Regular Meeting
Tuesday, September 10, 2024 6:00 PM

MS/HS Library
109 Charles W St
Petersburg, AK 99833

Agenda

1. **CALL TO ORDER**
2. **DETERMINE QUORUM**
3. **PLEDGE OF ALLEGIANCE**
4. **APPROVAL OF AGENDA**
5. Presentation: Pillar Hiltrop
6. **CORRESPONDENCE**
7. **COMMENTS FROM AUDIENCE UNRELATED TO AGENDA ITEMS**
8. **COMMENTS FROM AUDIENCE RELATED TO AGENDA ITEMS**
9. **COMMENTS FROM BOARD MEMBERS**
10. **CONSENT AGENDA**
    - 10.1. August. 13, 2024, regular board meeting minutes
    - 10.2. Personnel Action Report
11. **ADMINISTRATIVE REPORTS**
    - 11.1. Superintendent's report
      Presenter: Superintendent Taylor
    - 11.2. Elementary Principal's Report
      Presenter: Principal Heather Conn
    - 11.3. MS/HS Principal's Report
      Presenter: Principal Brad King
    - 11.4. Director of Activities Report
    - 11.5. Food Service Director Report
    - 11.6. Facilities and Maintenance Director Report
12. **SCHOOL BOARD COMMITTEE REPORTS**
13. **SPECIAL RECOGNITION**
14. **OLD BUSINESS**
    - 14.1. Action: Policy Updates - Second Reading
15. **NEW BUSINESS**
    - 15.1. Action: Policy Updates - First Reading
    - 15.2. Presentation: Spring 2024 AK Star data
16. **ADDITIONAL COMMENTS FROM BOARD MEMBERS**
17. **UPCOMING DATES AND MEETING ANNOUNCEMENTS**
18. **FUTURE AGENDA ITEMS**
19. **OTHER NEW BUSINESS**
20. **ADJOURNMENT**

Raising the Bar for Rural Alaskan Educators (RTB AK)

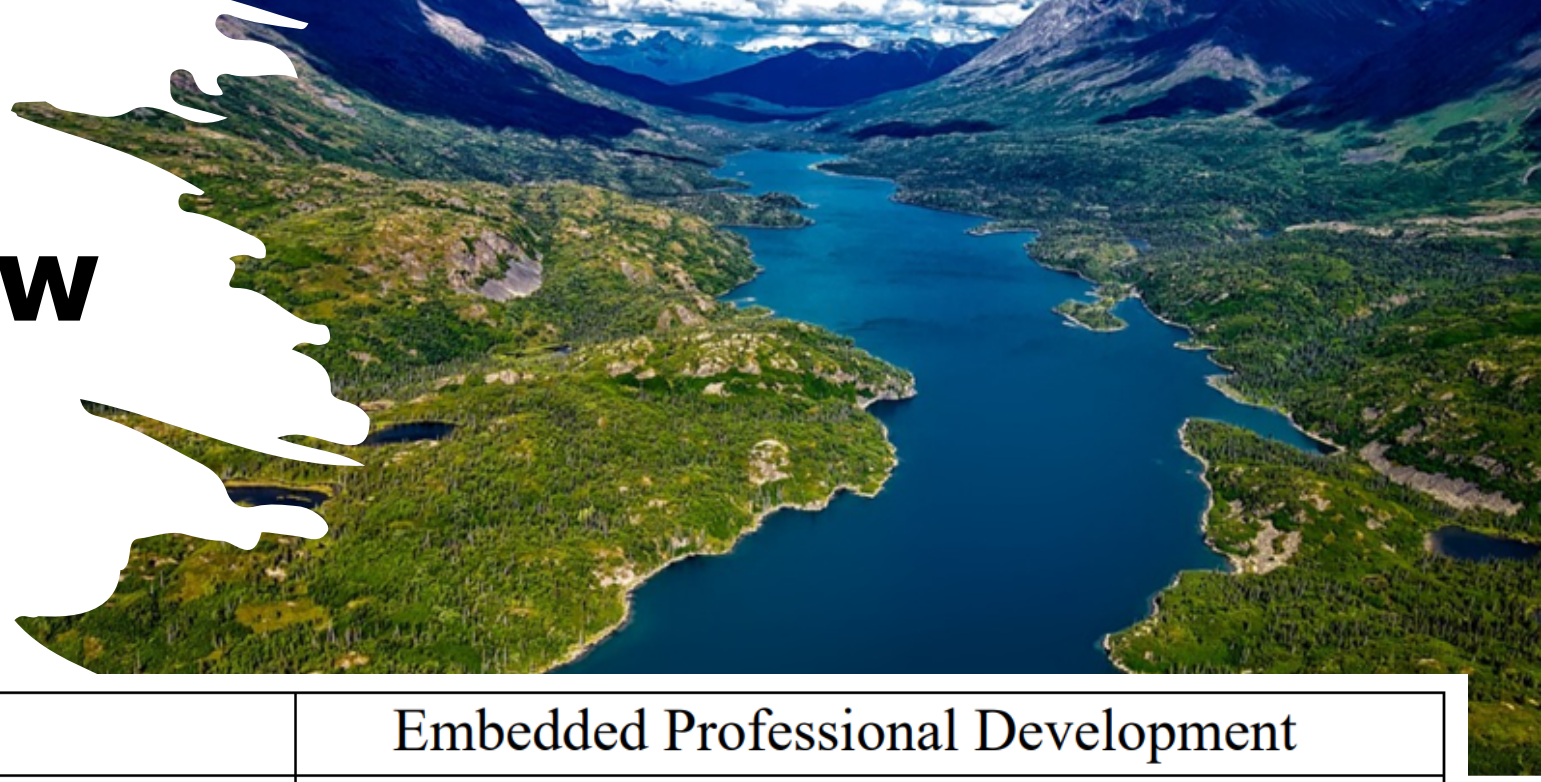
ALASKA COUNCIL OF SCHOOL ADMINISTRATORS

Grant Overview

Seven rural Alaska school districts and the Alaska Council of School Administrators have constructed the RTB AK partnership.

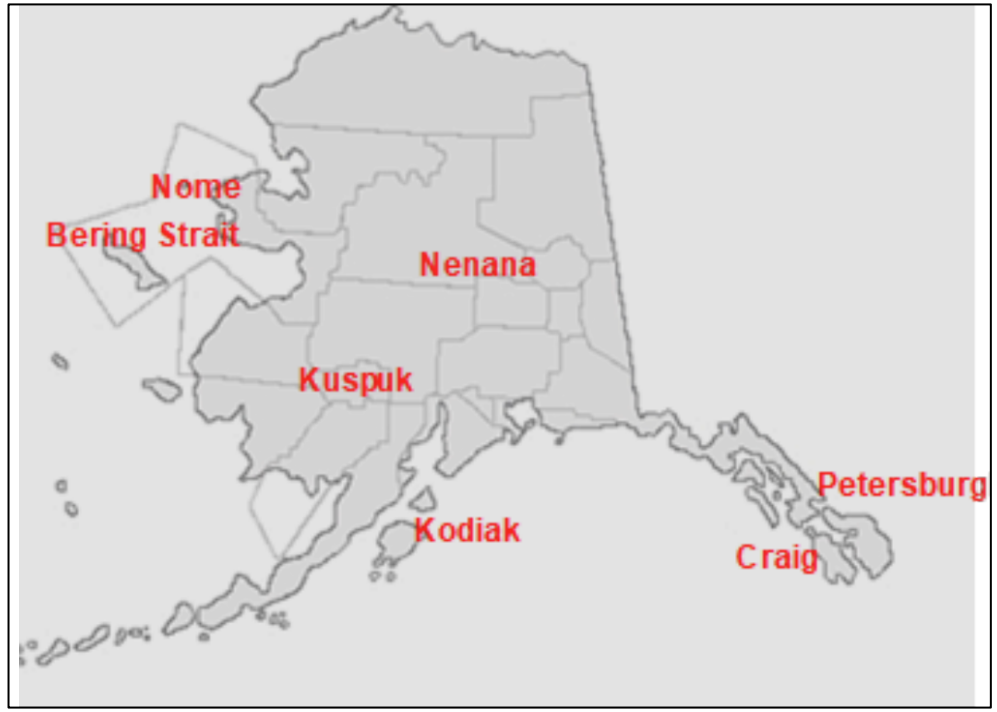
- *a pressing need to improve the academic success of the students they teach*
- *involving teachers in educational leadership*
- *refining evaluation systems and tying evaluation to professional development, and,*
- *exploring performance-based incentives for all staff.*

Grant Overview



Comprehensive HCMS	Embedded Professional Development
Teacher Leaders in All Schools	Evaluation Systems That Connect to Professional Development
Efficient Professional Learning Communities	Performance Based Compensation Models
Refined Evaluations	Teacher Career Ladder
Visible Learning Trained Teachers and Administrators	Teacher Recruitment and Retention Strategies, especially for Diverse Teachers
Nationally-certified Superintendents	Micro Credentials

RBT AK Partners



RESEARCH · GRANTS · INFORMATION
rgi CORPORATION
20 YEARS

Visible Learning+™
CORWIN
A SAGE Publishing Company

NIET | NATIONAL INSTITUTE FOR EXCELLENCE IN TEACHING

ALASKA COUNCIL
ACSA
OF SCHOOL ADMINISTRATORS
ASA
AASSP
Alaska's Educational Leaders
Alaska Staff Development Network

National Institute for Excellence in Teaching

NIET | NATIONAL INSTITUTE FOR EXCELLENCE IN TEACHING

Our Mission and Vision

Our Mission

Building educator excellence to give all students the opportunity for success

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Our Vision

Our vision is that every student in America is taught by an excellent teacher and supported by effective leaders every year. We believe intentional, sustained, and high-quality investments in educators directly result in success for all students and are essential to eliminating equity gaps. As a result, NIET is committed to raising achievement levels for all students by focusing on the most powerful lever for change – teachers and the leadership that supports them.

Who We Are

- We believe high-quality instruction drives student success.
  - **25-year history** of improving student outcomes through increasing instructional excellence
  - 501(c)3, **not-for-profit organization** focused on improving educator effectiveness in schools, particularly high-need schools
  - Recognized leader in **educator effectiveness**, support, training, and research
  - Provider of intensive site-based and virtual **coaching and support**
  - NIET has developed more than **100,000 teacher leaders**, ultimately impacting 850,000 educators and 6.5 million students
  - Significantly expanding the **pipeline of effective educators**
  - Growing rapidly through **expanding statewide partnerships** and **virtual support**

Our work started with the TAP System

- TAP attracts, retains, develops, and motivates high-quality educators

Opportunities for educators to take on **teacher leader** roles and responsibilities

Fair evaluations based on a clear, research-based **instructional rubric**

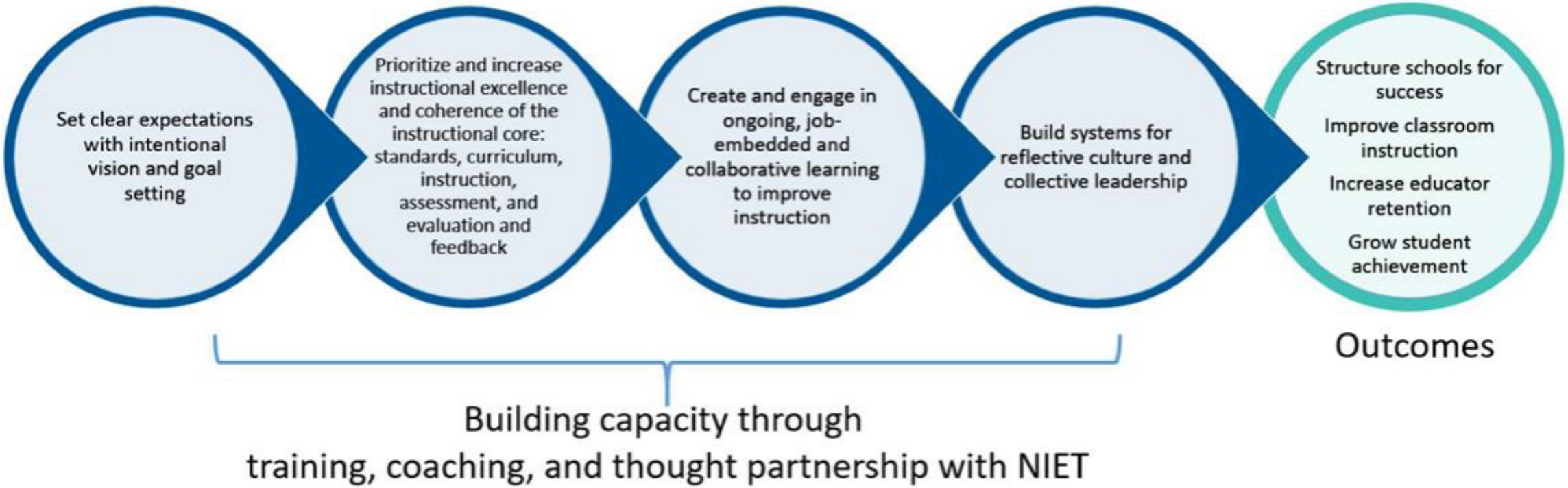
Job-embedded **professional learning** focused on teacher and student needs

Salaries and bonuses tied to responsibilities and student learning gains

Our Supports and Services

NIET | NATIONAL INSTITUTE FOR EXCELLENCE IN TEACHING

NIET Theory of Action



We use proven practices from TAP to meet partners where they are

School & District Partnerships

- Our work with K-12 schools is customized based on specific context
- We start with a strengths-based needs assessment and conversations with leaders to determine the right place to start

Petersburg School District

- Collected artifacts to develop a needs assessment for grant services
- Completed evaluation training and certification process for each leader
- Concluded Instructional Leadership Team training to strengthen the collective leadership with teacher leaders, principals and district leadership
- Completed Professional Learning ng Collaboration (cluster) training with teacher leaders, principals and district leadership
- Site visits this week will include: Leadership Learning Walks with strengths based feedback to teachers, teacher leader discussion around high-quality coaching conversations, long-range planning with leadership teams based on school goals and student/teacher needs
- Embedding Visible Learning practices in collaborative learning for staff

Regular Meeting

Tuesday, August 13, 2024 6:00 PM
MS/HS Library, 109 Charles W St, Petersburg, AK 99833

Carey Case:	Present
Sarah Holmgrain:	Present
Katie Holmlund:	Present
Jay Lister:	Present
Niccole Olsen:	Present

A quorum was present

1. **CALL TO ORDER**
   Discussion: President Holmgrain called the meeting to order at 6:00 pm
2. **DETERMINE QUORUM**
   Discussion: A quorum was present to do business.
3. **PLEDGE OF ALLEGIANCE**
   Discussion: President Holmgrain led the group in the pledge of allegiance.
4. **APPROVAL OF AGENDA**
   Action(s):
   Approve agenda as written. This motion, made by Sarah Holmgrain and seconded by Niccole Olsen, Passed.
   Voting Detail:

Carey Case:	Yea
Sarah Holmgrain:	Yea
Katie Holmlund:	Yea
Jay Lister:	Yea
Niccole Olsen:	Yea

   Voting Summary: Yea: 5, Nay: 0
5. **CORRESPONDENCE**
   Discussion: None
6. **COMMENTS FROM AUDIENCE UNRELATED TO AGENDA ITEMS**
   Discussion: None
7. **COMMENTS FROM AUDIENCE RELATED TO AGENDA ITEMS**
   Discussion: Comment from Jeb Morrow regarding the dress code in the Middle School.
8. **COMMENTS FROM BOARD MEMBERS**
   Discussion: None
9. **CONSENT AGENDA**
   Action(s):
   Approve Consent Agenda. This motion, made by Sarah Holmgrain and seconded by Katie Holmlund, Passed.
   Voting Detail:

Carey Case:	Yea
Sarah	Yea

Holmgrain:
Katie Holmlund: Yea
Jay Lister: Yea
Niccole Olsen: Yea

Voting Summary: Yea: 5, Nay: 0

9.1. JUNE, 2024 Monthly accounting report, bills, payroll, and electronic fund transfers, ASB trial balance and P-Card statements in the amount of $1,515,780.58
JULY, 2024 Monthly accounting report, bills, payroll, and electronic fund transfers, ASB trial balance and P-Card statements in the amount of $389,176.27

9.2. Investment Report

9.3. JUNE, 11, 2024 regular board meeting minutes

9.4. Personnel Action Report

10. **ADMINISTRATIVE REPORTS**

10.1. Superintendent's report — **Presenter:** Superintendent Taylor
Discussion: See the attached report

10.2. Elementary Principal's Report — **Presenter:** Principal Heather Conn
Discussion: See the attached report

10.3. MS/HS Principal's Report — **Presenter:** Principal Brad King
Discussion: See the attached report

10.4. Director of Activities Report
Discussion: See the attached report

10.5. Director of Facilities and Maintenance Report — **Presenter:** Aaron Buller
Discussion: No report

11. **SCHOOL BOARD COMMITTEE REPORTS**
Discussion: There were no reports from the committees.

12. **OLD BUSINESS**
Discussion: None

13. **NEW BUSINESS**

13.1. Action: Ratification of Negotiated Agreement
Action(s):
Approve the 2024-27 Labor Agreement between ATP and the Petersburg School District. This motion, made by Sarah Holmgrain and seconded by Carey Case, Passed.
Voting Detail:
Carey Case: Yea
Sarah Holmgrain: Yea
Katie Holmlund: Yea
Jay Lister: Yea

Niccole Olsen:	Yea

Voting Summary: Yea: 5, Nay: 0
Discussion: This item is ratifying the labor agreement between the Associated Teachers of Petersburg (ATP) and the Petersburg School District for 2024-2027. President Holmgrain and Member Case were on the negotiating team representing the district. ATP ratified the agreement on July 15, 2024.

13.2. Action: Policy Updates - First Reading

Action(s):
Approve the policy updates as presented in the first reading. This motion, made by Sarah Holmgrain and seconded by Jay Lister, Passed.

Voting Detail:

Carey Case:	Yea
Sarah Holmgrain:	Yea
Katie Holmlund:	Yea
Jay Lister:	Yea
Niccole Olsen:	Yea

Voting Summary: Yea: 5, Nay: 0
Discussion: These updates are minor and many are editorial. They are recommended by the Alaska Association of School Boards (AASB). There is also an AR for 0410 and an AR for 5125.1. BB 9320 should be amended with information regarding regular meeting dates.

13.3. Action: 6-year Capital Improvement Plan (CIP)

Action(s):
Approve the 6-year Capital Improvement plan for the School District. This motion, made by Sarah Holmgrain and seconded by Niccole Olsen, Passed.

Voting Detail:

Carey Case:	Yea
Sarah Holmgrain:	Yea
Katie Holmlund:	Yea
Jay Lister:	Yea
Niccole Olsen:	Yea

Voting Summary: Yea: 5, Nay: 0
Discussion: This is the 6-year Capital Improvement Plan (CIP) for the district. Note that the Middle/High School roof project was moved off of the list as the project has been funded by the State of Alaska in the FY25 capital budget.

13.4. Action: HB 156

Action(s):

Approve the materials and presenters for Sex Education and Erin's and Bree's Law as presented. This motion, made by Sarah Holmgrain and seconded by Katie Holmlund, Passed.

Voting Detail:

Carey Case:	Yea
Sarah Holmgrain:	Yea
Katie Holmlund:	Yea
Jay Lister:	Yea
Niccole Olsen:	Yea

Voting Summary: Yea: 5, Nay: 0

Discussion: HB 156 requires the School Board to approve materials and presenters of Sexual Education and Bree's and Erin's law yearly. There have been no changes in the materials used. There will be new presenters. Teacher Casey Gates will the health teacher in the Middle and High School this year. Guest presenters from Public Health and WAVE may be present for certain lessons. In the Elementary school the school nurse Nichole Mattingly will present puberty lessons.

13.5. Action: School Meal Rates

Action(s):

Approve the meal rates for the 2024-25 school year. This motion, made by Sarah Holmgrain and seconded by Katie Holmlund, Passed.

Voting Detail:

Carey Case:	Yea
Sarah Holmgrain:	Yea
Katie Holmlund:	Yea
Jay Lister:	Yea
Niccole Olsen:	Yea

Voting Summary: Yea: 5, Nay: 0

Discussion: Food Service Director McIntosh has recommended that the lunch meal price increase for students by $.25 making the price of a student lunch $4.00. All students in the district will receive free breakfast and lunch during the 2024-25, 25-26 and 26-27 school years. This increase brings the district closer to the recommended price of $6.24, although no student will be charged.

Adult meal prices will be set to $7.00 for lunch and $5.00 for breakfast. Staff will be required to prepay for all meals and will no longer be

able to carry a negative balance.

13.6. Informational: Handbooks

Discussion: The 2024-25 school and activities handbooks were presented to the board with changes highlighted.

13.7. Informational: DRIP Rubric

Discussion: Rae C Stedman's reading intervention plan for the 2024-25 school year. See the attached rubric to see the scores RCS received.

14. **ADDITIONAL COMMENTS FROM BOARD MEMBERS**

Discussion: None

15. **UPCOMING DATES AND MEETING ANNOUNCEMENTS**

16. **FUTURE AGENDA ITEMS**

Discussion: AK Star test results

17. **OTHER NEW BUSINESS**

18. **ADJOURNMENT**

Action(s):

Adjourn. This motion, made by Sarah Holmgrain and seconded by Niccole Olsen, Passed.

Voting Detail:

Carey Case:	Yea
Sarah Holmgrain:	Yea
Katie Holmlund:	Yea
Jay Lister:	Yea
Niccole Olsen:	Yea

Voting Summary: Yea: 5, Nay: 0

Discussion: Meeting Adjourned at 7:10pm

_____

Board Secretary

_____

Board President

Regular Meeting

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Sarah Holmgrain:	Present
Katie Holmlund:	Present
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   Action(s):
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Carey Case:	Yea
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Jay Lister:	Yea
Niccole Olsen:	Yea

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   Discussion: None
6. **COMMENTS FROM AUDIENCE UNRELATED TO AGENDA ITEMS**
   Discussion: None
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Carey Case:	Yea
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14. **ADDITIONAL COMMENTS FROM BOARD MEMBERS**

Discussion: None

15. **UPCOMING DATES AND MEETING ANNOUNCEMENTS**

16. **FUTURE AGENDA ITEMS**

Discussion: AK Star test results

17. **OTHER NEW BUSINESS**

18. **ADJOURNMENT**

Action(s):

Adjourn. This motion, made by Sarah Holmgrain and seconded by Niccole Olsen, Passed.

Voting Detail:

Carey Case:	Yea
Sarah Holmgrain:	Yea
Katie Holmlund:	Yea
Jay Lister:	Yea
Niccole Olsen:	Yea

Voting Summary: Yea: 5, Nay: 0

Discussion: Meeting Adjourned at 7:10pm

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Board Secretary

Revenue Report

☐ Summary Only From Date: 6/1/2024 To Date: 6/30/2024

Fiscal Year: 2023-2024

Account Number / Description	Budget	Range To Date	YTD	Uncollected Balance	% Remaining
Fund: 100 GENERAL FUND					
100.000.000.000.011 CITY DIRECT APPROPRIATIONS	$3,000,000.00	$250,000.00	$3,000,000.00	$0.00	0.00%
100.000.000.000.031 INTEREST	$10,494.00	$2,724.51	$6,457.82	$4,036.18	38.46%
100.000.000.000.032 GAIN ON INVESTMENT UNREALIZED	$0.00	$6,328.51	$6,328.51	($6,328.51)	0.00%
100.000.000.000.040 OTHER LOCAL REVENUES	$42,500.00	$162.23	$41,337.53	$1,162.47	2.74%
100.000.000.000.043 STUDENT ACTIVITY REVENUE	$8,000.00	$4,541.00	$14,504.90	($6,504.90)	-81.31%
100.000.000.000.044 STUDENT CLASS FEES	$54,500.00	$1,471.01	$43,828.99	$10,671.01	19.58%
100.000.000.000.045 STUDENT TECH FEE REVENUE	$0.00	$1,359.05	$1,640.35	($1,640.35)	0.00%
100.000.000.000.046 LOCAL RENATL REVENUE	$0.00	$0.00	$747.50	($747.50)	0.00%
100.000.000.000.047 E-RATE REVENUE	$93,134.00	$15,522.40	$93,134.40	($0.40)	0.00%
100.000.000.000.051 FOUNDATION PROGRAM	$6,507,316.00	$592,320.00	$6,530,710.00	($23,394.00)	-0.36%
100.000.000.000.056 TRS ON-BEHALF PAYMENTS	$485,409.00	$0.00	$0.00	$485,409.00	100.00%
100.000.000.000.057 PERS ON-BEHALF PAYMENTS	$44,645.00	$0.00	$0.00	$44,645.00	100.00%
100.000.000.000.090 OTHER STATE REVENUES	$23,393.00	$0.00	$0.00	$23,393.00	100.00%
Fund 100 Total:	$10,269,391.00	$874,428.71	$9,738,690.00	$530,701.00	5.17%
Grand Total:	$10,269,391.00	$874,428.71	$9,738,690.00	$530,701.00	5.17%

End of Report

Expenditure Budget Balance Report

☐ Summary Only From Date: 6/1/2024 To Date: 6/30/2024

Fiscal Year: 2023-2024

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
Fund: 100 GENERAL FUND						
100.100.100.000.315	$714,051.00	$158,435.00	$684,667.72	$29,383.28	$0.00	$29,383.28
CERTIFICATED TEACHER						4.12%
100.100.100.000.329	$63,000.00	$100.00	$61,258.25	$1,741.75	$0.00	$1,741.75
HS REG INSTRUCTION SUB						2.76%
100.100.100.000.363	$4,022.00	$799.80	$3,760.39	$261.61	$0.00	$261.61
WORKERS COMPENSATION						6.50%
100.100.100.000.364	$202,000.00	$42,754.42	$171,314.04	$30,685.96	$0.00	$30,685.96
INSURANCE-HEALTH/LIFE						15.19%
100.100.100.000.365	$198,877.00	$19,899.45	$85,515.02	$113,361.98	$0.00	$113,361.98
RETIREMENT CONTRIBUTION-TRS						57.00%
100.100.100.000.367	$11,131.00	$2,163.22	$10,283.01	$847.99	$0.00	$847.99
MEDICARE TAX						7.62%
100.100.100.000.368	$1,200.00	$0.00	$238.93	$961.07	$0.00	$961.07
SOCIAL SECURITY TAX						80.09%
100.100.100.000.426	$800.00	$0.00	$300.00	$500.00	$0.00	$500.00
STUDENT TRANSPORTATION						62.50%
100.100.100.000.451	$14,002.88	$1,311.84	$12,931.77	$1,071.11	$0.00	$1,071.11
GENERAL HS TEACHING SUPPLIES						7.65%
100.100.100.000.474	$12,500.00	($3,663.45)	$5,432.66	$7,067.34	$0.00	$7,067.34
HS CURRICULUM ADOPTION						56.54%
100.100.100.000.476	$7,800.00	$0.00	$6,271.77	$1,528.23	$0.00	$1,528.23
HS COPIER SUPPLIES						19.59%
100.100.100.000.479	$600.00	$330.34	$764.47	($164.47)	$0.00	($164.47)
HS TEACHER OTHER SUPPLIES AND MAT						-27.41%
100.100.100.000.491	$6,000.00	$0.00	$330.00	$5,670.00	$0.00	$5,670.00
HS DUES AND FEES						94.50%
100.100.100.001.451	$1,000.00	$0.00	$192.77	$807.23	$0.00	$807.23
HS ENGLISH SUPPLIES						80.72%
100.100.100.002.451	$1,000.00	$0.00	$713.28	$286.72	$0.00	$286.72
HS MATH SUPPLIES						28.67%
100.100.100.003.451	$2,500.00	($93.97)	$2,111.75	$388.25	$0.00	$388.25
HS SCIENCE SUPPLIES						15.53%
100.100.100.004.451	$1,000.00	$0.00	$292.89	$707.11	$0.00	$707.11
HS SOCIAL STUDIES SUPPLIES						70.71%
100.100.100.007.451	$500.00	$0.00	$83.98	$416.02	$0.00	$416.02

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Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
HS PE SUPPLIES						83.20%
100.100.100.008.451	$1,900.00	$540.95	$3,375.49	($1,475.49)	$0.00	($1,475.49)
HS MUSIC SUPPLIES						-77.66%
100.100.100.009.451	$1,000.00	$0.00	$1,384.27	($384.27)	$0.00	($384.27)
HS ART/JEWELRY/PHOTO SUPPLIES						-38.43%
100.100.100.021.451	$500.00	$0.00	$251.11	$248.89	$0.00	$248.89
HS SPANISH SUPPLIES						49.78%
100.100.100.022.451	$0.00	$0.00	$10.95	($10.95)	$0.00	($10.95)
DRAMA SUPPLIES						0.00%
100.100.160.000.315	$88,862.00	$22,090.50	$88,612.00	$250.00	$0.00	$250.00
CERTIFICATED TEACHER						0.28%
100.100.160.000.329	$1,700.00	$0.00	$200.00	$1,500.00	$0.00	$1,500.00
HS CTE SUB						88.24%
100.100.160.000.363	$455.00	$110.74	$445.19	$9.81	$0.00	$9.81
WORKERS COMPENSATION						2.16%
100.100.160.000.364	$28,548.00	$7,136.64	$28,546.56	$1.44	$0.00	$1.44
INSURANCE-HEALTH/LIFE						0.01%
100.100.160.000.365	$22,550.00	$2,774.56	$11,098.30	$11,451.70	$0.00	$11,451.70
RETIREMENT CONTRIBUTION-TRS						50.78%
100.100.160.000.367	$1,275.00	$295.35	$1,185.22	$89.78	$0.00	$89.78
MEDICARE TAX						7.04%
100.100.160.000.368	$60.00	$0.00	$0.00	$60.00	$0.00	$60.00
SOCIAL SECURITY TAX						100.00%
100.100.160.006.451	$500.00	$50.78	$249.37	$250.63	$0.00	$250.63
AQUACULTURE SUPPLIES						50.13%
100.100.160.300.451	$5,300.00	$0.00	$3,891.46	$1,408.54	$0.00	$1,408.54
CULINARY SUPPLIES						26.58%
100.100.160.309.451	$2,000.00	$0.00	$1,928.36	$71.64	$0.00	$71.64
FOOD SCIENCE/CULINARY						3.58%
100.100.160.310.451	$2,000.00	$0.00	$2,108.89	($108.89)	$0.00	($108.89)
SHOP SUPPLIES						-5.44%
100.100.200.000.315	$73,148.00	$18,669.75	$75,899.60	($2,751.60)	$0.00	($2,751.60)
CERTIFICATED TEACHER						-3.76%
100.100.200.000.323	$143,000.00	$4,138.04	$136,194.29	$6,805.71	$0.00	$6,805.71
AIDES						4.76%
100.100.200.000.329	$12,800.00	$165.75	$12,193.80	$606.20	$0.00	$606.20

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HS SPED SUB						4.74%
100.100.200.000.363	$1,124.00	$118.99	$1,142.93	($18.93)	$0.00	($18.93)
WORKERS COMPENSATION						-1.68%
100.100.200.000.364	$88,000.00	$761.35	$55,224.52	$32,775.48	$0.00	$32,775.48
INSURANCE-HEALTH/LIFE						37.24%
100.100.200.000.365	$18,476.00	$2,440.55	$9,892.97	$8,583.03	$0.00	$8,583.03
RETIREMENT CONTRIBUTION-TRS						46.46%
100.100.200.000.366	$35,893.00	$1,153.31	$26,208.15	$9,684.85	$0.00	$9,684.85
RETIREMENT CONTRIBUTION-PERS						26.98%
100.100.200.000.367	$3,250.00	$344.15	$3,112.19	$137.81	$0.00	$137.81
MEDICARE TAX						4.24%
100.100.200.000.368	$500.00	$3.69	$1,349.69	($849.69)	$0.00	($849.69)
SOCIAL SECURITY TAX						-169.94%
100.100.200.000.451	$500.00	$0.00	$500.00	$0.00	$0.00	$0.00
HS SPED SUPPLIES						0.00%
100.100.300.000.315	$68,187.00	$1,716.00	$70,607.64	($2,420.64)	$0.00	($2,420.64)
CERTIFICATED TEACHER						-3.55%
100.100.300.000.329	$3,170.00	$0.00	$3,500.00	($330.00)	$0.00	($330.00)
SUBSTITUTES/TEMPORARIES						-10.41%
100.100.300.000.363	$473.00	$8.60	$371.55	$101.45	$0.00	$101.45
WORKERS COMPENSATION						21.45%
100.100.300.000.364	$48,162.00	$0.00	$28,462.13	$19,699.87	$0.00	$19,699.87
INSURANCE-HEALTH/LIFE						40.90%
100.100.300.000.365	$17,266.00	$215.53	$8,868.29	$8,397.71	$0.00	$8,397.71
RETIREMENT CONTRIBUTION-TRS						48.64%
100.100.300.000.366	$6,275.00	$0.00	$0.00	$6,275.00	$0.00	$6,275.00
RETIREMENT CONTRIBUTION-PERS						100.00%
100.100.300.000.367	$1,358.00	$24.88	$971.38	$386.62	$0.00	$386.62
MEDICARE TAX						28.47%
100.100.300.000.368	$62.00	$0.00	$0.00	$62.00	$0.00	$62.00
SOCIAL SECURITY TAX						100.00%
100.100.300.000.451	$5,000.00	$0.00	$4,905.26	$94.74	$0.00	$94.74
SECONDARY COUNSELOR SUPPLIES						1.89%
100.100.350.000.315	$77,460.00	$19,240.00	$77,657.20	($197.20)	$0.00	($197.20)
CERTIFICATED TEACHER						-0.25%
100.100.350.000.329	$850.00	$0.00	$1,175.00	($325.00)	$0.00	($325.00)

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SUBSTITUTES/TEMPORARIES						-38.24%
100.100.350.000.363	$392.00	$96.45	$395.19	($3.19)	$0.00	($3.19)
WORKERS COMPENSATION						-0.81%
100.100.350.000.364	$9,366.00	$2,252.40	$9,236.11	$129.89	$0.00	$129.89
INSURANCE-HEALTH/LIFE						1.39%
100.100.350.000.365	$19,768.00	$2,416.55	$9,753.86	$10,014.14	$0.00	$10,014.14
RETIREMENT CONTRIBUTION-TRS						50.66%
100.100.350.000.367	$1,134.00	$270.82	$1,109.57	$24.43	$0.00	$24.43
MEDICARE TAX						2.15%
100.100.350.000.368	$47.00	$0.00	$32.55	$14.45	$0.00	$14.45
SOCIAL SECURITY TAX						30.74%
100.100.350.000.451	$400.00	$0.00	$206.25	$193.75	$0.00	$193.75
TEACHING SUPPLIES						48.44%
100.100.350.000.472	$2,300.00	$0.00	$2,438.25	($138.25)	$0.00	($138.25)
SECONDARY LIBRARY BOOKS						-6.01%
100.100.350.000.473	$800.00	$0.00	$560.85	$239.15	$0.00	$239.15
SECONDARY PERIODICALS						29.89%
100.100.350.000.479	$1,500.00	$0.00	$1,128.63	$371.37	$0.00	$371.37
SECONDARY SUPPLIES AND MATERIALS						24.76%
100.100.400.000.421	$900.00	$0.00	$782.62	$117.38	$0.00	$117.38
SECONDARY PRINCIPAL TRANSPORTATION						13.04%
100.100.400.000.479	$3,000.00	$0.00	$2,946.56	$53.44	$0.00	$53.44
SECONDARY PRINCIPAL SUPPLIES AND MATERIALS						1.78%
100.100.400.000.491	$650.00	$0.00	$625.00	$25.00	$0.00	$25.00
PRINCIPAL DUES AND FEES						3.85%
100.100.450.000.324	$66,000.00	$3,397.49	$75,069.12	($9,069.12)	$0.00	($9,069.12)
SUPPORT STAFF						-13.74%
100.100.450.000.329	$1,200.00	$0.00	$1,878.75	($678.75)	$0.00	($678.75)
SUBSTITUTES/TEMPORARIES						-56.56%
100.100.450.000.363	$334.00	$17.00	$400.36	($66.36)	$0.00	($66.36)
WORKERS COMPENSATION						-19.87%
100.100.450.000.364	$12,288.00	$0.00	$12,033.85	$254.15	$0.00	$254.15
INSURANCE-HEALTH/LIFE						2.07%
100.100.450.000.366	$16,566.00	$747.45	$16,254.61	$311.39	$0.00	$311.39
RETIREMENT CONTRIBUTION-PERS						1.88%
100.100.450.000.367	$960.00	$49.26	$1,126.51	($166.51)	$0.00	($166.51)

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MEDICARE TAX						-17.34%
100.100.450.000.368	$37.00	$0.00	$0.00	$37.00	$0.00	$37.00
SOCIAL SECURITY TAX						100.00%
100.100.450.000.433	$1,500.00	$171.11	$1,882.12	($382.12)	$0.00	($382.12)
SECONDARY COMMUNICATIONS						-25.47%
100.100.450.000.434	$400.00	$19.07	$170.35	$229.65	$0.00	$229.65
SECONDARY POSTAGE						57.41%
100.100.450.000.454	$600.00	$0.00	$1,067.69	($467.69)	$0.00	($467.69)
SECONDARY OFFICE SUPPLIES						-77.95%
100.100.700.000.316	$5,684.00	$1,320.00	$5,836.00	($152.00)	$0.00	($152.00)
CERTIFICATED EXTRA DUTY PAY						-2.67%
100.100.700.000.322	$1,038.00	$375.00	$1,500.00	($462.00)	$0.00	($462.00)
NON-CERT SPECIALIST/EXTRA DUTY						-44.51%
100.100.700.000.329	$2,340.00	$0.00	$0.00	$2,340.00	$0.00	$2,340.00
SUBSTITUTES/TEMPORARIES						100.00%
100.100.700.000.363	$63.00	$8.49	$36.74	$26.26	$0.00	$26.26
WORKERS COMPENSATION						41.68%
100.100.700.000.364	$0.00	$818.28	$6,034.28	($6,034.28)	$0.00	($6,034.28)
INSURANCE-HEALTH/LIFE						0.00%
100.100.700.000.365	$13,407.00	$165.79	$726.90	$12,680.10	$0.00	$12,680.10
RETIREMENT CONTRIBUTION-TRS						94.58%
100.100.700.000.366	$260.00	$82.50	$330.00	($70.00)	$0.00	($70.00)
RETIREMENT CONTRIBUTION-PERS						-26.92%
100.100.700.000.367	$181.00	$23.74	$101.08	$79.92	$0.00	$79.92
MEDICARE TAX						44.15%
100.100.700.000.368	$900.00	$0.00	$0.00	$900.00	$0.00	$900.00
SOCIAL SECURITY TAX						100.00%
100.100.700.000.421	$6,700.00	$0.00	$8,615.94	($1,915.94)	$0.00	($1,915.94)
STAFF TRANSPORTATION						-28.60%
100.100.700.000.426	$12,877.00	$0.00	$100.00	$12,777.00	$0.00	$12,777.00
STUDENT TRANSPORTATION						99.22%
100.100.700.000.433	$3,000.00	$97.05	$1,067.55	$1,932.45	$0.00	$1,932.45
COMMUNICATIONS						64.42%
100.100.700.000.479	$4,000.00	$0.00	$3,663.86	$336.14	$0.00	$336.14
OTHER SUPPLIES AND MATERIALS						8.40%
100.100.700.000.491	$6,840.00	$0.00	$3,166.12	$3,673.88	$0.00	$3,673.88

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DUES AND FEES						53.71%
100.100.700.110.316	$3,545.00	$0.00	$3,962.00	($417.00)	$0.00	($417.00)
CERTIFICATED EXTRA DUTY PAY						-11.76%
100.100.700.110.322	$0.00	$0.00	$1,584.80	($1,584.80)	$0.00	($1,584.80)
NON-CERT SPECIALIST/EXTRA DUTY						0.00%
100.100.700.110.329	$500.00	$0.00	$568.75	($68.75)	$0.00	($68.75)
CROSS COUNTRY SUB						-13.75%
100.100.700.110.363	$20.00	$0.00	$30.66	($10.66)	$0.00	($10.66)
WORKERS COMPENSATION						-53.30%
100.100.700.110.365	$0.00	$0.00	$497.61	($497.61)	$0.00	($497.61)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.110.367	$59.00	$0.00	$85.37	($26.37)	$0.00	($26.37)
MEDICARE TAX						-44.69%
100.100.700.110.368	$31.00	$0.00	$109.50	($78.50)	$0.00	($78.50)
SOCIAL SECURITY TAX						-253.23%
100.100.700.110.426	$25,010.00	$0.00	$20,343.18	$4,666.82	$0.00	$4,666.82
XCOUNTRY TRANSPORTATION						18.66%
100.100.700.110.479	$150.00	$0.00	$127.50	$22.50	$0.00	$22.50
XCOUNTRY SUPPLIES AND MATERIALS						15.00%
100.100.700.120.322	$7,298.00	$0.00	$7,298.00	$0.00	$0.00	$0.00
NON-CERT SPECIALIST/EXTRA DUTY						0.00%
100.100.700.120.329	$0.00	$0.00	$191.25	($191.25)	$0.00	($191.25)
SUBSTITUTES/TEMPORARIES						0.00%
100.100.700.120.363	$37.00	$0.00	$37.51	($0.51)	$0.00	($0.51)
WORKERS COMPENSATION						-1.38%
100.100.700.120.366	$0.00	$0.00	$568.76	($568.76)	$0.00	($568.76)
RETIREMENT CONTRIBUTION-PERS						0.00%
100.100.700.120.367	$106.00	$0.00	$108.62	($2.62)	$0.00	($2.62)
MEDICARE TAX						-2.47%
100.100.700.120.368	$452.00	$0.00	$335.06	$116.94	$0.00	$116.94
SOCIAL SECURITY TAX						25.87%
100.100.700.120.426	$12,700.00	$0.00	$11,693.06	$1,006.94	$0.00	$1,006.94
SWIM TRANSPORTATION						7.93%
100.100.700.120.479	$2,100.00	$0.00	$2,095.13	$4.87	$0.00	$4.87
SWIM SUPPLIES AND MATERIALS						0.23%
100.100.700.130.316	$6,045.00	$0.00	$3,650.00	$2,395.00	$0.00	$2,395.00

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CERTIFICATED EXTRA DUTY PAY						39.62%
100.100.700.130.322	$2,419.00	$0.00	$4,814.00	($2,395.00)	$0.00	($2,395.00)
NON-CERT SPECIALIST/EXTRA DUTY						-99.01%
100.100.700.130.329	$4,600.00	$0.00	$6,075.00	($1,475.00)	$0.00	($1,475.00)
SUBSTITUTES/TEMPORARIES						-32.07%
100.100.700.130.363	$63.00	$0.00	$72.90	($9.90)	$0.00	($9.90)
WORKERS COMPENSATION						-15.71%
100.100.700.130.365	$0.00	$0.00	$586.54	($586.54)	$0.00	($586.54)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.130.366	$0.00	$0.00	$15.39	($15.39)	$0.00	($15.39)
RETIREMENT CONTRIBUTION-PERS						0.00%
100.100.700.130.367	$180.00	$0.00	$208.85	($28.85)	$0.00	($28.85)
MEDICARE TAX						-16.03%
100.100.700.130.368	$248.00	$0.00	$565.99	($317.99)	$0.00	($317.99)
SOCIAL SECURITY TAX						-128.22%
100.100.700.130.426	$22,000.00	($37.50)	$20,661.28	$1,338.72	$0.00	$1,338.72
GIRLS BB TRANSPORTATION						6.09%
100.100.700.130.479	$0.00	$0.00	$539.71	($539.71)	$0.00	($539.71)
GIRLS BB SUPPLIES AND MATERIALS						0.00%
100.100.700.140.316	$4,795.00	$0.00	$6,713.00	($1,918.00)	$0.00	($1,918.00)
CERTIFICATED EXTRA DUTY PAY						-40.00%
100.100.700.140.322	$1,901.00	$0.00	$0.00	$1,901.00	$0.00	$1,901.00
NON-CERT SPECIALIST/EXTRA DUTY						100.00%
100.100.700.140.329	$2,100.00	$0.00	$875.00	$1,225.00	$0.00	$1,225.00
SUBSTITUTES/TEMPORARIES						58.33%
100.100.700.140.363	$35.00	$0.00	$38.04	($3.04)	$0.00	($3.04)
WORKERS COMPENSATION						-8.69%
100.100.700.140.365	$0.00	$0.00	$843.13	($843.13)	$0.00	($843.13)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.140.367	$102.00	$0.00	$104.31	($2.31)	$0.00	($2.31)
MEDICARE TAX						-2.26%
100.100.700.140.368	$0.00	$0.00	$7.75	($7.75)	$0.00	($7.75)
SOCIAL SECURITY TAX						0.00%
100.100.700.140.426	$24,313.00	$0.00	$19,221.05	$5,091.95	$0.00	$5,091.95
VB TRANSPORTATION						20.94%
100.100.700.140.479	$2,300.00	$0.00	$1,707.24	$592.76	$0.00	$592.76

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VB SUPPLIES AND MATERIALS						25.77%
100.100.700.140.491	$160.00	$0.00	$160.00	$0.00	$0.00	$0.00
VB DUES AND FEES						0.00%
100.100.700.150.316	$834.00	$208.50	$834.00	$0.00	$0.00	$0.00
CERTIFICATED EXTRA DUTY PAY						0.00%
100.100.700.150.363	$5.00	$1.05	$4.20	$0.80	$0.00	$0.80
WORKERS COMPENSATION						16.00%
100.100.700.150.365	$0.00	$26.20	$104.82	($104.82)	$0.00	($104.82)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.150.367	$12.00	$2.76	$11.07	$0.93	$0.00	$0.93
MEDICARE TAX						7.75%
100.100.700.160.322	$6,113.00	$0.00	$8,464.00	($2,351.00)	$0.00	($2,351.00)
NON-CERT SPECIALIST/EXTRA DUTY						-38.46%
100.100.700.160.363	$30.00	$0.00	$42.44	($12.44)	$0.00	($12.44)
WORKERS COMPENSATION						-41.47%
100.100.700.160.367	$89.00	$0.00	$122.71	($33.71)	$0.00	($33.71)
MEDICARE TAX						-37.88%
100.100.700.160.368	$379.00	$0.00	$524.77	($145.77)	$0.00	($145.77)
SOCIAL SECURITY TAX						-38.46%
100.100.700.160.426	$6,000.00	$0.00	$7,728.13	($1,728.13)	$0.00	($1,728.13)
CHEERLEADING TRANSPORTATION						-28.80%
100.100.700.160.479	$2,000.00	$0.00	$0.00	$2,000.00	$0.00	$2,000.00
CHEER SUPPLIES & MATERIALS						100.00%
100.100.700.170.316	$0.00	$5,212.00	$5,212.00	($5,212.00)	$0.00	($5,212.00)
CERTIFICATED EXTRA DUTY PAY						0.00%
100.100.700.170.322	$6,500.00	$0.00	$2,084.80	$4,415.20	$0.00	$4,415.20
NON-CERT SPECIALIST/EXTRA DUTY						67.93%
100.100.700.170.329	$0.00	$0.00	$2,175.00	($2,175.00)	$0.00	($2,175.00)
SUBSTITUTES/TEMPORARIES						0.00%
100.100.700.170.363	$33.00	$26.13	$47.48	($14.48)	$0.00	($14.48)
WORKERS COMPENSATION						-43.88%
100.100.700.170.365	$0.00	$654.62	$654.62	($654.62)	$0.00	($654.62)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.170.367	$94.00	$71.06	$132.83	($38.83)	$0.00	($38.83)
MEDICARE TAX						-41.31%
100.100.700.170.368	$0.00	$0.00	$129.26	($129.26)	$0.00	($129.26)

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SOCIAL SECURITY TAX						0.00%
100.100.700.170.426	$20,000.00	$8,121.14	$20,364.27	($364.27)	$0.00	($364.27)
TRACK TRANSPORTATION						-1.82%
100.100.700.170.479	$0.00	$0.00	$135.00	($135.00)	$0.00	($135.00)
TRACK SUPPLIES AND MATERIALS						0.00%
100.100.700.180.316	$834.00	$0.00	$834.00	$0.00	$0.00	$0.00
CERTIFICATED EXTRA DUTY PAY						0.00%
100.100.700.180.363	$5.00	$0.00	$4.17	$0.83	$0.00	$0.83
WORKERS COMPENSATION						16.60%
100.100.700.180.365	$0.00	$0.00	$104.76	($104.76)	$0.00	($104.76)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.180.367	$12.00	$0.00	$11.11	$0.89	$0.00	$0.89
MEDICARE TAX						7.42%
100.100.700.190.316	$3,753.00	$938.25	$3,753.00	$0.00	$0.00	$0.00
CERTIFICATED EXTRA DUTY PAY						0.00%
100.100.700.190.329	$0.00	$0.00	$1,062.50	($1,062.50)	$0.00	($1,062.50)
SUBSTITUTES/TEMPORARIES						0.00%
100.100.700.190.363	$0.00	$4.70	$24.16	($24.16)	$0.00	($24.16)
WORKERS COMPENSATION						0.00%
100.100.700.190.365	$0.00	$117.85	$471.33	($471.33)	$0.00	($471.33)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.190.367	$0.00	$12.45	$65.22	($65.22)	$0.00	($65.22)
MEDICARE TAX						0.00%
100.100.700.190.368	$0.00	$0.00	$19.38	($19.38)	$0.00	($19.38)
SOCIAL SECURITY TAX						0.00%
100.100.700.190.421	$1,800.00	$0.00	$1,445.72	$354.28	$0.00	$354.28
MUSIC STAFF TRANSPORTATION						19.68%
100.100.700.190.426	$3,300.00	$0.00	$5,907.80	($2,607.80)	$0.00	($2,607.80)
MUSIC TRANSPORTATION						-79.02%
100.100.700.190.479	$300.00	$0.00	$292.99	$7.01	$0.00	$7.01
MUSIC OTHER SUPPLIES						2.34%
100.100.700.195.316	$1,529.00	$382.25	$1,529.00	$0.00	$0.00	$0.00
CERTIFICATED EXTRA DUTY PAY						0.00%
100.100.700.195.363	$8.00	$1.92	$7.68	$0.32	$0.00	$0.32
WORKERS COMPENSATION						4.00%
100.100.700.195.365	$0.00	$48.01	$192.00	($192.00)	$0.00	($192.00)

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RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.195.367	$22.00	$5.03	$20.14	$1.86	$0.00	$1.86
MEDICARE TAX						8.45%
100.100.700.200.316	$1,529.00	$0.00	$1,529.00	$0.00	$0.00	$0.00
CERTIFICATED EXTRA DUTY PAY						0.00%
100.100.700.200.363	$8.00	$0.00	$7.68	$0.32	$0.00	$0.32
WORKERS COMPENSATION						4.00%
100.100.700.200.365	$0.00	$0.00	$195.64	($195.64)	$0.00	($195.64)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.200.367	$22.00	$0.00	$22.16	($0.16)	$0.00	($0.16)
MEDICARE TAX						-0.73%
100.100.700.205.316	$2,294.00	$0.00	$0.00	$2,294.00	$0.00	$2,294.00
CERTIFICATED EXTRA DUTY PAY						100.00%
100.100.700.205.363	$11.00	$0.00	$0.00	$11.00	$0.00	$11.00
WORKERS COMPENSATION						100.00%
100.100.700.205.367	$33.00	$0.00	$0.00	$33.00	$0.00	$33.00
MEDICARE TAX						100.00%
100.100.700.210.322	$6,130.00	$0.00	$4,379.00	$1,751.00	$0.00	$1,751.00
NON-CERT SPECIALIST/EXTRA DUTY						28.56%
100.100.700.210.329	$0.00	$0.00	$125.00	($125.00)	$0.00	($125.00)
SUBSTITUTES/TEMPORARIES						0.00%
100.100.700.210.363	$31.00	$0.00	$22.59	$8.41	$0.00	$8.41
WORKERS COMPENSATION						27.13%
100.100.700.210.367	$89.00	$0.00	$65.32	$23.68	$0.00	$23.68
MEDICARE TAX						26.61%
100.100.700.210.368	$380.00	$0.00	$279.25	$100.75	$0.00	$100.75
SOCIAL SECURITY TAX						26.51%
100.100.700.210.426	$21,000.00	$0.00	$17,208.74	$3,791.26	$0.00	$3,791.26
WRESTLING TRANSPORTATION						18.05%
100.100.700.210.479	$0.00	$0.00	$1,485.31	($1,485.31)	$0.00	($1,485.31)
WRESTLING SUPPLIES AND MATERIALS						0.00%
100.100.700.220.316	$8,464.00	$0.00	$9,048.00	($584.00)	$0.00	($584.00)
CERTIFICATED EXTRA DUTY PAY						-6.90%
100.100.700.220.329	$6,500.00	$0.00	$7,903.50	($1,403.50)	$0.00	($1,403.50)
SUBSTITUTES/TEMPORARIES						-21.59%
100.100.700.220.363	$64.00	$0.00	$84.97	($20.97)	$0.00	($20.97)

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WORKERS COMPENSATION						-32.77%
100.100.700.220.365	$0.00	$0.00	$1,264.51	($1,264.51)	$0.00	($1,264.51)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.220.366	$0.00	$0.00	$15.40	($15.40)	$0.00	($15.40)
RETIREMENT CONTRIBUTION-PERS						0.00%
100.100.700.220.367	$188.00	$0.00	$235.16	($47.16)	$0.00	($47.16)
MEDICARE TAX						-25.09%
100.100.700.220.368	$279.00	$0.00	$295.43	($16.43)	$0.00	($16.43)
SOCIAL SECURITY TAX						-5.89%
100.100.700.220.426	$22,000.00	($622.62)	$23,826.04	($1,826.04)	$0.00	($1,826.04)
BOYS BB TRANSPORTATION						-8.30%
100.100.700.220.479	$0.00	$0.00	$948.84	($948.84)	$0.00	($948.84)
BOYS BB SUPPLIES AND MATERIALS						0.00%
100.100.700.230.316	$834.00	$0.00	$834.00	$0.00	$0.00	$0.00
CERTIFICATED EXTRA DUTY PAY						0.00%
100.100.700.230.363	$4.00	$0.00	$4.17	($0.17)	$0.00	($0.17)
WORKERS COMPENSATION						-4.25%
100.100.700.230.365	$0.00	$0.00	$104.75	($104.75)	$0.00	($104.75)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.230.367	$12.00	$0.00	$12.09	($0.09)	$0.00	($0.09)
MEDICARE TAX						-0.75%
100.100.700.240.316	$7,298.00	$0.00	$7,881.80	($583.80)	$0.00	($583.80)
CERTIFICATED EXTRA DUTY PAY						-8.00%
100.100.700.240.322	$2,085.00	$0.00	$0.00	$2,085.00	$0.00	$2,085.00
NON-CERT SPECIALIST/EXTRA DUTY						100.00%
100.100.700.240.329	$1,200.00	$0.00	$2,500.00	($1,300.00)	$0.00	($1,300.00)
SUBSTITUTES/TEMPORARIES						-108.33%
100.100.700.240.363	$64.00	$0.00	$52.05	$11.95	$0.00	$11.95
WORKERS COMPENSATION						18.67%
100.100.700.240.365	$0.00	$0.00	$989.95	($989.95)	$0.00	($989.95)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.240.367	$151.00	$0.00	$146.23	$4.77	$0.00	$4.77
MEDICARE TAX						3.16%
100.100.700.240.368	$191.00	$0.00	$43.40	$147.60	$0.00	$147.60
SOCIAL SECURITY TAX						77.28%
100.100.700.240.426	$20,000.00	$2,287.98	$15,166.68	$4,833.32	$0.00	$4,833.32

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BASEBALL TRANSPORTATION						24.17%
100.100.700.240.479	$3,000.00	$44.39	$3,383.33	($383.33)	$0.00	($383.33)
BASEBALL SUPPLIES AND MATERIALS						-12.78%
100.200.100.000.314	$29,000.00	$3,608.97	$28,839.05	$160.95	$0.00	$160.95
CERT DIRECTOR/COORD/MANAGER						0.56%
100.200.100.000.315	$383,581.00	$99,269.80	$385,611.80	($2,030.80)	$0.00	($2,030.80)
CERTIFICATED TEACHER						-0.53%
100.200.100.000.329	$9,700.00	$0.00	$7,087.50	$2,612.50	$0.00	$2,612.50
SUBSTITUTES/TEMPORARIES						26.93%
100.200.100.000.363	$2,112.00	$515.72	$2,143.26	($31.26)	$0.00	($31.26)
WORKERS COMPENSATION						-1.48%
100.200.100.000.364	$141,035.00	$31,812.99	$135,499.29	$5,535.71	$0.00	$5,535.71
INSURANCE-HEALTH/LIFE						3.93%
100.200.100.000.365	$104,526.00	$12,916.34	$51,541.11	$52,984.89	$0.00	$52,984.89
RETIREMENT CONTRIBUTION-TRS						50.69%
100.200.100.000.366	$0.00	$0.00	$660.05	($660.05)	$0.00	($660.05)
RETIREMENT CONTRIBUTION-PERS						0.00%
100.200.100.000.367	$6,033.00	$1,376.38	$5,741.47	$291.53	$0.00	$291.53
MEDICARE TAX						4.83%
100.200.100.000.368	$500.00	$0.00	$113.94	$386.06	$0.00	$386.06
SOCIAL SECURITY TAX						77.21%
100.200.100.000.418	$12,000.00	$0.00	$9,918.75	$2,081.25	$0.00	$2,081.25
MS OTHER PROFESSIONAL SVCS						17.34%
100.200.100.000.451	$3,700.00	$0.00	$2,822.50	$877.50	$0.00	$877.50
MS GENERAL TEACHING SUPPLIES						23.72%
100.200.100.000.476	$5,800.00	$0.00	$4,224.92	$1,575.08	$0.00	$1,575.08
MS COPIER SUPPLIES						27.16%
100.200.100.000.479	$300.00	$0.00	$0.00	$300.00	$0.00	$300.00
MS TEACHER OTHER SUPPLIES AND MATERIALS						100.00%
100.200.100.001.451	$500.00	$0.00	$1,563.87	($1,063.87)	$0.00	($1,063.87)
MS ENGLISH SUPPLIES						-212.77%
100.200.100.002.451	$1,000.00	$0.00	$101.77	$898.23	$0.00	$898.23
MS MATH SUPPLIES						89.82%
100.200.100.003.451	$1,700.00	$465.08	$1,440.37	$259.63	$0.00	$259.63
MS SCIENCE SUPPLIES						15.27%
100.200.100.004.451	$500.00	$0.00	$93.91	$406.09	$0.00	$406.09

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MS SOCIAL STUDIES SUPPLIES						81.22%
100.200.100.008.451	$500.00	$0.00	$465.56	$34.44	$0.00	$34.44
MS MUSIC SUPPLIES						6.89%
100.200.100.009.451	$500.00	$0.00	$408.64	$91.36	$0.00	$91.36
MS ART/JEWELRY/PHOTO SUPPLIES						18.27%
100.200.100.016.451	$500.00	$0.00	$561.66	($61.66)	$0.00	($61.66)
6TH TEACHING SUPPLIES						-12.33%
100.200.100.019.451	$500.00	$0.00	$50.00	$450.00	$0.00	$450.00
MS ROBOTICS						90.00%
100.200.200.000.315	$47,179.00	$2,390.40	$48,319.20	($1,140.20)	$0.00	($1,140.20)
CERTIFICATED TEACHER						-2.42%
100.200.200.000.323	$78,200.00	$1,137.71	$56,382.90	$21,817.10	$0.00	$21,817.10
AIDES						27.90%
100.200.200.000.329	$28,400.00	$123.25	$27,987.50	$412.50	$0.00	$412.50
SUBSTITUTES/TEMPORARIES						1.45%
100.200.200.000.363	$789.00	$18.30	$665.14	$123.86	$0.00	$123.86
WORKERS COMPENSATION						15.70%
100.200.200.000.364	$40,000.00	$0.00	$20,992.48	$19,007.52	$0.00	$19,007.52
INSURANCE-HEALTH/LIFE						47.52%
100.200.200.000.365	$15,168.00	$300.23	$5,145.53	$10,022.47	$0.00	$10,022.47
RETIREMENT CONTRIBUTION-TRS						66.08%
100.200.200.000.366	$19,628.00	$455.55	$16,833.73	$2,794.27	$0.00	$2,794.27
RETIREMENT CONTRIBUTION-PERS						14.24%
100.200.200.000.367	$2,097.00	$52.94	$1,847.98	$249.02	$0.00	$249.02
MEDICARE TAX						11.88%
100.200.200.000.368	$434.00	$7.64	$347.61	$86.39	$0.00	$86.39
SOCIAL SECURITY TAX						19.91%
100.200.200.000.451	$500.00	$0.00	$460.06	$39.94	$0.00	$39.94
MS SPED SUPPLIES						7.99%
100.200.450.000.324	$30,000.00	$1,920.60	$28,917.90	$1,082.10	$0.00	$1,082.10
SUPPORT STAFF						3.61%
100.200.450.000.329	$800.00	$0.00	$0.00	$800.00	$0.00	$800.00
SUBSTITUTES/TEMPORARIES						100.00%
100.200.450.000.363	$203.00	$9.57	$144.74	$58.26	$0.00	$58.26
WORKERS COMPENSATION						28.70%
100.200.450.000.364	$28,546.00	$0.00	$13,251.34	$15,294.66	$0.00	$15,294.66

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INSURANCE-HEALTH/LIFE						53.58%
100.200.450.000.366	$10,040.00	$422.53	$6,361.94	$3,678.06	$0.00	$3,678.06
RETIREMENT CONTRIBUTION-PERS						36.63%
100.200.450.000.367	$588.00	$27.85	$372.35	$215.65	$0.00	$215.65
MEDICARE TAX						36.68%
100.200.450.000.368	$37.00	$0.00	$0.00	$37.00	$0.00	$37.00
SOCIAL SECURITY TAX						100.00%
100.200.450.000.433	$1,000.00	$133.37	$1,467.01	($467.01)	$0.00	($467.01)
COMMUNICATIONS						-46.70%
100.200.450.000.434	$300.00	$0.00	$8.73	$291.27	$0.00	$291.27
MS POSTAGE						97.09%
100.200.450.000.454	$400.00	$0.00	$157.64	$242.36	$0.00	$242.36
MS OFFICE SUPPLIES						60.59%
100.200.700.000.316	$5,934.00	$556.00	$5,626.00	$308.00	$0.00	$308.00
CERTIFICATED EXTRA DUTY PAY						5.19%
100.200.700.000.322	$6,156.00	$0.00	$5,926.00	$230.00	$0.00	$230.00
NON-CERT SPECIALIST/EXTRA DUTY						3.74%
100.200.700.000.329	$4,000.00	$0.00	$3,946.00	$54.00	$0.00	$54.00
SUBSTITUTES/TEMPORARIES						1.35%
100.200.700.000.363	$66.00	$2.79	$77.67	($11.67)	$0.00	($11.67)
WORKERS COMPENSATION						-17.68%
100.200.700.000.364	$0.00	$166.83	$1,991.71	($1,991.71)	$0.00	($1,991.71)
INSURANCE-HEALTH/LIFE						0.00%
100.200.700.000.365	$0.00	$69.83	$759.34	($759.34)	$0.00	($759.34)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.200.700.000.366	$0.00	$0.00	$523.78	($523.78)	$0.00	($523.78)
RETIREMENT CONTRIBUTION-PERS						0.00%
100.200.700.000.367	$190.00	$7.46	$214.34	($24.34)	$0.00	($24.34)
MEDICARE TAX						-12.81%
100.200.700.000.368	$444.00	$0.00	$438.42	$5.58	$0.00	$5.58
SOCIAL SECURITY TAX						1.26%
100.200.700.000.426	$28,000.00	($1,804.66)	$44,939.26	($16,939.26)	$0.00	($16,939.26)
MS ACTIVITIES STUDENT TRANSPORTATION						-60.50%
100.200.700.000.479	$3,600.00	$0.00	$6,381.55	($2,781.55)	$0.00	($2,781.55)
MS ACTIVITIES SUPPLIES AND MATERIALS						-77.27%
100.200.700.019.329	$0.00	$0.00	$150.00	($150.00)	$0.00	($150.00)

