



**SOUTHEAST ISLAND SCHOOL DISTRICT
BOARD OF EDUCATION**
Regular Meeting
Wednesday, February 19, 2025

VISION STATEMENT

Students are equipped to realize their dreams and aspirations.

MISSION STATEMENT

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

AGENDA

MEETING: 5:30 PM
LOCATION: Howard Valentine Coffman Cove School and via Zoom
618 Howard Valentine Drive
Coffman Cove, Alaska 99918
VIRTUAL URL: <https://us02web.zoom.us/j/84251244334?pwd=Y5raa6ZUB9Aw9vYt9cDeR6gmjT1qYL.1>

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. January 15, 2025 Regular Meeting Minutes 7
 2. February 5, 2025, Special Meeting Minutes 12
 - B. Approval of February 2025 Financial Report 15
 - C. Approval of Employment
 1. FY 2025 Classified Employment: Dixie Somerfield (Culinary Arts Classroom Manager with Instructional Duties, Thorne Bay), Jason Wakefield (Cook, Coffman Cove)
 2. FY 2025 Extra-duty Contracts: Julia Trischman (ATTSAACoordinator)

3. FY 2026 Administrator Contracts: William Nixon (SISD Principal and Dean of Students)
Robbin Perkins (Special Programs Coordinator/Assistant Dean of Students), Astrid Richard-Cook (State and Federal Programs/Grants Coordinator)
4. FY 2026 Teacher Contracts: Lisa Cates, Cassandra Christopherson, Sharlet Collins, Michael Congdon, Sonya Cook, Steven Cunningham, Melissa Dougherty, Matthew Gore, April Hoy, Philip Lusted, Jay Mihal, Donna Nixon, Mackenzie Slayton, Julia Trischman, Patrick Trischman, Julie Vasquez, Ginger White

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- A. Action on Administrative/Board Reports

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2.	BP 1312, Public Complaints Concerning Schools	98
3.	BP 1312.1, Public Complaints Concerning School Personnel	100
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C.	Approval to Purchase Door Lock Systems from Daanish Technologies (\$116,842.00)	
D.	Approval to Purchase Camera Systems from Daanish Technologies (\$82,495.00)	
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A.	March 2025 Regular Meeting: 3rd Wednesday is March 19, 2025 (Location: Thorne Bay School)	
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A.	Superintendent Evaluation and Contract	174
1.	Executive session to discuss subjects that tend to prejudice the character and reputation of any person, provided the person may request a public discussion, more specifically, superintendent evaluation and contract.	
2.	Superintendent Contract	
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
January 15, 2025**

MINUTES

Location: Barry Craig Stewart Kasaan School and via Zoom
117 Kasaan St , Kasaan, Alaska 99950

CALL TO ORDER

Board President Tony Lovell called the meeting to order at 5:31 PM

ROLL CALL

Ben Blair, Tony Lovell, and Student Representative Teagen Taylor attended in person. Debbie Fehr, Molly Kimzey, and William Tyrell attended via audio/video conference.

Quorum: yes

APPROVAL OF AGENDA

Motion: Approve the agenda.

By: Kimzey

Second: yes

Student Representative Vote: Yea: 1; Nay: 0

Board Vote: Yea: 5; Nay: 0

Resolved: motion passed

WELCOME TO VISITORS

Board President Tony Lovell welcomed visitors: Amanda Blankenship, Everett Cook, Shaine Nixon, Scott Randall, Erin Blair, Robbin Perkins, Lisa Cates, Mike Congdon, Andy Cook, Astrid Cook, Lucienne Smith. Mackenzie Slayton, Julia Trischman, Patrick Trischman, Terri Kohn, and Melissa Dougherty joined later in the meeting.

PUBLIC COMMENT

None

APPROVAL OF CONSENT AGENDA

Motion: Approve the Consent Agenda, including: the 11/20/2024 regular meeting minutes, the January 2025 financial report, the FY 2025 teacher contract addendum for Matthew Gore, FY 2025 classified employment for Thomas Harden, Chloe Vasquez, and Ryan Weaver, and FY 2025 extracurricular contracts for Sharlet Collins, Melvin Cook, Michelle Dempsey, Melissa Dougherty, and Robert Houck.

By: Kimzey

Second: yes

Student Representative Vote: Yea: 1; Nay: 0

Board Vote: Yea: 5; Nay: 0

Resolved: motion passed

ADMINISTRATIVE/BOARD REPORTS

Rod Morrison gave the Superintendent's report. Topics included: Superintendent goals, engagements, upcoming events, news, legislative update, and shout-outs.

Superintendent Morrison then invited each department and school to share highlights of their reports.

Mike Congdon shared information from Kasaan including OVK's involvement in the school, fundraising activities, events, the greenhouse, cultural activities, collaboration with the Forest Service, class projects and academics.

Lisa Cates shared information from Hollis including personnel, academics, student projects, housing, gym update, outdoor space, school and community use, and activities.

Mackenzie Slayton shared information from Coffman Cove including activities, community engagement, greenhouse, student coursework, events, and fundraising activities.

Patrick Trischman shared information from Port Alexander including the ATTSAA program, academics, staff, activities, and events.

Shaine Nixon shared information from Thorne Bay including academics, testing, staffing, professional development, events. Mr. Nixon also shared district-wide information including testing, activities, and evaluation update.

Andy Cook shared information from Whale Pass including academics, events, testing, activities, and water supply.

Amanda Blankenship shared information about the Native Youth Olympics kickoff.

Lucienne Smith shared information about fund balance.

Superintendent Morrison shared information about the Child Nutrition Program audit and feedback.

Scott Randall shared information about the Maintenance Program activities.

Robbin Perkins shared information and shout-outs for Special Programs including testing, accomplishments, award nominations, professional development, plans and applications.

Astrid Richard-Cook shared information from State & Federal Programs/Grant Program including grant submissions, the upcoming ESEA audit, Migrant program updates, and awarded grants/project status.

Everett Cook shared information about the PowerSchool cybersecurity breach, grant purchases, upcoming RUS/DLT grant RFP, and testing.

Teagen Taylor shared the Student Representative report including information about school lunch requests, academics, ASVAB testing, events, activities, maintenance, and the Juneau legislative trip.

BUSINESS ITEMS

Motion: Vote to approve BP 1114, BP 1120, BP 1140, BP 1150, BP 1220, BP 1230, BP 1240, School-Connected Organizations, BP 1240, Volunteer Assistance which will now be [BP] 1250, and BP 1245 [removal].

By: Blair

Second: yes

Student Representative Vote: Yea: 1; Nay: 0

Board Vote: Yea: 5; Nay: 0

Resolved: motion passed

Motion: Approve the FY 2025 budget revision.

By: Kimzey

Second: yes

Student Representative Vote: Yea: 1; Nay: 0

Board Vote: Yea: 5; Nay: 0

Resolved: motion passed

Motion: Appoint Ben Blair as the legislative liaison.

By: Tyrell

Second: yes

Student Representative Vote: Yea: 1; Nay: 0

Board Vote: Yea: 5; Nay: 0

Resolved: motion passed

Motion: Appoint Molly Kimzey and Ben Blair to the 2025 Youth Advocacy Institute & Legislative Fly-in Attendees Selection Committee.

By: Tyrell

Second: yes

Student Representative Vote: Yea: 1; Nay: 0

Board Vote: Yea: 5; Nay: 0

Resolved: motion passed

Motion: Move the board policy updates BP 5131.6, and BP 6146.1 to a second reading.

By: Blair

Second: yes

Student Representative Vote: Yea: 1; Nay: 0
Board Vote: Yea: 5; Nay: 0
Resolved: motion passed

Motion: Pass the Memorandum of Understanding for the Cultural Education Program with the Organized Village of Kasaan.

By: Blair

Second: yes

Student Representative Vote: Yea: 1; Nay: 0

Board Vote: Yea: 5; Nay: 0

Resolved: motion passed

Motion: Approve the elective course "This is Who We Are".

By: Kimzey

Second: yes

Student Representative Vote: Yea: 1; Nay: 0

Board Vote: Yea: 5; Nay: 0

Resolved: motion passed

Motion: Move BP 1311 Participation in Community Life, BP 1312 Public Complaints Concerning Schools, BP 1312.1 Public Complaints Concerning School Personnel, BP 1312.2 Public Complaints Concerning Instruction Materials, BP 1312.3 Public Complaints Concerning Discrimination, BP 1312.4 Public Complaints Concerning Elementary and Secondary Education Act Programs, and [BP]1313 Willful Disruption of the Schools to a second reading.

By: Kimzey

Second: yes

Student Representative Vote: Yea: 1; Nay: 0

Board Vote: Yea: 5; Nay: 0

Resolved: motion passed

ADVANCE PLANNING

The next regular Board meeting will be on February 19, 2025, at 5:30 PM held at Howard Valentine Coffman Cove School. The meeting will be preceded by a work session at 4:30 PM.

The AASB Leadership Academy & Legislative Fly-in and Youth Advocacy Institute will be February 8-11, 2025, in Juneau, AK.

PUBLIC COMMENT

Shaine Nixon commented regarding the PowerSchool cybersecurity incident, grants, and the high school graduation requirement policy proposed revisions.

BOARD COMMENT

None

EXECUTIVE SESSIONS

Motion: Enter into executive session to discuss subjects that tend to prejudice the character and reputation of any person, provided the person may request a public discussion, more specifically, personnel matters regarding an individual.

By: Kimzey

Second: yes

Student Representative Vote: Yea: 1; Nay: 0

Board Vote: Yea: 5; Nay: 0

Resolved: motion passed

Time: 7:37 PM

Motion: Exit executive session [and resume the regular meeting].

By: Blair

Second: yes

Student Representative Vote: Yea: 1; Nay: 0

Board Vote: Yea: 5; Nay: 0

Resolved: motion passed

Time: 7:48 PM

ADJOURNMENT

Motion: Adjourn the meeting for the night.

By: Blair

Second: yes

Student Representative Vote: Yea: 1; Nay: 0

Board Vote: Yea: 5; Nay: 0

Resolved: motion passed

Time: 7:49 PM

Tony Lovell, Board President

Date

Molly Kimzey, Board Clerk

Date



**SOUTHEAST ISLAND SCHOOL DISTRICT
BOARD OF EDUCATION
SPECIAL MEETING
February 5, 2025**

MINUTES

Location: Audio/video conference via Zoom

CALL TO ORDER

Board President Tony Lovell called the meeting to order at 10:02 AM

ROLL CALL

Ben Blair, Debbie Fehr, Molly Kimzey, Tony Lovell, and William Tyrell attended via audio/video conference. Student Representative Teagen Taylor was absent.

Quorum: yes

APPROVAL OF AGENDA

Motion: Approve the agenda.

By: Kimzey

Second: yes

Board Vote: Yea: 5, Nay: 0

Resolved: motion passed

WELCOME TO VISITORS

Board President Tony Lovell welcomed visitors: Shaine Nixon, Cassandra Christopherson, Amy Jennings, Jay Mihal

PUBLIC COMMENT

None

BUSINESS ITEMS

Motion: Approve Resolution 25-03 for the Purchase a Scissor Lift for District Maintenance Projects.

By: Kimzey

Second: yes

Board Vote: Yea: 5, Nay: 0

Resolved: motion passed

Motion: Approve the Close-up Field Trip to Washington DC [in June 2025].

By: Tyrell

Second: yes

Board Vote: Yea: 5, Nay: 0

Resolved: motion passed

Motion: Go into executive session [to discuss subjects that tend to prejudice the character and reputation of any person, provided the person may request a public discussion, more specifically, personnel matters regarding an individual].

By: Blair

Second: yes

Board Vote: Yea: 5, Nay: 0

Resolved: motion passed

Time: 10:26 AM

Motion: [Exit executive session] and resume the regular meeting.

By: Blair

Second: yes

Board Vote: Yea: 5, Nay: 0

Resolved: motion passed

Time: 11:16

PUBLIC COMMENT

None

BOARD COMMENT

Molly Kimzey commented regarding the public comment process. Ben Blair commented regarding school vehicles. William Tyrell commented regarding potential immigration enforcement efforts in schools. Tony Lovell commented regarding an upcoming parent meeting.

ADJOURNMENT

Motion: Adjourn the meeting for today

By: Blair

Second: yes

Board Vote: Yea: 5, Nay: 0

Resolved: motion passed

Time: 11:26

Tony Lovell, Board President

Date

Molly Kimzey, Board Clerk

Date

DRAFT



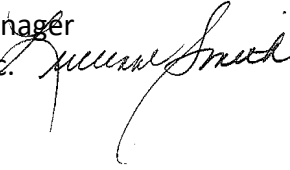
SOUTHEAST ISLAND SCHOOL DISTRICT

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. 

Date: February 11, 2025

SUBJECT: FINANCIAL REPORT NARRATIVE

The following pages are the monthly February 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.

Fund	Received		Estimated Revenue	Revenue %	
	Current Month	Received YTD		To Be Received	Received
100 GENERAL OPERATING FUND	359,387.00	3,171,211.76	5,669,357.00	2,498,145.24	56 %
205 PUPIL TRANSPORTATION FUND	0.00	145,221.00	238,612.00	93,391.00	61 %
237 ALASKA PRE ELEMENTARY PROGRAM	0.00	0.00	190.00	190.00	0 %
255 FOOD SERVICE FUND	0.00	53,557.86	142,000.00	88,442.14	38 %
256 FRESH FRUIT & VEGETABLES	0.00	2,814.24	8,625.01	5,810.77	33 %
260 TITLE I-A BASIC	0.00	29,115.82	101,673.02	72,557.20	29 %
261 TITLE I-C MIGRANT	0.00	22,840.97	107,110.98	84,270.01	21 %
262 MIGRANT BOOKS	0.00	1,201.05	3,479.00	2,277.95	35 %
264 Title IVA INNOVATIVE	0.00	0.00	14,751.18	14,751.18	0 %
266 TITLE IIA PRINCIPAL/TEACHER RETENTION &	0.00	4,093.64	23,086.80	18,993.16	18 %
268 TITLE VI-B IDEA	0.00	20,904.01	54,404.00	33,499.99	38 %
270 TITLE VI-B SEC 619 PRESCHOOL DISABLED	0.00	0.00	4,434.00	4,434.00	0 %
271 CARL PERKINS	0.00	13,136.85	27,000.00	13,863.15	49 %
272 SAFETY & WELL BEING	0.00	8,883.28	10,000.00	1,116.72	89 %
274 TITLE IA SCHOOL IMPROVEMENT	0.00	14,787.75	50,000.00	35,212.25	30 %
275 HOMELESS - EHCY	0.00	559.33	1,000.00	440.67	56 %
280 CSLD	0.00	38,978.56	143,907.14	104,928.58	27 %
353 RURAL UTILITIES SERVICE	0.00	0.00	609,098.68	609,098.68	0 %
358 SOAR - KLAOCK	0.00	87,329.21	87,400.00	70.79	100 %
360 INDIAN EDUCATION	0.00	11,907.00	11,907.00	0.00	100 %
365 REAP	0.00	3,173.00	3,173.00	0.00	100 %
366 SELECT - KLAOCK	0.00	0.00	120,000.00	120,000.00	0 %
370 SUCCEED	0.00	711,869.14	1,026,706.00	314,836.86	69 %
375 TEACHER HOUSING	0.00	53,854.03	110,000.00	56,145.97	49 %
378 WHOLE KIDS FOUNDATION GARDEN GRANT - COFFMAN COVE	0.00	0.00	3,000.00	3,000.00	0 %
381 USDA SPECIALITY CROP BLOCK GRANT	0.00	0.00	44,388.84	44,388.84	0 %

SOUTHEAST ISLAND SCHOOL DISTRICT
Statement of Revenue Budget vs Actuals
For the Accounting Period: 2 / 25

Fund	Received		Estimated Revenue	Revenue %	
	Current Month	Received YTD		To Be Received	Received
501 CIP-DISTRICT MAJOR MAINT	0.00	0.00	25,000.00	25,000.00	0 %
515 AEA-DENALI COMMISSION COFFMAN COVE BIOMASS GAP	0.00	0.00	164,915.00	164,915.00	0 %
535 COPS SCHOOL VIOLENT PREVENTION- DOJ	0.00	0.00	500,000.00	500,000.00	0 %
536 20-002 HOLLIS K-12 SCHOOL REPLACEMENT DESIGN &	0.00	0.00	414,940.74	414,940.74	0 %
537 AK HOMELAND SECURITY & EMERGENCY MGMT	0.00	0.00	262,000.00	262,000.00	0 %
711 STUDENT AGENCY FUND AGRICULTURE	0.00	1,398.32	0.00	-1,398.32	%
Grand Total:	359,387.00	4,396,836.82	9,982,159.39	5,585,322.57	44 %

SOUTHEAST ISLAND SCHOOL DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 2 / 25

Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Comm.
100 GENERAL OPERATING FUND	94,100.02	2,854,367.73	5,710,883.00	5,676,894.00	2,822,526.27	50%
205 PUPIL TRANSPORTATION FUND	90.00	69,199.37	138,262.00	142,220.00	73,020.63	49%
237 ALASKA PRE ELEMENTARY PROGRAM	0.00	185.26	190.00	190.00	4.74	98%
255 FOOD SERVICE FUND	83.87	202,623.77	293,235.23	302,793.23	100,169.46	67%
256 FRESH FRUIT & VEGETABLES	0.00	8,672.54	1,078.13	8,625.01	-47.53	101%
260 TITLE I-A BASIC	2,203.00	43,072.09	101,672.81	101,672.81	58,600.72	42%
261 TITLE I-C MIGRANT	1,201.62	34,867.70	106,827.87	106,827.87	71,960.17	33%
262 MIGRANT BOOKS	0.00	1,422.42	3,479.00	3,479.00	2,056.58	41%
264 Title IVA INNOVATIVE	0.00	6,500.00	14,741.97	14,741.97	8,241.97	44%
266 TITLE IIA PRINCIPAL/TEACHER	0.00	9,565.65	23,086.80	23,086.80	13,521.15	41%
268 TITLE VI-B IDEA	4,887.64	28,996.15	53,225.00	54,404.00	25,407.85	53%
270 TITLE VI-B SEC 619 PRESCHOOL	0.00	0.00	4,434.00	4,434.00	4,434.00	0%
271 CARL PERKINS	0.00	14,148.96	26,990.77	26,990.77	12,841.81	52%
272 SAFETY & WELL BEING	0.00	9,047.88	10,000.00	10,000.00	952.12	90%
274 TITLE IA SCHOOL IMPROVEMENT	-1,421.50	31,143.12	49,981.87	49,981.87	18,838.75	62%
275 HOMELESS - EHCY	0.00	2,629.29	1,000.00	1,000.00	-1,629.29	263%
280 CSLD	33.50	56,130.11	146,891.58	146,891.58	90,761.47	38%
353 RURAL UTILITIES SERVICE	0.00	10,248.00	609,098.68	609,098.68	598,850.68	2%
358 SOAR - KLAUOCK	196.40	26,645.82	20,300.00	24,340.00	-2,305.82	109%
360 INDIAN EDUCATION	0.00	0.00	11,907.00	11,907.00	11,907.00	0%
365 REAP	0.00	3,173.00	3,173.00	3,173.00	0.00	100%
366 SELECT - KLAUOCK	0.00	93,008.13	120,000.00	120,000.00	26,991.87	78%
368 THRIVE	0.00	39,634.40	94,695.47	94,695.47	55,061.07	42%
370 SUCCEED	4,512.00	297,553.39	1,026,738.00	1,026,738.00	729,184.61	29%
375 TEACHER HOUSING	1,120.99	69,996.45	50,000.00	50,000.00	-19,996.45	140%

SOUTHEAST ISLAND SCHOOL DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 2 / 25

Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Comm.
378 WHOLE KIDS FOUNDATION GARDEN GRANT	0.00	1,168.93	3,000.00	3,000.00	1,831.07	39%
381 USDA SPECIALITY CROP BLOCK GRANT	0.00	50,038.18	44,388.84	44,388.84	-5,649.34	113%
501 CIP-DISTRICT MAJOR MAINT	0.00	142,875.17	44,000.00	49,612.00	-93,263.17	288%
515 AEA-DENALI COMMISSION COFFMAN COVE	0.00	45,222.37	164,915.00	164,915.00	119,692.63	27%
535 COPS SCHOOL VIOLENT PREVENTION- DOJ	0.00	1,304.54	500,000.00	500,000.00	498,695.46	0%
536 20-002 HOLLIS K-12 SCHOOL	0.00	29,779.70	414,940.74	414,940.74	385,161.04	7%
537 AK HOMELAND SECURITY & EMERGENCY	0.00	3,427.93	262,000.00	262,000.00	258,572.07	1%
711 STUDENT AGENCY FUND AGRICULTURE	0.00	845.54	0.00	0.00	-845.54	0%
Grand Total:	107,007.54	4,187,493.59	10,055,136.76	10,053,041.64	5,865,548.05	42%

100 GENERAL OPERATING FUND

Function / Object	Received		Estimated Revenue	Revenue	% Received
	Current Month	Received YTD		To Be Received	
000					
0000					
30 EARNINGS ON INVESTMENTS	0.00	8,559.45	0.00	-8,559.45	** %
40 OTHER LOCAL REVENUES	0.00	4,918.33	25,000.00	20,081.67	19 %
51 STATE-FOUNDATION PROGRAM	359,387.00	2,875,096.00	4,467,557.00	1,592,461.00	64 %
56 TRS On-Behalf	0.00	0.00	280,117.00	280,117.00	0 %
57 PERS On Behalf	0.00	0.00	43,949.00	43,949.00	0 %
90 STATE-OTHER REVENUES	0.00	263,249.00	562,734.00	299,485.00	46 %
150 FEDERAL SOURCES THRU THE STATE	0.00	0.00	290,000.00	290,000.00	0 %
230 OTHER-SALE OF PROP & EQUI	0.00	18,294.80	0.00	-18,294.80	** %
250 TRANSFER FROM OTHER FUNDS	0.00	0.00	0.00	0.00	** %
299 PRIOR YEAR PO REVENUE	0.00	4.18	0.00	-4.18	** %
Function Total:	359,387.00	3,170,121.76	5,669,357.00	2,499,235.24	55 %
Org Total:	359,387.00	3,170,121.76	5,669,357.00	2,499,235.24	55 %
625 NAUKATI					
700 STUDENT ACTIVITIES					
40 OTHER LOCAL REVENUES	0.00	90.00	0.00	-90.00	** %
115 ARCHERY					
Function Total:	0.00	90.00	0.00	-90.00	** %
Org Total:	0.00	90.00	0.00	-90.00	** %
628 THORNE BAY					
700 STUDENT ACTIVITIES					
40 OTHER LOCAL REVENUES	0.00	1,000.00	0.00	-1,000.00	** %
109 MS-ELEM WRESTLING					
Function Total:	0.00	1,000.00	0.00	-1,000.00	** %
Org Total:	0.00	1,000.00	0.00	-1,000.00	** %
Fund Total:	359,387.00	3,171,211.76	5,669,357.00	2,498,145.24	55 %
Grand Total:	359,387.00	3,171,211.76	5,669,357.00	2,498,145.24	55 %

Funds 100- 100

Program-Function	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 GENERAL OPERATING FUND						
621 HOWARD VALENTINE						
100 REGULAR INSTRUCTION	90.00	87,238.52	224,683.00	196,997.00	109,758.48	44
160 VOCATIONAL ED INSTRUCTION	0.00	1,231.68	1,500.00	1,500.00	268.32	82
200 SPECIAL EDUCATION INSTRUC	0.00	29,844.46	58,610.00	69,761.00	39,916.54	42
400 SCHOOL ADMINISTRATION	0.00	6,031.54	11,617.00	9,538.00	3,506.46	63
600 OPERATIONS & MAINTENANCE	1,783.38	45,887.12	75,404.00	72,305.00	26,417.88	63
700 STUDENT ACTIVITIES	0.00	1,275.17	7,487.00	7,487.00	6,211.83	17
Org Total:	1,873.38	171,508.49	379,301.00	357,588.00	186,079.51	
624 KASAAN						
100 REGULAR INSTRUCTION	90.00	90,319.43	232,678.00	237,658.00	147,338.57	38
160 VOCATIONAL ED INSTRUCTION	0.00	0.00	1,500.00	1,500.00	1,500.00	0
200 SPECIAL EDUCATION INSTRUC	0.00	5,235.78	59,007.00	18,264.00	13,028.22	28
400 SCHOOL ADMINISTRATION	0.00	6,107.10	11,617.00	9,538.00	3,430.90	64
600 OPERATIONS & MAINTENANCE	1,687.99	20,930.56	41,000.00	45,800.00	24,869.44	45
700 STUDENT ACTIVITIES	0.00	2,756.06	6,819.00	6,819.00	4,062.94	40
Org Total:	1,777.99	125,348.93	352,621.00	319,579.00	194,230.07	
625 NAUKATI						
100 REGULAR INSTRUCTION	595.88	96,799.87	186,629.00	187,260.00	90,460.13	51
160 VOCATIONAL ED INSTRUCTION	0.00	0.00	1,500.00	1,500.00	1,500.00	0
200 SPECIAL EDUCATION INSTRUC	0.00	37,217.50	81,242.00	65,351.00	28,133.50	56
220 SPED SUPPORT SRVCS-STUDNT	0.00	33.00	0.00	0.00	-33.00	***
400 SCHOOL ADMINISTRATION	0.00	5,698.43	11,617.00	9,538.00	3,839.57	59
600 OPERATIONS & MAINTENANCE	1,611.79	42,659.03	71,173.00	76,057.00	33,397.97	56
700 STUDENT ACTIVITIES	0.00	3,336.25	6,841.00	6,841.00	3,504.75	48
Org Total:	2,207.67	185,744.08	359,002.00	346,547.00	160,802.92	
628 THORNE BAY						
100 REGULAR INSTRUCTION	722.61	194,960.95	452,226.00	471,758.00	276,797.05	41
160 VOCATIONAL ED INSTRUCTION	122.58	1,840.44	3,000.00	3,000.00	1,159.56	61
200 SPECIAL EDUCATION INSTRUC	0.00	83,847.93	220,406.00	233,818.00	149,970.07	35
400 SCHOOL ADMINISTRATION	0.00	25,268.66	99,514.00	27,785.00	2,516.34	90
450 SCHOOL ADMIN SUPPORT SRVC	0.00	25,456.90	34,489.00	34,965.00	9,508.10	72
600 OPERATIONS & MAINTENANCE	7,940.38	145,346.63	279,835.00	237,158.00	91,811.37	61
700 STUDENT ACTIVITIES	15,814.17	91,304.37	40,856.00	40,856.00	-50,448.37	223
Org Total:	24,599.74	568,025.88	1,130,326.00	1,049,340.00	481,314.12	
632 WHALE PASS						
100 REGULAR INSTRUCTION	525.96	55,399.90	152,916.00	181,189.00	125,789.10	30
160 VOCATIONAL ED INSTRUCTION	0.00	9.15	1,500.00	1,500.00	1,490.85	0
200 SPECIAL EDUCATION INSTRUC	0.00	11,150.58	68,185.00	70,210.00	59,059.42	15
400 SCHOOL ADMINISTRATION	0.00	5,237.41	9,172.00	9,495.00	4,257.59	55
600 OPERATIONS & MAINTENANCE	1,126.58	13,496.02	37,529.00	43,441.00	29,944.98	31
700 STUDENT ACTIVITIES	0.00	1,147.87	6,451.00	6,451.00	5,303.13	17
Org Total:	1,652.54	86,440.93	275,753.00	312,286.00	225,845.07	
646 ALASKA TRAILS - DW CORRESPONDENCE						
140 CORRESPONDENCE INSTRUC	0.00	25,993.51	0.00	171,899.00	145,905.49	15

