of travel not covered by the school district. All travel costs not covered by the School District or local ASC will be the responsibility of the student or parent. The student/parent is expected to provide money for meals, snacks, and emergencies.

Students will be transported to school sponsored activities from the school and returned to the school. The parent/guardian is expected to provide transportation from home to the school and from the school to the home. There is no transportation provided to or from practice.

A student becomes ineligible for interscholastic competition regulated by the Alaska School Activities Association (ASAA) on his/her 20th birthday or at the beginning of his/her ninth semester in high school. Minimum criteria for participation in extracurricular activities by students 12 through 19 years of age include the following:

- The district follows Alaska statutes stating that “students enrolled in alternative education programs can participate in activities in their district of residence as follows: A full-time student (...) who is enrolled in grades nine through 12 in an

alternative education program that is located in the state and that does not offer interscholastic activities is eligible to participate in any interscholastic activities program available in a public school (...) that, based on the residence of the parent or legal guardian, the student would be eligible to attend were the student not enrolled in an alternative education program;”

- Students must be completing assignments, and passing all classes as determined on a weekly basis and have no grade below a “C” (70%). Have received no F's on the most recent midterm or quarter grade report. Any incomplete grade will be considered an “F” until replaced by a letter grade. Students on high school sports teams must have passed 5 classes the semester before their sport with a “C” average. A student working to complete their GED would not qualify.
- Must be in attendance the full day (dependent on number of classes enrolled) of any practice, event, or travel. Students will not participate or attend practice on a day of absence from school;
- Students assigned to serve suspension(s) will NOT be allowed to participate, travel, compete in, or attend any school activities until the day after the suspension has been served in its entirety;
- Must be in compliance with absence limits;
- Athletes participating on a district team must have a way to practice at their home school on any day they do not attend the regular practice;
- Individual coaches will set and regulate practice schedule for athletes coming to their team from other schools;
- Must maintain appropriate behavior as per school and contract rules. Behavior considered in determining eligibility will include behavior at school, behavior in extra-curricular activities and school related misconduct outside class and extra-curricular activities;
- The District will also consider misconduct unrelated to school which is otherwise relevant (substance abuse or criminal behavior), to the determination of eligibility;
- Must meet all ASAA requirements;
- An ineligible student may not practice, travel, dress in uniform, or participate in any game or competition including team warm-ups during the period of ineligibility. (The coach may expect a student to be present during practice and to do homework if the offense is academic);
- In some cases, there may be a \$25.00 uniform deposit required if competing at a junior high or high school level in a sport requiring uniforms and/or special equipment. This is not true if items are purchased by students or clearly defined as remaining with the students as funds are being raised for that purpose;

- Must have signed and dated SISD Participant Code of Conduct Contract for the specific activity;
- Have a current physical examination on file in the office before the first practice for any athletic event. This is required for middle school and high school;
- Ten practices are required before participating in any event;
- Travel costs are the responsibility of the student. Participation in fundraising activities before and during the season is expected. We regret this additional burden on our students and communities. Funds raised and then not used will be allocated by the local ASC.

Student Activities: Students must be eligible according to the policy described in *Activities: Co-curricular and Extra Curricular* section of this handbook. All school-related activity trips will require completion of missing work, which will be due on a day agreed upon with the lead teacher. These plans should be complete, and copies provided to the student, parent, and coaches/chaperones before the student leaves on the trip.

School Board Policy

“Extracurricular activities are defined as: (a) school sponsored, endorsed, or supported activities, teams, or clubs not part of classroom instruction and (b) activities governed by the Alaska School Activities Association. Specific programs may be exempted at the discretion of the Superintendent. School proms are exempt from the academic requirements of this policy.

Students may participate in extracurricular activities if eligible based on performance, attendance, and behavior.

Minimum criteria for participation in extracurricular activities by students (...) include:

- A. *A. Must be enrolled in a minimum of (4) spectrum areas.*
- B. *B. Must be progressing towards proficiency in all spectrum areas, as determined on*
- C. *a weekly basis.*
- D. *C. Must maintain appropriate behavior as per school rules. Behavior to be*
- E. *considered in determining eligibility will include school behavior, which includes*
- F. *behavior in District classes, behavior outside class but on school premises,*
- G. *behavior in extra-curricular activities and school related misconduct outside class*
- H. *and extra-curricular activities. In addition to such school behavior, the District will*
- I. *also consider misconduct unrelated to school which is otherwise relevant to the*
- J. *determination of eligibility.*
- K. *D. Must meet all ASAA requirements.*

- L. E. Must participate as a responsible team member by turning out for every practice*
- M. and suiting up for every home game or activity, even if temporarily ineligible to*
- N. compete.*
- O. F. Must have made a \$25 uniform deposit to the appropriate school authority if*
- P. competing at a junior high or high school level in a sport requiring uniforms*
- Q. and/or special equipment.*
- R. G. Must have a signed and stated SISD Participant Code of Conduct Contract for*
- S. the specific activity.”*

FIELD TRIPS

Realizing the educational opportunities afforded by activities away from the school site, the Southeast Island School District Board of Education supports and encourages schools to plan for and involve students in educational field trips. If money is raised at school for the trip, the money is collected through a school or ASC account, the trip uses school personnel or vehicles, regardless of the time of year, the trip is considered a school trip and will follow all school expectations and guidelines. All field trips will involve educational objectives.

Absolutely no student will attend any field trip or activity away from the school unless the responsible teacher has the highest confidence in that student’s ability to meet our behavioral expectations. We expect students to be aware that classroom behavior, self-discipline and attitude will impact their ability to travel. Consequences and expectations are the same as for any extra-curricular or co-curricular activity.

Students representing SISD are expected to behave in a mature manner, dress appropriately, and conduct themselves with grace and politeness. When a student is under the supervision of the school district, either while on school grounds or traveling, any allegation of misconduct will be thoroughly investigated. Students representing SISD are expected to obey all school rules and city, state, and federal laws.

Traveling students are not allowed to ride in automobiles except those provided by housing parents. Students must wear seat belts at all times. Students are not allowed to drive a car in another town while traveling for the school district. Traveling students who violate laws or school rules may be sent home by the first available transportation, at their own expense. Students violating major school policies including drug and alcohol policies may lose travel privileges for up to a calendar year. Students may be disciplined for behavior prohibited by student discipline rules that occur on or off

campus at any time of the year, if the behavior is either related to school, school activities, or while on school sponsored trips.

SCHOOL DANCES

A certified teacher chaperone must attend school dances from the host school and sufficient chaperones for the number of students attending. If other SISD schools send students they must be chaperoned by an adult approved by their own lead teacher. All students must meet conduct requirements as established by their home school. The host school will determine the ages eligible to attend.

Dances must be scheduled three (3) days prior and approved by the lead teacher.

General Dance Rules:

- Students will not be allowed to leave and return while dances are in progress.
- A student that leaves the dance early may not return.
- Parents/guardians must contact the lead teacher in advance if they do not want their student(s) to be able to leave the dance early.
- Parents/guardians are responsible for making sure that their student(s) have entered the dance and are under school supervision, as staff may not be aware of students who have not entered the activity.

More details regarding dance rules are available from your lead teacher. All school rules and expectations apply to dances.