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MS ROBOTICS SUB/TEMP						0.00%
100.200.700.019.363	$0.00	$0.00	$0.76	($0.76)	$0.00	($0.76)
MS ROBOTICS WORKERS COMP						0.00%
100.200.700.019.367	$0.00	$0.00	$2.18	($2.18)	$0.00	($2.18)
MS ROBOTICS FICA MEDICARE						0.00%
100.200.700.019.368	$0.00	$0.00	$9.30	($9.30)	$0.00	($9.30)
MS ROBOTICS FICA SS						0.00%
100.300.100.000.315	$1,009,025.60	$111,975.74	$945,609.48	$63,416.12	$0.00	$63,416.12
CERTIFICATED TEACHER						6.28%
100.300.100.000.323	$27,000.00	$504.66	$26,346.67	$653.33	$0.00	$653.33
AIDES						2.42%
100.300.100.000.329	$56,200.00	$4,448.50	$77,680.50	($21,480.50)	$0.00	($21,480.50)
SUBSTITUTES/TEMPORARIES						-38.22%
100.300.100.000.363	$5,293.00	$586.16	$5,275.91	$17.09	$0.00	$17.09
WORKERS COMPENSATION						0.32%
100.300.100.000.364	$300,092.00	$21,963.14	$253,798.19	$46,293.81	$0.00	$46,293.81
INSURANCE-HEALTH/LIFE						15.43%
100.300.100.000.365	$262,997.00	$14,064.17	$118,890.35	$144,106.65	$0.00	$144,106.65
RETIREMENT CONTRIBUTION-TRS						54.79%
100.300.100.000.366	$6,777.00	$497.62	$9,761.11	($2,984.11)	$0.00	($2,984.11)
RETIREMENT CONTRIBUTION-PERS						-44.03%
100.300.100.000.367	$15,312.00	$1,590.01	$14,344.27	$967.73	$0.00	$967.73
MEDICARE TAX						6.32%
100.300.100.000.368	$1,240.00	$80.35	$661.35	$578.65	$0.00	$578.65
SOCIAL SECURITY TAX						46.67%
100.300.100.000.410	$200.00	$0.00	$135.00	$65.00	$0.00	$65.00
PROFESSIONAL & TECH SERVICES						32.50%
100.300.100.000.426	$300.00	$0.00	$675.00	($375.00)	$0.00	($375.00)
STUDENT TRANSPORTATION						-125.00%
100.300.100.000.451	$13,200.00	($1,345.97)	$12,805.36	$394.64	$0.00	$394.64
ES GENERAL TEACHING SUPPLIES						2.99%
100.300.100.000.474	$7,000.00	$4,859.06	$10,759.06	($3,759.06)	$0.00	($3,759.06)
CURRICULUM ADOPTION						-53.70%
100.300.100.000.476	$16,000.00	$0.00	$7,612.13	$8,387.87	$0.00	$8,387.87
COPIER SUPPLIES						52.42%
100.300.100.000.479	$800.00	$0.00	$0.00	$800.00	$0.00	$800.00

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ES TEACHER OTHER SUPPLIES AND MATERIALS						100.00%
100.300.100.008.451	$300.00	$0.00	$0.00	$300.00	$0.00	$300.00
ES MUSIC SUPPLIES						100.00%
100.300.100.010.451	$300.00	$0.00	$291.12	$8.88	$0.00	$8.88
KINDER MULLEN SUPPLIES						2.96%
100.300.100.011.451	$300.00	$0.00	$300.00	$0.00	$0.00	$0.00
KINDER WILLIS SUPPLIES						0.00%
100.300.100.012.451	$300.00	$0.00	$296.38	$3.62	$0.00	$3.62
1ST HOFACRE SUPPLIES						1.21%
100.300.100.013.451	$300.00	$0.00	$355.22	($55.22)	$0.00	($55.22)
1ST NORMAN SUPPLIES						-18.41%
100.300.100.014.451	$300.00	$0.00	$303.61	($3.61)	$0.00	($3.61)
2ND BROCK SUPPLIES						-1.20%
100.300.100.015.451	$300.00	$0.00	$262.10	$37.90	$0.00	$37.90
2ND BRYNER TEACHING SUPPLIES						12.63%
100.300.100.018.451	$300.00	$0.00	$298.18	$1.82	$0.00	$1.82
ES READING TEACHING SUPPLIES						0.61%
100.300.100.029.451	$300.00	$0.00	$299.34	$0.66	$0.00	$0.66
3RD MARTIN SUPPLIES						0.22%
100.300.100.030.451	$300.00	$0.00	$298.06	$1.94	$0.00	$1.94
3RD MIDKIFF SUPPLIES						0.65%
100.300.100.031.451	$300.00	$0.00	$302.01	($2.01)	$0.00	($2.01)
4TH PAULSON SUPPLIES						-0.67%
100.300.100.032.451	$300.00	$0.00	$255.27	$44.73	$0.00	$44.73
4TH HAMBLEY SUPPLIES						14.91%
100.300.100.033.451	$300.00	$0.00	$296.49	$3.51	$0.00	$3.51
5TH PENNINGTON SUPPLIES						1.17%
100.300.100.034.451	$300.00	$0.00	$298.37	$1.63	$0.00	$1.63
5TH MILLER SUPPLIES						0.54%
100.300.100.035.451	$300.00	$0.00	$297.64	$2.36	$0.00	$2.36
ES SWIM/PE SUPPLIES						0.79%
100.300.200.000.315	$131,844.00	$32,599.98	$132,554.48	($710.48)	$0.00	($710.48)
CERTIFICATED TEACHER						-0.54%
100.300.200.000.323	$285,600.00	($3,517.80)	$292,055.30	($6,455.30)	$0.00	($6,455.30)
AIDES						-2.26%
100.300.200.000.329	$26,500.00	$195.50	$22,206.85	$4,293.15	$0.00	$4,293.15

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SUBSTITUTES/TEMPORARIES						16.20%
100.300.200.000.363	$2,220.00	$150.52	$2,333.30	($113.30)	$0.00	($113.30)
WORKERS COMPENSATION						-5.10%
100.300.200.000.364	$155,045.00	$7,136.64	$137,769.43	$17,275.57	$0.00	$17,275.57
INSURANCE-HEALTH/LIFE						11.14%
100.300.200.000.365	$44,267.00	$4,094.56	$15,754.35	$28,512.65	$0.00	$28,512.65
RETIREMENT CONTRIBUTION-TRS						64.41%
100.300.200.000.366	$76,110.00	$1,006.76	$59,188.60	$16,921.40	$0.00	$16,921.40
RETIREMENT CONTRIBUTION-PERS						22.23%
100.300.200.000.367	$6,451.00	$398.65	$6,297.94	$153.06	$0.00	$153.06
MEDICARE TAX						2.37%
100.300.200.000.368	$930.00	($202.92)	$3,293.68	($2,363.68)	$0.00	($2,363.68)
SOCIAL SECURITY TAX						-254.16%
100.300.200.000.451	$1,500.00	($215.32)	$1,275.41	$224.59	$0.00	$224.59
ES SPED SUPPLIES						14.97%
100.300.300.000.315	$82,545.00	$20,380.00	$81,895.00	$650.00	$0.00	$650.00
CERTIFICATED TEACHER						0.79%
100.300.300.000.329	$8,000.00	$0.00	$8,825.00	($825.00)	$0.00	($825.00)
SUBSTITUTES/TEMPORARIES						-10.31%
100.300.300.000.363	$430.00	$105.92	$469.82	($39.82)	$0.00	($39.82)
WORKERS COMPENSATION						-9.26%
100.300.300.000.364	$3,000.00	$750.00	$3,000.00	$0.00	$0.00	$0.00
INSURANCE-HEALTH/LIFE						0.00%
100.300.300.000.365	$20,804.00	$2,559.73	$10,238.91	$10,565.09	$0.00	$10,565.09
RETIREMENT CONTRIBUTION-TRS						50.78%
100.300.300.000.366	$879.00	$0.00	$0.00	$879.00	$0.00	$879.00
RETIREMENT CONTRIBUTION-PERS						100.00%
100.300.300.000.367	$1,235.00	$306.39	$1,358.94	($123.94)	$0.00	($123.94)
MEDICARE TAX						-10.04%
100.300.300.000.368	$62.00	$0.00	$534.75	($472.75)	$0.00	($472.75)
SOCIAL SECURITY TAX						-762.50%
100.300.300.000.451	$1,000.00	$0.00	$495.98	$504.02	$0.00	$504.02
TEACHING SUPPLIES						50.40%
100.300.350.000.315	$88,862.00	$18,669.75	$74,929.00	$13,933.00	$0.00	$13,933.00
CERTIFICATED TEACHER						15.68%
100.300.350.000.329	$1,150.00	$0.00	$1,600.00	($450.00)	$0.00	($450.00)

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SUBSTITUTES/TEMPORARIES						-39.13%
100.300.350.000.363	$452.00	$93.59	$383.66	$68.34	$0.00	$68.34
WORKERS COMPENSATION						15.12%
100.300.350.000.364	$3,000.00	$1,944.77	$7,779.20	($4,779.20)	$0.00	($4,779.20)
INSURANCE-HEALTH/LIFE						-159.31%
100.300.350.000.365	$22,550.00	$2,344.92	$9,379.68	$13,170.32	$0.00	$13,170.32
RETIREMENT CONTRIBUTION-TRS						58.40%
100.300.350.000.367	$1,306.00	$263.66	$1,082.18	$223.82	$0.00	$223.82
MEDICARE TAX						17.14%
100.300.350.000.368	$62.00	$0.00	$0.00	$62.00	$0.00	$62.00
SOCIAL SECURITY TAX						100.00%
100.300.350.000.451	$1,000.00	$0.00	$998.45	$1.55	$0.00	$1.55
TEACHING SUPPLIES						0.16%
100.300.350.000.472	$2,000.00	$30.64	$1,913.19	$86.81	$0.00	$86.81
LIBRARY BOOKS						4.34%
100.300.350.000.473	$500.00	$0.00	$397.95	$102.05	$0.00	$102.05
PERIODICALS						20.41%
100.300.350.000.479	$1,500.00	$0.00	$1,288.28	$211.72	$0.00	$211.72
OTHER SUPPLIES AND MATERIALS						14.11%
100.300.400.000.421	$1,500.00	$0.00	$1,341.12	$158.88	$0.00	$158.88
STAFF TRANSPORTATION						10.59%
100.300.400.000.479	$2,500.00	$0.00	$2,397.94	$102.06	$0.00	$102.06
ES PRINCIPAL SUPPLIES AND MATERIALS						4.08%
100.300.400.000.491	$650.00	$0.00	$625.00	$25.00	$0.00	$25.00
DUES AND FEES						3.85%
100.300.450.000.324	$39,000.00	$1,697.92	$38,550.68	$449.32	$0.00	$449.32
SUPPORT STAFF						1.15%
100.300.450.000.329	$800.00	$0.00	$1,370.25	($570.25)	$0.00	($570.25)
SUBSTITUTES/TEMPORARIES						-71.28%
100.300.450.000.363	$199.00	$8.50	$199.04	($0.04)	$0.00	($0.04)
WORKERS COMPENSATION						-0.02%
100.300.450.000.364	$28,546.00	$0.00	$27,470.21	$1,075.79	$0.00	$1,075.79
INSURANCE-HEALTH/LIFE						3.77%
100.300.450.000.366	$9,789.00	$373.54	$8,457.91	$1,331.09	$0.00	$1,331.09
RETIREMENT CONTRIBUTION-PERS						13.60%
100.300.450.000.367	$574.00	$24.62	$482.89	$91.11	$0.00	$91.11

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MEDICARE TAX						15.87%
100.300.450.000.368	$37.00	$0.00	$40.31	($3.31)	$0.00	($3.31)
SOCIAL SECURITY TAX						-8.95%
100.300.450.000.410	$2,400.00	$0.00	$0.00	$2,400.00	$0.00	$2,400.00
PROFESSIONAL & TECH SERVICES						100.00%
100.300.450.000.433	$2,000.00	$171.11	$1,882.12	$117.88	$0.00	$117.88
COMMUNICATIONS						5.89%
100.300.450.000.434	$500.00	$11.60	$62.68	$437.32	$0.00	$437.32
POSTAGE						87.46%
100.300.450.000.454	$800.00	$0.00	$759.97	$40.03	$0.00	$40.03
OFFICE SUPPLIES						5.00%
100.300.700.000.316	$0.00	$0.00	$834.00	($834.00)	$0.00	($834.00)
CERTIFICATED EXTRA DUTY PAY						0.00%
100.300.700.000.363	$0.00	$0.00	$4.14	($4.14)	$0.00	($4.14)
WORKERS COMPENSATION						0.00%
100.300.700.000.364	$0.00	$0.00	$334.16	($334.16)	$0.00	($334.16)
INSURANCE-HEALTH/LIFE						0.00%
100.300.700.000.365	$0.00	$0.00	$104.76	($104.76)	$0.00	($104.76)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.300.700.000.367	$0.00	$0.00	$10.92	($10.92)	$0.00	($10.92)
MEDICARE TAX						0.00%
100.500.100.000.315	$0.00	$0.00	$788.50	($788.50)	$0.00	($788.50)
CERTIFICATED TEACHER						0.00%
100.500.100.000.362	$4,000.00	$0.00	$0.00	$4,000.00	$0.00	$4,000.00
UNEMPLOYMENT INSURANCE						100.00%
100.500.100.000.363	$0.00	$0.00	$171.45	($171.45)	$0.00	($171.45)
WORKERS COMPENSATION						0.00%
100.500.100.000.367	$0.00	$0.00	$238.19	($238.19)	$0.00	($238.19)
MEDICARE TAX						0.00%
100.500.100.000.368	$0.00	$0.00	$48.89	($48.89)	$0.00	($48.89)
SOCIAL SECURITY TAX						0.00%
100.500.100.000.369	$26,000.00	$0.00	$23,500.63	$2,499.37	$0.00	$2,499.37
OTHER EMPLOYEE BENEFITS						9.61%
100.500.100.000.410	$300.00	$0.00	$270.00	$30.00	$0.00	$30.00
PROFESSIONAL & TECH SERVICES						10.00%
100.500.100.000.474	$5,497.12	$0.00	$3,389.68	$2,107.44	$0.00	$2,107.44

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DISTRICT WIDE CURRICULUM						38.34%
100.500.200.000.315	$47,500.00	$4,242.05	$46,749.25	$750.75	$0.00	$750.75
CERTIFICATED TEACHER						1.58%
100.500.200.000.363	$238.00	$21.27	$234.41	$3.59	$0.00	$3.59
WORKERS COMPENSATION						1.51%
100.500.200.000.364	$16,100.00	$1,540.87	$16,985.22	($885.22)	$0.00	($885.22)
INSURANCE-HEALTH/LIFE						-5.50%
100.500.200.000.365	$18,278.00	$528.10	$5,892.94	$12,385.06	$0.00	$12,385.06
RETIREMENT CONTRIBUTION-TRS						67.76%
100.500.200.000.367	$685.00	$60.33	$664.99	$20.01	$0.00	$20.01
MEDICARE TAX						2.92%
100.500.200.000.418	$10,000.00	$0.00	$2,516.35	$7,483.65	$0.00	$7,483.65
OTHER PROFESSIONAL SERVICES						74.84%
100.500.200.000.421	$1,000.00	$0.00	$682.65	$317.35	$0.00	$317.35
STAFF TRANSPORTATION						31.74%
100.500.200.000.440	$2,500.00	$0.00	$0.00	$2,500.00	$0.00	$2,500.00
PURCHASED SERVICES						100.00%
100.500.200.000.451	$1,500.00	$0.00	$676.04	$823.96	$0.00	$823.96
DISTRICT WIDE SPED SUPPLIES						54.93%
100.500.300.000.365	$26,131.00	$0.00	$0.00	$26,131.00	$0.00	$26,131.00
RETIREMENT CONTRIBUTION-TRS						100.00%
100.500.300.000.366	$7,695.00	$0.00	$0.00	$7,695.00	$0.00	$7,695.00
RETIREMENT CONTRIBUTION-PERS						100.00%
100.500.330.000.418	$10,000.00	$7,377.74	$9,694.54	$305.46	$0.00	$305.46
STUDENT HEALTH SRVCS						3.05%
100.500.330.000.450	$500.00	$0.00	$537.35	($37.35)	$0.00	($37.35)
STUDENT HEALTH SVCS SUPPLIES & MATERIALS						-7.47%
100.500.350.000.316	$0.00	$0.00	$3,000.00	($3,000.00)	$0.00	($3,000.00)
CERTIFIED EXTRA DUTY PAY						0.00%
100.500.350.000.318	$100,600.00	$8,383.35	$100,600.00	$0.00	$0.00	$0.00
CERTIFICATED SPECIALISTS						0.00%
100.500.350.000.324	$46,842.00	$1,815.01	$47,183.33	($341.33)	$0.00	($341.33)
SUPPORT STAFF						-0.73%
100.500.350.000.329	$1,700.00	$3,740.00	$6,926.75	($5,226.75)	$0.00	($5,226.75)
SUBSTITUTES/TEMPORARIES						-307.46%
100.500.350.000.363	$710.00	$89.54	$810.17	($100.17)	$0.00	($100.17)

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WORKERS COMPENSATION						-14.11%
100.500.350.000.364	$28,547.00	$2,378.88	$28,546.56	$0.44	$0.00	$0.44
INSURANCE-HEALTH/LIFE						0.00%
100.500.350.000.365	$25,520.00	$1,046.67	$12,936.84	$12,583.16	$0.00	$12,583.16
RETIREMENT CONTRIBUTION-TRS						49.31%
100.500.350.000.366	$11,757.00	$388.30	$9,887.02	$1,869.98	$0.00	$1,869.98
RETIREMENT CONTRIBUTION-PERS						15.91%
100.500.350.000.367	$2,054.00	$193.48	$2,181.52	($127.52)	$0.00	($127.52)
MEDICARE TAX						-6.21%
100.500.350.000.368	$93.00	$231.88	$404.66	($311.66)	$0.00	($311.66)
SOCIAL SECURITY TAX						-335.12%
100.500.350.000.417	$45,000.00	$0.00	$41,242.16	$3,757.84	$0.00	$3,757.84
TECHNOLOGY SUPPORT						8.35%
100.500.350.000.433	$123,000.00	$20,090.30	$122,703.30	$296.70	$0.00	$296.70
COMMUNICATIONS						0.24%
100.500.350.000.440	$70,320.00	$2,731.99	$61,192.45	$9,127.55	$0.00	$9,127.55
PURCHASED SERVICES						12.98%
100.500.350.000.446	$12,000.00	$0.00	$10,040.28	$1,959.72	$0.00	$1,959.72
PROPERTY INSURANCE						16.33%
100.500.350.000.450	$21,000.00	$0.00	$10,913.08	$10,086.92	$0.00	$10,086.92
SUPPLIES, MATERIALS & MEDIA						48.03%
100.500.350.000.475	$146,900.00	$7,053.16	$134,617.30	$12,282.70	$0.00	$12,282.70
TECHNOLOGY SUPPLIES						8.36%
100.500.400.000.313	$200,200.00	$11,709.52	$203,930.00	($3,730.00)	$0.00	($3,730.00)
PRINCIPAL						-1.86%
100.500.400.000.363	$1,003.00	$58.70	$1,022.23	($19.23)	$0.00	($19.23)
WORKERS COMPENSATION						-1.92%
100.500.400.000.364	$42,114.00	$2,639.21	$54,473.00	($12,359.00)	$0.00	($12,359.00)
INSURANCE-HEALTH/LIFE						-29.35%
100.500.400.000.365	$50,784.00	$1,458.15	$25,466.98	$25,317.02	$0.00	$25,317.02
RETIREMENT CONTRIBUTION-TRS						49.85%
100.500.400.000.367	$2,900.00	$163.13	$2,884.92	$15.08	$0.00	$15.08
MEDICARE TAX						0.52%
100.500.400.000.368	$0.00	$0.00	$622.79	($622.79)	$0.00	($622.79)
SOCIAL SECURITY TAX						0.00%
100.500.600.000.321	$82,100.00	$6,891.65	$82,700.00	($600.00)	$0.00	($600.00)

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NON-CERT DIRECTOR/COORD/MANAGR						-0.73%
100.500.600.000.324	$48,600.00	$4,322.26	$49,142.26	($542.26)	$0.00	($542.26)
SUPPORT STAFF						-1.12%
100.500.600.000.325	$208,690.00	$12,013.83	$183,869.89	$24,820.11	$0.00	$24,820.11
MAINTENANCE/CUSTODIAL						11.89%
100.500.600.000.329	$15,000.00	$1,642.58	$16,471.03	($1,471.03)	$0.00	($1,471.03)
SUBSTITUTES/TEMPORARIES						-9.81%
100.500.600.000.363	$8,439.00	$601.44	$7,713.09	$725.91	$0.00	$725.91
WORKERS COMPENSATION						8.60%
100.500.600.000.364	$85,000.00	$4,107.52	$71,042.17	$13,957.83	$0.00	$13,957.83
INSURANCE-HEALTH/LIFE						16.42%
100.500.600.000.366	$83,647.00	$4,852.61	$66,793.61	$16,853.39	$0.00	$16,853.39
RETIREMENT CONTRIBUTION-PERS						20.15%
100.500.600.000.367	$5,091.00	$350.25	$4,535.54	$555.46	$0.00	$555.46
MEDICARE TAX						10.91%
100.500.600.000.368	$1,043.00	$0.00	$141.58	$901.42	$0.00	$901.42
SOCIAL SECURITY TAX						86.43%
100.500.600.000.418	$20,000.00	($2,306.15)	$16,901.63	$3,098.37	$0.00	$3,098.37
OTHER PROFESSIONAL SERVICES						15.49%
100.500.600.000.421	$2,500.00	$0.00	$2,365.86	$134.14	$0.00	$134.14
STAFF TRANSPORTATION						5.37%
100.500.600.000.431	$30,000.00	$2,797.64	$32,096.28	($2,096.28)	$0.00	($2,096.28)
WATER AND SEWER						-6.99%
100.500.600.000.432	$40,000.00	$4,024.95	$44,045.28	($4,045.28)	$0.00	($4,045.28)
GARBAGE						-10.11%
100.500.600.000.433	$1,000.00	$57.35	$630.82	$369.18	$0.00	$369.18
COMMUNICATIONS						36.92%
100.500.600.000.436	$280,000.00	$20,682.68	$265,389.00	$14,611.00	$0.00	$14,611.00
ENERGY - ELECTRICITY						5.22%
100.500.600.000.438	$330,000.00	$28,021.46	$325,283.62	$4,716.38	$0.00	$4,716.38
ENERGY - HEATING OIL						1.43%
100.500.600.000.440	$50,000.00	$17,792.78	$44,278.10	$5,721.90	$0.00	$5,721.90
PURCHASED SERVICES						11.44%
100.500.600.000.446	$142,000.00	$0.00	$141,706.23	$293.77	$0.00	$293.77
PROPERTY INSURANCE						0.21%
100.500.600.000.452	$46,350.00	$3,011.93	$45,723.87	$626.13	$0.00	$626.13

Expenditure Budget Balance Report

☐ Summary Only From Date: 6/1/2024 To Date: 6/30/2024

Fiscal Year: 2023-2024

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
MAINTENANCE/CONSTR SUPPLIES						1.35%
100.500.600.000.453	$27,000.00	$811.98	$25,541.13	$1,458.87	$0.00	$1,458.87
JANITORIAL SUPPLIES						5.40%
100.500.600.000.457	$4,550.00	($928.99)	$2,118.49	$2,431.51	$0.00	$2,431.51
SMALL TOOLS AND EQUIPMENT						53.44%
100.500.600.000.458	$7,000.00	$512.08	$7,897.28	($897.28)	$0.00	($897.28)
VEHICLE GAS AND OIL						-12.82%
100.500.600.000.479	$1,600.00	$221.72	$1,070.24	$529.76	$0.00	$529.76
MAINTENANCE OTHER SUPPLIES AND MATERIALS						33.11%
100.500.600.000.491	$1,237.00	$10.00	$1,115.00	$122.00	$0.00	$122.00
DUES AND FEES						9.86%
100.500.700.000.314	$46,628.00	$5,987.21	$47,864.97	($1,236.97)	$0.00	($1,236.97)
CERT DIRECTOR/COORD/MANAGER						-2.65%
100.500.700.000.363	$234.00	$30.02	$239.98	($5.98)	$0.00	($5.98)
WORKERS COMPENSATION						-2.56%
100.500.700.000.364	$15,000.00	$2,378.88	$13,674.54	$1,325.46	$0.00	$1,325.46
INSURANCE-HEALTH/LIFE						8.84%
100.500.700.000.365	$11,899.00	$746.77	$5,974.19	$5,924.81	$0.00	$5,924.81
RETIREMENT CONTRIBUTION-TRS						49.79%
100.500.700.000.367	$676.00	$78.19	$645.55	$30.45	$0.00	$30.45
MEDICARE TAX						4.50%
100.500.900.000.553	$25,000.00	$0.00	$0.00	$25,000.00	$0.00	$25,000.00
TRANS TO FOOD SERVICE						100.00%
100.500.900.000.554	$50,000.00	$0.00	$0.00	$50,000.00	$0.00	$50,000.00
TRANS TO CAPITAL PROJECT FD						100.00%
100.500.900.000.556	$50,000.00	$0.00	$0.00	$50,000.00	$0.00	$50,000.00
TRANS TO STUDENT TRANSPORTA						100.00%
100.600.510.000.311	$146,620.00	$29,646.48	$164,048.13	($17,428.13)	$0.00	($17,428.13)
SUPERINTENDENT						-11.89%
100.600.510.000.324	$70,000.00	$5,750.00	$69,000.00	$1,000.00	$0.00	$1,000.00
SUPPORT STAFF						1.43%
100.600.510.000.329	$30,000.00	$6,058.50	$29,376.25	$623.75	$0.00	$623.75
SUBSTITUTES/TEMPORARIES						2.08%
100.600.510.000.363	$1,136.13	$209.07	$1,230.34	($94.21)	$0.00	($94.21)
WORKERS COMPENSATION						-8.29%
100.600.510.000.364	$38,683.00	$3,223.60	$38,683.20	($0.20)	$0.00	($0.20)

Expenditure Budget Balance Report

☐ Summary Only From Date: 6/1/2024 To Date: 6/30/2024

Fiscal Year: 2023-2024

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
INSURANCE-HEALTH/LIFE						0.00%
100.600.510.000.365	$37,004.00	$1,517.67	$18,212.04	$18,791.96	$0.00	$18,791.96
RETIREMENT CONTRIBUTION-TRS						50.78%
100.600.510.000.366	$17,570.00	$1,265.00	$15,180.00	$2,390.00	$0.00	$2,390.00
RETIREMENT CONTRIBUTION-PERS						13.60%
100.600.510.000.367	$3,286.00	$604.72	$3,558.69	($272.69)	$0.00	($272.69)
MEDICARE TAX						-8.30%
100.600.510.000.368	$620.00	$375.63	$581.33	$38.67	$0.00	$38.67
SOCIAL SECURITY TAX						6.24%
100.600.510.000.414	$20,000.00	$787.50	$26,100.63	($6,100.63)	$0.00	($6,100.63)
LEGAL SERVICES						-30.50%
100.600.510.000.418	$3,000.00	$0.00	$1,596.40	$1,403.60	$0.00	$1,403.60
OTHER PROFESSIONAL SERVICES						46.79%
100.600.510.000.421	$4,000.00	$867.00	$3,666.75	$333.25	$0.00	$333.25
STAFF TRANSPORTATION						8.33%
100.600.510.000.433	$1,200.00	$119.27	$1,311.91	($111.91)	$0.00	($111.91)
COMMUNICATIONS						-9.33%
100.600.510.000.434	$200.00	$0.00	$19.55	$180.45	$0.00	$180.45
POSTAGE						90.23%
100.600.510.000.454	$300.00	$0.00	$141.30	$158.70	$0.00	$158.70
OFFICE SUPPLIES						52.90%
100.600.510.000.476	$3,800.00	$0.00	$3,216.75	$583.25	$0.00	$583.25
COPIER SUPPLIES						15.35%
100.600.510.000.479	$4,500.00	$138.32	$4,487.83	$12.17	$0.00	$12.17
SUPERINTENDENT OTHER SUPPLIES AND MATERIALS						0.27%
100.600.510.000.491	$24,300.00	$0.00	$23,259.21	$1,040.79	$0.00	$1,040.79
DUES AND FEES						4.28%
100.600.511.000.418	$15,000.00	$0.00	$10,707.61	$4,292.39	$0.00	$4,292.39
BOARD - OTHER PROFESSIONAL SERVICES						28.62%
100.600.511.000.421	$5,000.00	$139.73	$2,547.79	$2,452.21	$0.00	$2,452.21
BOARD- STAFF TRANSPORTATION						49.04%
100.600.511.000.479	$4,000.00	$54.88	$3,575.91	$424.09	$0.00	$424.09
BOE OTHER SUPPLIES AND MATERIALS						10.60%
100.600.550.000.321	$78,000.00	$7,000.00	$78,000.00	$0.00	$0.00	$0.00
NON-CERT DIRECTOR/COORD/MANAGR						0.00%
100.600.550.000.324	$25,000.00	$2,162.48	$23,509.38	$1,490.62	$0.00	$1,490.62

Expenditure Budget Balance Report

☐ Summary Only From Date: 6/1/2024 To Date: 6/30/2024

Fiscal Year: 2023-2024

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
SUPPORT STAFF						5.96%
100.600.550.000.363	$516.00	$45.93	$508.87	$7.13	$0.00	$7.13
WORKERS COMPENSATION						1.38%
100.600.550.000.364	$20,400.00	$1,695.93	$20,351.27	$48.73	$0.00	$48.73
INSURANCE-HEALTH/LIFE						0.24%
100.600.550.000.366	$16,454.00	$2,015.75	$17,867.68	($1,413.68)	$0.00	($1,413.68)
RETIREMENT CONTRIBUTION-PERS						-8.59%
100.600.550.000.367	$1,493.00	$127.82	$1,411.47	$81.53	$0.00	$81.53
MEDICARE TAX						5.46%
100.600.550.000.368	$1,116.00	$0.00	$1,203.33	($87.33)	$0.00	($87.33)
SOCIAL SECURITY TAX						-7.83%
100.600.550.000.412	$100,000.00	$0.00	$97,592.08	$2,407.92	$0.00	$2,407.92
AUDITING & ACCOUNTING SERVICES						2.41%
100.600.550.000.418	$29,000.00	$2,095.00	$29,483.41	($483.41)	$0.00	($483.41)
OTHER PROFESSIONAL SERVICES						-1.67%
100.600.550.000.421	$4,000.00	$1,045.00	$2,959.98	$1,040.02	$0.00	$1,040.02
STAFF TRANSPORTATION						26.00%
100.600.550.000.447	$70,000.00	$0.00	$69,157.72	$842.28	$0.00	$842.28
LIABILITY INSURANCE						1.20%
100.600.550.000.454	$1,800.00	$0.00	$1,567.70	$232.30	$0.00	$232.30
OFFICE SUPPLIES						12.91%
100.600.550.000.479	$750.00	$0.00	$760.57	($10.57)	$0.00	($10.57)
OTHER SUPPLIES AND MATERIALS						-1.41%
100.600.550.000.491	$6,000.00	$1,993.53	$6,017.44	($17.44)	$0.00	($17.44)
DUES AND FEES						-0.29%
100.600.550.000.495	($53,880.00)	$0.00	($32,323.97)	($21,556.03)	$0.00	($21,556.03)
INDIRECT COST RECOVERY						40.01%
Fund 100 Total:	$9,886,643.73	$1,006,034.60	$8,791,777.33	$1,094,866.40	$0.00	$1,094,866.40
						11.07%
Grand Total:	$9,886,643.73	$1,006,034.60	$8,791,777.33	$1,094,866.40	$0.00	$1,094,866.40
						11.07%

End of Report

Petersburg School District

Reprint Check Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING ACCOUNT XX3970

From Date: 06/01/2024 To Date: 06/30/2024
From Check: To Check:
From Voucher: To Voucher:

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
47206	06/28/2024	SKEEK, CONNOR J	$474.66	14	Printed	Payroll	☐		
47207	06/28/2024	MILLER, TRAVIS J	$113.82	14	Printed	Payroll	☐		
47208	06/28/2024	WEGENER, CAROL L	$203.26	14	Printed	Payroll	☐		
47209	06/28/2024	BROWNING, ZANE COLTON	$2,350.85	15	Printed	Payroll	☐		
47210	06/28/2024	KLUDT-PAINTER, BERGEN	$1,972.33	15	Printed	Payroll	☐		
73160	06/03/2024	ALASKA BASKETBALL ACADEMY	$3,150.00	1264	Printed	Expense	☑	06/30/2024	
73168	06/04/2024	COLLEGE BOARD	$1,724.00	1271	Printed	Expense	☑	06/30/2024	
73169	06/04/2024	GCI COMMUNICATION CORP-00953	$2,067.80	1271	Printed	Expense	☑	06/30/2024	
73170	06/04/2024	MARA LUTOMSKI-01495	$398.80	1271	Printed	Expense	☑	06/30/2024	
73171	06/04/2024	PETERSBURG MEDICAL CENTER-01892	$7,425.00	1271	Printed	Expense	☑	06/30/2024	
73172	06/04/2024	RING CENTRAL INC	$2,731.99	1271	Printed	Expense	☑	06/30/2024	
73173	06/07/2024	STATE OF ALASKA-02310	$6,981.58	1273	Printed	Payroll Ded	☑	06/30/2024	
73174	06/07/2024	STATE OF ALASKA-02310	$90,727.83	1277	Printed	Payroll Ded	☑	06/30/2024	
73175	06/07/2024	ATP-00262	$8,250.00	1274	Printed	Payroll Ded	☑	06/30/2024	
73176	06/07/2024	GREAT-WEST LIFE & ANNUITY	$15,249.00	1274	Printed	Payroll Ded	☑	06/30/2024	
73177	06/09/2024	ALASKA BASKETBALL ACADEMY	$1,645.00	1279	Printed	Expense	☑	06/30/2024	
73178	06/11/2024	ALASKA MARINE LINES-00120	$521.47	1280	Printed	Expense	☑	06/30/2024	
73179	06/11/2024	AT&T MOBILITY-00004	$848.48	1280	Printed	Expense	☑	06/30/2024	
73180	06/11/2024	BRENDA LOUISE	$27.00	1280	Printed	Expense	☑	06/30/2024	
73181	06/11/2024	COLLETTE BELL	$57.00	1280	Printed	Expense	☑	06/30/2024	
73182	06/11/2024	COURTNEY MORRISON-00593	$48.00	1280	Printed	Expense	☐		
73183	06/11/2024	DAVID STOCKS	$54.00	1280	Printed	Expense	☑	06/30/2024	
73184	06/11/2024	ELEN AASE	$39.00	1280	Printed	Expense	☐		

Reprint Check Listing

Fiscal Year: 2023-2024

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From Date: 06/01/2024 To Date: 06/30/2024
From Check: To Check:
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Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
73185	06/11/2024	EPS OPERATIONS LLC	$500.00	1280	Printed	Expense	☑	06/30/2024	
73186	06/11/2024	HAILEY TATE	$42.00	1280	Printed	Expense	☐		
73187	06/11/2024	JENNY PAYNE	$57.00	1280	Printed	Expense	☑	06/30/2024	
73188	06/11/2024	JESSICA DORIL	$30.00	1280	Printed	Expense	☐		
73189	06/11/2024	JLM, LLC	$385.00	1280	Printed	Expense	☑	06/30/2024	
73190	06/11/2024	KELSIE CAPLES	$45.00	1280	Printed	Expense	☑	06/30/2024	
73191	06/11/2024	LEAH VICK	$51.00	1280	Printed	Expense	☑	06/30/2024	
73192	06/11/2024	LEES CLOTHING, INC.-01409	$1,356.60	1280	Printed	Expense	☑	06/30/2024	
73193	06/11/2024	MARY LYONS	$30.00	1280	Printed	Expense	☑	06/30/2024	
73194	06/11/2024	MAVIS WORTHINGTON-01553	$57.00	1280	Printed	Expense	☑	06/30/2024	
73195	06/11/2024	RACHEL HUDSON	$63.00	1280	Printed	Expense	☑	06/30/2024	
73196	06/11/2024	STEELHEAD ENTERPRISES, LLC	$14,381.03	1280	Printed	Expense	☑	06/30/2024	
73197	06/11/2024	TYLER TECHNOLOGIES	$480.00	1280	Printed	Expense	☑	06/30/2024	
73198	06/11/2024	VICTORIA MOORE-02593	$21.00	1280	Printed	Expense	☑	06/30/2024	
73199	06/14/2024	ALASKA MARINE LINES-00120	$350.87	1282	Printed	Expense	☑	06/30/2024	
73200	06/14/2024	ALASKAN INDUSTRIES-00135	$6,100.00	1282	Printed	Expense	☑	06/30/2024	
73201	06/14/2024	ANDREA WEATHERS	$499.39	1282	Printed	Expense	☑	06/30/2024	
73202	06/14/2024	BOVEY TROPHIES	$19.80	1282	Printed	Expense	☐		
73203	06/14/2024	CAROL PATE	$298.15	1282	Printed	Expense	☐		
73204	06/14/2024	DORIS OLSEN / SEAWEED STUDIO	$184.03	1282	Printed	Expense	☑	06/30/2024	
73205	06/14/2024	GSD EDUCATIONAL SERVICES	$180.00	1282	Printed	Expense	☐		
73206	06/14/2024	HAMMER & WIKAN-01038	$401.59	1282	Printed	Expense	☑	06/30/2024	
73207	06/14/2024	PAPA BEAR'S PIZZA-01819	$330.34	1282	Printed	Expense	☑	06/30/2024	
73208	06/14/2024	PETERSBURG IGA	$196.84	1282	Printed	Expense	☑	06/30/2024	

Reprint Check Listing

Fiscal Year: 2023-2024

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From Date: 06/01/2024 To Date: 06/30/2024
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Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
73209	06/14/2024	PIA E. REILLY-01923	$25.16	1282	Printed	Expense	☐		
73210	06/14/2024	RICK BROCK-02059	$96.21	1282	Printed	Expense	☑	06/30/2024	
73211	06/14/2024	RONALD FAIRBANKS	$108.96	1282	Printed	Expense	☐		
73212	06/14/2024	SE ALASKA WOODS-02196	$4,500.00	1282	Printed	Expense	☑	06/30/2024	
73213	06/14/2024	SEDOR, WENDLANDT, EVENS,-02211	$787.50	1282	Printed	Expense	☑	06/30/2024	
73214	06/14/2024	US FOODS, INC.	$2,370.19	1282	Printed	Expense	☑	06/30/2024	
73215	06/14/2024	VHS LEARNING	$2,475.00	1282	Printed	Expense	☑	06/30/2024	
73216	06/19/2024	PACWEST AIR FILTER LLC	$11,815.29	10003	Printed	Manual	☑	06/30/2024	
73217	06/21/2024	CAITLYN WILLIS	$1,000.00	1287	Printed	Expense	☑	06/30/2024	
73218	06/21/2024	LITERACY RESOURCES, LLC	$4,717.11	1287	Printed	Expense	☐		
73219	06/21/2024	PETERSBURG-WRANGELL INSURANCE-01905	$265,485.66	1287	Printed	Expense	☑	06/30/2024	
73220	06/21/2024	PUBLIC EDUCATION HEALTH TRUST-01982	$136,966.40	1287	Printed	Expense	☑	06/30/2024	
73221	06/25/2024	AFLAC-00068	$114.01	1291	Printed	Expense	☐		
73223	06/25/2024	BSN SPORTS LLC	$966.49	1291	Printed	Expense	☐		
73224	06/25/2024	CARLEE JOHNSON-00454	$856.50	1291	Printed	Expense	☐		
73225	06/25/2024	DORIS OLSEN / SEAWEED STUDIO	$177.48	1291	Printed	Expense	☐		
73226	06/25/2024	FLOWER FARM-00906	$91.00	1291	Printed	Expense	☐		
73227	06/25/2024	PETERSBURG BOROUGH-01881	$9,473.48	1291	Printed	Expense	☐		
73228	06/25/2024	PISTON & RUDDER SERVICES, INC	$35.00	1291	Printed	Expense	☐		
73229	06/25/2024	REID BROTHERS, INC.-02035	$418.06	1291	Printed	Expense	☐		
73230	06/25/2024	US FOODS, INC.	$1,089.62	1291	Printed	Expense	☐		
73231	06/28/2024	APEA-00222	$371.92	1293	Printed	Payroll Ded	☐		

Reprint Check Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING ACCOUNT XX3970

From Date: 06/01/2024 To Date: 06/30/2024
From Check: To Check:
From Voucher: To Voucher:

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
73232	06/28/2024	GREAT-WEST LIFE & ANNUITY	$2,050.00	1293	Printed	Payroll Ded	☐		
73233	06/28/2024	MINNESOTA CHILD SUPPORT PAYMENT CENTER	$520.00	1293	Printed	Payroll Ded	☐		
73234	06/28/2024	STATE OF ALASKA-02310	$14,814.74	1296	Printed	Payroll Ded	☐		
73235	06/28/2024	STATE OF ALASKA-02310	$17,149.90	1297	Printed	Payroll Ded	☐		
73236	06/27/2024	EMBASSY SUITES ANCHORAGE-00816	$498.00	1299	Printed	Expense	☐		
73237	06/30/2024	AMPLIFY EDUCATION, INC.	$2,260.00	1300	Printed	Expense	☐		
73238	06/30/2024	CYNTHIA FRY-00628	$1,262.18	1300	Printed	Expense	☐		
73239	06/30/2024	GCI COMMUNICATION CORP-00953	$2,067.80	1300	Printed	Expense	☐		
73240	06/30/2024	HAMMER & WIKAN-01038	$1,207.93	1300	Printed	Expense	☐		
73241	06/30/2024	HEATHER RIDGEWAY	$129.42	1300	Printed	Expense	☐		
73242	06/30/2024	JLM, LLC	$990.00	1300	Printed	Expense	☐		
73243	06/30/2024	KETCHIKAN MECHANICAL-01336	$7,810.60	1300	Printed	Expense	☐		
73244	06/30/2024	MATTINGLY ELECTRIC, LLC-01551	$1,088.50	1300	Printed	Expense	☐		
73245	06/30/2024	PINNACLE CONSTRUCTION, INC	$7,880.02	1300	Printed	Expense	☐		
73246	06/30/2024	SOUTHEAST WINDOWCRAFT	$958.22	1300	Printed	Expense	☐		
73247	06/30/2024	STIKINE SERVICES, INC	$9,285.00	1300	Printed	Expense	☐		
73248	06/30/2024	THE ROSIE FINN	$146.75	1300	Printed	Expense	☐		
73249	06/30/2024	TYLER TECHNOLOGIES	$240.00	1300	Printed	Expense	☐		
73250	06/30/2024	UNUM LIFE INSURANCE COMPANY OF-02556	$667.52	1300	Printed	Expense	☐		
73251	06/30/2024	US FOODS, INC.	$759.19	1300	Printed	Expense	☐		
73252	06/30/2024	HAMMER & WIKAN-01038	$5.38	1301	Printed	Expense	☐		
73253	06/30/2024	PIA E. REILLY-01923	$214.49	1301	Printed	Expense	☐		

Reprint Check Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING ACCOUNT XX3970

From Date: 06/01/2024 To Date: 06/30/2024
From Check: To Check:
From Voucher: To Voucher:

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
73254	06/30/2024	EPS OPERATIONS LLC	$11,081.40	1302	Printed	Expense	☐		
73255	06/30/2024	WESTMARK BARANOF-02655	$1,912.00	1303	Printed	Expense	☐		
		Total Amount:	$702,060.59						

End of Report

Petersburg School District

Non-Check Batch Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING ACCOUNT XX3970 From Date: 06/01/2024 To Date: 06/30/2024

From Voucher: To Voucher:

Account: XX3970

06/07/2024	FIRST BANK-00894	$459,834.59	1275	Posted to G/L	PR	☐
06/07/2024	FIRST BANK-00894	$625.00	1275	Posted to G/L	PR	☐
06/07/2024	EFTPS-00804	$80.58	1276	Posted to G/L	PR	☐
06/07/2024	EFTPS-00804	$8,516.15	1276	Posted to G/L	PR	☐
06/07/2024	EFTPS-00804	$80.58	1276	Posted to G/L	PR	☐
06/07/2024	EFTPS-00804	$8,516.15	1276	Posted to G/L	PR	☐
06/07/2024	EFTPS-00804	$42,765.65	1276	Posted to G/L	PR	☐
06/06/2024	BUSINESS CARD-00283	$84.48	1281	Posted to G/L	AP	☐
06/06/2024	BUSINESS CARD-00283	$2,203.50	1281	Posted to G/L	AP	☐
06/06/2024	BUSINESS CARD-00283	$11.20	1281	Posted to G/L	AP	☐
06/06/2024	BUSINESS CARD-00283	$21.99	1281	Posted to G/L	AP	☐
06/06/2024	BUSINESS CARD-00283	$11.20	1281	Posted to G/L	AP	☐
06/06/2024	BUSINESS CARD-00283	$5.60	1281	Posted to G/L	AP	☐
06/06/2024	BUSINESS CARD-00283	$223.60	1281	Posted to G/L	AP	☐
06/06/2024	BUSINESS CARD-00283	$223.60	1281	Posted to G/L	AP	☐
06/06/2024	BUSINESS CARD-00283	$596.00	1281	Posted to G/L	AP	☐
06/06/2024	BUSINESS CARD-00283	$3,084.90	1281	Posted to G/L	AP	☐

Non-Check Batch Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING ACCOUNT XX3970 From Date: 06/01/2024 To Date: 06/30/2024

From Voucher: To Voucher:

06/06/2024	BUSINESS CARD-00283	$1,475.34	1281	Posted to G/L	AP	☐
06/06/2024	BUSINESS CARD-00283	$1,830.76	1281	Posted to G/L	AP	☐
06/06/2024	BUSINESS CARD-00283	$1,202.18	1281	Posted to G/L	AP	☐
06/06/2024	BUSINESS CARD-00283	$894.17	1281	Posted to G/L	AP	☐
06/06/2024	BUSINESS CARD-00283	$6,120.40	1281	Posted to G/L	AP	☐
06/06/2024	BUSINESS CARD-00283	$1,248.36	1281	Posted to G/L	AP	☐
06/06/2024	BUSINESS CARD-00283	$796.40	1281	Posted to G/L	AP	☐
06/06/2024	BUSINESS CARD-00283	$5.60	1281	Posted to G/L	AP	☐
06/06/2024	BUSINESS CARD-00283	$398.20	1281	Posted to G/L	AP	☐
06/06/2024	BUSINESS CARD-00283	$245.89	1281	Posted to G/L	AP	☐
06/06/2024	BUSINESS CARD-00283	$457.69	1281	Posted to G/L	AP	☐
06/10/2024	FIRST BANK-00894	$7.00	1283	Posted to G/L	AP	☐
06/10/2024	REVTRAK INC.-02052	$19.95	1283	Posted to G/L	AP	☐
06/10/2024	REVTRAK INC.-02052	$650.40	1283	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	-$93.97	1284	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$941.17	1285	Posted to G/L	AP	☐
06/28/2024	ARGUMENT-DRIVEN INQUIRY, LLC	$465.08	1285	Posted to G/L	AP	☐
06/28/2024	BLOMSTER HUS	$775.00	1285	Posted to G/L	AP	☐

Non-Check Batch Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING ACCOUNT XX3970 From Date: 06/01/2024 To Date: 06/30/2024

From Voucher: To Voucher:

06/28/2024	P-CARD PROGRAM-01850	$2,880.00	1285	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$1,399.00	1286	Posted to G/L	AP	☐
06/28/2024	UNITED STATES POSTAL SERVICE-02544	$19.07	1286	Posted to G/L	AP	☐
06/28/2024	NORTHWEST STEEL & PIPE, INC	$4,499.38	1286	Posted to G/L	AP	☐
06/28/2024	AMAZON.COM-00164	$944.80	1286	Posted to G/L	AP	☐
06/28/2024	UNITED STATES POSTAL SERVICE-02544	$11.60	1286	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	-$500.00	1288	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$5,310.00	1288	Posted to G/L	AP	☐
06/28/2024	ENTERPRISE CAR RENTAL	$473.78	1288	Posted to G/L	AP	☐
06/28/2024	ENTERPRISE CAR RENTAL	$263.15	1288	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$900.00	1288	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$531.62	1288	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$40.83	1288	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$62.39	1288	Posted to G/L	AP	☐
06/28/2024	EDPUZZLE, INC	$1,380.00	1289	Posted to G/L	AP	☐
06/28/2024	CDW GOVERNMENT	$2,868.00	1289	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$613.72	1289	Posted to G/L	AP	☐

Non-Check Batch Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING ACCOUNT XX3970 From Date: 06/01/2024 To Date: 06/30/2024

From Voucher: To Voucher:

06/28/2024	P-CARD PROGRAM-01850	$36.90	1289	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$496.03	1289	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$208.32	1289	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$496.03	1289	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$149.75	1289	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$496.03	1289	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$1,432.17	1289	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$57.50	1289	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$49.20	1289	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$63.41	1289	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$86.10	1289	Posted to G/L	AP	☐
06/28/2024	PETERSBURG BOROUGH-01881	$2,797.64	1290	Posted to G/L	AP	☐
06/28/2024	PETERSBURG BOROUGH-01881	$4,024.95	1290	Posted to G/L	AP	☐
06/28/2024	ALASKA POWER & TELEPHONE-00125	$57.35	1290	Posted to G/L	AP	☐
06/28/2024	PETERSBURG BOROUGH-01881	$20,682.68	1290	Posted to G/L	AP	☐
06/28/2024	PETRO MARINE SERVICES-01909	$28,021.46	1290	Posted to G/L	AP	☐
06/28/2024	PETERSBURG BOROUGH-01881	$1,143.94	1290	Posted to G/L	AP	☐
06/28/2024	AMAZON.COM-00164	$30.64	1290	Posted to G/L	AP	☐

Non-Check Batch Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING ACCOUNT XX3970 From Date: 06/01/2024 To Date: 06/30/2024
From Voucher: To Voucher:

06/28/2024	ALASKA POWER & TELEPHONE-00125	$109.19	1290	Posted to G/L	AP	☐
06/28/2024	PETERSBURG BOROUGH-01881	$512.08	1290	Posted to G/L	AP	☐
06/28/2024	AMAZON.COM-00164	$101.00	1290	Posted to G/L	AP	☐
06/28/2024	AMAZON.COM-00164	$666.00	1290	Posted to G/L	AP	☐
06/28/2024	AMAZON.COM-00164	$247.66	1290	Posted to G/L	AP	☐
06/28/2024	ALASKA POWER & TELEPHONE-00125	$57.35	1290	Posted to G/L	AP	☐
06/28/2024	ALASBO-00095	$750.00	1290	Posted to G/L	AP	☐
06/28/2024	STEVE WEISS MUSIC INC.	$121.85	1290	Posted to G/L	AP	☐
06/28/2024	AMAZON.COM-00164	$90.24	1290	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$5,985.10	1290	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$3,597.12	1290	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$2,055.50	1290	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$801.38	1290	Posted to G/L	AP	☐
06/28/2024	PAPA BEAR'S PIZZA-01819	$800.00	1290	Posted to G/L	AP	☐
06/28/2024	SING LEE ALLEY BOOKS-02249	$1,000.00	1290	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$169.19	1290	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$18.68	1290	Posted to G/L	AP	☐

Non-Check Batch Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING ACCOUNT XX3970 From Date: 06/01/2024 To Date: 06/30/2024

From Voucher: To Voucher:

06/28/2024	AMAZON.COM-00164	$39.90	1290	Posted to G/L	AP	☐
06/28/2024	AMAZON.COM-00164	$540.95	1290	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$200.00	1290	Posted to G/L	AP	☐
06/28/2024	ALASKA POWER & TELEPHONE-00125	$109.19	1290	Posted to G/L	AP	☐
06/28/2024	ASDN-00246	$985.00	1290	Posted to G/L	AP	☐
06/28/2024	AMAZON.COM-00164	$50.78	1290	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$8.00	1290	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$79.99	1290	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$42.00	1290	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$49.00	1290	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$40.00	1290	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$19.00	1290	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$20.00	1290	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$187.15	1290	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$19.99	1290	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$3,600.29	1292	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$19.47	1292	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$202.25	1292	Posted to G/L	AP	☐

Non-Check Batch Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING ACCOUNT XX3970 From Date: 06/01/2024 To Date: 06/30/2024

From Voucher: To Voucher:

06/28/2024	P-CARD PROGRAM-01850	$17.31	1292	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$597.04	1292	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$356.33	1292	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$10.00	1292	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$75.95	1292	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$54.86	1292	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$23.97	1292	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$251.97	1292	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$667.26	1292	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$153.79	1292	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$55.94	1292	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$248.32	1292	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$117.12	1292	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$222.24	1292	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$24.99	1292	Posted to G/L	AP	☐
06/28/2024	HIGH TIDE ENTERPRISE, LLC	$3.29	1292	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$142.96	1292	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$71.97	1292	Posted to G/L	AP	☐

Non-Check Batch Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING ACCOUNT XX3970 From Date: 06/01/2024 To Date: 06/30/2024

From Voucher: To Voucher:

06/28/2024	P-CARD PROGRAM-01850	$294.21	1292	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$115.30	1292	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$28.47	1292	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$163.60	1292	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$512.70	1292	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$100.99	1292	Posted to G/L	AP	☐
06/28/2024	P-CARD PROGRAM-01850	$309.99	1292	Posted to G/L	AP	☐
06/28/2024	FIRST BANK-00894	$120,292.16	1294	Posted to G/L	PR	☐
06/28/2024	FIRST BANK-00894	$2,575.00	1294	Posted to G/L	PR	☐
06/28/2024	EFTPS-00804	$1,013.99	1295	Posted to G/L	PR	☐
06/28/2024	EFTPS-00804	$2,318.81	1295	Posted to G/L	PR	☐
06/28/2024	EFTPS-00804	$1,013.99	1295	Posted to G/L	PR	☐
06/28/2024	EFTPS-00804	$2,318.81	1295	Posted to G/L	PR	☐
06/28/2024	EFTPS-00804	$15,876.47	1295	Posted to G/L	PR	☐
06/27/2024	BUSINESS CARD-00283	$223.60	1298	Posted to G/L	AP	☐
06/27/2024	BUSINESS CARD-00283	$7,731.04	1298	Posted to G/L	AP	☐
06/27/2024	BUSINESS CARD-00283	$4,137.68	1298	Posted to G/L	AP	☐
06/27/2024	BUSINESS CARD-00283	$68.00	1298	Posted to G/L	AP	☐

Non-Check Batch Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING ACCOUNT XX3970

From Date: 06/01/2024 To Date: 06/30/2024

From Voucher: To Voucher:

06/27/2024	BUSINESS CARD-00283	$1,606.74	1298	Posted to G/L	AP	☐
06/27/2024	BUSINESS CARD-00283	$276.00	1298	Posted to G/L	AP	☐

Total for Fund: 143 Total Amount: $813,719.99

Total Amount: $813,719.99

End of Report

Petersburg School District

Student Activities Summary Report

Fiscal Year: 2023-2024

From: 6/1/2024 To: 6/30/2024

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☐ Subtotal By Journal

		Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
710.100.100.422.830	HS ART FUND BALANCE	344.63	.00	.00	344.63	.00	344.63
710.100.100.423.830	HS JEWELRY FUND BALANCE	1,855.05	.00	.00	1,855.05	.00	1,855.05
710.100.160.450.830	HS CULINARY ARTS FUND BALANCE	451.41	.00	.00	451.41	.00	451.41
710.100.200.475.830	HS SPED ACTIVITIES FUND BALANCE	2,691.19	99.67	(139.05)	2,651.81	327.39	2,979.20
710.100.350.402.830	HS MATH FUND BALANCE	603.40	.00	.00	603.40	.00	603.40
710.100.350.415.830	HS LIBRARY FUND BALANCE	1,926.27	99.00	.00	2,025.27	.00	2,025.27
710.100.350.418.830	HS GLACIER SURVEY FUND BALANCE	941.22	.00	.00	941.22	.00	941.22
710.100.350.460.830	HS SHOP FUND BALANCE	13,702.41	10,366.81	11,972.77	36,041.99	.00	36,041.99
710.100.350.480.830	HS TESTING FEES FUND BALANCE	1,570.20	403.00	(1,724.00)	249.20	.00	249.20
710.100.350.620.830	NATURAL HELPERS/GREEN DOT FUND BALANCE	1,227.91	.00	.00	1,227.91	.00	1,227.91
710.100.350.865.830	NATIONAL HONOR SOCIETY FUND BALANCE	54.86	.00	.00	54.86	.00	54.86
710.100.350.875.830	MARK FOSSE AWARD FUND BALANCE	193.60	.00	.00	193.60	.00	193.60
710.100.400.410.830	HS PRINCIPALS FUND BALANCE	(192.74)	.00	.00	(192.74)	.00	(192.74)
710.100.700.408.830	HS MUSIC FUND BALANCE	10,035.91	658.00	(1,528.59)	9,165.32	300.00	9,465.32
710.100.700.409.830	HS JAZZ BAND FUND BALANCE	315.41	.00	.00	315.41	.00	315.41
710.100.700.414.830	HS DDF FUND BALANCE	375.80	.00	.00	375.80	.00	375.80
710.100.700.424.830	HS YEARBOOK FUND BALANCE	(1,490.36)	890.00	(1,000.00)	(1,600.36)	.00	(1,600.36)
710.100.700.610.830	CLOSE UP FUND BALANCE	7,724.52	.00	250.00	7,974.52	.00	7,974.52
710.100.700.625.830	TSUMANI BOWL FUND BALANCE	1,951.27	.00	.00	1,951.27	.00	1,951.27
710.100.700.710.830	HS CROSS COUNTRY FUND BALANCE	(902.97)	.00	.00	(902.97)	.00	(902.97)

Student Activities Summary Report

Fiscal Year: 2023-2024

From: 6/1/2024 To: 6/30/2024

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☐ Subtotal By Journal

		Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
710.100.700.715.830	HS SWIM/DIVE TEAM FUND BALANCE	(241.07)	125.00	.00	(116.07)	.00	(116.07)
710.100.700.720.830	HS VOLLEYBALL FUND BALANCE	867.31	140.00	.00	1,007.31	.00	1,007.31
710.100.700.725.830	HS WRESTLING FUND BALANCE	(167.97)	.00	2,584.05	2,416.08	.00	2,416.08
710.100.700.730.830	HS BOYS BASKETBALL FUND BALANCE	(5,721.10)	11,446.42	(7,211.55)	(1,486.23)	500.00	(986.23)
710.100.700.735.830	HS GIRLS BASKETBALL FUND BALANCE	(3,872.38)	1,044.73	(121.06)	(2,948.71)	.00	(2,948.71)
710.100.700.740.830	HS CHEERLEADING FUND BALANCE	970.32	.00	.00	970.32	.00	970.32
710.100.700.745.830	HS TRACK FUND BALANCE	(1,021.40)	1,367.38	(2,247.83)	(1,901.85)	3,094.30	1,192.45
710.100.700.746.830	TRACK FACILITIES FUND BALANCE	1,958.28	.00	.00	1,958.28	.00	1,958.28
710.100.700.750.830	HS BASEBALL FUND BALANCE	5,030.57	4,549.83	(14,417.78)	(4,837.38)	.00	(4,837.38)
710.100.700.751.830	BASEBALL FIELD FUND BALANCE	251.00	.00	.00	251.00	.00	251.00
710.100.700.760.830	HS ESPORTS FUND BALANCE	.00	.00	.00	.00	.00	.00
710.100.700.765.830	HS SOFTBALL FUND BALANCE	440.52	.00	.00	440.52	.00	440.52
710.100.700.785.830	REGION V TOURNAMENTS FUND BALANCE	(9,475.51)	440.00	(1,783.83)	(10,819.34)	.00	(10,819.34)
710.100.700.810.830	VIKING STORE - ACTIVITIES FUND BALANCE	536.23	20.00	.00	556.23	.00	556.23
710.100.700.820.830	SECONDARY ACTIVITIES DONATIONS FUND BALANCE	8,043.82	2,500.00	.00	10,543.82	.00	10,543.82
710.100.700.825.830	STUDENT GOVERNMENT FUND BALANCE	7,477.60	20.00	.00	7,497.60	.00	7,497.60
710.100.700.835.830	HS SCHOOL WIDE PLAY FUND BALANCE	3,950.24	.00	.00	3,950.24	.00	3,950.24
710.100.700.840.830	HS ARTFEST FUND BALANCE	829.89	302.50	.00	1,132.39	.00	1,132.39
710.100.700.921.830	CLASS OF 2021 FUND BALANCE	583.18	.00	.00	583.18	.00	583.18

Student Activities Summary Report

Fiscal Year: 2023-2024

From: 6/1/2024 To: 6/30/2024

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☐ Subtotal By Journal

		Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
710.100.700.922.830	CLASS OF 2022 FUND BALANCE	952.90	.00	.00	952.90	.00	952.90
710.100.700.923.830	CLASS OF 2023 FUND BALANCE	1,002.41	.00	.00	1,002.41	.00	1,002.41
710.100.700.924.830	CLASS OF 2024 FUND BALANCE	2,516.80	541.00	(775.00)	2,282.80	775.00	3,057.80
710.100.700.925.830	CLASS OF 2025 FUND BALANCE	2,694.94	.00	.00	2,694.94	331.51	3,026.45
710.100.700.926.830	CLASS OF 2026 FUND BALANCE	3,170.16	.00	.00	3,170.16	.00	3,170.16
710.100.700.927.830	CLASS OF 2027 FUND BALANCE	406.65	42.01	.00	448.66	.00	448.66
710.200.350.408.830	MS MUSIC FUND BALANCE	107.55	.00	.00	107.55	.00	107.55
710.200.350.865.830	NATIONAL HONOR SOCIETY - JUNIOR FUND BALANCE	848.31	.00	.00	848.31	.00	848.31
710.200.400.410.830	MS PRINCIPALS FUND BALANCE	125.07	.00	.00	125.07	.00	125.07
710.200.700.419.830	MS ROBOTICS FUND BALANCE	3,283.26	.00	.00	3,283.26	.00	3,283.26
710.200.700.424.830	MS YEARBOOK FUND BALANCE	114.96	90.00	.00	204.96	.00	204.96
710.200.700.710.830	MS CROSS COUNTRY FUND BALANCE	50.00	.00	.00	50.00	.00	50.00
710.200.700.740.830	MS CHEERLEADING FUND BALANCE	389.59	.00	.00	389.59	.00	389.59
710.200.700.755.830	MS NYO FUND BALANCE	465.68	.00	.00	465.68	.00	465.68
710.200.700.780.830	MS ACTIVITIES & TOURNAMENTS FUND BALANCE	.98	560.00	.00	560.98	.00	560.98
710.200.700.825.830	MS STUDENT GOVERNMENT FUND BALANCE	2,771.11	176.00	.00	2,947.11	.00	2,947.11
710.200.700.850.830	MS BAKING CLUB FUND BALANCE	342.75	680.00	(41.97)	980.78	514.18	1,494.96
710.300.200.475.830	ES SPED ACTIVITIES FUND BALANCE	308.00	.00	.00	308.00	.00	308.00
710.300.350.615.830	ES STIKINE RIVER TRIP FUND BALANCE	7,697.73	.00	(21.13)	7,676.60	300.00	7,976.60
710.300.700.424.830	ES YEARBOOK FUND BALANCE	3,059.89	370.00	.00	3,429.89	.00	3,429.89

Student Activities Summary Report

Fiscal Year: 2023-2024

From: 6/1/2024 To: 6/30/2024

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☐ Subtotal By Journal

		Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
710.300.700.815.830	ES SCHOOL STORE & CLUBS FUND BALANCE	1,271.18	.00	.00	1,271.18	.00	1,271.18
710.300.700.825.830	ES STUDENT GOVERNMENT FUND BALANCE	272.31	.00	.00	272.31	.00	272.31
710.300.700.860.830	ES EARTH CLUB FUND BALANCE	58.00	.00	.00	58.00	.00	58.00
710.500.200.470.830	SPED MEMORIAL ACCOUNT FUND BALANCE	10,000.50	.00	.00	10,000.50	.00	10,000.50
710.500.700.600.830	CONCESSIONS FUND BALANCE	1,924.56	.00	.00	1,924.56	.00	1,924.56
710.500.700.665.830	STUDENT BASIC NEEDS SUPPORT FUND BALANCE	2,604.00	.00	.00	2,604.00	.00	2,604.00
710.500.700.670.830	STEREO REPAIR/REPLACEMENT FUND BALANCE	906.59	.00	.00	906.59	.00	906.59
710.500.700.675.830	PIXELLOT ADVERTISEMENTS FUND BALANCE	4,086.95	.00	(90.24)	3,996.71	90.24	4,086.95
710.500.700.700.830	ACTIVITY DIRECTOR FUND BALANCE	(15.74)	.00	.00	(15.74)	.00	(15.74)
710.500.700.855.830	SCHOOL GARDEN FUND BALANCE	4,976.50	.00	.00	4,976.50	(202.92)	4,773.58
710.500.700.880.830	MARQUEE SIGN FUND BALANCE	197.49	.00	.00	197.49	.00	197.49
GRAND TOTALS		110,409.60	36,931.35	(16,295.21)	131,045.74	6,029.70	137,075.44

End of Report

INVOICE

June 20, 2024

Petersburg School Dist
201 Charles W St Box 289
Petersburg, AK 99833

ATTN:

Invoice Number: 0703724-2406
Invoice Amount: $ 112,030.59

This invoice amount represents the total balances of all Corporate Card accounts for the billing period ending June 20, 2024.