Funds 100- 100

Program-Function	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 GENERAL OPERATING FUND						
200 SPECIAL EDUCATION INSTRUC	0.00	5,732.47	0.00	7,288.00	1,555.53	78
Org Total:		31,725.98		179,187.00	147,461.02	
649 DISTRICT WIDE						
100 REGULAR INSTRUCTION	0.00	48,911.93	138,619.00	146,785.00	97,873.07	33
140 CORRESPONDENCE INSTRUCTON	466.80	28,961.68	175,893.00	0.00	-28,961.68	***
160 VOCATIONAL ED INSTRUCTION	0.00	0.00	3,000.00	3,000.00	3,000.00	0
200 SPECIAL EDUCATION INSTRUC	0.00	8,579.80	0.00	20,562.00	11,982.20	41
220 SPED SUPPORT SRVCS-STUDNT	0.00	85,799.24	163,471.00	102,712.00	16,912.76	83
300 SUPPORT SERVICES-STUDENTS	0.00	7,322.58	15,275.00	15,275.00	7,952.42	47
352 LIBRARY SERVICES	0.00	0.00	645.00	645.00	645.00	0
353 Technology	6,766.67	71,969.34	168,742.00	183,135.00	111,165.66	39
354 INSERVICE	0.00	5,515.87	10,900.00	10,900.00	5,384.13	50
400 SCHOOL ADMINISTRATION	0.00	27,877.18	102,753.00	31,423.00	3,545.82	88
450 SCHOOL ADMIN SUPPORT SRVC	0.00	25,456.95	30,394.00	33,840.00	8,383.05	75
511 BOARD OF EDUCATION	3,439.00	63,719.38	111,862.00	114,787.00	51,067.62	55
512 OFFICE OF SUPERINTENDENT	97.53	148,277.68	330,040.00	319,886.00	171,608.32	46
550 DISTRICT ADMIN SUPRT SRVC	1,309.55	248,327.82	335,639.00	384,247.00	135,919.18	64
600 OPERATIONS & MAINTENANCE	35,816.20	532,076.33	670,369.00	727,669.00	195,592.67	73
700 STUDENT ACTIVITIES	44.97	21,179.33	109,812.00	109,812.00	88,632.67	19
900 OTHER FINANCING USES	0.00	0.00	60,000.00	60,000.00	60,000.00	0
Org Total:	47,940.72	1,323,975.11	2,427,414.00	2,264,678.00	940,702.89	
667 HOLLIS (I)						
100 REGULAR INSTRUCTION	90.00	106,663.45	326,774.00	330,610.00	223,946.55	32
160 VOCATIONAL ED INSTRUCTION	-0.53	467.26	1,500.00	1,500.00	1,032.74	31
200 SPECIAL EDUCATION INSTRUC	0.00	70,851.81	82,618.00	169,111.00	98,259.19	41
400 SCHOOL ADMINISTRATION	0.00	4,888.77	11,617.00	9,538.00	4,649.23	51
600 OPERATIONS & MAINTENANCE	5,688.51	41,851.32	59,053.00	57,389.00	15,537.68	72
700 STUDENT ACTIVITIES	0.00	1,695.87	9,070.00	9,070.00	7,374.13	18
Org Total:	5,777.98	226,418.48	490,632.00	577,218.00	350,799.52	
669 PORT ALEXANDER						
100 REGULAR INSTRUCTION	8,270.00	105,380.52	198,568.00	202,966.00	97,585.48	51
160 VOCATIONAL ED INSTRUCTION	0.00	980.00	1,500.00	1,500.00	520.00	65
200 SPECIAL EDUCATION INSTRUC	0.00	0.00	25,787.00	0.00	0.00	0
400 SCHOOL ADMINISTRATION	0.00	6,049.99	11,617.00	9,538.00	3,488.01	63
600 OPERATIONS & MAINTENANCE	0.00	22,541.38	52,612.00	50,717.00	28,175.62	44
700 STUDENT ACTIVITIES	0.00	227.96	5,750.00	5,750.00	5,522.04	3
Org Total:	8,270.00	135,179.85	295,834.00	270,471.00	135,291.15	
0.00Fund Total:	94,100.02	2,854,367.73	5,710,883.00	5,676,894.00	2,822,526.27	50 %
Grand Total:	94,100.02	2,854,367.73	5,710,883.00	5,676,894.00	2,822,526.27	50 %



Southeast Island School District Superintendent Report

February 14, 2025

Goals

- **Collaboration:** Strengthen and maintain a collaborative relationship with the Board of Education and the school district team.
- **Public Trust:** Build public trust and confidence by establishing open, honest communication and fostering positive connections across our communities.

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Engagements

- Jan 17-18: SERCC Board Meeting
- Jan 22: Senator Murkowski Office - Appropriation Meeting
- Jan 23: Youth Advocacy Applications
- Jan 24: Taekwondo Magnet SISD Program
- Jan 28: Cultural Week Meeting - in Kasaan
- Jan 29: POW Superintendents Meeting
- Jan 30: Dr. Cristal McGill - Inservice
- Feb 7-12: Youth Advocate and School Board Fly-In

Upcoming Events

- Feb 24-26: FY2025 ESEA Monitoring - *attached schedule*
- March 3 - 8: Kasaan Cultural Camp - *See attached flyer and schedule*
- March 7: ASC Training in Thorne Bay (9 AM - 3 PM)
- March 8: School Board Training in Klawock
- March 16-21: Spring Break

Feedback for Dr. Cristal McGill - *See attached*

Board President and SISD Student Representative -

https://drive.google.com/file/d/1CSHJmOXTj6uG8EmxTV0Za5PStRKVTjC8/view?usp=drive_link

Shout-Outs

- **Jordan Blankenship** - 1st place in the 5-8 division of the Indigenous Language & Culture category for the iDidacontest!
- **Teagen Taylor** - 1st place for her micro narrative, *Being a Girl*, in the 9-12 division for the iDidacontest!
- Michelle Dempsey & Matt Gore - For working on the Whale Pass Magnet Program.
- Mike Congdon & Scott Randall - For updating teacher housing in Kasaan.
- Lisa Cates, Ben Blair, Molly Kimzey, Tony Lovell & Students - Teagen Taylor, Zoey Gilley, William Aspery, and Jose Vasquez for representing SISD at the Juneau Fly-in.
- Julia Trischman - For continuing the ATTSSA recruitment and program in Port Alexander.
- Eric Hamar - For working with SISD in providing a Cultural Camp for all students.
- Brandy Prefontaine & Luci Nelson - For updates and success of the greenhouses.
- Lisa Cates, Julie Vasquez, April Hoy & the Hollis Team - For hosting an excellent inservice in Hollis.
- Trapper Nelson & the Custodial Team in Thorne Bay - For taking ownership of cleaning the school.
- Amanda Blankenship - For positive communication and providing diverse activities for SISD students.
- Karen Clark - For navigating state retirement system challenges and ensuring SISD staff support.
- Terri Kohn - For handling travel arrangements and accommodating last-minute changes.
- Astrid Richard-Cook & Theresa Randall - For ensuring compliance with ESEA and supporting migrant students.
- Cassandra Christopherson & the Naukati Team - For successfully writing and receiving a grant for the final steps of the School Improvement Plans.

- Amy Killian - For navigating federal grant changes and providing student opportunities such as first aid training, welding, and Toyo stove repair classes.
 - John Stevens - For providing archery training and shoots for SISD students.
 - Thorne Bay Instruction Staff - For ensuring TB students receive strong academic support and access to art, music, and culinary arts.
-

Conclusion

Southeast Island School District is dedicated to fostering collaboration, community engagement, and student-centered initiatives. Your continued support is vital to our success. Together, we are building a brighter future for our students and communities. Thank you for your partnership and commitment to our mission.

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DAGWII GÁWTLAAS WINTER SERIES CULTURE CAMP

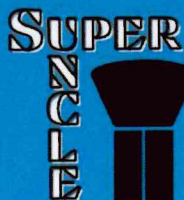
MARCH 3RD-7TH

KASAAN, AK

9AM-3PM

Hawiit uu!

Join us in Gasa'áan Gáwtlaas for a week of culture and tradition at our winter series culture camp! Attendees will participate in customary and traditional hunting and harvesting practices, as well as food and hide preservation. There will also be classes on Xaad Kil, metalsmithing, and other traditional arts and activities. Morning coffee hour, lunch will also be provided. This is an all ages event!



For more information

(907)401-3742

carver@kasaan.org

DAGWII GAWTLAAS SCHEDULE

HARVEST CREW: GEORGE N, FRANK N, CLAUDE Y, TONY C(?) SHAWAAN J(?)
 FOOD PREP: GEORGE N, FRANK N, CLAUDE Y, TONY C, ROB K, SHAWAAN J(?)
 XAAD KIL: BEN Y, DOLORES C, LISA L, ROB Y, EMILY E
 COPPER SMITHING: TIM W, TIM F
 FORMLINE: COREY B
 DANCE SCREEN PROJECT: COREY B, JANINE G
 WEAVING: HOLLY C, REBECCA F

	MON	TUES	WED	THURS	FRI
	3/3	3/4	3/5	3/6	3/7
8 AM-9 AM	Morning coffee hour	Morning coffee hour Seal harvest 8am-11am	Morning coffee hour Seal harvest 8am-11am	Morning coffee hour Sea Lion harvest 8am-12pm	Morning coffee hour
9 AM-12 PM	Opening Circle Xaad Kil (all) Food Prep class Formline/Screens Weaving Coppersmithing	Morning Circle Xaad Kil (all) Food Prep class Formline/Screens Weaving Coppersmithing	Morning Circle Xaad Kil (all) Food Prep class Formline/Screens Weaving Coppersmithing	Morning Circle Xaad Kil (all) Food Prep class Formline/Screens Weaving Coppersmithing	Morning Circle Xaad Kil (all) Food Prep class Formline/Screens Weaving Coppersmithing
12 PM-1 PM	Lunch Abby/Jason	Lunch Abby/Jason	Lunch Abby/Jason	Lunch Abby/Jason	Lunch Abby/Jason
1 PM-3 PM	Crab/Shrimp Formline/Screens Weaving Coppersmithing Afternoon Circle	Food Prep class Formline/Screens Weaving Coppersmithing Afternoon Circle	Food Prep Class Formline/Screens Weaving Coppersmithing Afternoon Circle	Food Prep Class Formline/Screens Weaving Coppersmithing Afternoon Circle	Food Prep Class Formline/Screens Weaving Coppersmithing Final Circle
4 PM-5 PM	Open workshops	Open workshops	Open workshops	Open Workshops	Open Workshops

SISD FY25 ESEA Monitoring

February 24-26, 2025

Monday, Feb 24	
10:15am	Arrive in Klawock – Kelsey Smiley, Adrienne Schwartz
12:30pm-1:00pm Zoom Link	Entrance Meeting DEED Attending: Kelsey Smiley, Sarah Emmal, Adrienne Schwartz, Pat Sidmore, Eli Barsy, Jessica Paris, Courtney Preziosi, Christy Roe District Attending: Astrid Richard-Cook, Rod Morrison, Chris Page Haufe, Tristy Morrison, Shaine Nixon, Lucienne Smith, Robbin Perkins, Theresa Randall
1:00pm-1:30pm Zoom Link	General Provisions (GP 1-3) DEED Attending: Kelsey Smiley District Attending: Astrid Richard-Cook, Chris Page Haufe
1:30pm-2:15pm Zoom Link	Educator Qualifications (I-A 27-31) DEED Attending: Adrienne Schwartz District Attending: Astrid Richard-Cook, Chris Page Haufe
2:15pm-3:15pm Zoom Link	Title II-A (II-A 1-10) DEED Attending: Adrienne Schwartz District Attending: Astrid Richard-Cook, Rod Morrison
	Site Visit with Thorne Bay DEED Attending: Kelsey Smiley Principal: Shaine Nixon Teacher: TBD Parent: TBD
Tuesday, Feb 25	
9:00am-9:30am Zoom Link	School Improvement (I-A 32-33) DEED Attending: Christy Roe (virtual) District Attending: Astrid Richard-Cook, Rod Morrison, Shaine Nixon
9:30am-10:15am Zoom Link	Fiscal Requirements (FR 1-4) DEED Attending: Courtney Preziosi (virtual) District Attending: Astrid Richard-Cook, Lucienne Smith
10:15am-11:15am Zoom Link	Title IV-A (IV-A 1-6) DEED Attending: Pat Sidmore (virtual) District Attending: Astrid Richard-Cook, Robbin Perkins
11:15am-12:15pm Zoom Link	Foster Care (I-A 24-26) DEED Attending: Jessica Paris (virtual) District Attending: Astrid Richard-Cook, Rod Morrison
12:00pm – 1:00pm	Break
1:15pm – 3:15pm Zoom Link	Title I-C (I-C 1-10) DEED Attending: Sarah Emmal (virtual) District Attending: Astrid Richard-Cook, Theresa Randall
3:15pm-4:00pm Zoom Link	English Learners (I-A 19-23) DEED Attending: Eli Barsy (virtual) District Attending: Astrid Richard-Cook
Wednesday, Feb 26	
9:00am – 11:00am Zoom Link	Title I-A DEED Attending: Kelsey Smiley District Attending: Astrid Richard-Cook, Robbin Perkins
11:00am-11:30am	DEED Internal Team Meeting
11:30pm-12:00pm Zoom Link	Exit Meeting DEED Attending: Kelsey Smiley, Sarah Emmal, Adrienne Schwartz, Pat Sidmore, Eli Barsy, Jessica Paris, Courtney Preziosi, Christy Roe District Attending: Astrid Richard-Cook, Rod Morrison, Chris Page Haufe, Tristy Morrison, Shaine Nixon, Lucienne Smith, Robbin Perkins, Theresa Randall
12:00pm	Depart Thorne Bay to Klawock
2:00pm	Depart Klawock - Kelsey Smiley, Adrienne Schwartz

In-Service Sign-In & Evaluation – January 31, 2025

23 responses

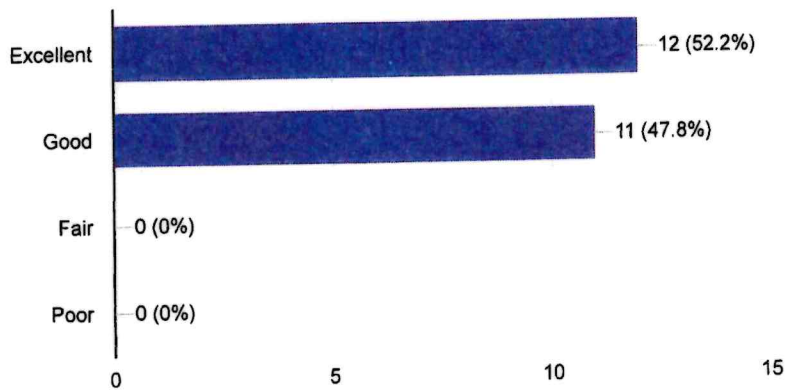
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How would you rate today's session?

Excellent Good Fair Poor

23 responses



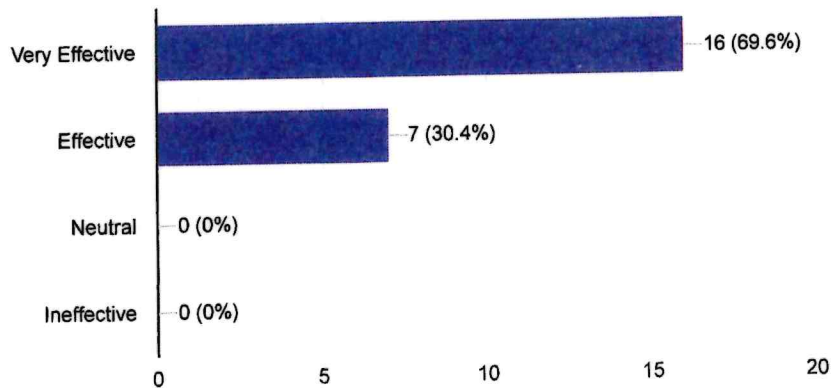
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How effective was Dr. Cristill McGill in engaging the audience?

Very Effective Effective Neutral Ineffective

23 responses



What did you find most useful or impactful from the session?***

23 responses

Discussion about keeping students engaged and hearing others input.

State changes, engager activities

There was so much! Remembering that meeting students' social needs will keep them engaged and wanting to return to school, that we need breaks to reset our minds, that the breaks can be short (pencil "trick" example), that our word choice is extremely important in framing content...

Learning multiple ways to engage students

how to keep kids attention

sharing with others

Allowing Staff to be engaged in the discussion of questions.

The time to connect in meaningful ways with fellow staff.

Spending time with staff

The engagement tasks

Reminders about how to "reset" the students and to continue working to improve engagement through various methods as discussed.

I especially appreciated the tips for engaging lessons ("teaching to the crest") and the tips for effective teacher talk to reframe tasks/empower students and get the msot out of them.

sharing with other teachers

The activities, collaboration with fellow educators. I am excited to read her book.

Good ways to engage and include relevance and value to teaching.

Paired Interviews

Useful tools for keeping students engaged.



I really loved the research and strategies. They didn't translate well to Zoom which is okay. Picking a Zoom champ you made admin removed from running the inservice may help.

the listening exercises

Truly listening is something I need to work on

Tricks and techniques

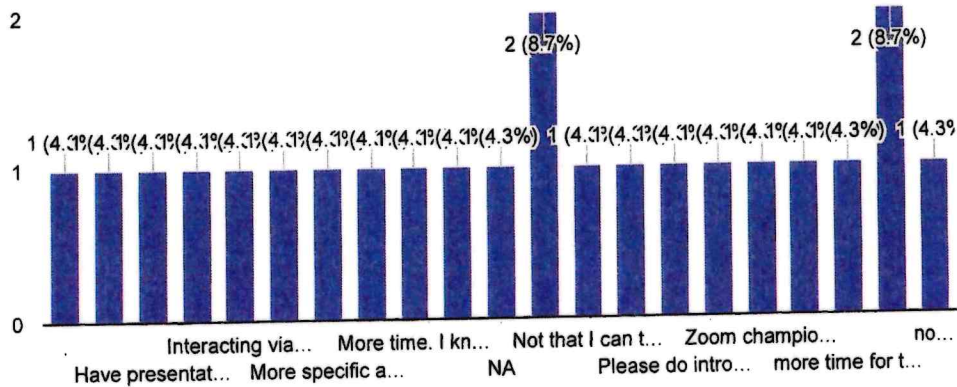
I often gloss over in my mind many of the key logistic details of teaching and got many helpful tips today in how to carry this out while keeping students engaged.details



What improvements or suggestions do you have for future sessions?

Your response:

23 responses

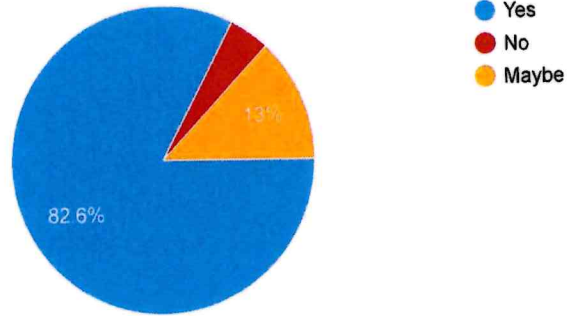




Would you be interested in attending more sessions on similar topics?

Yes No Maybe

23 responses



Additional Comments:

Your response:

23 responses

Thank you for a job well done!

There were a lot of interruptions to her presentation that maybe could be avoided next time.

I thought that she was terrific! It would be great to have her spend a week or two with us, visiting classrooms and giving feedback, or just demonstrating.

Enjoyed more in-depth conversations with co workers

this was a very helpful session thank you

34

Thank you for your time!

Good day/improvised where needed/power outage/ cooking could have been clearer.

Thank you! I'd also love to see a longer opportunity for other staff. Her presentation was great for classroom teachers. We have so many support staff who don't decide on how a class is run - it would be very beneficial to provide opportunities for the paras and coaches to get similar training more focused on how they can support the learning of the class- and then have time for teachers to collaborate with paras and coaches to implement new skills and tools they learned. I see three-day sessions that would have her in front of classroom teachers for a day, then a day with support staff, then a third day where the support staff and teachers could have collaboration planning time that she is there and available to work through some guided conversations in teams and be available for troubleshooting. And coaches could benefit from her explanation of Frames and communication tips- she is great at helping to get "buy in". And communication tips with parents.

n/a

N/A

Thank you for another great in-service!

GREAT presentation! Wish I would have been able to be there in person.

none

The staff and community of Hollis di a fabulous job hosting and welcoming all.



Hollis hospitality was amazing. The meals were excellent!

Thank you for the opportunity to attend PD with so many staff.

NA

Really liked you brought an expert to share research and model.

I loved it, thank you!

Truly appreciate you doing our in-service and being flexible to those of us that couldn't make it.

None

Thank you for allowing me to participate. Today will aid me in my quest to refine my teaching practices.

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Southeast Island School District

Area Principal Report

Submitted by: Shaine Nixon

Date: February 19, 2025

Student Engagement & Academic Support

- Traveled to **Hollis** to connect with students who participated in the **Juneau Fly-In**, gathering insights on their experiences and academic takeaways.
- Engaged with **Thorne Bay** students to discuss their participation in the **Juneau Fly-In**, providing an opportunity for reflection and shared learning.
- Provided **academic advising** and **course planning** support to multiple **seniors**, ensuring they remain on track for successful completion of the **second semester**.

Career & Technical Education (CTE) Initiatives

- Facilitated student **transportation to welding courses** over the past **two Fridays** for students from **Thorne Bay and Southside**, supporting hands-on vocational training.
- Welcomed participation from **Hollis and Naukati** students in the welding program, broadening access to **technical skill development** across the district.

Site Visits & Student Monitoring

- Visited **Whale Pass** to work directly with students, assess academic progress, and provide targeted support.
- Conducted grade reviews and student check-ins at **Naukati**, reinforcing academic accountability and success strategies. Reinforced student needs.

Administrative Leadership & Special Education Support

- Collaborated extensively with **Astrid Cook and Scott Randall** on **grant development and submission**, drafting multiple letters and ensuring compliance with funding requirements.
- Assisted **Astrid Cook** in preparing for the upcoming **DEED visit**, ensuring alignment with state and district expectations.

- Worked closely with **Steve Cunningham and Robbin Perkins** to assess and address the evolving needs of **Special Education services**, ensuring robust student support systems remain in place.

Elementary Engagement & Literacy Development

- Engaged with early learners by reading a story to **Mrs. Nixon's K-2 class**, fostering a culture of literacy and early childhood engagement.

This report underscores the district's commitment to **academic achievement, vocational readiness, and equitable access to resources**, ensuring that students across all communities receive the necessary support to thrive.

Respectfully submitted,

Shaine Nixon

Area Principal

Southeast Island School District



AK-TRAILS BOARD REPORT Feb. 2025



Enrollment & Classes: Since the last meeting, we have had one student transfer out of AK-TRAILS to a site school within the district.



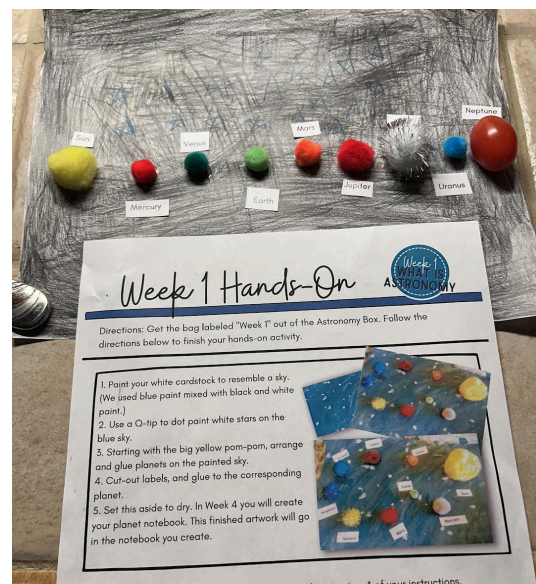
Second quarter report cards have been completed. It was exciting seeing the various projects students are working on in addition to core subject area studies. Families often find unique ways to interweave arts and the local culture into their studies.

A few AK-TRAILS students have enrolled in dual credit opportunities again this semester. As a culminating

activity for one of their classes, two students will be traveling to Anchorage for a Rising Educators Conference on February 19th-22nd.

Sports: NYO, archery, and Taekwando are in full swing. Students are excited for upcoming competitions, which will determine their ability to travel to additional meets.

Testing: Testing results have been provided to all students who participated in Winter Assessments.



Purchasing: With a purchasing deadline of March 30th, we are busy processing second semester purchase and reimbursement requests with increasing frequency.

Professional Development:

- On January 21st, Cassandra Christopherson participated in a district-wide inservice concerning practices for student engagement. Cassandra is also busy with Alaska Reads Act Letrs training and a class in literacy leadership development.

Report Respectfully Submitted by Cassandra Christopherson

SISD Vision:

"Students are equipped to achieve their dreams and aspirations"

SISD Mission:

"Set a foundation by cultivating experiences for students to develop goals and thrive in an ever-changing world."

Barry Craig Stewart Kasaan School

Feb 2025 Board Report



In the months of January and February, Kasaan students worked on some fun Engineering challenges. Students designed and built cars powered by rubber bands. The kids were super excited for the final distance challenge result as some of the cars were able to drive all the way across our GYM floor and crash into the opposite wall. Students learned science and engineering principles such as potential and Kinetic energy of a rubberband and how simple machines like wheel and axle play a great role in our daily lives.



In our woodshop and manufacturing class some of our students have helped fix up our school playground area by building new borders around the play areas and adding new wood chips to cut down on mud getting tracked into the school.



Kids are working hard on Archery preparing for the state tournament.