FUNDRAISING

Continuing reductions in school funding has forced students into fundraising activities. General funds for student travel and activities are very limited. We use grants as much as possible to cover this gap. Students will still need to raise funds for a multitude of worthwhile activities. When solicitations are made on behalf of the school or on behalf of a charitable organization, the School Board particularly desires that no person be made to feel uncomfortable or pressured to provide funds. All staff members are expected to emphasize that donations are always voluntary.

The superintendent or designee may limit fund-raising activities in order to prevent interference with the instructional program or to protect students from dangerous or unsafe situations. Lead teachers who are planning fund raising activities must first have the approval of the principal before proceeding with the activity. It is important to control fund raising to avoid duplication of sales between groups of students or student organizations and to keep from over-burdening the public.

A senior trip would occur during the school year and have an educational objective with behavioral expectations similar to any other school trip. Seniors taking a trip after the

end of the school year are not on a school-sponsored activity. Such a trip is in no way connected to school and the ASC cannot manage fundraising accounts. Students raising money for school-sponsored activities have the priority if the fundraiser uses school facilities in any way.

Fundraising specific to Student Activities/Athletics are the responsibility of the Coach. Student athletes must work with their coach and the Advisory School Council (ASC).

STUDENT CONDUCT

School Culture and Social Norms

In order to learn and teach, students and teachers must be able to go to school knowing that they will be safe and respected. Our school community and school board have created social norms and expectations that protect and support the well-being of all students, teachers, and administrators.

Your school must explain the expectations and social norms created by the school community and the school board to you. This allows us all to do our part to take care of ourselves and to take care of others. Parents and guardians will also be notified in writing regarding the school board's expectations of students.

While we are all valued and respected equally in our schools, students must cooperate with teachers and administrators who are reminding students to comply with the expectations of the school community and school board.

Our schools encourage students to be themselves, express their individuality, to have fun, and to be social, but we cannot allow this to happen if a student is harming themselves or others in the process. For example, students should be able to be individualistic, but we cannot allow students to wear clothing with inappropriate language. We want students to have fun, but we cannot allow students to bully other students because it seems funny.

All of our choices have consequences. When we all know the expectations and social norms of this handbook, we make the choice to either follow or not follow them. Ultimately, we are the only person responsible for our individual choices and the consequences that come with them.

If students choose to disregard or defy the expectations of the school community or the school board, students will be choosing to accept the following consequences.

If students must meet with the principal because they have chosen to disregard expectations, a guardian will be contacted by either a phone call or a letter describing the student's actions and how they violated school community and school board policy.

If students continue to make choices that disregard the expectations of the school board, they may be subject to discipline, suspension, or transfer to a correspondence program or expulsion.

We want every student to be learning in a classroom, but we cannot allow students to be continuously disrespectful, unkind, or to behave in a way that is inappropriate for a school setting. Removing a student from the classroom so that other students can be safe, respected, and have a productive learning environment is a natural consequence. However, learning how to shift our behavior is always preferred over punishment.

Minor Offenses

The teacher is expected to address classroom behavioral problems within the classroom setting. All minor offenses are handled on the spot by the teacher. This includes possible detention with the classroom teacher.

- Repeated minor offenses may be deemed a Moderate Offense. Refusal by the student to solve the problem at the lowest possible level will also escalate the consequence.
- Consequences may be escalated or repeated if warranted based on the severity or past history of behaviors.

Moderate Offenses

- Physical / Verbal Abuse, threats, hazing, harassment, intimidation, or bullying.
- Defiance of authority, disrupting class, not following directions, (this includes: failure to follow a reasonable request from staff, or failure to attend detention or to comply with any level of the Discipline Policy for which a student is assigned)
- Truancy / unexcused absence.
- Disrespectful or abusive language (and gestures), profanity, and inappropriate response to correction.
- Repeated Moderate Offenses may be deemed a Major Offense.

Moderate Offense Consequences

- Detention(s) as assigned by lead teacher
- In-School Suspension in a designated quiet place without distractions
- Out-of-School Suspension

- Possible long-term suspension or placement out of the regular school setting (This can include our correspondence program or some combination of all of our educational opportunities.)

Extreme Offenses

- Physical / Verbal Assault / Fighting
- Possession or use of alcohol or other drugs (this includes tobacco products)
- Possession of a dangerous weapon (i.e. knives) or the use of an object to inflict bodily injury to another person.
- Persistent Defiance of School Authority / Gross disrespect.
- Damaging property, vandalism, and theft (may require restitution).

Extreme Offense Consequences:

- One (1) to three (3) days of out of school suspension
- Four (4) to ten (10) days of out of school suspension
- Recommendation for expulsion or placement outside of the regular school program.

The penalty days counted for any school suspension will begin the full day following verification of the violation and will be in addition to the remainder of that school day on which the violation is verified. The lead teacher has the option to suspend for the remainder of the day. Students who are suspended will not be allowed to attend school-sponsored activities until after the first full day of attendance following the completion of the suspension. Suspended students may not be on school property at any time before the re-entry conference on the morning of their return to school. Discipline Levels for both Moderate and Major Offenses may be skipped or repeated if warranted by the situation.

In addition to the above disciplinary actions, students who possess, use, buy, sell, or give alcoholic beverages or any other drugs at anytime during the school day or while participating in any school activity will be referred to police. Counseling, chemical dependency assessment and treatment may be required at student/parent expense.

Classroom Etiquette

- Neither food nor drink will be allowed in the classroom unless the teacher makes special arrangements.
- Portable electronic devices including, but not limited to radio/cassette/disc players, gaming devices, iPods or mp3 players, and cell phones may not be used in the classroom. Any music will be under the direct control of the teacher. Listening to music on a district assigned computer with headphones is at teacher

discretion. Any use of music will be directly connected to positive student behavior.

- Students are expected to complete their own homework and other assignments. Cheating will not be tolerated and may result in loss of academic credit. This includes copying material from the Internet and claiming it as your own.
- Students must come prepared for class and on time.
- No behavior will be allowed which disrupts the learning of others.
- Students should be alert and active. It is expected at all times that students keep objects and body parts to oneself.

Hallway Behavior

Students are not to be out of the classroom or library when school is in session unless they have permission from the teacher. Those who receive such permission are expected to be quiet while in the halls.

Suspensions

- In-school suspension (ISS) is the removal of a student from the classroom and school activities by the principal, lead teacher, or designee, and assignment to a designated area within the school building. A student in ISS will take breaks when other students are not in the halls.
- Students in ISS will be counted as present
- Out of school suspension (OSS) will be used as a last resort for students unwilling to comply with ISS, or in the case of an event too serious to deal with in any other manner. For short-term suspensions, students will receive zeroes for missing work. For long-term suspensions, the lead teacher may make arrangements for the student to complete the work at home.

We believe the district discipline program should advance the learning of social and life skills and should be based on maintaining a safe and effective learning environment within an atmosphere of mutual respect. Students must feel safe while they are in our care. Age appropriateness, frequency and severity of the violation will be considered when dealing with behavior and consequences. School hours for a student are considered to be all hours between when the student leaves the house in the morning and until they return home in the evening. Actions taken during school hours involving another student will be considered a school offense.

In-school Suspension

In-School Suspension (ISS) is offered as an opportunity for students to learn from their mistakes while keeping up on their studies. Included in their day will be a reading and writing assignment tailored to their particular issue. The ISS monitor will review and

discuss this project with the student. Failure to meet the behavioral, writing, or reading assignment expectations will require an out-of-school suspension. In-school suspension does not require a conference before a return to the classroom, unless multiple days are required to fulfill a one-day commitment.