Your payment is due **July 17, 2024**.

Payment will be automatically withdrawn from your bank account if your organization has pre-arranged payment. If not, please remit payment by electronic means or by mailing a cheque for the Invoice amount to the appropriate address below. Payments must be sent with a detailed breakdown of how the payment needs to be applied, including the 16-digit card numbers or billing account and the total amount to be paid.

BMO Accounts	Diners Club Accounts
Payment By Mail	Payment By Mail
BMO P.O. Box 5732 Carol Stream, IL 60197-5732	Diners Club P.O. Box 5732 Carol Stream, IL 60197-5732
Payment By Overnight Delivery	Payment By Overnight Delivery
FIS BMO Attn: Lockbox# 5732 270 Remington Blvd, Suite B Bolingbrook, IL 60440	FIS BMO Attn: Lockbox# 5732 270 Remington Blvd, Suite B Bolingbrook, IL 60440

If you have any questions regarding this invoice or supporting documents, please contact Corporate Client Services:

BMO Accounts	Diners Club Accounts
By Phone: 1-855-825-9234	By Phone: 1-800-2-DINERS (1-800-234-6377)
By e-mail: corporate.clientservices@bmo.com	By e-mail: dinersclub.service@bmo.com

Thank you for your continued business.

✂ - - -

BMO

Statement

Account Name:	BILLING ACCOUNT 033153	**Card Number:**	xxxx-xxxx-xxxx-3153
Company Name:	PETERSBURG SCHOOL DIST	**Account Limit:**	$ 300,000.00
Employee ID:	772180000055104	**Available Credit:**	$ 187,969.41
Statement Date (MM/DD/YYYY):	06/20/2024	**Currency:**	U.S. DOLLAR
Payment Due Date (MM/DD/YYYY):	07/17/2024		

Statement Summary:

Report any items which do not agree with your records within 30 days of the statement date.

Previous Balance:	$ 120,121.07
Payments:	$ -120,121.07
Adjustments:	$ 0.00
Net Purchases:	$ 112,030.59
Cash Advance:	$ 0.00
Fees:	$ 0.00
Other Charges:	$ 0.00
New Account Balance:	$ 112,030.59

Transaction Summary:

Trans Date	Posting Date Trans ID	Description	Pre-Tax Amount Auth #	Total Tax	Trans Amount
Card Number xxxx-xxxx-xxxx-3153 BILLING ACCOUNT 033153					
05/27	05/27 533638495	AUTOMATIC PYMT RECEIVED	$ -120,121.07	$ 0.00	$ -120,121.07
		TOTAL CREDITS xxxx-xxxx-xxxx-3153			**$ -120,121.07**
		TOTAL DEBITS xxxx-xxxx-xxxx-3153			**$ 0.00**
Card Number xxxx-xxxx-xxxx-9986 BAIRD, SHANNON					
05/22	05/22 533053122	AMAZON RET PO 568 ELS SEATTLE WA	$ 36.16 028931	$ 3.74 (e)	$ 39.90
05/22	05/23 533235496	AMZN MKTP US UR03F0JN3 AMZN.COM/BILL WA	$ 90.24 024225	$ 0.00	$ 90.24
05/23	05/24 533561067	AMZN MKTP US L88FR9E13 AMZN.COM/BILL WA	$ 101.00 027497	$ 0.00	$ 101.00
05/24	05/27 533853699	AMZN MKTP US C57PD4NR3 AMZN.COM/BILL WA	$ 50.78 051906	$ 0.00	$ 50.78
05/25	05/27 533853700	AMAZON.COM CS8CO1383 AMZN.COM/BILL WA	$ 30.64 053490	$ 0.00	$ 30.64
05/28	05/29 534126406	NYTIMES NYTIMES DISC 800-698-4637 NY	$ 8.00 051777	$ 0.00	$ 8.00
05/31	06/03 534762056	SMITHSONIAN MAGAZINE WASHINGTON DC	$ 19.99 006458	$ 0.00	$ 19.99
05/31	06/03 534762133	THE ATLANTIC WASHINGTON DC	$ 79.99 089094	$ 0.00 (e)	$ 79.99

05/31	06/03 534762057	THE WASHINGTON TIMES - WASHINGTON DC	$ 42.00 094391	$ 0.00	$ 42.00
05/31	06/03 534762134	NEWSWEEK MAGAZINE NEW YORK NY	$ 49.00 061370	$ 0.00	$ 49.00
05/31	06/03 534761979	TWPSUB69934783 8004774679 DC	$ 40.00 072579	$ 0.00 (e)	$ 40.00
05/31	06/03 534762058	AMAZON MAR 583 - MARA SEATTLE WA	$ 603.53 049194	$ 62.47 (e)	$ 666.00
06/01	06/03 534762054	D J WALL-ST-JOURNAL 800-568-7625 NJ	$ 187.15 010015	$ 0.00	$ 187.15
06/03	06/03 534762055	TIM TIME MAGAZINE 866-478-8851 NY	$ 20.00 060596	$ 0.00 (e)	$ 20.00
06/03	06/04 535126690	ALASBO ANCHORAGE AK	$ 720.00 075836	$ 30.00	$ 750.00
06/03	06/04 535126763	EREPLACEMENTPARTS.COM SARASOTA FL	$ 158.12 010815	$ 11.07 (e)	$ 169.19
06/03	06/04 535126691	NATGEO MAG 8006475463 WASHINGTON DC	$ 19.00 091888	$ 0.00 (e)	$ 19.00
06/03	06/05 535289695	TOOLMACHINE 8004858200 UT	$ 17.62 029182	$ 1.06	$ 18.68
06/04	06/05 535289697	SQ EL ZARAPE LLC PETERSBURG AK	$ 191.32 062941	$ 8.68	$ 200.00
06/04	06/05 535289696	STEVE WEISS MUSIC WILLOW GROVE PA	$ 121.85 079692	$ 0.00	$ 121.85
06/07	06/10 536150163	PAPA BEARS PIZZA PETERSBURG AK	$ 800.00 091769	$ 0.00 (e)	$ 800.00
06/10	06/11 536382387	PETRO MARINE SERVICES PETERSBURG AK	$ 28,021.46 080166	$ 0.00	$ 28,021.46
06/10	06/11 536382467	SING LEE ALLEY BOOKS A PETERSBURG AK	$ 1,000.00 076181	$ 0.00	$ 1,000.00
06/10	06/11 536382466	ALASKA TELEPHONE COMPA PORT TOWNSEND WA	$ 57.35 056362	$ 0.00	$ 57.35
06/10	06/11 536382464	ALASKA TELEPHONE COMPA PORT TOWNSEND WA	$ 109.19 097500	$ 0.00	$ 109.19
06/10	06/11 536382465	ALASKA TELEPHONE COMPA PORT TOWNSEND WA	$ 109.19 064222	$ 0.00	$ 109.19
06/10	06/11 536382463	ALASKA TELEPHONE COMPA PORT TOWNSEND WA	$ 57.35 060738	$ 0.00	$ 57.35
06/10	06/11 536382386	PSN PETERSBURG UTILITY PETERSBURG AK	$ 27,505.27 027541	$ 0.00 (e)	$ 27,505.27
06/10	06/11 536382385	PSN PETERSBURG UTILITY PETERSBURG AK	$ 1,656.02 045236	$ 0.00 (e)	$ 1,656.02
06/12	06/13 536781374	SP GUIDED READERS PLEASANTVILLE NY	$ 5,522.58 046152	$ 462.52 (e)	$ 5,985.10
06/12	06/13 536781373	AMAZON MAR 583 - MARA SEATTLE WA	$ 224.43 063550	$ 23.23 (e)	$ 247.66
06/13	06/14 536999144	HEGGERTY.ORG OAK PARK IL	$ 6,454.00 041308	$ 0.00	$ 6,454.00
06/14	06/17 537329039	ALASKA COU INV-1432 JUNEAU AK	$ 985.00 040993	$ 0.00	$ 985.00

06/15	06/17 537329038	AMAZON.COM 7I7284IT3 AMZN.COM/BILL WA	$ 540.95 028205	$ 0.00	$ 540.95

TOTAL CREDITS xxxx-xxxx-xxxx-9986 $ 0.00

TOTAL DEBITS xxxx-xxxx-xxxx-9986 $ 76,231.95

Card Number xxxx-xxxx-xxxx-3497 BULLER, AARON S

05/20	05/21 532987478	HAMMER & WIKAN #5828 PETERSBURG AK	$ 75.95 069172	$ 0.00 (e)	$ 75.95
05/22	05/23 533235419	HAMMER & WIKAN #5828 PETERSBURG AK	$ 54.86 086925	$ 0.00 (e)	$ 54.86
05/22	05/23 533235420	HAMMER & WIKAN #5828 PETERSBURG AK	$ 23.97 000232	$ 0.00 (e)	$ 23.97
05/23	05/24 533562256	DMV ONLINE SERVICE ANCHORAGE AK	$ 10.00 094689	$ 0.00 (e)	$ 10.00
05/23	05/27 533854283	HIGH TIDE PARTS PETERSBURG AK	$ 3.29 099464	$ 0.00 (e)	$ 3.29
05/28	05/29 534126334	ALASAKA DPS_FIRE MARSH ANCHORAGE AK	$ 597.04 052705	$ 0.00	$ 597.04
05/28	05/29 534126404	WF4ALASKADPS SERVICE F CONCORD CA	$ 17.31 088360	$ 0.00 (e)	$ 17.31
05/29	05/31 534623343	HOMEDEPOT.COM 800-430-3376 GA	$ 3,270.02 079185	$ 330.27	$ 3,600.29
05/31	06/03 534761896	HAMMER & WIKAN, INC. PETERSBURG AK	$ 19.47 088828	$ 0.00 (e)	$ 19.47
05/31	06/03 534761895	HAMMER & WIKAN #5828 PETERSBURG AK	$ 251.97 064087	$ 0.00 (e)	$ 251.97
05/31	06/03 534761897	GRAINGER LAKE FOREST IL	$ 163.60 047397	$ 0.00	$ 163.60
05/31	06/03 534761898	GRAINGER LAKE FOREST IL	$ 667.26 039982	$ 0.00	$ 667.26
05/31	06/03 534761899	PAPA BEARS PIZZA PETERSBURG AK	$ 202.25 070273	$ 0.00 (e)	$ 202.25
06/03	06/04 535126688	AMAZON.COM 0S56718V3 AMZN.COM/BILL WA	$ 512.70 028578	$ 0.00	$ 512.70
06/03	06/04 535126613	HAMMER & WIKAN #5828 PETERSBURG AK	$ 153.79 072072	$ 0.00 (e)	$ 153.79
06/03	06/04 535126687	HAMMER & WIKAN #5828 PETERSBURG AK	$ 142.96 010829	$ 0.00 (e)	$ 142.96
06/03	06/05 535289619	HIGH TIDE PARTS PETERSBURG AK	$ 100.99 082305	$ 0.00 (e)	$ 100.99
06/04	06/05 535289618	HAMMER & WIKAN #5828 PETERSBURG AK	$ 24.99 096582	$ 0.00 (e)	$ 24.99
06/05	06/06 535608569	HAMMER & WIKAN #5828 PETERSBURG AK	$ 71.97 079491	$ 0.00 (e)	$ 71.97
06/06	06/06 535608645	AMZN MKTP US 7R6YK27W3 AMZN.COM/BILL WA	$ 294.21 040611	$ 0.00	$ 294.21
06/06	06/07 535832048	HAMMER & WIKAN #5828 PETERSBURG AK	$ 115.30 058259	$ 0.00 (e)	$ 115.30
06/06	06/07 535832049	HAMMER & WIKAN #5828 PETERSBURG AK	$ 28.47 012975	$ 0.00 (e)	$ 28.47

06/10	06/11 536382383	HAMMER & WIKAN #5828 PETERSBURG AK	$ 309.99 091070	$ 0.00 (e)	$ 309.99
06/11	06/12 536466011	HAMMER & WIKAN #5828 PETERSBURG AK	$ 55.94 022612	$ 0.00 (e)	$ 55.94
06/11	06/13 536781372	ALASKA FIBRE PETERSBURG AK	$ 356.33 064834	$ 0.00 (e)	$ 356.33
06/12	06/14 536999141	ALASKA FIBRE PETERSBURG AK	$ 248.32 053968	$ 0.00 (e)	$ 248.32
06/12	06/14 536999142	BOBCAT OF JUNEAU 01010 JUNEAU AK	$ 105.41 062015	$ 11.71	$ 117.12
06/13	06/17 537329037	HAMMER & WIKAN #5828 PETERSBURG AK	$ 222.24 082481	$ 0.00 (e)	$ 222.24

TOTAL CREDITS **xxxx-xxxx-xxxx-3497** **$ 0.00**

TOTAL DEBITS **xxxx-xxxx-xxxx-3497** **$ 8,442.58**

Card Number xxxx-xxxx-xxxx-4710 CABRAL, JAIME

05/20	05/22 533053120	KETCHIKAN CAR RENTAL KETCHIKAN AK	$ -462.96	$ -37.04 (e)	$ -500.00
05/26	05/27 533853697	ENTERPRISE RENT-A-CAR ANCHORAGE AK	$ 473.78 093689	$ 0.00	$ 473.78
05/26	05/27 533853696	ENTERPRISE RENT-A-CAR ANCHORAGE AK	$ 263.15 054505	$ 0.00	$ 263.15
05/29	05/30 534305263	MIDNIGHTSUN CAR AND VA ANCHORAGE AK	$ 900.00 099790	$ 0.00 (e)	$ 900.00
06/02	06/03 534761976	ENTERPRISE RENT-A-CAR ANCHORAGE AK	$ 531.62 092098	$ 0.00	$ 531.62
06/02	06/03 534761978	CHEVRON 0099014 ANCHORAGE AK	$ 53.47 039274	$ 8.92	$ 62.39
06/02	06/03 534761977	CHEVRON 0099014 ANCHORAGE AK	$ 34.99 070349	$ 5.84	$ 40.83
06/13	06/14 536999143	NEVCO SPORTS LLC GREENVILLE IL	$ 5,310.00 082648	$ 0.00 (e)	$ 5,310.00

TOTAL CREDITS **xxxx-xxxx-xxxx-4710** **$ -500.00**

TOTAL DEBITS **xxxx-xxxx-xxxx-4710** **$ 7,581.77**

Card Number xxxx-xxxx-xxxx-8382 KLUDT-PAINTER, JON

05/22	05/23 533235418	SP ARDUINO ONLINE SH BOSTON MA	$ 613.72 013958	$ 0.00	$ 613.72
05/28	05/29 534126333	USPS.COM CLICKNSHIP 800-3447779 DC	$ 34.81 079472	$ 2.09 (e)	$ 36.90
06/01	06/03 534761820	APPLE.COM/US 800-676-2775 CA	$ 454.55 019491	$ 41.48 (e)	$ 496.03
06/03	06/04 535126610	AMAZON.COM TN7HE9413 AMZN.COM/BILL WA	$ 208.32 086165	$ 0.00	$ 208.32
06/04	06/04 535126612	APPLE.COM/US 800-676-2775 CA	$ 454.55 075244	$ 41.48 (e)	$ 496.03
06/04	06/04 535126611	APPLE.COM/US 800-676-2775 CA	$ 454.55 039202	$ 41.48 (e)	$ 496.03
06/04	06/05 535289617	IN EDPUZZLE 650-3364934 CA	$ 1,380.00 046245	$ 0.00	$ 1,380.00

06/06	06/07 535832047	KBG GSD ED SERVICES EAST THETFORD VT	$ 57.50 062861	$ 0.00 (e)	$ 57.50
06/07	06/10 536150162	CDW GOVT #RR51453 800-808-4239 IL	$ 2,868.00 055993	$ 0.00	$ 2,868.00
06/09	06/10 536150092	USPS.COM CLICKNSHIP 800-3447779 DC	$ 46.42 014434	$ 2.78 (e)	$ 49.20
06/10	06/11 536382307	HAMMER & WIKAN #5828 PETERSBURG AK	$ 63.41 028571	$ 0.00 (e)	$ 63.41
06/12	06/13 536781371	USPS.COM CLICKNSHIP 800-3447779 DC	$ 81.23 043922	$ 4.87 (e)	$ 86.10
06/14	06/17 537329036	IT OUTLET, INC BRANDON SD	$ 1,432.17 083894	$ 0.00 (e)	$ 1,432.17
06/19	06/19 537638506	APPLE.COM/US 800-676-2775 CA	$ 149.75 057840	$ 0.00	$ 149.75

TOTAL CREDITS xxxx-xxxx-xxxx-8382 $ 0.00
TOTAL DEBITS xxxx-xxxx-xxxx-8382 $ 8,433.16

Card Number xxxx-xxxx-xxxx-9406 LUTOMSKI, MARA

05/21	05/22 533053121	USPS.COM CLICKNSHIP 800-3447779 DC	$ 10.94 075878	$ 0.66 (e)	$ 11.60
05/24	05/27 533853698	CORWIN LEARNING 805-410-7129 CA	$ 1,304.43 009395	$ 94.57 (e)	$ 1,399.00
05/30	05/30 534305264	AMAZON.COM VX75J65Y3 SEATTLE WA	$ 856.18 043503	$ 88.62 (e)	$ 944.80
06/03	06/04 535126689	USPS PO 0269030845 PETERSBURG AK	$ 19.07 075752	$ 0.00 (e)	$ 19.07
06/04	06/05 535289620	NORTHWEST STEEL PIPE TACOMA WA	$ 4,499.38 099100	$ 0.00	$ 4,499.38

TOTAL CREDITS xxxx-xxxx-xxxx-9406 $ 0.00
TOTAL DEBITS xxxx-xxxx-xxxx-9406 $ 6,873.85

Card Number xxxx-xxxx-xxxx-6840 SANDHOFER, MARSHA

05/21	05/22 533053119	SP ROBONATION, INC. ARLINGTON VA	$ 2,880.00 082116	$ 0.00 (e)	$ 2,880.00
05/28	05/29 534126405	IN ARGUMENT-DRIVEN IN 850-2749179 TX	$ 465.08 095933	$ 0.00	$ 465.08
05/29	05/30 534305262	IN BLOMSTER HUS 907-7722566 AK	$ 775.00 045024	$ 0.00	$ 775.00
06/11	06/11 536382384	DBC BLICK ART MATERIAL 800-447-1892 IL	$ 941.17 050659	$ 0.00	$ 941.17

TOTAL CREDITS xxxx-xxxx-xxxx-6840 $ 0.00
TOTAL DEBITS xxxx-xxxx-xxxx-6840 $ 5,061.25

Card Number xxxx-xxxx-xxxx-2408 WARD, IOANA

05/31	06/03 534761975	AMZN MKTP US AMZN.COM/BILL WA	$ -85.16	$ -8.81 (e)	$ -93.97

TOTAL CREDITS	**xxxx-xxxx-xxxx-2408**	**$ -93.97**
TOTAL DEBITS	**xxxx-xxxx-xxxx-2408**	**$ 0.00**

Petersburg School District

Revenue Report

☐ Summary Only From Date: 7/1/2024 To Date: 7/31/2024

Fiscal Year: 2024-2025

Account Number / Description	Budget	Range To Date	YTD	Uncollected Balance	% Remaining
Fund: 100 GENERAL FUND					
100.000.000.000.011 CITY DIRECT APPROPRIATIONS	$3,400,000.00	$283,333.00	$283,333.00	$3,116,667.00	91.67%
100.000.000.000.031 INTEREST	$39,025.00	$2,627.14	$2,627.14	$36,397.86	93.27%
100.000.000.000.032 GAIN ON INVESTMENT UNREALIZED	$0.00	$2,445.10	$2,445.10	($2,445.10)	0.00%
100.000.000.000.040 OTHER LOCAL REVENUES	$35,000.00	$0.00	$0.00	$35,000.00	100.00%
100.000.000.000.043 STUDENT ACTIVITY REVENUE	$71,045.00	$680.00	$680.00	$70,365.00	99.04%
100.000.000.000.044 STUDENT CLASS FEES	$10,000.00	$175.00	$175.00	$9,825.00	98.25%
100.000.000.000.045 STUDENT TECH FEE REVENUE	$10,250.00	$133.00	$133.00	$10,117.00	98.70%
100.000.000.000.046 LOCAL RENATL REVENUE	$5,000.00	$0.00	$0.00	$5,000.00	100.00%
100.000.000.000.047 E-RATE REVENUE	$87,160.00	$0.00	$0.00	$87,160.00	100.00%
100.000.000.000.051 FOUNDATION PROGRAM	$5,575,817.00	$507,155.00	$507,155.00	$5,068,662.00	90.90%
100.000.000.000.056 TRS ON-BEHALF PAYMENTS	$611,091.00	$0.00	$0.00	$611,091.00	100.00%
100.000.000.000.057 PERS ON-BEHALF PAYMENTS	$70,146.00	$0.00	$0.00	$70,146.00	100.00%
100.000.000.000.090 OTHER STATE REVENUES	$2,000.00	$0.00	$0.00	$2,000.00	100.00%
Fund 100 Total:	$9,916,534.00	$796,548.24	$796,548.24	$9,119,985.76	91.97%
Grand Total:	$9,916,534.00	$796,548.24	$796,548.24	$9,119,985.76	91.97%

End of Report

Expenditure Budget Balance Report

☐ Summary Only From Date: 7/1/2024 To Date: 7/31/2024

Fiscal Year: 2024-2025

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
Fund: 100 GENERAL FUND						
100.100.100.000.315	$758,870.00	$0.00	$0.00	$758,870.00	$692,222.37	$66,647.63
CERTIFICATED TEACHER						8.78%
100.100.100.000.329	$31,500.00	$0.00	$0.00	$31,500.00	$2,104.55	$29,395.45
HS REG INSTRUCTION SUB						93.32%
100.100.100.000.363	$3,962.12	$0.00	$0.00	$3,962.12	$3,336.79	$625.33
WORKERS COMPENSATION						15.78%
100.100.100.000.364	$167,007.36	$0.00	$0.00	$167,007.36	$152,154.31	$14,853.05
INSURANCE-HEALTH/LIFE						8.89%
100.100.100.000.365	$216,960.93	$0.00	$0.00	$216,960.93	$79,667.94	$137,292.99
RETIREMENT CONTRIBUTION-TRS						63.28%
100.100.100.000.367	$11,460.37	$0.00	$0.00	$11,460.37	$9,577.62	$1,882.75
MEDICARE TAX						16.43%
100.100.100.000.368	$1,953.00	$0.00	$0.00	$1,953.00	$3,631.69	($1,678.69)
SOCIAL SECURITY TAX						-85.95%
100.100.100.000.426	$2,600.00	$0.00	$0.00	$2,600.00	$0.00	$2,600.00
STUDENT TRANSPORTATION						100.00%
100.100.100.000.450	$12,000.00	$0.00	$0.00	$12,000.00	$0.00	$12,000.00
FRESHMAN LAPTOP COMPUTERS						100.00%
100.100.100.000.451	$6,500.00	$0.00	$0.00	$6,500.00	$0.00	$6,500.00
GENERAL HS TEACHING SUPPLIES						100.00%
100.100.100.000.474	$15,000.00	$0.00	$0.00	$15,000.00	$0.00	$15,000.00
HS CURRICULUM ADOPTION						100.00%
100.100.100.000.476	$9,720.00	$0.00	$0.00	$9,720.00	$0.00	$9,720.00
HS COPIER SUPPLIES						100.00%
100.100.100.000.479	$600.00	$0.00	$0.00	$600.00	$0.00	$600.00
HS TEACHER OTHER SUPPLIES AND MAT						100.00%
100.100.100.000.491	$10,000.00	$0.00	$0.00	$10,000.00	$0.00	$10,000.00
HS DUES AND FEES						100.00%
100.100.100.401.451	$900.00	$0.00	$0.00	$900.00	$0.00	$900.00
HS ENGLISH SUPPLIES						100.00%
100.100.100.402.451	$700.00	$0.00	$0.00	$700.00	$0.00	$700.00
HS MATH SUPPLIES						100.00%
100.100.100.403.451	$2,500.00	$0.00	$0.00	$2,500.00	$0.00	$2,500.00
HS SCIENCE SUPPLIES						100.00%
100.100.100.404.451	$700.00	$0.00	$0.00	$700.00	$0.00	$700.00

Expenditure Budget Balance Report

☐ Summary Only From Date: 7/1/2024 To Date: 7/31/2024

Fiscal Year: 2024-2025

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
HS SOCIAL STUDIES SUPPLIES						100.00%
100.100.100.407.451	$500.00	$0.00	$0.00	$500.00	$0.00	$500.00
HS PE SUPPLIES						100.00%
100.100.100.408.451	$1,900.00	$0.00	$0.00	$1,900.00	$300.00	$1,600.00
HS MUSIC SUPPLIES						84.21%
100.100.100.413.451	$500.00	$0.00	$0.00	$500.00	$0.00	$500.00
HS SPANISH SUPPLIES						100.00%
100.100.100.421.451	$600.00	$0.00	$0.00	$600.00	$0.00	$600.00
HS ART/JEWELRY/PHOTO SUPPLIES						100.00%
100.100.160.000.315	$93,414.00	$0.00	$0.00	$93,414.00	$92,681.00	$733.00
CERTIFICATED TEACHER						0.78%
100.100.160.000.329	$2,000.00	$0.00	$0.00	$2,000.00	$0.00	$2,000.00
HS CTE SUB						100.00%
100.100.160.000.363	$478.31	$0.00	$0.00	$478.31	$443.51	$34.80
WORKERS COMPENSATION						7.28%
100.100.160.000.364	$30,492.48	$0.00	$0.00	$30,492.48	$28,546.56	$1,945.92
INSURANCE-HEALTH/LIFE						6.38%
100.100.160.000.365	$29,707.06	$0.00	$0.00	$29,707.06	$11,640.72	$18,066.34
RETIREMENT CONTRIBUTION-TRS						60.81%
100.100.160.000.367	$1,383.50	$0.00	$0.00	$1,383.50	$1,240.43	$143.07
MEDICARE TAX						10.34%
100.100.160.000.368	$124.00	$0.00	$0.00	$124.00	$0.00	$124.00
SOCIAL SECURITY TAX						100.00%
100.100.160.406.451	$500.00	$0.00	$0.00	$500.00	$0.00	$500.00
AQUACULTURE SUPPLIES						100.00%
100.100.160.450.451	$6,300.00	$0.00	$0.00	$6,300.00	$0.00	$6,300.00
CULINARY SUPPLIES						100.00%
100.100.160.455.451	$2,000.00	$0.00	$0.00	$2,000.00	$0.00	$2,000.00
FOOD SCIENCE/CULINARY						100.00%
100.100.160.460.451	$2,000.00	$0.00	$0.00	$2,000.00	$0.00	$2,000.00
SHOP SUPPLIES						100.00%
100.100.200.000.315	$79,808.00	$0.00	$0.00	$79,808.00	$79,406.20	$401.80
CERTIFICATED TEACHER						0.50%
100.100.200.000.323	$125,295.11	$0.00	$0.00	$125,295.11	$170,201.91	($44,906.80)
AIDES						-35.84%
100.100.200.000.329	$11,000.00	$0.00	$0.00	$11,000.00	$1,590.31	$9,409.69

Expenditure Budget Balance Report

☐ Summary Only From Date: 7/1/2024 To Date: 7/31/2024

Fiscal Year: 2024-2025

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
HS SPED SUB						85.54%
100.100.200.000.363	$1,083.32	$0.00	$0.00	$1,083.32	$1,216.35	($133.03)
WORKERS COMPENSATION						-12.28%
100.100.200.000.364	$105,693.60	$0.00	$0.00	$105,693.60	$59,134.89	$46,558.71
INSURANCE-HEALTH/LIFE						44.05%
100.100.200.000.365	$22,817.10	$0.00	$0.00	$22,817.10	$10,350.34	$12,466.76
RETIREMENT CONTRIBUTION-TRS						54.64%
100.100.200.000.366	$33,528.97	$0.00	$0.00	$33,528.97	$37,444.44	($3,915.47)
RETIREMENT CONTRIBUTION-PERS						-11.68%
100.100.200.000.367	$3,133.50	$0.00	$0.00	$3,133.50	$3,455.40	($321.90)
MEDICARE TAX						-10.27%
100.100.200.000.368	$682.00	$0.00	$0.00	$682.00	$98.62	$583.38
SOCIAL SECURITY TAX						85.54%
100.100.200.000.451	$500.00	$0.00	$0.00	$500.00	$79.99	$420.01
HS SPED SUPPLIES						84.00%
100.100.300.000.315	$86,444.00	$0.00	$0.00	$86,444.00	$86,242.20	$201.80
CERTIFICATED TEACHER						0.23%
100.100.300.000.363	$438.36	$0.00	$0.00	$438.36	$412.68	$25.68
WORKERS COMPENSATION						5.86%
100.100.300.000.364	$3,000.00	$0.00	$0.00	$3,000.00	$0.00	$3,000.00
INSURANCE-HEALTH/LIFE						100.00%
100.100.300.000.365	$24,714.34	$0.00	$0.00	$24,714.34	$10,832.04	$13,882.30
RETIREMENT CONTRIBUTION-TRS						56.17%
100.100.300.000.367	$1,267.94	$0.00	$0.00	$1,267.94	$1,250.43	$17.51
MEDICARE TAX						1.38%
100.100.300.000.368	$62.00	$0.00	$0.00	$62.00	$0.00	$62.00
SOCIAL SECURITY TAX						100.00%
100.100.300.000.451	$4,500.00	$0.00	$0.00	$4,500.00	$0.00	$4,500.00
SECONDARY COUNSELOR SUPPLIES						100.00%
100.100.350.000.315	$86,444.00	$0.00	$0.00	$86,444.00	$86,193.40	$250.60
CERTIFICATED TEACHER						0.29%
100.100.350.000.329	$1,000.00	$0.00	$0.00	$1,000.00	$0.00	$1,000.00
SUBSTITUTES/TEMPORARIES						100.00%
100.100.350.000.363	$438.36	$0.00	$0.00	$438.36	$411.46	$26.90
WORKERS COMPENSATION						6.14%
100.100.350.000.364	$9,977.28	$0.00	$0.00	$9,977.28	$9,049.22	$928.06

Expenditure Budget Balance Report

☐ Summary Only From Date: 7/1/2024 To Date: 7/31/2024

Fiscal Year: 2024-2025

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
INSURANCE-HEALTH/LIFE						9.30%
100.100.350.000.365	$24,714.34	$0.00	$0.00	$24,714.34	$10,767.77	$13,946.57
RETIREMENT CONTRIBUTION-TRS						56.43%
100.100.350.000.367	$1,267.94	$0.00	$0.00	$1,267.94	$1,213.83	$54.11
MEDICARE TAX						4.27%
100.100.350.000.368	$62.00	$0.00	$0.00	$62.00	$0.00	$62.00
SOCIAL SECURITY TAX						100.00%
100.100.350.000.451	$400.00	$0.00	$0.00	$400.00	$0.00	$400.00
TEACHING SUPPLIES						100.00%
100.100.350.000.472	$2,300.00	$0.00	$0.00	$2,300.00	$0.00	$2,300.00
SECONDARY LIBRARY BOOKS						100.00%
100.100.350.000.473	$800.00	$8.00	$8.00	$792.00	$88.00	$704.00
SECONDARY PERIODICALS						88.00%
100.100.350.000.479	$1,300.00	$0.00	$0.00	$1,300.00	$0.00	$1,300.00
SECONDARY SUPPLIES AND MATERIALS						100.00%
100.100.350.418.316	$1,668.00	$0.00	$0.00	$1,668.00	$0.00	$1,668.00
CERTIFICATED EXTRA DUTY PAY						100.00%
100.100.350.418.363	$8.36	$0.00	$0.00	$8.36	$0.00	$8.36
WORKERS COMPENSATION						100.00%
100.100.350.418.365	$476.88	$0.00	$0.00	$476.88	$0.00	$476.88
RETIREMENT CONTRIBUTION-TRS						100.00%
100.100.350.418.367	$24.19	$0.00	$0.00	$24.19	$0.00	$24.19
MEDICARE TAX						100.00%
100.100.400.000.313	$116,600.00	$0.00	$0.00	$116,600.00	$0.00	$116,600.00
PRINCIPAL						100.00%
100.100.400.000.363	$584.52	$0.00	$0.00	$584.52	$0.00	$584.52
WORKERS COMPENSATION						100.00%
100.100.400.000.364	$31,635.95	$0.00	$0.00	$31,635.95	$0.00	$31,635.95
INSURANCE HEALTH/LIFE						100.00%
100.100.400.000.365	$33,164.40	$0.00	$0.00	$33,164.40	$0.00	$33,164.40
RETIREMENT CONTRIBUTION-TRS						100.00%
100.100.400.000.367	$1,690.70	$0.00	$0.00	$1,690.70	$0.00	$1,690.70
MEDICARE TAX						100.00%
100.100.400.000.421	$1,200.00	$0.00	$0.00	$1,200.00	$0.00	$1,200.00
SECONDARY PRINCIPAL TRANSPORTATION						100.00%
100.100.400.000.479	$2,500.00	$59.92	$59.92	$2,440.08	$0.00	$2,440.08

Expenditure Budget Balance Report

☐ Summary Only From Date: 7/1/2024 To Date: 7/31/2024

Fiscal Year: 2024-2025

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
SECONDARY PRINCIPAL SUPPLIES AND MATERIALS						97.60%
100.100.400.000.491	$650.00	$625.00	$625.00	$25.00	$0.00	$25.00
PRINCIPAL DUES AND FEES						3.85%
100.100.450.000.324	$77,632.28	$192.90	$192.90	$77,439.38	$38,473.60	$38,965.78
SUPPORT STAFF						50.19%
100.100.450.000.329	$800.00	$0.00	$0.00	$800.00	$0.00	$800.00
SUBSTITUTES/TEMPORARIES						100.00%
100.100.450.000.363	$393.18	$0.92	$0.92	$392.26	$184.09	$208.17
WORKERS COMPENSATION						52.95%
100.100.450.000.364	$12,977.28	$0.00	$0.00	$12,977.28	$9,036.05	$3,941.23
INSURANCE-HEALTH/LIFE						30.37%
100.100.450.000.366	$20,774.40	$0.00	$0.00	$20,774.40	$8,727.96	$12,046.44
RETIREMENT CONTRIBUTION-PERS						57.99%
100.100.450.000.367	$1,137.27	$2.80	$2.80	$1,134.47	$517.02	$617.45
MEDICARE TAX						54.29%
100.100.450.000.368	$49.60	$0.00	$0.00	$49.60	$0.00	$49.60
SOCIAL SECURITY TAX						100.00%
100.100.450.000.433	$2,200.00	$171.11	$171.11	$2,028.89	$0.00	$2,028.89
SECONDARY COMMUNICATIONS						92.22%
100.100.450.000.434	$250.00	$0.00	$0.00	$250.00	$0.00	$250.00
SECONDARY POSTAGE						100.00%
100.100.450.000.454	$500.00	$0.00	$0.00	$500.00	$0.00	$500.00
SECONDARY OFFICE SUPPLIES						100.00%
100.100.700.000.316	$2,919.00	$0.00	$0.00	$2,919.00	$5,836.00	($2,917.00)
CERTIFICATED EXTRA DUTY PAY						-99.93%
100.100.700.000.322	$1,500.00	$0.00	$0.00	$1,500.00	$1,500.00	$0.00
NON-CERT SPECIALIST/EXTRA DUTY						0.00%
100.100.700.000.329	$2,500.00	$0.00	$0.00	$2,500.00	$1,000.00	$1,500.00
SUBSTITUTES/TEMPORARIES						60.00%
100.100.700.000.363	$34.68	$0.00	$0.00	$34.68	$39.94	($5.26)
WORKERS COMPENSATION						-15.17%
100.100.700.000.364	$0.00	$0.00	$0.00	$0.00	$4,779.05	($4,779.05)
INSURANCE-HEALTH/LIFE						0.00%
100.100.700.000.365	$834.55	$0.00	$0.00	$834.55	$732.97	$101.58
RETIREMENT CONTRIBUTION-TRS						12.17%
100.100.700.000.366	$401.40	$0.00	$0.00	$401.40	$434.36	($32.96)

Expenditure Budget Balance Report

☐ Summary Only From Date: 7/1/2024 To Date: 7/31/2024

Fiscal Year: 2024-2025

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
RETIREMENT CONTRIBUTION-PERS						-8.21%
100.100.700.000.367	$100.33	$0.00	$0.00	$100.33	$112.84	($12.51)
MEDICARE TAX						-12.47%
100.100.700.000.368	$155.00	$0.00	$0.00	$155.00	$62.01	$92.99
SOCIAL SECURITY TAX						59.99%
100.100.700.000.421	$6,500.00	$0.00	$0.00	$6,500.00	$0.00	$6,500.00
STAFF TRANSPORTATION						100.00%
100.100.700.000.426	$12,500.00	$0.00	$0.00	$12,500.00	$0.00	$12,500.00
STUDENT TRANSPORTATION						100.00%
100.100.700.000.433	$1,500.00	$97.05	$97.05	$1,402.95	$0.00	$1,402.95
COMMUNICATIONS						93.53%
100.100.700.000.479	$4,500.00	$0.00	$0.00	$4,500.00	$0.00	$4,500.00
OTHER SUPPLIES AND MATERIALS						100.00%
100.100.700.000.491	$7,000.00	$0.00	$0.00	$7,000.00	$0.00	$7,000.00
DUES AND FEES						100.00%
100.100.700.110.316	$0.00	$0.00	$0.00	$0.00	$5,546.80	($5,546.80)
CERTIFICATED EXTRA DUTY PAY						0.00%
100.100.700.110.322	$0.00	$0.00	$0.00	$0.00	$1,584.80	($1,584.80)
NON-CERT SPECIALIST/EXTRA DUTY						0.00%
100.100.700.110.363	$0.00	$0.00	$0.00	$0.00	$33.49	($33.49)
WORKERS COMPENSATION						0.00%
100.100.700.110.365	$0.00	$0.00	$0.00	$0.00	$951.00	($951.00)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.110.367	$0.00	$0.00	$0.00	$0.00	$96.09	($96.09)
MEDICARE TAX						0.00%
100.100.700.120.322	$0.00	$0.00	$0.00	$0.00	$7,298.00	($7,298.00)
NON-CERT SPECIALIST/EXTRA DUTY						0.00%
100.100.700.120.363	$0.00	$0.00	$0.00	$0.00	$34.98	($34.98)
WORKERS COMPENSATION						0.00%
100.100.700.120.366	$0.00	$0.00	$0.00	$0.00	$782.98	($782.98)
RETIREMENT CONTRIBUTION-PERS						0.00%
100.100.700.120.367	$0.00	$0.00	$0.00	$0.00	$105.82	($105.82)
MEDICARE TAX						0.00%
100.100.700.120.368	$0.00	$0.00	$0.00	$0.00	$323.18	($323.18)
SOCIAL SECURITY TAX						0.00%
100.100.700.130.316	$0.00	$0.00	$0.00	$0.00	$3,650.00	($3,650.00)

Expenditure Budget Balance Report

☐ Summary Only From Date: 7/1/2024 To Date: 7/31/2024

Fiscal Year: 2024-2025

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
CERTIFICATED EXTRA DUTY PAY						0.00%
100.100.700.130.329	$0.00	$0.00	$0.00	$0.00	$12,520.03	($12,520.03)
SUBSTITUTES/TEMPORARIES						0.00%
100.100.700.130.363	$0.00	$0.00	$0.00	$0.00	$83.25	($83.25)
WORKERS COMPENSATION						0.00%
100.100.700.130.365	$0.00	$0.00	$0.00	$0.00	$582.68	($582.68)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.130.367	$0.00	$0.00	$0.00	$0.00	$250.33	($250.33)
MEDICARE TAX						0.00%
100.100.700.130.368	$0.00	$0.00	$0.00	$0.00	$778.39	($778.39)
SOCIAL SECURITY TAX						0.00%
100.100.700.140.329	$0.00	$0.00	$0.00	$0.00	$855.00	($855.00)
SUBSTITUTES/TEMPORARIES						0.00%
100.100.700.140.363	$0.00	$0.00	$0.00	$0.00	$12.14	($12.14)
WORKERS COMPENSATION						0.00%
100.100.700.140.365	$0.00	$0.00	$0.00	$0.00	$210.81	($210.81)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.140.367	$0.00	$0.00	$0.00	$0.00	$35.48	($35.48)
MEDICARE TAX						0.00%
100.100.700.140.368	$0.00	$0.00	$0.00	$0.00	$53.02	($53.02)
SOCIAL SECURITY TAX						0.00%
100.100.700.150.316	$0.00	$0.00	$0.00	$0.00	$834.00	($834.00)
CERTIFICATED EXTRA DUTY PAY						0.00%
100.100.700.150.363	$0.00	$0.00	$0.00	$0.00	$3.97	($3.97)
WORKERS COMPENSATION						0.00%
100.100.700.150.365	$0.00	$0.00	$0.00	$0.00	$104.85	($104.85)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.150.367	$0.00	$0.00	$0.00	$0.00	$11.16	($11.16)
MEDICARE TAX						0.00%
100.100.700.160.322	$0.00	$0.00	$0.00	$0.00	$2,419.00	($2,419.00)
NON-CERT SPECIALIST/EXTRA DUTY						0.00%
100.100.700.160.363	$0.00	$0.00	$0.00	$0.00	$11.55	($11.55)
WORKERS COMPENSATION						0.00%
100.100.700.160.367	$0.00	$0.00	$0.00	$0.00	$35.05	($35.05)
MEDICARE TAX						0.00%
100.100.700.160.368	$0.00	$0.00	$0.00	$0.00	$149.98	($149.98)

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Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
SOCIAL SECURITY TAX						0.00%
100.100.700.170.316	$0.00	$0.00	$0.00	$0.00	$4,795.00	($4,795.00)
CERTIFICATED EXTRA DUTY PAY						0.00%
100.100.700.170.363	$0.00	$0.00	$0.00	$0.00	$22.86	($22.86)
WORKERS COMPENSATION						0.00%
100.100.700.170.365	$0.00	$0.00	$0.00	$0.00	$602.19	($602.19)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.170.367	$0.00	$0.00	$0.00	$0.00	$65.16	($65.16)
MEDICARE TAX						0.00%
100.100.700.180.316	$0.00	$0.00	$0.00	$0.00	$834.00	($834.00)
CERTIFICATED EXTRA DUTY PAY						0.00%
100.100.700.180.363	$0.00	$0.00	$0.00	$0.00	$4.06	($4.06)
WORKERS COMPENSATION						0.00%
100.100.700.180.365	$0.00	$0.00	$0.00	$0.00	$104.55	($104.55)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.180.367	$0.00	$0.00	$0.00	$0.00	$10.96	($10.96)
MEDICARE TAX						0.00%
100.100.700.190.316	$0.00	$0.00	$0.00	$0.00	$3,753.00	($3,753.00)
CERTIFICATED EXTRA DUTY PAY						0.00%
100.100.700.190.363	$0.00	$0.00	$0.00	$0.00	$17.90	($17.90)
WORKERS COMPENSATION						0.00%
100.100.700.190.365	$0.00	$0.00	$0.00	$0.00	$471.37	($471.37)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.190.367	$0.00	$0.00	$0.00	$0.00	$50.17	($50.17)
MEDICARE TAX						0.00%
100.100.700.195.316	$0.00	$0.00	$0.00	$0.00	$1,529.00	($1,529.00)
CERTIFICATED EXTRA DUTY PAY						0.00%
100.100.700.195.363	$0.00	$0.00	$0.00	$0.00	$7.32	($7.32)
WORKERS COMPENSATION						0.00%
100.100.700.195.365	$0.00	$0.00	$0.00	$0.00	$192.01	($192.01)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.195.367	$0.00	$0.00	$0.00	$0.00	$20.28	($20.28)
MEDICARE TAX						0.00%
100.100.700.200.316	$0.00	$0.00	$0.00	$0.00	$1,529.00	($1,529.00)
CERTIFICATED EXTRA DUTY PAY						0.00%
100.100.700.200.363	$0.00	$0.00	$0.00	$0.00	$7.32	($7.32)

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WORKERS COMPENSATION						0.00%
100.100.700.200.365	$0.00	$0.00	$0.00	$0.00	$191.92	($191.92)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.200.367	$0.00	$0.00	$0.00	$0.00	$22.11	($22.11)
MEDICARE TAX						0.00%
100.100.700.220.316	$0.00	$0.00	$0.00	$0.00	$9,048.00	($9,048.00)
CERTIFICATED EXTRA DUTY PAY						0.00%
100.100.700.220.329	$0.00	$0.00	$0.00	$0.00	$12,519.97	($12,519.97)
SUBSTITUTES/TEMPORARIES						0.00%
100.100.700.220.363	$0.00	$0.00	$0.00	$0.00	$103.00	($103.00)
WORKERS COMPENSATION						0.00%
100.100.700.220.365	$0.00	$0.00	$0.00	$0.00	$3,673.18	($3,673.18)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.220.367	$0.00	$0.00	$0.00	$0.00	$305.80	($305.80)
MEDICARE TAX						0.00%
100.100.700.220.368	$0.00	$0.00	$0.00	$0.00	$703.63	($703.63)
SOCIAL SECURITY TAX						0.00%
100.100.700.230.316	$0.00	$0.00	$0.00	$0.00	$834.00	($834.00)
CERTIFICATED EXTRA DUTY PAY						0.00%
100.100.700.230.363	$0.00	$0.00	$0.00	$0.00	$3.97	($3.97)
WORKERS COMPENSATION						0.00%
100.100.700.230.365	$0.00	$0.00	$0.00	$0.00	$104.76	($104.76)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.230.367	$0.00	$0.00	$0.00	$0.00	$12.11	($12.11)
MEDICARE TAX						0.00%
100.100.700.240.316	$0.00	$0.00	$0.00	$0.00	$7,298.00	($7,298.00)
CERTIFICATED EXTRA DUTY PAY						0.00%
100.100.700.240.329	$0.00	$0.00	$0.00	$0.00	$390.00	($390.00)
SUBSTITUTES/TEMPORARIES						0.00%
100.100.700.240.363	$0.00	$0.00	$0.00	$0.00	$36.79	($36.79)
WORKERS COMPENSATION						0.00%
100.100.700.240.365	$0.00	$0.00	$0.00	$0.00	$3,319.22	($3,319.22)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.240.366	$0.00	$0.00	$0.00	$0.00	$13.18	($13.18)
RETIREMENT CONTRIBUTION-PERS						0.00%
100.100.700.240.367	$0.00	$0.00	$0.00	$0.00	$108.02	($108.02)

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MEDICARE TAX						0.00%
100.100.700.240.368	$0.00	$0.00	$0.00	$0.00	$20.45	($20.45)
SOCIAL SECURITY TAX						0.00%
100.100.700.408.316	$3,753.00	$0.00	$0.00	$3,753.00	$0.00	$3,753.00
CERTIFICATED EXTRA DUTY PAY						100.00%
100.100.700.408.329	$1,200.00	$0.00	$0.00	$1,200.00	$0.00	$1,200.00
SUBSTITUTES/TEMPORARIES						100.00%
100.100.700.408.363	$24.83	$0.00	$0.00	$24.83	$0.00	$24.83
WORKERS COMPENSATION						100.00%
100.100.700.408.365	$1,072.99	$0.00	$0.00	$1,072.99	$0.00	$1,072.99
RETIREMENT CONTRIBUTION-TRS						100.00%
100.100.700.408.367	$71.82	$0.00	$0.00	$71.82	$0.00	$71.82
MEDICARE TAX						100.00%
100.100.700.408.368	$74.40	$0.00	$0.00	$74.40	$0.00	$74.40
SOCIAL SECURITY TAX						100.00%
100.100.700.408.421	$1,800.00	$0.00	$0.00	$1,800.00	$0.00	$1,800.00
MUSIC STAFF TRANSPORTATION						100.00%
100.100.700.408.426	$3,000.00	$0.00	$0.00	$3,000.00	$0.00	$3,000.00
MUSIC TRANSPORTATION						100.00%
100.100.700.408.479	$300.00	$0.00	$0.00	$300.00	$0.00	$300.00
MUSIC OTHER SUPPLIES						100.00%
100.100.700.414.316	$3,545.00	$0.00	$0.00	$3,545.00	$0.00	$3,545.00
EXTRA DUTY - DDF						100.00%
100.100.700.414.363	$17.77	$0.00	$0.00	$17.77	$0.00	$17.77
WORKERS COMPENSATION						100.00%
100.100.700.414.365	$1,013.51	$0.00	$0.00	$1,013.51	$0.00	$1,013.51
RETIREMENT CONTRIBUTION-TRS						100.00%
100.100.700.414.367	$51.40	$0.00	$0.00	$51.40	$0.00	$51.40
MEDICARE TAX						100.00%
100.100.700.424.316	$2,780.00	$0.00	$0.00	$2,780.00	$0.00	$2,780.00
EXTRA DUTY - HS Yearbook						100.00%
100.100.700.424.363	$13.94	$0.00	$0.00	$13.94	$0.00	$13.94
WORKERS COMPENSATION						100.00%
100.100.700.424.365	$794.80	$0.00	$0.00	$794.80	$0.00	$794.80
RETIREMENT CONTRIBUTION-TRS						100.00%
100.100.700.424.367	$40.31	$0.00	$0.00	$40.31	$0.00	$40.31

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Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
MEDICARE TAX						100.00%
100.100.700.710.316	$3,962.00	$0.00	$0.00	$3,962.00	$0.00	$3,962.00
CERTIFICATED EXTRA DUTY PAY						100.00%
100.100.700.710.322	$1,584.80	$0.00	$0.00	$1,584.80	$0.00	$1,584.80
NON-CERT SPECIALIST/EXTRA DUTY						100.00%
100.100.700.710.329	$750.00	$0.00	$0.00	$750.00	$0.00	$750.00
CROSS COUNTRY SUB						100.00%
100.100.700.710.363	$31.57	$0.00	$0.00	$31.57	$0.00	$31.57
WORKERS COMPENSATION						100.00%
100.100.700.710.365	$1,132.74	$0.00	$0.00	$1,132.74	$0.00	$1,132.74
RETIREMENT CONTRIBUTION-TRS						100.00%
100.100.700.710.366	$424.10	$0.00	$0.00	$424.10	$0.00	$424.10
RETIREMENT CONTRIBUTION-PERS						100.00%
100.100.700.710.367	$91.30	$0.00	$0.00	$91.30	$0.00	$91.30
MEDICARE TAX						100.00%
100.100.700.710.368	$46.50	$0.00	$0.00	$46.50	$0.00	$46.50
SOCIAL SECURITY TAX						100.00%
100.100.700.710.426	$20,000.00	$0.00	$0.00	$20,000.00	$0.00	$20,000.00
XCOUNTRY TRANSPORTATION						100.00%
100.100.700.710.479	$1,250.00	$0.00	$0.00	$1,250.00	$0.00	$1,250.00
XCOUNTRY SUPPLIES AND MATERIALS						100.00%
100.100.700.715.322	$7,881.80	$0.00	$0.00	$7,881.80	$0.00	$7,881.80
NON-CERT SPECIALIST/EXTRA DUTY						100.00%
100.100.700.715.329	$1,500.00	$0.00	$0.00	$1,500.00	$0.00	$1,500.00
SUBSTITUTES/TEMPORARIES						100.00%
100.100.700.715.363	$47.03	$0.00	$0.00	$47.03	$0.00	$47.03
WORKERS COMPENSATION						100.00%
100.100.700.715.366	$602.59	$0.00	$0.00	$602.59	$0.00	$602.59
RETIREMENT CONTRIBUTION-PERS						100.00%
100.100.700.715.367	$136.04	$0.00	$0.00	$136.04	$0.00	$136.04
MEDICARE TAX						100.00%
100.100.700.715.368	$442.06	$0.00	$0.00	$442.06	$0.00	$442.06
SOCIAL SECURITY TAX						100.00%
100.100.700.715.426	$12,700.00	$0.00	$0.00	$12,700.00	$0.00	$12,700.00
SWIM TRANSPORTATION						100.00%
100.100.700.715.479	$1,500.00	$0.00	$0.00	$1,500.00	$0.00	$1,500.00

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SWIM SUPPLIES AND MATERIALS						100.00%
100.100.700.720.316	$7,296.80	$0.00	$0.00	$7,296.80	$6,713.00	$583.80
CERTIFICATED EXTRA DUTY PAY						8.00%
100.100.700.720.329	$1,200.00	$0.00	$0.00	$1,200.00	$0.00	$1,200.00
SUBSTITUTES/TEMPORARIES						100.00%
100.100.700.720.363	$42.59	$0.00	$0.00	$42.59	$0.00	$42.59
WORKERS COMPENSATION						100.00%
100.100.700.720.365	$2,086.16	$0.00	$0.00	$2,086.16	$0.00	$2,086.16
RETIREMENT CONTRIBUTION-TRS						100.00%
100.100.700.720.367	$123.20	$0.00	$0.00	$123.20	$0.00	$123.20
MEDICARE TAX						100.00%
100.100.700.720.368	$74.40	$0.00	$0.00	$74.40	$0.00	$74.40
SOCIAL SECURITY TAX						100.00%
100.100.700.720.426	$25,000.00	$0.00	$0.00	$25,000.00	$0.00	$25,000.00
VB TRANSPORTATION						100.00%
100.100.700.725.322	$6,713.80	$0.00	$0.00	$6,713.80	$0.00	$6,713.80
NON-CERT SPECIALIST/EXTRA DUTY						100.00%
100.100.700.725.363	$33.66	$0.00	$0.00	$33.66	$0.00	$33.66
WORKERS COMPENSATION						100.00%
100.100.700.725.367	$97.35	$0.00	$0.00	$97.35	$0.00	$97.35
MEDICARE TAX						100.00%
100.100.700.725.368	$416.26	$0.00	$0.00	$416.26	$0.00	$416.26
SOCIAL SECURITY TAX						100.00%
100.100.700.725.426	$20,000.00	$0.00	$0.00	$20,000.00	$0.00	$20,000.00
WRESTLING TRANSPORTATION						100.00%
100.100.700.730.316	$6,462.00	$0.00	$0.00	$6,462.00	$0.00	$6,462.00
CERTIFICATED EXTRA DUTY PAY						100.00%
100.100.700.730.322	$2,585.80	$0.00	$0.00	$2,585.80	$0.00	$2,585.80
NON-CERT SPECIALIST/EXTRA DUTY						100.00%
100.100.700.730.329	$5,400.00	$0.00	$0.00	$5,400.00	$0.00	$5,400.00
SUBSTITUTES/TEMPORARIES						100.00%
100.100.700.730.363	$72.43	$0.00	$0.00	$72.43	$0.00	$72.43
WORKERS COMPENSATION						100.00%
100.100.700.730.365	$1,847.49	$0.00	$0.00	$1,847.49	$0.00	$1,847.49
RETIREMENT CONTRIBUTION-TRS						100.00%
100.100.700.730.366	$691.96	$0.00	$0.00	$691.96	$0.00	$691.96

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RETIREMENT CONTRIBUTION-PERS						100.00%
100.100.700.730.367	$209.49	$0.00	$0.00	$209.49	$0.00	$209.49
MEDICARE TAX						100.00%
100.100.700.730.368	$334.80	$0.00	$0.00	$334.80	$0.00	$334.80
SOCIAL SECURITY TAX						100.00%
100.100.700.730.426	$22,000.00	$0.00	$0.00	$22,000.00	$0.00	$22,000.00
BOYS BB TRANSPORTATION						100.00%
100.100.700.730.479	$2,500.00	$0.00	$0.00	$2,500.00	$0.00	$2,500.00
BOYS BB SUPPLIES AND MATERIALS						100.00%
100.100.700.735.316	$9,047.80	$0.00	$0.00	$9,047.80	$0.00	$9,047.80
CERTIFICATED EXTRA DUTY PAY						100.00%
100.100.700.735.322	$0.00	$0.00	$0.00	$0.00	$4,814.00	($4,814.00)
NON-CERT SPECIALIST/EXTRA DUTY						0.00%
100.100.700.735.329	$4,800.00	$0.00	$0.00	$4,800.00	$0.00	$4,800.00
SUBSTITUTES/TEMPORARIES						100.00%
100.100.700.735.363	$69.42	$0.00	$0.00	$69.42	$0.00	$69.42
WORKERS COMPENSATION						100.00%
100.100.700.735.365	$1,091.22	$0.00	$0.00	$1,091.22	$0.00	$1,091.22
RETIREMENT CONTRIBUTION-TRS						100.00%
100.100.700.735.367	$200.79	$0.00	$0.00	$200.79	$0.00	$200.79
MEDICARE TAX						100.00%
100.100.700.735.368	$621.92	$0.00	$0.00	$621.92	$0.00	$621.92
SOCIAL SECURITY TAX						100.00%
100.100.700.735.426	$22,000.00	$0.00	$0.00	$22,000.00	$0.00	$22,000.00
GIRLS BB TRANSPORTATION						100.00%
100.100.700.740.322	$9,047.80	$0.00	$0.00	$9,047.80	$0.00	$9,047.80
NON-CERT SPECIALIST/EXTRA DUTY						100.00%
100.100.700.740.363	$45.36	$0.00	$0.00	$45.36	$0.00	$45.36
WORKERS COMPENSATION						100.00%
100.100.700.740.367	$131.19	$0.00	$0.00	$131.19	$0.00	$131.19
MEDICARE TAX						100.00%
100.100.700.740.368	$460.96	$0.00	$0.00	$460.96	$0.00	$460.96
SOCIAL SECURITY TAX						100.00%
100.100.700.740.426	$6,000.00	$0.00	$0.00	$6,000.00	$0.00	$6,000.00
CHEERLEADING TRANSPORTATION						100.00%
100.100.700.745.316	$5,212.00	$0.00	$0.00	$5,212.00	$0.00	$5,212.00

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CERTIFICATED EXTRA DUTY PAY						100.00%
100.100.700.745.322	$2,084.80	$0.00	$0.00	$2,084.80	$0.00	$2,084.80
NON-CERT SPECIALIST/EXTRA DUTY						100.00%
100.100.700.745.329	$1,200.00	$0.00	$0.00	$1,200.00	$0.00	$1,200.00
SUBSTITUTES/TEMPORARIES						100.00%
100.100.700.745.363	$42.59	$0.00	$0.00	$42.59	$0.00	$42.59
WORKERS COMPENSATION						100.00%
100.100.700.745.365	$1,490.11	$0.00	$0.00	$1,490.11	$0.00	$1,490.11
RETIREMENT CONTRIBUTION-TRS						100.00%
100.100.700.745.367	$123.20	$0.00	$0.00	$123.20	$0.00	$123.20
MEDICARE TAX						100.00%
100.100.700.745.368	$203.66	$0.00	$0.00	$203.66	$0.00	$203.66
SOCIAL SECURITY TAX						100.00%
100.100.700.745.426	$20,000.00	$0.00	$0.00	$20,000.00	$0.00	$20,000.00
TRACK TRANSPORTATION						100.00%
100.100.700.750.316	$7,881.80	$0.00	$0.00	$7,881.80	$0.00	$7,881.80
CERTIFICATED EXTRA DUTY PAY						100.00%
100.100.700.750.329	$1,200.00	$0.00	$0.00	$1,200.00	$0.00	$1,200.00
SUBSTITUTES/TEMPORARIES						100.00%
100.100.700.750.363	$45.53	$0.00	$0.00	$45.53	$0.00	$45.53
WORKERS COMPENSATION						100.00%
100.100.700.750.365	$2,253.40	$0.00	$0.00	$2,253.40	$0.00	$2,253.40
RETIREMENT CONTRIBUTION-TRS						100.00%
100.100.700.750.367	$131.69	$0.00	$0.00	$131.69	$0.00	$131.69
MEDICARE TAX						100.00%
100.100.700.750.368	$74.40	$0.00	$0.00	$74.40	$0.00	$74.40
SOCIAL SECURITY TAX						100.00%
100.100.700.750.426	$20,000.00	$0.00	$0.00	$20,000.00	$0.00	$20,000.00
BASEBALL TRANSPORTATION						100.00%
100.100.700.750.479	$2,960.00	$0.00	$0.00	$2,960.00	$0.00	$2,960.00
BASEBALL SUPPLIES AND MATERIALS						100.00%
100.100.700.760.316	$2,294.00	$0.00	$0.00	$2,294.00	$0.00	$2,294.00
CERTIFICATED EXTRA DUTY PAY						100.00%
100.100.700.760.363	$11.50	$0.00	$0.00	$11.50	$0.00	$11.50
WORKERS COMPENSATION						100.00%
100.100.700.760.365	$655.86	$0.00	$0.00	$655.86	$0.00	$655.86