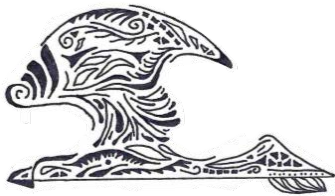
The Elementary students spend a lot of hard work learning and building authentic arrows. Each student had to put together a presentation outlining what they learned and presented their finished Arrow.



This last week our school joined in on Thorne Bay Valentine's spirit week and kids had a lot of fun dressing up in fuzzy socks, wearing their pajamas to school and dressing as their teacher.



As prep for Valentines day celebrations our students combined Engineering and valentines boxes as an assignment. Students designed and made awesome unbelievably realistic boxes. You really have to see these in person.



HOLLIS SCHOOL
FEBRUARY 14, 2025
SISD BOARD REPORT

2024-2025 Target Word:

Foundation

A formidable foundation must exist to enable our Hawks to soar as self-directed, lifelong learners. Our depth and breadth of powerful learning experiences, as guided by shared vision, professional standards, Anchors, and connection create our intentionally flexible, dynamic, and resilient Foundation. A Foundation that values our past while incorporating the unexpected, and innovative opportunities for growth and improvement all the while celebrating a school culture informed by new ideas, questions, mistakes, multiple perspectives, ideals, and connections with each other, our Anchors, our community, and all whom have come before us.

Gratitude: *Doyackshin, Gunalchéesh, Háw'aa, Muchas gracias, Salamat po, Thank you, Thank you from all of our Hollis School student community – Tsimshian, Tlingit, Haida, Spanish, Tagalog English*



☘ Gratitude for those who volunteer their service as members of our SISD Board of Education. We thank you for your leadership, your questions and guidance and your willingness to step in, lend a hand and be a part of our students' learning.

☘ Gratitude to community member Steve McCurdy and DWTS Rion Schmidt who plowed and shoveled to provide staff public and student access during and after a recent snow storm,

☘ Thank you volunteers Dave Martin and Cathy Starkweather who worked long hours beyond what anyone could expect to support our school, our community, and SISD Staff Inservice music events, celebrations, and meals.

Southeast Island School District Vision, Mission, and Goals

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

Mission: Set a foundation by cultivating experiences for students to develop goals and thrive in an ever-changing world.


Focus Areas: We are relying upon the SISD focus areas to drive our school planning:

We believe...


- in a unique and powerful educational experience.
- students will be provided a challenging education unique to their individual needs.
- students are valued and honored.
- ongoing relevant staff development is vital.
- in mutual respect.
- early childhood education is essential to later success of students.
- in establishing relationships with communities and other resources to provide for whole family wellness.
- in building resiliency.
- students will be provided a safe learning environment.
- in mutual accountability and communication among students, staff, parents, and community leads to students' success



GOAL: PREPARE STUDENTS TO OVERCOME CHALLENGES AND BE SUCCESSFUL

-  ***MK-SHOP – our incubator -** *The Mallot-Kookish Community SHOP (Students Helping Others Prosper) is launching new learning:

 - We have assembled additional safety equipment for the incubator to include a spill kit and eye wash station.
 - This past month we had a mechanic from the Ada County emergency Services provide some vehicle maintenance instruction as well as demonstrate how to use our recently donated Car check engine Car Code Reader Diagnostic Tool.
 - We have met with community members who have offered key equipment to outfit the shop to better prepare us for anticipated playground and garden projects.

-  Guided by Inquiry and Mastery Learning for our student’s 2024-2025 Integrated Learning Core Focus includes:

 - Music:

We had a week of music with Dancing with the Spirit to include bringing in youth from the community, hosting an evening Jam and of course – our HoeDown. We have begun daily music practice to build upon our recent Dancing with the Spirit Visit.
 - My World, My Community and Life Science:

This month primary students have been exploring dash and dot robots, snap circuits and other digital exploration opportunities. They have been collaborating with the Middle school students to support their explorations.
 - US Regions, Landforms, and Earth Science:

Middle School students are examining results from their “24-25 United States Regions Survey” so we can assemble cultural, geographical, geological and historical threads to “Weave Our Nation’s Story”. They hope to gain insight into the differences and similarities that make up our nation’s story. We encourage everyone to please complete the survey and send it on as the more responses, the richer the data. As this unfolds, we hope we will be able to utilize use some of the results to support next year’s Alaska’s studies.

Please complete and share our survey at this link: <https://forms.gle/jaqtaKEQWdYmrVcs6>



- **US History, American Literature and Earth Science: High School:**
For their final our High School students will use the 600 years of key moments to solidify their story of our Nation's history. They are currently reviewing and building upon their history research and analysis skills to expand their critical thinkings and further their understanding of the historical events they will be exploring for the rest of the year. Before diving into 1984 they are spending some time this month reviewing and building upon their knowledge of literary concepts, devises and characterization.

DIVE & Learning Beyond the Classroom

- **DIVE:** Our high school students' are finding the planning, organizing and reflecting can prove to be a challenge, but the required executive functioning skills will enable them to manage any future projects. One of our students is now seeing that a solid learning component – eg: and online lesson will have benefits and he us adding that to his program and that is a celebrate.
- **Welding:** We have two students participating in a four month one credit welding class at the Vo Tech center in Klawock.
- **Advocacy:** Two Hollis students actively engaged in youth leadership and advocacy at the Legislative Fly-In in Juneau. They represented us well. They were also able to participate in an inspiring college tour.



GOAL: SUPPORT STAFF RETENTION AND PROFESSIONAL GROWTH.

-  April Hoy joined SISD colleagues at the February Alaska Special Educators conference.
-  Collaboration with peers – we were excited to host all of the district staff for our January Inservice. Sadly – the snow and power outages got in the way of some of our planned connection and collaboration supports, tools and activities but with our post event reflection we hope to build upon what we learned and have a future opportunities to host again. It sure was great to see everyone and we really appreciated Shaine's help along with the help of visiting colleagues and community volunteers setting up, cooking & manning the kitchen, and cleaning up.

- 🎯 Lisa has the gift of chaperoning five (5) students – three from Thorne Bay and 2 from Hollis along with Superintendent and three very patient Board members. It was a great long weekend that provided inspiration and rejuvenation.
- 🎯 April Hoy is scheduled for an off site Educational conference in the end of March.

Key events and growth opportunities on site:

- 🎯 **February 25, 2025: SISDFY25 ESEA Monitoring**
Hollis School Virtual Site Visit with Department of Education Monitoring Staff
- 🎯 **March 25, 2025:** Hollis Staff will host Alaska Department of Education Staff for a Positive Behavioral Interventions and Supports (PBIS) site visit. <https://education.alaska.gov/swpbs>

GOAL: CELEBRATE AND ENCOURAGE SCHOOL AND COMMUNITY ACHIEVEMENTS AND INVOLVEMENT.

- *Here is a link to our School Calendar:*
https://drive.google.com/file/d/1_DAIAPWit3LYYH9JNrUdZozIF5Mr58jG/view?usp=sharing

🎯 **CELEBRATE:**

- New Hollis Mascot: We have still working to have a SE Native artist coming to work with our students collectively design our next Hawk so we can get our gym floor replaced and order our spirit ware.

🎯 **Community Involvement:**

- *3rd Health Clinic:* In January we hosted our 3rd health clinic for the year with improved turnout. It is another connection with the community while also normalizing the nurse's visits so students will know her should they the time come when they need to reach out. The next clinic will be in early April and a focus will include bike helmets and safety.
- *Hollis Community Council:* Teachers attend monthly to sharing and promote involvement and the meeting is not held in the Hollis Library located in the Hollis School Building.
- *Hollis School Engagement Board:* We have initiated a Hollis School board for community members to learn of current and future plans as well as provide input and volunteer for "one and done" as well as long term projects and/or ongoing projects.
- *Dancing with the Spirit (DWTS):* DWTS returned just when we needed it the most – smack in the middle of winter after testing and despite snow and power outages we our days were filled with music and dance, and we were joined by community members and their children. We had a well-attended evening Jam and our 6th Howe Down rocked the building. Thanks to this we have:
 - *Added daily music back into our daily activities and we are inviting local children and community members to continue to join us.*
 - *Committed to a monthly Friday evening jam with our community members*

🎯 **Parent Engagement:**

- *Signup.com:* we are using this online signup tool to schedule conferences and parent meetings.
 - *Parents, Teacher, Student Lead Conferences:* Mid year conferences are scheduled for 2.19 & 20/2025. Parents are using the signup tool to schedule them.
 - *Parents are welcome at the school and can arrange quick after school conversations*

as well as schedule meetings anytime as needed. To support those who prefer more formality we have also set aside times every Tuesday for parents to schedule a time to meet with teachers and discuss anything.

- **Parent Updates:** We send “Sunday night Snippets: as a heads for upcoming events.
- **Parent Meals:** Our ASC will fund up to one breakfast or lunch per month for parents/grandparents/important adults to join their student for a meal at school.
- **Talking Points:** We have extended the transition from our Facebook Messenger Parent Communication Group to “Talking Points” to support those parents who as finding it to be more challenging. We remain hopeful this will improve parent communication while removing it from relying upon personal social media pages.

⇒ **FUTURE PLANNING is now “Plate to Plaque”**

Our new approach to make things happen – to increase productivity, bring ideas to life, and get new school systems in place: Plate to Plaque.

All teachers and schools have long lists and plates are too full. Juggling too many things at once leads to overload, mistakes, and tunnel vision.

Pending Items:

Instead of having all of the “to do” list items on our plate at once – we now have pending items on a nonprioritized alphabetized list for ease of reference until they are moved to the plate. This list is dynamic and as we work with it we may find it best to sort it into specific categories for ease of management.

The Plate:

As pending items percolate, items moved to the Plate get full attention until completion. Time and reprices got into getting these items completed so we can keep making progress towards completing new initiatives.

The Plaque:

As items on the plate are completed, and done well, the completed item is placed on a figurative plaque celebrating the small successes that were oft overlooked as the plate spilled over.

Once a completed item is moved to the Plaque – the team reviews the list, considers current needs, identifies new priorities and places a new item on the plate.

NOTE: Needs drive the process. If an item remains on the plate too long, it may return to the pending list so more actionable items can move forward.

- | | | |
|---|-----------------------------------|------------------------------|
| 🎯 After school program | 🎯 Bike shop – bike part inventory | 🎯 Chicken coop & run |
| 🎯 ASC Bank Transfer | 🎯 Bike shop tools inventory | 🎯 Citizen science – bats |
| 🎯 ASC Reestablish Community Involvement | 🎯 Bike shop program | 🎯 Citizen science – bee hive |
| 🎯 Art Inventory, Curation, & Provenance Document; framing & install | 🎯 BUS Plan for Transition Support | 🎯 Community Music |
| 🎯 Berry patch – w/Hollis Berries | 🎯 Ceramic shop – test kilns | 🎯 Community read nights |
| | 🎯 Ceramic program | 🎯 Compost set up |
| | | 🎯 Course development Sewing |

- 🎯 Course development: Cooking
- 🎯 Course development: Work study with Hollis based employers
- 🎯 **Emergency plan – packets**
- 🎯 Emergency plan document & checklists
- 🎯 Eyrie – Hollis School Business
- 🎯 Greenhouse revitalize & launch
- 🎯 **Gym workout equipment install and use training and protocol**
- 🎯 Gym bouldering wall
- 🎯 Gym stage
- 🎯 Hollis Community Museum – inventory and curate
- 🎯 Jobs – description updates
- 🎯 Kitchen inventory, photo
- 🎯 Monty’s Orchard
- 🎯 **Music Instrument racks installed**
- 🎯 Natural History Museum - inventory and curate
- 🎯 Open Gym
- 🎯 Outdoor circuit install
- 🎯 Outdoor kitchen
- 🎯 Parking lot log bench boundary
- 🎯 Permanent trash storage
- 🎯 Place based playground - <https://www.budgetdumpster.com/blog/kid-friendly-backyard-play-area>
- 🎯 Playground – kitchen, fish clean station, & counter, repair plane
- 🎯 Playground – parkour course
- 🎯 Playground – swing set
- 🎯 Portfolios – revitalization
- 🎯 Printing – shirts & mugs
- 🎯 Raised beds garden
- 🎯 Re-Establish AmeriCorps
- 🎯 Re-Establish Interns and residents
- 🎯 Safety equipment install
- 🎯 **School Use Protocols within SISD Policy - commons, gym, incubator, kitchen, library, maker space, outdoor kitchen, etc**
- 🎯 **School wide maintenance review plan update**
- 🎯 Service: life jackets
- 🎯 Service – Transportation Road coverage.
- 🎯 Service & science – ½ Mile Creek
- 🎯 Smokehouse rebuild
- 🎯 Summer camp
- 🎯 **Volunteer Recruitment**
- 🎯 Water catchment and distribution for garden & greenhouse
- 🎯 Weather station install and set up
- 🎯 Website update
- 🎯 Wind turbine and power system set up
- 🎯 Wood shop tool inventory

February & March Plate:

Items in Progress:

- Emergency Plan Packets
- Gym equipment install & training videos
- Music Instrument Install
- Open Gym
- School Use Protocols within SISD Policy - commons, gym, incubator, kitchen, library, maker space, outdoor kitchen, etc
- School wide maintenance review plan update
- Volunteer Recruitment

Volunteer Role:

- Hollis School Art Inventory, Curation, & Provenance Document; framing & install,

2024-2025 Plaque:

Community & Music in the School Day
 Monthly Community Music Nights
 Custodial Plan and Checklist
 MK SHOP Phase I



School Board Updates from HVCC for Feb

Mackenzie Slayton <mslayton@sisd.org>

Thu, Feb 6, 2025 at 2:59 PM

To: Christine Page Haufe <cpage@sisd.org>, William Nixon <snixon@sisd.org>

Howard Valentine Coffman Cove updates-

We have started the second semester, and it is going well. We hired a breakfast cook, it is our senior Buddy. We are excited to have him on our team. In January, the Forest Service Biology team spent a day teaching us about bats, wolves, and various career pathways. The students loved it and learned tons. We are working on a follow-up field trip to El Cap Caves.

Community engagement this month was our Valentine's Day Dinner, and we are working with the community library to start creating a collaboration for summer reading for our students! On the academic side, we are enhancing our science curriculum by working with the Clean Energy Olympics and have started learning about the properties of energy, wind, water, and solar. We are super excited to explore what comes next with this. We have been working on some Home Economics skills both in the classroom and in practice. This has been a tasty addition to our week and included lots of math! In sports news, we are working with our Archery team, and they enjoyed participating in the last tournament.







Naukati School

100 Heather Street
P.O. Box NKI
Naukati, Alaska 99950
907.629.4121



Feb. 2025 School Board Narrative

Enrollment: One student has recently transferred back to the Naukati School from homeschool.

Site Updates: During the cold weather, our heating system experienced some difficulties running at full capacity. Maintenance has been out several times to diagnose and repair.



Classes: Students are busy working in second semester classes. In addition, all necessary Individual Reading Improvement Plans have been developed!

Sports: Archery, Native Youth Olympics, and Taekwondo practices continue. Andy Cook has been bringing Whale Pass students over to join archery practices and Russian class on Thursdays. Naukati is looking forward to hosting an upcoming NYO district competition.

School Improvement: A grant was submitted to DEED for supplemental funds that can help us transition out of school improvement. We are hopeful and will soon find out the results.

Professional Development: On January 31st, Naukati's staff attended an all day inservice led by Dr. Cristal McGill called *Engaging Practices to Activate Student Learning*. Due to severe winter weather conditions, some staff had to attend remotely, and were thankful for this option.

Other Events:

- **Feb. 3rd:** The ASC met for a regular monthly meeting.
- **Feb. 8th:** Students & staff delivered pizzas for a Superbowl Pizza Fundraiser, which raised nearly \$1,000 for our ASC!
- **Feb. 10th:** There was an ASC meeting to develop and adopt Open Gym guidelines for our site.

- **Feb 12th:** Naukati hosted its 1st open gym in years! Thank you to Sadie Barajas for volunteering!
- **Feb. 14th:** Naukati hosted a Valentines' Day Dinner, planned and organized by ASC Vice President Mackenzie Denham!
*Due to illness and road conditions, the format of the dinner moved from in-person to delivery/take-out, but is still sure to be a success.



Report respectfully submitted by Cassandra Christopherson

Teacher Report Feb. 2025

K-12

Students are making progress in their core subjects. We incorporate a lot of hands-on learning within the subjects. We continue our written curriculum but have been learning about fractions through cooking and baking, learning about money by sorting and counting, been learning about American History through reading and hands-on projects such as making soap, making hot pads and dog beds out of old clothes, and making



bowls by carving wood. In science, we have been outside exploring the different birds around. Also, we have been preparing for gardening and

learning all about companion gardening. Lastly, our 4th grader

has been diving deep into grammar and learning how to write well!



ATTSAA

We are in full swing this year regarding the recruiting process! Flyer has been shared, website and application has been updated, application and term of magnet school has been set. Now we patiently wait for applications to come in during the window of April 7th- April 21st. We are actively looking for a host mom/family for the girls. Scott and the maintenance department have been contacted to “clear” the teacher housing to make sure it is ready and available mid-August. Julia and Chris have put together a document and a folder for Whale Pass to look through to help them start their magnet school, The Songahm Academic Program.

Anticipated dates for the 2025 ATTSAA Program goes as follows:

1. Host family arrives anytime before August 26th.
2. Students fly into Sitka August 28th, and fly to Port Alexander August 29th.
3. ATTSAA duration will be August 29th-November 10th
4. Fly to Sitka for Whalefest, November 6th and 7th.
5. Students fly home Monday, November 10th.

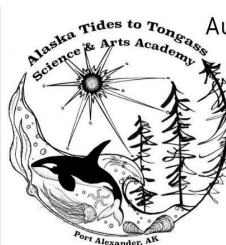
Our Website:



ALASKA TIDES TO TONGASS SCIENCE AND ARTS ACADEMY
ACCEPTING APPLICATIONS
APRIL 7-21ST!

FOR UPCOMING 10TH - 12TH GRADE STUDENTS
\$850 TUITION FEE
NEEDS-BASED SCHOLARSHIPS AVAILABLE!

IMAGINE A 10-WEEK ADVENTURE IN ALASKA!



August 29, 2025 - November 10, 2025

- Study Marine and Rainforest Ecology in one of the most rugged and pristine locations on Earth
- Learn Outdoor Survival Skills
- Practice various Art Forms
- Experience Living in a Remote Off-grid Island Fishing Community
- Attend Sitka WhaleFest
- Get to know Students from across the Nation



Learn More! QR code OR attsaa@sisd.org OR our Facebook Page OR call 406-660-7530



<https://www.sisd.org/o/portalexander/page/alaska-tides-to-tongass-science-and-arts-academy>

Southeast Island School District
Board Report – Thorne Bay Campus
Submitted by: Shaine Nixon
Title: Dean of Students & Area Principal
Date: February 14, 2025

Overview of Thorne Bay Campus

The Thorne Bay Campus serves **approximately 65 students** in **grades K-12**, providing a comprehensive education tailored to meet the needs of our rural community. Our dedicated staff focuses on academic excellence, social-emotional development, and career readiness, ensuring students receive a well-rounded education in a small-school environment.

Academic and Instructional Updates

- **Fine Arts Class:** Off to a great start! Students are practicing drawing and have picked their instruments of choice. Daily practice includes **trumpets, piano, keyboards, guitars, mandolin, ukuleles, and violins**. Additionally, students are collaborating with the **Small Business Class** to create banners for sporting events displayed around town.
- **Culinary Class:** Led by Ms. Dee, students are learning essential cooking skills and enjoying daily samples of their creations.
- **Alaska History:** High school students are currently researching the land and peoples from the prehistory period around **14,000 years ago**.
- **Welding Class:** A select group of students participate every **Friday through the end of the school year**.
- **New Secondary Schedule:** Begins **Monday, February 10th**, with the addition of an **advisory period**.
- **Middle School Social Studies:** Students are learning about **Mesoamerican civilizations** and have created impressive presentations, now on display in the hall.
- **"Convince Me!" Projects:** MS and HS students complete a monthly argumentative report to persuade their audience on whether or not to read a book. Creativity in presentation has significantly improved.
- **Algebra 2:** Students are completing the final unit of **Math 95: College Intermediate Algebra on Rational Expressions and Equations**. Upon successfully completing the **Math 95 Final**, they will be prepared for **college-level Precalculus entrance exams**.
- **Algebra 1:** Currently working on a **Systems of Linear Equations Unit**, with the final units covering **Statistics and Geometry concepts**.
- **Middle School Math:** Recently completed an **Algebraic Expressions Unit** and moving into **Algebraic Equations**. The **Edia.app math program** has been instrumental in helping students meet grade-level standards, contributing to significant **MAPS Growth**, with nearly every student meeting their average growth goals.
- **Middle School Science & Earth Science:** Recently wrapped up a **Weather and Meteorology unit** and transitioning into **Space Studies**. Students are currently exploring **Mars and SpaceX's efforts to send astronauts to the planet**.
- **Engineering Elective:** Now in **week three**, students have worked on **balloon-powered helicopters** and are now beginning **MouseTrap-powered cars**.
- **Weight Lifting Elective:** Students have shown **remarkable progress** in strength training. Last week, they worked with **Trevor Killian** to **re-organize and revitalize the weight room**, greatly improving the space.

3rd-5th Grade Updates – Submitted by Ms. Sonya Cook

- **Writing Process:** Students have been engaging deeply in the writing process, learning to:
 - Read and use rubrics for assessment.
 - Plan effectively for writing projects.
 - Conduct self-evaluations and peer evaluations.
 - Actively engage in improving their writing skills.
- **Math:** Students have been focusing on **computational strategies**, starting with **counting on**, and using games to **build fact fluency and numeracy concepts**.
- **Story Crafting:** Throughout the year, students have been working on creative writing projects and **story crafting**, enjoying the process of developing original narratives.
- **Musical Mondays:** The class is interested in starting **Musical Mondays**, inviting **community musicians** to share their talents and inspire students.
- **Spelling Bee & Battle of the Books:**
 - **Spelling Bee:** Eli Matejowsky will compete in the **online regional Scripps Spelling Bee**.
 - **Battle of the Books:** Dana Reynolds, Rylie Oatman, Brantlee Taylor, and Olivia Lusted will attend the **State Battle of the Books competition via video conference**.

K-2 Events – 2nd Quarter

- **Mid-Year MAPS Testing:** A great success, with all students demonstrating impressive **RIT growth**. Their hard work and dedication are truly paying off!
- **Spelling Bee – January 30th:**
 - **District Winner:** Eli Matejowsky
 - **2nd Place:** Auron Cook
 - **3rd Place:** Olivia Lusted
 - Two **2nd graders** and two **1st graders** competed bravely against upper elementary and middle school students.
 - Special thanks to **Ms. Sonya Cook** for planning and organizing, **Ms. Sheila Nyquest** for being the pronouncer, and our judges **Mr. Steve Cunningham, Mr. Shane Nyquest, and Ms. Tristy Morrison**.
- **Battle of the Books – February 6th:**
 - Naukati and Whale Pass joined us for a **wonderful competition**.
 - **District-Winning K-2 Team: The Wolverine Readers** – Penelope Lusted, Zane Corcilus, and Holly Sawyer.
 - **Runner-Up Team: The Bros R Back** – Warren Schmitz-Prefontaine and Galen Armstrong.
 - All students showcased **great teamwork and enthusiasm for reading**.
- **Literacy Engagement – February:**
 - A **school-wide reading competition** has been launched to encourage a love for reading.
 - Each classroom (K-2, 3-5, Middle School, and High School) will "**Fill the Love of Reading**" by sending home paper hearts to be filled each time a student and parent read together.
 - Hearts will be displayed in the Commons, and the **first class to fill their heart wins:**
 - **Winning Class:** Full **ice cream sundae party** with all the toppings.
 - **Runner-Up Class:** Ice cream with **two toppings** of their choice.

- **All Other Classes:** Ice cream with **one topping** as a thank-you.
- **Extra Toppings:** Earned by students reading beyond their class goal.

Conclusion

The Thorne Bay Campus remains committed to **high-quality education** and fostering a supportive school community. We appreciate the board's ongoing support in ensuring our students receive the best possible education.

Whale Pass School

Board Report

February 19, 2025

Highlights for the past month include our weekly visits to the Naukati School to practice archery in their gym, and join Mr. Mihal's Russian class in person. The students look forward to interacting with the NKL students both during archery practice and Russian class.

John and James Stevens did their usual wonderful job putting on the district's second tournament on February 1st. The pressure is rising with the State tournament on February 21st, and our archers are improving steadily.

We have put Algebra on hold and are doing Geometry and Statistics in preparation for the spring testing season. We have finished the genetics unit in Biology, and are getting deep into the human immune system. Both of these units are rich with recent real world examples to delve into and discuss. Students are always excited to figure out blue eyes vs. brown eyes, and other genetic traits using Punnett Squares. Gaining a deeper understanding of antibiotics, and bacterial versus viral infections.

In English we are working on creative writing assignments connected to The Crusades, which is where we are currently in World History. Students pick a notable figure from The Crusades, pick a historical moment that figure was involved in, then write a personal narrative as if they were accompanying that historical figure.

The Thorne Bay crew did a wonderful job hosting the annual district Battle of the Books competition. The students worked hard, and held their composure during their turn to compete.

It is certainly nice to be going to and from school in the daylight, and we are looking forward to Spring!

Respectfully Submitted,

Anthony Cook

Lead Teacher, Whale Pass 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

Activities Board Report

February 2025

Submitted by Amanda Blankenship

There is a link to the [District Wide Public Calendar](#) on the Activities Page of SISD.org. All activities will be posted on this calendar.

Highlight: Kasaan Culture Camp

I am pleased to announce that we are partnering with OVK (Organized Village of Kasaan) to bring our students to participate in the Culture Camp during the first week of March. For transportation, Whale Pass, Naukait, and Coffman Cove schools will travel to Kasaan on Monday and Tuesday, while Thorne Bay and Hollis schools will travel on Wednesday and Thursday. We are working closely with OVK to ensure transportation is as convenient as possible for all. **Additionally, we will be helping students who wish to attend on Friday and Saturday of that week to get there, and we are excited to attend the Totem Raising on Saturday, March 8.**

Activities

High School Basketball

- The team is hosting a Valentine's Day dinner fundraiser in Thorne Bay.
- Games are scheduled next week in Kake, followed by Regionals in Juneau the week after.

Middle School Wrestling

- Thorne Bay's new wrestling mats have arrived and look great!
- Regionals in Juneau will be held on February 14–15.
- On March 8, we will host a Red Tide tournament in Thorne Bay using our new mats.

Native Youth Olympics (NYO)

- The 2025 Traditional Games will take place in Juneau this April.
- Athletes who qualify will be invited to compete.

Martial Arts

- *Seibukan Karate* is offered in Hollis and Coffman Cove, where enthusiastic students are honing their skills.
- *ATA Songahm Taekwondo* is available in Whale Pass and Naukai, emphasizing discipline, respect, and personal growth.
- Nationals are scheduled for April 16–19.