Out-of-school Suspension

Out-of-school suspension is a last resort effort to change a behavior that can lead to more serious consequences unless changed quickly. A conference with parent/guardian, lead teacher, and student is required before the student returns to school after any out-of-school suspension or return from required placement in correspondence. The principal or designee will attend the re-entry conference along with other involved agencies or district specialists. This meeting will look at the event--or pattern of events--and problem solve for resolution. Repetition will result in escalating consequences, including removal from regular school attendance and an opportunity to do our correspondence program. An eventual return to school will require success with correspondence.

Expulsion

Expulsion leaves us all disappointed. With the exception of uncommon acts of violence or other threats to the safety of other students or staff, this step will have been preceded by countless interventions, and we will have left no stone unturned in our effort to find an alternative. However, all students deserve the opportunity to learn and to feel safe, and teachers need to be able to teach. Any student who makes this difficult for others is disrupting the educational process.

Weapons and Dangerous Instruments

Students shall not possess or use weapons, explosive materials, dangerous instruments, or their replicas in school buildings, on school grounds or district-provided transportation, or at any school-related or school-sponsored activity away from school, unless written permission has been previously obtained from the superintendent or designee specifically authorizing that possession or use. Students who violate this policy are subject to disciplinary action in accordance with district policy and procedures and may be expelled for a period of one year. School employees will confiscate weapons or dangerous instruments on school grounds or at school-related or school sponsored activities in order to maintain discipline and to protect the welfare and safety of students, staff and the public. Knives of any size are not permitted.

The superintendent may, on a case-by-case basis, recommend a modification of this period of expulsion. Such modification recommendation shall involve consideration of all

relevant factors, including those in aggravation and mitigation of the violation, and whether suspension is appropriate if the student has an individual education plan.

Federal law states that any student in possession of, or determined to have brought a gun or other firearm on school property shall be expelled from the District for a period of not less than one year. (Federal Statute 18 U.S.C. 921) The term "firearm" is defined in Section 921 of Title 18 of the United States Code and includes bombs and other incendiary devices. The term also includes parts from which a firearm may be assembled, weapons or dangerous objects used in an act of aggression and stun guns.

SEARCH & SEIZURE

BP 5145.12

The following rules shall apply to search and seizure pertaining to students and school property assigned to them (e.g., lockers, desks, etc.):

School Property

The School Board authorizes school officials to conduct searches when there are reasonable grounds or suspicion that the search will uncover evidence that the student is violating the law or the rules of the district or the school. All lockers and other containers provided to students by the District are owned, supervised and controlled by the District. Lockers and other District-provided containers are subject to search by the Superintendent, or designee, who may authorize a District employee to search them at any time.

In determining whether reasonable cause for a search exists, school officials shall consider:

- The student's age and previous behavior patterns.
- The prevalence and seriousness of the problem to which the search was directed.
- The urgency requiring the search without delay (e.g. odors, smoke, fire and/or other threats to student health, welfare or safety emanate from the locker).
- The substantiate value and reliability of the information used as a justification for the search.
- The location of the student at the time of the incident that gave rise to reasonable suspicion.
- There are reasonable grounds or suspicion that the search will disclose evidence of illegal possessions or activity.

School Board Policy does not authorize any school employee to conduct a strip search of a student. Student permission to search possessions is not required. Permission will be requested and when possible a parent or guardian will be present for any search of an individual. Searches are not to be considered lightly and any search will be conducted by or under the supervision of an SISD administrator.

PUBLIC DISPLAY OF AFFECTION

Holding hands is the only acceptable public display of affection (PDA) permitted. There will be no body-to-body contact, intertwining body parts, or kissing. Students are to be supervised at all times. Attempts to find inappropriate privacy will have escalating consequences. The school is not the place to show intimate affection.

VANDALISM, THEFT AND GRAFFITI

Any district student who commits an act of vandalism shall be subject to disciplinary action, must make reparation for damages, and also may be reported to the appropriate authorities for legal prosecution. If reparation of damages is not made, the district also may withhold the student's diploma and/or transcripts.

ALCOHOL AND OTHER DRUGS

BP 5131.6

Students possessing, selling and/or using alcohol or other drugs or related paraphernalia shall be subject to disciplinary procedures which may result in suspension or expulsion. Coming to school, school functions, or field trips under the influence carries the same consequence.

The principal or designee may search students and school properties for the possession of alcohol and other drugs as long as such searches are conducted in accordance with law. Any search must comply with School Board Policy on Search and Seizure BP 5145.12(b). No search will be made without direct permission from the superintendent or principal. When any student comes to school under the influence, possesses alcohol or illegal drugs at school or while under school jurisdiction, the following shall result:

- Parent/guardian contact.
- One- to five-day suspension.
- Contact of law enforcement authority within one school day of the suspension.
- Impose extra-curricular, co-curricular travel restrictions for as long as the remainder of the school year.

- If any access to field trips, or sports is eventually permitted, the student will be closely monitored and will be in sight of a chaperone at all times.

Drug/Alcohol Free Zone

Federal and State statutes provide for penalties for the distribution of drugs within 500 feet of a school, the "Drug Free School Zone", subject to the following conditions: does not require knowledge of the proximity of a school, does not require evidence that children are currently or likely to congregate, does not require proof that the sale of drugs had a detrimental effect on children.

Tobacco Free Zone

BP 5131.62

In accordance with law and to promote the health and safety of all students and staff, School Board Policy prohibits smoking, the use, or the possession of tobacco products anywhere and anytime in district vehicles, at athletic events and meetings, while under the supervision of a district employee, or on district property. This zone includes the lands surrounding district buildings.

DRESS AND GROOMING

BP 5132

Student attire should be appropriate for school and not disruptive or a distraction to the educational process. The dress and grooming of students shall contribute to the health and safety of the individual, promote a positive educational environment and good school spirit, and will be non-disruptive of the educational activities and processes of the school.

Profanity, nudity (real or in caricature), depiction of sexually inappropriate behavior, promotion of drugs, alcohol, and tobacco products are inappropriate attire. Clothing worn that is inappropriate for a school environment will result in the parents being notified and the student will be required to change into appropriate clothing. Turning a shirt inside out can solve the problem for that day. Problem items are not expected to reappear that day or any other day. Hats are allowed only with lead teacher permission or are left in the locker. Sunglasses are not permitted while indoors. Repeat offense with the same item may result in ISS or removal from school. The lead teacher will have the final word on dress. All teachers at a site will reach a consensus on the standard at the school and any staff member can ask a student to comply. Parents and guardians are encouraged to contact administrators if there is a conflict between what they believe and what the school believes is inappropriate. General guidelines for appropriate dress are below. This list is not exhaustive.

- Shoes shall be worn.
- Clothing that would expose the entire shoulder, may only be worn with additional clothing that covers the area (blouse, dress shirt, shirt).
- Clothing exposing the torso or the midriff, either front, back or sides, shall not be worn. Underwear shall not be visible. Zippers will remain up. Teachers do not need to argue about chest exposure repeatedly. Consequences will escalate when repeated.
- Head coverings shall not be worn without express permission from the lead teacher.
- Hemlines shall be no shorter than mid-thigh for all shorts, skirts, and dresses..
- Garments and/or jewelry which display or suggest sexual, vulgar, drug, gang, or alcohol-related wording or graphics, or which provoke or may tend to provoke violence or disruption in the school, shall not be worn.