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RETIREMENT CONTRIBUTION-TRS						100.00%
100.100.700.760.367	$33.26	$0.00	$0.00	$33.26	$0.00	$33.26
MEDICARE TAX						100.00%
100.100.700.825.316	$834.00	$0.00	$0.00	$834.00	$0.00	$834.00
CERTIFICATED EXTRA DUTY PAY						100.00%
100.100.700.825.363	$4.18	$0.00	$0.00	$4.18	$0.00	$4.18
WORKERS COMPENSATION						100.00%
100.100.700.825.365	$238.44	$0.00	$0.00	$238.44	$0.00	$238.44
RETIREMENT CONTRIBUTION-TRS						100.00%
100.100.700.825.367	$12.09	$0.00	$0.00	$12.09	$0.00	$12.09
MEDICARE TAX						100.00%
100.100.700.825.426	$1,300.00	$0.00	$0.00	$1,300.00	$0.00	$1,300.00
STUDENT GOVT TRANSPORTATION						100.00%
100.100.700.835.316	$1,529.00	$0.00	$0.00	$1,529.00	$0.00	$1,529.00
CERTIFICATED EXTRA DUTY PAY						100.00%
100.100.700.835.363	$7.66	$0.00	$0.00	$7.66	$0.00	$7.66
WORKERS COMPENSATION						100.00%
100.100.700.835.365	$437.14	$0.00	$0.00	$437.14	$0.00	$437.14
RETIREMENT CONTRIBUTION-TRS						100.00%
100.100.700.835.367	$22.17	$0.00	$0.00	$22.17	$0.00	$22.17
MEDICARE TAX						100.00%
100.100.700.840.329	$600.00	$0.00	$0.00	$600.00	$0.00	$600.00
SUBSTITUTES/TEMPORARIES						100.00%
100.100.700.840.363	$3.01	$0.00	$0.00	$3.01	$0.00	$3.01
WORKERS COMPENSATION						100.00%
100.100.700.840.367	$8.70	$0.00	$0.00	$8.70	$0.00	$8.70
MEDICARE TAX						100.00%
100.100.700.840.368	$37.20	$0.00	$0.00	$37.20	$0.00	$37.20
SOCIAL SECURITY TAX						100.00%
100.100.700.840.421	$1,000.00	$0.00	$0.00	$1,000.00	$0.00	$1,000.00
ARTFEST TRANSPORTATION						100.00%
100.100.700.845.316	$834.00	$0.00	$0.00	$834.00	$0.00	$834.00
CERTIFICATED EXTRA DUTY PAY						100.00%
100.100.700.845.363	$4.18	$0.00	$0.00	$4.18	$0.00	$4.18
WORKERS COMPENSATION						100.00%
100.100.700.845.365	$238.44	$0.00	$0.00	$238.44	$0.00	$238.44

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RETIREMENT CONTRIBUTION-TRS						100.00%
100.100.700.845.367	$12.09	$0.00	$0.00	$12.09	$0.00	$12.09
MEDICARE TAX						100.00%
100.100.700.870.316	$834.00	$0.00	$0.00	$834.00	$0.00	$834.00
CERTIFICATED EXTRA DUTY PAY						100.00%
100.100.700.870.363	$4.18	$0.00	$0.00	$4.18	$0.00	$4.18
WORKERS COMPENSATION						100.00%
100.100.700.870.365	$238.44	$0.00	$0.00	$238.44	$0.00	$238.44
RETIREMENT CONTRIBUTION-TRS						100.00%
100.100.700.870.367	$12.09	$0.00	$0.00	$12.09	$0.00	$12.09
MEDICARE TAX						100.00%
100.200.100.000.314	$0.00	$25.00	$25.00	($25.00)	$1,150.00	($1,175.00)
CERT DIRECTOR/COORD/MANAGER						0.00%
100.200.100.000.315	$498,080.00	$0.00	$0.00	$498,080.00	$336,453.00	$161,627.00
CERTIFICATED TEACHER						32.45%
100.200.100.000.329	$11,450.00	$0.00	$0.00	$11,450.00	$0.00	$11,450.00
SUBSTITUTES/TEMPORARIES						100.00%
100.200.100.000.363	$2,554.27	$0.12	$0.12	$2,554.15	$1,644.19	$909.96
WORKERS COMPENSATION						35.63%
100.200.100.000.364	$151,456.32	$0.00	$0.00	$151,456.32	$98,828.26	$52,628.06
INSURANCE-HEALTH/LIFE						34.75%
100.200.100.000.365	$142,401.07	$0.00	$0.00	$142,401.07	$42,164.64	$100,236.43
RETIREMENT CONTRIBUTION-TRS						70.39%
100.200.100.000.366	$0.00	$0.00	$0.00	$0.00	$660.06	($660.06)
RETIREMENT CONTRIBUTION-PERS						0.00%
100.200.100.000.367	$7,388.19	$0.34	$0.34	$7,387.85	$4,651.16	$2,736.69
MEDICARE TAX						37.04%
100.200.100.000.368	$709.90	$0.00	$0.00	$709.90	$0.00	$709.90
SOCIAL SECURITY TAX						100.00%
100.200.100.000.418	$11,000.00	$0.00	$0.00	$11,000.00	$0.00	$11,000.00
MS OTHER PROFESSIONAL SVCS						100.00%
100.200.100.000.451	$4,700.00	$2,231.20	$2,231.20	$2,468.80	$0.00	$2,468.80
MS GENERAL TEACHING SUPPLIES						52.53%
100.200.100.000.474	$10,000.00	$151.65	$151.65	$9,848.35	$0.00	$9,848.35
MS CURRICULUM ADOPTION						98.48%
100.200.100.000.476	$8,640.00	$0.00	$0.00	$8,640.00	$0.00	$8,640.00

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MS COPIER SUPPLIES						100.00%
100.200.100.000.479	$300.00	$0.00	$0.00	$300.00	$0.00	$300.00
MS TEACHER OTHER SUPPLIES AND MATERIALS						100.00%
100.200.100.401.451	$400.00	$0.00	$0.00	$400.00	$0.00	$400.00
MS ENGLISH SUPPLIES						100.00%
100.200.100.402.451	$700.00	$0.00	$0.00	$700.00	$0.00	$700.00
MS MATH SUPPLIES						100.00%
100.200.100.403.451	$1,700.00	$0.00	$0.00	$1,700.00	$0.00	$1,700.00
MS SCIENCE SUPPLIES						100.00%
100.200.100.404.451	$400.00	$0.00	$0.00	$400.00	$0.00	$400.00
MS SOCIAL STUDIES SUPPLIES						100.00%
100.200.100.408.451	$400.00	$0.00	$0.00	$400.00	$200.00	$200.00
MS MUSIC SUPPLIES						50.00%
100.200.100.419.451	$250.00	$0.00	$0.00	$250.00	$0.00	$250.00
MS ROBOTICS						100.00%
100.200.100.421.451	$400.00	$0.00	$0.00	$400.00	$0.00	$400.00
MS ART/JEWELRY/PHOTO SUPPLIES						100.00%
100.200.200.000.315	$81,781.00	$0.00	$0.00	$81,781.00	$81,048.00	$733.00
CERTIFICATED TEACHER						0.90%
100.200.200.000.323	$53,796.20	$274.66	$274.66	$53,521.54	$50,812.54	$2,709.00
AIDES						5.04%
100.200.200.000.329	$4,800.00	$0.00	$0.00	$4,800.00	$3,589.45	$1,210.55
SUBSTITUTES/TEMPORARIES						25.22%
100.200.200.000.363	$703.71	$1.31	$1.31	$702.40	$648.18	$54.22
WORKERS COMPENSATION						7.70%
100.200.200.000.364	$15,977.28	$0.00	$0.00	$15,977.28	$3,500.54	$12,476.74
INSURANCE-HEALTH/LIFE						78.09%
100.200.200.000.365	$23,381.18	$0.00	$0.00	$23,381.18	$10,179.51	$13,201.67
RETIREMENT CONTRIBUTION-TRS						56.46%
100.200.200.000.366	$14,395.86	$0.00	$0.00	$14,395.86	$11,178.66	$3,217.20
RETIREMENT CONTRIBUTION-PERS						22.35%
100.200.200.000.367	$2,035.70	$3.98	$3.98	$2,031.72	$1,950.19	$81.53
MEDICARE TAX						4.01%
100.200.200.000.368	$624.96	$0.00	$0.00	$624.96	$163.38	$461.58
SOCIAL SECURITY TAX						73.86%
100.200.200.000.451	$500.00	$0.00	$0.00	$500.00	$335.81	$164.19

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MS SPED SUPPLIES						32.84%
100.200.400.000.314	$30,750.00	$2,512.50	$2,512.50	$28,237.50	$27,637.50	$600.00
DEAN OF STUDENTS						1.95%
100.200.400.000.363	$154.15	$12.02	$12.02	$142.13	$132.22	$9.91
WORKERS COMPENSATION						6.43%
100.200.400.000.364	$9,719.48	$809.96	$809.96	$8,909.52	$8,503.75	$405.77
INSURANCE - HEALTH/LIFE						4.17%
100.200.400.000.365	$8,619.89	$315.57	$315.57	$8,304.32	$3,471.27	$4,833.05
RETIREMENT CONTRIBUTION-TRS						56.07%
100.200.400.000.367	$445.88	$34.37	$34.37	$411.51	$379.70	$31.81
MEDICARE TAX						7.13%
100.200.450.000.324	$33,056.52	$0.00	$0.00	$33,056.52	$30,301.81	$2,754.71
SUPPORT STAFF						8.33%
100.200.450.000.329	$720.00	$0.00	$0.00	$720.00	$0.00	$720.00
SUBSTITUTES/TEMPORARIES						100.00%
100.200.450.000.363	$169.32	$0.00	$0.00	$169.32	$144.99	$24.33
WORKERS COMPENSATION						14.37%
100.200.450.000.364	$15,706.08	$0.00	$0.00	$15,706.08	$13,620.17	$2,085.91
INSURANCE-HEALTH/LIFE						13.28%
100.200.450.000.366	$8,845.92	$0.00	$0.00	$8,845.92	$6,666.41	$2,179.51
RETIREMENT CONTRIBUTION-PERS						24.64%
100.200.450.000.367	$489.76	$0.00	$0.00	$489.76	$390.90	$98.86
MEDICARE TAX						20.19%
100.200.450.000.368	$44.64	$0.00	$0.00	$44.64	$0.00	$44.64
SOCIAL SECURITY TAX						100.00%
100.200.450.000.433	$1,500.00	$133.37	$133.37	$1,366.63	$0.00	$1,366.63
COMMUNICATIONS						91.11%
100.200.450.000.434	$100.00	$0.00	$0.00	$100.00	$0.00	$100.00
MS POSTAGE						100.00%
100.200.450.000.454	$400.00	$0.00	$0.00	$400.00	$0.00	$400.00
MS OFFICE SUPPLIES						100.00%
100.200.700.000.316	$3,726.00	$0.00	$0.00	$3,726.00	$5,626.00	($1,900.00)
CERTIFICATED EXTRA DUTY PAY						-50.99%
100.200.700.000.322	$5,427.00	$0.00	$0.00	$5,427.00	$6,817.00	($1,390.00)
NON-CERT SPECIALIST/EXTRA DUTY						-25.61%
100.200.700.000.329	$1,200.00	$0.00	$0.00	$1,200.00	$891.00	$309.00

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SUBSTITUTES/TEMPORARIES						25.75%
100.200.700.000.363	$51.90	$0.00	$0.00	$51.90	$50.89	$1.01
WORKERS COMPENSATION						1.95%
100.200.700.000.364	$0.00	$0.00	$0.00	$0.00	$1,919.34	($1,919.34)
INSURANCE-HEALTH/LIFE						0.00%
100.200.700.000.365	$1,065.27	$0.00	$0.00	$1,065.27	$596.19	$469.08
RETIREMENT CONTRIBUTION-TRS						44.03%
100.200.700.000.366	$1,452.27	$0.00	$0.00	$1,452.27	$860.11	$592.16
RETIREMENT CONTRIBUTION-PERS						40.77%
100.200.700.000.367	$150.12	$0.00	$0.00	$150.12	$145.25	$4.87
MEDICARE TAX						3.24%
100.200.700.000.368	$410.87	$0.00	$0.00	$410.87	$223.53	$187.34
SOCIAL SECURITY TAX						45.60%
100.200.700.000.426	$28,000.00	$0.00	$0.00	$28,000.00	$0.00	$28,000.00
MS ACTIVITIES STUDENT TRANSPORTATION						100.00%
100.200.700.000.479	$4,000.00	$0.00	$0.00	$4,000.00	$0.00	$4,000.00
MS ACTIVITIES SUPPLIES AND MATERIALS						100.00%
100.200.700.424.316	$1,390.00	$0.00	$0.00	$1,390.00	$0.00	$1,390.00
EXTRA DUTY - MS Yearbook						100.00%
100.200.700.424.363	$7.22	$0.00	$0.00	$7.22	$0.00	$7.22
WORKERS COMP						100.00%
100.200.700.424.365	$411.69	$0.00	$0.00	$411.69	$0.00	$411.69
RETIREMENT CONTRIBUTION TRS						100.00%
100.200.700.424.367	$20.88	$0.00	$0.00	$20.88	$0.00	$20.88
FICA MEDICARE						100.00%
100.200.700.825.316	$834.00	$0.00	$0.00	$834.00	$0.00	$834.00
EXTRA DUTY - MS Student Government						100.00%
100.200.700.825.363	$4.33	$0.00	$0.00	$4.33	$0.00	$4.33
WORKERS COMP						100.00%
100.200.700.825.365	$247.02	$0.00	$0.00	$247.02	$0.00	$247.02
RETIREMENT CONTRIBUTION TRS						100.00%
100.200.700.825.367	$12.53	$0.00	$0.00	$12.53	$0.00	$12.53
FICA MEDICARE						100.00%
100.300.100.000.315	$948,555.50	$0.00	$0.00	$948,555.50	$791,791.11	$156,764.39
CERTIFICATED TEACHER						16.53%
100.300.100.000.323	$62,995.98	$0.00	$0.00	$62,995.98	$23,752.56	$39,243.42

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AIDES						62.30%
100.300.100.000.329	$26,500.00	$0.00	$0.00	$26,500.00	$1,485.00	$25,015.00
SUBSTITUTES/TEMPORARIES						94.40%
100.300.100.000.363	$5,203.75	$0.00	$0.00	$5,203.75	$3,921.23	$1,282.52
WORKERS COMPENSATION						24.65%
100.300.100.000.364	$321,110.40	$0.00	$0.00	$321,110.40	$233,828.10	$87,282.30
INSURANCE-HEALTH/LIFE						27.18%
100.300.100.000.365	$271,192.02	$0.00	$0.00	$271,192.02	$99,542.38	$171,649.64
RETIREMENT CONTRIBUTION-TRS						63.29%
100.300.100.000.366	$16,857.73	$0.00	$0.00	$16,857.73	$5,885.57	$10,972.16
RETIREMENT CONTRIBUTION-PERS						65.09%
100.300.100.000.367	$15,051.75	$0.00	$0.00	$15,051.75	$11,050.04	$4,001.71
MEDICARE TAX						26.59%
100.300.100.000.368	$1,643.00	$0.00	$0.00	$1,643.00	$92.10	$1,550.90
SOCIAL SECURITY TAX						94.39%
100.300.100.000.410	$200.00	$0.00	$0.00	$200.00	$0.00	$200.00
PROFESSIONAL & TECH SERVICES						100.00%
100.300.100.000.451	$6,000.00	$0.00	$0.00	$6,000.00	$648.90	$5,351.10
ES GENERAL TEACHING SUPPLIES						89.19%
100.300.100.000.454	$1,000.00	$0.00	$0.00	$1,000.00	$0.00	$1,000.00
ES GENERAL OFFICE SUPPLIES						100.00%
100.300.100.000.474	$10,000.00	$6,520.95	$6,520.95	$3,479.05	$0.00	$3,479.05
CURRICULUM ADOPTION						34.79%
100.300.100.000.476	$23,760.00	$0.00	$0.00	$23,760.00	$0.00	$23,760.00
COPIER SUPPLIES						100.00%
100.300.100.000.479	$500.00	$0.00	$0.00	$500.00	$0.00	$500.00
ES TEACHER OTHER SUPPLIES AND MATERIALS						100.00%
100.300.100.408.451	$300.00	$0.00	$0.00	$300.00	$0.00	$300.00
ES MUSIC SUPPLIES						100.00%
100.300.100.411.451	$300.00	$0.00	$0.00	$300.00	$0.00	$300.00
ES READING TEACHING SUPPLIES						100.00%
100.300.100.428.451	$300.00	$0.00	$0.00	$300.00	$0.00	$300.00
KINDER MULLEN SUPPLIES						100.00%
100.300.100.429.451	$300.00	$0.00	$0.00	$300.00	$0.00	$300.00
KINDER WILLIS SUPPLIES						100.00%
100.300.100.430.451	$300.00	$0.00	$0.00	$300.00	$0.00	$300.00

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1ST HOFACRE SUPPLIES						100.00%
100.300.100.431.451	$300.00	$0.00	$0.00	$300.00	$0.00	$300.00
1ST NORMAN SUPPLIES						100.00%
100.300.100.432.451	$300.00	$0.00	$0.00	$300.00	$0.00	$300.00
2ND BROCK SUPPLIES						100.00%
100.300.100.433.451	$300.00	$0.00	$0.00	$300.00	$0.00	$300.00
2ND BRYNER TEACHING SUPPLIES						100.00%
100.300.100.434.451	$300.00	$0.00	$0.00	$300.00	$0.00	$300.00
3RD MARTIN SUPPLIES						100.00%
100.300.100.435.451	$300.00	$0.00	$0.00	$300.00	$0.00	$300.00
3RD MIDKIFF SUPPLIES						100.00%
100.300.100.436.451	$300.00	$0.00	$0.00	$300.00	$0.00	$300.00
4TH PAULSON SUPPLIES						100.00%
100.300.100.437.451	$300.00	$0.00	$0.00	$300.00	$0.00	$300.00
4TH HAMBLEY SUPPLIES						100.00%
100.300.100.438.451	$300.00	$0.00	$0.00	$300.00	$0.00	$300.00
5TH PENNINGTON SUPPLIES						100.00%
100.300.100.439.451	$300.00	$0.00	$0.00	$300.00	$0.00	$300.00
5TH MILLER SUPPLIES						100.00%
100.300.100.440.451	$300.00	$0.00	$0.00	$300.00	$0.00	$300.00
ES SWIM/PE SUPPLIES						100.00%
100.300.200.000.315	$232,867.00	$0.00	$0.00	$232,867.00	$146,313.00	$86,554.00
CERTIFICATED TEACHER						37.17%
100.300.200.000.323	$373,197.21	$0.00	$0.00	$373,197.21	$333,871.51	$39,325.70
AIDES						10.54%
100.300.200.000.329	$18,000.00	$0.00	$0.00	$18,000.00	$21,026.57	($3,026.57)
SUBSTITUTES/TEMPORARIES						-16.81%
100.300.200.000.363	$3,128.43	$0.00	$0.00	$3,128.43	$2,462.16	$666.27
WORKERS COMPENSATION						21.30%
100.300.200.000.364	$226,880.64	$0.00	$0.00	$226,880.64	$113,174.73	$113,705.91
INSURANCE-HEALTH/LIFE						50.12%
100.300.200.000.365	$66,576.68	$0.00	$0.00	$66,576.68	$18,347.76	$48,228.92
RETIREMENT CONTRIBUTION-TRS						72.44%
100.300.200.000.366	$99,867.58	$0.00	$0.00	$99,867.58	$74,142.27	$25,725.31
RETIREMENT CONTRIBUTION-PERS						25.76%
100.300.200.000.367	$9,048.93	$0.00	$0.00	$9,048.93	$7,095.90	$1,953.03

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Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
MEDICARE TAX						21.58%
100.300.200.000.368	$1,116.00	$0.00	$0.00	$1,116.00	$106.66	$1,009.34
SOCIAL SECURITY TAX						90.44%
100.300.200.000.451	$1,500.00	$0.00	$0.00	$1,500.00	$120.39	$1,379.61
ES SPED SUPPLIES						91.97%
100.300.300.000.315	$0.00	$0.00	$0.00	$0.00	$750.00	($750.00)
CERTIFICATED TEACHER						0.00%
100.300.300.000.363	$0.00	$0.00	$0.00	$0.00	$17.99	($17.99)
WORKERS COMPENSATION						0.00%
100.300.300.000.364	$0.00	$0.00	$0.00	$0.00	$3,000.00	($3,000.00)
INSURANCE-HEALTH/LIFE						0.00%
100.300.300.000.367	$0.00	$0.00	$0.00	$0.00	$54.45	($54.45)
MEDICARE TAX						0.00%
100.300.300.000.451	$300.00	$0.00	$0.00	$300.00	$0.00	$300.00
TEACHING SUPPLIES						100.00%
100.300.350.000.315	$81,781.00	$0.00	$0.00	$81,781.00	$81,048.00	$733.00
CERTIFICATED TEACHER						0.90%
100.300.350.000.329	$1,200.00	$0.00	$0.00	$1,200.00	$0.00	$1,200.00
SUBSTITUTES/TEMPORARIES						100.00%
100.300.350.000.363	$415.98	$0.00	$0.00	$415.98	$387.83	$28.15
WORKERS COMPENSATION						6.77%
100.300.350.000.364	$9,977.28	$0.00	$0.00	$9,977.28	$7,757.43	$2,219.85
INSURANCE-HEALTH/LIFE						22.25%
100.300.350.000.365	$23,381.18	$0.00	$0.00	$23,381.18	$10,179.63	$13,201.55
RETIREMENT CONTRIBUTION-TRS						56.46%
100.300.350.000.367	$1,203.22	$0.00	$0.00	$1,203.22	$1,147.08	$56.14
MEDICARE TAX						4.67%
100.300.350.000.368	$74.40	$0.00	$0.00	$74.40	$0.00	$74.40
SOCIAL SECURITY TAX						100.00%
100.300.350.000.451	$300.00	$0.00	$0.00	$300.00	$0.00	$300.00
TEACHING SUPPLIES						100.00%
100.300.350.000.472	$2,000.00	$0.00	$0.00	$2,000.00	$0.00	$2,000.00
LIBRARY BOOKS						100.00%
100.300.350.000.473	$500.00	$0.00	$0.00	$500.00	$0.00	$500.00
PERIODICALS						100.00%
100.300.350.000.479	$1,200.00	$0.00	$0.00	$1,200.00	$0.00	$1,200.00

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Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
OTHER SUPPLIES AND MATERIALS						100.00%
100.300.400.000.313	$99,600.00	$0.00	$0.00	$99,600.00	$0.00	$99,600.00
PRINCIPAL						100.00%
100.300.400.000.363	$499.29	$0.00	$0.00	$499.29	$0.00	$499.29
WORKERS COMPENSATION						100.00%
100.300.400.000.364	$34,304.04	$0.00	$0.00	$34,304.04	$0.00	$34,304.04
INSURANCE - HEALTH/LIFE						100.00%
100.300.400.000.365	$28,304.10	$0.00	$0.00	$28,304.10	$0.00	$28,304.10
RETIREMENT CONTRIBUTION-TRS						100.00%
100.300.400.000.367	$1,444.20	$0.00	$0.00	$1,444.20	$0.00	$1,444.20
MEDICARE TAX						100.00%
100.300.400.000.421	$1,200.00	$0.00	$0.00	$1,200.00	$0.00	$1,200.00
STAFF TRANSPORTATION						100.00%
100.300.400.000.479	$2,500.00	$59.92	$59.92	$2,440.08	$717.65	$1,722.43
ES PRINCIPAL SUPPLIES AND MATERIALS						68.90%
100.300.400.000.491	$650.00	$625.00	$625.00	$25.00	$0.00	$25.00
DUES AND FEES						3.85%
100.300.450.000.324	$39,396.00	$0.00	$0.00	$39,396.00	$39,845.12	($449.12)
SUPPORT STAFF						-1.14%
100.300.450.000.329	$720.00	$0.00	$0.00	$720.00	$0.00	$720.00
SUBSTITUTES/TEMPORARIES						100.00%
100.300.450.000.363	$201.10	$0.00	$0.00	$201.10	$190.62	$10.48
WORKERS COMPENSATION						5.21%
100.300.450.000.364	$30,492.48	$0.00	$0.00	$30,492.48	$27,462.32	$3,030.16
INSURANCE-HEALTH/LIFE						9.94%
100.300.450.000.366	$10,542.37	$0.00	$0.00	$10,542.37	$8,803.29	$1,739.08
RETIREMENT CONTRIBUTION-PERS						16.50%
100.300.450.000.367	$581.68	$0.00	$0.00	$581.68	$470.01	$111.67
MEDICARE TAX						19.20%
100.300.450.000.368	$44.64	$0.00	$0.00	$44.64	$0.00	$44.64
SOCIAL SECURITY TAX						100.00%
100.300.450.000.410	$2,400.00	$0.00	$0.00	$2,400.00	$0.00	$2,400.00
PROFESSIONAL & TECH SERVICES						100.00%
100.300.450.000.433	$2,200.00	$171.11	$171.11	$2,028.89	$0.00	$2,028.89
COMMUNICATIONS						92.22%
100.300.450.000.434	$150.00	$0.00	$0.00	$150.00	$0.00	$150.00

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Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
POSTAGE						100.00%
100.300.450.000.454	$200.00	$0.00	$0.00	$200.00	$0.00	$200.00
OFFICE SUPPLIES						100.00%
100.300.700.000.316	$0.00	$0.00	$0.00	$0.00	$834.00	($834.00)
CERTIFICATED EXTRA DUTY PAY						0.00%
100.300.700.000.363	$0.00	$0.00	$0.00	$0.00	$3.96	($3.96)
WORKERS COMPENSATION						0.00%
100.300.700.000.364	$0.00	$0.00	$0.00	$0.00	$298.21	($298.21)
INSURANCE-HEALTH/LIFE						0.00%
100.300.700.000.365	$0.00	$0.00	$0.00	$0.00	$104.74	($104.74)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.300.700.000.367	$0.00	$0.00	$0.00	$0.00	$10.98	($10.98)
MEDICARE TAX						0.00%
100.300.700.424.322	$1,390.00	$0.00	$0.00	$1,390.00	$0.00	$1,390.00
EXTRA DUTY - ES Yearbook						100.00%
100.300.700.424.363	$6.97	$0.00	$0.00	$6.97	$0.00	$6.97
WORKERS COMPENSATION						100.00%
100.300.700.424.366	$371.96	$0.00	$0.00	$371.96	$0.00	$371.96
RETIREMENT CONTRIBUTION PERS						100.00%
100.300.700.424.367	$20.16	$0.00	$0.00	$20.16	$0.00	$20.16
MEDICARE TAX						100.00%
100.300.700.825.316	$834.00	$0.00	$0.00	$834.00	$0.00	$834.00
EXTRA DUTY - ES Student Govt						100.00%
100.300.700.825.363	$4.18	$0.00	$0.00	$4.18	$0.00	$4.18
WORKERS COMPENSATION						100.00%
100.300.700.825.365	$238.44	$0.00	$0.00	$238.44	$0.00	$238.44
RETIREMENT CONTRIBUTION-TRS						100.00%
100.300.700.825.367	$12.09	$0.00	$0.00	$12.09	$0.00	$12.09
MEDICARE TAX						100.00%
100.500.100.000.362	$10,000.00	$0.00	$0.00	$10,000.00	$0.00	$10,000.00
UNEMPLOYMENT INSURANCE						100.00%
100.500.100.000.363	$0.00	$0.00	$0.00	$0.00	$73.16	($73.16)
WORKERS COMPENSATION						0.00%
100.500.100.000.367	$0.00	$0.00	$0.00	$0.00	$105.08	($105.08)
MEDICARE TAX						0.00%
100.500.100.000.369	$29,000.00	$127.30	$127.30	$28,872.70	$8,627.13	$20,245.57

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Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
OTHER EMPLOYEE BENEFITS						69.81%
100.500.100.000.474	$15,000.00	$0.00	$0.00	$15,000.00	$0.00	$15,000.00
DISTRICT WIDE CURRICULUM						100.00%
100.500.200.000.315	$51,833.00	$4,233.34	$4,233.34	$47,599.66	$46,566.72	$1,032.94
CERTIFICATED TEACHER						1.99%
100.500.200.000.363	$259.84	$20.26	$20.26	$239.58	$222.86	$16.72
WORKERS COMPENSATION						6.43%
100.500.200.000.364	$19,057.80	$1,588.15	$1,588.15	$17,469.65	$17,469.65	$0.00
INSURANCE-HEALTH/LIFE						0.00%
100.500.200.000.365	$14,647.51	$528.58	$528.58	$14,118.93	$5,814.37	$8,304.56
RETIREMENT CONTRIBUTION-TRS						56.70%
100.500.200.000.367	$751.59	$61.38	$61.38	$690.21	$675.18	$15.03
MEDICARE TAX						2.00%
100.500.200.000.418	$4,000.00	$0.00	$0.00	$4,000.00	$0.00	$4,000.00
OTHER PROFESSIONAL SERVICES						100.00%
100.500.200.000.421	$2,000.00	$0.00	$0.00	$2,000.00	$0.00	$2,000.00
STAFF TRANSPORTATION						100.00%
100.500.200.000.440	$2,500.00	$0.00	$0.00	$2,500.00	$0.00	$2,500.00
PURCHASED SERVICES						100.00%
100.500.200.000.451	$1,500.00	$0.00	$0.00	$1,500.00	$228.62	$1,271.38
DISTRICT WIDE SPED SUPPLIES						84.76%
100.500.300.000.365	$27,437.55	$0.00	$0.00	$27,437.55	$0.00	$27,437.55
RETIREMENT CONTRIBUTION-TRS						100.00%
100.500.300.000.366	$8,079.75	$0.00	$0.00	$8,079.75	$0.00	$8,079.75
RETIREMENT CONTRIBUTION-PERS						100.00%
100.500.330.000.418	$72,000.00	$0.00	$0.00	$72,000.00	$0.00	$72,000.00
STUDENT HEALTH SRVCS						100.00%
100.500.330.000.450	$500.00	$0.00	$0.00	$500.00	$0.00	$500.00
STUDENT HEALTH SVCS SUPPLIES & MATERIALS						100.00%
100.500.350.000.316	$6,600.00	$0.00	$0.00	$6,600.00	$3,000.00	$3,600.00
CERTIFIED EXTRA DUTY PAY						54.55%
100.500.350.000.318	$101,600.00	$8,466.67	$8,466.67	$93,133.33	$93,133.33	$0.00
CERTIFICATED SPECIALISTS						0.00%
100.500.350.000.324	$48,440.00	$0.00	$0.00	$48,440.00	$0.00	$48,440.00
SUPPORT STAFF						100.00%
100.500.350.000.329	$1,800.00	$0.00	$0.00	$1,800.00	$3,366.00	($1,566.00)

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SUBSTITUTES/TEMPORARIES						-87.00%
100.500.350.000.363	$794.26	$40.51	$40.51	$753.75	$476.11	$277.64
WORKERS COMPENSATION						34.96%
100.500.350.000.364	$68,608.08	$0.00	$0.00	$68,608.08	$6,352.60	$62,255.48
INSURANCE-HEALTH/LIFE						90.74%
100.500.350.000.365	$30,762.84	$1,057.13	$1,057.13	$29,705.71	$12,005.13	$17,700.58
RETIREMENT CONTRIBUTION-TRS						57.54%
100.500.350.000.366	$12,801.98	$0.00	$0.00	$12,801.98	$0.00	$12,801.98
RETIREMENT CONTRIBUTION-PERS						100.00%
100.500.350.000.367	$2,297.38	$122.77	$122.77	$2,174.61	$1,440.69	$733.92
MEDICARE TAX						31.95%
100.500.350.000.368	$111.60	$0.00	$0.00	$111.60	$208.68	($97.08)
SOCIAL SECURITY TAX						-86.99%
100.500.350.000.410	$0.00	$2,375.00	$2,375.00	($2,375.00)	$0.00	($2,375.00)
DW PROFESSIONAL SERVICES						0.00%
100.500.350.000.417	$35,000.00	$0.00	$0.00	$35,000.00	$41,230.00	($6,230.00)
TECHNOLOGY SUPPORT						-17.80%
100.500.350.000.433	$120,000.00	$432.30	$432.30	$119,567.70	$0.00	$119,567.70
COMMUNICATIONS						99.64%
100.500.350.000.440	$77,025.60	$2,709.19	$2,709.19	$74,316.41	$36,635.81	$37,680.60
PURCHASED SERVICES						48.92%
100.500.350.000.446	$12,000.00	$0.00	$0.00	$12,000.00	$0.00	$12,000.00
PROPERTY INSURANCE						100.00%
100.500.350.000.450	$16,000.00	$0.00	$0.00	$16,000.00	$0.00	$16,000.00
SUPPLIES, MATERIALS & MEDIA						100.00%
100.500.350.000.475	$70,000.00	$5,150.61	$5,150.61	$64,849.39	$2,500.00	$62,349.39
TECHNOLOGY SUPPLIES						89.07%
100.500.400.000.313	$0.00	$18,016.67	$18,016.67	($18,016.67)	$198,183.30	($216,199.97)
PRINCIPAL						0.00%
100.500.400.000.363	$0.00	$86.20	$86.20	($86.20)	$948.20	($1,034.40)
WORKERS COMPENSATION						0.00%
100.500.400.000.364	$0.00	$5,312.57	$5,312.57	($5,312.57)	$58,803.12	($64,115.69)
INSURANCE-HEALTH/LIFE						0.00%
100.500.400.000.365	$0.00	$2,250.32	$2,250.32	($2,250.32)	$24,753.53	($27,003.85)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.500.400.000.367	$0.00	$253.40	$253.40	($253.40)	$2,787.40	($3,040.80)

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Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
MEDICARE TAX						0.00%
100.500.600.000.321	$83,600.00	$7,016.67	$7,016.67	$76,583.33	$77,183.33	($600.00)
NON-CERT DIRECTOR/COORD/MANAGR						-0.72%
100.500.600.000.324	$48,440.00	$3,660.80	$3,660.80	$44,779.20	$43,792.00	$987.20
SUPPORT STAFF						2.04%
100.500.600.000.325	$159,600.30	$8,144.21	$8,144.21	$151,456.09	$140,913.22	$10,542.87
MAINTENANCE/CUSTODIAL						6.61%
100.500.600.000.329	$9,000.00	$4,025.30	$4,025.30	$4,974.70	$1,314.06	$3,660.64
SUBSTITUTES/TEMPORARIES						40.67%
100.500.600.000.363	$7,284.21	$536.18	$536.18	$6,748.03	$6,131.67	$616.36
WORKERS COMPENSATION						8.46%
100.500.600.000.364	$58,436.93	$6,745.71	$6,745.71	$51,691.22	$45,420.00	$6,271.22
INSURANCE-HEALTH/LIFE						10.73%
100.500.600.000.366	$78,042.95	$4,879.90	$4,879.90	$73,163.05	$57,122.56	$16,040.49
RETIREMENT CONTRIBUTION-PERS						20.55%
100.500.600.000.367	$4,359.28	$311.36	$311.36	$4,047.92	$3,600.06	$447.86
MEDICARE TAX						10.27%
100.500.600.000.368	$558.00	$0.00	$0.00	$558.00	$0.00	$558.00
SOCIAL SECURITY TAX						100.00%
100.500.600.000.418	$20,000.00	$0.00	$0.00	$20,000.00	$0.00	$20,000.00
OTHER PROFESSIONAL SERVICES						100.00%
100.500.600.000.421	$2,000.00	$0.00	$0.00	$2,000.00	$0.00	$2,000.00
STAFF TRANSPORTATION						100.00%
100.500.600.000.431	$30,900.00	$2,482.76	$2,482.76	$28,417.24	$0.00	$28,417.24
WATER AND SEWER						91.97%
100.500.600.000.432	$41,200.00	$2,889.18	$2,889.18	$38,310.82	$0.00	$38,310.82
GARBAGE						92.99%
100.500.600.000.433	$1,000.00	$57.35	$57.35	$942.65	$0.00	$942.65
COMMUNICATIONS						94.27%
100.500.600.000.436	$239,600.00	$18,015.29	$18,015.29	$221,584.71	$0.00	$221,584.71
ENERGY - ELECTRICITY						92.48%
100.500.600.000.438	$420,000.00	$14,685.02	$14,685.02	$405,314.98	$0.00	$405,314.98
ENERGY - HEATING OIL						96.50%
100.500.600.000.440	$25,000.00	$4,328.50	$4,328.50	$20,671.50	$7,837.00	$12,834.50
PURCHASED SERVICES						51.34%
100.500.600.000.446	$155,880.00	$0.00	$0.00	$155,880.00	$0.00	$155,880.00

Expenditure Budget Balance Report

☐ Summary Only From Date: 7/1/2024 To Date: 7/31/2024

Fiscal Year: 2024-2025

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
PROPERTY INSURANCE						100.00%
100.500.600.000.452	$45,000.00	$4,704.46	$4,704.46	$40,295.54	$14,621.13	$25,674.41
MAINTENANCE/CONSTR SUPPLIES						57.05%
100.500.600.000.453	$30,000.00	$0.00	$0.00	$30,000.00	$9,000.00	$21,000.00
JANITORIAL SUPPLIES						70.00%
100.500.600.000.457	$2,000.00	$0.00	$0.00	$2,000.00	$777.98	$1,222.02
SMALL TOOLS AND EQUIPMENT						61.10%
100.500.600.000.458	$7,210.00	$179.78	$179.78	$7,030.22	$0.00	$7,030.22
VEHICLE GAS AND OIL						97.51%
100.500.600.000.479	$800.00	$296.97	$296.97	$503.03	$0.00	$503.03
MAINTENANCE OTHER SUPPLIES AND MATERIALS						62.88%
100.500.600.000.491	$4,000.00	$0.00	$0.00	$4,000.00	$0.00	$4,000.00
DUES AND FEES						100.00%
100.500.700.000.314	$55,275.00	$4,631.25	$4,631.25	$50,643.75	$50,943.75	($300.00)
CERT DIRECTOR/COORD/MANAGER						-0.54%
100.500.700.000.316	$2,500.00	$0.00	$0.00	$2,500.00	$0.00	$2,500.00
EXTRA DUTY - Activity Assistant						100.00%
100.500.700.000.363	$289.63	$22.16	$22.16	$267.47	$243.76	$23.71
WORKERS COMPENSATION						8.19%
100.500.700.000.364	$17,819.04	$1,484.92	$1,484.92	$16,334.12	$15,590.27	$743.85
INSURANCE-HEALTH/LIFE						4.17%
100.500.700.000.365	$16,517.87	$578.55	$578.55	$15,939.32	$6,364.04	$9,575.28
RETIREMENT CONTRIBUTION-TRS						57.97%
100.500.700.000.367	$837.74	$63.35	$63.35	$774.39	$699.87	$74.52
MEDICARE TAX						8.90%
100.500.900.000.556	$50,000.00	$0.00	$0.00	$50,000.00	$0.00	$50,000.00
TRANS TO STUDENT TRANSPORTA						100.00%
100.600.510.000.311	$151,620.00	$12,635.00	$12,635.00	$138,985.00	$138,985.00	$0.00
SUPERINTENDENT						0.00%
100.600.510.000.324	$72,000.00	$6,666.67	$6,666.67	$65,333.33	$73,333.33	($8,000.00)
SUPPORT STAFF						-11.11%
100.600.510.000.329	$600.00	$2,885.00	$2,885.00	($2,285.00)	$0.00	($2,285.00)
SUBSTITUTES/TEMPORARIES						-380.83%
100.600.510.000.363	$1,124.01	$107.83	$107.83	$1,016.18	$1,034.33	($18.15)
WORKERS COMPENSATION						-1.61%
100.600.510.000.364	$42,315.60	$3,526.30	$3,526.30	$38,789.30	$38,789.30	$0.00

Expenditure Budget Balance Report

☐ Summary Only From Date: 7/1/2024 To Date: 7/31/2024

Fiscal Year: 2024-2025

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
INSURANCE-HEALTH/LIFE						0.00%
100.600.510.000.365	$42,885.00	$1,570.00	$1,570.00	$41,315.00	$17,270.00	$24,045.00
RETIREMENT CONTRIBUTION-TRS						56.07%
100.600.510.000.366	$19,267.20	$1,466.67	$1,466.67	$17,800.53	$16,133.36	$1,667.17
RETIREMENT CONTRIBUTION-PERS						8.65%
100.600.510.000.367	$3,251.19	$326.78	$326.78	$2,924.41	$3,134.45	($210.04)
MEDICARE TAX						-6.46%
100.600.510.000.368	$37.20	$178.87	$178.87	($141.67)	$8,617.07	($8,758.74)
SOCIAL SECURITY TAX						-23545.00%
100.600.510.000.414	$16,000.00	$276.50	$276.50	$15,723.50	$0.00	$15,723.50
LEGAL SERVICES						98.27%
100.600.510.000.418	$1,000.00	$1,650.00	$1,650.00	($650.00)	$0.00	($650.00)
OTHER PROFESSIONAL SERVICES						-65.00%
100.600.510.000.421	$9,000.00	$0.00	$0.00	$9,000.00	$923.65	$8,076.35
STAFF TRANSPORTATION						89.74%
100.600.510.000.433	$1,500.00	$119.27	$119.27	$1,380.73	$0.00	$1,380.73
COMMUNICATIONS						92.05%
100.600.510.000.434	$250.00	$0.00	$0.00	$250.00	$0.00	$250.00
POSTAGE						100.00%
100.600.510.000.454	$500.00	$150.00	$150.00	$350.00	$0.00	$350.00
OFFICE SUPPLIES						70.00%
100.600.510.000.476	$5,400.00	$0.00	$0.00	$5,400.00	$0.00	$5,400.00
COPIER SUPPLIES						100.00%
100.600.510.000.479	$2,000.00	$102.73	$102.73	$1,897.27	$0.00	$1,897.27
SUPERINTENDENT OTHER SUPPLIES AND MATERIALS						94.86%
100.600.510.000.491	$25,300.00	$5,000.00	$5,000.00	$20,300.00	$0.00	$20,300.00
DUES AND FEES						80.24%
100.600.511.000.418	$15,000.00	$0.00	$0.00	$15,000.00	$0.00	$15,000.00
BOARD - OTHER PROFESSIONAL SERVICES						100.00%
100.600.511.000.421	$6,500.00	$0.00	$0.00	$6,500.00	$0.00	$6,500.00
BOARD- STAFF TRANSPORTATION						100.00%
100.600.511.000.454	$2,000.00	$0.00	$0.00	$2,000.00	$0.00	$2,000.00
COMMUNICATION MAILER/FLYER SUPPLIES						100.00%
100.600.511.000.479	$5,200.00	$0.00	$0.00	$5,200.00	$422.95	$4,777.05
BOE OTHER SUPPLIES AND MATERIALS						91.87%
100.600.511.000.490	$300.00	$0.00	$0.00	$300.00	$0.00	$300.00

Expenditure Budget Balance Report

☐ Summary Only From Date: 7/1/2024 To Date: 7/31/2024

Fiscal Year: 2024-2025

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
BOARD- OTHER EXPENSES						100.00%
100.600.550.000.321	$86,000.00	$7,166.67	$7,166.67	$78,833.33	$78,833.33	$0.00
NON-CERT DIRECTOR/COORD/MANAGR						0.00%
100.600.550.000.324	$26,313.30	$2,085.55	$2,085.55	$24,227.75	$26,763.10	($2,535.35)
SUPPORT STAFF						-9.64%
100.600.550.000.363	$563.03	$44.27	$44.27	$518.76	$505.18	$13.58
WORKERS COMPENSATION						2.41%
100.600.550.000.364	$26,176.80	$2,181.40	$2,181.40	$23,995.40	$23,995.40	$0.00
INSURANCE-HEALTH/LIFE						0.00%
100.600.550.000.366	$30,055.04	$2,035.49	$2,035.49	$28,019.55	$23,228.86	$4,790.69
RETIREMENT CONTRIBUTION-PERS						15.94%
100.600.550.000.367	$1,628.54	$134.16	$134.16	$1,494.38	$1,531.06	($36.68)
MEDICARE TAX						-2.25%
100.600.550.000.412	$82,000.00	$0.00	$0.00	$82,000.00	$0.00	$82,000.00
AUDITING & ACCOUNTING SERVICES						100.00%
100.600.550.000.418	$35,500.00	$2,370.00	$2,370.00	$33,130.00	$0.00	$33,130.00
OTHER PROFESSIONAL SERVICES						93.32%
100.600.550.000.421	$4,000.00	$55.25	$55.25	$3,944.75	$916.00	$3,028.75
STAFF TRANSPORTATION						75.72%
100.600.550.000.447	$72,700.00	$0.00	$0.00	$72,700.00	$0.00	$72,700.00
LIABILITY INSURANCE						100.00%
100.600.550.000.454	$700.00	$184.16	$184.16	$515.84	$0.00	$515.84
OFFICE SUPPLIES						73.69%
100.600.550.000.479	$250.00	$0.00	$0.00	$250.00	$0.00	$250.00
OTHER SUPPLIES AND MATERIALS						100.00%
100.600.550.000.491	$8,000.00	$517.86	$517.86	$7,482.14	$0.00	$7,482.14
DUES AND FEES						93.53%
100.600.550.000.495	($29,530.00)	$0.00	$0.00	($29,530.00)	$0.00	($29,530.00)
INDIRECT COST RECOVERY						100.00%
Fund 100 Total:	$10,298,235.40	$211,049.18	$211,049.18	$10,087,186.22	$6,152,886.54	$3,934,299.68
						38.20%
Grand Total:	$10,298,235.40	$211,049.18	$211,049.18	$10,087,186.22	$6,152,886.54	$3,934,299.68
						38.20%

End of Report

Petersburg School District

Reprint Check Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: OPERATING ACCOUNT XX3970

From Date: 07/01/2024 To Date: 07/31/2024
From Check: To Check:
From Voucher: To Voucher:

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
47211	07/31/2024	KLUDT-PAINTER, BERGEN	$1,661.61	1	Printed	Payroll	☐		
47212	07/31/2024	SKEEK, CONNOR J	$123.89	1	Printed	Payroll	☐		
73256	07/05/2024	BRADLEY KING	$258.00	1000	Printed	Expense	☐		
73257	07/05/2024	CYNTHIA FRY-00628	$258.00	1000	Printed	Expense	☑	07/31/2024	
73258	07/05/2024	HEATHER CONN-01075	$258.00	1000	Printed	Expense	☑	07/31/2024	
73259	07/05/2024	ROBYN TAYLOR	$258.00	1000	Printed	Expense	☑	07/31/2024	
73261	07/08/2024	ACSA-00026	$1,250.00	1001	Printed	Expense	☐		
73262	07/08/2024	COALITION FOR EDUCATION EQUITY, INC	$5,000.00	1001	Printed	Expense	☑	07/31/2024	
73263	07/08/2024	CYBERSOFT TECHNOLOGIES, INC	$4,635.00	1001	Printed	Expense	☐		
73264	07/08/2024	LJ ANSWERING & ALARM-01447	$279.00	1001	Printed	Expense	☑	07/31/2024	
73265	07/08/2024	MARCIA BRENNER ASSOCIATES, LLC	$3,300.00	1001	Printed	Expense	☑	07/31/2024	
73266	07/08/2024	MIND EDUCATION	$6,672.60	1001	Printed	Expense	☑	07/31/2024	
73267	07/08/2024	MUSIC TRAVEL CONSULTANTS LLC	$7,514.00	1001	Printed	Expense	☑	07/31/2024	
73268	07/08/2024	NWEA	$2,375.00	1001	Printed	Expense	☑	07/31/2024	
73269	07/08/2024	SHANNON BAIRD	$258.00	1001	Printed	Expense	☑	07/31/2024	
73270	07/11/2024	AT&T MOBILITY-00004	$848.48	1002	Printed	Expense	☑	07/31/2024	
73271	07/11/2024	RING CENTRAL INC	$2,709.19	1002	Printed	Expense	☑	07/31/2024	
73272	07/11/2024	ROCK-N-ROAD CONSTRUCTION	$2,077.50	1002	Printed	Expense	☑	07/31/2024	
73273	07/11/2024	SEDOR, WENDLANDT, EVENS,-02211	$276.50	1002	Printed	Expense	☑	07/31/2024	
73274	07/11/2024	TYLER TECHNOLOGIES	$240.00	1002	Printed	Expense	☑	07/31/2024	
73275	07/11/2024	US FOODS, INC.	$3,725.64	1002	Printed	Expense	☑	07/31/2024	
73276	07/11/2024	ALICE CUMPS	$258.00	1003	Printed	Expense	☑	07/31/2024	

Reprint Check Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: OPERATING ACCOUNT XX3970

From Date: 07/01/2024 To Date: 07/31/2024
From Check: To Check:
From Voucher: To Voucher:

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
73277	07/11/2024	CASEY GATES	$258.00	1003	Printed	Expense	☑	07/31/2024	
73278	07/11/2024	ETHAN BRYNER	$258.00	1003	Printed	Expense	☐		
73279	07/11/2024	JIM ENGELL-01243	$258.00	1003	Printed	Expense	☑	07/31/2024	
73280	07/11/2024	MIKALAI POTRZUSKI	$318.00	1003	Printed	Expense	☐		
73281	07/11/2024	RICK BROCK-02059	$318.00	1003	Printed	Expense	☑	07/31/2024	
73282	07/16/2024	BRADLEY KING	$59.92	1004	Printed	Expense	☐		
73283	07/16/2024	COMMITTEE FOR CHILDREN	$1,946.25	1004	Printed	Expense	☑	07/31/2024	
73284	07/16/2024	CYNTHIA FRY-00628	$28.62	1004	Printed	Expense	☐		
73285	07/16/2024	HEATHER CONN-01075	$59.92	1004	Printed	Expense	☑	07/31/2024	
73286	07/16/2024	SOUTHEAST EXTINGUISHER SERVICE, INC	$2,002.00	1004	Printed	Expense	☑	07/31/2024	
73287	07/16/2024	UNUM LIFE INSURANCE COMPANY OF-02556	$415.12	1004	Printed	Expense	☑	07/31/2024	
73288	07/19/2024	BRITTANY HUTTO	$318.00	1006	Printed	Expense	☐		
73289	07/19/2024	PETERSBURG MEDICAL CENTER-01892	$1,200.00	1006	Printed	Expense	☐		
73290	07/19/2024	PISTON & RUDDER SERVICES, INC	$378.00	1006	Printed	Expense	☑	07/31/2024	
73291	07/19/2024	UPPER TIER LLC-02558	$4,714.30	1006	Printed	Expense	☑	07/31/2024	
73292	07/19/2024	WINTER SKEEK	$318.00	1006	Printed	Expense	☑	07/31/2024	
73293	07/23/2024	ALASKA RESTAURANT SUPPLY	$3,224.00	1011	Printed	Expense	☑	07/31/2024	
73294	07/23/2024	MATT PAWUK-01548	$742.31	1011	Printed	Expense	☐		
73295	07/23/2024	PUBLIC EDUCATION HEALTH TRUST-01982	$134,887.80	1011	Printed	Expense	☑	07/31/2024	
73296	07/24/2024	AFLAC-00068	$114.01	1013	Printed	Expense	☐		
73297	07/24/2024	BECKY MARTIN	$198.00	1013	Printed	Expense	☐		
73298	07/24/2024	BRADLEY KING	$198.00	1013	Printed	Expense	☐		

Reprint Check Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: OPERATING ACCOUNT XX3970

From Date: 07/01/2024 To Date: 07/31/2024
From Check: To Check:
From Voucher: To Voucher:

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
73299	07/24/2024	CYNTHIA FRY-00628	$198.00	1013	Printed	Expense	☑	07/31/2024	
73300	07/24/2024	HANNAH SMITH	$198.00	1013	Printed	Expense	☐		
73302	07/24/2024	ROBYN TAYLOR	$368.00	1013	Printed	Expense	☑	07/31/2024	
73303	07/26/2024	REID BROTHERS, INC.-02035	$1,310.73	1014	Printed	Expense	☐		
73304	07/26/2024	TYLER TECHNOLOGIES	$480.00	1014	Printed	Expense	☐		
73305	07/26/2024	US FOODS, INC.	$1,549.36	1014	Printed	Expense	☐		
73306	07/31/2024	BRITTANY HUTTO	$594.72	1020	Printed	Expense	☐		
73307	07/31/2024	STATE OF ALASKA-02310	$14,257.30	1019	Printed	Payroll Ded	☐		
73308	07/31/2024	STATE OF ALASKA-02310	$11,878.18	1018	Printed	Payroll Ded	☐		
73309	07/31/2024	APEA-00222	$248.01	1017	Printed	Payroll Ded	☐		
73310	07/31/2024	GREAT-WEST LIFE & ANNUITY	$1,750.00	1017	Printed	Payroll Ded	☐		
73311	07/31/2024	MINNESOTA CHILD SUPPORT PAYMENT CENTER	$520.00	1017	Printed	Payroll Ded	☐		
		Total Amount:	$229,802.96						

End of Report

Petersburg School District

Non-Check Batch Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: OPERATING ACCOUNT XX3970

From Date: 07/01/2024 To Date: 07/31/2024

From Voucher: To Voucher:

Account: XX3970

07/09/2024	FIRST BANK-00894	$10.00	1005	Posted to G/L	AP	☐
07/09/2024	REVTRAK INC.-02052	$19.95	1005	Posted to G/L	AP	☐
07/09/2024	REVTRAK INC.-02052	$487.91	1005	Posted to G/L	AP	☐
07/29/2024	P-CARD PROGRAM-01850	$28.46	1007	Posted to G/L	AP	☐
07/29/2024	ALASKA FIBRE-00112	$308.80	1008	Posted to G/L	AP	☐
07/29/2024	HAMMER & WIKAN-01038	$242.94	1008	Posted to G/L	AP	☐
07/29/2024	HAMMER & WIKAN-01038	$40.56	1008	Posted to G/L	AP	☐
07/29/2024	HAMMER & WIKAN-01038	$53.98	1008	Posted to G/L	AP	☐
07/29/2024	HAMMER & WIKAN-01038	$55.97	1008	Posted to G/L	AP	☐
07/29/2024	HOME DEPOT-01110	$1,408.98	1008	Posted to G/L	AP	☐
07/29/2024	AMAZON.COM-00164	$134.10	1008	Posted to G/L	AP	☐
07/29/2024	AMAZON.COM-00164	$86.79	1008	Posted to G/L	AP	☐
07/29/2024	AMAZON.COM-00164	$244.95	1008	Posted to G/L	AP	☐
07/29/2024	HAMMER & WIKAN-01038	$84.97	1008	Posted to G/L	AP	☐
07/29/2024	HAMMER & WIKAN-01038	$37.74	1008	Posted to G/L	AP	☐
07/29/2024	HAMMER & WIKAN-01038	$356.88	1008	Posted to G/L	AP	☐
07/29/2024	HAMMER & WIKAN-01038	$139.98	1008	Posted to G/L	AP	☐

Non-Check Batch Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: OPERATING ACCOUNT XX3970 From Date: 07/01/2024 To Date: 07/31/2024

From Voucher: To Voucher:

07/29/2024	HAMMER & WIKAN-01038	$70.05	1008	Posted to G/L	AP	☐
07/29/2024	HAMMER & WIKAN-01038	$54.99	1008	Posted to G/L	AP	☐
07/29/2024	HAMMER & WIKAN-01038	$19.47	1008	Posted to G/L	AP	☐
07/29/2024	HAMMER & WIKAN-01038	$72.05	1008	Posted to G/L	AP	☐
07/29/2024	P-CARD PROGRAM-01850	-$167.75	1009	Posted to G/L	AP	☐
07/29/2024	P-CARD PROGRAM-01850	-$35.00	1009	Posted to G/L	AP	☐
07/29/2024	P-CARD PROGRAM-01850	$1,506.26	1009	Posted to G/L	AP	☐
07/29/2024	P-CARD PROGRAM-01850	$1,506.26	1009	Posted to G/L	AP	☐
07/29/2024	P-CARD PROGRAM-01850	$1,506.26	1009	Posted to G/L	AP	☐
07/29/2024	P-CARD PROGRAM-01850	$1,447.12	1009	Posted to G/L	AP	☐
07/29/2024	P-CARD PROGRAM-01850	$3,709.66	1009	Posted to G/L	AP	☐
07/29/2024	PETERSBURG BOROUGH-01881	$2,482.76	1010	Posted to G/L	AP	☐
07/29/2024	PETERSBURG BOROUGH-01881	$2,889.18	1010	Posted to G/L	AP	☐
07/29/2024	PETERSBURG BOROUGH-01881	$18,015.29	1010	Posted to G/L	AP	☐
07/29/2024	PETERSBURG BOROUGH-01881	$2,047.50	1010	Posted to G/L	AP	☐
07/29/2024	PETERSBURG BOROUGH-01881	$179.78	1010	Posted to G/L	AP	☐
07/29/2024	PETERSBURG REXALL DRUG-01898	$6.03	1010	Posted to G/L	AP	☐
07/29/2024	PETRO MARINE SERVICES-01909	$14,685.02	1010	Posted to G/L	AP	☐

Non-Check Batch Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: OPERATING ACCOUNT XX3970 From Date: 07/01/2024 To Date: 07/31/2024

From Voucher: To Voucher:

07/29/2024	ENABLING DEVICES	$474.90	1010	Posted to G/L	AP	☐
07/29/2024	P-CARD PROGRAM-01850	$8.00	1010	Posted to G/L	AP	☐
07/29/2024	ALASKA POWER & TELEPHONE-00125	$109.19	1010	Posted to G/L	AP	☐
07/29/2024	ALASKA POWER & TELEPHONE-00125	$57.35	1010	Posted to G/L	AP	☐
07/29/2024	ALASKA POWER & TELEPHONE-00125	$57.35	1010	Posted to G/L	AP	☐
07/29/2024	ALASKA POWER & TELEPHONE-00125	$109.19	1010	Posted to G/L	AP	☐
07/29/2024	HAMMER & WIKAN-01038	$96.70	1010	Posted to G/L	AP	☐
07/29/2024	AMAZON.COM-00164	$150.00	1010	Posted to G/L	AP	☐
07/29/2024	AMAZON.COM-00164	$36.52	1010	Posted to G/L	AP	☐
07/29/2024	AMAZON.COM-00164	$147.64	1010	Posted to G/L	AP	☐
07/29/2024	AMAZON.COM-00164	$284.95	1010	Posted to G/L	AP	☐
07/29/2024	P-CARD PROGRAM-01850	$496.03	1012	Posted to G/L	AP	☐
07/29/2024	P-CARD PROGRAM-01850	$104.94	1012	Posted to G/L	AP	☐
07/29/2024	P-CARD PROGRAM-01850	$104.94	1012	Posted to G/L	AP	☐
07/29/2024	P-CARD PROGRAM-01850	$104.94	1012	Posted to G/L	AP	☐
07/29/2024	P-CARD PROGRAM-01850	$104.94	1012	Posted to G/L	AP	☐
07/29/2024	P-CARD PROGRAM-01850	$104.94	1012	Posted to G/L	AP	☐

Non-Check Batch Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: OPERATING ACCOUNT XX3970 From Date: 07/01/2024 To Date: 07/31/2024
From Voucher: To Voucher:

07/29/2024	P-CARD PROGRAM-01850	$104.94	1012	Posted to G/L	AP	☐
07/29/2024	MOSYLE CORPORATION	$3,920.00	1012	Posted to G/L	AP	☐
07/29/2024	P-CARD PROGRAM-01850	$104.94	1012	Posted to G/L	AP	☐
07/31/2024	EFTPS-00804	$8,606.66	1015	Posted to G/L	PR	☐
07/31/2024	EFTPS-00804	$406.62	1015	Posted to G/L	PR	☐
07/31/2024	EFTPS-00804	$1,592.76	1015	Posted to G/L	PR	☐
07/31/2024	EFTPS-00804	$406.62	1015	Posted to G/L	PR	☐
07/31/2024	EFTPS-00804	$1,592.76	1015	Posted to G/L	PR	☐
07/31/2024	FIRST BANK-00894	$83,872.60	1016	Posted to G/L	PR	☐
07/31/2024	FIRST BANK-00894	$2,475.00	1016	Posted to G/L	PR	☐

Total for Fund: 62 Total Amount: $159,373.31

Total Amount: $159,373.31

End of Report

Petersburg School District

Student Activities Summary Report

Fiscal Year: 2024-2025

From: 7/1/2024 To: 7/31/2024

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☐ Subtotal By Journal

		Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
710.100.100.422.830	HS ART FUND BALANCE	344.63	.00	.00	344.63	.00	344.63
710.100.100.423.830	HS JEWELRY FUND BALANCE	1,855.05	.00	.00	1,855.05	.00	1,855.05
710.100.160.450.830	HS CULINARY ARTS FUND BALANCE	451.41	.00	.00	451.41	.00	451.41
710.100.200.475.830	HS SPED ACTIVITIES FUND BALANCE	2,651.81	.00	(474.90)	2,176.91	.00	2,176.91
710.100.350.402.830	HS MATH FUND BALANCE	603.40	.00	.00	603.40	.00	603.40
710.100.350.415.830	HS LIBRARY FUND BALANCE	2,025.27	.00	.00	2,025.27	.00	2,025.27
710.100.350.418.830	HS GLACIER SURVEY FUND BALANCE	941.22	.00	.00	941.22	.00	941.22
710.100.350.460.830	HS SHOP FUND BALANCE	36,041.99	.00	.00	36,041.99	.00	36,041.99
710.100.350.480.830	HS TESTING FEES FUND BALANCE	249.20	80.00	.00	329.20	.00	329.20
710.100.350.620.830	NATURAL HELPERS/GREEN DOT FUND BALANCE	1,227.91	.00	.00	1,227.91	.00	1,227.91
710.100.350.865.830	NATIONAL HONOR SOCIETY FUND BALANCE	54.86	.00	.00	54.86	.00	54.86
710.100.350.875.830	MARK FOSSE AWARD FUND BALANCE	193.60	.00	.00	193.60	.00	193.60
710.100.400.410.830	HS PRINCIPALS FUND BALANCE	(192.74)	.00	.00	(192.74)	.00	(192.74)
710.100.700.408.830	HS MUSIC FUND BALANCE	9,165.32	5,421.04	(7,514.00)	7,072.36	.00	7,072.36
710.100.700.409.830	HS JAZZ BAND FUND BALANCE	315.41	.00	.00	315.41	.00	315.41
710.100.700.414.830	HS DDF FUND BALANCE	375.80	.00	.00	375.80	.00	375.80
710.100.700.424.830	HS YEARBOOK FUND BALANCE	(1,600.36)	20.00	.00	(1,580.36)	.00	(1,580.36)
710.100.700.610.830	CLOSE UP FUND BALANCE	7,974.52	.00	.00	7,974.52	.00	7,974.52
710.100.700.625.830	TSUMANI BOWL FUND BALANCE	1,951.27	.00	.00	1,951.27	.00	1,951.27
710.100.700.710.830	HS CROSS COUNTRY FUND BALANCE	(902.97)	.00	.00	(902.97)	.00	(902.97)

Student Activities Summary Report

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From: 7/1/2024 To: 7/31/2024

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☐ Subtotal By Journal

		Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
710.100.700.715.830	HS SWIM/DIVE TEAM FUND BALANCE	(116.07)	.00	.00	(116.07)	.00	(116.07)
710.100.700.720.830	HS VOLLEYBALL FUND BALANCE	1,007.31	.00	.00	1,007.31	.00	1,007.31
710.100.700.725.830	HS WRESTLING FUND BALANCE	(167.97)	.00	.00	(167.97)	.00	(167.97)
710.100.700.730.830	HS BOYS BASKETBALL FUND BALANCE	(1,546.23)	90.20	(636.00)	(2,092.03)	.00	(2,092.03)
710.100.700.735.830	HS GIRLS BASKETBALL FUND BALANCE	(2,948.71)	.00	(742.31)	(3,691.02)	.00	(3,691.02)
710.100.700.740.830	HS CHEERLEADING FUND BALANCE	970.32	.00	.00	970.32	.00	970.32
710.100.700.745.830	HS TRACK FUND BALANCE	(1,901.85)	809.00	(516.00)	(1,608.85)	.00	(1,608.85)
710.100.700.746.830	TRACK FACILITIES FUND BALANCE	1,958.28	.00	(1,800.00)	158.28	.00	158.28
710.100.700.750.830	HS BASEBALL FUND BALANCE	(4,837.38)	881.40	(516.00)	(4,471.98)	.00	(4,471.98)
710.100.700.751.830	BASEBALL FIELD FUND BALANCE	251.00	.00	.00	251.00	.00	251.00
710.100.700.760.830	HS ESPORTS FUND BALANCE	.00	.00	.00	.00	.00	.00
710.100.700.765.830	HS SOFTBALL FUND BALANCE	440.52	.00	.00	440.52	.00	440.52
710.100.700.785.830	REGION V TOURNAMENTS FUND BALANCE	(10,819.34)	.00	.00	(10,819.34)	.00	(10,819.34)
710.100.700.810.830	VIKING STORE - ACTIVITIES FUND BALANCE	556.23	.00	.00	556.23	.00	556.23
710.100.700.820.830	SECONDARY ACTIVITIES DONATIONS FUND BALANCE	10,543.82	1,750.00	.00	12,293.82	.00	12,293.82
710.100.700.825.830	STUDENT GOVERNMENT FUND BALANCE	7,497.60	10.00	.00	7,507.60	.00	7,507.60
710.100.700.835.830	HS SCHOOL WIDE PLAY FUND BALANCE	3,950.24	346.76	.00	4,297.00	.00	4,297.00
710.100.700.840.830	HS ARTFEST FUND BALANCE	1,132.39	.00	.00	1,132.39	.00	1,132.39
710.100.700.921.830	CLASS OF 2021 FUND BALANCE	583.18	.00	.00	583.18	.00	583.18

Student Activities Summary Report

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From: 7/1/2024 To: 7/31/2024

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☐ Subtotal By Journal

		Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
710.100.700.922.830	CLASS OF 2022 FUND BALANCE	952.90	.00	.00	952.90	.00	952.90
710.100.700.923.830	CLASS OF 2023 FUND BALANCE	1,002.41	.00	.00	1,002.41	.00	1,002.41
710.100.700.924.830	CLASS OF 2024 FUND BALANCE	2,282.80	.00	.00	2,282.80	.00	2,282.80
710.100.700.925.830	CLASS OF 2025 FUND BALANCE	2,694.94	.00	.00	2,694.94	.00	2,694.94
710.100.700.926.830	CLASS OF 2026 FUND BALANCE	3,170.16	.00	.00	3,170.16	.00	3,170.16
710.100.700.927.830	CLASS OF 2027 FUND BALANCE	448.66	.00	.00	448.66	.00	448.66
710.200.350.408.830	MS MUSIC FUND BALANCE	107.55	.00	.00	107.55	.00	107.55
710.200.350.865.830	NATIONAL HONOR SOCIETY - JUNIOR FUND BALANCE	848.31	.00	.00	848.31	.00	848.31
710.200.400.410.830	MS PRINCIPALS FUND BALANCE	125.07	.00	.00	125.07	.00	125.07
710.200.700.419.830	MS ROBOTICS FUND BALANCE	3,283.26	.00	.00	3,283.26	.00	3,283.26
710.200.700.424.830	MS YEARBOOK FUND BALANCE	204.96	.00	.00	204.96	.00	204.96
710.200.700.710.830	MS CROSS COUNTRY FUND BALANCE	50.00	.00	.00	50.00	.00	50.00
710.200.700.740.830	MS CHEERLEADING FUND BALANCE	389.59	.00	.00	389.59	.00	389.59
710.200.700.755.830	MS NYO FUND BALANCE	465.68	.00	.00	465.68	.00	465.68
710.200.700.780.830	MS ACTIVITIES & TOURNAMENTS FUND BALANCE	560.98	.00	.00	560.98	.00	560.98
710.200.700.825.830	MS STUDENT GOVERNMENT FUND BALANCE	2,947.11	.00	.00	2,947.11	.00	2,947.11
710.200.700.850.830	MS BAKING CLUB FUND BALANCE	980.78	.00	.00	980.78	.00	980.78
710.300.200.475.830	ES SPED ACTIVITIES FUND BALANCE	308.00	.00	.00	308.00	.00	308.00
710.300.350.615.830	ES STIKINE RIVER TRIP FUND BALANCE	7,676.60	.00	.00	7,676.60	.00	7,676.60
710.300.700.424.830	ES YEARBOOK FUND BALANCE	3,429.89	.00	.00	3,429.89	.00	3,429.89

Student Activities Summary Report

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☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☐ Subtotal By Journal

		Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
710.300.700.815.830	ES SCHOOL STORE & CLUBS FUND BALANCE	1,271.18	.00	.00	1,271.18	.00	1,271.18
710.300.700.825.830	ES STUDENT GOVERNMENT FUND BALANCE	272.31	.00	.00	272.31	.00	272.31
710.300.700.860.830	ES EARTH CLUB FUND BALANCE	58.00	.00	.00	58.00	.00	58.00
710.500.200.470.830	SPED MEMORIAL ACCOUNT FUND BALANCE	10,000.50	.00	.00	10,000.50	.00	10,000.50
710.500.700.600.830	CONCESSIONS FUND BALANCE	1,924.56	.00	.00	1,924.56	.00	1,924.56
710.500.700.665.830	STUDENT BASIC NEEDS SUPPORT FUND BALANCE	2,604.00	.00	.00	2,604.00	.00	2,604.00
710.500.700.670.830	STEREO REPAIR/REPLACEMENT FUND BALANCE	906.59	.00	.00	906.59	.00	906.59
710.500.700.675.830	PIXELLOT ADVERTISEMENTS FUND BALANCE	3,996.71	692.15	.00	4,688.86	.00	4,688.86
710.500.700.700.830	ACTIVITY DIRECTOR FUND BALANCE	(15.74)	.00	.00	(15.74)	.00	(15.74)
710.500.700.855.830	SCHOOL GARDEN FUND BALANCE	4,976.50	.00	.00	4,976.50	.00	4,976.50
710.500.700.880.830	MARQUEE SIGN FUND BALANCE	197.49	.00	.00	197.49	.00	197.49
GRAND TOTALS		128,401.69	10,100.55	(12,199.21)	126,303.03	.00	126,303.03

End of Report

INVOICE

July 20, 2024

Petersburg School Dist
201 Charles W St Box 289
Petersburg, AK 99833

ATTN:

Invoice Number: 0703724-2407
Invoice Amount: $ 59,902.43

This invoice amount represents the total balances of all Corporate Card accounts for the billing period ending July 20, 2024.