Archery

- Archers across the district are practicing regularly and preparing for upcoming tournaments.
 - Although specific dates have not been set, the goal is to qualify for Nationals in late April. More details will be shared as they become available.
 - The State Tournament in Thorne Bay is scheduled for February 21–22.
 - Nationals in Utah will be held from April 22–29.
-

Looking Ahead

- **Middle School Volleyball** begins on February 24.
 - **Elementary Basketball** will start in March. Official dates will be shared once finalized.
-

Thank you for your continued support of our student activities and programs. We truly appreciate everyone's flexibility and commitment to ensuring the best possible experiences for our student-athletes.

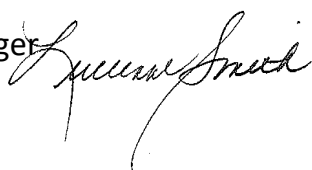


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MEMORANDUM

TO: SISD BOARD OF EDUCATION

THRU: Rodney Morrison, Superintendent

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

Date: February 12, 2025

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

FY 2026 BUDGET TIMELINE - As a reminder, the FY 2026 budget timeline follows.

FY 2026 INSURANCE – S&P Global Ratings projects that annual *cyber insurance* premiums will reach approximately \$23 billion by 2026, up from an estimated \$14 billion at the close of 2023. This increase reflects a 15% to 20% annual growth rate, driven by the escalating frequency and severity of cyber incidents.

Projected insurance rates for 2026 indicate a continued upward trend across various sectors. In the U.S. *property and casualty* (P/C) market, underwriting profitability is expected to improve, with net combined ratios projected at 99.5 for 2024, a 2.2-point improvement over 2023. Net written premiums are estimated to increase by 9.5% year-over-year. This positive trajectory is anticipated to continue into 2025 and 2026, assuming stable geopolitical and economic conditions.

In the *health insurance* sector, the Centers for Medicare & Medicaid Services (CMS) has proposed a 2.2% increase in reimbursement rates for Medicare Advantage plans in 2026. This proposal, which follows a 0.2% decline in the previous year, is expected to impact insurers such as UnitedHealth, Elevance Health, CVS Health Corp, and Humana.

REPORTS – End of year reports were all completed timely. Completing and submitting reports on time demonstrates professionalism, accountability, and respect for deadlines.

It helps ensure that information is available when needed, supports effective decision-making, and fosters trust among colleagues and supervisors. Timely submissions also allow for adequate review and follow-up, contributing to smoother workflows and better overall outcomes. A big shout out to the ladies in the district office for working to always meet deadlines.

FY 2026 FUNDING – For those speaking with their legislators, the potential loss of revenue for the upcoming year includes several key factors:

1. **Loss of \$400K from a School Site Closure:** If a school site is closed the District loses funding, one site results in a \$400,000 loss in revenue, impacting the budget significantly.
2. **Loss of \$560K in One-Time Funding:** There is a risk of losing \$560,000 in one-time funding, which would have been allocated for specific programs or services, further straining financial resources.
3. **Potential Loss of \$290K from Timber Receipts:** If Congress does not appropriate Timber Receipts, there could be a \$290,000 loss in anticipated revenue, which would affect operational funding.

Together, these losses could create a substantial shortfall, requiring major adjustments to the budget or additional funding sources.

Please feel free to ask questions.

***Mission:** Students are equipped to achieve their dreams and aspirations*

***Vision:** Set a foundation by cultivating experiences for students to develop goals and thrive in an ever-changing world.*



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FY 2026 BUDGET PROCESS AND TIMELINE

Administrators meet with Staff - Administrators identify priorities/needs

January 2025 – March 2025

Business Manager presents projected revenues

February 2025

**Business Manager Provides Superintendent Update Estimate & Budget Parameters and
FY 2026 Draft Budget discussed**

February 2025

FY 2026 1st Proposed Budget presented to the Board

March Board Work session 2025

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

FY 2026 2nd Proposed Budget Presented to the Board

April Board Work session 2025

FY 2026 3rd (and Final) Proposed Budget Presented to the Board

May Board Work session 2025

Adoption of Budget May Regular Board Meeting

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

Mission: *Set a foundation by cultivating experiences for students to develop goals and thrive in an ever-changing world.*

SISD FOOD SERVICE BOARD REPORT

02/18/2025

The National School Lunch Program (NSLP) at Southeast Island School District was scheduled for Administrative Review and Procurement Review for school year 2024-2025 per regulation 7 CFR 210.18. The review was conducted by CN Resource at Thorne Bay School and Howard Valentine Coffman Cove school.

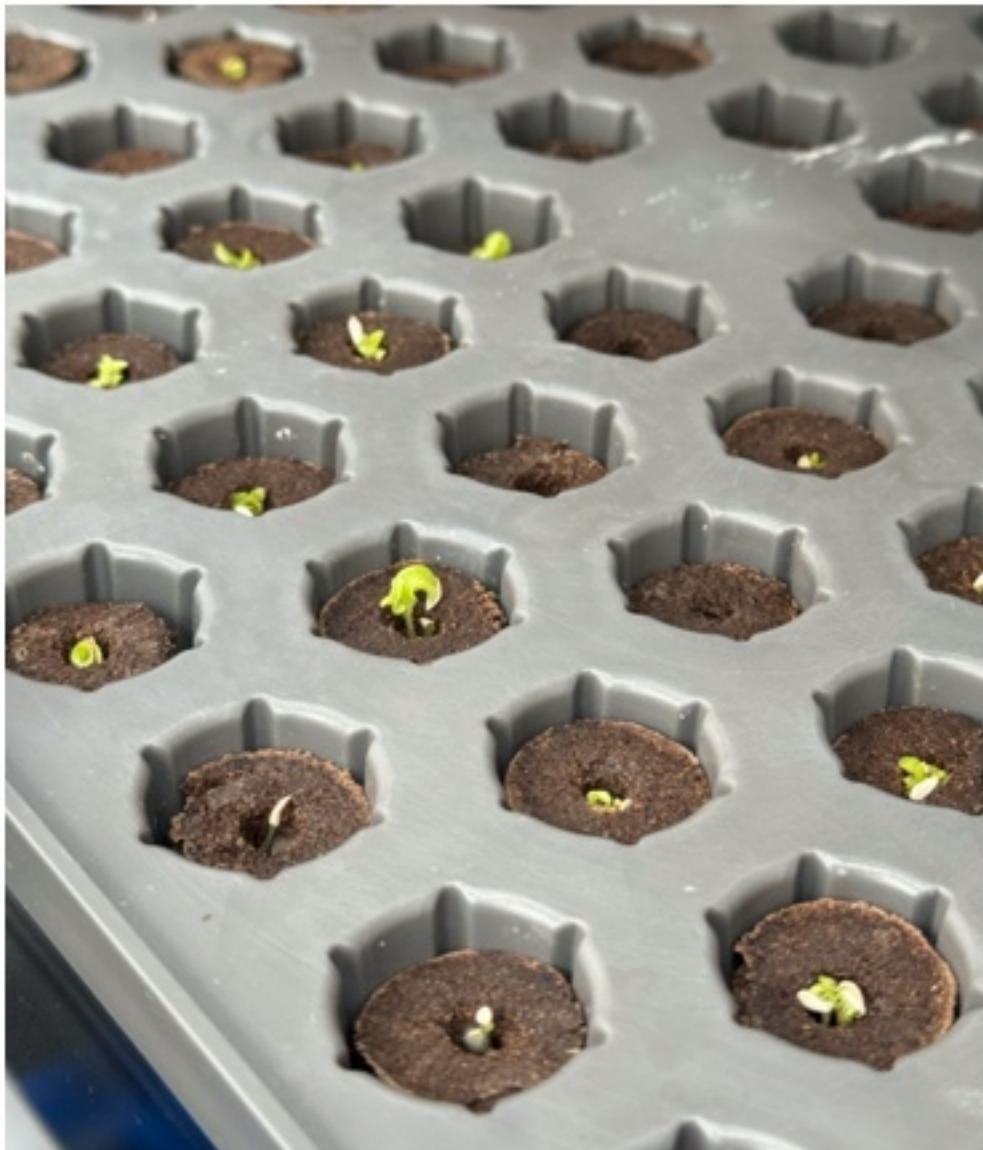
Off-site review took place in November-December 2024, and on January 8-9, 2025, our two schools (Thorne Bay School and Howard Valentine Coffman Cove School) had on-site Administrative review that consisted Off-Site Assessment, On-site Assessment, and Meal Compliance Assessment.

We received commendations from CN:

- The Food Service Director worked diligently to provide all requested documentation prior to the onsite review. The Director was open to suggestions and quick to respond to questions.
- The Southeast Island School District has implemented an excellent program throughout the school district. With its remote location and limited resources, the Child Nutrition Program is operated very good.

Our team did awesome. A big shout out to Dee Somerfield and Jack Nicholson (Thorne Bay cooks), Buddy Wakefield (Howard Valentine Coffman Cove School) and Mackenzie Slayton (the lead teacher at Howard Valentine Coffman Cove School). The Howard Valentine Coffman Cove School lost their cook Janie Wainscott in November when the Administrative review started and Mackenzie Slayton completed all required food service training courses in one day, organized the food service immediately and trained Buddy. Buddy was just amazing! The reviewer from CN was impressed with our cooks Dee and Buddy. And with our greenhouses in Coffman Cove and Thorne Bay.

A big appreciation to our Lucienne Smith, Chris Page Haufe, Shaine Nixon and Rod Morrison! Thank you very much for your help and support!!



SISD Greenhouse Island Fresh Update

February 19th, 2025

Greenhouse and Agricultural Manager Brandy Schmitz-Prefontaine

- ▶ Buttercrunch and Oakleaf lettuce seeds are germinating in our Aerogardens soon to be transplanted into our newly sterilized aqua beds and prepared for delivery to the cafeterias, foodbanks, and 2025 sales!
- ▶ We had our first plant sale of 2025, made possible with our Introduction to Agriculture Students from Thorne Bay and Coffman Cove during the ASC Basketball Valentines Night Prime Rib Dinner! Thank you Mel Cook, Mackenzie Slayton, Melissa Doughtery, Luci Nelson, Janice Nelson, Steven Campbell, Rebecca Hempel, Austin Keys, Buddy Wakefield, Lucia Bernal, Reese Carver, & Aubrey Carver!
- ▶ Winter seed sowing in March, School Cleanups & Community Engagement in April, Plant sales and STEAM WEEK oh my!



Winter 2024 SISD Greenhouse Update

Brandy Schmitz-Prefontaine, SISD Greenhouse and Agricultural Manager



SISD is producing fresh locally grown snacks and side dishes year-round on Prince of Wales Island!

We were thrilled to have an abundance of bountiful, lush, productive winter produce including lettuce, tomatoes, basil, green onions, kale, cabbage, Swiss chard, and tea garden selections growing strong going all the way into mid-December going to our youth and elders in our SISD cafeteria's, food banks, and selling out at our community annual bazaar's in Thorne Bay and Coffman Cove this winter for snacks and side dishes. While everything else is still growing in the soil beds, the lettuce was growing bountifully up until December 17th, 2024!

We had many SISD greenhouse team epic successes and challenges throughout this year! We have battled the persistent antagonist aphids! (They wash off their favored lettuce leaves but are persistent little buggers much to our dismay!) and we have waged war by beginning to remove their habitat from around our greenhouses



SISD Island Fresh Produce and Intro to Agriculture Students selling out of lettuce at Thorne Bay

and have purchased new modern sticky traps that should catch them! We shall see!

We have been making it around the sites interviewing, inventorying, reviewing, making site by site plant lists and taking requests for seed and hanging basket orders for Valentines Day, Mother's Day Plant Sale, Winter Sowing, and making restoration and community engagement and site clean-up and potluck plans for Earth Day Week in April for this coming spring!

After attending the DEC/UAS Produce Safety Alliance Grower Training Course in early December we now have three teachers, two paraprofessionals, 10 High School Intro to Agricultural Students, and Greenhouse Manager Certified!

While there were substantial successes we are bouncing back after a catastrophic event that occurred sometime between December 17th-22nd dropping our pH from 7.2 to 5.0 resulting in the mortality of 35 of our 10-12" Koi Goldfish, with over a dozen of our fish unaccounted for, with vandalism of our raft grow bed in our greenhouse. We have increased our greenhouse security and are continuing to make security improvements at all of our sites.

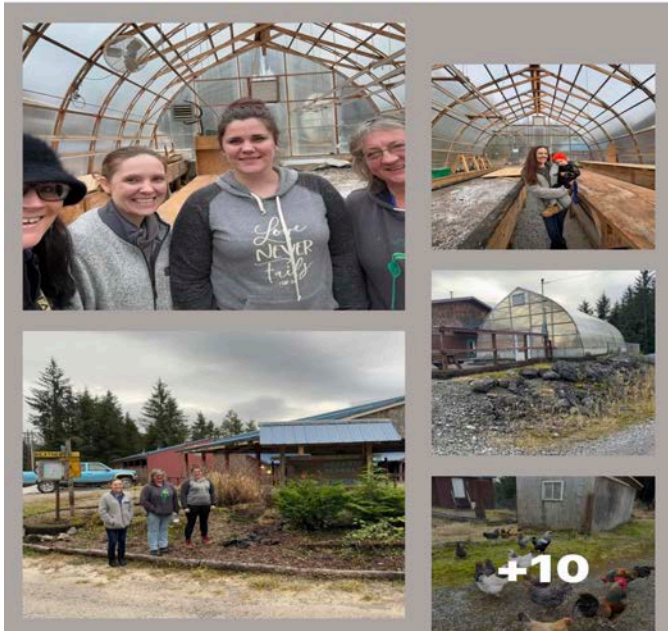
We have been reporting and closing out existing grants, completing end of year reporting, and applying for future grants. It is with excitement that we share that our wonderful team comprised of our Grants Specialists Astrid Richard-Cook, Child Nutrition Program Manager Mariia Taylor, Superintendent Rod Morrison, and myself have weaved together and



submitted a wonderful USDA Grant Application that if funded will lead us in a great direction with the restoration of the equipment and facilities that will serve to bolster our students, staff, and volunteers capacity to learn and grow while continuing to produce bountiful produce for our youth and elders providing local food security for our communities! I am so very grateful for our team's time, effort, and energy put into this program and project and the timely submissions!



**December 16th, 2024!
Still Growing!**





SISD ISLAND FRESH SPRING 2025 PLANT SALES Thorne Bay School Greenhouse



Valentine's Day, February 14, 2025
 during Dinner (Valentine potted plants)

**Vegetables, Herbs, Perennials,
 Annuals and Hanging Baskets:**

Easter Weekend, April 18-19th, &
 April 26th 0900-1200

May 2nd-3rd, 0900-1200

May 9th-10th, 16th-17th, 0900-1200

bprefontaine@sisd.org

Special Education Department Board Report

February 2025

We are pleased to present this month's report highlighting the significant strides and accomplishments of the Special Education Department. Your ongoing support continues to make a profound impact on our students, staff, and programs.

Professional Development & Recognition

The Special Education team recently attended the 2025 Alaska Statewide Special Education Conference (ASSEC) in Anchorage. This conference provided invaluable opportunities for our educators to enhance their knowledge, refine best practices, and collaborate with professionals from across the state. The insights gained from ASSEC will directly contribute to improving the services and support we provide to our students.

We are also proud to share that both the Hollis SPED team and the Naukati SPED team were nominated for the Governor's Council on Disabilities and Special Education Award. Their nominations were reconsidered for their outstanding efforts in implementing inclusive practices within our district. This recognition reflects the dedication and commitment of our educators to fostering an environment where all students can thrive.

Gifted & Talented (GT) Program Expansion

Our district's Gifted and Talented (GT) Program continues to grow. This month, we have received two additional referrals for GT identification. We encourage teachers, community members, and parents to continue referring students who demonstrate superior academic performance and/or advanced critical thinking skills. Expanding our GT program ensures that all high-achieving students receive the enrichment opportunities they need to excel.

Speech & Language Services

Additionally, we have received two new speech referrals that are currently being processed. These referrals highlight the ongoing need for speech and language support within our district. Our team is committed to working closely with families and specialists to ensure timely assessments and interventions.

Grants & Program Development

The Special Education Department, in collaboration with Astrid, is actively pursuing grant opportunities to enhance our afterschool programs and implement Community-Based Instruction (CBI) for our SPED learners. These initiatives will help provide hands-on learning experiences and real-world skill development for students with special needs.

Furthermore, the Department of Education & Early Development (DEED) will be piloting PBIS (Positive Behavioral Interventions and Supports) at Hollis and Coffman Cove schools. DEED representatives will be on-site to strategize logistics, ensuring a smooth

implementation. This initiative has been fully funded through DEED's Special Education Grants, providing much-needed support to our district's behavior intervention strategies.

Compliance & Assessments

We are pleased to report that, with the tremendous assistance of Theresa Randall, we successfully submitted our OASIS report to DEED. This submission ensures that our district's student data aligns with state compliance requirements.

On the assessment front, we have successfully completed Testing Window 2/3. With the invaluable support of Matt Gore, we have begun preparing for our final testing cycle, which includes state assessments. To ensure smooth administration, both Matt and I attended assessment training sessions, equipping us with the necessary tools to navigate and execute this crucial phase effectively.

We also want to give a special shoutout to all of our teachers working diligently on Individual Reading Intervention Plans (IRIPs) to support students' literacy growth. A very special recognition goes to Sharlet Collins, who has completed all of her IRIPs, ensuring that her students will receive the interventions and supports they need. She has done an outstanding job using data-driven instruction to inform her teaching and help her students succeed.

School Board Appreciation

Finally, as we observe School Board Appreciation Month, the Special Education Department would like to extend our deepest gratitude to the board for your unwavering support. Your dedication is felt in everything you do—

- Approving related service provider contracts
- Supporting our special education teachers
- Being accessible and responsive to the needs of our department

Your efforts do not go unnoticed, and we sincerely appreciate all you do to ensure our students receive the best possible education and services.

Thank you for your continued leadership and commitment.

With the students of Southeast Island School District in mind,

Robbin Ann Perkins Askew
Special Programs Coordinator

10:36

Messages

81

app.snappic.com

2025 Alaska Statewide Special Education Conference





SOUTHEAST ISLAND SCHOOL DISTRICT

Board Report - Grant Applications February 2025

Astrid Richard-Cook, State and Federal Programs Coordinator

Since January 2025, Southeast Island School District has submitted nine major grant applications to support critical district needs:

Rasmussen Foundation Grant (\$255,000) Submitted in January 2025 for district vehicle fleet replacement. This grant would fund the replacement of nine vehicles across our district to ensure safe, reliable transportation for students and staff. Decision expected by April 2025.

First National Bank Alaska Community Development Grant (\$170,000) Submitted in February 2025 to support a comprehensive Indigenous cultural and language program serving all students across our six schools, fostering understanding and appreciation of Haida and Tlingit heritage. Decision expected May 2025.

McCarthy-Dressman Education Foundation Grant (\$20,000) Submitted in February 2025 to enhance our district-wide Special Education. This two-year grant (\$10,000 per year) would provide materials and equipment for hands-on science and technology education across all sites for a three-year program implementation. Decision expected June 2025.

Hunter Safety Education Grant (\$48,750) Submitted in February 2025 to implement a comprehensive hunter safety education program across district schools, including teacher certification and equipment. ***Grant awarded***

Federal Legislative Grants through Senator Murkowski's Office:

1. School Infrastructure Rehabilitation (\$16,586,000)
2. Bus Barn/Food Service Facility (\$6,850,000)
3. Teacher Housing Infrastructure (\$5,850,000)

Submitted Feb 2025.

These comprehensive infrastructure requests address critical facility needs across the district. Initial decisions expected Fall 2025.

DEED Grant - Naukati School Improvements (\$49,000) Submitted February 2025 to update the multipurpose room - library and lab. Decision expected May 2025.

CAPIS Vehicle Replacement Grant (\$372,000) Submitted February 2025 to replace aging district vehicles essential for student activities and staff travel. This would provide eight reliable vehicles for six school sites and district office use. Legislative decision expected during the 2025 session.

Total Grant Funding Requested: \$31,200,750

AHFC Thorne Bay Housing Grant and Forest Service Wood Boiler Grant. We are sending out RFPs for these projects now.

Migrant program Raingear/Winter gear/Personal Floation Device/MOB buy is almost at it's conclusion. Thank you so much to Theresa Randall for all of her hard work!

*All applications align with our district's strategic plan and address critical infrastructure and operational needs. I will continue to monitor these applications and provide updates as decisions are received.

Technology Department

Board Report - February 19, 2025

Updates

Devices:

- 1 MacBook Air screen broken awaiting apple repair

E-RATE CAT2:

- Correction \$138,000 left in budget
- Full Equipment list for network overhaul out for bid
- Currently received 1 bid

COPS Grant:

- Received final quotes on both cameras and door lock equipment
- Awaiting board approval to purchase equipment

RUS-DLT Grant:

- RFP sent out and bidding process underway
- Several Addendums made for questions regarding RFP
- Changes to brand of Interactive smart board made in addendum

Testing:

- Testing seemed to go smoothly, had no significant problems

ASTE:

- Learned several new things to suggest or implement
- AI advancements in Apple products to introduce to staff
- Made solid connections to other Directors in AK
- Impressive Promethean released prompting changes to RUS purchase
- iDida Contest winners, 2 Thorne Bay students Jordan and Teagan

AI

- Purchase of ChatGPT for several in administration to improve productivity
- Investigating limitations and best use cases for AI in the workplace

Misc:

- Responding to general technology issues
- Inspecting and repairing various devices
- Resetting passwords and authorizing web apps

SISD Technology Director
Everett Cook

Hello Board Members,

I have been in and out over the last couple of weeks, but I will do my best to recap everything that has happened during this busy time and I apologize if I miss anything. With the new semester underway, everyone has started their new classes and, for the most part, seems to be enjoying them. As things are in full swing, I have received emails requesting a homecoming event and a middle school dance, so planning these will be my next big project. Additionally, I have been invited to Hollis School to work through some things and answer any questions, and I hope to take them up on that offer soon. From February 10-13, I organized a spirit week, and I've been told that those who participated had a great time. In sports, our basketball team has had three home games and is preparing for their next. Archery is also doing well and working hard. The school shirts created by the small business class are finished, and we've already started brainstorming new designs to sell at concessions. Recently, a group of students had the opportunity to travel to Juneau to speak with legislators about school funding, and they did an excellent job. While in Juneau, we also toured the University of Alaska Southeast (UAS), which was personally very helpful for me as I consider my future education options. Currently, some students and I are attending the Educators Rising conference, and we hope to bring back valuable insights.

If time allows, please take a moment to watch this video of me giving testimony to legislators about school funding. Unfortunately I couldn't get the one of Toney to record but I will add a link to where you can find it if you would like.

Thank you!

[ScreenRecording_02-10-2025_21-59-11_1.mp4](#)

BP 5131.6 Alcohol and Other Drugs

Note: Districts must have in place written standards to address the needs of students for whom mental health or substance abuse may be a contributing factor to noncompliance with the school disciplinary and safety program. [AS 14.33.120\(a\)\(6\)](#). In addition, districts receiving funds for prevention programs pursuant to the Drug-Free Schools and Community Act of 1986, as amended by the Every Student Succeeds Act, are required to have a policy on drug abuse prevention instruction and procedures for eliminating the sale or use of alcohol and other drugs. ESSA also requires that those districts inform and involve parents in violence and drug prevention efforts. Districts must make reasonable efforts to inform parents of the content of safe and drug-free school programs and activities other than classroom instruction. If a parent objects in writing, the district must withdraw the student from the program or activity. [AS 14.30.360](#) encourages districts to provide K-12 health education, including alcohol and drug abuse education. The following sample policy may be revised as appropriate.

Note: Despite the passage of [AS 17.38](#), effective February of 2015, which authorizes the use of marijuana under certain conditions, all use, possession and distribution of marijuana by those under 21 is illegal. In addition, as a recipient of federal funds, the district is obligated to maintain a drug-free workplace consistent with federal law, which prohibits the manufacture, distribution, possession and sale of marijuana for all individuals, regardless of age. For purposes of the district's policy and legal obligation, marijuana is prohibited.

(cf. E 4020 – Drug and Alcohol – Free Workplace Notice to Employees)

Because the use of alcohol and other drugs adversely affects a student's ability to achieve academic success, is physically and emotionally harmful, and has serious social and legal consequences, the School Board intends to keep district schools free of alcohol and prohibited drugs.

Alcohol, marijuana, and other controlled substances are prohibited for use or possession by students. The School Board desires that every effort be made to reduce the chances that our students will begin or continue the use of alcohol and other drugs. The Superintendent or designee shall develop a comprehensive prevention program that includes instruction, intervention, recovering student support, and enforcement/discipline. The Superintendent or designee shall clearly communicate to students, staff and parents/guardians all School Board policies, regulations, procedures and school rules related to this prevention program. Special efforts shall be made to ensure that these materials are understood by parents/guardians and students of limited literacy or limited English proficiency.

Note: Drug use by students is not limited to illegal drugs and can also include abuse of prescription drugs and over-the-counter medications. There is also a growing problem of youth using what are commonly referred to as designer or synthetic drugs. Designer or synthetic drugs come in various forms and may be a chemical compound, a plant-based substance, or a combination. Common names for these drugs include bath salts, K2, spice, salvia, and synthetic marijuana. These drugs have serious and dangerous effects. Synthetic marijuana is an illegal substance in Alaska. [AS 11.71.040-.050](#), [11.71.160](#). The following optional language prohibits the possession, use, or distribution of “prohibited drugs,” which includes all dangerous substances that pose a risk to district students.

Specifically, the Board prohibits the actual or attempted sale, distribution, use, or possession by a student of alcohol, prohibited drugs or inhalants, drug paraphernalia, substances that are designed to look or act like prohibited drugs or alcohol, or substances purported to be prohibited drugs or alcohol. Prohibited drugs are defined as:

1. Drugs that are illegal if possessed by those under 21, under any local, state, or federal law; or any drug that can be legally obtained but which has been obtained through illegal means.
2. Alternatives to illegal drugs such as designer or synthetic drugs, whether or not prohibited by law, which are purported to, designed to, or which do impair, restrict, or alter normal cognitive function when absorbed, ingested, injected, or inhaled.
3. Prescription drugs that are not legally obtained or prescribed, are not being used for the prescribed purpose, are being used in excess of the prescribed amount, are being used by other than the person to whom prescribed, or are being sold, traded or distributed.

Recognizing that keeping schools free of alcohol and other drugs is a concern common to the district and community, the School Board supports cooperation among schools, parents/guardians, law enforcement and other appropriate community organizations involved in preventing alcohol and drug abuse.