DIGITAL CITIZENSHIP

Our school district uses many digital tools in its curriculum. In order to maximize the learning experiences gained with these tools, it is important to practice the skills needed to be an active and productive member of our schools digital citizenry. There are many things that make-up the qualities and attributes of a model digital citizen. Here are a few examples. Protect your personal information. Think before you post, avoid oversharing, protect your privacy, check for sources of information. Use good judgment. Do not give any personal information to anyone from a school computer unless you have verified that they are a school or district employee. Avoid malware or phishing attacks aimed at stealing your personal information. Lastly, treat others with respect. Cyberbullying is a growing problem in the United States that often leads to negative consequences for those bullying and those being bullied. Be kind, respectful, and school appropriate. Remember, your digital footprint (all of your communication, searches, and activity) generally remains forever, and cannot be taken back. It is always a good idea to keep your personal digital activities separate from your school devices. This is especially true with social media. If we work together we can make sure that our digital activities lead to an enhanced school experience and culture.

LEAVING SCHOOL PROPERTY FOR LUNCH

No school or class may be dismissed before the regular hour for dismissal without the approval of the superintendent or designee except in case of an emergency. Students

shall remain on the school premises during the hours school is in session, including the lunch break, unless specifically authorized by the lead teacher or principal to do otherwise. Leaving campus for lunch is a privilege and is not considered a right. Ultimate responsibility for the decision of an open campus rests with the local ASC.

TRANSPORTATION

Bus and District vehicle transportation is a privilege extended only to students who display good conduct while preparing to ride, riding, or leaving the vehicle. Riders shall be courteous to the driver and to fellow passengers. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a student to be denied transportation. In regards to field trips, the supervising teacher may deny access to students with classroom behavior problems.

Bus Conduct

Because passengers' behavior can directly affect their safety and the safety of others, the following basic safety rules apply at all times when students are riding a school van or bus, including field trips and other special trips. Problems will be reported to the lead teacher, and the parent/guardian will be notified of problem behaviors before removal from the bus whenever possible.

- Riders shall follow the instructions and directions of the driver at all times.
- Riders should arrive at the bus stop on time and stand in a safe place to wait quietly for entering the vehicle. Riders should be alert to traffic. Riders shall enter the vehicle in an orderly manner, go directly to their seats, fasten their seatbelts, and remain seated while the vehicle is in motion. They shall not obstruct the aisle with their legs, feet, or other objects. Riders shall remain seated until the vehicle stops. When entering and exiting, riders should be alert for traffic.
- Serious safety hazards can result from inappropriate behavior that distracts the driver. Such behavior may lead to suspension of riding privileges.
- No part of the body, hands, arms or head should be put out of the window. Nothing should be thrown from the vehicle.
- Riders shall help keep the bus clean. Riders shall not damage nor deface the vehicle or tamper with bus equipment.
- No animals are allowed on the bus without permission from the parents, bus driver and the chaperone, if there is one.
- Bus riders caught vandalizing the bus will have privileges suspended and be required to pay for damages.
- Students are expected to remain on school grounds after arriving on the bus.

Riders who fail to comply with the above rules shall be reported to the lead teacher, who shall determine the consequence. Consequences may include short-term denial of bus privileges. In all instances of misconduct, the rider and his/her parent/guardian shall be given notice. In the case of a severe violation or repeated offenses, the principal may deny transportation for a period of time as long as the remainder of the school year. The driver will not assign consequences. Only students and chaperones may be on the bus. The use of food, beverages and bringing pets remains a driver decision.

DUE PROCESS AND APPEAL

Due Process is a procedure, which the Supreme Court has directed to be a part of any school policy and procedures dealing with student rights. "Due Process" recognizes the right of the student to appeal a decision made by the Administration. The "Due Process" steps below outline a procedure for a student and his or her parents to follow in appealing decisions relating to rule infractions. It is understood that the student and parents will be expected to follow the "Due Process" procedures to ensure that all student rights are acknowledged under the law.

It is the role of the School Board to serve as the supreme and impartial authority for the school district during a formal hearing. The School Board will consider all facts and information. The decision of the School Board will be final. The student parent/guardian/caretaker will be notified in writing within three school days of the decision of School Board.

For the sanctions of in-school suspension (ISS) and/or detention assigned by the lead teacher, any student will have the opportunity to explain his/her conduct to the principal. An additional conference/hearing with the principal can be requested. Until the ISS is served, or the appeal is won, there will be no school attendance. There is no appeal beyond the principal for ISS or detention.

For the sanctions of short-term school suspension (10 days or less) assigned by the lead teacher, the student will have the opportunity to explain his/her conduct to the principal prior to imposition of the sanction. If not successfully resolved, an informal hearing will be held within 24 hours. The principal will order a short-term suspension from school to begin immediately and it will remain in effect until the appeal hearing.

Students/parents dissatisfied with the imposition of discipline following a hearing with the principal may request a hearing before the superintendent by submitting a written request within one (1) school day of the imposition of discipline. (This step is not available to challenge ISS or lesser detentions.)

Students/parents dissatisfied with the imposition of discipline following a hearing with the superintendent may request a hearing before the School Board, by submitting a request within three (3) days of the superintendent's decision.

Long-term suspension (more than 10 days) and/or expulsion may be ordered only by the School Board after a formal hearing. A return to school is contingent upon the School Board's satisfaction that the cause for long-term suspension or expulsion has been remedied. All procedures in School Board Policy are the minimum standards for imposing discipline. More formal procedures may be invoked under special circumstances.

VISITORS

Visitors to the school must check into the office or with the Lead Teacher. Rules for visitation vary by site. In general, student visitors are not allowed. Parents, guardians and volunteers are welcome and encouraged. At sites without an office, other visitors should plan to visit when classes are not in session.

PARENT SECTION

PARENTAL INVOLVEMENT

Parent/Guardian involvement in school is widely seen as one of the most important factors in ensuring student success. It increases the communication between the home and school, enriches the school community and culture, and also increases the academic achievement of students. We encourage parents/guardians to get involved and volunteer before, during, or after school if possible. Contact your school for more information on volunteer opportunities. We also encourage parents/guardians to contact lead teachers or principals for more information regarding the opportunity to serve on your school's Advisory School Council (ASC).

VISITORS

Visitors to the school must check into the office or with the Lead Teacher. Rules for visitation vary by site. In general, student visitors are not allowed. Parents, guardians and volunteers are welcome and encouraged. At sites without an office, other visitors should plan to visit when classes are not in session.