Your payment is due **August 16, 2024**.

Payment will be automatically withdrawn from your bank account if your organization has pre-arranged payment. If not, please remit payment by electronic means or by mailing a cheque for the Invoice amount to the appropriate address below. Payments must be sent with a detailed breakdown of how the payment needs to be applied, including the 16-digit card numbers or billing account and the total amount to be paid.

BMO Accounts	Diners Club Accounts
Payment By Mail	Payment By Mail
BMO P.O. Box 5732 Carol Stream, IL 60197-5732	Diners Club P.O. Box 5732 Carol Stream, IL 60197-5732
Payment By Overnight Delivery	Payment By Overnight Delivery
FIS BMO Attn: Lockbox# 5732 270 Remington Blvd, Suite B Bolingbrook, IL 60440	FIS BMO Attn: Lockbox# 5732 270 Remington Blvd, Suite B Bolingbrook, IL 60440

If you have any questions regarding this invoice or supporting documents, please contact Corporate Client Services:

BMO Accounts	Diners Club Accounts
By Phone: 1-855-825-9234	By Phone: 1-800-2-DINERS (1-800-234-6377)
By e-mail: corporate.clientservices@bmo.com	By e-mail: dinersclub.service@bmo.com

Thank you for your continued business.

✂ - - -

BMO

Statement

Account Name:	BILLING ACCOUNT 033153	**Card Number:**	xxxx-xxxx-xxxx-3153
Company Name:	PETERSBURG SCHOOL DIST	**Account Limit:**	$ 300,000.00
Employee ID:	772180000055104	**Available Credit:**	$ 240,097.57
Statement Date (MM/DD/YYYY):	07/20/2024	**Currency:**	U.S. DOLLAR
Payment Due Date (MM/DD/YYYY):	08/16/2024		

Statement Summary:

Report any items which do not agree with your records within 30 days of the statement date.

Previous Balance:	$ 112,030.59
Payments:	$ -112,030.59
Adjustments:	$ 0.00
Net Purchases:	$ 59,902.43
Cash Advance:	$ 0.00
Fees:	$ 0.00
Other Charges:	$ 0.00
New Account Balance:	$ 59,902.43

Transaction Summary:

Trans Date	Posting Date Trans ID	Description	Pre-Tax Amount Auth #	Total Tax	Trans Amount
Card Number xxxx-xxxx-xxxx-3153 BILLING ACCOUNT 033153					
06/26	06/26 538727417	AUTOMATIC PYMT RECEIVED	$ -112,030.59	$ 0.00	$ -112,030.59
			TOTAL CREDITS xxxx-xxxx-xxxx-3153		**$ -112,030.59**
			TOTAL DEBITS xxxx-xxxx-xxxx-3153		**$ 0.00**
Card Number xxxx-xxxx-xxxx-9986 BAIRD, SHANNON					
06/25	06/26 538847018	NYTIMES NYTIMES DISC 800-698-4637 NY	$ 8.00 096723	$ 0.00	$ 8.00
07/03	07/04 539954352	PSN PETERSBURG UTILITY PETERSBURG AK	$ 25,614.51 060290	$ 0.00 (e)	$ 25,614.51
07/05	07/08 540411626	HAMMER & WIKAN, INC. PETERSBURG AK	$ 96.70 080647	$ 0.00 (e)	$ 96.70
07/05	07/08 540411627	PETERSBURG REXALL DRUG PETERSBURG AK	$ 6.03 026059	$ 0.00 (e)	$ 6.03
07/07	07/08 540411628	AMAZON MKTPL RY4QU1OP0 AMZN.COM/BILL WA	$ 36.52 037702	$ 0.00	$ 36.52
07/08	07/09 540521643	ALASKA TELEPHONE COMPA PORT TOWNSEND WA	$ 57.35 033280	$ 0.00	$ 57.35
07/08	07/09 540521644	AMAZON MKTPL RY7IW33W0 AMZN.COM/BILL WA	$ 284.95 091831	$ 0.00	$ 284.95
07/08	07/09 540521642	ALASKA TELEPHONE COMPA PORT TOWNSEND WA	$ 109.19 057422	$ 0.00	$ 109.19

07/08	07/09 540521640	ALASKA TELEPHONE COMPA PORT TOWNSEND WA	$ 57.35 048416	$ 0.00	$ 57.35
07/08	07/09 540521645	AMAZON MKTPL RY8AF2JW0 AMZN.COM/BILL WA	$ 297.64 060764	$ 0.00	$ 297.64
07/08	07/09 540521641	ALASKA TELEPHONE COMPA PORT TOWNSEND WA	$ 109.19 005033	$ 0.00	$ 109.19
07/09	07/10 540750847	PETRO MARINE SERVICES PETERSBURG AK	$ 14,685.02 045268	$ 0.00	$ 14,685.02
07/16	07/19 542172524	ENABLING DEVICES SALES@ENABLIN NY	$ 446.41 055502	$ 28.49	$ 474.90

TOTAL CREDITS xxxx-xxxx-xxxx-9986 $ 0.00

TOTAL DEBITS xxxx-xxxx-xxxx-9986 $ 41,837.35

Card Number xxxx-xxxx-xxxx-3497 BULLER, AARON S

07/02	07/04 539954351	ALASKA FIBRE PETERSBURG AK	$ 308.80 037647	$ 0.00 (e)	$ 308.80
07/03	07/04 539954350	HAMMER & WIKAN #5828 PETERSBURG AK	$ 84.97 053628	$ 0.00 (e)	$ 84.97
07/05	07/08 540411546	HAMMER & WIKAN #5828 PETERSBURG AK	$ 37.74 075075	$ 0.00 (e)	$ 37.74
07/08	07/09 540521638	HAMMER & WIKAN #5828 PETERSBURG AK	$ 356.88 091139	$ 0.00 (e)	$ 356.88
07/08	07/09 540521639	HAMMER & WIKAN #5828 PETERSBURG AK	$ 139.98 098039	$ 0.00 (e)	$ 139.98
07/09	07/10 540750772	HAMMER & WIKAN #5828 PETERSBURG AK	$ 70.05 048432	$ 0.00 (e)	$ 70.05
07/10	07/11 540939576	HAMMER & WIKAN #5828 PETERSBURG AK	$ 53.98 096307	$ 0.00 (e)	$ 53.98
07/11	07/12 541140480	HAMMER & WIKAN #5828 PETERSBURG AK	$ 55.97 056410	$ 0.00 (e)	$ 55.97
07/12	07/15 541248036	HOMEDEPOT.COM 800-430-3376 GA	$ 1,281.99 024190	$ 126.99	$ 1,408.98
07/12	07/15 541248037	AMAZON MKTPL RY7663BA1 AMZN.COM/BILL WA	$ 134.10 014467	$ 0.00	$ 134.10
07/15	07/16 541607203	HAMMER & WIKAN #5828 PETERSBURG AK	$ 54.99 067996	$ 0.00 (e)	$ 54.99
07/15	07/16 541608395	HAMMER & WIKAN #5828 PETERSBURG AK	$ 72.05 002848	$ 0.00 (e)	$ 72.05
07/15	07/16 541607202	HAMMER & WIKAN #5828 PETERSBURG AK	$ 242.94 088709	$ 0.00 (e)	$ 242.94
07/15	07/16 541607204	AMAZON MAR 112-604377 SEATTLE WA	$ 221.98 028217	$ 22.97 (e)	$ 244.95
07/17	07/17 541832128	AMAZON MKTPL RS7WS4EP1 AMZN.COM/BILL WA	$ 86.79 055923	$ 0.00	$ 86.79
07/18	07/19 542172522	HAMMER & WIKAN #5828 PETERSBURG AK	$ 40.56 075825	$ 0.00 (e)	$ 40.56
07/18	07/19 542172523	HAMMER & WIKAN, INC. PETERSBURG AK	$ 19.47 008180	$ 0.00 (e)	$ 19.47

TOTAL CREDITS	**xxxx-xxxx-xxxx-3497**	**$ 0.00**
TOTAL DEBITS	**xxxx-xxxx-xxxx-3497**	**$ 3,413.20**

Card Number xxxx-xxxx-xxxx-8382 KLUDT-PAINTER, JON

07/02	07/02 539732305	APPLE.COM/US 800-676-2775 CA	$ 454.55 068708	$ 41.48 (e)	$ 496.03
07/13	07/15 541247959	APPLE.COM/US 800-676-2775 CA	$ 96.16 013907	$ 8.78 (e)	$ 104.94
07/13	07/15 541247955	APPLE.COM/US 800-676-2775 CA	$ 96.16 073213	$ 8.78 (e)	$ 104.94
07/13	07/15 541247957	APPLE.COM/US 800-676-2775 CA	$ 96.16 039197	$ 8.78 (e)	$ 104.94
07/13	07/15 541247880	APPLE.COM/US 800-676-2775 CA	$ 96.16 006083	$ 8.78 (e)	$ 104.94
07/13	07/15 541247958	APPLE.COM/US 800-676-2775 CA	$ 96.16 069406	$ 8.78 (e)	$ 104.94
07/13	07/15 541247956	APPLE.COM/US 800-676-2775 CA	$ 96.16 016838	$ 8.78 (e)	$ 104.94
07/13	07/15 541247879	APPLE.COM/US 800-676-2775 CA	$ 96.16 057942	$ 8.78 (e)	$ 104.94
07/14	07/15 541248035	MOSYLE COR MOSYLE_MAN WINTER PARK FL	$ 3,920.00 049003	$ 0.00	$ 3,920.00

TOTAL CREDITS	**xxxx-xxxx-xxxx-8382**	**$ 0.00**
TOTAL DEBITS	**xxxx-xxxx-xxxx-8382**	**$ 5,150.61**

Card Number xxxx-xxxx-xxxx-9406 LUTOMSKI, MARA

06/20	06/21 538049727	AIRBNB HMFAXJ4FDX 4158005959 CA	$ -154.43	$ -13.32 (e)	$ -167.75
07/07	07/08 540411550	MARRIOTT S DIEGO MARIN 866-435-7627 CA	$ 1,506.26 064023	$ 0.00	$ 1,506.26
07/07	07/08 540411547	AIRBNB HMFDQSRY5E 4158005959 CA	$ -32.22 000000	$ -2.78 (e)	$ -35.00
07/07	07/08 540411549	MARRIOTT S DIEGO MARIN 866-435-7627 CA	$ 1,506.26 072703	$ 0.00	$ 1,506.26
07/07	07/08 540411548	MARRIOTT S DIEGO MARIN 866-435-7627 CA	$ 1,506.26 085781	$ 0.00	$ 1,506.26
07/11	07/15 541248038	GRAND HYATT SAN DIEGO SAN DIEGO CA	$ 1,447.12 013119	$ 0.00	$ 1,447.12
07/17	07/18 541903630	AIRBNB HMEDM4XZZR 4158005959 CA	$ 3,415.11 068867	$ 294.55 (e)	$ 3,709.66

TOTAL CREDITS	**xxxx-xxxx-xxxx-9406**	**$ -202.75**
TOTAL DEBITS	**xxxx-xxxx-xxxx-9406**	**$ 9,675.56**

Card Number xxxx-xxxx-xxxx-7995 TAYLOR, ROBYN J

07/11	07/12 541140481	SQ GARISSA CAB #85 DR SAN DIEGO CA	$ 26.27 007202	$ 2.19	$ 28.46

TOTAL CREDITS	**xxxx-xxxx-xxxx-7995**	**$ 0.00**
TOTAL DEBITS	**xxxx-xxxx-xxxx-7995**	**$ 28.46**

CUSTOMER SERVICE:

Service Representatives are available to assist you 24 hours a day, seven days a week. Please have account number information ready.

BMO
Telephone Inquiries: 1-855-825-9234
Lost/Stolen cards: 1-844-227-0528
Outside USA and Canada call collect: 262-780-8662
TTY (For the Deaf and Hard of Hearing): 1-866-859-2089
Internet: bmo.com/treasuryandpayment

Diners Club
Telephone Inquiries: 1-800-2-DINERS (1-800-234-6377)
Lost/Stolen cards: 1-800-234-6377
Outside USA and Canada call collect: 1-514-877-1577
TTY (For the Deaf and Hard of Hearing): 1-866-859-2089
Internet: dinersclubnorthamerica.com

BMO

PAYMENT INFORMATION:

	BMO	Diners Club
You can mail your payment to:	BMO P.O. Box 5732 Carol Stream, IL 60197-5732	Diners Club P.O. Box 5732 Carol Stream, IL 60197-5732
You may send your payment via overnight mail to:	FIS BMO Attn: Lockbox# 5732 270 Remington Blvd, Suite B Bolingbrook, IL 60440	FIS BMO Attn: Lockbox# 5732 270 Remington Blvd, Suite B Bolingbrook, IL 60440
IMPORTANT PAYMENT INFORMATION:	For BMO accounts, please make your cheque or money order payable to: **BMO**	For Diners Club accounts, please make your cheque or money order payable to: **Diners Club**

If you are paying by mail:

Remember

- Enclose your cheque or money order, payable in US dollars, with this payment coupon, but do not staple or tape them together.
- Write your account number on the front of your cheque or money order.
- Please do not send cash.

A fee will be assessed against returned cheques.

® Registered trade-mark of Bank of Montreal.

BMO

The balance due will be automatically debited from your bank account as you authorized.

Investment Report

Shannon Baird, Finance Director
August 2024 Regular School Board Meeting

FY24 Quarter 4

This was our first period with our new AMLIP Investments. See the FY24 Overview below to compare our earnings.

AMLIP Series I

- Realized $5,511.17, or 0.8961%, in revenue during quarter four of FY24.

AMLIP Series II

- Realized $285.96, or 0.0572%, in revenue during quarter four of FY24.
- Additionally had an unrealized gain on investment of $6,328.51, or 1.2657% in quarter four of FY24.
- Total increase of $6,614.47, or 1.3229%

Please see attached and reach out to Finance Director, Shannon Baird, with any questions you may have.

FY24 Overview

- Total of $12,866.22 in Investment revenue.
- Revenue dropped in quarter three because we pulled our investments in preparation for our new AMLIP investments.
- The majority of revenue is from quarter four ($12,125.64).
- Our new investments are earning a lot right now, but they will be more volatile and follow market trends. In a bad year we should still be earning more than FY23 and prior, but we should not expect our current interest rates to continue.
- See yearly comparison below.

	FY2024	FY2023	FY2022
Q1	$260.30	$200.23	$159.70
Q2	$260.36	$260.09	$159.73
Q3	$219.92	$257.07	$158.00
Q4	$12,125.64	$258.69	$158.91
TOTAL	**$12,866.22**	**$976.08**	**$636.34**

Regular Meeting

Tuesday, June 11, 2024 6:00 PM
MS/HS Library, 109 Charles W St, Petersburg, AK 99833

1. **CALL TO ORDER**
   Discussion: President Holmgrain called the meeting to order at 6:03pm
2. **DETERMINE QUORUM**
   Discussion: Member Lister arrived at 6:08pm
3. **PLEDGE OF ALLEGIANCE**
   Discussion: President Holmgrain led the group in the Pledge of Allegiance.
4. **APPROVAL OF AGENDA**
   Action(s):
   Approve agenda as written. This motion, made by Sarah Holmgrain and seconded by Katie Holmlund, Passed.
   Voting Detail:

Carey Case:	Yea
Sarah Holmgrain:	Yea
Katie Holmlund:	Yea
Jay Lister:	Yea
Niccole Olsen:	Yea

   Voting Summary: Yea: 5, Nay: 0
5. **CORRESPONDENCE**
   Discussion: None
6. **COMMENTS FROM AUDIENCE UNRELATED TO AGENDA ITEMS**
   Discussion: None
7. **COMMENTS FROM AUDIENCE RELATED TO AGENDA ITEMS**
   Discussion: None
8. **COMMENTS FROM BOARD MEMBERS**
   Discussion: None
9. **CONSENT AGENDA**
   Action(s):
   Approve Consent Agenda. This motion, made by Sarah Holmgrain and seconded by Niccole Olsen, Passed.
   Voting Detail:

Carey Case:	Yea
Sarah Holmgrain:	Yea
Katie Holmlund:	Yea
Jay Lister:	Yea
Niccole Olsen:	Yea

   Voting Summary: Yea: 5, Nay: 0

9.1. MAY, 2024, Monthly accounting report, bills, payroll, and electronic fund transfers, ASB trial balance and P-Card statements in the amount of $1,146,746.35.

9.2. MAY, 14, 2024, regular board meeting minutes

9.3. PERSONNAL ACTION REPORT

10. **ADMINISTRATIVE REPORTS**

10.1. Superintendent's report

Presenter: Superintendent Kludt-Painter

Discussion: See attached written report

11. **SCHOOL BOARD COMMITTEE REPORTS**

12. **SPECIAL RECOGNITION**

Discussion: Superintendent Erica Kludt Painter was presented with a gift from the Board of Education for her 20+ years of service.

13. **OLD BUSINESS**

14. **NEW BUSINESS**

14.1. ACTION: Coalition for Education Equity Membership for FY 25

Action(s):

Approve CEE membership for FY 2025. This motion, made by Sarah Holmgrain and seconded by Katie Holmlund, Passed.

Voting Detail:

Carey Case:	Yea
Sarah Holmgrain:	Yea
Katie Holmlund:	Yea
Jay Lister:	Yea
Niccole Olsen:	Yea

Voting Summary: Yea: 5, Nay: 0

Discussion: The Coalition for Education Equity (CEE) is heavily invested in advocating for an increase to the Base Student Allocation (BSA) now and into the next legislative session. Should these advocacy efforts not yield a significant, permanent, and inflation-adjusted increase to the BSA, they are preparing to use the court system to pressure the Legislature and Governor to meet their constitutional obligation to provide an adequate education system in the state. The Petersburg School District is considering joining other school districts and continuing their membership for FY2025. The rate has been reduced for schools similar to our size. The amount to join the CEE as a board member and support their advocacy for 2025 is $5000.

14.2. ACTION: FY 25 Budget

Action(s):

Adopt the FY25 budget as presented. This motion, made by Sarah Holmgrain and seconded by Jay Lister, Passed.

Voting Detail:

Carey Case:	Yea
Sarah Holmgrain:	Yea
Katie Holmlund:	Yea
Jay Lister:	Yea
Niccole Olsen:	Yea

Voting Summary: Yea: 5, Nay: 0

14.3. Informational: Stedman Elementary School Improvement Empowerment Plan

Discussion: Stedman Elementary received a TSI (Targeted School Improvement) status last year for the Alaska Native/American Indian subgroup. This meant that Stedman Elementary entered a School Improvement planning process required by the state. As of May 2024, Stedman Elementary is no longer in TSI (Targeted School Improvement) status. A requirement of the grant is a presentation of the plan to the School Board for their review. Principal Conn will continue to implement the goals and objectives of the plan moving forward.

15. **ADDITIONAL COMMENTS FROM BOARD MEMBERS**

Discussion: None

16. **UPCOMING DATES AND MEETING ANNOUNCEMENTS**

17. **FUTURE AGENDA ITEMS**

Discussion: None

18. **OTHER NEW BUSINESS**

19. **ADJOURNMENT**

Discussion: Meeting was adjourned at 6:56pm

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Board Secretary

Petersburg School District

Revenue Report

☐ Summary Only From Date: 5/1/2024 To Date: 5/31/2024

Fiscal Year: 2023-2024

Account Number / Description	Budget	Range To Date	YTD	Uncollected Balance	% Remaining
Fund: 100 GENERAL FUND					
100.000.000.000.011 CITY DIRECT APPROPRIATIONS	$3,000,000.00	$250,000.00	$2,750,000.00	$250,000.00	8.33%
100.000.000.000.031 INTEREST	$10,494.00	$2,756.04	$3,733.31	$6,760.69	64.42%
100.000.000.000.040 OTHER LOCAL REVENUES	$42,500.00	$1,750.00	$41,175.30	$1,324.70	3.12%
100.000.000.000.043 STUDENT ACTIVITY REVENUE	$8,000.00	$2,825.00	$9,963.90	($1,963.90)	-24.55%
100.000.000.000.044 STUDENT CLASS FEES	$54,500.00	$650.00	$42,357.98	$12,142.02	22.28%
100.000.000.000.045 STUDENT TECH FEE REVENUE	$0.00	$262.30	$281.30	($281.30)	0.00%
100.000.000.000.046 LOCAL RENATL REVENUE	$0.00	$312.50	$747.50	($747.50)	0.00%
100.000.000.000.047 E-RATE REVENUE	$93,134.00	$7,761.20	$77,612.00	$15,522.00	16.67%
100.000.000.000.051 FOUNDATION PROGRAM	$6,507,316.00	$592,320.00	$5,938,390.00	$568,926.00	8.74%
100.000.000.000.056 TRS ON-BEHALF PAYMENTS	$485,409.00	$0.00	$0.00	$485,409.00	100.00%
100.000.000.000.057 PERS ON-BEHALF PAYMENTS	$44,645.00	$0.00	$0.00	$44,645.00	100.00%
100.000.000.000.090 OTHER STATE REVENUES	$23,393.00	$0.00	$0.00	$23,393.00	100.00%
Fund 100 Total:	$10,269,391.00	$858,637.04	$8,864,261.29	$1,405,129.71	13.68%
Grand Total:	$10,269,391.00	$858,637.04	$8,864,261.29	$1,405,129.71	13.68%

End of Report

Expenditure Budget Balance Report

☐ Summary Only From Date: 5/1/2024 To Date: 5/31/2024

Fiscal Year: 2023-2024

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
Fund: 100 GENERAL FUND						
100.100.100.000.315	$714,051.00	$65,417.80	$526,232.72	$187,818.28	$158,435.00	$29,383.28
CERTIFICATED TEACHER						4.12%
100.100.100.000.329	$63,000.00	$1,900.00	$61,158.25	$1,841.75	$100.00	$1,741.75
HS REG INSTRUCTION SUB						2.76%
100.100.100.000.363	$4,022.00	$339.99	$2,960.59	$1,061.41	$799.80	$261.61
WORKERS COMPENSATION						6.50%
100.100.100.000.364	$202,000.00	$14,418.15	$128,559.62	$73,440.38	$42,754.42	$30,685.96
INSURANCE-HEALTH/LIFE						15.19%
100.100.100.000.365	$198,877.00	$7,816.81	$65,615.57	$133,261.43	$19,899.45	$113,361.98
RETIREMENT CONTRIBUTION-TRS						57.00%
100.100.100.000.367	$11,131.00	$936.78	$8,119.79	$3,011.21	$2,163.22	$847.99
MEDICARE TAX						7.62%
100.100.100.000.368	$1,200.00	$18.60	$238.93	$961.07	$0.00	$961.07
SOCIAL SECURITY TAX						80.09%
100.100.100.000.426	$800.00	$300.00	$300.00	$500.00	$800.00	($300.00)
STUDENT TRANSPORTATION						-37.50%
100.100.100.000.451	$14,002.88	$7,754.63	$11,619.93	$2,382.95	$1,362.01	$1,020.94
GENERAL HS TEACHING SUPPLIES						7.29%
100.100.100.000.474	$12,500.00	$5,237.59	$9,096.11	$3,403.89	$3,263.53	$140.36
HS CURRICULUM ADOPTION						1.12%
100.100.100.000.476	$7,800.00	$0.00	$6,271.77	$1,528.23	$1,500.00	$28.23
HS COPIER SUPPLIES						0.36%
100.100.100.000.479	$600.00	$0.00	$434.13	$165.87	$0.00	$165.87
HS TEACHER OTHER SUPPLIES AND MAT						27.65%
100.100.100.000.491	$6,000.00	$0.00	$330.00	$5,670.00	$0.00	$5,670.00
HS DUES AND FEES						94.50%
100.100.100.001.451	$1,000.00	$0.00	$192.77	$807.23	$28.27	$778.96
HS ENGLISH SUPPLIES						77.90%
100.100.100.002.451	$1,000.00	$26.99	$713.28	$286.72	$0.00	$286.72
HS MATH SUPPLIES						28.67%
100.100.100.003.451	$2,500.00	$197.03	$2,205.72	$294.28	($66.58)	$360.86
HS SCIENCE SUPPLIES						14.43%
100.100.100.004.451	$1,000.00	$292.89	$292.89	$707.11	$0.00	$707.11
HS SOCIAL STUDIES SUPPLIES						70.71%
100.100.100.007.451	$500.00	$0.00	$83.98	$416.02	$0.00	$416.02

Expenditure Budget Balance Report

☐ Summary Only From Date: 5/1/2024 To Date: 5/31/2024

Fiscal Year: 2023-2024

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
HS PE SUPPLIES						83.20%
100.100.100.008.451	$1,900.00	$0.00	$2,834.54	($934.54)	$0.00	($934.54)
HS MUSIC SUPPLIES						-49.19%
100.100.100.009.451	$1,000.00	$137.14	$1,384.27	($384.27)	$0.00	($384.27)
HS ART/JEWELRY/PHOTO SUPPLIES						-38.43%
100.100.100.021.451	$500.00	$232.31	$251.11	$248.89	$0.00	$248.89
HS SPANISH SUPPLIES						49.78%
100.100.100.022.451	$0.00	$10.95	$10.95	($10.95)	$0.00	($10.95)
DRAMA SUPPLIES						0.00%
100.100.160.000.315	$88,862.00	$7,613.50	$66,521.50	$22,340.50	$22,090.50	$250.00
CERTIFICATED TEACHER						0.28%
100.100.160.000.329	$1,700.00	$0.00	$200.00	$1,500.00	$0.00	$1,500.00
HS CTE SUB						88.24%
100.100.160.000.363	$455.00	$38.17	$334.45	$120.55	$110.74	$9.81
WORKERS COMPENSATION						2.16%
100.100.160.000.364	$28,548.00	$2,378.88	$21,409.92	$7,138.08	$7,136.64	$1.44
INSURANCE-HEALTH/LIFE						0.01%
100.100.160.000.365	$22,550.00	$924.86	$8,323.74	$14,226.26	$2,774.56	$11,451.70
RETIREMENT CONTRIBUTION-TRS						50.78%
100.100.160.000.367	$1,275.00	$101.77	$889.87	$385.13	$295.35	$89.78
MEDICARE TAX						7.04%
100.100.160.000.368	$60.00	$0.00	$0.00	$60.00	$0.00	$60.00
SOCIAL SECURITY TAX						100.00%
100.100.160.006.451	$500.00	$198.59	$198.59	$301.41	$50.78	$250.63
AQUACULTURE SUPPLIES						50.13%
100.100.160.300.451	$5,300.00	$1,465.65	$3,891.46	$1,408.54	($130.59)	$1,539.13
CULINARY SUPPLIES						29.04%
100.100.160.309.451	$2,000.00	$161.36	$1,928.36	$71.64	$0.00	$71.64
FOOD SCIENCE/CULINARY						3.58%
100.100.160.310.451	$2,000.00	$504.95	$2,108.89	($108.89)	$28.35	($137.24)
SHOP SUPPLIES						-6.86%
100.100.200.000.315	$73,148.00	$6,348.25	$57,229.85	$15,918.15	$18,669.75	($2,751.60)
CERTIFICATED TEACHER						-3.76%
100.100.200.000.323	$143,000.00	$18,139.36	$132,056.25	$10,943.75	$2,191.76	$8,751.99
AIDES						6.12%
100.100.200.000.329	$12,800.00	$704.75	$12,028.05	$771.95	$165.75	$606.20

Expenditure Budget Balance Report

☐ Summary Only From Date: 5/1/2024 To Date: 5/31/2024

Fiscal Year: 2023-2024

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
HS SPED SUB						4.74%
100.100.200.000.363	$1,124.00	$131.89	$1,023.94	$100.06	$109.24	($9.18)
WORKERS COMPENSATION						-0.82%
100.100.200.000.364	$88,000.00	$6,652.25	$54,463.17	$33,536.83	$761.35	$32,775.48
INSURANCE-HEALTH/LIFE						37.24%
100.100.200.000.365	$18,476.00	$813.52	$7,452.42	$11,023.58	$2,440.55	$8,583.03
RETIREMENT CONTRIBUTION-TRS						46.46%
100.100.200.000.366	$35,893.00	$3,715.83	$25,054.84	$10,838.16	$725.12	$10,113.04
RETIREMENT CONTRIBUTION-PERS						28.18%
100.100.200.000.367	$3,250.00	$347.78	$2,768.04	$481.96	$315.93	$166.03
MEDICARE TAX						5.11%
100.100.200.000.368	$500.00	$22.92	$1,346.00	($846.00)	$3.69	($849.69)
SOCIAL SECURITY TAX						-169.94%
100.100.200.000.451	$500.00	$0.00	$500.00	$0.00	$0.00	$0.00
HS SPED SUPPLIES						0.00%
100.100.300.000.315	$68,187.00	$8,482.56	$68,891.64	($704.64)	$0.00	($704.64)
CERTIFICATED TEACHER						-1.03%
100.100.300.000.329	$3,170.00	$400.00	$3,500.00	($330.00)	$0.00	($330.00)
SUBSTITUTES/TEMPORARIES						-10.41%
100.100.300.000.363	$473.00	$44.53	$362.95	$110.05	$0.00	$110.05
WORKERS COMPENSATION						23.27%
100.100.300.000.364	$48,162.00	$3,171.84	$28,462.13	$19,699.87	$0.00	$19,699.87
INSURANCE-HEALTH/LIFE						40.90%
100.100.300.000.365	$17,266.00	$1,065.41	$8,652.76	$8,613.24	$0.00	$8,613.24
RETIREMENT CONTRIBUTION-TRS						49.89%
100.100.300.000.366	$6,275.00	$0.00	$0.00	$6,275.00	$0.00	$6,275.00
RETIREMENT CONTRIBUTION-PERS						100.00%
100.100.300.000.367	$1,358.00	$117.30	$946.50	$411.50	$0.00	$411.50
MEDICARE TAX						30.30%
100.100.300.000.368	$62.00	$0.00	$0.00	$62.00	$0.00	$62.00
SOCIAL SECURITY TAX						100.00%
100.100.300.000.451	$5,000.00	$4,227.20	$4,905.26	$94.74	$618.16	($523.42)
SECONDARY COUNSELOR SUPPLIES						-10.47%
100.100.350.000.315	$77,460.00	$6,413.34	$58,417.20	$19,042.80	$19,240.00	($197.20)
CERTIFICATED TEACHER						-0.25%
100.100.350.000.329	$850.00	$650.00	$1,175.00	($325.00)	$0.00	($325.00)

Expenditure Budget Balance Report

☐ Summary Only From Date: 5/1/2024 To Date: 5/31/2024

Fiscal Year: 2023-2024

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
SUBSTITUTES/TEMPORARIES						-38.24%
100.100.350.000.363	$392.00	$35.42	$298.74	$93.26	$96.45	($3.19)
WORKERS COMPENSATION						-0.81%
100.100.350.000.364	$9,366.00	$750.80	$6,983.71	$2,382.29	$2,252.40	$129.89
INSURANCE-HEALTH/LIFE						1.39%
100.100.350.000.365	$19,768.00	$805.51	$7,337.31	$12,430.69	$2,416.55	$10,014.14
RETIREMENT CONTRIBUTION-TRS						50.66%
100.100.350.000.367	$1,134.00	$99.69	$838.75	$295.25	$270.82	$24.43
MEDICARE TAX						2.15%
100.100.350.000.368	$47.00	$0.00	$32.55	$14.45	$0.00	$14.45
SOCIAL SECURITY TAX						30.74%
100.100.350.000.451	$400.00	$206.25	$206.25	$193.75	$0.00	$193.75
TEACHING SUPPLIES						48.44%
100.100.350.000.472	$2,300.00	$343.96	$2,438.25	($138.25)	$0.00	($138.25)
SECONDARY LIBRARY BOOKS						-6.01%
100.100.350.000.473	$800.00	$0.00	$560.85	$239.15	$0.00	$239.15
SECONDARY PERIODICALS						29.89%
100.100.350.000.479	$1,500.00	$0.00	$1,128.63	$371.37	$0.00	$371.37
SECONDARY SUPPLIES AND MATERIALS						24.76%
100.100.400.000.421	$900.00	$0.00	$782.62	$117.38	$0.00	$117.38
SECONDARY PRINCIPAL TRANSPORTATION						13.04%
100.100.400.000.479	$3,000.00	$59.60	$2,946.56	$53.44	$143.01	($89.57)
SECONDARY PRINCIPAL SUPPLIES AND MATERIALS						-2.99%
100.100.400.000.491	$650.00	$0.00	$625.00	$25.00	$0.00	$25.00
PRINCIPAL DUES AND FEES						3.85%
100.100.450.000.324	$66,000.00	$9,326.46	$71,671.63	($5,671.63)	$938.25	($6,609.88)
SUPPORT STAFF						-10.01%
100.100.450.000.329	$1,200.00	$380.00	$1,878.75	($678.75)	$0.00	($678.75)
SUBSTITUTES/TEMPORARIES						-56.56%
100.100.450.000.363	$334.00	$50.25	$383.36	($49.36)	$0.00	($49.36)
WORKERS COMPENSATION						-14.78%
100.100.450.000.364	$12,288.00	$1,322.55	$12,033.85	$254.15	$0.00	$254.15
INSURANCE-HEALTH/LIFE						2.07%
100.100.450.000.366	$16,566.00	$1,886.68	$15,507.16	$1,058.84	$0.00	$1,058.84
RETIREMENT CONTRIBUTION-PERS						6.39%
100.100.450.000.367	$960.00	$141.70	$1,077.25	($117.25)	$0.00	($117.25)

Expenditure Budget Balance Report

☐ Summary Only From Date: 5/1/2024 To Date: 5/31/2024

Fiscal Year: 2023-2024

Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
MEDICARE TAX						-12.21%
100.100.450.000.368	$37.00	$0.00	$0.00	$37.00	$0.00	$37.00
SOCIAL SECURITY TAX						100.00%
100.100.450.000.433	$1,500.00	$171.11	$1,711.01	($211.01)	$112.31	($323.32)
SECONDARY COMMUNICATIONS						-21.55%
100.100.450.000.434	$400.00	$0.00	$151.28	$248.72	$148.72	$100.00
SECONDARY POSTAGE						25.00%
100.100.450.000.454	$600.00	$704.02	$1,067.69	($467.69)	$0.00	($467.69)
SECONDARY OFFICE SUPPLIES						-77.95%
100.100.700.000.316	$5,684.00	$519.42	$4,516.00	$1,168.00	$1,320.00	($152.00)
CERTIFICATED EXTRA DUTY PAY						-2.67%
100.100.700.000.322	$1,038.00	$125.00	$1,125.00	($87.00)	$375.00	($462.00)
NON-CERT SPECIALIST/EXTRA DUTY						-44.51%
100.100.700.000.329	$2,340.00	$0.00	$0.00	$2,340.00	$0.00	$2,340.00
SUBSTITUTES/TEMPORARIES						100.00%
100.100.700.000.363	$63.00	$3.23	$28.25	$34.75	$6.61	$28.14
WORKERS COMPENSATION						44.67%
100.100.700.000.364	$0.00	$302.84	$5,216.00	($5,216.00)	$818.28	($6,034.28)
INSURANCE-HEALTH/LIFE						0.00%
100.100.700.000.365	$13,407.00	$65.23	$561.11	$12,845.89	$165.79	$12,680.10
RETIREMENT CONTRIBUTION-TRS						94.58%
100.100.700.000.366	$260.00	$27.51	$247.50	$12.50	$0.00	$12.50
RETIREMENT CONTRIBUTION-PERS						4.81%
100.100.700.000.367	$181.00	$8.84	$77.34	$103.66	$18.30	$85.36
MEDICARE TAX						47.16%
100.100.700.000.368	$900.00	$0.00	$0.00	$900.00	$0.00	$900.00
SOCIAL SECURITY TAX						100.00%
100.100.700.000.421	$6,700.00	$344.19	$8,615.94	($1,915.94)	$1,624.00	($3,539.94)
STAFF TRANSPORTATION						-52.83%
100.100.700.000.426	$12,877.00	$0.00	$100.00	$12,777.00	$0.00	$12,777.00
STUDENT TRANSPORTATION						99.22%
100.100.700.000.433	$3,000.00	$97.05	$970.50	$2,029.50	$0.00	$2,029.50
COMMUNICATIONS						67.65%
100.100.700.000.479	$4,000.00	$0.00	$3,663.86	$336.14	$77.94	$258.20
OTHER SUPPLIES AND MATERIALS						6.46%
100.100.700.000.491	$6,840.00	$0.00	$3,166.12	$3,673.88	$0.00	$3,673.88

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Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
DUES AND FEES						53.71%
100.100.700.110.316	$3,545.00	$0.00	$3,962.00	($417.00)	$0.00	($417.00)
CERTIFICATED EXTRA DUTY PAY						-11.76%
100.100.700.110.322	$0.00	$0.00	$1,584.80	($1,584.80)	$0.00	($1,584.80)
NON-CERT SPECIALIST/EXTRA DUTY						0.00%
100.100.700.110.329	$500.00	$0.00	$568.75	($68.75)	$0.00	($68.75)
CROSS COUNTRY SUB						-13.75%
100.100.700.110.363	$20.00	$0.00	$30.66	($10.66)	$0.00	($10.66)
WORKERS COMPENSATION						-53.30%
100.100.700.110.365	$0.00	$0.00	$497.61	($497.61)	$0.00	($497.61)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.110.367	$59.00	$0.00	$85.37	($26.37)	$0.00	($26.37)
MEDICARE TAX						-44.69%
100.100.700.110.368	$31.00	$0.00	$109.50	($78.50)	$0.00	($78.50)
SOCIAL SECURITY TAX						-253.23%
100.100.700.110.426	$25,010.00	$0.00	$20,343.18	$4,666.82	$0.00	$4,666.82
XCOUNTRY TRANSPORTATION						18.66%
100.100.700.110.479	$150.00	$0.00	$127.50	$22.50	$0.00	$22.50
XCOUNTRY SUPPLIES AND MATERIALS						15.00%
100.100.700.120.322	$7,298.00	$0.00	$7,298.00	$0.00	$0.00	$0.00
NON-CERT SPECIALIST/EXTRA DUTY						0.00%
100.100.700.120.329	$0.00	$0.00	$191.25	($191.25)	$0.00	($191.25)
SUBSTITUTES/TEMPORARIES						0.00%
100.100.700.120.363	$37.00	$0.00	$37.51	($0.51)	$0.00	($0.51)
WORKERS COMPENSATION						-1.38%
100.100.700.120.366	$0.00	$0.00	$568.76	($568.76)	$0.00	($568.76)
RETIREMENT CONTRIBUTION-PERS						0.00%
100.100.700.120.367	$106.00	$0.00	$108.62	($2.62)	$0.00	($2.62)
MEDICARE TAX						-2.47%
100.100.700.120.368	$452.00	$0.00	$335.06	$116.94	$0.00	$116.94
SOCIAL SECURITY TAX						25.87%
100.100.700.120.426	$12,700.00	$0.00	$11,693.06	$1,006.94	$0.00	$1,006.94
SWIM TRANSPORTATION						7.93%
100.100.700.120.479	$2,100.00	$0.00	$2,095.13	$4.87	$0.00	$4.87
SWIM SUPPLIES AND MATERIALS						0.23%
100.100.700.130.316	$6,045.00	$0.00	$3,650.00	$2,395.00	$0.00	$2,395.00

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Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
CERTIFICATED EXTRA DUTY PAY						39.62%
100.100.700.130.322	$2,419.00	$0.00	$4,814.00	($2,395.00)	$0.00	($2,395.00)
NON-CERT SPECIALIST/EXTRA DUTY						-99.01%
100.100.700.130.329	$4,600.00	$0.00	$6,075.00	($1,475.00)	$0.00	($1,475.00)
SUBSTITUTES/TEMPORARIES						-32.07%
100.100.700.130.363	$63.00	$0.00	$72.90	($9.90)	$0.00	($9.90)
WORKERS COMPENSATION						-15.71%
100.100.700.130.365	$0.00	$0.00	$586.54	($586.54)	$0.00	($586.54)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.130.366	$0.00	$0.00	$15.39	($15.39)	$0.00	($15.39)
RETIREMENT CONTRIBUTION-PERS						0.00%
100.100.700.130.367	$180.00	$0.00	$208.85	($28.85)	$0.00	($28.85)
MEDICARE TAX						-16.03%
100.100.700.130.368	$248.00	$0.00	$565.99	($317.99)	$0.00	($317.99)
SOCIAL SECURITY TAX						-128.22%
100.100.700.130.426	$22,000.00	$0.00	$20,698.78	$1,301.22	$7,022.24	($5,721.02)
GIRLS BB TRANSPORTATION						-26.00%
100.100.700.130.479	$0.00	$0.00	$539.71	($539.71)	$0.00	($539.71)
GIRLS BB SUPPLIES AND MATERIALS						0.00%
100.100.700.140.316	$4,795.00	$0.00	$6,713.00	($1,918.00)	$0.00	($1,918.00)
CERTIFICATED EXTRA DUTY PAY						-40.00%
100.100.700.140.322	$1,901.00	$0.00	$0.00	$1,901.00	$0.00	$1,901.00
NON-CERT SPECIALIST/EXTRA DUTY						100.00%
100.100.700.140.329	$2,100.00	$0.00	$875.00	$1,225.00	$0.00	$1,225.00
SUBSTITUTES/TEMPORARIES						58.33%
100.100.700.140.363	$35.00	$0.00	$38.04	($3.04)	$0.00	($3.04)
WORKERS COMPENSATION						-8.69%
100.100.700.140.365	$0.00	$0.00	$843.13	($843.13)	$0.00	($843.13)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.140.367	$102.00	$0.00	$104.31	($2.31)	$0.00	($2.31)
MEDICARE TAX						-2.26%
100.100.700.140.368	$0.00	$0.00	$7.75	($7.75)	$0.00	($7.75)
SOCIAL SECURITY TAX						0.00%
100.100.700.140.426	$24,313.00	$0.00	$19,221.05	$5,091.95	$0.00	$5,091.95
VB TRANSPORTATION						20.94%
100.100.700.140.479	$2,300.00	$0.00	$1,707.24	$592.76	$69.46	$523.30

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VB SUPPLIES AND MATERIALS						22.75%
100.100.700.140.491	$160.00	$0.00	$160.00	$0.00	$0.00	$0.00
VB DUES AND FEES						0.00%
100.100.700.150.316	$834.00	$69.50	$625.50	$208.50	$208.50	$0.00
CERTIFICATED EXTRA DUTY PAY						0.00%
100.100.700.150.363	$5.00	$0.35	$3.15	$1.85	$1.05	$0.80
WORKERS COMPENSATION						16.00%
100.100.700.150.365	$0.00	$8.72	$78.62	($78.62)	$26.20	($104.82)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.150.367	$12.00	$0.95	$8.31	$3.69	$2.76	$0.93
MEDICARE TAX						7.75%
100.100.700.160.322	$6,113.00	$0.00	$8,464.00	($2,351.00)	$0.00	($2,351.00)
NON-CERT SPECIALIST/EXTRA DUTY						-38.46%
100.100.700.160.363	$30.00	$0.00	$42.44	($12.44)	$0.00	($12.44)
WORKERS COMPENSATION						-41.47%
100.100.700.160.367	$89.00	$0.00	$122.71	($33.71)	$0.00	($33.71)
MEDICARE TAX						-37.88%
100.100.700.160.368	$379.00	$0.00	$524.77	($145.77)	$0.00	($145.77)
SOCIAL SECURITY TAX						-38.46%
100.100.700.160.426	$6,000.00	$0.00	$7,728.13	($1,728.13)	$0.00	($1,728.13)
CHEERLEADING TRANSPORTATION						-28.80%
100.100.700.160.479	$2,000.00	$0.00	$0.00	$2,000.00	$0.00	$2,000.00
CHEER SUPPLIES & MATERIALS						100.00%
100.100.700.170.316	$0.00	$0.00	$0.00	$0.00	$5,212.00	($5,212.00)
CERTIFICATED EXTRA DUTY PAY						0.00%
100.100.700.170.322	$6,500.00	$1,125.80	$2,084.80	$4,415.20	$0.00	$4,415.20
NON-CERT SPECIALIST/EXTRA DUTY						67.93%
100.100.700.170.329	$0.00	$2,175.00	$2,175.00	($2,175.00)	$0.00	($2,175.00)
SUBSTITUTES/TEMPORARIES						0.00%
100.100.700.170.363	$33.00	$16.54	$21.35	$11.65	$26.13	($14.48)
WORKERS COMPENSATION						-43.88%
100.100.700.170.365	$0.00	$0.00	$0.00	$0.00	$654.62	($654.62)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.170.367	$94.00	$47.86	$61.77	$32.23	$71.06	($38.83)
MEDICARE TAX						-41.31%
100.100.700.170.368	$0.00	$69.80	$129.26	($129.26)	$0.00	($129.26)

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Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
SOCIAL SECURITY TAX						0.00%
100.100.700.170.426	$20,000.00	$11,919.13	$12,243.13	$7,756.87	$10,438.95	($2,682.08)
TRACK TRANSPORTATION						-13.41%
100.100.700.170.479	$0.00	$0.00	$135.00	($135.00)	$0.00	($135.00)
TRACK SUPPLIES AND MATERIALS						0.00%
100.100.700.180.316	$834.00	$417.00	$834.00	$0.00	$0.00	$0.00
CERTIFICATED EXTRA DUTY PAY						0.00%
100.100.700.180.363	$5.00	$2.09	$4.17	$0.83	$0.00	$0.83
WORKERS COMPENSATION						16.60%
100.100.700.180.365	$0.00	$52.38	$104.76	($104.76)	$0.00	($104.76)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.180.367	$12.00	$5.59	$11.11	$0.89	$0.00	$0.89
MEDICARE TAX						7.42%
100.100.700.190.316	$3,753.00	$312.75	$2,814.75	$938.25	$938.25	$0.00
CERTIFICATED EXTRA DUTY PAY						0.00%
100.100.700.190.329	$0.00	$0.00	$1,062.50	($1,062.50)	$0.00	($1,062.50)
SUBSTITUTES/TEMPORARIES						0.00%
100.100.700.190.363	$0.00	$1.57	$19.46	($19.46)	$4.70	($24.16)
WORKERS COMPENSATION						0.00%
100.100.700.190.365	$0.00	$39.27	$353.48	($353.48)	$117.85	($471.33)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.190.367	$0.00	$4.16	$52.77	($52.77)	$12.45	($65.22)
MEDICARE TAX						0.00%
100.100.700.190.368	$0.00	$0.00	$19.38	($19.38)	$0.00	($19.38)
SOCIAL SECURITY TAX						0.00%
100.100.700.190.421	$1,800.00	$0.00	$1,445.72	$354.28	$0.00	$354.28
MUSIC STAFF TRANSPORTATION						19.68%
100.100.700.190.426	$3,300.00	$0.00	$5,907.80	($2,607.80)	$0.00	($2,607.80)
MUSIC TRANSPORTATION						-79.02%
100.100.700.190.479	$300.00	$0.00	$292.99	$7.01	$0.00	$7.01
MUSIC OTHER SUPPLIES						2.34%
100.100.700.195.316	$1,529.00	$127.41	$1,146.75	$382.25	$382.25	$0.00
CERTIFICATED EXTRA DUTY PAY						0.00%
100.100.700.195.363	$8.00	$0.64	$5.76	$2.24	$1.92	$0.32
WORKERS COMPENSATION						4.00%
100.100.700.195.365	$0.00	$15.99	$143.99	($143.99)	$48.01	($192.00)

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RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.195.367	$22.00	$1.69	$15.11	$6.89	$5.03	$1.86
MEDICARE TAX						8.45%
100.100.700.200.316	$1,529.00	$0.00	$1,529.00	$0.00	$0.00	$0.00
CERTIFICATED EXTRA DUTY PAY						0.00%
100.100.700.200.363	$8.00	$0.00	$7.68	$0.32	$0.00	$0.32
WORKERS COMPENSATION						4.00%
100.100.700.200.365	$0.00	$0.00	$195.64	($195.64)	$0.00	($195.64)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.200.367	$22.00	$0.00	$22.16	($0.16)	$0.00	($0.16)
MEDICARE TAX						-0.73%
100.100.700.205.316	$2,294.00	$0.00	$0.00	$2,294.00	$0.00	$2,294.00
CERTIFICATED EXTRA DUTY PAY						100.00%
100.100.700.205.363	$11.00	$0.00	$0.00	$11.00	$0.00	$11.00
WORKERS COMPENSATION						100.00%
100.100.700.205.367	$33.00	$0.00	$0.00	$33.00	$0.00	$33.00
MEDICARE TAX						100.00%
100.100.700.210.322	$6,130.00	$0.00	$4,379.00	$1,751.00	$0.00	$1,751.00
NON-CERT SPECIALIST/EXTRA DUTY						28.56%
100.100.700.210.329	$0.00	$0.00	$125.00	($125.00)	$0.00	($125.00)
SUBSTITUTES/TEMPORARIES						0.00%
100.100.700.210.363	$31.00	$0.00	$22.59	$8.41	$0.00	$8.41
WORKERS COMPENSATION						27.13%
100.100.700.210.367	$89.00	$0.00	$65.32	$23.68	$0.00	$23.68
MEDICARE TAX						26.61%
100.100.700.210.368	$380.00	$0.00	$279.25	$100.75	$0.00	$100.75
SOCIAL SECURITY TAX						26.51%
100.100.700.210.426	$21,000.00	$0.00	$17,208.74	$3,791.26	$0.00	$3,791.26
WRESTLING TRANSPORTATION						18.05%
100.100.700.210.479	$0.00	$0.00	$1,485.31	($1,485.31)	$0.00	($1,485.31)
WRESTLING SUPPLIES AND MATERIALS						0.00%
100.100.700.220.316	$8,464.00	$0.00	$9,048.00	($584.00)	$0.00	($584.00)
CERTIFICATED EXTRA DUTY PAY						-6.90%
100.100.700.220.329	$6,500.00	$200.00	$7,903.50	($1,403.50)	$0.00	($1,403.50)
SUBSTITUTES/TEMPORARIES						-21.59%
100.100.700.220.363	$64.00	$1.00	$84.97	($20.97)	$0.00	($20.97)

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WORKERS COMPENSATION						-32.77%
100.100.700.220.365	$0.00	$0.00	$1,264.51	($1,264.51)	$0.00	($1,264.51)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.220.366	$0.00	$0.00	$15.40	($15.40)	$0.00	($15.40)
RETIREMENT CONTRIBUTION-PERS						0.00%
100.100.700.220.367	$188.00	$2.90	$235.16	($47.16)	$0.00	($47.16)
MEDICARE TAX						-25.09%
100.100.700.220.368	$279.00	$0.00	$295.43	($16.43)	$0.00	($16.43)
SOCIAL SECURITY TAX						-5.89%
100.100.700.220.426	$22,000.00	$11.20	$24,448.66	($2,448.66)	$7,748.03	($10,196.69)
BOYS BB TRANSPORTATION						-46.35%
100.100.700.220.479	$0.00	$0.00	$948.84	($948.84)	$0.00	($948.84)
BOYS BB SUPPLIES AND MATERIALS						0.00%
100.100.700.230.316	$834.00	$278.00	$834.00	$0.00	$0.00	$0.00
CERTIFICATED EXTRA DUTY PAY						0.00%
100.100.700.230.363	$4.00	$1.39	$4.17	($0.17)	$0.00	($0.17)
WORKERS COMPENSATION						-4.25%
100.100.700.230.365	$0.00	$34.92	$104.75	($104.75)	$0.00	($104.75)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.230.367	$12.00	$4.03	$12.09	($0.09)	$0.00	($0.09)
MEDICARE TAX						-0.75%
100.100.700.240.316	$7,298.00	$3,363.96	$7,881.80	($583.80)	$0.00	($583.80)
CERTIFICATED EXTRA DUTY PAY						-8.00%
100.100.700.240.322	$2,085.00	$0.00	$0.00	$2,085.00	$0.00	$2,085.00
NON-CERT SPECIALIST/EXTRA DUTY						100.00%
100.100.700.240.329	$1,200.00	$1,450.00	$2,500.00	($1,300.00)	$0.00	($1,300.00)
SUBSTITUTES/TEMPORARIES						-108.33%
100.100.700.240.363	$64.00	$24.14	$52.05	$11.95	$0.00	$11.95
WORKERS COMPENSATION						18.67%
100.100.700.240.365	$0.00	$422.52	$989.95	($989.95)	$0.00	($989.95)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.100.700.240.367	$151.00	$68.19	$146.23	$4.77	$0.00	$4.77
MEDICARE TAX						3.16%
100.100.700.240.368	$191.00	$34.10	$43.40	$147.60	$0.00	$147.60
SOCIAL SECURITY TAX						77.28%
100.100.700.240.426	$20,000.00	$10,864.58	$12,878.70	$7,121.30	$4,871.21	$2,250.09

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BASEBALL TRANSPORTATION						11.25%
100.100.700.240.479	$3,000.00	$83.24	$3,338.94	($338.94)	$0.00	($338.94)
BASEBALL SUPPLIES AND MATERIALS						-11.30%
100.200.100.000.314	$29,000.00	$3,608.97	$25,230.08	$3,769.92	$3,608.97	$160.95
CERT DIRECTOR/COORD/MANAGER						0.56%
100.200.100.000.315	$383,581.00	$34,371.34	$286,342.00	$97,239.00	$94,489.00	$2,750.00
CERTIFICATED TEACHER						0.72%
100.200.100.000.329	$9,700.00	$1,000.00	$7,087.50	$2,612.50	$0.00	$2,612.50
SUBSTITUTES/TEMPORARIES						26.93%
100.200.100.000.363	$2,112.00	$199.16	$1,627.54	$484.46	$491.76	($7.30)
WORKERS COMPENSATION						-0.35%
100.200.100.000.364	$141,035.00	$11,592.22	$103,686.30	$37,348.70	$31,812.99	$5,535.71
INSURANCE-HEALTH/LIFE						3.93%
100.200.100.000.365	$104,526.00	$4,404.01	$38,624.77	$65,901.23	$12,315.88	$53,585.35
RETIREMENT CONTRIBUTION-TRS						51.27%
100.200.100.000.366	$0.00	$82.51	$660.05	($660.05)	$0.00	($660.05)
RETIREMENT CONTRIBUTION-PERS						0.00%
100.200.100.000.367	$6,033.00	$537.58	$4,365.09	$1,667.91	$1,307.06	$360.85
MEDICARE TAX						5.98%
100.200.100.000.368	$500.00	$0.00	$113.94	$386.06	$0.00	$386.06
SOCIAL SECURITY TAX						77.21%
100.200.100.000.418	$12,000.00	$0.00	$9,918.75	$2,081.25	$0.00	$2,081.25
MS OTHER PROFESSIONAL SVCS						17.34%
100.200.100.000.451	$3,700.00	$0.00	$2,822.50	$877.50	$31.38	$846.12
MS GENERAL TEACHING SUPPLIES						22.87%
100.200.100.000.476	$5,800.00	$0.00	$4,224.92	$1,575.08	$1,500.00	$75.08
MS COPIER SUPPLIES						1.29%
100.200.100.000.479	$300.00	$0.00	$0.00	$300.00	$0.00	$300.00
MS TEACHER OTHER SUPPLIES AND MATERIALS						100.00%
100.200.100.001.451	$500.00	$1,421.91	$1,563.87	($1,063.87)	($356.71)	($707.16)
MS ENGLISH SUPPLIES						-141.43%
100.200.100.002.451	$1,000.00	$101.77	$101.77	$898.23	$0.00	$898.23
MS MATH SUPPLIES						89.82%
100.200.100.003.451	$1,700.00	$417.96	$975.29	$724.71	$1,079.50	($354.79)
MS SCIENCE SUPPLIES						-20.87%
100.200.100.004.451	$500.00	$0.00	$93.91	$406.09	$0.00	$406.09