(cf. 1410 Interagency Cooperation for Student & Staff Safety)

Note: Districts are required to establish a citizen advisory committee in order to receive [Public Law 99-570](#) funds. Additionally, [AS 14.33.110](#) requires that the school disciplinary and safety program maintain community standards of school behavior that are developed by members of each school, including students, parents, teachers, school administrators, and other responsible persons.

To obtain the widest possible input and support for district policies and programs, the School Board shall appoint a districtwide school-community advisory committee to make recommendations related to the prevention of alcohol and other drug abuse. The committee should make its recommendations based on input from students, parents, teachers, school administrators, and community members. The School Board also encourages the use of site-level advisory groups in this area.

(cf. 1220 - Citizen Advisory Committees)

Opioid Overdose Protection

In accordance with [AS 14.30.145](#), the Superintendent shall ensure that:

1. A person trained [within the past year](#) to administer an opioid overdose drug is on site when the main school building of each school in the school district is open to students or staff, including periods when the school building is open before and after school hours and during weekend activities; and during each school-sponsored event conducted on school grounds.
2. The main school building of each school in the school district has at least two doses of an opioid overdose drug available on site; and
3. At least one dose of an opioid overdose drug is available during a school-sponsored event conducted on school grounds.

Per [AS 14.30.145](#), a school district, school, or individual is not liable for civil damages for an injury to another individual resulting from a failure to possess or maintain an opioid overdose drug as required by the statute.

Instruction

The district shall provide preventative instruction which helps students avoid the use of alcohol, marijuana, or other drugs and teaches students how to influence their peers to avoid and/or discontinue the use of alcohol or drugs. Instruction shall be designed to answer students' questions related to alcohol and drugs.

The instructional programs will help students obtain and use current and accurate information, develop and maintain a positive self-concept, take positive actions to cope with stress, and use appropriate social and personal skills to resist involvement with alcohol and drugs.

The curriculum will be K-12, comprehensive and sequential in nature and suited to meet the needs of students at their respective grade levels. All instruction and related materials shall stress the concept that alcohol and prohibited drugs can be dangerous and should never be used when such use is illegal.

The School Board encourages staff to display attitudes and behaviors which make them positive role models for students with regard to alcohol, marijuana and other drugs. Staff should help students see themselves as responsible partners in efforts to maintain a safe, constructive school climate.

The School Board recognizes that children exposed to alcohol or other drugs prior to birth may have disabilities requiring special attention and modifications in the regular education program. The Superintendent or designee shall provide appropriate staff training in the needs of such students as required by law.

Note: [AS 14.20.680](#) requires training for teachers, administrators, counselors and specialists on the needs of students with alcohol or drug-related disabilities, including medical and psychological characteristics, family issues, and specific educational needs.

(cf. 6142.2 - AIDS Instruction)

(cf. 6143 - Courses of Study)

(cf. 6159 - Individualized Education Program)

Intervention

The School Board recognizes that there are students on our campuses who use alcohol and other drugs and can benefit from intervention. The School Board supports intervention programs that include the involvement of students, parents/guardians and community agencies/organizations.

School personnel should be trained to identify symptoms which may indicate use of alcohol and other drugs. The Superintendent or designee shall identify responsibilities of staff in working with, intervening, and reporting students suspected of alcohol and other drug use.

Students and parents/guardians shall be informed about the signs of alcohol and other drug use and about appropriate agencies offering counseling.

Nonpunitive Self-Referral

The School Board strongly encourages any student who is using alcohol or drugs to discuss the matter with his/her parent/guardian or with any staff member. Students who self-disclose past use of alcohol or other drugs in order to seek help to quit using shall not be punished or disciplined for such past use. State and local extra-curricular activities eligibility rules may apply further conditions related to the admission of drug or alcohol use.

Enforcement/Discipline

The Superintendent or designee shall take appropriate action to eliminate possession, use or sale of alcohol and prohibited drugs and related paraphernalia on school grounds, at school events, or in any situation in which the school is responsible for the conduct and well-being of students. Students possessing, selling and/or using alcohol, marijuana or other drugs or related paraphernalia shall be subject to disciplinary procedures which may result in suspension or expulsion.

(cf. 5144.1 - Suspension and Expulsion/Due Process)

School authorities may search students and school properties for the possession of alcohol, marijuana and other drugs as long as such searches are conducted in accordance with law.

(cf. 5145.12 - Search and Seizure)

Legal Reference:

ALASKA STATUTES

[04.16.080](#) Sales or consumption at school events

[14.20.680](#) Required alcohol and drug related disabilities training

[14.30.145](#) Opioid overdose drugs

[14.30.360](#) Curriculum (Health and Safety Education)

[14.33.110-.140](#) Required school disciplinary and safety program

[17.38.010-900](#) The regulation of marijuana

[47.37.045](#) Community action against substance abuse grant fund

UNITED STATES CODE

Elementary and Secondary Education Act, [20 U.S.C. §§ 7116, 7163](#), as amended by the Every Student Succeeds Act, [P.L. 114-95](#)

Revised 11/02, 1/04, 09/03/2021, 10/2024

Adoption Date: 04/09/98

Southeast Island School District

BP 6146.1 High School Graduation Requirements

Note: Transfer students who have earned 13 units of credit in another district may, at the district's discretion, be excused from the district's subject area units-of-credit requirements. [4 AAC 06.075](#)

Note: Unless otherwise stated in a student's IEP, the district shall require all students in grade 11, and all students in grade 12 who have not previously done so, to take a college and career readiness assessment described in [4 AAC 06.717](#). However, failure to take one of these assessments shall not be grounds for withholding a diploma from an otherwise qualified student. At the request of a student, the district shall retroactively issue a high school diploma to a student who did not receive one because of failure to pass all or a portion of the previously required High School Graduation Qualifying Exam and instead received a certificate of achievement, provided the person takes a college and career readiness assessment. [AS 14.03.075](#). A person may satisfy the assessment pursuant to the regulations in [4 AAC 06.718](#). The district is to mail a notice of this option to each such student who qualifies for a diploma to the student's last known address.

The School Board intends that all District students graduate high school ready for college or a career. The Superintendent or designee shall prepare for School Board approval a plan consisting of district graduation requirements. Students shall receive diplomas of graduation from high school only after meeting the following district graduation requirements, as well as taking a college and career readiness assessment or receiving a waiver from the School Board.

By the end of the first quarter of a student's freshman year, a team composed of the Principal, Assistant Principal, or Lead Teacher, parents, students, and staff will meet to create an Educational Plan. The Educational Plan will identify student goals and a timeline to ensure graduation requirements will be met by May 1st of the graduation year. The primary teacher and the student will review the Educational Plan annually. During the student's senior year, the plan will be reviewed quarterly with the Lead Teacher and student. Parents will be notified if the student is not on track for a timely graduation at the point the child falls behind schedule. Only required courses are listed in each content area.

Graduation Requirements for Students Enrolled in All Schools Except AK-TRAILS Statewide Correspondence/Homeschool

Subject	Units of Credit
Language Arts* Composition – 1 credit World Literature – 1 credit American Literature – 1 credit British Literature – 1 credit * with prior approval, one of the courses may be replaced with a college-level English/Language Arts course	4 credits

Social Studies U.S. History – 1 credit World History – 1 credit Civics/Government - .5 credits Alaska History - .5 credits **	3 credits
Math Algebra 1 – 1 credit	3.5 credits 3 credits
Science	3 credits
Work Skills Careers & Portfolio - .5 credits	0.5 credits
Physical Education	1 credit .5 credit
Health	1 credit .5 credit
Electives Strong recommendation to take at least one credit of World Language	8 credits
Total	22 credits 24 credits

Graduation Requirements for Students Enrolled in AK-TRAILS Statewide Correspondence/Homeschool Program

<u>Subject</u>	<u>Unit of Credit</u>
Language Arts	4 credits
Social Studies	3 credits (0.5 credit AK History / see **Note below)
Math	3 credits
Science	2 credits
Health	0.5 credits
Physical Education	0.5 credits
Electives	8 credits
Total	21 credits

****Note:** The three units of credit in social studies must include one-half unit of credit in Alaska history or demonstration that the student meets the Alaska history performance standards. This requirement will not apply to a student who (1) transfers into your school after the student’s second year of high school; or (2) has already successfully completed a high school state history course in another state. [4 AAC 06.075](#).

- (cf. 5127 - Graduation Ceremonies and Activities)
 (cf. 6164.2 - Guidance and Counseling Services)
 (cf. 6146.3 - Competency Testing)
 (cf. 6184 - Distance Learning/Dual Credit/Alternative Credit Options)

Legal Reference:

ALASKA STATUTES

[14.03.075](#) College and career readiness assessment; retroactive issuance of diploma

ALASKA ADMINISTRATIVE CODE

[4 AAC 06.075](#) High school graduation requirements

[4 AAC 06.717](#) College and career readiness assessments

[4 AAC 06.718](#) College and career readiness assessment after student received a certificate of achievement

[4 AAC 06.721](#) College and career readiness assessment waivers

4 AAC 06.755-790 State wide assessment program for students with disabilities

Revised 2003, 12/06, 2/14, 10/2017, 05/20/2020, 05/19/2021

Southeast Island School District

BP 1311 Participation in Community Life

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

The Board believes the school and community should work as a unified whole in the process of educating students enrolled in the District. Understanding community values and priorities are important to the ongoing success of the educational program. Staff members should be respectful of community values in their contacts with the community.

(cf. 5137 - Positive School Climate)

(cf. 6141.2 - Recognition of Religious Beliefs and Customs)

(cf. 6141.3 - Culturally Responsive Education)

The quality of a school program is related to staff understanding of local culture and traditions, parents' wishes for their children, and public understanding of the District's goals and methods for education. Strong school-community relationships require cooperative development and maintenance of efficient two-way channels of communication between the school and the community. This communication should be fostered through dialogue, input, and feedback.

District communications with the public should meet the following goals:

- (1) inform the public about the work of the schools;
- (2) improve the partnership of parents and teachers in meeting the educational needs of students;
- (3) develop awareness of the importance of culture in education;
- (4) integrate the home, school, and community in improving educational opportunities;
- (5) clarify the aims, objectives, and work of the school;
- (6) make school facilities and personnel available for community use, within limits set by the Board; and
- (7) make use of community resources in carrying out the educational program.

(cf. 5124 -Communication with Parents/Guardians)

The School Board encourages affiliation of school personnel with community organizations having missions consistent with that of the District, and encourages participation of school staff in appropriate community activities and projects.

(cf. 6145.5 - Organizations/Associations)

Added 09/2019

Adoption Date: 04/09/98

Southeast Island School District

BP 1312 Public Complaints Concerning the Schools

The School Board believes that a quality educational program is dependent upon a strong relationship with its communities. The School Board further believes that improved student success results when the district listens to complaints, considers differences of opinion, and resolves disagreements through an established, objective, and culturally responsive process.

The Board encourages complainants to resolve problems early and informally whenever possible. The School Board expects that all district staff who respond to complaints and resolve problems will do so in a manner that is culturally responsive and is not influenced by discrimination or biases. If a problem remains unresolved, the individual should submit a formal complaint as early as possible in accordance with appropriate district procedures. District procedures shall be readily accessible to the public and if needed, should be available in languages which parents use and understand.

Individual Board members do not have authority to resolve complaints. If approached directly with a complaint, however, Board members should also demonstrate cultural responsiveness while listening to the complaint and providing assistance by referring the complainant to the Superintendent or designee so that the problem may receive proper consideration and due process.

(cf. 1312.1 - Public Complaints Concerning School Personnel)

(cf. 1312.2 - Public Complaints Concerning Instructional Materials)

(cf. 1312.3 - Public Complaints Concerning Discrimination)

Note: Pursuant to [4 AAC 52.500](#), any person may file a complaint with the Department of Education alleging a violation of state regulations governing education for exceptional children.

Legal Reference:

ALASKA STATUTES

[14.18.100](#) Remedies (Sex or Race Discrimination)

ALASKA ADMINISTRATIVE CODE

[4 AAC 06.560 - 06.580](#) Violations; Prohibition Against Sex Discrimination

[4 AAC 52.500 - 52.629](#) Procedural Safeguards; Education for Exceptional Children

TITLE VI, CIVIL RIGHTS ACT OF 1964

TITLE VII, CIVIL RIGHTS ACT OF 1964 [42 U.S.C. 2000](#) et. seq. (Ch. 21)

TITLE IX, EDUCATION AMENDMENTS OF 1972

SECTION 504, REHABILITATION ACT OF 1973

34 CODE OF FEDERAL REGULATIONS

[200.74](#) and [Part 300](#)

GENERAL EDUCATION PROVISIONS ACT, [20 U.S.C. 1221](#) et seq., especially:

FAMILY EDUCATIONAL RIGHTS AND PRIVACY RIGHTS ACT, [20 U.S.C. 1232g](#)

Revised 09/2019

Adoption Date: 04/09/98

Southeast Island School District

BP 1312.1 Public Complaints Concerning School Personnel

The School Board places trust in its employees and desires to support their actions in such manner that employees are ~~free~~freed from unwarranted, spiteful or negative criticism and complaints. The Superintendent or designee shall develop procedures which will permit the public to lodge complaints or criticism against staff members, assure full consideration of those complaints, and protect the rights of the staff members and the district. Verbal complaints against an employee initially made to a Board member, Advisory School Board member, or at a Board meeting will be referred to the Superintendent or designee for appropriate consideration and action.

The District will respond to complaints concerning school personnel, investigate as appropriate, and take action as may be necessary or advisable to resolve the concern. Complaints should follow the complaint filing and resolution process set forth in administrative regulation.

The process for complaints concerning school personnel will be administered in a fair and nondiscriminatory manner on behalf of both the complainant and the personnel involved.

(cf. 1312 - Public Complaints Concerning the Schools)

(cf. 4112.6 - Personnel Records)

(cf. 9323 - Meeting Conduct)

Note: When public complaints include allegations of child abuse, it is imperative that school officials consult BP 5141.4 - Child Abuse and Neglect (Reporting Procedures). Though a district may implement its complaint procedures in such cases, the duty to report suspected child abuse comes first. We encourage school districts to rely on the child protective agencies for resolving these complaints and determining if the child abuse report is unfounded. The following language is optional.

When public complaints involve accusations of child abuse, the provisions of this policy and regulation shall be implemented only after the child abuse reporting requirements specified in law have been fulfilled.

~~*(cf. 5141.4 - Child Abuse and Neglect (Reporting Procedures))*~~

[\(cf. 5141.42 - Professional Boundaries for staff and students\)](#)

Legal Reference:

ALASKA STATUTES

[44.62.310](#)-Government meetings public

Revised 03/2001, 09/2019

Adoption Date: 04/09/98

Southeast Island School District

BP 1312.2 Public Complaints Concerning Instructional Materials

The School Board takes great care in the adoption of instructional materials and is aware that all adopted materials may not be acceptable to all students, their parents/guardians, or other district residents. The School Board shall strive to adopt instructional materials that refrain from cultural biases or perspectives that promote discrimination or socioeconomic disparity based on race, ethnicity, religious or cultural beliefs, disability, familial status, sexual identification or sexual orientation. The school board will strive, when possible, to incorporate culturally responsive materials and materials that support students' cultural identity and local knowledge.

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

(cf. 6161.11 - Supplementary Instructional Materials)

The Superintendent or designee shall establish procedures which will permit the equitable and transparent consideration of any complaints against the use of any instructional materials, including textbooks, supplementary textbooks, library books, and other instructional materials and equipment.

(cf. 1312.3 - Public Complaint Concerning Discrimination)

The Board expects and trusts believes the Superintendent and staff are well qualified to consider complaints concerning instructional materials. The Superintendent or designee's decision is the final response from the district administration. However, if the complainant finds the decision of the Superintendent or designee unsatisfactory, the complainant may request that the matter be placed on the agenda of a regular School Board meeting. The request shall be made in writing and addressed to the President of the Board of Education as well as the Superintendent or designee.

The administration or Board's decision in any such case will be based on educational suitability and will not be influenced by a desire to suppress information or deny students access to ideas with which the administration or Board disagrees.

(cf. 6144 - Controversial Issues)

Revised 09/2019

Adoption Date: 04/09/98

Southeast Island School District

BP 1312.3 Public Complaints Concerning Discrimination

Note: [4 AAC 06.560](#) mandates that the district adopt and make available to the public written grievance procedures for violations of [A.S. 14.18](#) or [4 AAC 06.500 - 4 AAC 06.600](#), governing sex and race discrimination. The following sample policy and regulations should be revised as deemed appropriate within the parameters of law.

The School Board recognizes that the district has primary responsibility for ~~ensuring~~~~insuring~~ that it complies with state and federal laws and regulations governing educational programs. Furthermore, the School Board seeks to ensure that students, regardless of ethnicity, race, religion, disability, gender identity, sexual orientation or socioeconomic background, do not disproportionately experience suspension, expulsion, other disciplinary actions, nor any form of discrimination. The School District will ensure that opportunities and courses are offered and accessible to all students in a fair manner and without discrimination. The Superintendent or designee shall establish procedures to investigate and seek to resolve complaints alleging unlawful discrimination related to educational programs and activities.

The Board acknowledges and respects student and employee rights to privacy. Complaints shall be investigated in a manner that protects these rights.

(cf. 1340 - Access to District Records)

(cf. 4112.6 - Personnel Records)

(cf. 5125 - Student Records)

The Board prohibits retaliation in any form for the filing of a complaint, the reporting of instances of discrimination, or for participation in complaint procedures.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 1213.1 - Complaints Concerning School Personnel)

(cf. 1213.2 - Complaints Concerning Instructional Materials)

(cf. 5141.4 - Child Abuse and Neglect (Reporting Procedures))

Legal Reference:

ALASKA STATUTES

[14.18.010](#) *Discrimination based on sex and race prohibited*

[14.18.020](#) *Discrimination in employment prohibited*

[14.18.090](#) Enforcement by State Board of Education

[14.18.100](#) Remedies (Sex or Race Discrimination)

ALASKA ADMINISTRATIVE CODE

[4 AAC 06.510](#) Discrimination in hiring practices.

[4 AAC 06.560 - 06.580](#) Violations; Prohibition Against Sex Discrimination

[4 AAC 52.500 - 52.629](#) Procedural Safeguards; Education for Exceptional Children

TITLE VI, CIVIL RIGHTS ACT OF 1964

TITLE VII, CIVIL RIGHTS ACT OF 1964

TITLE IX, EDUCATION AMENDMENTS OF 1972

SECTION 504, REHABILITATION ACT OF 1973

34 CODE OF FEDERAL REGULATIONS

[200.74](#) and [Part 300](#)

GENERAL EDUCATION PROVISIONS ACT, [20 U.S.C. 1221](#) et seq., especially:

FAMILY EDUCATIONAL RIGHTS AND PRIVACY RIGHTS ACT, [20 U.S.C. 1232g](#)

CIVIL RIGHTS RESTORATION ACT

[20 U.S.C. 1683](#) et seq.

VOCATIONAL REHABILITATION ACT OF 1973, SECTIONS 503 AND 504

[29 U.S.C. 791](#) et seq.

AGE DISCRIMINATION IN EMPLOYMENT ACT

[29 U.S.C. 621](#) et seq.

VIETNAM ERA VETERANS' ACT

[38 U.S.C. 2011](#) et seq.

AMERICANS WITH DISABILITIES ACT

[42 U.S.C. 12101](#) et seq.

Revised 10/2019

Adoption Date: 04/09/98

Southeast Island School District

BP 1312.4 Public Complaints Concerning Elementary and Secondary Education Act Programs

Note: At 4 AAC 06.888, the Department of Education and Early Development requires that complaints alleging that a district has violated the law in administering programs under the Elementary and Secondary Education Act (ESEA) be first submitted to the district for resolution. States are required to have a process for the receipt and resolution of complaints alleging violations in the administration of federal programs. 20 USC 7844.

The Board expects that federal programs provided for in the Elementary and Secondary Education Act (ESEA) will be properly administered in the district to support and improve the quality of the educational program. The district will review and resolve complaints alleging violations of the law in administering education programs required by the ESEA.

The Board encourages complainants to resolve problems early and informally whenever possible. If a problem remains unresolved, the individual should submit a written complaint as early as possible in accordance with appropriate district procedures. District procedures shall be readily accessible to the public.

(cf. 1312.1 - Public Complaints Concerning School Personnel)

(cf. 1312.2 - Public Complaints Concerning Instructional Materials)

(cf. 1312.3 - Public Complaints Concerning Discrimination)

Legal Reference:

ALASKA STATUTES

14.03.123 - School and district accountability

ALASKA ADMINISTRATIVE CODE

4 AAC 06.560 - 06.580 Violations; Prohibition against sex discrimination

4 AAC 06.888 - Informal review of complaints

4 AAC 52.500 - 52.629 Procedural safeguards; Education for exceptional children

UNITED STATES CODE

20 U.S.C. 7844, -- General applicability of state educational agency assurances

BP 1313 Willful Disruption of the School

The Board recognizes that parents, legal guardians, and other adults may misunderstand or disagree with the policies of the district or the actions of its employees. The Board expects the staff and administration to respond to such concerns in a polite and professional manner. The Board also expects that parents and other adults will conduct themselves in an appropriate manner in their efforts to pursue such matters, including use of the district's complaint procedures.

In resolving such concerns, a safe and orderly learning environment in which teachers can teach and students can learn must be maintained. The Board does not condone having its employees subject to name calling, defamation of character, threats or coercion of any kind. Adults who violate these standards of conduct shall be instructed to conduct themselves in a proper manner or to leave school district property. Should an individual refuse to follow these instructions in a prompt and orderly manner, the Superintendent, principal, or designee is authorized to call law enforcement agencies for assistance to have the individual removed and charges may be filed for willful disruption of the school. Other charges which are applicable may also be filed at the discretion of the administrator.

(cf. 1260 - Visits to the Schools)

(cf. 3515 - School Safety and Security)

(cf. 3515.2 - Intruders on Campus)

(cf. 1312 - Public Complaints Concerning the Schools)

(cf. 1312.1 - Public Complaints Concerning School Personnel)

(cf. 5131.4 - Campus Disturbances)

Legal Reference:

ALASKA STATUTES

AS 11.61.110 Disorderly Conduct

AS 11.61.120 Harassment

MEMORANDUM OF AGREEMENT

Management and Operation of the Youth Brain Injury Program
between
Southeast Regional Resource Center, Alaska's Educational Resource Center
and Southeast Island School District

PARTIES

This Memorandum of Agreement is between Southeast Regional Resource Center ("SERRC") and the Southeast Island School District ("School District"). The Agreement lays out the roles and responsibilities of the two parties, as well as practices for proper handling of personally identifiable information under the Youth Brain Injury Program.

RECITALS

The purpose of this agreement is to ensure compliance with the Family Educational Rights and Privacy Act (FERPA), and to protect the overall privacy and security of student data, including Personally Identifiable Information (PII), hereafter referred to as "Student Information". A further purpose of this Agreement is to identify SERRC as an entity acting for the School District in its performance of functions that a School District employee otherwise would perform.

FERPA (§ 99.31(a)(1)(i)(B)) permits schools to outsource institutional services or functions that involve the disclosure of education records to contractors, consultants, volunteers, or other third parties provided that the outside party:

1. Performs an institutional service or function for which the agency or institution would otherwise use employees;
2. Is under the direct control of the agency or institution with respect to the use and maintenance of education records;
3. Is subject to the requirements in § 99.33(a) that the personally identifiable information (PII) from education records may be used only for the purposes for which the disclosure was made, e.g., to promote school safety and the physical security of students, and governing the redisclosure of PII from education records; and
4. Meets the criteria specified in the school or local educational agency's (LEA's) annual notification of FERPA rights for being a school official with a legitimate educational interest in the education records.

AGREEMENTS

SERRC hereby agrees that it shall maintain, in strict confidence and trust, all student information. Student information shall not be shared with any other resource or entity that is not specifically described in this agreement. SERRC shall take all reasonable steps to insure that no student information is disclosed to any person or entity except those who (a) are Authorized Representatives performing functions for the School District under the Agreement and have agreed to be bound by the terms of this agreement; (b) are Authorized Representatives of the School District, or (c) are entitled to such student information from SERRC pursuant to court order or federal and/or Alaska law.

SERRC may use student information to:

- Facilitate communication regarding student brain injury between medical personnel, juvenile justice facilities, authorized representatives, and the school district.
- Assist the school district with student supports through RTI, MTSS, PBIS, 504 planning, and/or the IEP process. This may include consultation on school reentry, evaluation, eligibility determination, accommodations, and necessary academic, behavioral, or social-emotional supports.
- Coordinate with families and students to offer individualized information and resources.

Additionally SERRC may:

- Provide training specific to brain injury to school staff, students, and families.
- Provide consultation and resources specific to brain injury to school staff and families.
- Assist in the development of site-specific brain injury response teams.
- Report outcome data.

The School District will:

- Work collaboratively to design and implement programming that addresses student academic, physical, social and emotional needs.
- Conduct additional assessments, as needed.
- Implement accommodations and provide supportive services, as needed.
- Appoint a person in each school to communicate with SERRC representatives.
- Provide feedback on the program to SERRC staff to guide improvement.

PROHIBITIONS

SERRC shall not engage in secondary use of student information. Student information shall only be used for the purposes intended and shall not be shared with other entities.

IN WITNESS WHEREOF, the Parties hereto have caused this MOA to be executed by their duly authorized officers effective as of the date first written above.