SOUTHEAST ISLAND SCHOOL DISTRICT CONTACTS

Administration

Superintendent/Testing Coordinator	Rod Morrison
Special Education Coordinator	Sheila Nyquest
Thorne Bay School Principal/Curriculum Director.....	Nate Freeman
Area Principal.....	Shaine Nixon
Executive Assistant/Human Resources.....	Chris Page Haufe
State and Federal Programs/Grants/Migrant Ed.....	Astrid Richard-Cook
Technology Director.....	Everett Cook
Maintenance Director.....	Branzon Anania
Activities Director.....	Shaine Nixon
Business Manager.....	Lucienne Smith
Agricultural/Greenhouse Program Manager.....	Madeline Jennings

Payroll/Accounting/Fixed Assets.....	Karen Clark
Travel/Purchasing/Accts. Payable/Maintenance Data/Vehicles.....	Terri Kohn
Child Nutrition Program.....	Mariia Taylor
Thorne Bay School Secretary/Immunizations/ District Registrar.....	Amy Jennings
Title VI of the Civil Rights Act of 1964.....	Rod Morrison
Title XI of the Education Amendments of 1962.....	Rod Morriso
Section 504 of the Rehabilitation Act of 1973.....	Rod Morrison
Title II of the Americans with Disabilities Act of 1990.....	Rod Morrison

ENTRANCE AGE BOARD POLICY 5111(B)

Our schools provide educational experiences for all students who are developmentally ready to enter school. Students enter into our school system at kindergarten and progress through our curriculum model as is developmentally appropriate.

A child five years of age on or before September 1 may be admitted to kindergarten. The Board authorizes the admission of students under school age who exhibit the ability to perform satisfactorily, including advancement through the curriculum or grade level by the following year. Students under school age who were previously enrolled in public school shall be admitted to school at the level determined by the Superintendent or designee.

Parents of a four-year-old child may request early admission if the birthday occurs by August 15. Every four-year-old seeking early admittance will be tested using the current version of *The Brigance Early Childhood Screen* (Brigance). The Special Education teacher or trained general education teacher will administer this test at your school. Only a passing score on the Brigance will allow a student to advance the following year.

The Brigance was designed for use with children below the developmental level of seven years. The assessment instrument measures fine and gross motor skills, vocabulary, and number concepts: prerequisites for school and school readiness

Students with an Individual Education Program (IEP) can receive services as three-year-olds. Students under school age who were previously enrolled in public school shall be admitted to school at the level determined by the superintendent or designee. Admission requires superintendent or designee approval. There will be no consideration for early entry of four-year-olds after the third week of September.

PROGRESS REPORTING

Aside from the many phone calls, notes, and class work folders being sent home, written progress reports are sent home at the end of each quarter. If a parent or teacher feels that a conference is necessary, it should be arranged as soon as possible so that we will be able to work together to help your child. If you have any questions pertaining to your child's progress or the instructional program in which he/she is involved, please do not hesitate to contact the teacher and request a conference. In addition to regular progress reports and conferences, teachers are expected to make contact with the parent/guardian when passing a class is in peril and when behavior is affecting performance. There should be no surprises. The district strives for clear and open communication.

Retention

The School Board recognizes that research indicates very few children benefit from being retained. The superintendent or designee shall promote alternatives to retention. Early intervention, cooperation between the teacher and the parents, and regularly scheduled reviews of attempted interventions are our best defense against a step that seldom improves achievement. The exception can be with students who enter early as four year olds. These students are admitted with the expectation that they can perform 41 with students a year older. These students will be monitored closely and evaluated each April.

A teacher believing that retention is necessary will facilitate a meeting to consider the child's academic, social, and emotional performance. This meeting will take place during the first week of May and must be resolved before the last day of student attendance. In attendance will be the parent/ guardian, principal or designee, lead teacher, and primary teacher. Also present may be a Special Education teacher or other agency representative involved in the student's education. Before retaining a student, the principal or designee shall determine that:

- The student has not met grade-level standards of expected student achievement;
- Remedial help for the student has not sufficiently prepared the student for advancement;
- An effective plan is in place to meet the student's needs in addition to retention;
or
- Retention will serve some purpose beyond punishment and improve the chance of school success.

Parental agreement is necessary for any change of placement, with the exception of the high school year (freshman, sophomore, junior and senior). These labels are dictated by the total credits earned, and may impact testing and graduation dates. For instance, remaining a freshman due to a lack of credits is not considered retention. See high school graduation requirements for further detail. Where attendance is a primary factor, a review of past interventions and a consideration of more assertive measures will be considered.

STATE TESTING

While regular attendance is always important for your child’s education, one critical time to make sure your child is in school is during our State testing. Testing window dates are listed below and on the Department of Education and Early Development website:

https://education.alaska.gov/assessments/AssessmentCalendar_2023-24.pdf.

2023-24 School Year Calendar **FINAL 5-30-23**

	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo		
Aug			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31						
	NO STATEWIDE ASSESSMENTS																																						
Sep																																							
	<<ALASKA DEVELOPMENTAL PROFILE (ADP) Observation window>>																																						
	MAP GROWTH FALL [recommended window]																																						
	mCLASS BOY																																						
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	ALASKA DEVELOPMENTAL PROFILE Submission Window																																						
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If all students participate in the State testing, it makes a significant difference for the district in funding a variety of programs and performing to a level indicating Universal Support. Therefore we ask that all students be present during these testing weeks.

DISPLAY OF FLAGS/PLEDGE OF ALLEGIANCE AS 14.03.130

United States and Alaska flags shall be displayed and the pledge of allegiance will be recited regularly. A person may recite the following salute to the flag of the United States of America or maintain a respectful silence. "I pledge allegiance to the flag of the United States of America and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all."

A school district shall inform all affected persons at the school of their right not to participate in the pledge of allegiance. The exercise of the right not to participate in the pledge of allegiance may not be used to evaluate a student or employee or for any other purpose.

FOOD SERVICE/CHILD NUTRITION PROGRAM

During the school year, we offer breakfast and lunch free of charge for all students attending schools that offer these meals in our district. Currently, we do not turn away any students from this program; however, we do need all parents to complete the necessary paperwork regardless of whether the student will qualify. The statistics gathered from this paperwork are crucial if we are to keep the grants we have and if we hope to get other grants that require those numbers. Another critical issue is that if we are to keep this free service, students need to use it. We encourage your feedback on the program so that we can better meet the needs of our students and keep the program. Do not hesitate to contact Food Service staff or the Director if you have questions or concerns. We appreciate and encourage your cooperation.

CRISIS INTERVENTION

During a school crisis (suicide attempts or other traumatic community event), schools will follow direction given in the district and school Crisis Plans. You can review the district Crisis Plan by checking in with your lead teacher or Principal.

CHILD ABUSE REPORTING

AS 47.17.010-070.

School employees have a legal obligation to report known or suspected child abuse immediately to the nearest office of the Department of Health and Social Services. The reporting duties cannot be delegated to another individual. The District acknowledges its

statutory obligation to report and cooperate in the investigation of possible cases of child abuse or neglect. Failure to report puts staff at risk of losing their job and career. It is not the responsibility of staff to research issues, and they do not seek to verify any allegation. The law is clear and other agencies have the right to investigate or to ignore once we file a report. Regardless of any doubt they might have, staff is expected to report what they know immediately.

ANTI-HARASSMENT POLICIES

SISD is a diverse school district with our residents representing various ethnic, cultural, and racial backgrounds. We take great pride and celebrate this diversity and believe it adds to our strength as a school district. We believe strongly in mutual respect for all people. Any actions of discrimination, prejudice, or harassment will not be tolerated at 44 any level of the school district. The superintendent serves as the Title IX officer, and is responsible to investigate any allegations of discrimination.

Harassment

The district is committed to maintaining a learning and working environment free from all forms of harassment. The district prohibits sexual harassment in any form by employees, students, volunteers, and others involved in school district activities. Sexual harassment shall include issues of sexual orientation and gender identity.