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Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
MS SOCIAL STUDIES SUPPLIES						81.22%
100.200.100.008.451	$500.00	$0.00	$465.56	$34.44	$0.00	$34.44
MS MUSIC SUPPLIES						6.89%
100.200.100.009.451	$500.00	$0.00	$408.64	$91.36	$16.04	$75.32
MS ART/JEWELRY/PHOTO SUPPLIES						15.06%
100.200.100.016.451	$500.00	$0.00	$561.66	($61.66)	$0.00	($61.66)
6TH TEACHING SUPPLIES						-12.33%
100.200.100.019.451	$500.00	$0.00	$50.00	$450.00	$0.00	$450.00
MS ROBOTICS						90.00%
100.200.200.000.315	$47,179.00	$8,096.80	$45,928.80	$1,250.20	$0.00	$1,250.20
CERTIFICATED TEACHER						2.65%
100.200.200.000.323	$78,200.00	$7,402.85	$55,245.19	$22,954.81	$1,137.71	$21,817.10
AIDES						27.90%
100.200.200.000.329	$28,400.00	$740.00	$27,864.25	$535.75	$123.25	$412.50
SUBSTITUTES/TEMPORARIES						1.45%
100.200.200.000.363	$789.00	$81.41	$646.84	$142.16	$6.32	$135.84
WORKERS COMPENSATION						17.22%
100.200.200.000.364	$40,000.00	$1,970.73	$20,992.48	$19,007.52	$0.00	$19,007.52
INSURANCE-HEALTH/LIFE						47.52%
100.200.200.000.365	$15,168.00	$1,016.96	$4,845.30	$10,322.70	$0.00	$10,322.70
RETIREMENT CONTRIBUTION-TRS						68.06%
100.200.200.000.366	$19,628.00	$1,461.53	$16,378.18	$3,249.82	$455.55	$2,794.27
RETIREMENT CONTRIBUTION-PERS						14.24%
100.200.200.000.367	$2,097.00	$228.37	$1,795.04	$301.96	$18.28	$283.68
MEDICARE TAX						13.53%
100.200.200.000.368	$434.00	$21.08	$339.97	$94.03	$7.64	$86.39
SOCIAL SECURITY TAX						19.91%
100.200.200.000.451	$500.00	$0.00	$460.06	$39.94	$0.00	$39.94
MS SPED SUPPLIES						7.99%
100.200.450.000.324	$30,000.00	$3,316.50	$26,997.30	$3,002.70	$1,742.40	$1,260.30
SUPPORT STAFF						4.20%
100.200.450.000.329	$800.00	$0.00	$0.00	$800.00	$0.00	$800.00
SUBSTITUTES/TEMPORARIES						100.00%
100.200.450.000.363	$203.00	$16.61	$135.17	$67.83	$0.00	$67.83
WORKERS COMPENSATION						33.41%
100.200.450.000.364	$28,546.00	$1,513.89	$13,251.34	$15,294.66	$0.00	$15,294.66

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INSURANCE-HEALTH/LIFE						53.58%
100.200.450.000.366	$10,040.00	$729.63	$5,939.41	$4,100.59	$0.00	$4,100.59
RETIREMENT CONTRIBUTION-PERS						40.84%
100.200.450.000.367	$588.00	$42.69	$344.50	$243.50	$0.00	$243.50
MEDICARE TAX						41.41%
100.200.450.000.368	$37.00	$0.00	$0.00	$37.00	$0.00	$37.00
SOCIAL SECURITY TAX						100.00%
100.200.450.000.433	$1,000.00	$133.37	$1,333.64	($333.64)	$0.00	($333.64)
COMMUNICATIONS						-33.36%
100.200.450.000.434	$300.00	$0.00	$8.73	$291.27	$91.27	$200.00
MS POSTAGE						66.67%
100.200.450.000.454	$400.00	$157.64	$157.64	$242.36	$0.00	$242.36
MS OFFICE SUPPLIES						60.59%
100.200.700.000.316	$5,934.00	$428.34	$5,070.00	$864.00	$556.00	$308.00
CERTIFICATED EXTRA DUTY PAY						5.19%
100.200.700.000.322	$6,156.00	$154.46	$5,926.00	$230.00	$0.00	$230.00
NON-CERT SPECIALIST/EXTRA DUTY						3.74%
100.200.700.000.329	$4,000.00	$0.00	$3,946.00	$54.00	$0.00	$54.00
SUBSTITUTES/TEMPORARIES						1.35%
100.200.700.000.363	$66.00	$2.92	$74.88	($8.88)	$2.79	($11.67)
WORKERS COMPENSATION						-17.68%
100.200.700.000.364	$0.00	$163.77	$1,824.88	($1,824.88)	$166.83	($1,991.71)
INSURANCE-HEALTH/LIFE						0.00%
100.200.700.000.365	$0.00	$53.79	$689.51	($689.51)	$69.83	($759.34)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.200.700.000.366	$0.00	$33.97	$523.78	($523.78)	$0.00	($523.78)
RETIREMENT CONTRIBUTION-PERS						0.00%
100.200.700.000.367	$190.00	$7.58	$206.88	($16.88)	$7.46	($24.34)
MEDICARE TAX						-12.81%
100.200.700.000.368	$444.00	$0.00	$438.42	$5.58	$0.00	$5.58
SOCIAL SECURITY TAX						1.26%
100.200.700.000.426	$28,000.00	$8,827.83	$46,743.92	($18,743.92)	$0.00	($18,743.92)
MS ACTIVITIES STUDENT TRANSPORTATION						-66.94%
100.200.700.000.479	$3,600.00	$77.94	$6,381.55	($2,781.55)	($77.94)	($2,703.61)
MS ACTIVITIES SUPPLIES AND MATERIALS						-75.10%
100.200.700.019.329	$0.00	$0.00	$150.00	($150.00)	$0.00	($150.00)

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Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
MS ROBOTICS SUB/TEMP						0.00%
100.200.700.019.363	$0.00	$0.00	$0.76	($0.76)	$0.00	($0.76)
MS ROBOTICS WORKERS COMP						0.00%
100.200.700.019.367	$0.00	$0.00	$2.18	($2.18)	$0.00	($2.18)
MS ROBOTICS FICA MEDICARE						0.00%
100.200.700.019.368	$0.00	$0.00	$9.30	($9.30)	$0.00	($9.30)
MS ROBOTICS FICA SS						0.00%
100.300.100.000.315	$1,009,025.60	$81,209.72	$833,633.74	$175,391.86	$140,236.00	$35,155.86
CERTIFICATED TEACHER						3.48%
100.300.100.000.323	$27,000.00	$3,867.44	$25,842.01	$1,157.99	$504.66	$653.33
AIDES						2.42%
100.300.100.000.329	$56,200.00	$20,118.50	$73,232.00	($17,032.00)	$3,452.50	($20,484.50)
SUBSTITUTES/TEMPORARIES						-36.45%
100.300.100.000.363	$5,293.00	$529.23	$4,689.75	$603.25	$722.84	($119.59)
WORKERS COMPENSATION						-2.26%
100.300.100.000.364	$300,092.00	$26,410.17	$231,835.05	$68,256.95	$29,094.07	$39,162.88
INSURANCE-HEALTH/LIFE						13.05%
100.300.100.000.365	$262,997.00	$9,793.99	$104,826.18	$158,170.82	$17,613.66	$140,557.16
RETIREMENT CONTRIBUTION-TRS						53.44%
100.300.100.000.366	$6,777.00	$2,131.69	$9,263.49	($2,486.49)	$497.62	($2,984.11)
RETIREMENT CONTRIBUTION-PERS						-44.03%
100.300.100.000.367	$15,312.00	$1,454.67	$12,754.26	$2,557.74	$1,985.34	$572.40
MEDICARE TAX						3.74%
100.300.100.000.368	$1,240.00	$341.33	$581.00	$659.00	$18.60	$640.40
SOCIAL SECURITY TAX						51.65%
100.300.100.000.410	$200.00	$0.00	$135.00	$65.00	$0.00	$65.00
PROFESSIONAL & TECH SERVICES						32.50%
100.300.100.000.426	$300.00	$675.00	$675.00	($375.00)	$0.00	($375.00)
STUDENT TRANSPORTATION						-125.00%
100.300.100.000.451	$13,200.00	$322.70	$14,151.33	($951.33)	$1,877.43	($2,828.76)
ES GENERAL TEACHING SUPPLIES						-21.43%
100.300.100.000.474	$7,000.00	$0.00	$5,900.00	$1,100.00	$60.00	$1,040.00
CURRICULUM ADOPTION						14.86%
100.300.100.000.476	$16,000.00	$0.00	$7,612.13	$8,387.87	$8,000.00	$387.87
COPIER SUPPLIES						2.42%
100.300.100.000.479	$800.00	$0.00	$0.00	$800.00	$0.00	$800.00

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ES TEACHER OTHER SUPPLIES AND MATERIALS						100.00%
100.300.100.008.451	$300.00	$0.00	$0.00	$300.00	$0.00	$300.00
ES MUSIC SUPPLIES						100.00%
100.300.100.010.451	$300.00	$48.99	$291.12	$8.88	$0.00	$8.88
KINDER MULLEN SUPPLIES						2.96%
100.300.100.011.451	$300.00	$0.00	$300.00	$0.00	$0.00	$0.00
KINDER WILLIS SUPPLIES						0.00%
100.300.100.012.451	$300.00	$0.00	$296.38	$3.62	$0.00	$3.62
1ST HOFACRE SUPPLIES						1.21%
100.300.100.013.451	$300.00	$0.00	$355.22	($55.22)	$0.00	($55.22)
1ST NORMAN SUPPLIES						-18.41%
100.300.100.014.451	$300.00	$0.00	$303.61	($3.61)	$0.00	($3.61)
2ND BROCK SUPPLIES						-1.20%
100.300.100.015.451	$300.00	$0.00	$262.10	$37.90	$37.90	$0.00
2ND BRYNER TEACHING SUPPLIES						0.00%
100.300.100.018.451	$300.00	$22.96	$298.18	$1.82	$0.00	$1.82
ES READING TEACHING SUPPLIES						0.61%
100.300.100.029.451	$300.00	$0.00	$299.34	$0.66	$0.00	$0.66
3RD MARTIN SUPPLIES						0.22%
100.300.100.030.451	$300.00	$0.00	$298.06	$1.94	$0.00	$1.94
3RD MIDKIFF SUPPLIES						0.65%
100.300.100.031.451	$300.00	$0.00	$302.01	($2.01)	$0.00	($2.01)
4TH PAULSON SUPPLIES						-0.67%
100.300.100.032.451	$300.00	$0.00	$255.27	$44.73	$30.03	$14.70
4TH HAMBLEY SUPPLIES						4.90%
100.300.100.033.451	$300.00	$0.00	$296.49	$3.51	$0.00	$3.51
5TH PENNINGTON SUPPLIES						1.17%
100.300.100.034.451	$300.00	$57.96	$298.37	$1.63	$0.00	$1.63
5TH MILLER SUPPLIES						0.54%
100.300.100.035.451	$300.00	$0.00	$297.64	$2.36	$0.00	$2.36
ES SWIM/PE SUPPLIES						0.79%
100.300.200.000.315	$131,844.00	$11,051.18	$99,954.50	$31,889.50	$32,599.98	($710.48)
CERTIFICATED TEACHER						-0.54%
100.300.200.000.323	$285,600.00	$37,789.45	$295,573.10	($9,973.10)	$6,932.20	($16,905.30)
AIDES						-5.92%
100.300.200.000.329	$26,500.00	$2,103.75	$22,011.35	$4,488.65	$0.00	$4,488.65

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SUBSTITUTES/TEMPORARIES						16.94%
100.300.200.000.363	$2,220.00	$264.82	$2,182.78	$37.22	$198.16	($160.94)
WORKERS COMPENSATION						-7.25%
100.300.200.000.364	$155,045.00	$13,777.86	$130,632.79	$24,412.21	$7,136.64	$17,275.57
INSURANCE-HEALTH/LIFE						11.14%
100.300.200.000.365	$44,267.00	$1,372.33	$11,659.79	$32,607.21	$4,094.56	$28,512.65
RETIREMENT CONTRIBUTION-TRS						64.41%
100.300.200.000.366	$76,110.00	$8,143.63	$58,181.84	$17,928.16	$2,542.17	$15,385.99
RETIREMENT CONTRIBUTION-PERS						20.22%
100.300.200.000.367	$6,451.00	$724.94	$5,899.29	$551.71	$547.34	$4.37
MEDICARE TAX						0.07%
100.300.200.000.368	$930.00	$47.69	$3,496.60	($2,566.60)	$0.00	($2,566.60)
SOCIAL SECURITY TAX						-275.98%
100.300.200.000.451	$1,500.00	$0.00	$1,490.73	$9.27	$11.99	($2.72)
ES SPED SUPPLIES						-0.18%
100.300.300.000.315	$82,545.00	$7,168.34	$61,515.00	$21,030.00	$20,380.00	$650.00
CERTIFICATED TEACHER						0.79%
100.300.300.000.329	$8,000.00	$2,525.00	$8,825.00	($825.00)	$0.00	($825.00)
SUBSTITUTES/TEMPORARIES						-10.31%
100.300.300.000.363	$430.00	$49.84	$363.90	$66.10	$105.92	($39.82)
WORKERS COMPENSATION						-9.26%
100.300.300.000.364	$3,000.00	$250.00	$2,250.00	$750.00	$750.00	$0.00
INSURANCE-HEALTH/LIFE						0.00%
100.300.300.000.365	$20,804.00	$853.25	$7,679.18	$13,124.82	$2,559.73	$10,565.09
RETIREMENT CONTRIBUTION-TRS						50.78%
100.300.300.000.366	$879.00	$0.00	$0.00	$879.00	$0.00	$879.00
RETIREMENT CONTRIBUTION-PERS						100.00%
100.300.300.000.367	$1,235.00	$144.17	$1,052.55	$182.45	$306.39	($123.94)
MEDICARE TAX						-10.04%
100.300.300.000.368	$62.00	$144.15	$534.75	($472.75)	$0.00	($472.75)
SOCIAL SECURITY TAX						-762.50%
100.300.300.000.451	$1,000.00	$357.32	$495.98	$504.02	$4.02	$500.00
TEACHING SUPPLIES						50.00%
100.300.350.000.315	$88,862.00	$6,473.25	$56,259.25	$32,602.75	$18,669.75	$13,933.00
CERTIFICATED TEACHER						15.68%
100.300.350.000.329	$1,150.00	$0.00	$1,600.00	($450.00)	$0.00	($450.00)

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SUBSTITUTES/TEMPORARIES						-39.13%
100.300.350.000.363	$452.00	$32.45	$290.07	$161.93	$93.59	$68.34
WORKERS COMPENSATION						15.12%
100.300.350.000.364	$3,000.00	$648.27	$5,834.43	($2,834.43)	$1,944.77	($4,779.20)
INSURANCE-HEALTH/LIFE						-159.31%
100.300.350.000.365	$22,550.00	$781.64	$7,034.76	$15,515.24	$2,344.92	$13,170.32
RETIREMENT CONTRIBUTION-TRS						58.40%
100.300.350.000.367	$1,306.00	$92.12	$818.52	$487.48	$263.66	$223.82
MEDICARE TAX						17.14%
100.300.350.000.368	$62.00	$0.00	$0.00	$62.00	$0.00	$62.00
SOCIAL SECURITY TAX						100.00%
100.300.350.000.451	$1,000.00	$0.00	$998.45	$1.55	$0.00	$1.55
TEACHING SUPPLIES						0.16%
100.300.350.000.472	$2,000.00	$389.91	$1,882.55	$117.45	$30.64	$86.81
LIBRARY BOOKS						4.34%
100.300.350.000.473	$500.00	$0.00	$397.95	$102.05	$0.00	$102.05
PERIODICALS						20.41%
100.300.350.000.479	$1,500.00	$0.00	$1,288.28	$211.72	$0.00	$211.72
OTHER SUPPLIES AND MATERIALS						14.11%
100.300.400.000.421	$1,500.00	$0.00	$1,341.12	$158.88	$0.00	$158.88
STAFF TRANSPORTATION						10.59%
100.300.400.000.479	$2,500.00	$59.60	$2,397.94	$102.06	$144.78	($42.72)
ES PRINCIPAL SUPPLIES AND MATERIALS						-1.71%
100.300.400.000.491	$650.00	$0.00	$625.00	$25.00	$0.00	$25.00
DUES AND FEES						3.85%
100.300.450.000.324	$39,000.00	$4,375.29	$36,852.76	$2,147.24	$0.00	$2,147.24
SUPPORT STAFF						5.51%
100.300.450.000.329	$800.00	$396.50	$1,370.25	($570.25)	$0.00	($570.25)
SUBSTITUTES/TEMPORARIES						-71.28%
100.300.450.000.363	$199.00	$23.93	$190.54	$8.46	$0.00	$8.46
WORKERS COMPENSATION						4.25%
100.300.450.000.364	$28,546.00	$3,063.68	$27,470.21	$1,075.79	$0.00	$1,075.79
INSURANCE-HEALTH/LIFE						3.77%
100.300.450.000.366	$9,789.00	$962.58	$8,084.37	$1,704.63	$0.00	$1,704.63
RETIREMENT CONTRIBUTION-PERS						17.41%
100.300.450.000.367	$574.00	$58.07	$458.27	$115.73	$0.00	$115.73

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Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
MEDICARE TAX						20.16%
100.300.450.000.368	$37.00	$4.74	$40.31	($3.31)	$0.00	($3.31)
SOCIAL SECURITY TAX						-8.95%
100.300.450.000.410	$2,400.00	$0.00	$0.00	$2,400.00	$2,356.25	$43.75
PROFESSIONAL & TECH SERVICES						1.82%
100.300.450.000.433	$2,000.00	$171.11	$1,711.01	$288.99	$112.31	$176.68
COMMUNICATIONS						8.83%
100.300.450.000.434	$500.00	$22.65	$51.08	$448.92	$48.92	$400.00
POSTAGE						80.00%
100.300.450.000.454	$800.00	$0.00	$759.97	$40.03	$40.00	$0.03
OFFICE SUPPLIES						0.00%
100.300.700.000.316	$0.00	$92.66	$834.00	($834.00)	$0.00	($834.00)
CERTIFICATED EXTRA DUTY PAY						0.00%
100.300.700.000.363	$0.00	$0.46	$4.14	($4.14)	$0.00	($4.14)
WORKERS COMPENSATION						0.00%
100.300.700.000.364	$0.00	$37.28	$334.16	($334.16)	$0.00	($334.16)
INSURANCE-HEALTH/LIFE						0.00%
100.300.700.000.365	$0.00	$11.64	$104.76	($104.76)	$0.00	($104.76)
RETIREMENT CONTRIBUTION-TRS						0.00%
100.300.700.000.367	$0.00	$1.24	$10.92	($10.92)	$0.00	($10.92)
MEDICARE TAX						0.00%
100.500.100.000.315	$0.00	$0.00	$788.50	($788.50)	$0.00	($788.50)
CERTIFICATED TEACHER						0.00%
100.500.100.000.362	$4,000.00	$0.00	$0.00	$4,000.00	$0.00	$4,000.00
UNEMPLOYMENT INSURANCE						100.00%
100.500.100.000.363	$0.00	$31.75	$171.45	($171.45)	$0.00	($171.45)
WORKERS COMPENSATION						0.00%
100.500.100.000.367	$0.00	$34.12	$238.19	($238.19)	$0.00	($238.19)
MEDICARE TAX						0.00%
100.500.100.000.368	$0.00	$0.00	$48.89	($48.89)	$0.00	($48.89)
SOCIAL SECURITY TAX						0.00%
100.500.100.000.369	$26,000.00	$6,706.55	$23,500.63	$2,499.37	$0.00	$2,499.37
OTHER EMPLOYEE BENEFITS						9.61%
100.500.100.000.410	$300.00	$0.00	$270.00	$30.00	$0.00	$30.00
PROFESSIONAL & TECH SERVICES						10.00%
100.500.100.000.474	$5,497.12	$0.00	$3,389.68	$2,107.44	$1,380.00	$727.44

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Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
DISTRICT WIDE CURRICULUM						13.23%
100.500.200.000.315	$47,500.00	$4,242.05	$42,507.20	$4,992.80	$4,242.05	$750.75
CERTIFICATED TEACHER						1.58%
100.500.200.000.363	$238.00	$21.27	$213.14	$24.86	$0.00	$24.86
WORKERS COMPENSATION						10.45%
100.500.200.000.364	$16,100.00	$1,540.87	$15,444.35	$655.65	$0.00	$655.65
INSURANCE-HEALTH/LIFE						4.07%
100.500.200.000.365	$18,278.00	$528.10	$5,364.84	$12,913.16	$0.00	$12,913.16
RETIREMENT CONTRIBUTION-TRS						70.65%
100.500.200.000.367	$685.00	$60.33	$604.66	$80.34	$0.00	$80.34
MEDICARE TAX						11.73%
100.500.200.000.418	$10,000.00	$113.35	$2,516.35	$7,483.65	$0.00	$7,483.65
OTHER PROFESSIONAL SERVICES						74.84%
100.500.200.000.421	$1,000.00	$0.00	$682.65	$317.35	$0.00	$317.35
STAFF TRANSPORTATION						31.74%
100.500.200.000.440	$2,500.00	$0.00	$0.00	$2,500.00	$0.00	$2,500.00
PURCHASED SERVICES						100.00%
100.500.200.000.451	$1,500.00	$270.06	$676.04	$823.96	$102.14	$721.82
DISTRICT WIDE SPED SUPPLIES						48.12%
100.500.300.000.365	$26,131.00	$0.00	$0.00	$26,131.00	$0.00	$26,131.00
RETIREMENT CONTRIBUTION-TRS						100.00%
100.500.300.000.366	$7,695.00	$0.00	$0.00	$7,695.00	$0.00	$7,695.00
RETIREMENT CONTRIBUTION-PERS						100.00%
100.500.330.000.418	$10,000.00	$2,316.80	$2,316.80	$7,683.20	$7,683.20	$0.00
STUDENT HEALTH SRVCS						0.00%
100.500.330.000.450	$500.00	$123.94	$537.35	($37.35)	$0.00	($37.35)
STUDENT HEALTH SVCS SUPPLIES & MATERIALS						-7.47%
100.500.350.000.316	$0.00	$1,500.00	$3,000.00	($3,000.00)	$0.00	($3,000.00)
CERTIFIED EXTRA DUTY PAY						0.00%
100.500.350.000.318	$100,600.00	$8,383.35	$92,216.65	$8,383.35	$8,383.35	$0.00
CERTIFICATED SPECIALISTS						0.00%
100.500.350.000.324	$46,842.00	$6,229.61	$45,368.32	$1,473.68	$3,653.20	($2,179.52)
SUPPORT STAFF						-4.65%
100.500.350.000.329	$1,700.00	$672.00	$3,186.75	($1,486.75)	$0.00	($1,486.75)
SUBSTITUTES/TEMPORARIES						-87.46%
100.500.350.000.363	$710.00	$84.12	$720.63	($10.63)	$0.00	($10.63)

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Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
WORKERS COMPENSATION						-1.50%
100.500.350.000.364	$28,547.00	$2,378.88	$26,167.68	$2,379.32	$0.00	$2,379.32
INSURANCE-HEALTH/LIFE						8.33%
100.500.350.000.365	$25,520.00	$1,235.07	$11,890.17	$13,629.83	$0.00	$13,629.83
RETIREMENT CONTRIBUTION-TRS						53.41%
100.500.350.000.366	$11,757.00	$943.20	$9,498.72	$2,258.28	$0.00	$2,258.28
RETIREMENT CONTRIBUTION-PERS						19.21%
100.500.350.000.367	$2,054.00	$234.02	$1,988.04	$65.96	$0.00	$65.96
MEDICARE TAX						3.21%
100.500.350.000.368	$93.00	$16.86	$172.78	($79.78)	$0.00	($79.78)
SOCIAL SECURITY TAX						-85.78%
100.500.350.000.417	$45,000.00	$0.00	$41,242.16	$3,757.84	$0.00	$3,757.84
TECHNOLOGY SUPPORT						8.35%
100.500.350.000.433	$123,000.00	$10,261.30	$102,613.00	$20,387.00	$0.00	$20,387.00
COMMUNICATIONS						16.57%
100.500.350.000.440	$70,320.00	$3,116.79	$58,460.46	$11,859.54	$6,766.95	$5,092.59
PURCHASED SERVICES						7.24%
100.500.350.000.446	$12,000.00	$28.95	$10,040.28	$1,959.72	$0.00	$1,959.72
PROPERTY INSURANCE						16.33%
100.500.350.000.450	$21,000.00	$589.88	$10,913.08	$10,086.92	$9,323.82	$763.10
SUPPLIES, MATERIALS & MEDIA						3.63%
100.500.350.000.475	$146,900.00	$3,217.52	$129,182.24	$17,717.76	$13,604.30	$4,113.46
TECHNOLOGY SUPPLIES						2.80%
100.500.400.000.313	$200,200.00	$18,429.53	$192,220.48	$7,979.52	$18,429.52	($10,450.00)
PRINCIPAL						-5.22%
100.500.400.000.363	$1,003.00	$92.39	$963.53	$39.47	$0.00	$39.47
WORKERS COMPENSATION						3.94%
100.500.400.000.364	$42,114.00	$4,919.95	$51,833.79	($9,719.79)	$0.00	($9,719.79)
INSURANCE-HEALTH/LIFE						-23.08%
100.500.400.000.365	$50,784.00	$2,302.20	$24,008.83	$26,775.17	$0.00	$26,775.17
RETIREMENT CONTRIBUTION-TRS						52.72%
100.500.400.000.367	$2,900.00	$260.57	$2,721.79	$178.21	$0.00	$178.21
MEDICARE TAX						6.15%
100.500.400.000.368	$0.00	$0.00	$622.79	($622.79)	$0.00	($622.79)
SOCIAL SECURITY TAX						0.00%
100.500.600.000.321	$82,100.00	$6,891.65	$75,808.35	$6,291.65	$6,891.65	($600.00)

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Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
NON-CERT DIRECTOR/COORD/MANAGR						-0.73%
100.500.600.000.324	$48,600.00	$4,635.87	$44,820.00	$3,780.00	$3,603.20	$176.80
SUPPORT STAFF						0.36%
100.500.600.000.325	$208,690.00	$20,807.04	$171,856.06	$36,833.94	$11,235.46	$25,598.48
MAINTENANCE/CUSTODIAL						12.27%
100.500.600.000.329	$15,000.00	$0.00	$14,828.45	$171.55	$0.00	$171.55
SUBSTITUTES/TEMPORARIES						1.14%
100.500.600.000.363	$8,439.00	$744.47	$7,111.65	$1,327.35	$22.67	$1,304.68
WORKERS COMPENSATION						15.46%
100.500.600.000.364	$85,000.00	$5,704.86	$66,934.65	$18,065.35	$1,027.92	$17,037.43
INSURANCE-HEALTH/LIFE						20.04%
100.500.600.000.366	$83,647.00	$6,418.76	$61,941.00	$21,706.00	$284.31	$21,421.69
RETIREMENT CONTRIBUTION-PERS						25.61%
100.500.600.000.367	$5,091.00	$447.24	$4,185.29	$905.71	$15.91	$889.80
MEDICARE TAX						17.48%
100.500.600.000.368	$1,043.00	$0.00	$141.58	$901.42	$0.00	$901.42
SOCIAL SECURITY TAX						86.43%
100.500.600.000.418	$20,000.00	$450.00	$19,207.78	$792.22	$0.00	$792.22
OTHER PROFESSIONAL SERVICES						3.96%
100.500.600.000.421	$2,500.00	$1,488.33	$2,365.86	$134.14	$0.00	$134.14
STAFF TRANSPORTATION						5.37%
100.500.600.000.431	$30,000.00	$2,885.89	$29,298.64	$701.36	$213.80	$487.56
WATER AND SEWER						1.63%
100.500.600.000.432	$40,000.00	$4,238.65	$40,020.33	($20.33)	$0.00	($20.33)
GARBAGE						-0.05%
100.500.600.000.433	$1,000.00	$57.35	$573.47	$426.53	$60.38	$366.15
COMMUNICATIONS						36.62%
100.500.600.000.436	$280,000.00	$25,371.84	$244,706.32	$35,293.68	$57,242.20	($21,948.52)
ENERGY - ELECTRICITY						-7.84%
100.500.600.000.438	$330,000.00	$28,773.79	$297,262.16	$32,737.84	$91,950.80	($59,212.96)
ENERGY - HEATING OIL						-17.94%
100.500.600.000.440	$50,000.00	$754.02	$26,485.32	$23,514.68	$9,033.75	$14,480.93
PURCHASED SERVICES						28.96%
100.500.600.000.446	$142,000.00	$0.00	$141,706.23	$293.77	$0.00	$293.77
PROPERTY INSURANCE						0.21%
100.500.600.000.452	$46,350.00	$1,473.59	$42,711.94	$3,638.06	$319.03	$3,319.03

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Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
MAINTENANCE/CONSTR SUPPLIES						7.16%
100.500.600.000.453	$27,000.00	$581.64	$24,729.15	$2,270.85	$2,033.62	$237.23
JANITORIAL SUPPLIES						0.88%
100.500.600.000.457	$4,550.00	$1,029.98	$3,047.48	$1,502.52	$0.00	$1,502.52
SMALL TOOLS AND EQUIPMENT						33.02%
100.500.600.000.458	$7,000.00	$332.88	$7,385.20	($385.20)	$0.00	($385.20)
VEHICLE GAS AND OIL						-5.50%
100.500.600.000.479	$1,600.00	$0.00	$848.52	$751.48	$266.98	$484.50
MAINTENANCE OTHER SUPPLIES AND MATERIALS						30.28%
100.500.600.000.491	$1,237.00	$0.00	$1,105.00	$132.00	$0.00	$132.00
DUES AND FEES						10.67%
100.500.700.000.314	$46,628.00	$5,987.22	$41,877.76	$4,750.24	$5,987.21	($1,236.97)
CERT DIRECTOR/COORD/MANAGER						-2.65%
100.500.700.000.363	$234.00	$30.02	$209.96	$24.04	$30.02	($5.98)
WORKERS COMPENSATION						-2.56%
100.500.700.000.364	$15,000.00	$1,189.44	$11,295.66	$3,704.34	$2,378.88	$1,325.46
INSURANCE-HEALTH/LIFE						8.84%
100.500.700.000.365	$11,899.00	$746.77	$5,227.42	$6,671.58	$746.77	$5,924.81
RETIREMENT CONTRIBUTION-TRS						49.79%
100.500.700.000.367	$676.00	$82.50	$567.36	$108.64	$78.19	$30.45
MEDICARE TAX						4.50%
100.500.900.000.553	$25,000.00	$0.00	$0.00	$25,000.00	$0.00	$25,000.00
TRANS TO FOOD SERVICE						100.00%
100.500.900.000.554	$50,000.00	$0.00	$0.00	$50,000.00	$0.00	$50,000.00
TRANS TO CAPITAL PROJECT FD						100.00%
100.500.900.000.556	$50,000.00	$0.00	$0.00	$50,000.00	$0.00	$50,000.00
TRANS TO STUDENT TRANSPORTA						100.00%
100.600.510.000.311	$146,620.00	$12,218.35	$134,401.65	$12,218.35	$12,218.35	$0.00
SUPERINTENDENT						0.00%
100.600.510.000.324	$70,000.00	$5,750.00	$63,250.00	$6,750.00	$5,750.00	$1,000.00
SUPPORT STAFF						1.43%
100.600.510.000.329	$30,000.00	$1,154.00	$23,317.75	$6,682.25	$0.00	$6,682.25
SUBSTITUTES/TEMPORARIES						22.27%
100.600.510.000.363	$1,136.13	$97.12	$1,021.27	$114.86	$0.00	$114.86
WORKERS COMPENSATION						10.11%
100.600.510.000.364	$38,683.00	$3,223.60	$35,459.60	$3,223.40	$250.00	$2,973.40

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Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
INSURANCE-HEALTH/LIFE						7.69%
100.600.510.000.365	$37,004.00	$1,517.67	$16,694.37	$20,309.63	$0.00	$20,309.63
RETIREMENT CONTRIBUTION-TRS						54.88%
100.600.510.000.366	$17,570.00	$1,265.00	$13,915.00	$3,655.00	$0.00	$3,655.00
RETIREMENT CONTRIBUTION-PERS						20.80%
100.600.510.000.367	$3,286.00	$280.90	$2,953.97	$332.03	$0.00	$332.03
MEDICARE TAX						10.10%
100.600.510.000.368	$620.00	$71.55	$205.70	$414.30	$0.00	$414.30
SOCIAL SECURITY TAX						66.82%
100.600.510.000.414	$20,000.00	$4,612.50	$25,313.13	($5,313.13)	$0.00	($5,313.13)
LEGAL SERVICES						-26.57%
100.600.510.000.418	$3,000.00	$0.00	$1,596.40	$1,403.60	$0.00	$1,403.60
OTHER PROFESSIONAL SERVICES						46.79%
100.600.510.000.421	$4,000.00	$0.00	$2,799.75	$1,200.25	$1,107.00	$93.25
STAFF TRANSPORTATION						2.33%
100.600.510.000.433	$1,200.00	$119.27	$1,192.64	$7.36	$60.38	($53.02)
COMMUNICATIONS						-4.42%
100.600.510.000.434	$200.00	$0.00	$19.55	$180.45	$80.45	$100.00
POSTAGE						50.00%
100.600.510.000.454	$300.00	$0.00	$141.30	$158.70	$127.81	$30.89
OFFICE SUPPLIES						10.30%
100.600.510.000.476	$3,800.00	$0.00	$3,216.75	$583.25	$500.00	$83.25
COPIER SUPPLIES						2.19%
100.600.510.000.479	$4,500.00	$0.00	$4,349.51	$150.49	$200.00	($49.51)
SUPERINTENDENT OTHER SUPPLIES AND MATERIALS						-1.10%
100.600.510.000.491	$24,300.00	$0.00	$23,259.21	$1,040.79	$856.50	$184.29
DUES AND FEES						0.76%
100.600.511.000.418	$15,000.00	$0.00	$10,707.61	$4,292.39	$2,069.21	$2,223.18
BOARD - OTHER PROFESSIONAL SERVICES						14.82%
100.600.511.000.421	$5,000.00	$0.00	$2,408.06	$2,591.94	$1,855.96	$735.98
BOARD- STAFF TRANSPORTATION						14.72%
100.600.511.000.479	$4,000.00	$456.16	$3,521.03	$478.97	$72.91	$406.06
BOE OTHER SUPPLIES AND MATERIALS						10.15%
100.600.550.000.321	$78,000.00	$7,000.00	$71,000.00	$7,000.00	$9,058.00	($2,058.00)
NON-CERT DIRECTOR/COORD/MANAGR						-2.64%
100.600.550.000.324	$25,000.00	$2,723.74	$21,346.90	$3,653.10	$2,201.00	$1,452.10

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Account Number / Description	Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance % Remaining Bud
SUPPORT STAFF						5.81%
100.600.550.000.363	$516.00	$48.74	$462.94	$53.06	$0.00	$53.06
WORKERS COMPENSATION						10.28%
100.600.550.000.364	$20,400.00	$1,695.94	$18,655.34	$1,744.66	$0.00	$1,744.66
INSURANCE-HEALTH/LIFE						8.55%
100.600.550.000.366	$16,454.00	$2,139.22	$15,851.93	$602.07	$0.00	$602.07
RETIREMENT CONTRIBUTION-PERS						3.66%
100.600.550.000.367	$1,493.00	$135.95	$1,283.65	$209.35	$0.00	$209.35
MEDICARE TAX						14.02%
100.600.550.000.368	$1,116.00	$0.00	$1,203.33	($87.33)	$0.00	($87.33)
SOCIAL SECURITY TAX						-7.83%
100.600.550.000.412	$100,000.00	$0.00	$97,592.08	$2,407.92	$0.00	$2,407.92
AUDITING & ACCOUNTING SERVICES						2.41%
100.600.550.000.418	$29,000.00	$10,999.41	$27,388.41	$1,611.59	$1,800.00	($188.41)
OTHER PROFESSIONAL SERVICES						-0.65%
100.600.550.000.421	$4,000.00	($139.24)	$1,914.98	$2,085.02	$1,732.00	$353.02
STAFF TRANSPORTATION						8.83%
100.600.550.000.447	$70,000.00	$0.00	$69,157.72	$842.28	$0.00	$842.28
LIABILITY INSURANCE						1.20%
100.600.550.000.454	$1,800.00	$493.80	$1,567.70	$232.30	$225.71	$6.59
OFFICE SUPPLIES						0.37%
100.600.550.000.479	$750.00	$0.00	$760.57	($10.57)	$0.00	($10.57)
OTHER SUPPLIES AND MATERIALS						-1.41%
100.600.550.000.491	$6,000.00	$379.87	$4,023.91	$1,976.09	$0.00	$1,976.09
DUES AND FEES						32.93%
100.600.550.000.495	($53,880.00)	$0.00	($18,326.25)	($35,553.75)	$0.00	($35,553.75)
INDIRECT COST RECOVERY						65.99%
Fund 100 Total:	$9,886,643.73	$835,031.75	$7,801,358.55	$2,085,285.18	$1,123,393.01	$961,892.17
						9.73%
Grand Total:	$9,886,643.73	$835,031.75	$7,801,358.55	$2,085,285.18	$1,123,393.01	$961,892.17
						9.73%

End of Report

Petersburg School District

Reprint Check Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING ACCOUNT XX3970

From Date: 05/01/2024 To Date: 05/31/2024
From Check: To Check:
From Voucher: To Voucher:

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
47200	05/31/2024	LARSON, MACKENZIE L	$82.43	13	Printed	Payroll	☑	05/31/2024	
47201	05/31/2024	TRAUTMAN, VICTOR	$394.20	13	Printed	Payroll	☐		
47202	05/31/2024	SKEEK, CONNOR J	$2,803.80	13	Printed	Payroll	☐		
47203	05/31/2024	MILLER, TRAVIS J	$918.42	13	Printed	Payroll	☐		
47204	05/31/2024	PERKINS, KEITH R	$120.05	13	Printed	Payroll	☐		
47205	05/31/2024	WEGENER, CAROL L	$2,247.50	13	Printed	Payroll	☑	05/31/2024	
73058	05/01/2024	SONS OF NORWAY-02277	$500.00	1241	Printed	Expense	☐		
73059	05/01/2024	SONS OF NORWAY-02277	$375.00	1242	Printed	Expense	☑	05/31/2024	
73060	05/03/2024	ALEX HELMS	$20.00	1243	Printed	Expense	☑	05/31/2024	
73061	05/03/2024	CYNTHIA FRY-00628	$1,569.69	1243	Printed	Expense	☑	05/31/2024	
73062	05/03/2024	HAMMER & WIKAN-01038	$285.36	1243	Printed	Expense	☑	05/31/2024	
73063	05/03/2024	TRAVIS MILLER	$20.00	1243	Printed	Expense	☐		
73064	05/03/2024	TYLER TECHNOLOGIES	$240.00	1243	Printed	Expense	☑	05/31/2024	
73065	05/07/2024	BRENDA LOUISE	$28.50	1245	Printed	Expense	☐		
73066	05/07/2024	BRIGHTLY SOFTWARE, INC	$4,503.48	1245	Printed	Expense	☑	05/31/2024	
73067	05/07/2024	CASEY GATES	$198.00	1245	Printed	Expense	☑	05/31/2024	
73068	05/07/2024	COLLETTE BELL	$30.00	1245	Printed	Expense	☑	05/31/2024	
73069	05/07/2024	COURTNEY MORRISON-00593	$4.50	1245	Printed	Expense	☐		
73070	05/07/2024	DAVID STOCKS	$37.50	1245	Printed	Expense	☑	05/31/2024	
73071	05/07/2024	ELEN AASE	$36.00	1245	Printed	Expense	☑	05/31/2024	
73072	05/07/2024	EMPLOYMENT SECURITY-TAX-00822	$4,116.00	1245	Printed	Expense	☑	05/31/2024	
73073	05/07/2024	GCI COMMUNICATION CORP-00953	$2,067.80	1245	Printed	Expense	☑	05/31/2024	
73074	05/07/2024	GRAINGER-00995	$316.68	1245	Printed	Expense	☑	05/31/2024	

Reprint Check Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING ACCOUNT XX3970

From Date: 05/01/2024 To Date: 05/31/2024
From Check: To Check:
From Voucher: To Voucher:

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
73075	05/07/2024	HAILEY TATE	$39.00	1245	Printed	Expense	☑	05/31/2024	
73076	05/07/2024	JAMES VALENTINE	$198.00	1245	Printed	Expense	☐		
73077	05/07/2024	JENNY PAYNE	$60.00	1245	Printed	Expense	☑	05/31/2024	
73078	05/07/2024	JESSICA DORIL	$30.00	1245	Printed	Expense	☐		
73079	05/07/2024	KELSIE CAPLES	$58.50	1245	Printed	Expense	☑	05/31/2024	
73080	05/07/2024	LEAH VICK	$60.00	1245	Printed	Expense	☐		
73081	05/07/2024	MARY LYONS	$24.00	1245	Printed	Expense	☑	05/31/2024	
73082	05/07/2024	MAVIS WORTHINGTON-01553	$51.00	1245	Printed	Expense	☑	05/31/2024	
73083	05/07/2024	PETERSBURG MEDICAL CENTER-01892	$2,887.50	1245	Printed	Expense	☐		
73084	05/07/2024	PISTON & RUDDER SERVICES, INC	$317.00	1245	Printed	Expense	☑	05/31/2024	
73085	05/07/2024	RACHEL HUDSON	$15.00	1245	Printed	Expense	☐		
73086	05/07/2024	US FOODS, INC.	$6,321.41	1245	Printed	Expense	☑	05/31/2024	
73087	05/07/2024	VICTORIA MOORE-02593	$39.00	1245	Printed	Expense	☑	05/31/2024	
73088	05/10/2024	ALASKA MARINE LINES-00120	$257.62	1247	Printed	Expense	☑	05/31/2024	
73089	05/10/2024	DAS HAGEDORN HAUS B&B-00651	$1,045.47	1247	Printed	Expense	☑	05/31/2024	
73090	05/10/2024	ETHAN BRYNER	$25.90	1247	Printed	Expense	☑	05/31/2024	
73091	05/10/2024	HOTEL CAPTAIN COOK-01119	$19,995.00	1247	Printed	Expense	☑	05/31/2024	
73092	05/10/2024	JIM ENGELL-01243	$34.89	1247	Printed	Expense	☑	05/31/2024	
73093	05/10/2024	JLM, LLC	$1,402.50	1247	Printed	Expense	☑	05/31/2024	
73094	05/10/2024	NASSP/NHS/NJHS-01663	$385.00	1247	Printed	Expense	☑	05/31/2024	
73095	05/10/2024	PETERSBURG IGA	$185.50	1247	Printed	Expense	☑	05/31/2024	
73096	05/10/2024	PETERSBURG PARKS & RECREATIO-01895	$6,000.00	1247	Printed	Expense	☑	05/31/2024	
73097	05/10/2024	PILOT PUBLISHING-01896	$22.96	1247	Printed	Expense	☑	05/31/2024	

Reprint Check Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING ACCOUNT XX3970

From Date: 05/01/2024 To Date: 05/31/2024
From Check: To Check:
From Voucher: To Voucher:

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
73098	05/10/2024	RING CENTRAL INC	$2,709.19	1247	Printed	Expense	☑	05/31/2024	
73099	05/10/2024	ROBYN TAYLOR	$450.00	1247	Printed	Expense	☑	05/31/2024	
73100	05/10/2024	SMART SOURCE OF CALIFORNIA LLC	$493.80	1247	Printed	Expense	☑	05/31/2024	
73101	05/08/2024	PETERSBURG HIGH SCHOOL-01888	$17.85	1248	Printed	Expense	☑	05/31/2024	
73102	05/14/2024	ANCHORAGE DAILY NEWS	$68.29	1249	Printed	Expense	☑	05/31/2024	
73103	05/14/2024	ANYWHERE SPEECH & LANGUAGE, LLC	$6,000.00	1249	Printed	Expense	☑	05/31/2024	
73104	05/14/2024	CASEY GATES	$300.00	1249	Printed	Expense	☑	05/31/2024	
73105	05/14/2024	ELSA WINTERSTEEN	$93.00	1249	Printed	Expense	☐		
73106	05/14/2024	ERICA KLUDT-PAINTER-00832	$20.00	1249	Printed	Expense	☑	05/31/2024	
73107	05/14/2024	FRONTLINE TECHNOLOGIES GROUP LLC	$8,396.91	1249	Printed	Expense	☑	05/31/2024	
73108	05/14/2024	JESSICA GRONE	$20.00	1249	Printed	Expense	☐		
73109	05/14/2024	POWERSCHOOL GROUP LLC	$407.60	1249	Printed	Expense	☑	05/31/2024	
73110	05/14/2024	SEDOR, WENDLANDT, EVENS,-02211	$4,612.50	1249	Printed	Expense	☑	05/31/2024	
73111	05/14/2024	SERRC, INC.-02214	$3,763.00	1249	Printed	Expense	☑	05/31/2024	
73112	05/14/2024	UNUM LIFE INSURANCE COMPANY OF-02556	$409.22	1249	Printed	Expense	☑	05/31/2024	
73113	05/14/2024	US FOODS, INC.	$6,706.77	1249	Printed	Expense	☑	05/31/2024	
73114	05/17/2024	ACT FINANCE	$493.00	1250	Printed	Expense	☑	05/31/2024	
73115	05/17/2024	ALASKA MARINE LINES-00120	$78.05	1250	Printed	Expense	☑	05/31/2024	
73116	05/17/2024	ANDREA WEATHERS	$691.20	1250	Printed	Expense	☐		
73117	05/17/2024	AT&T MOBILITY-00004	$848.48	1250	Printed	Expense	☐		
73118	05/17/2024	EVA LENHARD	$300.00	1250	Printed	Expense	☐		

Reprint Check Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING ACCOUNT XX3970

From Date: 05/01/2024 To Date: 05/31/2024
From Check: To Check:
From Voucher: To Voucher:

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
73119	05/17/2024	PILOT PUBLISHING-01896	$208.00	1250	Printed	Expense	☑	05/31/2024	
73120	05/17/2024	PUBLIC EDUCATION HEALTH TRUST-01982	$138,072.40	1250	Printed	Expense	☑	05/31/2024	
73121	05/17/2024	SAFEWARE-02113	$28.95	1250	Printed	Expense	☑	05/31/2024	
73122	05/17/2024	TYLER TECHNOLOGIES	$720.00	1250	Printed	Expense	☑	05/31/2024	
73123	05/21/2024	DOUGLAS JOHN WESSEN	$3,343.70	1253	Printed	Expense	☐		
73124	05/21/2024	STIKINE RIVER AND JET BOAT ASSOCIATION	$3,075.00	1253	Printed	Expense	☑	05/31/2024	
73125	05/21/2024	US FOODS, INC.	$7,812.64	1253	Printed	Expense	☑	05/31/2024	
73126	05/24/2024	ACT FINANCE	$283.50	1259	Printed	Expense	☐		
73127	05/24/2024	AFLAC-00068	$229.45	1259	Printed	Expense	☐		
73128	05/24/2024	ALASKA MARINE LINES-00120	$399.21	1259	Printed	Expense	☐		
73129	05/24/2024	BEAU WARD	$364.70	1259	Printed	Expense	☑	05/31/2024	
73130	05/24/2024	COMPASS THEATER, INC	$500.00	1259	Printed	Expense	☑	05/31/2024	
73131	05/24/2024	EPS OPERATIONS LLC	$349.99	1259	Printed	Expense	☐		
73132	05/24/2024	FARRAGUT FARM-00882	$1,000.00	1259	Printed	Expense	☐		
73133	05/24/2024	JOSEF M. QUITSLUND-01277	$585.00	1259	Printed	Expense	☑	05/31/2024	
73134	05/24/2024	KCDA PURCHASING COOPERATIVE-01318	$1,331.34	1259	Printed	Expense	☐		
73135	05/24/2024	MATANUSKA ASSEMBLY OF GOD	$300.00	1259	Printed	Expense	☐		
73136	05/24/2024	NICHOLE MATTINGLY-01717	$20.00	1259	Printed	Expense	☐		
73137	05/24/2024	PETERSBURG IGA	$24.71	1259	Printed	Expense	☐		
73138	05/24/2024	RACHEL KANDOLL	$723.99	1259	Printed	Expense	☐		
73139	05/24/2024	SCHOOL DATEBOOKS, INC.	$322.70	1259	Printed	Expense	☐		
73140	05/24/2024	TYLER TECHNOLOGIES	$240.00	1259	Printed	Expense	☐		

Reprint Check Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING ACCOUNT XX3970

From Date: 05/01/2024 To Date: 05/31/2024
From Check: To Check:
From Voucher: To Voucher:

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
73141	05/24/2024	VIRGINIA P. EVENS-00852	$52.72	1259	Printed	Expense	☐		
73142	05/24/2024	WRANGELL GOLF CLUB	$212.15	1259	Printed	Expense	☐		
73143	05/28/2024	ARROWHEAD LP GAS-00236	$75.00	1260	Printed	Expense	☐		
73144	05/28/2024	BREAKAWAY ADVENTURES LLC.-00392	$800.00	1260	Printed	Expense	☐		
73145	05/28/2024	GRAINGER-00995	$113.26	1260	Printed	Expense	☐		
73146	05/28/2024	NASSP/NHS/NJHS-01663	$385.00	1260	Printed	Expense	☐		
73147	05/28/2024	REID BROTHERS, INC.-02035	$1,659.21	1260	Printed	Expense	☐		
73148	05/28/2024	VICTORIA MOORE-02593	$17.67	1260	Printed	Expense	☐		
73149	05/31/2024	ACT FINANCE	$1,934.50	1263	Printed	Expense	☐		
73151	05/31/2024	ALASKA DEPARTMENT OF LABOR	$450.00	1263	Printed	Expense	☐		
73152	05/31/2024	ALEX HELMS	$100.00	1263	Printed	Expense	☐		
73153	05/31/2024	ANTHONY BOCKELMAN	$1,800.00	1263	Printed	Expense	☐		
73154	05/31/2024	ASAA-00239	$210.00	1263	Printed	Expense	☐		
73155	05/31/2024	BSN SPORTS LLC	$207.00	1263	Printed	Expense	☐		
73156	05/31/2024	FARRAGUT FARM-00882	$4,760.00	1263	Printed	Expense	☐		
73157	05/31/2024	JOHNSON CONTROLS FIRE PROTECTION LP	$754.02	1263	Printed	Expense	☐		
73158	05/31/2024	STIKINE SERVICES, INC	$28,248.00	1263	Printed	Expense	☐		
73159	05/31/2024	US FOODS, INC.	$4,176.49	1263	Printed	Expense	☐		
73161	05/31/2024	ALASKA COMMISSION ON POSTSECONDARY EDUCA	$906.70	1266	Printed	Payroll Ded	☐		
73162	05/31/2024	APEA-00222	$1,428.02	1266	Printed	Payroll Ded	☐		
73163	05/31/2024	ATP-00262	$3,822.69	1266	Printed	Payroll Ded	☐		
73164	05/31/2024	GREAT-WEST LIFE & ANNUITY	$10,616.33	1266	Printed	Payroll Ded	☐		

Reprint Check Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING ACCOUNT XX3970

From Date: 05/01/2024 To Date: 05/31/2024
From Check: To Check:
From Voucher: To Voucher:

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
73165	05/31/2024	MINNESOTA CHILD SUPPORT PAYMENT CENTER	$520.00	1266	Printed	Payroll Ded	☐		
73166	05/31/2024	STATE OF ALASKA-02310	$52,974.34	1268	Printed	Payroll Ded	☐		
73167	05/31/2024	STATE OF ALASKA-02310	$78,549.50	1269	Printed	Payroll Ded	☐		
		Total Amount:	$451,956.90						

End of Report

Petersburg School District

Non-Check Batch Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING ACCOUNT XX3970

From Date: 05/01/2024 To Date: 05/31/2024

From Voucher: To Voucher:

Account: XX3970

05/02/2024	BUSINESS CARD-00283	$344.19	1251	Posted to G/L	AP	☐
05/02/2024	BUSINESS CARD-00283	$698.83	1251	Posted to G/L	AP	☐
05/02/2024	BUSINESS CARD-00283	$364.45	1251	Posted to G/L	AP	☐
05/02/2024	BUSINESS CARD-00283	$425.05	1251	Posted to G/L	AP	☐
05/02/2024	BUSINESS CARD-00283	$105.96	1251	Posted to G/L	AP	☐
05/02/2024	BUSINESS CARD-00283	$1,309.79	1251	Posted to G/L	AP	☐
05/02/2024	BUSINESS CARD-00283	$325.70	1251	Posted to G/L	AP	☐
05/02/2024	BUSINESS CARD-00283	$11.20	1251	Posted to G/L	AP	☐
05/02/2024	BUSINESS CARD-00283	$5,462.94	1251	Posted to G/L	AP	☐
05/02/2024	BUSINESS CARD-00283	$2,965.20	1251	Posted to G/L	AP	☐
05/02/2024	BUSINESS CARD-00283	$2,797.30	1251	Posted to G/L	AP	☐
05/02/2024	BUSINESS CARD-00283	$2,407.73	1251	Posted to G/L	AP	☐
05/02/2024	BUSINESS CARD-00283	$422.80	1251	Posted to G/L	AP	☐
05/02/2024	BUSINESS CARD-00283	$1,260.44	1251	Posted to G/L	AP	☐
05/02/2024	BUSINESS CARD-00283	$3,582.70	1251	Posted to G/L	AP	☐
05/02/2024	BUSINESS CARD-00283	$162.85	1251	Posted to G/L	AP	☐
05/02/2024	BUSINESS CARD-00283	$1,491.60	1251	Posted to G/L	AP	☐

Non-Check Batch Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING ACCOUNT XX3970 From Date: 05/01/2024 To Date: 05/31/2024

From Voucher: To Voucher:

05/02/2024	BUSINESS CARD-00283	$1,528.20	1251	Posted to G/L	AP	☐
05/02/2024	BUSINESS CARD-00283	$536.20	1251	Posted to G/L	AP	☐
05/02/2024	BUSINESS CARD-00283	$670.80	1251	Posted to G/L	AP	☐
05/02/2024	BUSINESS CARD-00283	$329.80	1251	Posted to G/L	AP	☐
05/02/2024	BUSINESS CARD-00283	$11.20	1251	Posted to G/L	AP	☐
05/02/2024	BUSINESS CARD-00283	$7,044.80	1251	Posted to G/L	AP	☐
05/02/2024	BUSINESS CARD-00283	$303.70	1251	Posted to G/L	AP	☐
05/02/2024	BUSINESS CARD-00283	$371.20	1251	Posted to G/L	AP	☐
05/02/2024	BUSINESS CARD-00283	$440.30	1251	Posted to G/L	AP	☐
05/02/2024	BUSINESS CARD-00283	$4,403.00	1251	Posted to G/L	AP	☐
05/02/2024	BUSINESS CARD-00283	$139.87	1251	Posted to G/L	AP	☐
05/29/2024	PETERSBURG IGA	$40.02	1252	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$2,942.30	1254	Posted to G/L	AP	☐
05/29/2024	PETERSBURG CHAMBER OF COMMERCE-01883	$1,000.00	1254	Posted to G/L	AP	☐
05/29/2024	HAMMER & WIKAN-01038	$6.49	1254	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$63.53	1254	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$142.17	1254	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$43.73	1254	Posted to G/L	AP	☐

Non-Check Batch Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING ACCOUNT XX3970 From Date: 05/01/2024 To Date: 05/31/2024

From Voucher: To Voucher:

05/29/2024	P-CARD PROGRAM-01850	$130.28	1254	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$45.42	1254	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$627.20	1255	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$679.00	1256	Posted to G/L	AP	☐
05/29/2024	UNITED STATES POSTAL SERVICE-02544	$22.65	1256	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$167.75	1256	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$149.49	1256	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	-$228.24	1256	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	-$228.24	1256	Posted to G/L	AP	☐
05/29/2024	HAMMER & WIKAN-01038	$294.17	1256	Posted to G/L	AP	☐
05/29/2024	HAMMER & WIKAN-01038	$74.45	1256	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$304.50	1256	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$107.25	1256	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$47.52	1256	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$350.00	1257	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$239.88	1257	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$111.82	1257	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$12.30	1257	Posted to G/L	AP	☐

Non-Check Batch Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING ACCOUNT XX3970 From Date: 05/01/2024 To Date: 05/31/2024
From Voucher: To Voucher:

05/29/2024	P-CARD PROGRAM-01850	$13.45	1257	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$12.30	1257	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$12.30	1257	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$19.15	1257	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$95.00	1257	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$98.00	1257	Posted to G/L	AP	☐
05/29/2024	CDW GOVERNMENT	$2,843.20	1257	Posted to G/L	AP	☐
05/08/2024	REVTRAK INC.-02052	$19.95	1258	Posted to G/L	AP	☐
05/08/2024	REVTRAK INC.-02052	$237.07	1258	Posted to G/L	AP	☐
05/08/2024	FIRST BANK-00894	$5.00	1258	Posted to G/L	AP	☐
05/29/2024	J.W. PEPPER & SON, INC.-01192	$29.99	1261	Posted to G/L	AP	☐
05/29/2024	J.W. PEPPER & SON, INC.-01192	$591.68	1261	Posted to G/L	AP	☐
05/29/2024	J.W. PEPPER & SON, INC.-01192	$45.00	1261	Posted to G/L	AP	☐
05/29/2024	J.W. PEPPER & SON, INC.-01192	$201.91	1261	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$219.99	1261	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$63.60	1261	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	-$158.00	1261	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	-$39.50	1261	Posted to G/L	AP	☐

Non-Check Batch Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING ACCOUNT XX3970 From Date: 05/01/2024 To Date: 05/31/2024

From Voucher: To Voucher:

05/29/2024	P-CARD PROGRAM-01850	$856.96	1261	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$514.17	1261	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$2,751.80	1261	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$380.86	1261	Posted to G/L	AP	☐
05/29/2024	RAINBOW RESOURCE CENTER	$1,065.20	1261	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$10.95	1261	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$461.84	1261	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$1,344.00	1261	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$4,387.49	1261	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$3,200.00	1262	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$77.94	1262	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$2,233.30	1262	Posted to G/L	AP	☐
05/29/2024	TIDES INN-02478	$450.00	1262	Posted to G/L	AP	☐
05/29/2024	TIDES INN-02478	$660.00	1262	Posted to G/L	AP	☐
05/29/2024	PETERSBURG IGA	$32.38	1262	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$150.00	1262	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$300.00	1262	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$446.70	1262	Posted to G/L	AP	☐

Non-Check Batch Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING ACCOUNT XX3970 From Date: 05/01/2024 To Date: 05/31/2024

From Voucher: To Voucher:

05/29/2024	HAMMER & WIKAN-01038	$63.16	1262	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$320.00	1262	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$324.00	1262	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$740.00	1262	Posted to G/L	AP	☐
05/29/2024	PAPA BEAR'S PIZZA-01819	$94.25	1262	Posted to G/L	AP	☐
05/29/2024	HAMMER & WIKAN-01038	$44.48	1262	Posted to G/L	AP	☐
05/29/2024	HAMMER & WIKAN-01038	$107.94	1262	Posted to G/L	AP	☐
05/29/2024	BREAKAWAY ADVENTURES LLC.-00392	$1,600.00	1262	Posted to G/L	AP	☐
05/31/2024	FIRST BANK-00894	$467,733.11	1265	Posted to G/L	PR	☐
05/31/2024	FIRST BANK-00894	$725.00	1265	Posted to G/L	PR	☐
05/31/2024	EFTPS-00804	$46,032.99	1267	Posted to G/L	PR	☐
05/31/2024	EFTPS-00804	$1,375.91	1267	Posted to G/L	PR	☐
05/31/2024	EFTPS-00804	$8,622.82	1267	Posted to G/L	PR	☐
05/31/2024	EFTPS-00804	$1,375.91	1267	Posted to G/L	PR	☐
05/31/2024	EFTPS-00804	$8,622.82	1267	Posted to G/L	PR	☐
05/29/2024	AMAZON.COM-00164	$197.99	1270	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$44.39	1270	Posted to G/L	AP	☐

Non-Check Batch Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING ACCOUNT XX3970 From Date: 05/01/2024 To Date: 05/31/2024

From Voucher: To Voucher:

05/29/2024	AMAZON.COM-00164	$33.97	1270	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$29.49	1270	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$243.69	1270	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$169.90	1270	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$0.58	1270	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$72.95	1270	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$88.45	1270	Posted to G/L	AP	☐
05/29/2024	HAMMER & WIKAN-01038	$229.07	1270	Posted to G/L	AP	☐
05/29/2024	HAMMER & WIKAN-01038	$275.47	1270	Posted to G/L	AP	☐
05/29/2024	HAMMER & WIKAN-01038	$87.42	1270	Posted to G/L	AP	☐
05/29/2024	HAMMER & WIKAN-01038	$29.43	1270	Posted to G/L	AP	☐
05/29/2024	HAMMER & WIKAN-01038	$209.22	1270	Posted to G/L	AP	☐
05/29/2024	HAMMER & WIKAN-01038	$101.51	1270	Posted to G/L	AP	☐
05/29/2024	HAMMER & WIKAN-01038	$31.52	1270	Posted to G/L	AP	☐
05/29/2024	HAMMER & WIKAN-01038	$15.75	1270	Posted to G/L	AP	☐
05/29/2024	HAMMER & WIKAN-01038	$130.97	1270	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$92.60	1270	Posted to G/L	AP	☐
05/29/2024	PETERSBURG IGA	$9.99	1270	Posted to G/L	AP	☐

Non-Check Batch Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING ACCOUNT XX3970 From Date: 05/01/2024 To Date: 05/31/2024

From Voucher: To Voucher:

05/29/2024	PETERSBURG IGA	$38.46	1270	Posted to G/L	AP	☐
05/29/2024	PETERSBURG IGA	$44.55	1270	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$21.99	1270	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$11.98	1270	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$90.00	1270	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$9.07	1270	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$78.30	1270	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$150.00	1270	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$18.59	1270	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$52.18	1270	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$13.98	1270	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$11.38	1270	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$29.98	1270	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$182.14	1270	Posted to G/L	AP	☐
05/29/2024	BLOMSTER HUS	$295.00	1270	Posted to G/L	AP	☐
05/29/2024	PETERSBURG IGA	$2.29	1270	Posted to G/L	AP	☐
05/29/2024	PETERSBURG IGA	$16.23	1270	Posted to G/L	AP	☐
05/29/2024	PETERSBURG IGA	$17.37	1270	Posted to G/L	AP	☐

Non-Check Batch Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING ACCOUNT XX3970 From Date: 05/01/2024 To Date: 05/31/2024
From Voucher: To Voucher:

05/29/2024	PETERSBURG IGA	$8.86	1270	Posted to G/L	AP	☐
05/29/2024	PETERSBURG IGA	$12.17	1270	Posted to G/L	AP	☐
05/29/2024	PETERSBURG IGA	$11.44	1270	Posted to G/L	AP	☐
05/29/2024	HIGH TIDE ENTERPRISE, LLC	$157.49	1272	Posted to G/L	AP	☐
05/29/2024	HIGH TIDE ENTERPRISE, LLC	$4.99	1272	Posted to G/L	AP	☐
05/29/2024	HIGH TIDE ENTERPRISE, LLC	$719.99	1272	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$86.23	1272	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$1,123.08	1272	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$50.98	1272	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$113.50	1272	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$45.97	1272	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$82.96	1272	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$100.13	1272	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$189.98	1272	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$21.96	1272	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$46.98	1272	Posted to G/L	AP	☐
05/29/2024	HAMMER & WIKAN-01038	$309.99	1272	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$12.28	1272	Posted to G/L	AP	☐

Non-Check Batch Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING ACCOUNT XX3970 From Date: 05/01/2024 To Date: 05/31/2024

From Voucher: To Voucher:

05/29/2024	P-CARD PROGRAM-01850	$187.45	1272	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$101.97	1272	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$146.77	1272	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$279.12	1272	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$512.70	1272	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$767.37	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$12.17	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$144.12	1278	Posted to G/L	AP	☐
05/29/2024	ALASKA POWER & TELEPHONE-00125	$109.19	1278	Posted to G/L	AP	☐
05/29/2024	ALASKA POWER & TELEPHONE-00125	$57.35	1278	Posted to G/L	AP	☐
05/29/2024	ALASKA POWER & TELEPHONE-00125	$57.35	1278	Posted to G/L	AP	☐
05/29/2024	ALASKA POWER & TELEPHONE-00125	$109.19	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$389.91	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$111.26	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$455.27	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$282.44	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$21.75	1278	Posted to G/L	AP	☐