FOR SERRC:

FOR SCHOOL DISTRICT:

Signature of Authorized Official & Date

Signature of Authorized Official & Date

Name and Title (print or type)

Rod Morrison, Superintendent

Name and Title (print or type)

Elective Course Description

Course Name	Construction and Building Skills Level 2
Course Number	TBD
Length of Course	40 Hours
Grade Level	9-12
Credit Type	0.25 Elective Per Semester
Grading Scale	A-F
Course Prerequisite	N/A - However students who have taken the one week intensive Intro to Construction are urged to participate.
Course Summary	This hands-on course introduces high school students to fundamental construction skills and building trades. Students will gain practical experience with basic construction techniques, tool safety, and project planning while developing valuable skills for both personal use and potential career paths in the construction industry.
Primary Materials	Students will work with industry-standard tools and materials including: <ul style="list-style-type: none"> - Hand tools (hammers, saws, levels, measuring tapes) - Power tools (drills, circular saws under supervision) - Construction materials (lumber, fasteners, sheathing materials) - Safety equipment (safety glasses, work gloves, ear protection)

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<p>Standards</p>	<p>Learning Objectives By the end of this course, students will be able to:</p> <ul style="list-style-type: none"> - Demonstrate proper safety protocols and tool handling techniques - Read and interpret basic construction drawings and measurements - Understand wall framing principles and layout techniques - Install exterior wall sheathing according to building codes - Complete a small-scale construction project from planning to finish
<p>Assessment</p>	<p>Students will be evaluated based on:</p> <ul style="list-style-type: none"> - Active participation and safety compliance - Skill demonstration and project completion - Understanding of construction concepts - Teamwork and communication abilities

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<h2 style="text-align: center;">Activities</h2>	
<p>Day 1</p>	<p>Safety and Tool Fundamentals</p> <ul style="list-style-type: none"> - Construction site safety orientation - Personal protective equipment (PPE) training - Introduction to hand and power tools - Basic measuring and marking techniques
<p>Day 2</p>	<p>Project Planning and Materials</p> <ul style="list-style-type: none"> - Reading construction plans - Material selection and estimation - Basic math for construction - Project layout and marking

<p>Day 3 - 4</p>	<p>Wall Framing Fundamentals</p> <ul style="list-style-type: none"> - Understanding wall framing terminology - Layout techniques for wall plates - Stud spacing and placement - Door and window rough opening requirements - Header sizing and installation
<p>Day 5 - 6</p>	<p>Exterior Sheathing</p> <ul style="list-style-type: none"> - Types of exterior sheathing materials - Proper installation techniques - Nailing patterns and fastener requirements - Weather barrier integration basics - Building code requirements for sheathing
<p>Day 7 - 8</p>	<p>Project Completion</p> <ul style="list-style-type: none"> - Final project construction - Quality control and inspection - Project presentation - Career pathways in construction
	<p>Safety Note</p> <p>Safety is paramount in this course. Students must follow all safety protocols and wear appropriate PPE at all times. Parent/guardian consent is required for participation.</p>

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Request for Proposal (RFP)

Southeast Island School District (SISD)

Procurement of Seven (7) 25kVA Generator Complete Sets

Issue Date: 01/20/25

Proposal Due Date: 02/13/25

I. Introduction

Southeast Island School District (SISD) invites sealed proposals for the supply and delivery of seven (7) 25kVA generator complete sets to Thorne Bay, Alaska. The equipment will be utilized to ensure reliable power supply for SISD facilities.

II. Scope of Work

The successful bidder will supply and deliver seven (7) complete sets of the following:

1. **25kVA Generator**
 - Must meet industry standards for performance and durability in remote locations.
2. **Trailer**
 - Suitable for rugged terrain and compatible with the generator.
3. **Engine Block Heater**
 - Installed to ensure cold-weather start-up reliability.
4. **Battery Charger**
 - Installed for maintaining battery performance.
 - Must match the generator's battery type and voltage, as well as its capacity (amp-hours, or Ah).
 - Multi-Stage Charging: Ensures optimal charging without overcharging.
 - Automatic Voltage Detection: Useful if multiple battery types are used.
 - Durability: For outdoor/portable use; must be weather-resistant.
 - Reverse Polarity Protection: Prevents damage from incorrect connections.
5. **Shore Power AC Connector and Accessories**
 - One (1) shore power AC connector with a 50-ft cord.
 - One (1) shore power AC connector with camlocks.
6. **Weather Protection**
 - Generators will be stored outdoors and must include weather protection, either:
 - A weatherproof cover for the generator and trailer, or
 - An enclosed trailer designed to protect the generator from rain, snow, and other environmental conditions.

7. Delivery

- All units must be delivered to Thorne Bay, Alaska.
-

III. Specifications

1. Generator

- Rated Power Output: 25kVA
- Fuel Type: Diesel
- Weatherproof housing for outdoor use.
- Compliance with applicable emissions standards.

2. Trailer

- Durable and road-ready. Must be able to withstand gravel roads and uneven roads.
- Equipped with safety features, including reflectors and brake lights.
- Enclosed trailer option must include ventilation and weather-resistant construction to protect the generator.

3. Accessories

- Block heater to operate in temperatures as low as -20°F.
 - Battery charger compatible with the generator battery system.
 - Shore power connection setup must include all necessary cabling and connectors.
-

IV. Proposal Requirements

Proposals must include the following:

1. Vendor Information

- Company name, address, and point of contact.
- Relevant experience and qualifications.

2. Technical Specifications

- Detailed product descriptions meeting or exceeding the outlined specifications.

3. Pricing

- Itemized cost for each generator set and accessories.
- Total cost for seven (7) complete sets, including delivery to Thorne Bay, Alaska.

4. Delivery Timeline

- Estimated lead time from purchase order to delivery.

5. Warranty and Support

- Warranty coverage for all components for a minimum of 2 years.
- Technical support and service options.

6. References

- At least three (3) references for similar projects.

7. Non-collusion Affidavit

- Proposals must include a notarized non-collusion affidavit (see Appendix A) to be considered responsive

8. Conflict of Interest Statement

- Proposals must include a signed conflict of interest statement (see Appendix B) to be considered responsive
-

V. Evaluation Criteria

Proposals will be evaluated based on:

1. Compliance with specifications.
 2. Cost-effectiveness.
 3. Vendor experience and qualifications.
 4. Warranty and service provisions.
 5. Delivery timeline.
-

VI. Submission Details

- Proposals must be submitted no later than 5:00 PM Alaska standard time on February 13, 2025.
- Submissions can be sent electronically to rmorrison@sisd.org, Subject: Sealed Generator Proposal, or by mail to:

Southeast Island School District
ATTN: Generator RFP/Rod Morrison
1010 Sandy Beach Road
PO Box 19569
Thorne Bay, Alaska 99919

VII. Contact Information

For questions or additional information, contact:

Rod Morrison

907-617-4755 or 907-828-8254

rmorrison@sisd.org

VIII. Terms and Conditions

- The contract resulting from this RFP will be awarded based on the proposal deemed most advantageous to the SISD. Evaluation factors include the criteria specified within this RFP
 - SISD reserves the right to:
 - Reject any or all offers, to waive any informalities or irregularities, and discontinue this RFP process without obligation or liability to any potential Vendor.
 - Award a contract on the basis of initial offers received, without discussions or requests for best and final offers.
 - Award more than one contract.
 - Terminate any awarded contract for reasons such as late delivery, non-delivery, or delivery of materials that do not meet specified requirements (e.g., incorrect size).
 - This RFP does not obligate SISD to award a contract. SISD may, at their discretion and without explanation to the prospective Vendors, at any time choose to discontinue this RFP without obligation to such prospective vendors.
-

We look forward to receiving your proposal. Thank you for your interest in supporting the Southeast Island School District.

Appendix A: Non-collusion Affidavit

I, _____ of _____
(Name) (Business Name)

being duly sworn, do depose and state; that I, or the firm, association, or corporation, of which I am a representative, is a Bidder, on the contract to be awarded by the Southeast Island School District for:

_____ SISD Generator _____ Project

and have not, either directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free and open competition in connection with such contract.

Bidder Signature

STATE OF ALASKA)
 : ss.
FIRST JUDICIAL DISTRICT)

THIS IS TO CERTIFY that on this ____ day of _____, 20__, before me, the undersigned, a notary public in and for the State of Alaska, duly commissioned and sworn, personally appeared _____, to me known and known to me to be the person named in and who executed the within and foregoing document, and he acknowledged that he executed the same freely and voluntarily, for the uses and purposes therein mentioned.

WITNESS my hand and official seal the day and year in this certificate first above written.

Notary Public, State of Alaska
My commission expires: _____

Appendix B: SISD Conflict of Interest Statement

The purpose of this Conflict of Interest Statement is to ensure that vendors submitting proposals to the District maintain the highest standards of integrity and transparency. By signing this statement, vendors affirm that their proposal is free from any conflicts of interest that could influence the fair evaluation and award process.

1. Definitions:

For the purposes of this statement:

- A "conflict of interest" exists when a vendor, its employees, officers, or agents have relationships, financial interests, or activities that could impair their ability to provide objective, impartial, and fair services to the District.
 - "Vendor" refers to the entity submitting the proposal, including all affiliates, subcontractors, and partners involved in the proposal.
-

2. Affirmation of No Conflict:

The undersigned vendor certifies the following:

1. Neither the vendor nor its principals, employees, or agents have any relationships or financial interests with current or former District employees, Board members, or their immediate family members that could create a conflict of interest.
 2. The vendor has disclosed any potential or perceived conflicts of interest in writing as part of this proposal.
 3. The vendor is not currently engaged in any litigation or dispute with the District that may impact the performance of the services proposed.
 4. The vendor has not offered or provided any gifts, gratuities, or favors to any District employee, Board member, or representative in connection with this proposal.
-

3. Disclosure of Potential Conflicts:

If a potential or perceived conflict of interest exists, please provide details below:

- Name(s) of involved parties: _____
 - Nature of the relationship or conflict: _____
 - Steps taken to mitigate the conflict: _____
-
-

(Attach additional pages if necessary.)

4. Certification and Signature:

By signing below, I certify that I have reviewed this Conflict of Interest Statement and, to the best of my knowledge, the information provided is true, complete, and accurate. I understand that failure to disclose conflicts of interest or submission of false information may result in disqualification of the proposal or termination of any resulting contract.

Vendor Name: _____

**Authorized
Representative
Name and Title:** _____

Signature: _____

Date: _____

Instructions to Vendors:

1. Complete and sign this statement.
2. Include this statement with your proposal submission.
3. Retain a copy for your records.

Addendum 1 to Request for Proposal (RFP)

Southeast Island School District (SISD)

Procurement of Seven (7) 25kVA Generator Complete Sets

The following changes are made to Section III. Specifications.

- Items shown in ~~striketrough~~ text are removed from the RFP.
 - Items shown in underline text are added to the RFP.
-

III. Specifications

~~1. Generator~~

- ~~○ Rated Power Output: 25kVA~~
- ~~○ Fuel Type: Diesel~~
- ~~○ Weatherproof housing for outdoor use.~~
- ~~○ Compliance with applicable emissions standards.~~

~~2. Trailer~~

- ~~○ Durable and road-ready. Must be able to withstand gravel roads and uneven roads.~~
- ~~○ Equipped with safety features, including reflectors and brake lights.~~
- ~~○ Enclosed trailer option must include ventilation and weather-resistant construction to protect the generator.~~

~~3. Accessories~~

- ~~○ Block heater to operate in temperatures as low as -20°F.~~
- ~~○ Battery charger compatible with the generator battery system.~~
- ~~○ Shore power connection setup must include all necessary cabling and connectors.~~

1. Generator Specifications

- **Power Output: 25kVA (20kW)**
- **Voltage Options:**
 - Single Phase: 120/240V
 - Three Phase: 208V or 240V
 - Equipped with a phase selector switch for easy transition between single-phase and three-phase power.
- **Frequency: 60 Hz (standard for North America) or 50 Hz (optional for international use).**
- **Fuel Type: Diesel**

- **Alternator Type:** Brushless, synchronous alternator with automatic voltage regulation (AVR).
- **Cooling System:** Liquid-cooled with radiator and thermostat.
- **Sound Attenuation:** Weatherproof, soundproof canopy to reduce noise levels (65–75 dBA at 7 meters).
- **Control Panel:**
 - Digital display for monitoring key parameters:
 - Voltage
 - Frequency
 - Current
 - Power output (kW/kVA)
 - Fuel level
 - Runtime
 - Error codes
 - Analog gauges:
 - Oil pressure
 - Water temperature
 - Battery voltage
 - Emergency stop button.
- **Engine Specifications**
 - **Engine Type:** Industrial-grade diesel engine, liquid-cooled.
 - **Fuel Tank Capacity:** 100–120 liters (26–32 gallons) for extended run time (approximately 12–14 hours at 75% load).
 - **Fuel Consumption:** Approx. 2–3 gallons/hour at 75% load.
 - **Starting System:** Electric start with key or push-button.
 - **Starter Battery:**
 - **Battery Type:** Heavy-duty sealed lead-acid or AGM battery.
 - **Voltage:** 12V or 24V (depending on engine specifications).
 - **Capacity:** 80–100Ah for reliable cold-start performance.
 - **Mounting:** Secured in a weatherproof and vibration-resistant battery box.
 - **Charger:** Integrated trickle charger to maintain battery charge during downtime.
 - **Emission Compliance:** Tier 4 Final (or regional equivalent).
- **Safety Features**
 - **Automatic Shutoff for:**
 - Low oil pressure
 - High water temperature
 - Overload or short circuit.
 - **Circuit Breaker:** Integrated to prevent overloads.
 - **Water and Oil Pressure Gauges:** Real-time readings to monitor performance.

2. Cord and Connection Specifications

- **Cord Type:** Heavy-duty Arctic Flex flexible power cord, rated for extreme cold-weather use.
- **Length:** 50 feet.
- **Amperage Rating:** 100 amps.
- **Voltage Rating:** Up to 600 volts.
- **Cable Material:**
 - **Outer Jacket:** Arctic Flex thermoplastic elastomer (TPE), resistant to UV, oil, abrasion, and extreme cold (operating temperature: -50°C to +90°C / -58°F to +194°F).
 - **Conductors:** Multi-stranded copper for superior flexibility and conductivity in freezing temperatures.
 - **Insulation:** Low-temperature thermoplastic for durability and performance in cold climates.
- **Plug and Connector:**
 - **Generator End:** Compatible 100-amp pin and sleeve or cam-lock connectors (based on generator output panel configuration).
 - **Load End:** NEMA 3R weatherproof inlet or user-specified connection (e.g., bare leads, Hubbell plug, or distribution box-compatible connectors).
- **Standards Compliance:** UL-listed, CSA-certified, and OSHA-approved.

3. **Phase Selector Switch Specifications**

- **Switch Type:** Heavy-duty rotary switch for phase selection.
- **Transition Modes:**
 - Single Phase: 120/240V (L-N or L-L)
 - Three Phase: 208V/240V (L-L-L)
- **Switch Location:** Mounted on the control panel with a secure locking mechanism to prevent accidental switching.

4. **Trailer Specifications**

- **Mounting:** Heavy-duty trailer with reinforced frame, off-road-rated tires, and stabilizing jacks.
- **Chassis Material:** Heavy-duty steel with anti-corrosion coating.
- **Tires:** Dual-axle trailer with off-road tires.
- **Hitch:** Adjustable pintle hitch or ball hitch for towing.
- **Stabilizers:** Manual or hydraulic jacks for leveling.
- **Lighting:** LED lighting for road compliance.
- **Fuel Tank Integration:** Tank secured beneath or within the trailer frame with anti-splash design.

5. **Additional Features**

- **Starter Battery Maintenance:**
 - Integrated battery disconnect switch to prevent parasitic drain.
 - Easy access for replacement or maintenance.
- **Optional Accessories:**
 - Remote monitoring and control via mobile app.

- Block heater for cold-weather starting.
- External battery charger connection.
- Spare tire mount.
- **Battery Charger Specifications:**
 - Compatibility with 12V or 24V generator batteries.
 - Multi-stage charging capability for efficient battery management.
 - Output current: 10-20% of battery capacity (e.g., 10-20A for a 100Ah battery).
 - Reverse polarity protection.
 - Automatic voltage detection.
 - Weatherproof and durable design for outdoor use.
 - Direct AC input compatibility from the generator's output (120V/240V).
 - Support for lead-acid (flooded, AGM, gel) and lithium-ion batteries.

Request for Proposals (RFP): School Door Replacement Project

Issued By:

Southeast Island School District (SISD)

RFP Number:

SISD-DOOR-2025

RFP Title:

School Door Replacement for Southeast Island School District

Issue Date:

01/23/25

Proposal Due Date:

02/14/25

Contact Information:

Maintenance Director - Scott Randall

Southeast Island School District

P.O. Box 19569

Phone: 907-828-8254 ext 803

Email: SRandall@SISD.org

I. Project Overview

Southeast Island School District (SISD) invites qualified contractors to submit proposals for the replacement of school doors at the Thorne Bay Gym, Thorne Bay School, Barry Craig Stewart Kasaan School, and Whale Pass School. The project includes final measurements, removal of old doors and frames, supply and installation of new doors and frames, and shipping materials to Thorne Bay, Alaska.

II. Project Requirements

Thorne Bay Gym and Thorne Bay School (Total 7 Doors)

1. **Pairs of Hollow Metal Doors with Frames:** Vision kit with insulated clear glass (top and bottom).
2. **VonDuprin Rim Panic Devices.**
3. **Stainless Steel Kick Plates installed at 8”:** Inside and outside.
4. **EL Strikes.**
5. **FULL Length Hinges.**

6. **Seal Kits:** Threshold, sweeps, smoke seals.
7. **Hard Seals.**
8. **LCN Closers.**
9. **VonDuprin Pull Trims:** With BEST ACCESS IC cores and keys.
10. **Removable Mullions:** With BEST ACCESS IC cores and keys.

**Barry Craig Stewart Kasaan School (Total 2 Doors) and
Whale Pass School (Total 4 Doors)**

1. **Single Hollow Metal Door with Frame:** Vision kit with insulated clear glass (top and bottom).
2. **VonDuprin Rim Panic Devices.**
3. **Stainless Steel Kick Plates:** Inside and outside.
4. **EL Strikes.**
5. **FULL Length Hinges.**
6. **Seal Kits:** Threshold, sweeps, smoke seals.
7. **Hard Seals.**
8. **LCN Closers.**
9. **VonDuprin Pull Trims:** With BEST ACCESS IC cores and keys.

Additional Parts for Future Repairs

1. Four (4) extra pieces of glass.
2. Two (2) extra panic devices.
3. Two (2) extra closers.
4. Two (2) extra doors.

III. Scope of Work

1. **Final Measurements:** Contractor to take final measurements to ensure fitment accuracy.
2. **Removal of Old Doors and Frames.**
3. **Supply and Installation:** New doors and frames per requirements listed above.
4. **Shipping:** Delivery of all materials to Thorne Bay, Alaska.

IV. Specifications

- **Material Finish:** Brushed Chrome, Stainless, or Aluminum.
- **Product Life Expectancy:** Minimum of 30 years in a marine environment.
- **Equivalent Products:** Equivalent products may be used if they meet or exceed the specifications.
- Please refer to the Appendix A for further details and specifications.

V. Contractor Support

SISD will provide the following:

1. A vehicle to facilitate site scoping and transportation.
2. Assistance in moving materials between locations.

VI. Proposal Submission Requirements

Proposals must include the following:

1. Vendor information including:
 - Company name, address, and point of contact.
 - Relevant experience and qualifications.
2. A detailed description of how the contractor will meet the project requirements and scope of work.
3. Technical specifications, including detailed product descriptions meeting or exceeding the outlined specifications.
4. A breakdown of costs, including:
 - Final measurement costs.
 - Removal, supply, and installation costs.
 - Shipping costs.
5. Proposed project timeline.
6. A list of equivalent products, if applicable.
7. Proof of previous experience with similar projects.
8. References from at least three (3) past clients.
9. Warranty information for all products and installation.
10. Non-collusion Affidavit
 - Proposals must include a notarized non-collusion affidavit (see Appendix B) to be considered responsive
11. Conflict of Interest Statement
 - Proposals must include a signed conflict of interest statement (see Appendix C) to be considered responsive

VII. Evaluation Criteria

Proposals will be evaluated based on the following criteria:

1. Compliance with RFP requirements.
2. Proposed timeline and ability to meet deadlines.

3. Cost-effectiveness.
 4. Experience and qualifications.
 5. Quality and warranty of proposed products.
-

VIII. Submission Deadline and Instructions

All proposals must be submitted no later than 5:00 pm on February 14, 2025. Late submissions will not be accepted.

Proposals may be submitted via email to srandall@sisd.org, Subject: Sealed Door Replacement Proposal, or in hard copy format to:

Southeast Island School District
ATTN: Door Replacement RFP/Scott Randall
1010 Sandy Beach Road
PO Box 19569
Thorne Bay, Alaska 99919

IX. Terms and Conditions

- SISD reserves the right to:
 - Reject any or all offers, to waive any informalities or irregularities, and discontinue this RFP process without obligation or liability to any potential Vendor.
 - Award a contract on the basis of initial offers received, without discussions or requests for best and final offers.
 - Award more than one contract.
 - Terminate any awarded contract for reasons such as late delivery, non-delivery, or delivery of materials that do not meet specified requirements (e.g., incorrect size).
 - All work must comply with applicable building codes and regulations.
 - The selected contractor will be required to sign a formal contract.
 - The contract resulting from this RFP will be awarded based on the proposal deemed most advantageous to the SISD. Evaluation factors include the criteria specified within this RFP
 - All costs associated with proposal preparation are the responsibility of the contractor.
 - This RFP does not obligate SISD to award a contract. SISD may, at their discretion and without explanation to the prospective Vendors, at any time choose to discontinue this RFP without obligation to such prospective vendors.
-

We look forward to receiving your proposal.

Appendix A: Door Specifications

Figure 1: Door Specification Schematic

Use this figure with the door specification measurements listed in Tables 1-4

JOB NAME: _____ WO#: _____ LOCATION NAME: _____

Cylindrical

Mortise

Comp
 Wood

Welded Un-Equal
Welded Single Rabbet

A _____ Net Width F _____ K _____ Type _____ Thickness _____ P _____ U _____
 B _____ Net Height G _____ L _____ Q _____ V _____
 C _____ H _____ M _____ R _____
 D _____ I _____ Backset N _____ S _____ Face
 E _____ J _____ Thickness O _____ T _____ Jamb Depth (wall thickness + 1")

Handing _____ Hinge Corners/Backset _____ Cylindrical Lock Deadbolt
 LH RH Inside 1/4" radius 5/8" radius Square Faceplate _____ Faceplate _____
 LH/R RH/R Outside Hinge Thickness _____ Hinge Size _____ Corner _____ Corner _____
 Door Type: HM Wood (Wood Type _____ Stain _____) Fire Rating _____ (Temp Rise _____)
 Hardware: Hinges Lock (Type/Function _____)
 Closer Dark Bronze Finish Other Finish _____
 Seal Pack Brushed Chrome Finish
 Additional Hardware: _____

NOTES:	DRAWING	QUANTITY

Table 1: Thorne Bay Gym Door Specifications

Measurement location for each letter can be found on Figure 1

EXT to Street		EXT Left Main	
J	1.75"	J	1.75"
Q	6'	Q	6'
R	7'	R	7'
S	2.5"	S	2.5"
T	7.75"	T	7.75"
EXT to Playground		Ball Room	
J	1.75"	J	1.75"
Q	6'	Q	6'
R	7'	R	7'
S	2.5"	S	2.5"
T	7.75"	T	1' .25"
EXT Right Main		Bow Room	
J	1.75"	J	1.75"
Q	6'	Q	6'
R	7'	R	7'
S	2.5"	S	2.5"
T	7.75"	T	7.75"

Table 2: Thorne Bay School Door Specifications

Measurement location for each letter can be found on Figure 1

Main Front	
J	1.75"
Q	6'
R	7'
S	2.5"
T	7.75"

Table 3: Whale Pass School Door Specifications

Measurement location for each letter can be found on Figure 1

Left Front Classroom Door		Right Front Classroom Door	
J	1.78125"	J	1.75"
Q	3'	Q	3'
R	6' 8"	R	6' 8"
S	Not listed	S	Not listed
T	5.875"	T	5.125"
Front Main Entry Door		Back Door	
J	1.78125"	J	1.75"
Q	3'	Q	3'
R	6' 8"	R	6' 8"
S	Not listed	S	Not listed
T	5"	T	5"

Table 4: Barry Craig Stewart Kasaan School Door Specifications

Measurement location for each letter can be found on Figure 1

Rear Entry Door	
J	1.75"
Q	3'
R	6'8"
S	Not listed
T	6"
Front Entry Door	
J	1.75"
Q	3'
R	6'8"
S	Not listed
T	6.75"

Appendix B: Non-collusion Affidavit

I, _____ of _____
(Name) (Business Name)

being duly sworn, do depose and state; that I, or the firm, association, or corporation, of which I am a representative, is a Bidder, on the contract to be awarded by the Southeast Island School District for:

_____ SISD School Door Replacement _____ Project

and have not, either directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free and open competition in connection with such contract.

Bidder Signature

STATE OF ALASKA)
 : ss.
FIRST JUDICIAL DISTRICT)

THIS IS TO CERTIFY that on this ____ day of _____, 20__, before me, the undersigned, a notary public in and for the State of Alaska, duly commissioned and sworn, personally appeared _____, to me known and known to me to be the person named in and who executed the within and foregoing document, and he acknowledged that he executed the same freely and voluntarily, for the uses and purposes therein mentioned.

WITNESS my hand and official seal the day and year in this certificate first above written.

Notary Public, State of Alaska
My commission expires:_____

Appendix C: SISD Conflict of Interest Statement

The purpose of this Conflict of Interest Statement is to ensure that vendors submitting proposals to the District maintain the highest standards of integrity and transparency. By signing this statement, vendors affirm that their proposal is free from any conflicts of interest that could influence the fair evaluation and award process.

1. Definitions:

For the purposes of this statement:

- A "conflict of interest" exists when a vendor, its employees, officers, or agents have relationships, financial interests, or activities that could impair their ability to provide objective, impartial, and fair services to the District.
 - "Vendor" refers to the entity submitting the proposal, including all affiliates, subcontractors, and partners involved in the proposal.
-

2. Affirmation of No Conflict:

The undersigned vendor certifies the following:

1. Neither the vendor nor its principals, employees, or agents have any relationships or financial interests with current or former District employees, Board members, or their immediate family members that could create a conflict of interest.
 2. The vendor has disclosed any potential or perceived conflicts of interest in writing as part of this proposal.
 3. The vendor is not currently engaged in any litigation or dispute with the District that may impact the performance of the services proposed.
 4. The vendor has not offered or provided any gifts, gratuities, or favors to any District employee, Board member, or representative in connection with this proposal.
-

3. Disclosure of Potential Conflicts:

If a potential or perceived conflict of interest exists, please provide details below:

- Name(s) of involved parties: _____
 - Nature of the relationship or conflict: _____
 - Steps taken to mitigate the conflict: _____
-
-

(Attach additional pages if necessary.)

4. Certification and Signature:

By signing below, I certify that I have reviewed this Conflict of Interest Statement and, to the best of my knowledge, the information provided is true, complete, and accurate. I understand that failure to disclose conflicts of interest or submission of false information may result in disqualification of the proposal or termination of any resulting contract.

Vendor Name: _____

**Authorized
Representative
Name and Title:** _____

Signature: _____

Date: _____

Instructions to Vendors:

1. Complete and sign this statement.
2. Include this statement with your proposal submission.
3. Retain a copy for your records.

BP 1321 Solicitation of Funds from and by Students

The School Board recognizes that participation in fund-raising for worthwhile purposes can help students develop a sense of social responsibility and promote a sense of belonging. These activities may enhance life assets & work skills for our students.

(cf. 1320 - Relations Between The Public and Students)

When approved in advance by the Board, funds may be solicited or materials distributed for those nonprofit, nonpartisan charitable organizations that are properly chartered or licensed by state or federal law.