Harassment occurs when:

- Submitting to the harasser's demands is a stated or implied condition of obtaining an education or work opportunity or other benefit;
- Submission to or rejection of demands is a factor in an academic, work or other school-related decision affecting an individual; or
- Unwelcome conduct or communication interferes with an individual's performance or creates an intimidating, hostile or offensive environment.

Harassment can occur when an adult harrasses a student, a student harasses an adult, a student harasses another student, an adult harasses another adult, and harassment can occur between individuals of the same gender as well as individuals of differing genders.

The district will take prompt and reasonable corrective measures to eliminate harassment and prevent its reoccurrence. Allegations of criminal misconduct will be reported to law enforcement or Child Protective Services. When deemed appropriate by the district, the district shall provide reasonable support and/or assistance for individuals

who have been subjected to harassment in the district's educational or work environment.

Engaging in harassment will result in appropriate discipline or other appropriate sanctions against offending students, staff and contractors. Such disciplinary action will be consistent with any applicable collaborative agreement, district policy, and state and federal law. Complaint procedures are available from your lead teacher or through the district office.

No person shall be retaliated against for making a report of harassment or for providing testimony or assisting in the investigation of such a report. Retaliation will lead to disciplinary action against the offender.

It is also a violation of this policy to knowingly report false allegations of harassment. Persons found to knowingly report false allegations will also be subject to disciplinary action.

To promote an environment free of sexual harassment, the principal or designee shall take appropriate actions such as removing vulgar or offending graffiti, establishing school rules, and providing staff in-service or student instruction and counseling. Teachers shall discuss this policy with their students in age-appropriate ways and shall assure them that they need not endure any form of sexual harassment.

Bullying

Bullying takes many forms: gossip, cruel comments, insults, snubbing, put-downs, threats (physical or verbal) and violent attacks. It is deliberate, hurtful behavior that is often repeated, and is a form of anti-social behavior that has no place at school. It is the intent of this policy to make sure all members of our school community remain vigilant and consistent to help ensure that bullying behavior is actively resisted and stopped, and that we provide a safe school environment for all students. Acts of bullying, at any level, will not be tolerated, and will result in disciplinary action.

Cyberbullying

All forms of harassment, intimidation or bullying via electronic means, commonly referred to as cyberbullying, are prohibited. Cyberbullying also includes, but is not limited to, other misuses of technology to threaten, harass, intimidate, or bully, including sending or posting inappropriate email messages, instant messages, text messages, digital pictures or images, or Web site postings, including blogs and social media. An individual who redistributes a cyberbullying communication can be found in violation of this policy, even if the individual did not author or create the original communication or image.

DUE PROCESS AND APPEAL

Due Process is a procedure, which the Supreme Court has directed to be a part of any school policy and procedures dealing with student rights. “Due Process” recognizes the right of the student to appeal a decision made by the Administration. The “Due Process” steps below outline a procedure for a student and his or her parents to follow in appealing decisions relating to rule infractions. It is understood that the student and parents will be expected to follow the “Due Process” procedures to ensure that all student rights are acknowledged under the law.

It is the role of the School Board to serve as the supreme and impartial authority for the school district during a formal hearing. The School Board will consider all facts and information. The decision of the School Board will be final. The student parent/guardian/caretaker will be notified in writing within three school days of the decision of the School Board.

For the sanctions of in-school suspension (ISS) and/or detention assigned by the lead teacher, any student will have the opportunity to explain his/her conduct to the principal. An additional conference/hearing with the principal can be requested. Until the ISS is served, or the appeal is won, there will be no school attendance. There is no appeal beyond the principal for ISS or detention.

For the sanctions of short-term school suspension (10 days or less) assigned by the lead teacher, the student will have the opportunity to explain his/her conduct to the principal prior to imposition of the sanction. If not successfully resolved, an informal hearing will be held within 24 hours. The principal will order a short-term suspension from school to begin immediately and it will remain in effect until the appeal hearing.

Students/parents dissatisfied with the imposition of discipline following a hearing with the principal may request a hearing before the superintendent by submitting a written request within one (1) school day of the imposition of discipline. (This step is not available to challenge ISS or lesser detentions.)

Students/parents dissatisfied with the imposition of discipline following a hearing with the superintendent may request a hearing before the School Board, by submitting a request within three (3) days of the superintendent's decision. Long-term suspension (more than 10 days) and/or expulsion may be ordered only by the School Board after a formal hearing. A return to school is contingent upon the School Board's satisfaction that the cause for long-term suspension or expulsion has been remedied. All

procedures in School Board Policy are the minimum standards for imposing discipline. More formal procedures may be invoked under special circumstances.

APPENDIX A: AHERA (ASBESTOS NOTIFICATIONS)

2023-2024 ASBESTOS NOTIFICATION: Coffman Cove, Edna Bay, Hollis, Naukati, Port Alexander, Port Protection, Thorne Bay, and Whale Pass

As a result of federal legislation (Asbestos Hazard Emergency Response Act – AHERA), each primary and secondary school in the nation was required to complete a stringent inspection for asbestos and to develop a plan of management for all asbestos-containing building materials.

In 1988 and in accordance with the EPA final rule of the Asbestos Hazard Emergency Response Act 40 CFR Part 763, the Southeast Island School District conducted inspections of its school facilities. The inspection indicated that there was no friable or non-friable asbestos located within the schools in the communities of Coffman Cove, Edna Bay, Hollis, Naukati, Port Alexander, Port Protection, Thorne Bay, and Whale Pass.

A copy of the school's AHERA Inspection/Management Plan is available for public review. The plan is located in the office of the school and the District office of Southeast Island School District. Please call ahead in the event you wish to review the plan.

2023-2024 ASBESTOS NOTIFICATION: Kasaan

As a result of federal legislation (Asbestos Hazard Emergency Response Act – AHERA), each primary and secondary school in the nation was required to complete a stringent inspection for asbestos and to develop a plan of management for all asbestos-containing building materials.

In 1988 and in accordance with the EPA final rule of the Asbestos Hazard Emergency Response Act 40 CFR Part 763, the Southeast Island School District conducted inspections of its school facilities. In April 2009 the school's triennial inspection was conducted by Matthew Cox of Environmental Management Incorporated. Periodic surveillance and operations and maintenance have been ongoing. The triennial inspection indicated that there was friable and non-friable asbestos located within the Kasaan school library. No friable or non-friable asbestos was found in the Kasaan K-12 school building.

BGES, Inc. Environmental Consultants completed a property assessment and asbestos cleanup plan in December 2019. In June 2020, the Alaska Department of Conservation drafted an Analysis of Brownfields Cleanup Alternatives for the Kasaan Library and finalized it in August 2020. In February 2021, Sartori Group, Inc., completed asbestos abatement activities at the Kasaan Library.

APPENDIX B: NOTICE OF NON-DISCRIMINATION

Notice of Nondiscrimination

In compliance with the Executive Order 11246; Title II of the Education Amendments of 1976; Title VI of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972; Title IX of the Education Amendments of 1972; Section 504 of the Rehabilitation act of 1973; and all other Federal, State, School rules, laws, regulations, and policies, the Southeast Island School District shall not discriminate on the basis of gender, age, race, color, national origin, religion, or handicap in its educational programs or activities.