Non-Check Batch Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING ACCOUNT XX3970 From Date: 05/01/2024 To Date: 05/31/2024

From Voucher: To Voucher:

05/29/2024	AMAZON.COM-00164	$9.41	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$6.15	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$6.15	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$6.15	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$786.00	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	-$24.23	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$26.99	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$41.68	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	-$23.12	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$350.30	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$46.79	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$54.98	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$80.89	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$154.03	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$12.07	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$157.50	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$146.08	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$481.87	1278	Posted to G/L	AP	☐

Non-Check Batch Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING ACCOUNT XX3970

From Date: 05/01/2024 To Date: 05/31/2024

From Voucher: To Voucher:

05/29/2024	AMAZON.COM-00164	$511.48	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	-$79.33	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$6.41	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	-$4.63	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	-$1.97	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	-$29.53	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	-$7.74	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$138.95	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$79.49	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$148.54	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$15.70	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$157.64	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$206.25	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$270.06	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	-$39.15	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$9.68	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$453.37	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$45.76	1278	Posted to G/L	AP	☐

Non-Check Batch Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING ACCOUNT XX3970 From Date: 05/01/2024 To Date: 05/31/2024
From Voucher: To Voucher:

05/29/2024	AMAZON.COM-00164	$100.71	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$52.12	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$48.99	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$57.96	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$123.94	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$138.48	1278	Posted to G/L	AP	☐
05/29/2024	AMAZON.COM-00164	$56.47	1278	Posted to G/L	AP	☐
05/29/2024	BSN SPORTS LLC	$116.40	1278	Posted to G/L	AP	☐
05/29/2024	HAMMER & WIKAN-01038	$187.95	1278	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$8.00	1278	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$258.96	1278	Posted to G/L	AP	☐
05/29/2024	STEVE WEISS MUSIC INC.	$101.56	1278	Posted to G/L	AP	☐
05/29/2024	STEVE WEISS MUSIC INC.	$3,000.00	1278	Posted to G/L	AP	☐
05/29/2024	PETERSBURG BOROUGH-01881	$2,885.89	1278	Posted to G/L	AP	☐
05/29/2024	PETERSBURG BOROUGH-01881	$4,238.65	1278	Posted to G/L	AP	☐
05/29/2024	PETERSBURG BOROUGH-01881	$25,371.84	1278	Posted to G/L	AP	☐
05/29/2024	PETERSBURG BOROUGH-01881	$332.88	1278	Posted to G/L	AP	☐
05/29/2024	PETERSBURG REXALL DRUG-01898	$357.32	1278	Posted to G/L	AP	☐

Non-Check Batch Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING ACCOUNT XX3970

From Date: 05/01/2024 To Date: 05/31/2024

From Voucher: To Voucher:

05/29/2024	PETRO MARINE SERVICES-01909	$28,773.79	1278	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$3,433.05	1278	Posted to G/L	AP	☐
05/29/2024	P-CARD PROGRAM-01850	$2,442.30	1278	Posted to G/L	AP	☐

Total for Fund: 234 Total Amount: $694,789.45

Total Amount: $694,789.45

End of Report

Petersburg School District

Student Activities Summary Report

Fiscal Year: 2023-2024

From: 5/1/2024 To: 5/31/2024

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☐ Subtotal By Journal

		Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
710.100.100.422.830	HS ART FUND BALANCE	344.63	.00	.00	344.63	.00	344.63
710.100.100.423.830	HS JEWELRY FUND BALANCE	1,643.05	212.00	.00	1,855.05	.00	1,855.05
710.100.160.450.830	HS CULINARY ARTS FUND BALANCE	451.41	.00	.00	451.41	.00	451.41
710.100.200.475.830	HS SPED ACTIVITIES FUND BALANCE	2,885.48	.00	(194.29)	2,691.19	55.81	2,747.00
710.100.350.402.830	HS MATH FUND BALANCE	603.40	.00	.00	603.40	.00	603.40
710.100.350.415.830	HS LIBRARY FUND BALANCE	1,926.27	.00	.00	1,926.27	.00	1,926.27
710.100.350.418.830	HS GLACIER SURVEY FUND BALANCE	941.22	.00	.00	941.22	.00	941.22
710.100.350.460.830	HS SHOP FUND BALANCE	12,850.41	852.00	.00	13,702.41	.00	13,702.41
710.100.350.480.830	HS TESTING FEES FUND BALANCE	942.20	628.00	.00	1,570.20	.00	1,570.20
710.100.350.620.830	NATURAL HELPERS/GREEN DOT FUND BALANCE	1,227.91	.00	.00	1,227.91	.00	1,227.91
710.100.350.865.830	NATIONAL HONOR SOCIETY FUND BALANCE	54.86	.00	.00	54.86	.00	54.86
710.100.350.875.830	MARK FOSSE AWARD FUND BALANCE	193.60	.00	.00	193.60	.00	193.60
710.100.400.410.830	HS PRINCIPALS FUND BALANCE	1,374.11	33.15	(1,600.00)	(192.74)	.00	(192.74)
710.100.700.408.830	HS MUSIC FUND BALANCE	4,085.16	7,622.00	(1,671.25)	10,035.91	(300.00)	9,735.91
710.100.700.409.830	HS JAZZ BAND FUND BALANCE	315.41	.00	.00	315.41	.00	315.41
710.100.700.414.830	HS DDF FUND BALANCE	375.80	.00	.00	375.80	.00	375.80
710.100.700.424.830	HS YEARBOOK FUND BALANCE	1,927.69	15.00	(3,433.05)	(1,490.36)	.00	(1,490.36)
710.100.700.610.830	CLOSE UP FUND BALANCE	7,724.52	.00	.00	7,724.52	.00	7,724.52
710.100.700.625.830	TSUMANI BOWL FUND BALANCE	1,951.27	.00	.00	1,951.27	.00	1,951.27
710.100.700.710.830	HS CROSS COUNTRY FUND BALANCE	(1,242.97)	340.00	.00	(902.97)	.00	(902.97)

Student Activities Summary Report

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		Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
710.100.700.715.830	HS SWIM/DIVE TEAM FUND BALANCE	(241.07)	.00	.00	(241.07)	.00	(241.07)
710.100.700.720.830	HS VOLLEYBALL FUND BALANCE	727.31	140.00	.00	867.31	.00	867.31
710.100.700.725.830	HS WRESTLING FUND BALANCE	(609.97)	442.00	.00	(167.97)	.00	(167.97)
710.100.700.730.830	HS BOYS BASKETBALL FUND BALANCE	(13,548.41)	14,346.35	(6,519.04)	(5,721.10)	(500.00)	(6,221.10)
710.100.700.735.830	HS GIRLS BASKETBALL FUND BALANCE	(7,294.73)	3,624.00	(201.65)	(3,872.38)	.00	(3,872.38)
710.100.700.740.830	HS CHEERLEADING FUND BALANCE	1,551.52	110.00	(691.20)	970.32	.00	970.32
710.100.700.745.830	HS TRACK FUND BALANCE	(251.48)	1,533.38	(2,303.30)	(1,021.40)	(3,094.30)	(4,115.70)
710.100.700.746.830	TRACK FACILITIES FUND BALANCE	1,958.28	.00	.00	1,958.28	.00	1,958.28
710.100.700.750.830	HS BASEBALL FUND BALANCE	(3,536.43)	8,707.00	(140.00)	5,030.57	.00	5,030.57
710.100.700.751.830	BASEBALL FIELD FUND BALANCE	251.00	.00	.00	251.00	.00	251.00
710.100.700.760.830	HS ESPORTS FUND BALANCE	.00	.00	.00	.00	.00	.00
710.100.700.765.830	HS SOFTBALL FUND BALANCE	440.52	.00	.00	440.52	.00	440.52
710.100.700.785.830	REGION V TOURNAMENTS FUND BALANCE	(8,955.98)	942.00	(1,461.53)	(9,475.51)	.00	(9,475.51)
710.100.700.810.830	VIKING STORE - ACTIVITIES FUND BALANCE	456.23	80.00	.00	536.23	.00	536.23
710.100.700.820.830	SECONDARY ACTIVITIES DONATIONS FUND BALANCE	7,883.82	160.00	.00	8,043.82	.00	8,043.82
710.100.700.825.830	STUDENT GOVERNMENT FUND BALANCE	7,500.32	30.00	(52.72)	7,477.60	.00	7,477.60
710.100.700.835.830	HS SCHOOL WIDE PLAY FUND BALANCE	3,950.24	.00	.00	3,950.24	.00	3,950.24
710.100.700.840.830	HS ARTFEST FUND BALANCE	(10.11)	840.00	.00	829.89	.00	829.89
710.100.700.921.830	CLASS OF 2021 FUND BALANCE	583.18	.00	.00	583.18	.00	583.18

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From: 5/1/2024 To: 5/31/2024

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		Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
710.100.700.922.830	CLASS OF 2022 FUND BALANCE	952.90	.00	.00	952.90	.00	952.90
710.100.700.923.830	CLASS OF 2023 FUND BALANCE	1,002.41	.00	.00	1,002.41	.00	1,002.41
710.100.700.924.830	CLASS OF 2024 FUND BALANCE	1,971.47	563.00	(17.67)	2,516.80	(775.00)	1,741.80
710.100.700.925.830	CLASS OF 2025 FUND BALANCE	2,705.42	1,300.00	(1,310.48)	2,694.94	435.48	3,130.42
710.100.700.926.830	CLASS OF 2026 FUND BALANCE	3,250.50	.00	(80.34)	3,170.16	60.00	3,230.16
710.100.700.927.830	CLASS OF 2027 FUND BALANCE	20.65	386.00	.00	406.65	.36	407.01
710.200.350.408.830	MS MUSIC FUND BALANCE	107.55	.00	.00	107.55	.00	107.55
710.200.350.865.830	NATIONAL HONOR SOCIETY - JUNIOR FUND BALANCE	848.31	.00	.00	848.31	.00	848.31
710.200.400.410.830	MS PRINCIPALS FUND BALANCE	125.07	.00	.00	125.07	.00	125.07
710.200.700.419.830	MS ROBOTICS FUND BALANCE	3,283.26	.00	.00	3,283.26	.00	3,283.26
710.200.700.424.830	MS YEARBOOK FUND BALANCE	2,557.26	.00	(2,442.30)	114.96	.00	114.96
710.200.700.710.830	MS CROSS COUNTRY FUND BALANCE	50.00	.00	.00	50.00	.00	50.00
710.200.700.740.830	MS CHEERLEADING FUND BALANCE	389.59	.00	.00	389.59	.00	389.59
710.200.700.755.830	MS NYO FUND BALANCE	465.68	.00	.00	465.68	.00	465.68
710.200.700.780.830	MS ACTIVITIES & TOURNAMENTS FUND BALANCE	.98	.00	.00	.98	.00	.98
710.200.700.825.830	MS STUDENT GOVERNMENT FUND BALANCE	3,773.26	10.00	(1,012.15)	2,771.11	.00	2,771.11
710.200.700.850.830	MS BAKING CLUB FUND BALANCE	188.57	240.00	(85.82)	342.75	85.82	428.57
710.300.200.475.830	ES SPED ACTIVITIES FUND BALANCE	308.00	.00	.00	308.00	.00	308.00
710.300.350.615.830	ES STIKINE RIVER TRIP FUND BALANCE	8,806.73	2,566.00	(3,675.00)	7,697.73	3,675.00	11,372.73
710.300.700.424.830	ES YEARBOOK FUND BALANCE	3,087.09	600.00	(627.20)	3,059.89	.00	3,059.89

Student Activities Summary Report

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		Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
710.300.700.815.830	ES SCHOOL STORE & CLUBS FUND BALANCE	1,271.18	.00	.00	1,271.18	.00	1,271.18
710.300.700.825.830	ES STUDENT GOVERNMENT FUND BALANCE	272.31	.00	.00	272.31	.00	272.31
710.300.700.860.830	ES EARTH CLUB FUND BALANCE	58.00	.00	.00	58.00	.00	58.00
710.500.200.470.830	SPED MEMORIAL ACCOUNT FUND BALANCE	10,000.50	.00	.00	10,000.50	.00	10,000.50
710.500.700.600.830	CONCESSIONS FUND BALANCE	1,924.56	.00	.00	1,924.56	.00	1,924.56
710.500.700.665.830	STUDENT BASIC NEEDS SUPPORT FUND BALANCE	2,604.00	.00	.00	2,604.00	.00	2,604.00
710.500.700.670.830	STEREO REPAIR/REPLACEMENT FUND BALANCE	906.59	.00	.00	906.59	.00	906.59
710.500.700.675.830	PIXELLOT ADVERTISEMENTS FUND BALANCE	4,086.95	.00	.00	4,086.95	(90.24)	3,996.71
710.500.700.700.830	ACTIVITY DIRECTOR FUND BALANCE	(897.14)	.00	881.40	(15.74)	.00	(15.74)
710.500.700.855.830	SCHOOL GARDEN FUND BALANCE	5,210.61	.00	(234.11)	4,976.50	234.11	5,210.61
710.500.700.880.830	MARQUEE SIGN FUND BALANCE	197.49	.00	.00	197.49	.00	197.49
GRAND TOTALS		90,959.42	46,321.88	(26,871.70)	110,409.60	(212.96)	110,196.64

End of Report

INVOICE

May 20, 2024

Petersburg School Dist
201 Charles W St Box 289
Petersburg, AK 99833

ATTN:

Invoice Number: 0703724-2405
Invoice Amount: $ 120,121.07

This invoice amount represents the total balances of all Corporate Card accounts for the billing period ending May 20, 2024.

Your payment is due **June 16, 2024**.

Payment will be automatically withdrawn from your bank account if your organization has pre-arranged payment. If not, please remit payment by electronic means or by mailing a cheque for the Invoice amount to the appropriate address below. Payments must be sent with a detailed breakdown of how the payment needs to be applied, including the 16-digit card numbers or billing account and the total amount to be paid.

BMO Accounts	Diners Club Accounts
Payment By Mail	Payment By Mail
BMO P.O. Box 5732 Carol Stream, IL 60197-5732	Diners Club P.O. Box 5732 Carol Stream, IL 60197-5732
Payment By Overnight Delivery	Payment By Overnight Delivery
FIS BMO Attn: Lockbox# 5732 270 Remington Blvd, Suite B Bolingbrook, IL 60440	FIS BMO Attn: Lockbox# 5732 270 Remington Blvd, Suite B Bolingbrook, IL 60440

If you have any questions regarding this invoice or supporting documents, please contact Corporate Client Services:

BMO Accounts	Diners Club Accounts
By Phone: 1-855-825-9234	By Phone: 1-800-2-DINERS (1-800-234-6377)
By e-mail: corporate.clientservices@bmo.com	By e-mail: dinersclub.service@bmo.com

Thank you for your continued business.

✂ - - -

BMO

Statement

Account Name:	BILLING ACCOUNT 033153	**Card Number:**	xxxx-xxxx-xxxx-3153
Company Name:	PETERSBURG SCHOOL DIST	**Account Limit:**	$ 300,000.00
Employee ID:	772180000055104	**Available Credit:**	$ 179,878.93
Statement Date (MM/DD/YYYY):	05/20/2024	**Currency:**	U.S. DOLLAR
Payment Due Date (MM/DD/YYYY):	06/16/2024		

Statement Summary:

Report any items which do not agree with your records within 30 days of the statement date.

Previous Balance:	$ 119,549.69
Payments:	$ -119,549.69
Adjustments:	$ 0.00
Net Purchases:	$ 120,121.07
Cash Advance:	$ 0.00
Fees:	$ 0.00
Other Charges:	$ 0.00
New Account Balance:	$ 120,121.07

Transaction Summary:

Trans Date	Posting Date Trans ID	Description	Pre-Tax Amount Auth #	Total Tax	Trans Amount
Card Number xxxx-xxxx-xxxx-3153 BILLING ACCOUNT 033153					
04/26	04/26 528747429	AUTOMATIC PYMT RECEIVED	$ -119,549.69	$ 0.00	$ -119,549.69
		TOTAL CREDITS xxxx-xxxx-xxxx-3153			**$ -119,549.69**
		TOTAL DEBITS xxxx-xxxx-xxxx-3153			**$ 0.00**
Card Number xxxx-xxxx-xxxx-9986 BAIRD, SHANNON					
04/20	04/22 527832420	AMZN MKTP US XH6F87PF3 AMZN.COM/BILL WA	$ 389.91 048301	$ 0.00	$ 389.91
04/22	04/23 528183554	AMZN MKTP US P77U42643 AMZN.COM/BILL WA	$ 57.96 056387	$ 0.00	$ 57.96
04/23	04/24 528343992	AMAZON.COM 511QZ7E83 SEATTLE WA	$ 41.68 075064	$ 0.00	$ 41.68
04/24	04/25 528662743	AMZN MKTP US 862LV4EW3 AMZN.COM/BILL WA	$ 154.03 024777	$ 0.00	$ 154.03
04/24	04/25 528662744	AMZN MKTP US M28873SG3 AMZN.COM/BILL WA	$ 270.06 099674	$ 0.00	$ 270.06
04/25	04/25 528662745	AMZN MKTP US UI15Y2C13 AMZN.COM/BILL WA	$ 79.49 041280	$ 0.00	$ 79.49
04/25	04/25 528662820	AMZN MKTP US 5P3HB7RG3 AMZN.COM/BILL WA	$ 6.41 099573	$ 0.00	$ 6.41
04/29	04/30 529364007	AMZN MKTP US DG9KM0GE3 AMZN.COM/BILL WA	$ 12.17 003789	$ 0.00	$ 12.17

04/30	05/01 529523136	NYTIMES NYTIMES DISC 800-698-4637 NY	$ 8.00 092875	$ 0.00	$ 8.00
05/01	05/02 529737246	AMZN MKTP US 9Y2B05NJ3 AMZN.COM/BILL WA	$ 157.50 090736	$ 0.00	$ 157.50
05/01	05/02 529737247	AMZN MKTP US UG67D6ZC3 AMZN.COM/BILL WA	$ 6.15 022841	$ 0.00	$ 6.15
05/01	05/02 529737327	AMAZON RET REQ# 609 B SEATTLE WA	$ 317.44 030799	$ 32.86 (e)	$ 350.30
05/01	05/02 529737248	AMZN MKTP US CE5RV8RG3 AMZN.COM/BILL WA	$ 146.08 044606	$ 0.00	$ 146.08
05/01	05/02 529737324	AMZN MKTP US A679V8WJ3 AMZN.COM/BILL WA	$ 46.79 076703	$ 0.00	$ 46.79
05/01	05/02 529737245	AMZN MKTP US 2Y6SQ8TG3 AMZN.COM/BILL WA	$ 54.98 078638	$ 0.00	$ 54.98
05/01	05/02 529737323	AMZN MKTP US NT8572ZX3 AMZN.COM/BILL WA	$ 481.87 040440	$ 0.00	$ 481.87
05/02	05/02 529737325	AMZN MKTP US JM1JD08T3 AMZN.COM/BILL WA	$ 6.15 087337	$ 0.00	$ 6.15
05/02	05/02 529737326	AMZN MKTP US 8D7OW8PX3 AMZN.COM/BILL WA	$ 9.41 084721	$ 0.00	$ 9.41
05/02	05/03 530091162	HAMMER & WIKAN #5828 PETERSBURG AK	$ 187.95 008068	$ 0.00 (e)	$ 187.95
05/02	05/03 530091163	AMZN MKTP US U131M3S03 AMZN.COM/BILL WA	$ 6.15 087993	$ 0.00	$ 6.15
05/02	05/03 530091240	AMZN MKTP US 217EF6JB3 AMZN.COM/BILL WA	$ 453.37 073115	$ 0.00	$ 453.37
05/02	05/03 530091239	AMZN MKTP US T54ZT1103 AMZN.COM/BILL WA	$ 12.07 038897	$ 0.00	$ 12.07
05/02	05/03 530091164	AMZN MKTP US 6C9TK3MY3 AMZN.COM/BILL WA	$ 9.68 006754	$ 0.00	$ 9.68
05/03	05/06 530235301	AMZN MKTP US ZZ9KW19U3 AMZN.COM/BILL WA	$ 45.76 062876	$ 0.00	$ 45.76
05/04	05/06 530234134	AMAZON.COM 7N18W3X23 AMZN.COM/BILL WA	$ 80.89 077736	$ 0.00	$ 80.89
05/04	05/06 530234133	AMZN MKTP US 6923J44Z3 AMZN.COM/BILL WA	$ 1,278.85 055167	$ 0.00	$ 1,278.85
05/05	05/06 530234135	AMZN MKTP US 3B91447U3 AMZN.COM/BILL WA	$ 48.99 087659	$ 0.00	$ 48.99
05/06	05/07 530578199	ALASKA TELEPHONE COMPA PORT TOWNSEND WA	$ 109.19 095204	$ 0.00	$ 109.19
05/06	05/07 530578200	ALASKA TELEPHONE COMPA PORT TOWNSEND WA	$ 57.35 052866	$ 0.00	$ 57.35
05/06	05/07 530578198	ALASKA TELEPHONE COMPA PORT TOWNSEND WA	$ 109.19 080077	$ 0.00	$ 109.19
05/06	05/07 530578122	ALASKA TELEPHONE COMPA PORT TOWNSEND WA	$ 57.35 083495	$ 0.00	$ 57.35
05/07	05/08 530739957	AMZN MKTP US 8O2R85633 AMZN.COM/BILL WA	$ 111.26 043477	$ 0.00	$ 111.26
05/07	05/08 530739881	AMZN MKTP US K12OK3DF3 AMZN.COM/BILL WA	$ 100.71 070514	$ 0.00	$ 100.71

05/07	05/08 530739961	AMAZON RET PO 568 ELS SEATTLE WA	$ 712.28 049325	$ 73.72 (e)	$ 786.00
05/07	05/08 530739958	AMZN MKTP US VE35O9X93 AMZN.COM/BILL WA	$ 262.72 037995	$ 0.00	$ 262.72
05/08	05/08 530739960	AMZN MKTP US IJ02N7TF3 AMZN.COM/BILL WA	$ 455.27 043424	$ 0.00	$ 455.27
05/08	05/08 530739959	AMZN MKTP US 5N7LN7E43 AMZN.COM/BILL WA	$ 144.12 040679	$ 0.00	$ 144.12
05/08	05/09 531065831	PSN PETERSBURG UTILITY PETERSBURG AK	$ 32,829.26 015961	$ 0.00 (e)	$ 32,829.26
05/09	05/10 531288420	REMEMBERME YEARBOOKS C 8883832292 NJ	$ 3,433.05 010507	$ 0.00 (e)	$ 3,433.05
05/09	05/10 531288421	AMAZON.COM YI8UN73X3 AMZN.COM/BILL WA	$ 138.48 062575	$ 0.00	$ 138.48
05/09	05/10 531288422	AMZN MKTP US YN0F80E63 AMZN.COM/BILL WA	$ 282.44 014864	$ 0.00	$ 282.44
05/09	05/10 531288423	AMZN MKTP US 4H43O4FC3 AMZN.COM/BILL WA	$ 258.96 020965	$ 0.00	$ 258.96
05/10	05/13 531427739	AMZN MKTP US AMZN.COM/BILL WA	$ -71.89 000000	$ -7.44 (e)	$ -79.33
05/10	05/13 531427897	AMAZON RET PO 568 ELS SEATTLE WA	$ -20.95 000000	$ -2.17 (e)	$ -23.12
05/10	05/13 531427740	AMZN MKTP US AMZN.COM/BILL WA	$ -35.48 000000	$ -3.67 (e)	$ -39.15
05/10	05/13 531427816	AMZN MKTP US AMZN.COM/BILL WA	$ -4.20 000000	$ -0.43 (e)	$ -4.63
05/10	05/13 531427737	AMZN MKTP US W02AG0E63 AMZN.COM/BILL WA	$ 148.54 046216	$ 0.00	$ 148.54
05/10	05/13 531427898	AMAZON RET PO 568 ELS SEATTLE WA	$ -21.96 000000	$ -2.27 (e)	$ -24.23
05/10	05/13 531427738	AMZN MKTP US AMZN.COM/BILL WA	$ -1.79 000000	$ -0.18 (e)	$ -1.97
05/10	05/13 531427817	AMZN MKTP US AMZN.COM/BILL WA	$ -26.76 000000	$ -2.77 (e)	$ -29.53
05/11	05/13 531427736	REMEMBERME YEARBOOKS C 8883832292 NJ	$ 2,442.30 067863	$ 0.00 (e)	$ 2,442.30
05/11	05/13 531427818	AMZN MKTP US AMZN.COM/BILL WA	$ -7.01 000000	$ -0.73 (e)	$ -7.74
05/11	05/13 531427819	AMZN MKTP US PW8VU3JN3 AMZN.COM/BILL WA	$ 52.12 080085	$ 0.00	$ 52.12
05/12	05/13 531427896	AMZN MKTP US PA3470ZV3 AMZN.COM/BILL WA	$ 138.95 036048	$ 0.00	$ 138.95
05/12	05/13 531427820	AMZN MKTP US IW3662IZ3 AMZN.COM/BILL WA	$ 42.69 038556	$ 0.00	$ 42.69
05/13	05/14 531769857	BSN SPORTS LLC FARMERS BRANC TX	$ 116.40 038195	$ 0.00	$ 116.40
05/13	05/14 531769856	PETRO MARINE SERVICES PETERSBURG AK	$ 28,773.79 078316	$ 0.00	$ 28,773.79
05/13	05/14 531769858	AMZN MKTP US OI8TM2Y03 AMZN.COM/BILL WA	$ 157.64 029073	$ 0.00	$ 157.64

05/14	05/16 532260103	PETERSBURG REXALL DRUG PETERSBURG AK	$ 357.32 069399	$ 0.00 (e)	$ 357.32
05/16	05/17 532484583	STEVE WEISS MUSIC INC WILLOW GROVE PA	$ 2,926.00 049194	$ 175.56 (e)	$ 3,101.56
05/17	05/20 532787826	AMZN MKTP US 213DO3DK3 AMZN.COM/BILL WA	$ 21.75 040455	$ 0.00	$ 21.75
05/20	05/20 532787827	AMZN MKTP US 6I5S21NZ3 AMZN.COM/BILL WA	$ 123.94 080435	$ 0.00	$ 123.94

TOTAL CREDITS xxxx-xxxx-xxxx-9986 $ -209.70

TOTAL DEBITS xxxx-xxxx-xxxx-9986 $ 79,015.00

Card Number xxxx-xxxx-xxxx-3497 BULLER, AARON S

04/22	04/23 528184659	HAMMER & WIKAN #5828 PETERSBURG AK	$ 356.97 064605	$ 0.00 (e)	$ 356.97
04/23	04/25 528662741	HIGH TIDE PARTS PETERSBURG AK	$ 157.49 015107	$ 0.00 (e)	$ 157.49
04/25	04/26 528888650	HAMMER & WIKAN #5828 PETERSBURG AK	$ 12.28 039542	$ 0.00 (e)	$ 12.28
04/26	04/29 529024434	THE HOME DEPOT #8944 SEATTLE WA	$ 1,017.75 094337	$ 105.33	$ 1,123.08
04/26	04/29 529024433	HAMMER & WIKAN #5828 PETERSBURG AK	$ 187.45 086380	$ 0.00 (e)	$ 187.45
04/27	04/29 529024435	AMAZON.COM 9F0BG6KP3 AMZN.COM/BILL WA	$ 279.12 063505	$ 0.00	$ 279.12
04/29	05/01 529523056	HOMEDEPOT.COM 800-430-3376 GA	$ 78.14 013205	$ 8.09	$ 86.23
05/02	05/03 530091080	HAMMER & WIKAN #5828 PETERSBURG AK	$ 72.94 021948	$ 0.00 (e)	$ 72.94
05/06	05/07 530578121	HAMMER & WIKAN #5828 PETERSBURG AK	$ 113.50 051763	$ 0.00 (e)	$ 113.50
05/09	05/10 531288340	HAMMER & WIKAN #5828 PETERSBURG AK	$ 146.77 054352	$ 0.00 (e)	$ 146.77
05/09	05/13 531427580	HIGH TIDE PARTS PETERSBURG AK	$ 724.98 080739	$ 0.00 (e)	$ 724.98
05/10	05/13 531427579	HAMMER & WIKAN #5828 PETERSBURG AK	$ 100.13 079959	$ 0.00 (e)	$ 100.13
05/10	05/13 531427578	HAMMER & WIKAN #5828 PETERSBURG AK	$ 189.98 055000	$ 0.00 (e)	$ 189.98
05/13	05/14 531769783	HAMMER & WIKAN #5828 PETERSBURG AK	$ 45.97 078022	$ 0.00 (e)	$ 45.97
05/15	05/16 532260025	HAMMER & WIKAN #5828 PETERSBURG AK	$ 82.96 068075	$ 0.00 (e)	$ 82.96
05/15	05/16 532260024	HAMMER & WIKAN #5828 PETERSBURG AK	$ 101.97 088098	$ 0.00 (e)	$ 101.97
05/20	05/20 532787748	AMAZON.COM 1L1364OU3 AMZN.COM/BILL WA	$ 512.70 056926	$ 0.00	$ 512.70

TOTAL CREDITS xxxx-xxxx-xxxx-3497 $ 0.00

TOTAL DEBITS xxxx-xxxx-xxxx-3497 $ 4,294.52

Card Number xxxx-xxxx-xxxx-4710 CABRAL, JAIME

04/18	04/22 527833596	PETERSBURG IGA PETERSBURG AK	$ 30.55 084891	$ 1.83	$ 32.38
04/18	04/22 527832417	PAPA BEARS PIZZA PETERSBURG AK	$ 94.25 036794	$ 0.00 (e)	$ 94.25
04/18	04/22 527832416	KETCHIKAN AIRPORT KETCHIKAN AK	$ 324.00 034402	$ 0.00	$ 324.00
04/19	04/22 527833597	HAMMER & WIKAN, INC. PETERSBURG AK	$ 63.16 068802	$ 0.00 (e)	$ 63.16
04/19	04/22 527832418	TIDES INN PETERSBURG AK	$ 320.00 099407	$ 0.00	$ 320.00
04/21	04/26 528887558	TIDES INN PETERSBURG AK	$ 450.00 098408	$ 0.00	$ 450.00
04/22	04/23 528184736	TIDES INN PETERSBURG AK	$ 660.00 096206	$ 0.00	$ 660.00
05/03	05/06 530235299	TIDES INN PETERSBURG AK	$ 150.00 014768	$ 0.00	$ 150.00
05/10	05/13 531427660	HAMMER & WIKAN, INC. PETERSBURG AK	$ 44.48 049882	$ 0.00 (e)	$ 44.48
05/10	05/13 531427661	TIDES INN PETERSBURG AK	$ 300.00 095586	$ 0.00	$ 300.00
05/10	05/13 531427659	HAMMER & WIKAN, INC. PETERSBURG AK	$ 107.94 046432	$ 0.00 (e)	$ 107.94
05/14	05/15 531929083	KETCHIKAN CAR RENTAL KETCHIKAN AK	$ 685.19 021510	$ 54.81 (e)	$ 740.00
05/15	05/16 532260101	HAMMER & WIKAN #5828 PETERSBURG AK	$ 77.94 065639	$ 0.00 (e)	$ 77.94
05/16	05/17 532484581	AIRBNB HMM988ACRA 4158005959 CA	$ 2,467.20 072931	$ 212.80 (e)	$ 2,680.00
05/17	05/20 532787749	SQ BREAKAWAY FERRY AN GOSQ.COM AK	$ 3,200.00 071762	$ 0.00	$ 3,200.00
05/18	05/20 532787750	SQ BREAKAWAY FERRY AN GOSQ.COM AK	$ 1,600.00 099634	$ 0.00	$ 1,600.00

TOTAL CREDITS xxxx-xxxx-xxxx-4710 $ 0.00

TOTAL DEBITS xxxx-xxxx-xxxx-4710 $ 10,844.15

Card Number xxxx-xxxx-xxxx-6889 JOHNSON MCINTOSH, CARLEE

04/22	04/23 528183553	HAMMER & WIKAN #5828 PETERSBURG AK	$ 6.49 079479	$ 0.00 (e)	$ 6.49
04/24	04/25 528662742	SQ PETERSBURG CHAMBER GOSQ.COM AK	$ 1,000.00 047386	$ 0.00	$ 1,000.00
04/25	04/26 528887559	HAMMER & WIKAN, INC. PETERSBURG AK	$ 43.73 068698	$ 0.00 (e)	$ 43.73
04/26	04/29 529024915	NTLREST SERVSAFE CHICAGO IL	$ 2,942.30 087343	$ 0.00 (e)	$ 2,942.30
04/30	05/01 529523135	HAMMER & WIKAN, INC. PETERSBURG AK	$ 130.28 079660	$ 0.00 (e)	$ 130.28
05/07	05/09 531065830	PETERSBURG IGA PETERSBURG AK	$ 59.94 045188	$ 3.59	$ 63.53

05/13	05/14 531769855	HAMMER & WIKAN, INC. PETERSBURG AK	$ 142.17 004146	$ 0.00 (e)	$ 142.17
05/16	05/20 532787825	PETERSBURG IGA PETERSBURG AK	$ 42.85 028717	$ 2.57	$ 45.42

TOTAL CREDITS xxxx-xxxx-xxxx-6889 $ 0.00
TOTAL DEBITS xxxx-xxxx-xxxx-6889 $ 4,373.92

Card Number xxxx-xxxx-xxxx-5361 KLUDT-PAINTER, ERICA

05/08	05/10 531288264	PETERSBURG IGA PETERSBURG AK	$ 37.76 009162	$ 2.26	$ 40.02

TOTAL CREDITS xxxx-xxxx-xxxx-5361 $ 0.00
TOTAL DEBITS xxxx-xxxx-xxxx-5361 $ 40.02

Card Number xxxx-xxxx-xxxx-8382 KLUDT-PAINTER, JON

04/25	04/26 528888649	AMAZON.COM OA4ME4HO3 AMZN.COM/BILL WA	$ 111.82 032995	$ 0.00	$ 111.82
04/26	04/29 529024432	USPS.COM CLICKNSHIP 800-3447779 DC	$ 12.30 047997	$ 0.00	$ 12.30
05/01	05/02 529737167	CDW GOVT #RB09693 800-808-4239 IL	$ 13.45 016757	$ 0.00	$ 13.45
05/06	05/07 530578120	USPS.COM CLICKNSHIP 800-3447779 DC	$ 12.30 055516	$ 0.00	$ 12.30
05/06	05/07 530578119	USPS.COM CLICKNSHIP 800-3447779 DC	$ 12.30 057008	$ 0.00	$ 12.30
05/07	05/08 530739878	WWW.USNEWS-AWARDS.COM OWINGS MILLS MD	$ 330.19 063591	$ 19.81 (e)	$ 350.00
05/10	05/13 531427501	USPS.COM CLICKNSHIP 800-3447779 DC	$ 18.07 018029	$ 1.08 (e)	$ 19.15
05/12	05/13 531427577	APPLE.COM/US 800-676-2775 CA	$ 95.00 054441	$ 0.00	$ 95.00
05/14	05/14 531769782	LINKEDIN PRE 955499546 MOUNTAIN VIEW CA	$ 239.88 015611	$ 0.00 (e)	$ 239.88
05/14	05/15 531929003	SQ HOMEPORT ELECTRONI GOSQ.COM AK	$ 98.00 024527	$ 0.00	$ 98.00
05/15	05/16 532260023	CDW GOVT #RH24066 800-808-4239 IL	$ 2,843.20 054807	$ 0.00	$ 2,843.20

TOTAL CREDITS xxxx-xxxx-xxxx-8382 $ 0.00
TOTAL DEBITS xxxx-xxxx-xxxx-8382 $ 3,807.40

Card Number xxxx-xxxx-xxxx-9406 LUTOMSKI, MARA

04/21	04/22 527832419	AMZN MKTP US TH4W70RP3 AMZN.COM/BILL WA	$ 47.52 017700	$ 0.00	$ 47.52
04/22	04/23 528183550	AIRBNB HMFAXJ4FDX 4158005959 CA	$ 154.43 052440	$ 13.32 (e)	$ 167.75
04/22	04/23 528183551	AIRBNB HM3P4S9HJX 4158005959 CA	$ -210.12 000000	$ -18.12 (e)	$ -228.24
04/22	04/23 528183552	AIRBNB HM5CC84KDJ 4158005959 CA	$ -210.12 000000	$ -18.12 (e)	$ -228.24

04/22	04/23 528184737	AIRBNB HMFDQSRY5E 4158005959 CA	$ 137.62 074643	$ 11.87 (e)	$ 149.49
04/30	05/01 529523134	USPS.COM CLICKNSHIP 800-3447779 DC	$ 22.65 036959	$ 0.00	$ 22.65
05/05	05/06 530235300	HAMMER & WIKAN, INC. PETERSBURG AK	$ 74.45 082639	$ 0.00 (e)	$ 74.45
05/09	05/10 531288344	HAMMER & WIKAN, INC. PETERSBURG AK	$ 294.17 074762	$ 0.00 (e)	$ 294.17
05/14	05/15 531929158	IN COURTNEY BULLARD 423-7104027 TN	$ 679.00 031129	$ 0.00	$ 679.00
05/15	05/16 532260102	AMZN MKTP US FB5LH1AA3 AMZN.COM/BILL WA	$ 304.50 012211	$ 0.00	$ 304.50
05/16	05/17 532484582	AMZN MKTP US JN6JL6B23 AMZN.COM/BILL WA	$ 107.25 030671	$ 0.00	$ 107.25

TOTAL CREDITS xxxx-xxxx-xxxx-9406 $ -456.48

TOTAL DEBITS xxxx-xxxx-xxxx-9406 $ 1,846.78

Card Number xxxx-xxxx-xxxx-6840 SANDHOFER, MARSHA

04/27	04/29 529024914	JUNEAU CAR RENTAL JUNEAU AK	$ 380.86 040294	$ 0.00 (e)	$ 380.86
04/27	04/29 529024913	JUNEAU CAR RENTAL JUNEAU AK	$ 219.99 037178	$ 0.00 (e)	$ 219.99
04/30	04/30 529363931	TEACHERSPAYTEACHERS.CO 6465880910 NY	$ 58.42 023388	$ 5.18 (e)	$ 63.60
04/30	05/01 529523058	J.W. PEPPER EXTON PA	$ 621.67 082887	$ 0.00	$ 621.67
04/30	05/01 529523057	J.W. PEPPER EXTON PA	$ 246.91 064121	$ 0.00	$ 246.91
05/02	05/03 530091161	SP KRUEGER POTTERY WEBSTER GROVE MO	$ 418.95 013881	$ 42.89 (e)	$ 461.84
05/03	05/06 530235297	RAINBOW RESOURCE CENTE 3096953200 IL	$ 988.58 021383	$ 76.62 (e)	$ 1,065.20
05/03	05/06 530235298	SP KRUEGER POTTERY WEBSTER GROVE MO	$ 1,219.18 098921	$ 124.82 (e)	$ 1,344.00
05/08	05/09 531065829	TAYLOR MUSIC - MOTO ABERDEEN SD	$ 4,210.64 009290	$ 176.85 (e)	$ 4,387.49
05/09	05/10 531288342	JUNEAU CAR RENTAL JUNEAU AK	$ 856.96 083029	$ 0.00 (e)	$ 856.96
05/09	05/10 531288343	AMHS WEB RESERVATION KETCHIKAN AK	$ 2,751.80 044281	$ 0.00 (e)	$ 2,751.80
05/09	05/10 531288341	JUNEAU CAR RENTAL JUNEAU AK	$ 514.17 090237	$ 0.00 (e)	$ 514.17
05/09	05/13 531427658	DRAMATIC PUBLISHING EC WOODSTOCK IL	$ 10.14 064237	$ 0.81	$ 10.95
05/14	05/15 531929081	AMHS WEB RESERVATION KETCHIKAN AK	$ -158.00	$ 0.00 (e)	$ -158.00
05/14	05/15 531929082	AMHS WEB RESERVATION KETCHIKAN AK	$ -39.50	$ 0.00 (e)	$ -39.50

TOTAL CREDITS	**xxxx-xxxx-xxxx-6840**	**$ -197.50**
TOTAL DEBITS	**xxxx-xxxx-xxxx-6840**	**$ 12,925.44**

Card Number xxxx-xxxx-xxxx-2408 WARD, IOANA

04/22	04/23 528184733	AMZN MKTP US JW9OT4C83 AMZN.COM/BILL WA	$ 92.60 000368	$ 0.00	$ 92.60
04/22	04/23 528184735	AMZN MKTP US KH6YS91G3 AMZN.COM/BILL WA	$ 197.99 030090	$ 0.00	$ 197.99
04/22	04/23 528184734	AMZN MKTP US N67TX6U43 AMZN.COM/BILL WA	$ 44.97 015542	$ 0.00	$ 44.97
04/24	04/26 528888726	PETERSBURG IGA PETERSBURG AK	$ 2.17 047319	$ 0.12	$ 2.29
04/24	04/26 528888652	PETERSBURG IGA PETERSBURG AK	$ 15.32 073260	$ 0.91	$ 16.23
04/24	04/26 528888651	PETERSBURG IGA PETERSBURG AK	$ 16.39 025948	$ 0.98	$ 17.37
04/24	04/26 528888725	PETERSBURG IGA PETERSBURG AK	$ 8.36 073747	$ 0.50	$ 8.86
04/24	04/26 528888727	PETERSBURG IGA PETERSBURG AK	$ 11.49 044382	$ 0.68	$ 12.17
04/24	04/26 528888728	PETERSBURG IGA PETERSBURG AK	$ 10.80 013007	$ 0.64	$ 11.44
04/24	04/26 528888729	PETERSBURG IGA PETERSBURG AK	$ 9.43 044298	$ 0.56	$ 9.99
04/26	04/29 529024912	AMZN MKTP US HX2959PY3 AMZN.COM/BILL WA	$ 33.97 072601	$ 0.00	$ 33.97
04/27	04/29 529024436	HAMMER & WIKAN, INC. PETERSBURG AK	$ 209.22 079722	$ 0.00 (e)	$ 209.22
04/30	05/02 529737168	PETERSBURG IGA PETERSBURG AK	$ 49.23 065607	$ 2.95	$ 52.18
04/30	05/02 529737170	PETERSBURG IGA PETERSBURG AK	$ 36.29 061467	$ 2.17	$ 38.46
04/30	05/02 529737169	PETERSBURG IGA PETERSBURG AK	$ 95.77 085369	$ 5.74	$ 101.51
05/01	05/02 529737244	SQ BLOMSTER HUS PETERSBURG AK	$ 295.00 073767	$ 0.00	$ 295.00
05/02	05/03 530091083	HAMMER & WIKAN #5828 PETERSBURG AK	$ 29.43 085732	$ 0.00 (e)	$ 29.43
05/02	05/03 530091082	HAMMER & WIKAN #5828 PETERSBURG AK	$ 11.98 038454	$ 0.00 (e)	$ 11.98
05/02	05/03 530091084	HAMMER & WIKAN, INC. PETERSBURG AK	$ 13.98 020323	$ 0.00 (e)	$ 13.98
05/02	05/03 530091081	HAMMER & WIKAN #5828 PETERSBURG AK	$ 87.42 062593	$ 0.00 (e)	$ 87.42
05/02	05/03 530091160	HAMMER & WIKAN, INC. PETERSBURG AK	$ 31.52 068318	$ 0.00 (e)	$ 31.52
05/03	05/06 530235223	SQ THE SALTY PANTRY PETERSBURG AK	$ 90.00 064206	$ 0.00	$ 90.00
05/03	05/06 530235146	HAMMER & WIKAN #5828 PETERSBURG AK	$ 9.07 058356	$ 0.00 (e)	$ 9.07

05/03	05/06 530235222	SQ THE SALTY PANTRY PETERSBURG AK	$ 78.30 069463	$ 0.00	$ 78.30
05/04	05/06 530235224	SQ BLOMSTER HUS PETERSBURG AK	$ 150.00 050010	$ 0.00	$ 150.00
05/04	05/06 530235220	HAMMER & WIKAN, INC. PETERSBURG AK	$ 18.59 071570	$ 0.00 (e)	$ 18.59
05/04	05/06 530235221	PETERSBURG IGA PETERSBURG AK	$ 10.74 048187	$ 0.64	$ 11.38
05/07	05/08 530739879	HAMMER & WIKAN #5828 PETERSBURG AK	$ 21.99 010700	$ 0.00 (e)	$ 21.99
05/07	05/08 530739880	AMZN MKTP US PU2TT0T63 AMZN.COM/BILL WA	$ 604.48 019634	$ 0.00	$ 604.48
05/07	05/09 531065828	PETERSBURG IGA PETERSBURG AK	$ 42.03 079789	$ 2.52	$ 44.55
05/10	05/13 531427581	HAMMER & WIKAN #5828 PETERSBURG AK	$ 130.97 074538	$ 0.00 (e)	$ 130.97
05/11	05/13 531427657	HAMMER & WIKAN, INC. PETERSBURG AK	$ 275.47 025885	$ 0.00 (e)	$ 275.47
05/13	05/14 531769784	HAMMER & WIKAN, INC. PETERSBURG AK	$ 229.07 023718	$ 0.00 (e)	$ 229.07
05/14	05/15 531929080	HAMMER & WIKAN #5828 PETERSBURG AK	$ 29.98 023015	$ 0.00 (e)	$ 29.98
05/15	05/16 532260026	HAMMER & WIKAN #5828 PETERSBURG AK	$ 197.89 064527	$ 0.00 (e)	$ 197.89

TOTAL CREDITS xxxx-xxxx-xxxx-2408 $ 0.00

TOTAL DEBITS xxxx-xxxx-xxxx-2408 $ 3,210.32

Card Number xxxx-xxxx-xxxx-0225 WORHATCH, CENA

05/14	05/15 531929079	IN REMEMBER ME IMAGIN 888-3832292 NJ	$ 588.23 099777	$ 38.97 (e)	$ 627.20

TOTAL CREDITS xxxx-xxxx-xxxx-0225 $ 0.00

TOTAL DEBITS xxxx-xxxx-xxxx-0225 $ 627.20

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BMO
Telephone Inquiries: 1-855-825-9234
Lost/Stolen cards: 1-844-227-0528
Outside USA and Canada call collect: 262-780-8662
TTY (For the Deaf and Hard of Hearing): 1-866-859-2089
Internet: bmo.com/treasuryandpayment

Diners Club
Telephone Inquiries: 1-800-2-DINERS (1-800-234-6377)
Lost/Stolen cards: 1-800-234-6377
Outside USA and Canada call collect: 1-514-877-1577
TTY (For the Deaf and Hard of Hearing): 1-866-859-2089
Internet: dinersclubnorthamerica.com

BMO

PAYMENT INFORMATION:

	BMO	Diners Club
You can mail your payment to:	BMO P.O. Box 5732 Carol Stream, IL 60197-5732	Diners Club P.O. Box 5732 Carol Stream, IL 60197-5732
You may send your payment via overnight mail to:	FIS BMO Attn: Lockbox# 5732 270 Remington Blvd, Suite B Bolingbrook, IL 60440	FIS BMO Attn: Lockbox# 5732 270 Remington Blvd, Suite B Bolingbrook, IL 60440
IMPORTANT PAYMENT INFORMATION:	For BMO accounts, please make your cheque or money order payable to: **BMO**	For Diners Club accounts, please make your cheque or money order payable to: **Diners Club**

If you are paying by mail:

Remember

- Enclose your cheque or money order, payable in US dollars, with this payment coupon, but do not staple or tape them together.
- Write your account number on the front of your cheque or money order.
- Please do not send cash.

A fee will be assessed against returned cheques.

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BMO

The balance due will be automatically debited from your bank account as you authorized.

Regular Meeting

Tuesday, May 14, 2024 6:00 PM
MS/HS Library, 109 Charles W St, Petersburg, AK 99833

Carey Case:	Present
Sarah Holmgrain:	Present
Katie Holmlund:	Absent
Jay Lister:	Present
Niccole Olsen:	Present

1. **CALL TO ORDER**
   Discussion: President Holmgrain called the meeting to order at 6:00pm.
2. **DETERMINE QUORUM**
   Discussion: A quorum was present to do business. Holmlund was excused.
3. **PLEDGE OF ALLEGIANCE**
   Discussion: President Holmgrain led the group in the Pledge of Allegience.
4. **APPROVAL OF AGENDA**
   Action(s):
   Approve agenda as written. This motion, made by Sarah Holmgrain and seconded by Jay Lister, Passed.
   Voting Detail:

Carey Case:	Yea
Sarah Holmgrain:	Yea
Katie Holmlund:	Absent
Jay Lister:	Yea
Niccole Olsen:	Yea

   Voting Summary: Yea: 4, Nay: 0, Absent: 1
5. **STUDENT PRESENTATION - ARTFEST**
   Discussion: Art teacher Lisa Adams and students presented information about Artfest, which took place in Petersburg April 18th - 21st. They provided a slideshow of all the different classes that were offered. Instructors came in from all over Southeast to teach different Art mediums.
6. **STUDENT REPRESENTATIVE REPORT**
   Discussion: Rep Martin presented at her last school board meeting as she is graduating. She reported that ASB had nothing official to report but that the Senrios would be graduating on the 28th and the 23rd was the last day for Seniors.
7. **CORRESPONDENCE**
   Discussion: None
8. **COMMENTS FROM AUDIENCE UNRELATED TO AGENDA ITEMS**
   Discussion: Student Camden Johnson read a letter into the record for his mother, Joni Johnson.

9. **COMMENTS FROM AUDIENCE RELATED TO AGENDA ITEMS**
Discussion: Several people spoke regarding the Budget and ATP Labor Agreement Negotiations.

10. **COMMENTS FROM BOARD MEMBERS**
Discussion: none

11. **CONSENT AGENDA**
Action(s):
Approve Consent Agenda. This motion, made by Sarah Holmgrain and seconded by Niccole Olsen, Passed.
Voting Detail:

Carey Case:	Yea
Sarah Holmgrain:	Yea
Katie Holmlund:	Absent
Jay Lister:	Yea
Niccole Olsen:	Yea

Voting Summary: Yea: 4, Nay: 0, Absent: 1

11.1. APRIL 2024, Monthly accounting report, bills, payroll, and electronic fund transfers, ASB trial balance and P-Card statements in the amount of $1,037,109.96

11.2. April,16, 2024 regular board meeting minutes

11.3. Personnel Action Report

12. **ADMINISTRATIVE REPORTS**

12.1. Superintendent's report — **Presenter:** Superintendent Kludt-Painter
Discussion: See Attached

12.2. Elementary Principal's Report — **Presenter:** Principal Heather Conn
Discussion: See Attached

12.3. MS/HS Principal's Report — **Presenter:** Principal Brad King
Discussion: See Attached

12.4. Director of Activities Report
Discussion: See Attached

13. **SCHOOL BOARD COMMITTEE REPORTS**
Discussion: Math curriculum will be reviewed in 24-25 school year

14. **OLD BUSINESS**

15. **NEW BUSINESS**

15.1. Action: Resolution 2024-1 Correction
Action(s):
Approve the revised Resolution 2024-1. This motion, made by Sarah Holmgrain and seconded by Niccole Olsen, Passed.
Voting Detail:

Carey Case:	Yea
Sarah Holmgrain:	Yea

Katie Holmlund:	Absent
Jay Lister:	Yea
Niccole Olsen:	Yea

Voting Summary: Yea: 4, Nay: 0, Absent: 1
Discussion: This item is to correct language in previously approved Resolution 2024-1. The dollar amounts stated in the original resolution were incorrect. Updated language is proposed for correction and clarity. Corrections are noted in red.

15.2. Action: FY24 Budget Revision
Action(s):
Approve the Spring Budget revision as presented. This motion, made by Sarah Holmgrain and seconded by Jay Lister, Passed.
Voting Detail:

Carey Case:	Yea
Sarah Holmgrain:	Yea
Katie Holmlund:	Absent
Jay Lister:	Yea
Niccole Olsen:	Yea

Voting Summary: Yea: 4, Nay: 0, Absent: 1

15.3. Informational: Draft FY25 Budget Presentation

15.4. Informational: Update on Certified Teacher Labor Agreement Negotiations

15.5. Informational: AK Star Assessment Data Presentation

15.6. Discussion: Board Participation in Graduation
Discussion: Board members should be lined up at 6:45pm in the Parks and Rec hallway

16. **ADDITIONAL COMMENTS FROM BOARD MEMBERS**

17. **UPCOMING DATES AND MEETING ANNOUNCEMENTS**

18. **FUTURE AGENDA ITEMS**

19. **OTHER NEW BUSINESS**

20. **ADJOURNMENT**
Action(s):
Adjourn. This motion, made by Sarah Holmgrain and seconded by Niccole Olsen, Passed.
Voting Detail:

Carey Case:	Yea
Sarah Holmgrain:	Yea
Katie Holmlund:	Absent

Jay Lister: Yea

Niccole Olsen: Yea

Voting Summary: Yea: 4, Nay: 0, Absent: 1
Discussion: Adjourn at 8:27pm

_____
Board Secretary

Personnel Action Report for 2023-2024

June 11, 2024

EMPLOYMENT OF CERTIFIED PERSONNEL

Heidi Cabral
Elem Summer School

Jill Nordtvedt Lenhard
MS Interventionist/ELA

Noelle Bell
2nd Grade Teacher

Alice Williams
4th Grade Teacher

Heather Conn
MS Credit Recovery Summer

RESIGNATION/RETIREMENT CERTIFIED PERSONNEL

EMPLOYMENT OF CLASSIFIED PERSONNEL

Sharon Smith
Temp Custodian

Brittany Hutto
Temp Summer Custodian

Bergen Kludt-Painter
Temp Summer Food Service

Alex Helms
Farm to School Coordinator (grant)

RESIGNATION/RETIREMENT CLASSIFIED PERSONNEL

Eva Lenhard
Resign as of May 30

EXTRA DUTY CONTRACT

Casey Gates
Cross Country Head Coach

Andy Carlisle
PHS Swim Head Coach

Kayla Popp
PHS Swim Asst Coach

2023-2024 School Year

Teachers	42.00
Classified	41.00
Principals	2.00
District Administration/Exempt (Superintendant, Finance, Maintenance, Food Service, Board Admin, Special education, tech , athletics)	8.00
Total Employees	**93.00**

School Board Report
Erica Kludt-Painter, Superintendent
June 11, 2024

Incoming superintendent Robyn Taylor has arrived in Petersburg. We will be working together this month on transition activities, grants, professional development plans, and schedules for the upcoming school year.

Negotiations are nearing completion with the Associated Teachers of Petersburg. A formal proposal was transmitted to ATP on May 7 for consideration, which included the salary schedule proposed by the Union on February 26 along with additional benefits the District had offered in prior proposals. This proposal was conditioned on the Governor signing the budget with no reductions/vetoes to the $175 million one-time funding to Alaska School Districts *and* $3.4 million from the Borough. As of June 3, the Borough completed its budget process with the $3.4 million funding allocation. The State Operating Budget has been transmitted to the Governor's desk on June 6, with a deadline of June 28 for his signature or veto. If the $175 one time funding is approved, negotiations will be complete. If the Governor vetoes any of the funding, the District offer is withdrawn and is null and void. Either way, the District has made staff and program reductions in Fiscal Year '25.

The Capital Budget has not been transmitted to the Governor's desk yet, but should be soon. This budget contains $62.8 million for the School Major Maintenance fund, which will fund the first 26 projects on the DEED Major Maintenance list, including the Petersburg MS/HS Roof Project (#12 on the list). The District is working with the Borough on bond language to put before Petersburg voters in October to offset costs related to the Roof Project and the High School Office Renovation/Safety Upgrades. If the MS/HS Roof Project is funded by the State, 65% of the cost will be reimbursed to the Borough. This will amount to approximately $3 million.

The District continues to work with the RTBAK grant team (Raising the Bar for Rural Alaskan Educators) on upcoming training, certifications, and plans for the remaining two years of the grant. This grant is focused on retention and recruitment of quality educators, as well as instructional strategies based on Visible Learning (John Hattie) research and best practices.