With the approval of the Superintendent or designee, school-related organizations may organize fund-raising events involving students. The Superintendent or designee shall inform parents/guardians of the purpose of fund-raisers sponsored by schools or school groups.

(cf. 3452 - Student Activity Funds)

(cf. 1230 - School-Connected Organizations)

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

Whether solicitations are made on behalf of the school or on behalf of a charitable organization, the Board particularly desires that no person be made to feel uncomfortable or pressured to provide funds. Staff ~~is~~are expected to emphasize the fact that donations are always voluntary.

~~Fund~~ The Superintendent or designee may limit fund-raising activities ~~may not interfere~~in order to prevent interference with the instructional program or ~~expose~~to protect students ~~to~~from dangerous or unsafe situations.

Adoption Date: 04/09/98

Southeast Island School District

BP 1322 Public Performances by Students

The School Board recognizes that educational and personal ~~value accrues~~values accrue from student participation in civic and community affairs. The Superintendent or designee may authorize public performances by students when they contribute to the educational process and are consistent with Board policies and administrative regulations.

(cf. 0100 - Philosophy)

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 1321 - ~~Soliciting~~Solicitation of Funds From and By Students)

(cf. 1325 - Advertising and Promotion)

(cf. 1330 - Use of School Facilities)

(cf. 6115 - Ceremonies and Observances)

(cf. 6141.2 - Recognition of Religious Beliefs and Customs)

(cf. 6145 - Extracurricular and Co-curricular Activities)

Adoption Date: 04/09/98

Southeast Island School District

BP 1325 Advertising and Promotion

Public Information

The School Board desires to cooperate in publicizing community services, special events and public meetings of interest to students and parents/guardians. The Superintendent or designee may approve the publicity of public events or distribution of promotional materials which extend cultural, recreational, artistic or educational opportunities to the community and which do not promote any particular commercial interest.

(cf. 0100 - Purpose)

(cf. 0410 - Nondiscrimination in District Programs and Activities)

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

(cf. 5145.2 - Freedom of Speech/Expression: Publications Code)

(cf. 6145.5 - Student Organizations and Equal Access)

(cf. 6162.8 - Research)

Paid Advertisements

Advertising copy may be solicited to the extent that this process furthers the educational well-being of the students involved and does not interfere with school-community relations.

The district shall not accept advertising copy which:

1. Is obscene, libelous, or slanderous, or which incites students to commit unlawful acts, violate school rules, or disrupt the school's orderly operation.
2. Attacks or denigrates any group on account of ~~gender~~sex, race, color, religion, ancestry, national origin, handicap or disadvantage.
3. Promotes the use or sale of materials or services which are illegal or inconsistent with school objectives. Ads for tobacco, intoxicants, and x-rated movies or products shall not be used.

The district will not unlawfully discriminate against advertisers who meet the requirements of Board policy and administrative regulations and procedures.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

Revised 5/10

Reviewed 1/16

Adoption Date: 04/09/98

Southeast Island School District

BP 1325.1 Commercials

The School Board believes commercials in the educational program are intrusive and are not in the best interests of our students. Commercials are not part of our students' compulsory education and do not merit the same attention and trust as is accorded to educational materials. School time shall not be used for the promotion of commercial products.

Schools are established and maintained with funds allocated specifically for education, and class time shall be dedicated entirely to educational purposes. Advertisements may be studied, however, as part of the consumer education curriculum.

Reviewed 1/16

Adoption Date: 04/09/98

Southeast Island School District



2024

JULY

18-21 AASB Board of Directors Summer Meeting — Kotzebue, Alaska

SEPTEMBER

14-15 Fall Boardsmanship Academy — Pike's Waterfront Lodge, Fairbanks

OCTOBER

2-3 Maintenance Employees Conference — The Lakefront Anchorage

NOVEMBER

7-10 AASB's 71st Annual Conference & Youth Leadership Institute — Hilton Anchorage

11 AASB Board of Directors Meeting — Hilton Anchorage

DECEMBER

12-13 Executive Administrative Assistants Training — Hotel Captain Cook, Anchorage

13-14 Winter Boardsmanship Academy — Hotel Captain Cook, Anchorage

2025

FEBRUARY

7-10 Legislative Fly-In and Youth Advocacy Institute — Elizabeth Peratrovich Hall,
Juneau



2025

APRIL

25 AASB Board of Directors Meeting — The Lakefront Anchorage

26-27 Spring Boardsmanship Academy — The Lakefront Anchorage

JULY

TBD AASB Board of Directors Summer Meeting — TBD

SEPTEMBER

20-21 Fall Boardsmanship Academy — Marriott Anchorage Downtown

OCTOBER

8-9 Maintenance Employees Conference — Clarion Suites, Anchorage

NOVEMBER

13-16 AASB's 72nd Annual Conference & Youth Leadership Institute — Hilton Anchorage

17 AASB Board of Directors Meeting — Hilton Anchorage

DECEMBER

11-12 Executive Administrative Assistants Training — Embassy Suites, Anchorage

12-13 Winter Boardsmanship Academy — Embassy Suites, Anchorage

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 ¹⁴² • Exemplary Stakeholder Nominations



ASC Agenda

Barry C. Stewart Kasaan School
02/10/2024

Call to order:

Time: 4:30pm

Attendance: Mike Congdon, Eric Hamar, Terry West, Jerry Byrne, Andy West

ZOOM- LaNeice Congdon

Approve the Agenda :

Motion to approve: Andy West

Second:Terry West

All in favor? Y Any opposed?N

Motion Passed? (yes or no)Y

Approval of last meeting minutes:Link (https://docs.google.com/document/d/1i7Ub9Zu6N4PVqnH1psQIGKKoBfi5WZ8G_7Fdfd3icGs/edit)

Motion to approve: Terry West

Second:Andy West

All in favor? Y Any opposed?N

Motion Passed? (yes or no)Y

People to be Heard/ Public Comment/ Adjustments to Agenda:

Any advance requests: NONE

Other:

Lead Teacher Report: The students are doing a fundraiser for OVK. The kids are building flower beds and stuff for the 'Láa Náay GreenHouse earning \$1200.00. Mr. Congdon gave an update on the extra curricular classes that he is now doing. Giving the kids an opportunity to get outside more. We have an applicant for the Elementary School basketball coach. We have Mr. Frank coming in to do a cultural cooking class. The Forest Service will also be coming to do some classes with the kids. It is 80% certain that we will get the grant to redo and upgrade the gym. Discussion- on who can do some of the work on the gym. Mike also mentioned the talking circle that OVK set up for the kids. It was successful and there was talk about setting up activities or something for the kids in the evenings. (Discussion on this)

Treasury Report:

Period report covers: nothing -

Cash balance at beginning: \$22,288.23

Income received during:

Expenses paid during period:

Cash at end of period:

Terry went into tongass and asked why we still haven't received anything on Eric? They still have not done anything. Tongass was going to put Rod on the bank account without asking us. Discussion on changing the bank account.

Motion to approve: To research other Banks by Terry West

Second: Jerry Byrne

All in favor? Y Any opposed?N

Motion Passed? (yes or no)Y

Terry would like to sit down with Mike and go over some receipts.

Old business:

Culture Camp: Update by Eric Hamar- mentioned that he will be on vacation for a week and won't be available for his Tuesday or Thursday Class next week. Culture camp is really coming along. Eric wanted to discuss the community smokehouse. It was not brought up at OVK Council meeting so it did not get approved. Eric would like a rough estimate of what it would cost to build a smokehouse from Mike. He is hoping to get it approved with a special approval or vote. Sealaska might have all the wood to do the project. He will have to reach out to them and see after the council agrees. Requesting a 12x12 smokehouse, No floor, smoke out of the roof.

New Business:

Item #1: ASC training March 7th - We need a training to make sure we are conducting our meetings the same as other schools, ie. minutes and format. Possibly do it over the computer, Mike will find out.

Motion to approve:

Second:

All in favor? Any opposed?

Motion Passed? (yes or no)

Item #2: Swimming/games/roller skating - According to the Aquatic Center website, the pool has an open swim with the big toy on Fridays from 6pm-7pm. Kids are \$4 and adults are \$5

A date needs to be determined-. **Swim from 12-1pm February 27th.**

Motion to approve:

Second:

All in favor? Any opposed?

Motion Passed? (yes or no)

Adjournment: 5:04pm

Motion to adjourn by:: Terry West

Second: Jerry Byrne

All in favor? Y

Any opposed? N

Motion Passed? (yes or no)Y



Howard Valentine Coffman Cove School

618 Howard Valentine Drive
Coffman Cove, AK 99918
(907) 329-2244



Advisory School Council Meeting Agenda

Wed Jan 8th, 2025

3:45 pm @ HVCC School

- I. **Call to order at 3:45 pm**
- II. **Roll call**
 - A. **VP - Mackenzie Slayton**
 - B. **Treasurer - Judy Son**
 - C. **Member - Kerrie Carle**
- III. **Approval of minutes-** Kerrie made a motion to approve; Judy seconded. Motion carried
- IV. **Treasurer's Report**
 - A. **Judy- Deposits**
 1. 536 + 248 + 151 for Student store
 2. 500 for christmas from the city deposited
 3. 100 via spaghetti dinner
 4. 800 Carnival
 5. 120 weight room
 6. 200 from the Bizarre

Totals 21,037.66
- V. **Correspondence - None**
- VI. **People to be Heard/Public Comment- None**
- VII. **District Administration Reports - None**
- VIII. **School Staff**
 - A. **Lead Teachers' Report - Mackenzie Slayton** students are getting ready for testing (MAPS); MS/HS was invited to the farmers conference Juneau and is working on fundraising. One student returned; one student is excited about going to the military academy for spring, and will return in fall.
 - B. **President's Report- none**
 - C. **Vice Presidents Report - None**
 - D. **Secretary Report - None**
 - E. **Student Report - None**
 - F. **Greenhouse Report - Growing flowers valentines day; Community members helped with wedding and we are looking forward to reopening in spring.**
 - G. **Committee Report - None**
 - H. **Coaches Report - None**
 1. **Taekwondo**

2. Karate
3. Archery

IX. Old Business

- A. Title I & Emergency Plans - HVCC reunification plan motion put forth by Mackenzie Slayton; Judy Seconded. Motion carries. Mackenzie will work with Jason Wakefield at the end of the year.
- B. SERPA – Install playground equipment- Moved to next meeting
- C. Christmas festival- ASC spent 103 on food; 612 spent on gifts.
- D. New Secretary- Judy nominated Mackenzie; Kerrie seconded. Motion passes.

X. New Business

- A. End of Year Trip - MS/HS and Whole school trips; Juneau for MS/HS for farm conference and possible camping or day trips whole TBD
 1. Fundraisers- Rummage sale, pizza sale, bake sales
- B. Valentine's Day- Feb 14th Dinner- Lasagna- Mackenzie put a motion for 200 for supplies, Kerrie seconded; motion passed
- C. Greenhouse Fund & Fundraising
 1. Flowers for Valentine's Day & Pumpkins for Oct

XI. Items for next meeting's agenda

XII. Public comment

XIII. Adjournment

- A. **Next meeting is scheduled for** (the 2nd Wednesday of each month at 3:45 pm)
- B. Mackenzie moved to adjourn; Judy seconded; motion passed



Howard Valentine Coffman Cove School

618 Howard Valentine Drive
Coffman Cove, AK 99918
(907) 329-2244



Advisory School Council Meeting Agenda

Wed Feb th, 2025

3:45 pm @ HVCC School

- I. **Call to order at 3:45 pm**
- II. **Roll call**
 - A. **Judy Adamson**
 - B. **Mackenzie Slayton**
- III. **Approval of minutes - None**
- IV. **Treasurer's Report**
 - A. **District Check 1001 for archery; leaving 20,866**
 - B. **610 despost #1**
 1. **500 for cleaning**
 2. **110 - Student store bake sales**
 - C. **Despot #2 -160 student store bake sales**
 - D. **Reimbursement for food for Valentine's day**
- V. **Correspondence - None**
- VI. **People to be Heard/Public Comment- None**
- VII. **District Administration Reports - None**
- VIII. **School Staff**
 - A. **Lead Teachers' Report - We are excited for Valentines day and we regained another student.**
 - B. **President's Report- none**
 - C. **Vice Presidents Report - None**
 - D. **Secretary Report - None**
 - E. **Student Report - None**
 - F. **Greenhouse Report - Follower sales for Valentine's day are looking good.**
 - G. **Committee Report - None**
 - H. **Coaches Report - None**
 1. **Taekwondo**
 2. **Karate**
 3. **Archery**
- IX. **Old Business**
 - A. **Title I & Emergency Drill talks**
 - B. **SERPA – Install playground equipment- Moved to next meeting**
 - C. **End of year Trip**
 - D. **Valentine's Day- Feb 14th Dinner- Lasagna and Dessert Sale - Update**
- X. **New Business**
 - A. **Greenhouse**

- B. Paying for college credit classes for students
 - 1. Cap of 200 per student per semester course. Must present at ASC meeting prior.
 - 2. Motion made by Mackenzie; Judy seconds; All in favor; motion passes
- C. Earth Day April 24th project
 - 1. District coming out to help; proposed idea orchard beautification day.
- D. Moving the gym and costs
 - 1. Move the weight room over spring break and fees changed to 20 per month; 120 for the year. Motion made by Mackenzie; Second by Judy; motion carried

XI. Items for next meeting's agenda

XII. Public comment

XIII. Adjournment

- A. **Next meeting is scheduled for** (the 2nd Wednesday of each month at 3:45 pm)



Naukati School

100 Heather Street P.O. Box NKI
Naukati, Alaska 99950
907.629.4121



Advisory School Council Meeting Agenda

Tuesday, January 6th, 2025

NKI ASC Meeting MINUTES

- I. Call to order at: **Meeting called to order at 4:19pm by Cari Jones (Committee Meeting, 3:45-4:15)**
- II. Roll Call: **Mackenzie Denham, Sharlet Collins, Casandra Christopherson, Jay Mihal, Debbie Fehr, Robbin Perkins and Cari Jones**
- III. Approval of agenda: **motion by Cassandra Christopherson, Second/Debbie Fehr, Motion Carried**
- IV. People to be Heard/Public Comment: **No Public Comments**
- V. Approval of minutes from prior meeting: **Motion by Mackenzie Denham, Second/Sharlet Collins Motion Carried.**
- VI. Administrative Reports
 - A. Lead Teacher Report **First day back after the Christmas/New Year's holiday, a volunteer stepped forward to go through the SISD process of authorization in order to provide supervision for an OPEN GYM on Wednesday nights. Later this month Teachers and their Support Staff will attend an RTI Conference, the plan is to keep the school open with a certified Teacher on site, in order for there not to be a make-up day required.**
 - B. Coaches Reports: **Sharlet Collins – NYO-01/09/2025, is in Ketchikan for a three days, include the weekend, there are 7 students x's three days with perhaps a meal a day provided. The students we in need of meal support money. The schedule is in March there will be a District met on POW, one in Juneau, with State being in Anchorage. Wrestling is over and each student has shown improvement in their weight classes. Volleyball students have also shown great improvement. There was an archery tournament over the holiday for 5 students.**
 - C. Administrative Report (Principal/Superintendent): **Robbin Perkins stated the SISD would be going through TITLE Audits, Staff is having SPED assessment training.**
 - D. Treasurer: **approx.: \$26,008.05, new signers met at bank to sign signature cards. They were unable to move the account to Tongass FCU initially, so while they wait for information from the SISD there was a \$5K withdraw, with a partial payment to Sharlet Collins in the amount of \$1200 toward Taekwondo reimbursement, Sharlet will present the rest of her receipts at the next meeting in February. The remaining balance was to open an account at Tongass FCU, however, it was placed in the Tongass FCU account of Principal**

Nixon, frozen until it can be transferred. The SISD is still owed \$3880.00 for Archery Travel, from 2024.

- F. ASC President: Cari Jones – The children going to the NYO in Ketchikan needed to be supported by the ASC with meal money. It was stated by Sharlet that last year the children that went were allowed \$60/day. After discussion, understanding perhaps one meal a day would be provided a motion was made by Debbie Fehr to provide the 7 students with \$30/a day per student for the three-day event, and Sharlet Collins would be monitoring their spending. The motion was seconded/Cari Jones and the motion carried.**

VII. Old Business:

- A. Taekwondo Reimbursement: \$1200 to Sharlet Collins, to gather all her additional receipts.**
- B. School Improvement: Tabled**
- C. Hollis Check Never Cashed-we must remember Hollis to return an old check they have never cashed, so we can then provide them with a new, current check from our new Tongass FCU Bank account, as ASC are all new bank business signers for 2025.**

VIII. New Business:

- A. NKI School Board Meeting: Minutes to be emailed to the district office once approved for December. Cassandra Christopherson volunteered to this email task.**
- B. Sharlet Collins- We need to replenish our cupboard of afternoon snacks for kids. Trying to limit waste and cost of individual snack containers. Debbie Fehr suggested using coffee filters to hold a student size serving of snacks, allowing snacks to be purchased in bulk. Cassandra Christopherson motioned for the ASC to allow \$120/per month for the Teachers to purchase afternoon snack items for students, Second/Debbie Fehr, the motion carried.**
- C. Advance Planning of Events:
Discussion for February: Additional discussion about the fund raiser and Silent Auction for A Valentines Dinner, 02/14/2025, Friday, at 6pm, to follow with a Movie and popcorn/punch at 7pm. Discussion about a Theme, "A Moment in Time" Teachers will look for decorations while they are in Anchorage, understanding profit is after expenses. So Far Chicken Fettucine (chicken noodle dish with butter and parmesan cheese, no sauce), Salad, Bread with a Cake dessert is the menu. Debbie Fehr offered skinless, boneless chicken breasts from the Food Bank as a donation, and she offered to fund a professionally decorated sheet cake for the Valentine's Day. It will be cut into scored individual pieces, each with its own flower decoration. It will feed 90, so the left-over cake will be shared with the Naukati Church for their Sunday Luncheon Dessert. There was additional discussion about dining in at the school for the "Dinner and A Movie", but then also providing a Dine Out/Pick-up option. Who will set up the Movie, what movie, and do we buy popcorn and punch mix? Next Committee Meeting on 01/13/2025 at 3:45**
- D. Fundraising Ideas: March – Flower Bulb Sales, April –Spaghetti Feed/Pie Sale?, May- Ideas?**
- E. New Taekwondo Reimbursement: Sharlet Collings to bring her receipts on 02/03/2025**
- F. District Archery Nationals Reimbursements: Tabled/discuss after Bank signature card signed**
- G. Schedule Next Meeting: 02/03/2025 from 4:00-5:00pm**
- H. Adjournment: 5:05pm**



Naukati School

100 Heather Street
P.O. Box NKI
Naukati Bay, Alaska 99950
907-629-4121



Advisory School Council Special Meeting Minutes Monday, January 20, 2025

Cari Jones called the meeting to order at 3:45 p.m.

Present: Cari, Cassandra, Robbin, Sharlet, Jay, Mackenzie, Tia, and Shelly

The agenda, as presented for the special meeting, was moved for approval with no changes by Cassandra, seconded, and motion carried.

1. ASC funds are needed for the Naukati School Valentine's Day dinner fundraiser.

MacKenzie moved up to \$800 be advanced for the fundraiser supplies. Seconded. Motion carried.

2. Super Bowl pizza fundraiser: AK49 will foot the initial bill for pizzas. If approved, the students will presell pizzas beginning this week. Half of the sale price will remain with the ASC. The pizza order needs to be placed with Roxy soon so she may order pizza supplies. Pizzas would be delivered to Naukati for pickup Saturday, February 8.

Cassandra moved to approve the pizza sale fundraiser and to reimburse expenses to AK49. Seconded. Motion carried.

3. A committee will be formed to provide input for the proposed library/science room improvement. There is \$50,000 available from the school improvement grant. It is proposed the funds be used toward hiring a librarian/liaison at a salary of \$10,000 with the remaining \$40,000 in grant funds going towards library and science books, shelving, furniture, and other materials needed. The funds need to be spent by the end of June.

The librarian/liaison job description is being developed from other models within the School District. It will include inventorying, cataloging, and holding family literacy nights.

It is unknown what supplies remain in the current library/science room or the condition of the items. What is there needs to be inventoried.

The next regular *ASC* meeting is Monday, February 3, 3:45 p.m.

It was moved and the meeting adjourned at 4:05 p.m.

Respectfully,

Shelly LaGrou
(Secretary Pro-Tem)

Port Alexander ASC

Month of January Meeting

Zoom: <https://us02web.zoom.us/j/89103623581?pwd=ax9xk5mCnB5hLRXuww4w1NXHX7jkgp.1>

Meeting ID: 891 0362 3581


Passcode: 417907

Officers: President Molly Kimzey, Vice President Julia Trischman, Secretary Patrick Trischman, Treasurer Shanna Smith

Date/Time: January 9 at 3:30 PM

Attendance: All officers listed above. No admin. No public

Meeting Called to Order: Called to order at 3:30

Motion to approve Agenda and November Notes  Port Alexander ASC November Molly motioned, seconded. All were in favor.

Reports:

District Office: Shaine/Rod-

Teachers -  Board Report Port Alexander January 2025

Treasurer: Shanna stated that our ASC account has \$2560 and we are waiting to be reimbursed for some christmas gifts from the city of Port Alexander. Molly mentioned that we are also still waiting to be reimbursed by the district for ATTSAA students.

Old Business:

- Tsunami Drill: Completed Dec. 4th to B-side location. Took about twenty minutes.
- Schoolwide Plan: Our district grants coordinator submitted it to the state. All ASC members are encouraged to look at that and edit it for next year. Molly noted that Principal Shaine Nixon is listed as our emergency contact. ASC members discussed that this should be changed because he is not present on our site and hasn't been able to visit. The consensus was that in an emergency situation we should have someone local as our contact person to deal with the situation. And that we would of course be in contact with admin if an emergency occurred.
- Christmas program/Celebration

New Business:

- Superbowl Pizza fundraiser ASC members decided not to do this as it is not a money maker and is a lot of work.
- ATTSAA update Julia mentioned that she was in the process of being hired as the 2025 ATTSAA coordinator. Her next steps after going through the hiring process are to update the flyer and start recruiting students for next fall. Molly recommended that we have photos from every year on the flyer and website so

that former students can look at it proudly and help us recruit. She also reminded us that we had some issues with the teacher housing last fall. Patrick volunteered to email Scott from maintenance to make sure that the issues at the teacher housing get cleared up.

Next Meeting: Meeting set for Feb. 6 at 3:30

Comments:

Adjournment: Shanna motioned to adjourn, Patrick seconded. Meeting adjourned at 4:00.

Port Alexander ASC

Month of February Meeting

Time: Feb 6, 2025 03:30 PM America/Sitka

Join Zoom Meeting

<https://us02web.zoom.us/j/4578430258?pwd=Z1ZTd1J6VFdCL2lpa1OyUWhvRVNHOT09&omn=87560474242>

Meeting ID: 457 843 0258

Passcode: X3Ethk

Officers: President Molly Kimzey, Vice President Julia Trischman, Secretary Patrick Trischman, Treasurer Shanna Smith

Date/Time: February 6 at 3:30 PM

Attendance: Molly, Shanna, Julia, Patrick

Meeting Called to Order: Called to order at 3:33PM

Motion to approve Agenda and February Notes [📄 ASC Jan. 25](#) : Molly Motioned, Shanna seconded.

Reports:

District Office: Shaine/Rod-

Teachers - [📄 Teacher Report Feb_2025](#)

Treasurer: \$2,560.19 in our account. Reimburse about \$365 for Christmas items. We also have \$8,000 dollar check coming for ATTSA, we can try to deposit remotely, or mail it in.

Old Business:

-

New Business:

- Maintenance update
- ATTSA update
 - [📄 Teacher Report Feb_2025](#)
 - Do we want to Deposit check (2024) directly, or via check in the mail?

Next Meeting: [Mar 6, 2025](#) at 3:30

Comments:

Adjournment: Molly motioned to adjourn, Shanna seconded at 3:41PM

Thorne Bay School
ADVISORY SCHOOL COUNCIL Minutes

Date: January 20, 2025

- I. Call to order: 6:30 pm
 - A. Pledge of Allegiance
 - B. Individuals present: Sarah Garrison, Anne & Phillip Lusted, Lucette & Tony Lovell, Bob Sutton, Terri Kohn, Amanda Blankenship, Mel Cook.
 - C. Approval of agenda:
 - 1. Motion to approve: Sarah G made a motion to approve the Agenda for today.
 - 2. Seconded: Phillip
 - 3. Any Discussion?
 - 4. All in Favor? yes
 - 5. Any Opposed?
 - 6. Motion Passed? (yes or no) YES
- II. Approval of minutes from prior meeting:
 - A. Motion to approve: Anne L. made a motion to approve the minutes from the prior meeting.
 - B. Seconded: Sarah G.
 - C. Any Discussion?
 - D. All in Favor? yes
 - E. Any Opposed?
 - F. Motion Passed? (yes or no) YES
- III. People to be Heard/Public Comment
 - A. Terri K. brought up today's announcement about a schedule change starting next week. During today's school "community time," Mr. Nixon announced that the schedule would change at the end of this semester on Thursday. He explained that the doors will not open until 7:45 a.m. (beginning monday) because breakfast will now be served after first period, which will push lunch back slightly. Although school will still run from 8:00 a.m. to 3:30 p.m., the bus schedule in the morning will be adjusted so students arrive at 7:45 a.m. instead of 7:30 a.m.
 - 1. Nearly everyone expressed concern and frustration about the lack of advance notice. Terri questioned whether the school could implement this change without first obtaining approval from the ASC. Lucette voiced worries for families whose children ride the bus, pointing out that they may not have enough time to adjust their work schedules. She also emphasized the need for earlier communication to include parents in the reasoning behind the decision. While most agreed that serving breakfast during the school day could benefit many students—and likely increase participation—there was consensus that parents should have received at least two weeks' notice, especially when altering the building's opening time and the bus schedule.
 - B. Amanda B would like the ASC to consider changing how we manage funds. She, Anne, and the District's business office plan to meet soon to gain a clearer understanding of and improve the current process for billing ASCs when sports teams request district funding for travel and other expenses. Lucette also suggests considering an Alaska Airlines credit card to accumulate miles and help offset travel costs. I recommend that we wait for the March 8th training before convening as an ASC to discuss our approach to fund management going forward. Once we have a more concrete plan, we should inform parents and students about the balance of our accounts and invite their input on

next steps. Other ASCs provide meals for all athletes during trips, ensuring they don't have to worry about covering food costs.