It is the intent of the Southeast Island School District and all district schools to comply with both the letter and spirit of the law in making certain discrimination does not exist in its policies, regulations, and operations. Grievance procedures in accordance with Title IX and Section 504 have been established for students, parents, and agency employees who feel discrimination has been shown by the Southeast Island School District.

Specific complaints of alleged discrimination due to gender, race or disability should be referred to:

Chris Page Haufe
Name of Title IX Coordinator

Rod Morrison
Name of Section 504 Coordinator

Thorne Bay, Alaska
Office Location

Thorne Bay, Alaska
Office Location

907-401-3126
Phone

907-828-8254 x210
Phone

907-828-8257
Fax

907-828-8257
Fax

cpage@sisd.org
Email

rmorrison@sisd.org
Email

Title IX complaints may also be filed with the U.S. Department of Education Office for Civil Rights:

U.S. Department of Education
Office for Civil Rights
330 C Street SW
Switzer Building, Room 5054
Washington, DC 20201-2516
Phone: (202) 205-9496 Fax: (202) 260-3040

Students attending Southeast island School District schools may participate in education programs and activities, including, but not limited to health, physical education, and career & technical education, regardless of gender, gender identity, sexual orientation, race, color, religion, national origin, ethnic group, marital or parental status, and physical or mental disability

APPENDIX C: NOTIFICATION OF RIGHTS UNDER FERPA FOR ELEMENTARY AND SECONDARY SCHOOLS

The Family Educational Rights and Privacy Act (FERPA) affords parents and students who are 18 years of age or older ("eligible students") certain rights with respect to the student's education records. These rights are:

1. The right to inspect and review the student's education records within 45 days after the day the student's school receives a request for access.

Parents or eligible students who wish to inspect their child's or their education records should submit to the school principal, lead teacher, or secretary a written request that identifies the records they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

Parents or eligible students who wish to ask the school to amend their child's or their education record should write to the school principal, clearly identify the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to provide written consent before the school discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. The criteria for determining who constitutes a school official and what constitutes a legitimate educational interest must be set forth in the school's or school district's annual notification for FERPA rights. A school official typically includes a person employed by the school or school district as an administrator, supervisor,

instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the school board. A school official also may include a volunteer, contractor, or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official typically has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the school discloses education records without consent to officials of another school or school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer. [NOTE: FERPA requires a school or school district to make a reasonable attempt to notify the parent or student of the records request unless it states in its annual notification that it intends to forward records on request or the disclosure is initiated by the parent or eligible student.]

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202

See the list below of the disclosures that elementary and secondary schools may make without consent.

FERPA permits the disclosure of PII from students' education records, without consent of the parent or eligible student, if the disclosure meets certain conditions found in § 99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the parent or eligible student, § 99.32 of the FERPA

regulations requires the school to record the disclosure. Parents and eligible students have a right to inspect and review the record of disclosures. A school may disclose PII from the education records of a student without obtaining prior written consent of the parents or the eligible student –

- To other school officials, including teachers, within the educational agency or institution whom the school has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in § 99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(3) are met. (§ 99.31(a)(1))
- To officials of another school, school system, or institution of postsecondary education where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of § 99.34. (§ 99.31(a)(2))
- To authorized representatives of the U. S. Comptroller General, the U. S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as the State educational agency (SEA) in the parent or eligible student's State. Disclosures under this provision may be made, subject to the requirements of § 99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf, if applicable requirements are met. (§§ 99.31(a)(3) and 99.35)
- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary for such purposes as to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§ 99.31(a)(4))
- To State and local officials or authorities to whom information is specifically allowed to be reported or disclosed by a State statute that concerns the juvenile justice system and the system's ability to effectively serve, prior to adjudication, the student whose records were released, subject to § 99.38. (§ 99.31(a)(5))
- To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction, if applicable requirements are met. (§ 99.31(a)(6))

- To accrediting organizations to carry out their accrediting functions. (§ 99.31(a)(7))
- To parents of an eligible student if the student is a dependent for IRS tax purposes. (§ 99.31(a)(8))
- To comply with a judicial order or lawfully issued subpoena if applicable requirements are met. (§ 99.31(a)(9))
- To appropriate officials in connection with a health or safety emergency, subject to § 99.36. (§ 99.31(a)(10))
- Information the school has designated as “directory information” if applicable requirements under § 99.37 are met. (§ 99.31(a)(11))
- To an agency caseworker or other representative of a State or local child welfare agency or tribal organization who is authorized to access a student’s case plan when such agency or organization is legally responsible, in accordance with State or tribal law, for the care and protection of the student in foster care placement. (20 U.S.C. § 1232g(b)(1)(L))
- To the Secretary of Agriculture or authorized representatives of the Food and Nutrition Service for purposes of conducting program monitoring, evaluations, and performance measurements of programs authorized under the Richard B. Russell National School Lunch Act or the Child Nutrition Act of 1966, under certain conditions. (20 U.S.C. § 1232g(b)(1)(K))

APPENDIX D: NOTIFICATION OF RIGHTS UNDER THE PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)

PPRA affords parents of elementary and secondary students certain rights regarding the conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include, but are not limited to, the right to:

Consent before students are required to submit to a survey that concerns one or more of the following protected areas (“protected information survey”) if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED)–

1. Political affiliations or beliefs of the student or student’s parent;
2. Mental or psychological problems of the student or student’s family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the student or student’s parent; or
8. Income, other than as required by law to determine program eligibility.

Receive notice and an opportunity to opt a student out of –

1. Any other protected information survey, regardless of funding;
2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
3. Activities involving collection, disclosure, or use of personal information collected from students for marketing or to sell or otherwise distribute the information to others. (This does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions.)

Inspect, upon request and before administration or use –

1. Protected information surveys of students and surveys created by a third party;
2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
3. Instructional material used as part of the educational curriculum.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under State law.

The District will develop and adopt policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. The district will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. We will also directly notify, such as through the U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation in the specific activity or survey. The district will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this direct notification requirement:

- Collection, disclosure, or use of personal information collected from students for marketing, sales, or other distribution.
- Administration of any protected information survey not funded in whole or in part by ED.
- Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with:

Student Privacy Policy Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202

APPENDIX E: ACKNOWLEDGEMENT OF HANDBOOK RECEIPT

Student Agreement

As a student of one of the SISD Schools, I acknowledge that I have received a copy of the Student/Parent Handbook for the 2023-2024 school year. I understand and agree to abide by the procedures, guidelines, specific rules, and regulations included in this Handbook. I recognize and understand that rules cannot be written to cover all behaviors in all situations. I understand that school personnel may need to assess and address a given situation and take action (which may include disciplinary action), in light of the school's Mission Statement, state and federal laws and regulations, and School Board Policies. I further acknowledge, understand, and agree that I will be held accountable for my behavior.

Name of Student: _____

Date: _____

Signature of Student: _____

Parental Agreement

As a parent(s)/guardian(s), I (we) acknowledge that I (we) have read the SISD Student/Parent Handbook and I (we) agree to assist my child to obey the procedures, guidelines, specific rules, and regulations included in this Handbook while he or she is enrolled in and attending any SISD School. I (we) further acknowledge that I (we) understand the penalties for violations as noted in the Handbook. I (we) recognize and understand that rules cannot be written to cover all behaviors in all situations. I (we) understand that school personnel may need to assess and address a given situation and take action (which may include disciplinary action) in light of the school's Mission Statement, as well as state and federal laws and regulations, and School Board Policies. I (we) further acknowledge, understand, and agree that my child will be held accountable for his or her behavior.

Name of Parent/Guardian: _____

Date: _____

Signature of Parent/Guardian: _____

Please complete, sign, and return this form within 10 days of receipt of the Student/Parent Handbook. A signature is necessary before participation in any activity beyond the classroom.

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 125 • Exemplary Stakeholder Nominations



2022-2023 COVID-19 Mitigation Plan

www.sisd.org
907-828-8254

Board Approved Updates: 5/3/23

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Using this Manual

Determining and Moving Between Levels

The district health advisory team will inform decisions about moving to the Positive Case Response Protocol. The goal of the protocols will be to maintain the most normal and consistent in-person school environment possible with consideration to safety.

Standard Operations Plan

This school year we will be operating under a Standard Operations Plan. Our focus will be on maintaining as normal a school year as possible, resorting to enhanced measures only when necessary and in as limited a fashion as is consistent with the health and safety of our students, staff, and communities. As we did this past school year, we will continue to work with our stakeholders to chart the path ahead. If cases arise in our communities, we will address the situation one community at a time, assessing risk and responding in a measured fashion.

School Schedule

- All students will attend a full day of on-site instruction.
- School will operate at 100% capacity.
- School will begin at 8:00am across the district without staggered start times.

Meeting the Needs of Students with Exceptional Needs

- Students will attend and receive all planned services.
- All planned services, evaluations, and assessments will be on-site with precautionary measures as needed.
- Itinerant-related providers will deliver in-person and online services

Health and Safety Protocol

Masks

Standard Operations

- Students and staff may be required to wear masks within the building based on CDC determined risk levels. Masks will be optional at low and medium risk but may be required at high risk.
- Current Federal requirements regarding mask use on buses will be followed (see Transportation below).

Social Distancing

Schools may implement social distancing in all areas in the school building based on the most recent CDC or Alaska DHSS guidance.

Personal Hygiene

- Staff will teach and reinforce thorough hand washing with soap and water for at least 20 seconds and/or the safe use of hand sanitizer that contains at least 60% alcohol by staff and older students when appropriate.

- Hand washing is encouraged during key times including but not limited to: arrival and dismissal; before, during, and after preparing or eating food; after using the bathroom; after blowing one's nose, coughing, or sneezing; after touching objects with bare hands that have been handled by other people.

General

- Drinking fountains will be operational. The district recommends that students bring their own water bottle to school.
- Signage may be posted in classrooms, hallways, and entrances to communicate how to stop the spread, COVID-19 symptoms, preventative measures, good hygiene, and school/district specific protocols.

Transportation

Students may need to wear masks on buses based on Federal requirements.

- Masks will be optional for all occupants on the bus.
- School sites may assist with sanitizing the bus or school vehicle between trips.
- Riders will be encouraged to social distance to the extent possible on all routes.
- Family members are encouraged to sit together whenever possible.

Facilities Use

- School facilities will be open to visitors and activities outside of the school day for activities under Standard Operations.
- Masks will be optional at low and medium risk but may be required at high risk. Risk levels are based on CDC guidance.
- Sponsors of non-school sanctioned activities will submit a facility use agreement and a cleaning fee will be required to ensure the building is returned to a clean state prior to the return of staff and students.

Disinfecting/Cleaning

- Enhanced sanitation is optional based on need.
- Purchasing of PPE, hand sanitizer, and other approved cleaning supplies as needed.
- Classrooms stocked with needed cleaning supplies as needed.
- Age-appropriate cleaning tasks for students cleaning their own workspaces.

Student Activities and District Travel

Overview

- Student activity related and district related travel is permitted.
- All district teams traveling will follow SISD Activities Mitigation plans.

COVID-19 Testing

- Students and coaches taking part in extracurricular activities may be required to complete weekly COVID-19 testing throughout the season.
- Chaperones may be required to take a COVID-19 test on the same day as students and coaches

Travel

- The team must adhere to all local laws, mandates, and/or ordinances
- When traveling to other schools, coaches will supervise students at all times and provide structured times for activities outside of the school.
- The team will not be allowed to visit local households while on school sponsored trips.

Hosting Events

- Visiting teams may be required to test athletes prior to the arrival of the event. This will be verified between the athletic directors of each district.
- Spectators will be allowed to attend

Food Service

- Sites will serve breakfast in various ways following state food service guidelines.
- Hand washing before lunch is encouraged.
- Shared utensils, condiments, or other items will not be allowed.
- Food services personnel will place all food items on student trays.
- If a student is not allowed into the school building due to symptom isolation, breakfast and lunches must continue to be provided for that student.
- Social distancing will be encouraged.

Symptom Free Facilities

Definitions:

- *Close Contact* - Someone who was less than 6 feet away from an infected person for a cumulative total of 15 minutes or more over a 24-hour period (for example, three individual 5-minute exposures for a total of 15 minutes).
- *Isolation* separates people exhibiting symptoms of a contagious disease from people who are not exhibiting symptoms.
- *Self-quarantine* separates and restricts the movements of people who were possibly exposed to a contagious disease to see if they become sick and avoid further spread of the disease.

Healthy School:

- For students and staff that are exhibiting COVID-19 symptoms, the Response Protocol will be followed (see Response Protocol section).
- Visitors that are exhibiting symptoms of COVID-19 are strongly discouraged to enter the school building unless it is completely necessary.
- COVID-19 symptoms include fever over 100.3 degrees Fahrenheit or higher, cough, shortness of breath, chills, night sweats, sore throat, body aches, muscle aches, joint pain, loss of taste or smell, headache, confusion, vomiting, diarrhea, abdominal pain.

Vaccination

Vaccines are an important tool to help stop the COVID-19 pandemic. COVID-19 vaccinations are encouraged by DHSS and CDC for students and staff that meet the eligibility criteria. Parents and staff can contact their local health provider or the Craig Department of Public Health (Port Alexander will contact Sitka Department of Public Health) to learn more about

COVID-19 vaccines, to get answers to your questions about the vaccine, and to make an appointment for a COVID-19 vaccine.

Positive Case Response Matrix

- A case or cases in or directly linked to the school classroom, building, or district may close for one day
- As Soon As Possible: School facilities will be sanitized, disinfected and cleaned.
- See Response Protocol Chart

Widespread Community Transmission

- Widespread community transmission may result in a decision to transition to remote learning.
- Students' ages, classroom/school dynamics and other variables will play a role in decision making.
- Testing of all students and staff may be required for a return to in-person learning.

Response Protocol

Positive COVID-19 Test:

Positive COVID-19 tests will be communicated to the site principal and superintendent, maintaining student privacy at all times.

- Symptomatic Staff & Students - day zero is the day that symptoms began
- Asymptomatic Staff & Students - day zero is the day of the positive test result

Staff and/or students who have tested positive for COVID-19 *must complete one of the following measures* to return to school:

- Isolate for 5 days and be eligible to return to school on day 6 (or later) when fever free (without the aid of fever reducing medicine) and symptoms are improving. A mask is required to be worn for days six through ten after the isolation period;

OR

- Isolate for 10 days and be eligible to return on day 11 after exposure

BB 9323 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.
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

Adoption Date: 04/09/98

Southeast Island School District