IV. Administrative Reports:

A. Principal Report

1. Absent

B. Superintendent/Federal Programs

1. ACS Training - MAR 7th in Thorne Bay. 9:00 - 2:00 pm. Lunch included.
 - a) MANDATORY FOR ASC LEADERSHIP
 - b) All ASC members are invited to attend.
 - c) Updated date from prior announcement

C. Treasurer Report

1. Period for which report covers: 12/1/24 to 12/31/24
2. Cash balance at beginning of period: \$93,377.13
3. Income received during the period: \$6,885.07
4. Expenses paid during the period: \$101.36
5. Cash balance at end of period: **\$100,160.84**
6. CD Certificates:
 - a) 1yr Cert (4.00%): \$12,053.79 (matures 6/4/25)
 - b) 6mo Cert (2.750%): \$21,268.77 (matures 4/21/25)

V. Old Business:

- ##### A. Basketball Valentines Day Dinner. Coach Mel updates us with his plan for the menu. The group discussed ideas and learned that a couple of the players are willing to help watch kids during the dinner. Tony, Lucette and Amanda all said they would help in the gym so the kids could also do jump houses and rock wall - we could charge \$5 per kid. The menu is Prime Rib, Rice Pilaf, Glazed Carrots, dessert & price to be determined and based on prices for food.
1. Amanda made a motion that the ASC donates \$1000 towards the cost of the Dinner supplies for this fundraiser from the General ASC fund.
 2. Seconded: Lucette
 3. All in Favor: yes
 4. Any opposed:
 5. Motion Passed? YES

I. New Business:

- ##### A. Seeking a gaming permit for ASC. Amanda found information on how to get a gaming permit. After some discussion it was decided that we will do some more research before moving forward - this will move to the next agenda.
1. Motion to approve:
 2. Seconded:
 3. Any Discussion?
 4. All in Favor?
 5. Any Opposed?
 6. Motion Passed? (yes or no)
- ##### B. The school noted that the ASC dinners have been relying on the paper products that are for the school meal program and we really should be using our own supply.
1. Motion to approve: Sarah made a motion to spend up to \$500 on paper supplies for the use of the ASC during dinners or other ASC functions.
 2. Seconded: Terri

3. Any Discussion? Use amazon
 4. All in Favor?
 5. Any Opposed?
 6. Motion Passed? (yes or no) YES
- C. Terri K would like to see the ASC get a subscription to the NFHS streaming account so that when our teams are traveling in schools that live stream their games through NFHS we could host a “viewing “party in the school for families to come watch.
1. Motion to approve: Lucette made a motion to purchase a subscription for the ASC to NFHS during the time that our team will be traveling.
 2. Seconded: Sarah
 3. Any Discussion? We can keep the subscription during months that we will have teams to watch and perhaps switch to a year subscription if there are enough teams in enough areas to make it a good value. Also want to run it on a trial basis to see if very many will come out to watch in the gym. We could open the concession stand for pre-packaged items and drinks. We will plan to test this all out during the time our team will be in Kake this month.
 4. All in Favor? yes
 5. Any Opposed?
 6. Motion Passed? (yes or no) YES

VI. Schedule Next Meeting:

- A. __TBD__ would like to host the dinner at this meeting at 5:30 pm.
- B. Next ASC meeting is scheduled for March 17 at 6:15 or as soon as the meal and dessert auction are over.

VII. Adjournment:

- A.
- B.
- C.

Whale Pass School

Advisory School Council Meeting Minutes

Wednesday, January 29, 2025

3:30 pm

Google Meet Link:

meet.google.com/exi-nssz-cyv

A. Call To order: Meeting was called to order at 3:30 pm.

B. Approval of agenda: Joseph Hillis made a motion to approve the agenda. Jesse Dempsey seconded the motion. Motion carried.

C. Approval of minutes from December 17, 2024 meeting: Joseph Hillis made a motion to approve the minutes from the prior meeting. Megan Woods seconded the motion, all in favor, motion carried.

D. People to be heard: Andy Cook, Rod Morrison, Shaine Nixon

E. ASC Officers:

- **Superintendent: Rod Morrison**
- **Principal: Shaine Nixon**
- **President— Open**
- **Treasurer— *Open***
- **Lead Teacher— Andy Cook**

C. Items for Advisory School Council Consideration:

- **New Business**
- **Tae Kwon Do is now an approved district sport! Ms. Michelle is the coach! Go Team!**
- **Astrid is working on multiple grants including building maintenance, district vehicle replacement, new teacher housing. She and Mr. Morrison had a meeting with Senator Murkowski and her staff regarding these topics earlier this week.**
- **Thursday archery practice at Naukati School during archery season. This allows the students to join Mr. Mihal and the NKI Russian students for Russian class.**
- **Tournament in Thorne Bay on Saturday, February 1. Both bullseye and 3-D.**
- **Megan asked for an update regarding the meeting that was held to keep WPS open next year. Andy advised her that he would send her notes on the meeting.**

D. Announcements:

- ***Date of the next ASC meeting will be Tuesday, February 25 , 2025, 3:30pm***

E. Adjournment: Joseph Hillis made a motion to adjourn the meeting. Tom Cook seconded the motion. All in favor, motion carried.

F. Attendance: Andy Cook, Michelle Dempsey, Cody Hillis, Megan Woods, Elisa Rosier, Alex Cook, John Cook, Jesse Dempsey, Joseph Hillis, Patrick Jarnagin, Tom Cook

AR 3580.1 Criminal Justice Information Security

Note: The District does not currently receive, transmit, store, or access criminal justice information (CJI) electronically. Before any personnel working with District CJI can receive, transmit, store, or access CJI electronically, the District would be required to adopt additional policies that meet the Federal Bureau of Investigations Criminal Justice Information Services Security Policy requirements for: Acceptable Use, Antivirus Guidelines, Passwords, and Unique Identifiers.

A. User Account/Access Validation Policy

1. Purpose:

This User Account / Access Validation policy was developed using the FBI's Criminal Justice Information Services (CJIS) Security Policy. The intended target audience is District personnel with access to CJI whether logically or physically. The FBI Criminal Justice Information Services Security Policy shall always be the minimum standard concerning CJI received from the FBI and/or DPS. District may complement, augment, or increase the standards, but shall not detract from the FBI Criminal Justice Information Services Security Policy standards. This policy is in place to protect the employee and District. Unacceptable use of resources exposes District to risks including theft, misuse, virus attacks, compromises of the network systems and services, and legal issues.

2. Scope:

This policy applies to all employees, contractors, consultants, temporary staff, and other workers at District who are authorized any physical, logical, and/or electronic premise of the District to access, process, store, and/or transmit CJI. This also includes any private contractors/vendors who will conduct maintenance on any network device that processes, stores, and/or transmits FBI CJI. **Authorized User/Personnel** is an individual, or group of individuals, who have been appropriately granted access to CJI.

3. User Account access validation:

Primary responsibility for account management belongs to the Local Agency Security Officer (LASO) or his/her designee. All accounts shall be reviewed at least every six months by the LASO or his/her designee to ensure that access and account privileges commensurate with job functions, need-to-know, and employment status on systems that contain Criminal Justice Information. The LASO or his/her designee may also conduct periodic reviews.

The LASO or his/her designee must disable all new accounts that have not been accessed within 30 days of creation. Accounts of individuals on extended leave

(more than 30 days) should be disabled. (Note: Exceptions can be made in cases where uninterrupted access to IT resources is required.)

LASO or his/her designee shall:

1. Modify user accounts in response to events like name changes, accounting changes, permission changes, office transfers, etc.,
2. Periodically review existing accounts for validity (at least once every 6 months), and
3. Cooperate fully with a DPS or FBI authorized security team during an investigation of a security incident or performing an audit review.

The LASO or his/her designee must be notified if a user's information system usage or need-to-know changes (i.e., the employee is terminated, transferred, etc.). If an individual is assigned to another office for an extended period (more than 90 days), the LASO or his/her designee will transfer the individual's account(s) to the new office.

The LASO or his/her designee will remove or disable all access accounts for separated or terminated employees immediately following separation from the agency.

4. Guest Accounts:

All guest accounts (for those who are not official employees of the agency) with access to the criminal justice information on the network, shall contain an expiration date of one year or the work completion date, whichever occurs first. All guest accounts (for private contractor personnel) must be sponsored by the appropriate authorized member of the administrative entity managing the resource.

5. Enforcement:

Any violation of this policy may result in CJI access suspension, access removal, access revocation, corrective, or disciplinary action, civil or criminal prosecution, and termination of employment.

(cf. 1340 - Access to District Records)

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential Information)

(cf. 4118 - Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

B. Physical Security Policy

The District will store all criminal justice information (CJI) in a controlled area, such as a fireproof, locked filing cabinet. Access to the controlled area will be limited to personnel who are authorized to access or view CJI:

- The controlled area will be located in the District Office or other area with limited access.
- The controlled area will be locked when unattended.
- The key to the controlled area will be accessible only by those personnel who are authorized to access CJI.

(cf. 1340 - Access to District Records)

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential Information)

C. Media Protection Policy

1. Purpose

The intent of the Media Protection Policy is to ensure the protection of the Criminal Justice Information (CJI) until such time as the information is either released to the public via authorized dissemination (e.g. within a court system or when presented in crime reports data), or is purged or destroyed in accordance with applicable record retention rules. The local policy may augment, or increase the standards, but shall not detract from the Criminal Justice Information Services Security Policy standards.

2. Scope

The scope of this policy applies to any electronic or physical media containing State/FBI Criminal Justice Information (CJI) while being stored, accessed or physically moved from a secure location from the District. This policy applies to any authorized person who accesses, stores, and / or transports digital or physical media. Transporting CJI outside the agency's assigned physically secure area must be monitored and controlled only by authorized personnel.

Authorized District personnel shall protect and control digital and physical CJI while at rest and in transit. The District will take appropriate safeguards for protecting CJI to prevent potential mishandling or loss while being stored, accessed, or transported. Any inadvertent or inappropriate CJI disclosure and/or use will be reported to the District Local Agency Security Officer (LASO).

3. Media Storage and Access

Controls shall be in place to protect electronic and physical media containing CJI while at rest, stored, or actively being accessed. "Digital media" includes memory devices in laptops and computers (hard drives) and any removable, transportable

digital memory media, such as magnetic tape or disk, backup medium, optical disk, flash drives, external hard drives, or digital memory card. "Physical media" includes printed documents and imagery that contain CJI.

To protect CJI, the District personnel shall:

- Securely store electronic and physical media within a physically secure or controlled area. A secured area includes a locked drawer, cabinet, or room, to which only authorized personnel are able to access.
- Restrict access to electronic and physical media to authorized individuals.
- Ensure that only authorized users remove printed or digital media from the CJI.
- Physically protect CJI until media end of life. End of life CJI is destroyed or sanitized using approved equipment, techniques and procedures. (See Media Sanitization Destruction Policy)
- Not use personally owned information system to access, process, store, or transmit CJI unless the District has established and documented the specific terms and conditions for personally owned information system usage. (See Personally Owned Device Policy, if allowed)
- Not utilize publicly accessible computers to access, process, store, or transmit CJI. Publicly accessible computers include but are not limited to: hotel business center computers, convention center computers, public library computers, public kiosk computers, etc.
- Store all hardcopy CJI printouts maintained by the District in a secure area accessible to only those employees whose job function requires them to handle such documents.
- Safeguard all CJI by the District against possible misuse by complying with the Physical Protection Policy, Personally Owned Device Policy, and Disciplinary Policy.
- Take appropriate action when in possession of CJI while not in a secure area:
 - CJI must not leave the employee's immediate control. CJI printouts cannot be left unsupervised while physical controls are not in place.

Precautions must be taken to obscure CJI from public view, such as by means of an opaque file folder or envelope for hard copy printouts. For electronic devices like laptops, use session lock use and /or privacy screens. CJI shall not be left in plain public view. When CJI is electronically transmitted outside the boundary of the physically secure location, the data shall be immediately protected using encryption and advanced authentication, in accordance to the FBI Criminal Justice Information Services Security Policy.

When CJI is at rest (i.e. stored electronically) outside the boundary of the physically secure location, the data shall be protected using encryption. Storage devices include external hard drives from computers, printers and copiers used with CJI. In addition, storage devices include thumb drives, flash drives, back-up tapes, mobile devices, laptops, etc.

When encryption is employed, the cryptographic module used shall be certified to meet FIPS 140-2 standards.

Lock or log off computer when not in immediate vicinity of work area to protect CJI. Not all personnel have same CJI access permissions and need to keep CJI protected on a need-to-know basis.

Establish appropriate administrative, technical and physical safeguards to ensure the security and confidentiality of CJI.

4. Media Transport

[Note: The District does not currently transport electronic or physical media containing CJI. The media transport policy is provided to ensure the District follows the Federal Bureau of Investigations Criminal Justice Information Services Security Policy requirements for media transport in the event that the District transports media containing CJI in the future.](#)

Controls shall be in place to protect electronic and physical media containing CJI while in transport (physically moved from one location to another) to prevent inadvertent or inappropriate disclosure and use. "Electronic media" means electronic storage media including memory devices in laptops and computers (hard drives) and any removable, transportable digital memory media, such as magnetic tape or disk, backup medium, optical disk, flash drives, external hard drives, or digital memory card.

The District personnel shall:

- Protect and control digital and physical media during transport outside of the physically secure location or controlled area.
- Restrict the pickup, receipt, transfer and delivery of such media to authorized personnel.

The District personnel will control, protect, and secure electronic and physical media during transport from public disclosure by:

- Using privacy statements in electronic and paper documents.
- Limiting the collection, disclosure, sharing and use of CJI.

- Following the least privilege and role based rules for allowing access. Limit access to CJI to only those people or roles that require access.
- Securing hand carried confidential electronic and paper documents by:
 - Storing CJI in a locked briefcase or lockbox.
 - Only viewing or accessing the CJI electronically or document printouts in a physically secure location by authorized personnel.
 - Package hard copy printouts in such a way as to not have any CJI information viewable.
- For hardcopies that are mailed or shipped, agency must document procedures and only release to authorized individuals. **DO NOT MARK THE PACKAGE TO BE MAILED CONFIDENTIAL.** Packages containing CJI material are to be sent by method(s) that provide for complete shipment tracking and history, and signature confirmation of delivery.
- Not taking CJI home or when traveling unless authorized by District.

5. Electronic Media Sanitization and Disposal

The agency shall sanitize, that is, overwrite at least three times or degauss electronic media prior to disposal or release for reuse by unauthorized individuals. Inoperable electronic media shall be destroyed (cut up, shredded, etc.). The agency shall maintain written documentation of the steps taken to sanitize or destroy electronic media. Agencies shall ensure the sanitization or destruction is witnessed or carried out by authorized personnel. Physical media shall be securely disposed of when no longer required, using formal procedures. For end of life media policy, refer to "Media Sanitization Destruction Policy".

6. Breach Notification and Incident Reporting

The agency shall promptly report incident information to the District technology department, and if the incident involves CJI, to the LASO. Information security events and weaknesses associated with information systems shall be communicated in a manner allowing timely corrective action to be taken. Incident-related information can be obtained from a variety of sources including, but not limited to, audit monitoring, network monitoring, physical access monitoring, and user/administrator reports.

If CJI is improperly disclosed, lost, or reported as not received, consult District's security incident response policy.

7. Enforcement

Violation of any of the requirements in this policy by any authorized personnel will result in suitable disciplinary action, up to and including loss of access privileges, civil and criminal prosecution and / or termination.

(cf. 1340 - Access to District Records)

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential Information)

(cf. 4118 - Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

(cf. 3515.4 - Recovery for Property Loss or Damage)

(cf. 5131.5 - Vandalism, Theft, Graffiti)

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion)

(cf. 5144.2 - Discipline for Students with Disabilities)

(cf. 5145.11 - Questioning and Apprehension)

(cf. 5145.12 - Search and Seizure)

(cf. 6161.4 - Internet)

D. Disposal of Media Policy and Procedures

1. Purpose

The purpose of this policy is to outline the proper disposal of media at District. These rules are in place to protect sensitive and confidential information, employees, and District. Inappropriate disposal of District and State and/or FBI criminal justice information (CJI) and media may put employees, District, and the integrity of CJI at risk.

2. Scope

This policy applies to employees, contractors, temporary staff, and other workers at District, including all personnel with access to CJI media and systems that process CJI. This policy applies to all equipment that processes CJI that is owned or leased by District.

3. Policy

When no longer usable or have reached end-of-life/retention, all diskettes, tape cartridges, USB storage devices, hard copies, print-outs, IT systems (e.g., workstations, printers, copiers, fax machines, mobile devices, etc.), and other

similar items used to process or store CJI data shall be properly disposed of in accordance with media sanitization and destruction requirements in the FBI Criminal Justice Information Services Security Policy, Policy Area 8: Media Protection. These processes shall be carried out or witnessed by authorized personnel.

- Authorized personnel shall destroy printed CJI by cross-cut shredding or incineration; authorized personnel shall witness this process if it is conducted by non-authorized personnel.
- Digital media containing CJI shall be sanitized by at least three times overwrite or degauss prior to disposal or release for reuse by unauthorized individuals. If digital media are destroyed, they must be sanitized then cut up, shredded, or otherwise rendered completely inoperable so that no data can be recovered.

4. Outsourcing

Unless approved in writing by the Criminal Justice Information Services Systems Agency, which is the State of Alaska Department of Public Safety, outsourcing media storage and disposal to unauthorized personnel who would have unescorted access to unencrypted CJI is not permitted. Before District outsources functions to non-agency personnel or contractors (i.e., delegation of in-house operations to a third-party, such as IT functions, administrative operations, etc.), District must first have prior, written approval from the Criminal Justice Information Services Systems Agency, which for the State of Alaska is the Department of Public Safety, before permitting unescorted access to unencrypted CJI.

5. Enforcement

Any employee found to have violated this policy may be subject to disciplinary action, up to and including civil and/or criminal penalties and/or termination of employment. For further information, consult District's CJI misuse policy.

(cf. 1340 - Access to District Records)

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential Information)

(cf. 4118 - Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

(cf. 3515.4 - Recovery for Property Loss or Damage)

(cf. 5131.5 - Vandalism, Theft, Graffiti)

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion)

(cf. 5144.2 - Discipline for Students with Disabilities)

(cf. 5145.11 - Questioning and Apprehension)

(cf. 5145.12 - Search and Seizure)

(cf. 6161.4 - Internet)

E. Security Incident Response

1. Overview

A security incident response addresses how District will handle a confirmed security incident that resulted in a compromise of criminal justice information (CJI), whether the breach, theft, intrusion, or other such violation was physical (e.g., paper files, copies of fingerprint cards, etc.) or logical (i.e., digital). Notification to the State of Alaska Department of Public Safety (DPS) Criminal Justice Information Services (CJIS) Information Security Officer (ISO) is required if the incident involved CJI.

2. Purpose

The purpose of this policy is to outline the steps District will take for a confirmed security incident that involves CJI.

3. Scope

This policy applies to employees, contractors, consultants, temporary staff, and other workers at District, who work with or have access to State and/or FBI criminal justice information (CJI). This policy applies to all equipment that is owned or leased by District.

4. Policy

Whoever discovers the incident shall immediately contact their immediate supervisor. The person who discovers the incident shall include in a written report, in as much detail as possible, what was occurring that lead up to the discovery of the incident.

1. The superintendent or designee shall conduct an investigation to determine what caused the purported incident.
2. If a security incident is declared, District will take the following steps:
 - a. For an incident involving physical breaches (building break-ins, stolen items, etc.), District shall do the following:

- i. Report the incident to the appropriate authorities.
 - ii. Follow appropriate procedures to secure the area and prevent additional breaches from occurring.
 - iii. Review policies and procedures currently in place; recommend updates and/or revisions if warranted.
 - iv. If breach is by employee(s) or student(s), ensure the appropriate disciplinary procedures are followed.
 - b. For an incident involving logical breaches (hacking, social engineering, ransomware, etc.), District shall do the following:
 - i. Report the incident to the appropriate authorities.
 - ii. Follow appropriate procedures to secure network and prevent additional breaches from occurring.
 - iii. Review policies and procedures currently in place; recommend updates and/or revisions if warranted.
 - iv. If breach is by employee(s) or student(s), ensure the appropriate disciplinary procedures are followed.
 - c. Within forty-eight (48) hours of a declared security incident, the Alaska Department of Public Safety Criminal Justice Information Services Information Security Officer shall be notified at DPS.AUDIT@ALASKA.GOV and/or by calling 907-334-0857.
 - d. After the incident is resolved, District will confer with all parties involved in the security incident response and develop a "Lessons Learned" report which will detail the incident and response actions, as well as how District will reassess existing policies and procedures to reduce the likelihood of a repeat security incident.

(cf. 4118 - Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

(cf. 3515 - School Safety and Security)

(cf. 3515.4 - Recovery for Property Loss or Damage)

(cf. 5131.5 - Vandalism, Theft, Graffiti)

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion)

(cf. 5144.2 - Discipline for Students with Disabilities)

(cf. 5145.11 - Questioning and Apprehension)

(cf. 5145.12 - Search and Seizure)

Added 02/2019

Revised 11/2023

Adoption Date: 04/09/98

Southeast Island School District



SOUTHEAST ISLAND SCHOOL DISTRICT

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

(907) 828-8254

Fax: (907) 828-8257

E-mail: sisd@sisd.org

CONSENT FORM

I, _____ (full name) am submitting my fingerprints to Southeast Island School District for the purpose of employment, volunteering, and/or chaperoning minor children.

1. I consent to submitting my fingerprints to this agency for a national and/or state criminal history record check to assist this agency in determining my suitability for employment, volunteering, and/or chaperoning minor children.
2. I understand this agency has the right to receive national and/or state criminal history records under Alaska Statute (AS) 12.62.160(b)(9) for the purpose of supervising/working unattended with/around minor children.
3. I understand the criminal history information received by this agency from my fingerprint submission will only be used for the official purpose for which it was requested, and will not be retained or disseminated in violation of federal statute, regulation or executive order, or rule, procedure or standard established by the National Crime Prevention and Privacy Compact Council.
4. I understand that if I have a criminal history record, the officials deciding on my suitability for the employment, volunteering, and/or chaperoning minor children will give me an opportunity to complete or challenge the accuracy of the information in the record.
5. I understand that if I have a criminal history record, I will be given 10 (days) to challenge the information contained in the criminal history (or decline to do so) before a determination on my suitability for employment, volunteering, and/or chaperoning minor children has been made.
6. I understand in order to challenge the accuracy of the criminal history record, I must contact the agency which submitted the information, as directed under 28 CFR 16.30 through 16.34 and Alaska Regulation 13 AAC 68.300.

By signing below, I acknowledge that I understand these rights, and I have received a copy of the Applicant Privacy Rights and a copy of the Privacy Act Statement.

Applicant Signature

Date

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

BP 2123 Evaluation of the Superintendent

The Board believes that an annual evaluation of the Superintendent's performance strengthens working relationships between the Superintendent and the Board. The evaluation process should clarify the Superintendent's role and give the Board and Superintendent an opportunity to jointly identify immediate priorities among the Superintendent's many responsibilities. Evaluations also should help the Board to monitor progress toward established goals and to set reasonable criteria for salary increases and/or contract extension.

The Board shall meet with the Superintendent to discuss the evaluation, including commendations in areas of strength and recommendations for improving effectiveness. The Superintendent and Board members shall agree upon and sign an evaluation summary. Additional evaluations may be arranged at any time during the school year at the request of either the Board or the Superintendent.

(cf. 2121 - Superintendent's Contract)

The evaluation process shall be reviewed annually to determine whether any of the following steps need improvement:

1. Developing or reviewing/revising the Superintendent's job description.
2. Adopting or reviewing/revising evaluation policy.
3. Establishing clear criteria to include progress on district goals.
4. Establishing or reviewing/revising the evaluation process.
5. Carrying out the evaluation.
6. Summarizing the results.
7. Discussing the results with the Superintendent.
8. Developing a plan for growth and improvement.

(cf. 9321 - Executive Sessions)

Adoption Date: 04/09/98

Southeast Island School District

BP 2122 Superintendent of Schools: Job Description

The job of Superintendent entails many complex duties, some specified in law and some assigned by the Board. The Board shall provide the Superintendent with a job description that shall indicate major responsibilities. The Board shall further define the Superintendent's responsibilities and duties through the adoption of Board policies.

(cf. 2000 - Concepts and Roles)

(cf. 2120 - Superintendent of Schools)

(cf. 2123 - Evaluation of the Superintendent)

Legal Reference:

ALASKA STATUTES

[14.14.130](#) *Chief School Administrator*

Adoption Date: 04/09/98

Southeast Island School District

E 2122 Superintendent of Schools: Job Description

Qualifications

1. A valid Alaska teaching and administrative certificate.
2. A master's degree from an accredited college or university with specialization in the areas of administration, supervision, curriculum development, and evaluation of educational programs.
3. At least five years' experience as a school administrator, preferably as a director of district wide programs or member of the central administrative staff with direct staff responsibilities.
4. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

Reports to the Board

Supervises

The superintendent shall select, appoint, and otherwise control all district employees serving under him/her subject to approval of the Board. All other responsibilities and functions are derived from the Board. The enumeration of specific duties in this section, however, does not limit the superintendent in the exercise of professional functions not otherwise specified or prohibited by Board regulation.

Goals

The superintendent has statutory authority to administer the district in accordance with the policies prescribed by the Board.

Performance Responsibilities

1. Serve as the administrative and executive officer of the Board.
2. Recommend to the Board such policies and procedures that in his/her judgment are necessary for the efficient conduct of the schools and carrying into effect with the aid of his/her staff such policies and procedures as are authorized by the Board.
3. With the assistance of the staff, prepare the annual budget and present it to the Board for consideration and approval. Supervise the expenditures of funds approved in the budget.
4. Have charge of all buildings, equipment, supplies, and records belonging to the district.
5. Submit to the Board each year a detailed report setting forth information, facts and statistics as tend to show the condition and progress of the schools.
6. Delegate duties and responsibilities to officers or employees employed by the district except where policy or regulations of the Board prohibit such delegation of authority. (Work completed by subordinate officers or employees upon delegation by the superintendent shall be deemed by the Board as having been done by the superintendent, and failure to perform duties delegated shall be deemed by the Board as a failure of the superintendent.)
7. Adhere to standards for Alaska Administrators, including:
 - a. providing leadership for the organization.
 - b. guiding instruction and supporting an effective learning environment.
 - c. overseeing the implementation of curriculum.
 - d. coordinating services that support student growth and development.
 - e. providing for staffing and professional development to meet student learning needs.
 - f. using assessment and evaluation information about students, staff and the community in making decisions.

- g. communicating with diverse groups and individuals with clarity and sensitivity.
- h. acting in accordance with established laws policies, procedures and good business practices.
- i. understanding the influence of social, cultural, political, and economic forces on the educational environment and uses this knowledge to serve the needs of children, families, and communities.
- j. facilitating the participation of parents and families as partners in the education of children.

Adopted 05/22/06

Adoption Date: 04/09/98

Southeast Island School District