Alaska Department of Education & Early Development - School Finance
FY2025 School Operating Fund Budget
Signature Page

PROPOSED FY25 - PRESENTED JUNE 11TH

School District Name: PETERSBURG SCHOOL DISTRICT

Proj. District ADM: 450
brick & mortar ADM + correspondence ADM

Proj. Intensive count: 18

Proj. SPED count: 73
Total SPED student count

Prepared by: _____ _____
Signature/Title Date

Phone Number: _____

Approved by: _____ _____
Superintendent's Signature Date

Approval of City/Borough Official of Local Contribution designated on Page 3:

_____ _____
Official Signature/Title Date

Alaska Department of Education & Early Development - School Finance
FY2025 School Operating Fund Budget Summary

PETERSBURG SCHOOL DISTRICT —
District Name

PROPOSED FY25 - PRESENTED JUNE 11TH

Beginning Fund Balance: July 1, 2024 - (Subject to 10% Limit ~~per AS 14.17.505(a))~~*			$1,216,269	Currently Budgeted
(Excluded from the 10% Limit)			$250,000	estimated prepaids
Total Beginning Fund Balance			$1,466,269	
Revenue				
010	City/Borough Appropriations	(1) $3,400,000		
030	Earnings on Investments	(2) 39,025		
040	Other Local Revenues	(3) 133,770		
041	Tuition from Students	(4)		
042	Tuition - Other Districts	(5)		
047	E-Rate Program	(6) 87,160		
050	State Sources	(7) 6,261,035		
100	Federal Sources - Direct	(8) 0		
150	Federal Sources - Through the State	(9) 0		
190	Federal Sources - Other Agencies	(10) 0		
250	Transfers From Other Funds	(11) 0		
	Total Revenue		$9,920,990	
Expenditures				
100	Instruction	(12) $4,067,546		
200	Special Education Instruction	(13) 1,660,303		
220	Special Education Support Services	(14) 0		
300	Support Services - Students	(15) 208,773		
350	Support Services - Instruction	(16) 836,853		
400	School Administration	(17) 406,217		
450	School Administration Support Services	(18) 286,496		
510	District Administration	(19) 433,347		
550	District Administration Support Services	(20) 353,654		
600	Operations and Maintenance of Plant	(21) 1,456,242		
700	Student Activities	(22) 496,936		
780	Community Services	(23) 0		
900	Other Financing Uses	(24) 50,000		
	Total Expenditures		$10,256,367	
Ending Fund Balance: June 30, 2025 (Subject to 10% Limit ~~per AS 14.17.505(a))~~*			$880,892	**
(Excluded from the 10% Limit)			$250,000	estimated prepaids
Total Ending Fund Balance			$1,130,892	

** Must be greater than or equal to zero

***Note regarding Fund Balance--**please see the excerpt from HB 76 on the instructions page.

Alaska Department of Education & Early Development - School Finance
FY2025 School Operating Fund Budget Revenues

PETERSBURG SCHOOL DISTRICT
District Name **PROPOSED FY25 - PRESENTED JUNE 11TH**

		Amount	
010 City/Borough Appropriations			
011	City/Borough Direct Appropriation	3,400,000	
012	City/Borough "In-Kind"		
	(detail descriptions & dollar amts required for in-kind or budget will be returned)		
	Total City/Borough Appropriations		$3,400,000
			Transferred to (1) on page 2
030 Earnings on Investments			
030	Earnings on Investments	39,025	
	Total Earnings on Investments		$39,025
			Transferred to (2) on page 2
040 Other Local Revenues			
040	Other Local Revenues - Identify:		
	(provide detail descriptions & dollar amts for local revenues)		
040	LOCAL REVENUES	35,000	
043	STUDENT ACTIVITY FEES	64,045	
043	ACTIVITY GATE RECEIPTS	7,000	
044	STUDENT CLASS FEES	10,000	
045	STUDENT TECH FEES	12,725	
046	LOCAL RENTAL REVENUE	5,000	
	Total Other Local Revenues		$133,770
			Transferred to (3) on page 2
041 Tuition from Students			
041	Tuition from Students		
	Total Tuition from Students		
			Transferred to (4) on page 2
042 Tuition - Other Districts			
042	Tuition		
	Total Tuition - Other Districts		
			Transferred to (5) on page 2
047 E-Rate Program			
047	E-Rate Program Revenue	87,160	
	Total E-Rate Program		$87,160
			Transferred to (6) on page 2

Alaska Department of Education & Early Development - School Finance
FY2025 School Operating Fund Budget Revenues

PETERSBURG SCHOOL DISTRICT
District Name

PROPOSED FY25 - PRESENTED JUNE 11TH

050 State Sources (051 includes quality schools grants)

051	Foundation Program	5,556,459	
051	QUALITY SCHOOLS	19,358	
055	Supplemental Aid		
056	TRS On-Behalf Payments	611,166	
057	PERS On-Behalf Payments	72,052	
059	Tuition		
090	Other State Revenues - **Identify**		
	AK Rafffle	2,000	
	Total State Sources		$6,261,035

Transferred to (7) on page 2

100 Federal Sources - Direct

110	Impact Aid (Public Law 874 (100%))		
140	Other Federal Revenue - **Identify**		
	Total Federal Sources - Direct		$0

Transferred to (8) on page 2

150 Federal Sources - Through the State of Alaska - Identify:

	Total Federal Sources - Through the State		$0

Transferred to (9) on page 2

190 Federal Sources - Other Agencies - Identify:

	Total Federal Sources - Other Agencies		$0

Transferred to (10) on page 2

250 Transfers From Other Funds - Identify:

	Total Transfers From Other Funds		$0

Transferred to (11) on page 2

Total Projected Revenues $9,920,990

Alaska Department of Education & Early Development - School Finance
FY2025 School Operating Fund Budget Expenditures

PETERSBURG SCHOOL DISTRICT
District Name

PROPOSED FY25 - PRESENTED JUNE 11TH

Function 100 Instruction	Amount		Personnel FTE
Salaries			
310 Certificated Salaries	2,280,698		28.67
320 Non-Certificated Salaries	170,657		2.11
Total Salaries		$2,451,355	
Employee Benefits			
360 Employee Benefits	1,440,655		
380 Housing Allowance/Subsidy			
390 Transportation Allowance			
Total Employee Benefits		$1,440,655	
Total Salaries & Employee Benefits		$3,892,009	
Non-Personnel			
410 Professional and Technical Services	11,200		
419 Chief Administrator Contract Services			
420 Staff Travel			
425 Student Travel	2,600		
430 Utility Services			
435 Energy			
440 Other Purchased Services			
445 Insurance and Bond Premiums			
450 Supplies, Materials and Media	151,737		
480 Tuition and Stipends			
490 Other Expenses - Identify:			
VHS AND OTHER FEES	10,000		
510 Equipment			
Total Non-Personnel		$175,537	
Total Salaries, Benefits, Non-Personnel		$4,067,546	

Transferred to (12) on page 2

Alaska Department of Education & Early Development - School Finance
FY2025 School Operating Fund Budget Expenditures

PETERSBURG SCHOOL DISTRICT
District Name **PROPOSED FY25 - PRESENTED JUNE 11TH**

Function 200 Special Education Instruction	Amount		Personnel FTE
Salaries			
310 Certificated Salaries	447,879		6.00
320 Non-Certificated Salaries	562,601		16.26
Total Salaries		$1,010,480	
Employee Benefits			
360 Employee Benefits	637,322		
380 Housing Allowance/Subsidy			
390 Transportation Allowance			
Total Employee Benefits		$637,322	
Total Salaries & Employee Benefits		$1,647,803	
Non-Personnel			
410 Professional and Technical Services	4,000	related services	
420 Staff Travel	2,000		
425 Student Travel			
430 Utility Services			
435 Energy			
440 Other Purchased Services	2,500	POWERSCHOOL	
445 Insurance and Bond Premiums			
450 Supplies, Materials and Media	4,000		
480 Tuition and Stipends			
490 Other Expenses - Identify:			
510 Equipment			
Total Non-Personnel		$12,500	
Total Salaries, Benefits, Non-Personnel		$1,660,303	

Transferred to (13) on page 2

Alaska Department of Education & Early Development - School Finance
FY2025 School Operating Fund Budget Expenditures

PETERSBURG SCHOOL DISTRICT
District Name

PROPOSED FY25 - PRESENTED JUNE 11TH

Function 220 Special Education Support Services - Students	Amount	Personnel FTE
Salaries		
310 Certificated Salaries		
320 Non-Certificated Salaries		
Total Salaries	$0	
Employee Benefits		
360 Employee Benefits		
380 Housing Allowance/Subsidy		
390 Transportation Allowance		
Total Employee Benefits	$0	
Total Salaries & Employee Benefits	$0	
Non-Personnel		
410 Professional and Technical Services		
419 Chief Administrator Contract Services		
420 Staff Travel		
425 Student Travel		
430 Utility Services		
435 Energy		
440 Other Purchased Services		
445 Insurance and Bond Premiums		
450 Supplies, Materials and Media		
480 Tuition and Stipends		
490 Other Expenses - Identify:		
_____		
_____		
_____		
510 Equipment		
Total Non-Personnel	$0	
Total Salaries, Benefits, Non-Personnel	$0	

Transferred to (14) on page 2

Alaska Department of Education & Early Development - School Finance
FY2025 School Operating Fund Budget Expenditures

PETERSBURG SCHOOL DISTRICT
District Name

PROPOSED FY25 - PRESENTED JUNE 11TH

Function 300 Support Services - Students	Amount		Personnel FTE
Salaries			
310 Certificated Salaries	88,700		1.00
320 Non-Certificated Salaries	800		0.00
Total Salaries		$89,500	
Employee Benefits			
360 Employee Benefits	46,724		
380 Housing Allowance/Subsidy			
390 Transportation Allowance			
Total Employee Benefits		$46,724	
Total Salaries & Employee Benefits		$136,223	
Non-Personnel			
410 Professional and Technical Services	62,000		
420 Staff Travel			
425 Student Travel			
430 Utility Services			
435 Energy			
440 Other Purchased Services			
445 Insurance and Bond Premiums			
450 Supplies, Materials and Media	10,550		
480 Tuition and Stipends			
490 Other Expenses - Identify:			
510 Equipment			
Total Non-Personnel		$72,550	
Total Salaries, Benefits, Non-Personnel		$208,773	

Transferred to (15) on page 2

Alaska Department of Education & Early Development - School Finance
FY2025 School Operating Fund Budget Expenditures

PETERSBURG SCHOOL DISTRICT
District Name **PROPOSED FY25 - PRESENTED JUNE 11TH**

Function 350 Support Services - Instruction	Amount		Personnel FTE
Salaries			
310 Certificated Salaries	278,093		3.00
320 Non-Certificated Salaries	52,238		1.00
Total Salaries		$330,331	
Employee Benefits			
360 Employee Benefits	167,696		
380 Housing Allowance/Subsidy			
390 Transportation Allowance			
Total Employee Benefits		$167,696	
Total Salaries & Employee Benefits		$498,028	
Non-Personnel			
410 Professional and Technical Services	35,000		
420 Staff Travel			
425 Student Travel			
430 Utility Services	120,000		
435 Energy			
440 Other Purchased Services	77,026		
445 Insurance and Bond Premiums	12,000		
450 Supplies, Materials and Media	94,800		
480 Tuition and Stipends			
490 Other Expenses - Identify:			
_____			
_____			
_____			
510 Equipment			
Total Non-Personnel		$338,826	
Total Salaries, Benefits, Non-Personnel		$836,853	

Transferred to (16) on page 2

Alaska Department of Education & Early Development - School Finance
FY2025 School Operating Fund Budget Expenditures

PETERSBURG SCHOOL DISTRICT
District Name

PROPOSED FY25 - PRESENTED JUNE 11TH

Function 400 School Administration	Amount		Personnel FTE
Salaries			
310 Certificated Salaries	246,950		2.30
Total Salaries		$246,950	
Employee Benefits			
360 Employee Benefits	150,567		
380 Housing Allowance/Subsidy			
390 Transportation Allowance			
Total Employee Benefits		$150,567	
Total Salaries & Employee Benefits		$397,517	
Non-Personnel			
410 Professional and Technical Services			
419 Chief Administrator Contract Services			
420 Staff Travel	2,400		
425 Student Travel			
430 Utility Services			
435 Energy			
440 Other Purchased Services			
445 Insurance and Bond Premiums			
450 Supplies, Materials and Media	5,000		
480 Tuition and Stipends			
490 Other Expenses - Identify:			
PRINCIPAL ASSOCIATION FEES	1,300		
510 Equipment			
Total Non-Personnel		$8,700	
Total Salaries, Benefits, Non-Personnel		$406,217	

Transferred to (17) on page 2

Alaska Department of Education & Early Development - School Finance
FY2025 School Operating Fund Budget Expenditures

PETERSBURG SCHOOL DISTRICT
District Name **PROPOSED FY25 - PRESENTED JUNE 11TH**

Function 450 School Administration Support Services	Amount	Personnel FTE
Salaries		
320 Non-Certificated Salaries	165,447	$4 3.88
Total Salaries		$165,447
Employee Benefits		
360 Employee Benefits	111,148	
380 Housing Allowance/Subsidy		
390 Transportation Allowance		
Total Employee Benefits		$111,148
Total Salaries & Employee Benefits		$276,596
Non-Personnel		
410 Professional and Technical Services	2,400	
420 Staff Travel		
425 Student Travel		
430 Utility Services	6,400	
435 Energy		
440 Other Purchased Services		
445 Insurance and Bond Premiums		
450 Supplies, Materials and Media	1,100	
480 Tuition and Stipends		
490 Other Expenses - Identify:		
_____		
_____		
_____		
510 Equipment		
Total Non-Personnel		$9,900
Total Salaries, Benefits, Non-Personnel		$286,496

Transferred to (18) on page 2

Alaska Department of Education & Early Development - School Finance
FY2025 School Operating Fund Budget Expenditures

PETERSBURG SCHOOL DISTRICT
District Name

PROPOSED FY25 - PRESENTED JUNE 11TH

Function 510 District Administration	Amount		Personnel FTE
Salaries			
310 Certificated Salaries	151,620		1.00
320 Non-Certificated Salaries	80,600		1.00
Total Salaries		$232,220	
Employee Benefits			
360 Employee Benefits	111,177		
380 Housing Allowance/Subsidy			
390 Transportation Allowance			
Total Employee Benefits		$111,177	
Total Salaries & Employee Benefits		$343,397	
Non-Personnel			
410 Professional and Technical Services	32,000		
419 Chief Administrator Contract Services			
420 Staff Travel	15,500		
425 Student Travel			
430 Utility Services	1,750		
435 Energy			
440 Other Purchased Services			
445 Insurance and Bond Premiums			
450 Supplies, Materials and Media	15,100		
480 Tuition and Stipends			
490 Other Expenses - Identify:			
OTHER EXPENSES	300		
DUES AND FEES	25,300		
510 Equipment			
Total Non-Personnel		$89,950	
Total Salaries, Benefits, Non-Personnel		$433,347	

Transferred to (19) on page 2

Alaska Department of Education & Early Development - School Finance
FY2025 School Operating Fund Budget Expenditures

PETERSBURG SCHOOL DISTRICT
District Name **PROPOSED FY25 - PRESENTED JUNE 11TH**

Function 550 District Administration Support Services	Amount		Personnel FTE
Salaries			
310 Certificated Salaries			
320 Non-Certificated Salaries	112,313		1.56
Total Salaries		$112,313	
Employee Benefits			
360 Employee Benefits	58,423		
380 Housing Allowance/Subsidy			
390 Transportation Allowance			
Total Employee Benefits		$58,423	
Total Salaries & Employee Benefits		$170,737	
Non-Personnel			
410 Professional and Technical Services	122,500		
420 Staff Travel	4,000		
425 Student Travel			
430 Utility Services			
435 Energy			
440 Other Purchased Services			
445 Insurance and Bond Premiums	76,997		
450 Supplies, Materials and Media	950		
480 Tuition and Stipends			
490 Other Expenses - Identify:			
DUES AND FEES	8,000		
495 Indirect Costs	(29,530)		
510 Equipment			
Total Non-Personnel		$182,917	
Total Salaries, Benefits, Non-Personnel		$353,654	

Transferred to (20) on page 2

Alaska Department of Education & Early Development - School Finance
FY2025 School Operating Fund Budget Expenditures

PETERSBURG SCHOOL DISTRICT
District Name **PROPOSED FY25 - PRESENTED JUNE 11TH**

Function 600 Operations and Maintenance of Plant	Amount		Personnel FTE
Salaries			
310 Certificated Salaries			
320 Non-Certificated Salaries	291,832		5.39
Total Salaries		$291,832	
Employee Benefits			
360 Employee Benefits	145,983		
380 Housing Allowance/Subsidy			
390 Transportation Allowance			
Total Employee Benefits		$145,983	
Total Salaries & Employee Benefits		$437,815	
Non-Personnel			
410 Professional and Technical Services	20,000		
420 Staff Travel	2,000		
425 Student Travel			
430 Utility Services	73,100		
435 Energy	659,600		
440 Other Purchased Services	25,000		
445 Insurance and Bond Premiums	149,717		
450 Supplies, Materials and Media	85,010		
480 Tuition and Stipends			
490 Other Expenses - Identify:			
BRIGHTLY- FORMERLY SCHOOL DUDE	4,000		
510 Equipment			
Total Non-Personnel		$1,018,427	
Total Salaries, Benefits, Non-Personnel		$1,456,242	

Transferred to (21) on page 2

Alaska Department of Education & Early Development - School Finance
FY2025 School Operating Fund Budget Expenditures

PETERSBURG SCHOOL DISTRICT
District Name **PROPOSED FY25 - PRESENTED JUNE 11TH**

Function 700 Student Activities	Amount		Personnel FTE
Salaries			
310 Certificated Salaries	124,943		0.55
320 Non-Certificated Salaries	61,566		
Total Salaries		$186,509	
Employee Benefits			
360 Employee Benefits	63,117		
380 Housing Allowance/Subsidy			
390 Transportation Allowance			
Total Employee Benefits		$63,117	
Total Salaries & Employee Benefits		$249,626	
Non-Personnel			
410 Professional and Technical Services			
420 Staff Travel	9,300		
425 Student Travel	212,500		
430 Utility Services	1,500		
435 Energy			
440 Other Purchased Services			
445 Insurance and Bond Premiums			
450 Supplies, Materials and Media	17,010		
480 Tuition and Stipends			
490 Other Expenses - Identify:			
REGION V PARTICIPATION FEES	7,000		
510 Equipment			
Total Non-Personnel		$247,310	
Total Salaries, Benefits, Non-Personnel		$496,936	

Transferred to (22) on page 2

Alaska Department of Education & Early Development - School Finance
FY2025 School Operating Fund Budget Expenditures

PETERSBURG SCHOOL DISTRICT
District Name **PROPOSED FY25 - PRESENTED JUNE 11TH**

Function 780 Community Services	Amount	Personnel FTE
Salaries		
310 Certificated Salaries		
320 Non-Certificated Salaries		
Total Salaries	$0	
Employee Benefits		
360 Employee Benefits		
380 Housing Allowance/Subsidy		
390 Transportation Allowance		
Total Employee Benefits	$0	
Total Salaries & Employee Benefits	$0	
Non-Personnel		
410 Professional and Technical Services		
420 Staff Travel		
425 Student Travel		
430 Utility Services		
435 Energy		
440 Other Purchased Services		
445 Insurance and Bond Premiums		
450 Supplies, Materials and Media		
480 Tuition and Stipends		
490 Other Expenses - Identify:		
510 Equipment		
Total Non-Personnel	$0	
Total Salaries, Benefits, Non-Personnel	$0	

Transferred to (23) on page 2

Alaska Department of Education & Early Development - School Finance
FY2025 School Operating Fund Budget Expenditures

PETERSBURG SCHOOL DISTRICT
District Name

PROPOSED FY25 - PRESENTED JUNE 11TH

Function 900 Other Financing Uses

		Amount	
Transfers To:			
550	Transfer to Other Funds		
	TRANSFER TO FOOD SERVICE FUND	25,000	
	TRANSFER TO CAPITAL FUND	25,000	
	Total Other Financing Uses		$50,000

Transferred to (24) on page 2

Alaska Department of Education and Early Development - School Finance
FY2025 School Operating Fund Budget TRS/PERS Functional Breakdown

PETERSBURG SCHOOL DISTRICT
District Name **PROPOSED FY25 - PRESENTED JUNE 11TH**

The department uses two required revenue object codes, 056 and 057, for the purpose of recording TRS and PERS on-behalf revenue. The full amount of the TRS and PERS on-behalf from all funds must be recorded in the operating fund. The district is to calculate the functional break-out in order to allocate the related on-behalf expenditure.

The district is to use the following allocation method for breaking out the TRS by function.
1) To calculate the TRS on-behalf amount take the difference between the Board Recommended Rate and the Effective Rate and multiply the difference by the total district wide TRS payroll from all funds. You will now have the total dollar amount of the TRS on-behalf for all funds.
2) Divide the (total district wide TRS payroll by function from all funds) by the (total district wide TRS payroll from all funds) to derive a percentage of total district wide TRS payroll by function.
3) The total district wide TRS payroll by function percentage is multiplied by the total TRS on-behalf to come up with the total TRS on-behalf by function to be recorded in the operating fund.

The district is to use the same methodology for recording total PERS on-behalf. The TRS and PERS on-behalf allocations are to be recorded in the schedule below and also included in the employee benefits in each function. The total on-behalf employee benefits by function should reconcile to the total on-behalf revenues recorded from page 4.

Note: TRS on-behalf rate for FY2025 is 16.03% and PERS on-behalf rate for FY2025 is 4.76%

	TRS	PERS
Total On-Behalf Revenue from page 4	611,166	72,052
Function 100 On-Behalf Expenditures	385,083	2,937
Function 200 On-Behalf Expenditures	79,911	23,981
Function 220 On-Behalf Expenditures	0	0
Function 300 On-Behalf Expenditures	19,144	11,143
Function 350 On-Behalf Expenditures	44,482	2,975
Function 400 On-Behalf Expenditures	39,298	0
Function 450 On-Behalf Expenditures	0	7,698
Function 510 On-Behalf Expenditures	24,045	3,808
Function 550 On-Behalf Expenditures	0	5,346
Function 600 On-Behalf Expenditures	0	13,463
Function 700 On-Behalf Expenditures	19,203	701
Function 780 On-Behalf Expenditures	0	0
Total On-Behalf Employee Benefits by Function	611,166	72,052

Note: TRS and PERS on-behalf for Pupil Transportation and Food Service should be included in function 300 and TRS and PERS on-behalf for Construction & Facilities Acquisition should be included in function 600.

FY25 School Operating Budget
Petersburg School District

Erica Kludt-Painter, Superintendent

Shannon Baird, Director of Finance

June 11, 2024

Enrollment Trends
FY 2012 thru FY 2025

2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	Grade
1	2	0	1	0.75	0.75	1.5	1	0.25	0	1.5	1.9	1.5	1.5	PK
26	44	28	34	44	44	42	33	44	37	26	35	39	21	K
23	29	41	27	31	31	38	43	27	33	39.25	27	38.3	39	1
29	24	27	44	33	33	43	39	42	27	36	40	29	38	2
29	30	24	29	46	46	29	44	36	38	28	35	39.3	29	3
40	29	28	26	34	34	31	31	43	31	36	29	37	40	4
27	40	30	28	31	31	42	34	33	38	34	37	30	36	5
175	198	178	189	219.75	219.75	226.5	225	225.25	204	200.75	204.9	214.1	204.5	total
42	26	40	32	29	29	32.8	41	34	29	42.4	33	41.5	29	6
30	45	31	39	36	36	27	34	43	28	28	42	39	43	7
31	26	41	28	39	39	28.25	26	34	46	28	30	43	35	8
103	**97**	**112**	**99**	**104**	**104**	**88.05**	**101**	**111**	103	98.4	105	123.5	107	total
35	40	31	44	29	31	35	33	31	32	42	28	32.5	42	9
46	35	30	35	43	43	40	32	31	29	29	42	35	32	10
41	43	34	30	36.25	39	30.5	38	32	31	24	28	40.5	33	11
26	38	45	34	33	33	45	32	37	27	32	22	23.5	36	12
148	**156**	**140**	**143**	**141.25**	**146**	**150.5**	**135**	131	119	127	120	131.5	143	total
426	**451**	**430**	**431**	**465**	**469.75**	**465.05**	**461**	**467.25**	**426**	**426**	**430**	**469.1**	**454.5**	**GRAND TOTAL**
-12.35%	5.87%	-4.66%	0.23%	7.89%	1.02%	-1.00%	-0.87%	1.36%	-8.83%	0.03%	0.88%	9.20%	-3.40%	% Changes

BSA Value of $5960 in FY24 has a FY12 value of $4,682 when adjusted for inflation

Alaska Department of Education & Early Development - School Finance
FY2025 School Operating Fund Budget Summary

PETERSBURG SCHOOL DISTRICT — Page 2
District Name — PROPOSED FY25 - PRESENTED JUNE 11TH

Beginning Fund Balance: July 1, 2024 - (Subject to 10% Limit ~~per AS 14.17.505(a)~~)*		$1,216,269	Currently Budgeted
(Excluded from the 10% Limit)		$250,000	estimated prepaids
Total Beginning Fund Balance		$1,466,269	
Revenue			
010 City/Borough Appropriations	(1)	$3,400,000	
030 Earnings on Investments	(2)	39,025	
040 Other Local Revenues	(3)	133,770	
041 Tuition from Students	(4)		
042 Tuition - Other Districts	(5)		
047 E-Rate Program	(6)	87,160	
050 State Sources	(7)	6,261,035	
100 Federal Sources - Direct	(8)	0	
150 Federal Sources - Through the State	(9)	0	
190 Federal Sources - Other Agencies	(10)	0	
250 Transfers From Other Funds	(11)	0	
Total Revenue			$9,920,990
Expenditures			
100 Instruction	(12)	$4,067,546	
200 Special Education Instruction	(13)	1,660,303	
220 Special Education Support Services	(14)	0	
300 Support Services - Students	(15)	208,773	
350 Support Services - Instruction	(16)	836,853	
400 School Administration	(17)	406,217	
450 School Administration Support Services	(18)	286,496	
510 District Administration	(19)	433,347	
550 District Administration Support Services	(20)	353,654	
600 Operations and Maintenance of Plant	(21)	1,456,242	
700 Student Activities	(22)	496,936	
780 Community Services	(23)	0	
900 Other Financing Uses	(24)	50,000	
Total Expenditures			$10,256,367
Ending Fund Balance: June 30, 2025 (Subject to 10% Limit ~~per AS 14.17.505(a)~~)*		$880,892	**
(Excluded from the 10% Limit)		$250,000	estimated prepaids
Total Ending Fund Balance		$1,130,892	

** Must be greater than or equal to zero

***Note regarding Fund Balance**--please see the excerpt from HB 76 on the instructions page.

Revenue Overview

Revenue: Overall $9,920,990

- Based on 450 Student Count
  - Intensive special needs students decrease to 18 from 21 in FY24

- Reduction in Foundation Funding of $952,407 for FY25 at $5,575,817 from $6,528,224 in FY24 (based on a flat BSA in FY25)
- Increase in Borough Funding of $400,000 to a total local contribution of $3.4 million
- Utilize approximately $330,954 of our fund balance in FY25
- Increase in Investment Revenue from $10,494 to $39,025
  - Budgeting 3.5% earnings on investments
- Decrease in E-Rate Revenue by $5,974, but overall cost to the District is not increasing
- Increase in State PERS/TRS On-Behalf Rates from 3.01% to 4.76% and 12.96% to 16.03%, respectively

Revenue Overview

Revenue - 040 Other Local Revenue

040 Other Local Revenues

040 Other Local Revenues - Identify:

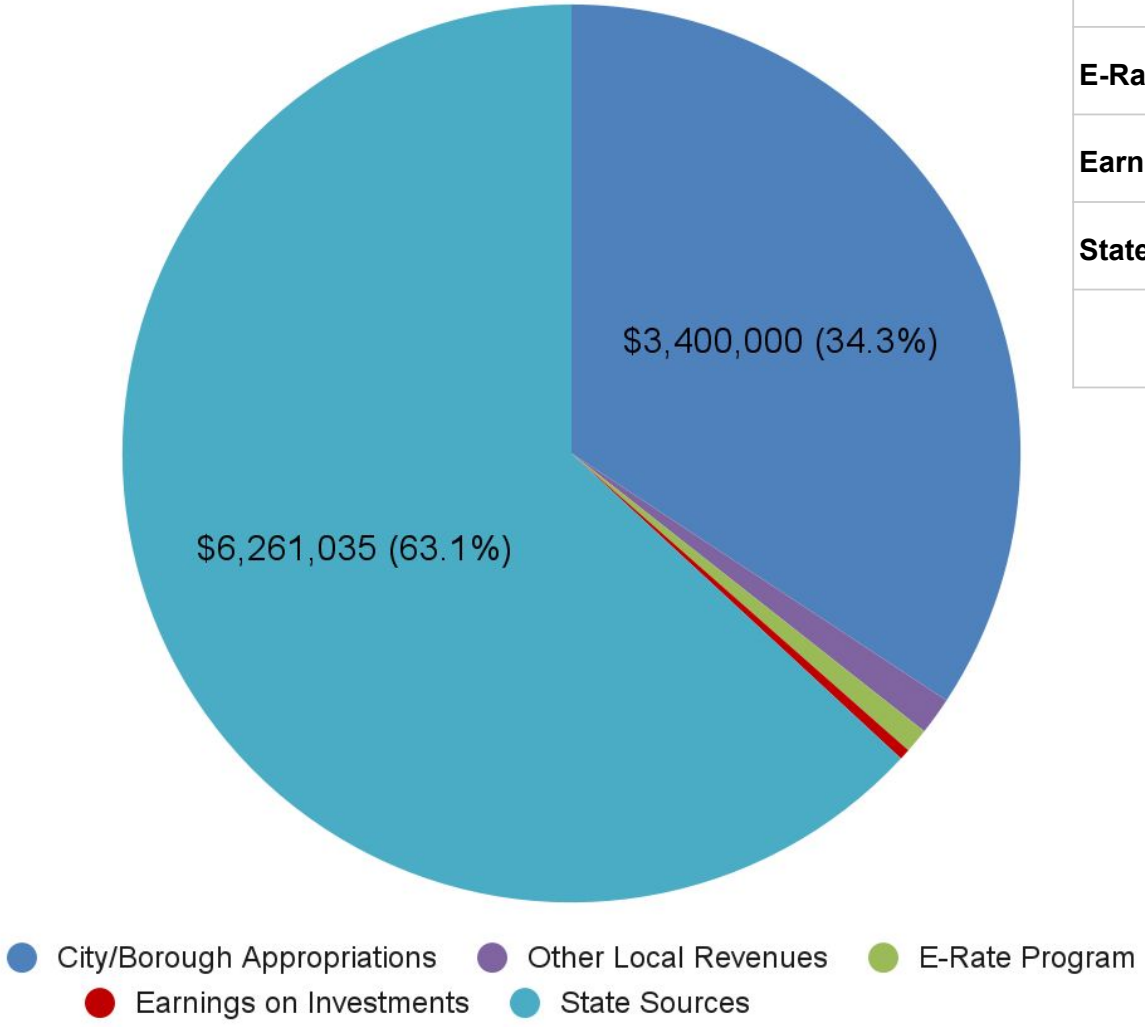
(provide detail descriptions & dollar amts for local revenues)

040	LOCAL REVENUES	35,000
043	STUDENT ACTIVITY FEES	64,045
043	ACTIVITY GATE RECEIPTS	7,000
044	STUDENT CLASS FEES	10,000
045	STUDENT TECH FEES	12,725
046	LOCAL RENTAL REVENUE	5,000
	Total Other Local Revenues	$133,770

- Increase in Student Fees and Local Revenue Funding by $28,770
  - Increase in FY25 due to increased Activity Fees and Technology/Laptop Fees
  - Being separated into more categories starting FY25

Revenue Overview

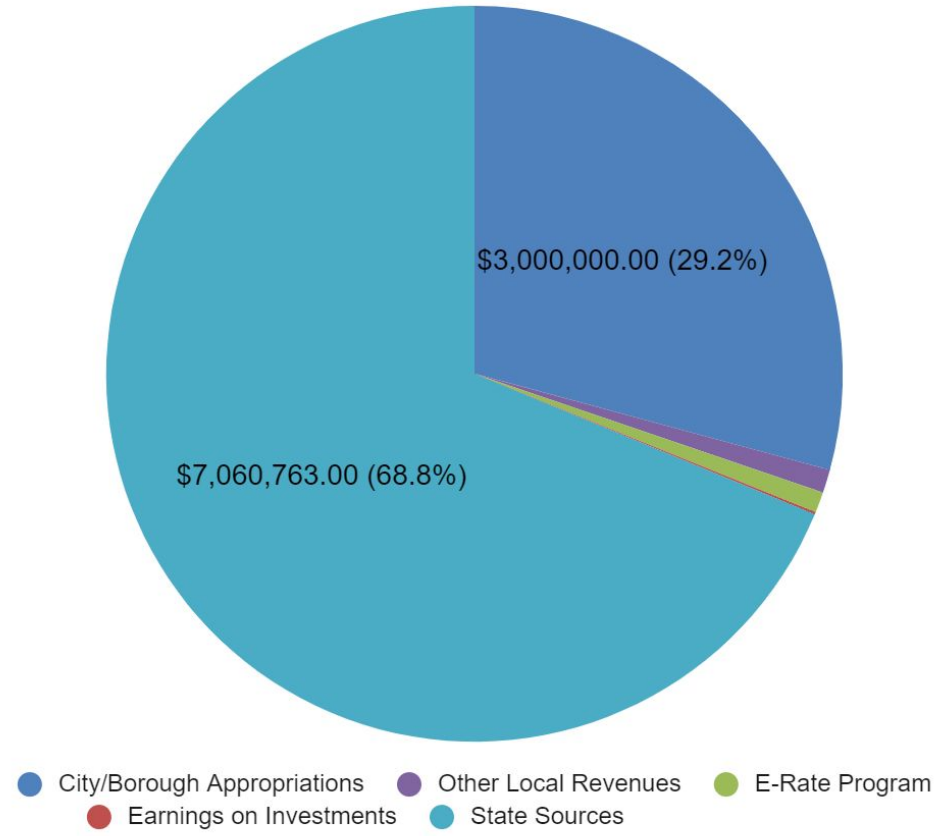
Revenue by Source



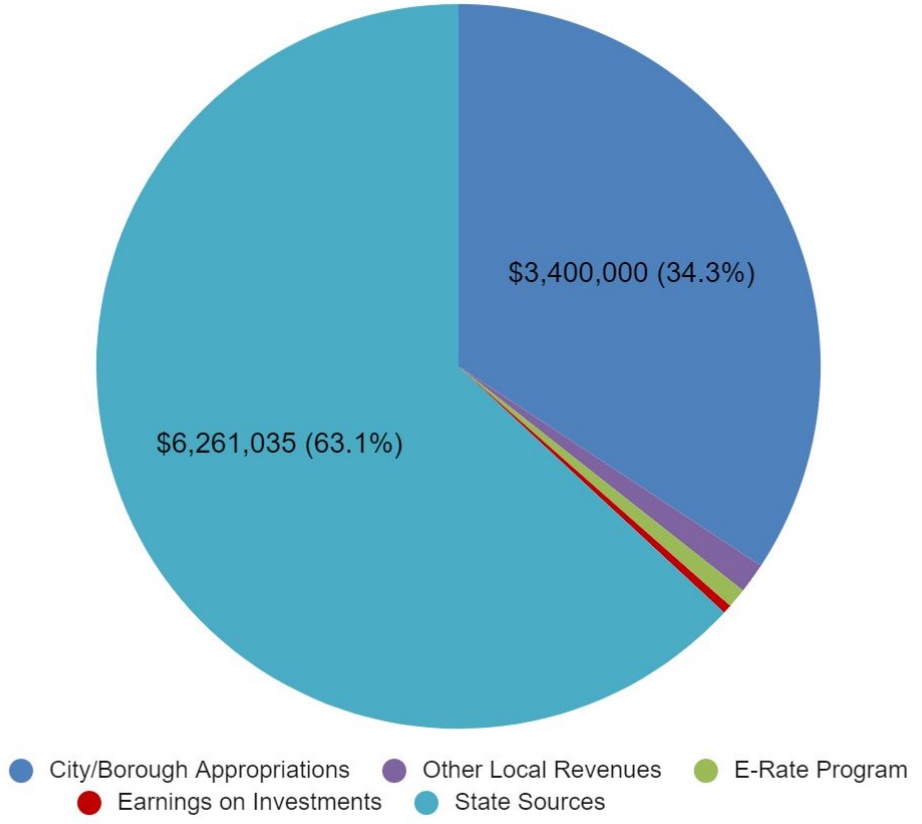
City/Borough Appropriations	**$3,400,000**	**34.27%**
Other Local Revenues	**$133,770**	**1.35%**
E-Rate Program	**$87,160**	**0.88%**
Earnings on Investments	**$39,025**	**0.39%**
State Sources	**$6,261,035**	**63.11%**
TOTAL	**$9,920,990**	

Revenue Comparison

FY24 by Source



FY25 by Source



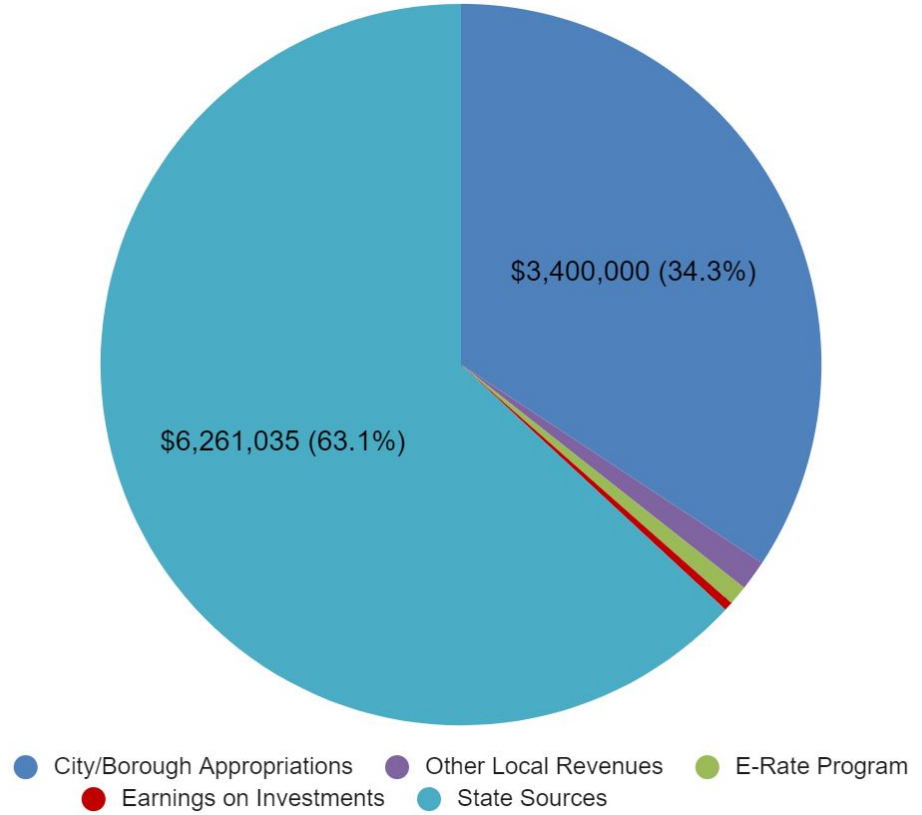
Other State Funding Scenarios

FY25 State Foundation Funding			
BSA	**State Foundation Funding**	**Ending Fund Balance**	Student Count of 450, with an intensive count of 18
$5,960	$ 5,556,459	$1,135,315	Flat BSA
$5,960+$300=$6,260	$ 5,919,414	$ 1,498,270	one-time $300 over BSA
$5,960+$340=$6,300	$ 5,967,808	$ 1,546,664	one-time $340 over BSA
$5,960+$500=$6,460	$ 6,161,384	$ 1,623,627	one-time $500 over BSA
$5,960+$680=$6,640	$ 6,379,157	$ 1,958,013	one-time $680 over BSA
FY24 State Funding $6,507,316 for Reference			

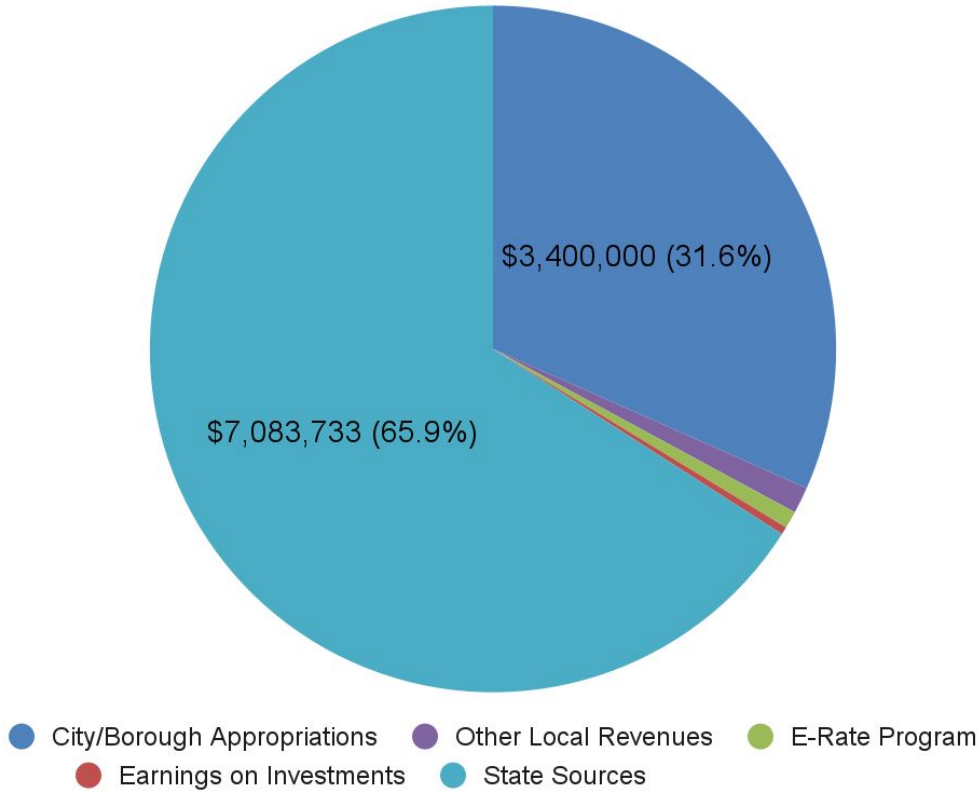
Revenue Comparison

FY25 by Source

Flat BSA



$680 over BSA



Revenue

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100	Federal Sources - Direct	(8)	0	
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190	Federal Sources - Other Agencies	(10)	0	
250	Transfers From Other Funds	(11)	0	
	Total Revenue			$9,920,990

Alaska Department of Education & Early Development - School Finance
FY2025 School Operating Fund Budget Summary

PETERSBURG SCHOOL DISTRICT — Page 2
District Name — PROPOSED FY25 - PRESENTED JUNE 11TH

Beginning Fund Balance: July 1, 2024 - (Subject to 10% Limit ~~per AS 14.17.505(a)~~)*		$1,216,269	Currently Budgeted
(Excluded from the 10% Limit)		$250,000	estimated prepaids
Total Beginning Fund Balance		$1,466,269	
Revenue			
010 City/Borough Appropriations	(1)	$3,400,000	
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Total Revenue			$9,920,990
Expenditures			
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700 Student Activities	(22)	496,936	
780 Community Services	(23)	0	
900 Other Financing Uses	(24)	50,000	
Total Expenditures			$10,256,367
Ending Fund Balance: June 30, 2025 (Subject to 10% Limit ~~per AS 14.17.505(a)~~)*		$880,892	**
(Excluded from the 10% Limit)		$250,000	estimated prepaids
Total Ending Fund Balance		$1,130,892	

** Must be greater than or equal to zero

***Note regarding Fund Balance**--please see the excerpt from HB 76 on the instructions page.

Expenditure Increases

Expenditure: Overall $10,256,367

- Health insurance premiums rates increasing by approximately 6.7%
- Property insurance increasing approximately $8,010.74 or 5.65%, due to rate increase and insured value increase
- Liability Insurance increasing $7,839.42 or 11.34%, due to high payroll costs and rate increase
- Workers Comp rates went down, but our payroll expenses/estimates went up, overall increase of $3,482.93 or 9.85%
- Heating Fuel Budgeted $420,000, same at FY24 (FY23 actual $383,058)
- PERS/TRS On-Behalf Rates are 4.76% and 16.03%, respectively
- Curriculum Budget has increased 37% to accommodate Math for FY25
- Budgeting $62,000 for Nurse and Mental Health Services

Expenditure Increases

Expenditure: Overall $10,256,367

- We have staff moving from grants that are ending into the General Fund.
    - FY24 approximate value $319,316
- 1% increase for classified salaries plus their step increases on the salary schedule coming out to approximate average 4% increase.
- Average of 5.03% Salary Increase for Exempt Staff, and approximately $20,000 in increases to benefits.
- Certified salaries and benefits Increase costs budgeted based on the District's last offer - negotiations ongoing. At least a 4.89% increase in Salary.
- Extra Duty contract amounts are also based on District's last offer - negotiations ongoing

Expenditure Increases

Certified Staff - Negotiations ongoing

- Our latest offer **<u>if</u>** we had kept all our current certified staff members
- Includes estimated $306,511 additional Salary and % Benefits (TRS, Medicare Tax and Workers Comp)
    - Teachers would see at least a 4.89% increase in Salary in FY25

- Estimated $38,342 total increase from other Benefits such as TRS Tier 3 Sick leave payout, TRS Tier 3 $500 403(b) match, one more personal day, increased leave for professional award recognition, and bonuses for retiring teachers that give the district ample notice.
- Offer does not include increases to Extra Duty Contracts

Expenditure Increases

Certified Staff Salary % Increases- Negotiations ongoing

FY 25	BA	BA16	BA48/MA	BA64/MA16	BA80/MA32
0	6.41%	6.33%	6.24%	6.16%	6.07%
1	6.33%	6.24%	6.16%	6.07%	5.99%
2	6.24%	6.16%	6.07%	5.99%	5.90%
3	6.16%	6.07%	5.99%	5.90%	5.82%
4	6.07%	5.99%	5.90%	5.82%	5.73%
5	5.99%	5.90%	5.82%	5.73%	5.65%
6	5.90%	5.82%	5.73%	5.65%	5.57%
7	5.82%	5.73%	5.65%	5.57%	5.48%
8	5.73%	5.65%	5.57%	5.48%	5.40%
9		5.57%	5.48%	5.40%	5.31%
10			5.40%	5.31%	5.23%
11			5.31%	5.23%	5.14%
12				5.14%	5.06%
13					4.97%
14					4.89%

Expenditure Increases

Certified Staff Salaries Budgeted- Negotiations ongoing

FY 25	BA	BA16	BA48/MA	BA64/MA16	BA80/MA32
0	$50,348	$52,733	$55,112	$57,490	$59,864
1	$52,733	$55,112	$57,490	$59,864	$62,232
2	$55,112	$57,490	$59,864	$62,232	$64,599
3	$57,490	$59,864	$62,232	$64,599	$66,960
4	$59,864	$62,232	$64,599	$66,960	$69,316
5	$62,232	$64,599	$66,960	$69,316	$71,670
6	$64,599	$66,960	$69,316	$71,670	$74,020
7	$66,960	$69,316	$71,670	$74,020	$76,366
8	$69,316	$71,670	$74,020	$76,366	$78,709
9	$0	$74,020	$76,366	$78,709	$81,048
10	$0	$0	$78,709	$81,048	$83,381
11	$0	$0	$81,048	$83,381	$85,711
12	$0	$0	$0	$85,711	$88,037
13	$0	$0	$0	$0	$90,360
14	$0	$0	$0	$0	$92,681

Expenditure Cuts

Expenditure: Overall $10,256,367

Reduced supply/material/travel/services budgets district wide….

- **District Office:** Reductions to transportation, supplies and services. But Indirect cost recovery is also down $24,350 due to less grants budgeted for FY25. Indirect Cost Recovery shows up as a negative expense for the administration of grants.
- **Elementary, Middle and High:** All reduced supplies
- **Special Education:** Reduction in contracted service
- **Technology:** Cut supplies and materials, this includes freshman laptops refresh being cut.
- **Facility/Maintenance:** Cut supplies and materials and utilities
  - Includes a reduction in Aquatic Center electricity, due to reduced usage of the facilities.
- Electricity Budgeted $239,600 total, decrease of $40,400 from FY24 - 3% rate increase built onto what was originally budgeted for FY24, and then a reduction of $90,000 for electricity anticipated being covered by the Borough.
- Reduction of 4.33 certified positions and 2.57 classified positions

Utilities for Gym & Aquatic Center

School District		Calendar Year 2023
Aquatic Center Boiler Electricity		$181,479.56
Community Gym & Craft Room		
	Electricity	$ 11,508.96
	Water	$ 1,693.02
	Sewer	$ 2,825.67
		$ 16,027.65
Petersburg Borough		**Calendar Year 2023**
Aquatic Center		
	Electricity	$ 86,244.32
	Water	$ 6,473.06
	Sewer	$ 6,462.90
	Refuse	$ 3,484.01
	Security Lights	$ 720.00
		$ 103,384.29

Expenditure Cuts - Activities

Increase Revenue and Decrease Expenses

- **Activity Fees:**
  - Activity Participation Fees:
    - High School varies based on length of season and amount of expected travel. XC $205, Swim $215, Volleyball $205, Wrestling $195, Cheer $205, Basketball $265, Track $205, and Baseball $185
    - Middle School $50 per student per activity
  - Activity Travel Fees:
    - High School $50 per student per trip
    - Middle School $25 per student per trip

- **Expenses:** Cut at least $7,300 in supplies, materials and travel

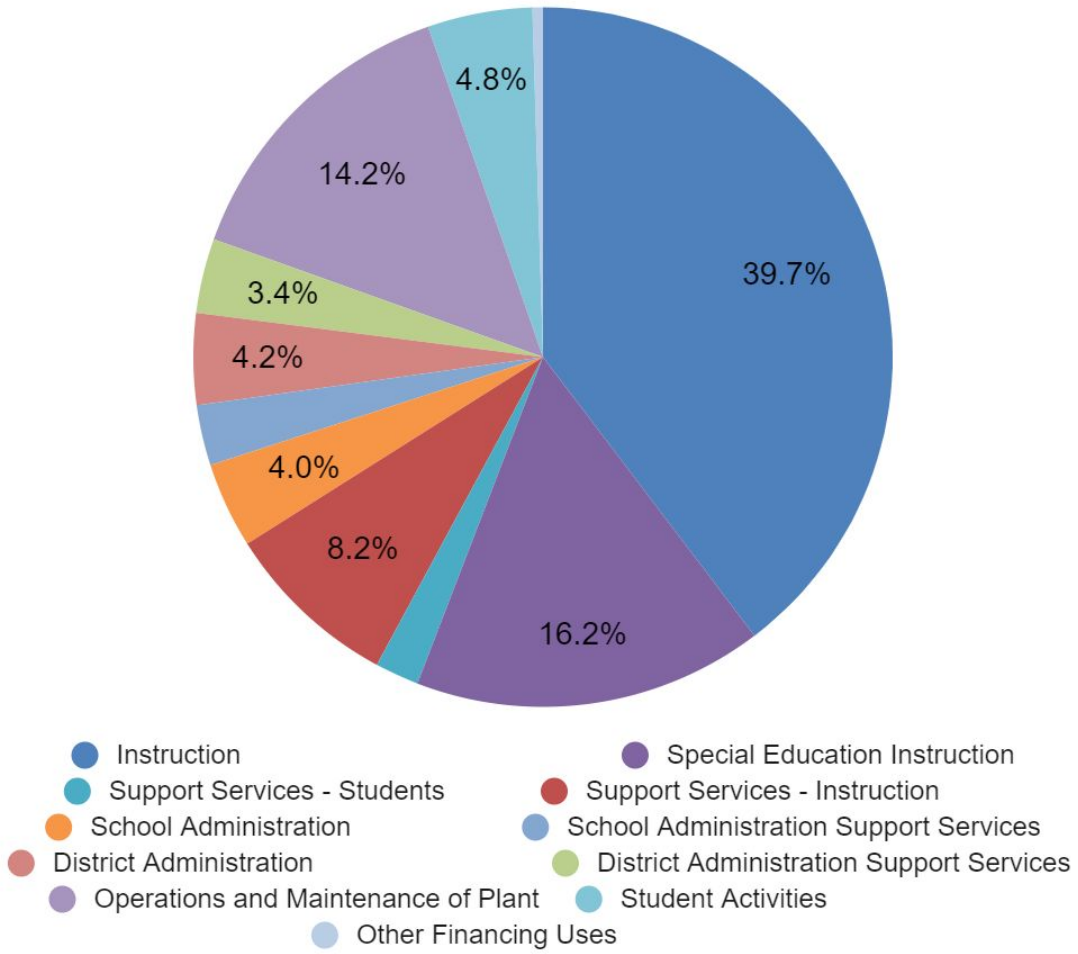
The District will be imposing activity budgets to the dollar.

Budgeted Staffing

- 37.67 FTE Certified Teachers - Includes Regular Instruction, Special Education, Counselors, Preschool
  - 36.17 FTE General Fund
  - 1.5 FTE Special Revenue- ESEA (Title I-A and Title I-C)
- 33.27 FTE Classified Staff- Includes Classroom Aides, Technology Assistant, Secretaries, Food Service, Maintenance/Custodial, and Finance Technician
  - 28.71 FTE General Fund
  - 4.56 FTE Special Revenue (Food Service)
- 10 FTE Exempts - Includes Superintendent, 2 Principals, SPED Director, Activities Director, Technology Director, Finance Director, District Admin Assistant, Maintenance Director and Food Service Director
  - 8.25 FTE General Fund
  - 1.75 FTE Special Revenue (Food Service, USDA SCALES, Indian Ed, Title VI-B and Title I-C)

Expenditure Continued

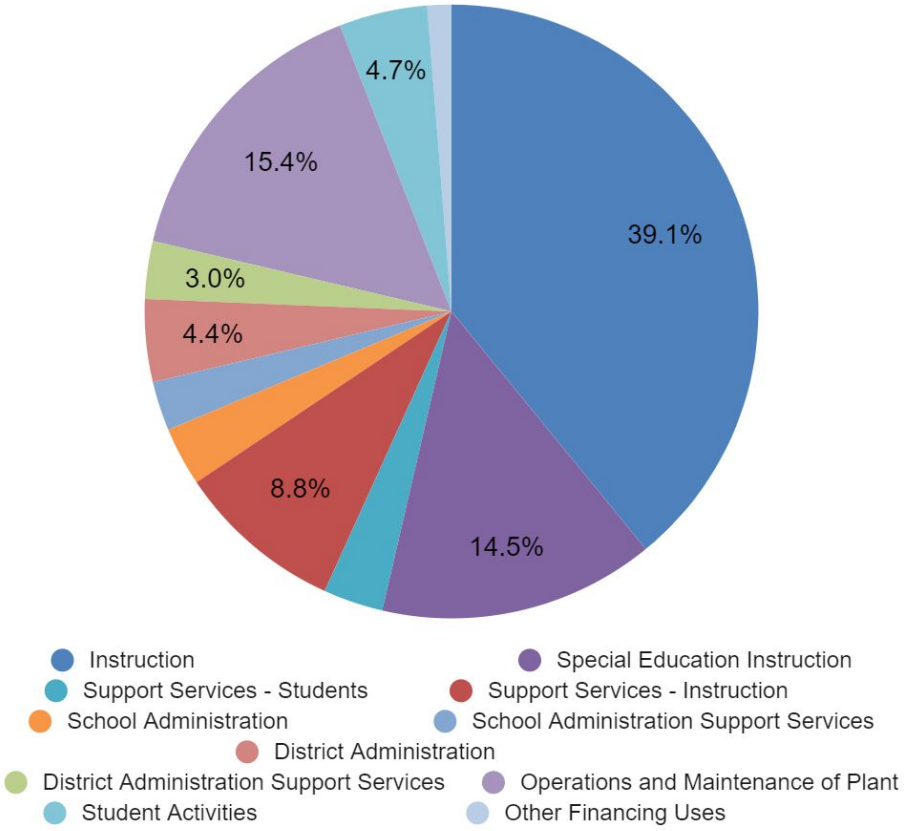
Expenditures by Function Code



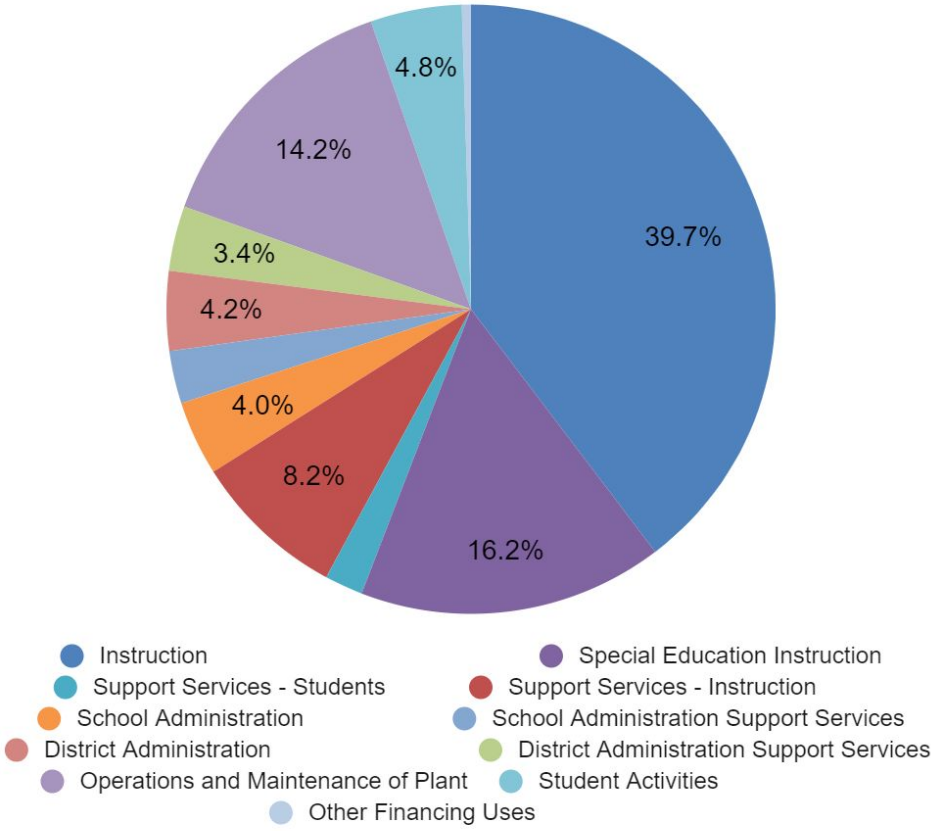
Instruction	**$4,067,546**	**39.66%**
Special Education Instruction	**1,660,303**	**16.19%**
Special Education Support Services	**0**	**0.00%**
Support Services - Students	**208,773**	**2.04%**
Support Services - Instruction	**836,853**	**8.16%**
School Administration	**406,217**	**3.96%**
School Administration Support Services	**286,496**	**2.79%**
District Administration	**433,347**	**4.23%**
District Administration Support Services	**353,654**	**3.45%**
Operations and Maintenance of Plant	**1,456,242**	**14.20%**
Student Activities	**496,936**	**4.85%**
Community Services	**0**	**0.00%**
Other Financing Uses	**50,000**	**0.49%**
TOTAL	**$ 10,256,367**	

Expenditure Comparison

FY24 by Function

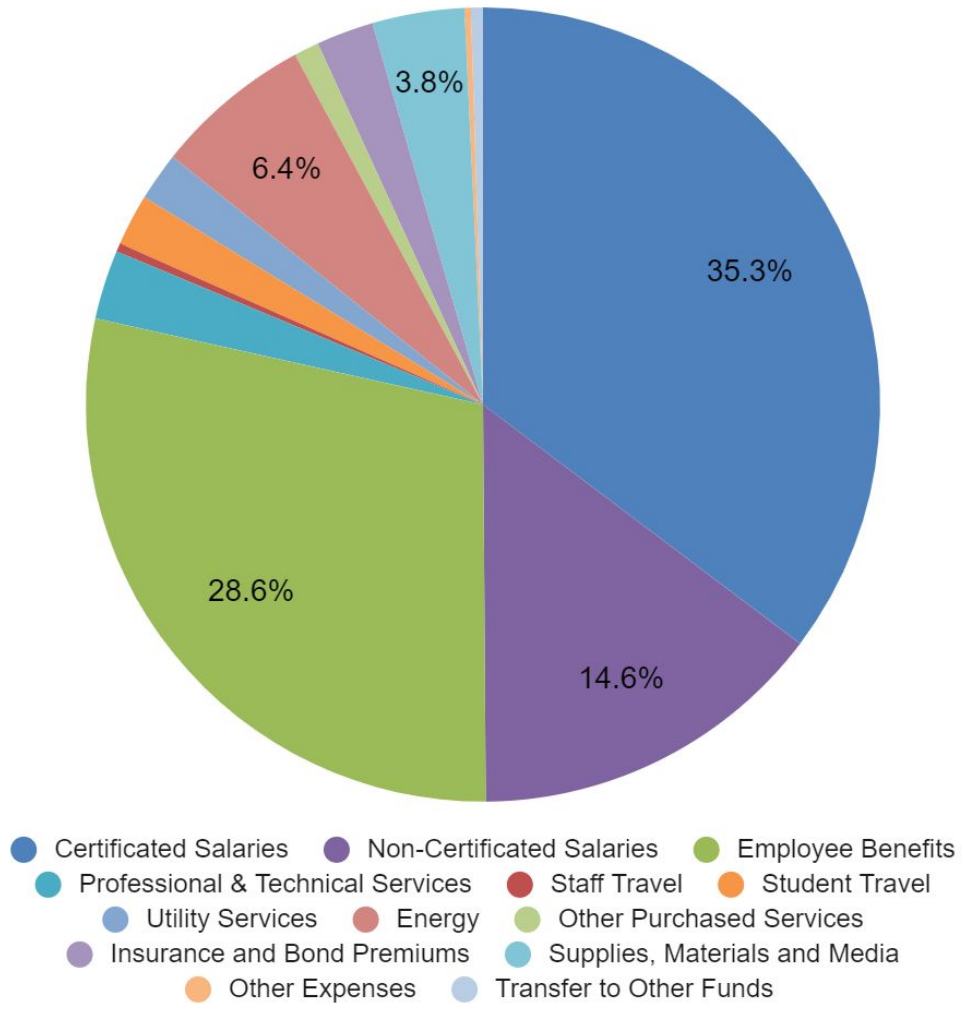


FY25 by Function



Expenditure Continued

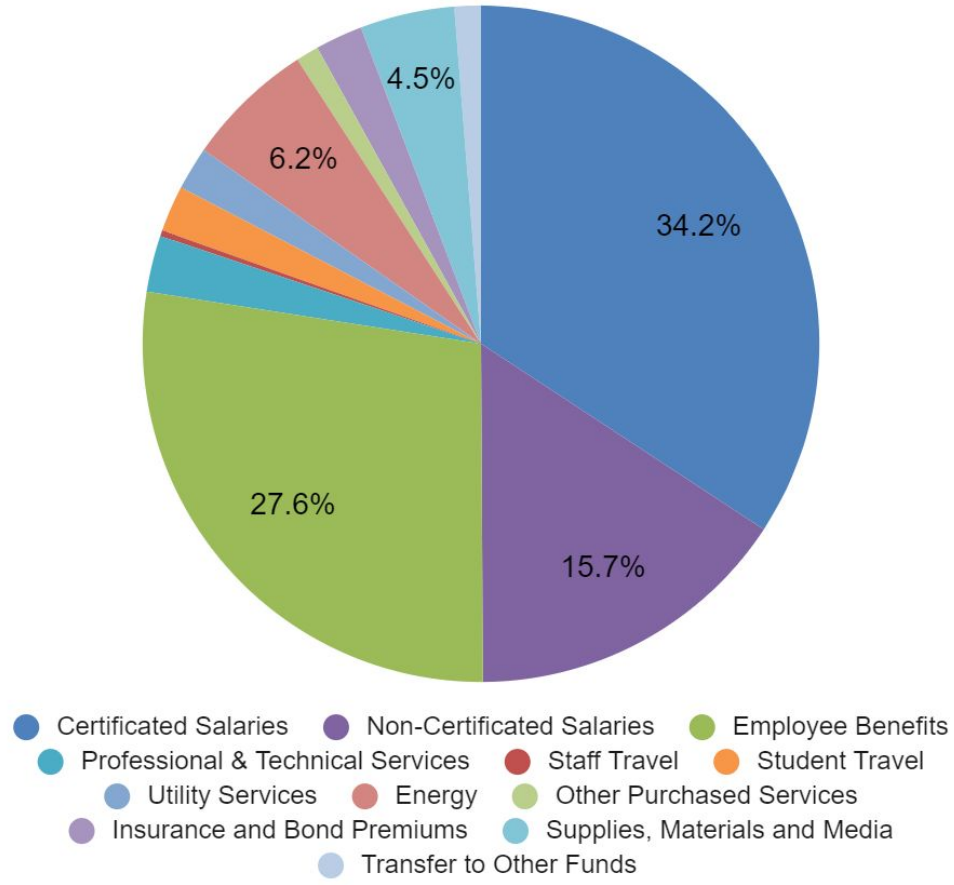
Expenditures by Object Code



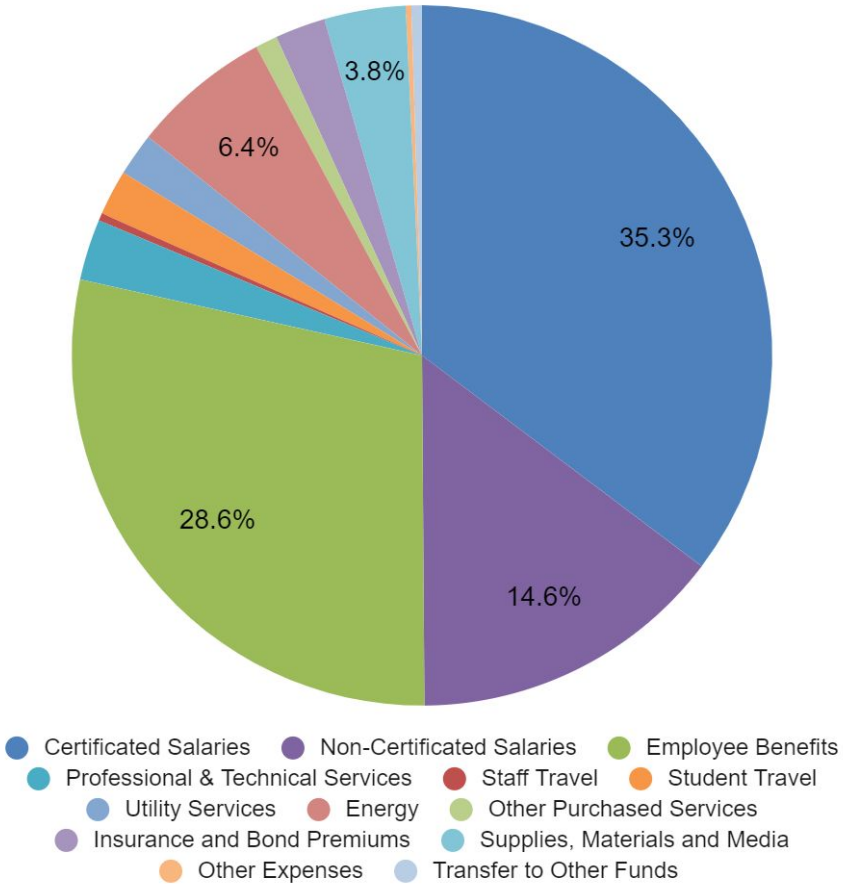
Certificated Salaries	**$ 3,618,883**	**35.28%**
Non-Certificated Salaries	**$ 1,498,055**	**14.61%**
Employee Benefits	**$ 2,932,812**	**28.60%**
Professional & Technical Services	**$ 289,100**	**2.82%**
Staff Travel	**$ 35,200**	**0.34%**
Student Travel	**$ 215,100**	**2.10%**
Utility Services	**$ 202,750**	**1.98%**
Energy	**$ 659,600**	**6.43%**
Other Purchased Services	**$ 104,526**	**1.02%**
Insurance and Bond Premiums	**$ 238,714**	**2.33%**
Supplies, Materials and Media	**$ 385,257**	**3.76%**
Other Expenses	**$ 26,370**	**0.26%**
Transfer to Other Funds	**$ 50,000**	**0.49%**
TOTAL	**$ 10,256,367**	

Expenditure Comparison

FY24 by Object



FY25 by Object



Expenditures

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900	Other Financing Uses	(24)	50,000	
	Total Expenditures			$10,256,367

Alaska Department of Education & Early Development - School Finance
FY2025 School Operating Fund Budget Summary

PETERSBURG SCHOOL DISTRICT — Page 2
District Name — PROPOSED FY25 - PRESENTED JUNE 11TH

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$5,960+$340=$6,300	$ 5,967,808	$ 1,542,241	one-time $340 over BSA
$5,960+$500=$6,460	$ 6,161,384	$ 1,623,627	one-time $500 over BSA
$5,960+$680=$6,640	$ 6,379,157	$ 1,953,590	one-time $680 over BSA
FY24 State Funding $6,507,316 for Reference			

Petersburg School District Fund Balance

AS 14.17.505(a)- Fund Balance in school operating fund is limited to 10% of expenditures- waived until June 30,2025

Fiscal Year	Fund Balances	Percent of Fund Balance
2018	$783,261	9.47%
2019	$780,396	9.01%
2020	$1,173,731	13.77%
2021	$1,311,894	15.61%
2022	$1,156,125	13.69%
2023	$831,169	9.23%
Budget 2024	$1,216,629	10.66%
Budgeted 2025	**$880,892**	**8.63%**
w/ $680 over BSA	**$1,703,590**	**16.61%**

Ending Fund Balance: June 30, 2025 (Subject to 10% Limit ~~per AS 14.17.505(a)~~)*

(Excluded from the 10% Limit)

Total Ending Fund Balance

$880,892 **

$250,000 estimated prepaids

$1,130,892

** Must be greater than or equal to zero

Fund Balance Trajectory - Flat BSA

FY25 Beginning Fund Balance	**$**	**1,466,269**
State Revenue - 450 Students and flat BSA	$	6,261,035
Borough Revenue	$	3,400,000
Other GF Revenue FY25 Budget	$	259,955
FY25 Budget Expenses	$	(10,256,367)
FY26 Beginning Fund Balance	**$**	**1,130,892**
State Revenue - 440 Students and 340 one-time over BSA	$	6,555,950
Borough Revenue	$	3,400,000
Other GF Revenue - Flat	$	259,955
FY26 Total Expenses	$	(10,730,435)
FY27 Beginning Fund Balance	**$**	**616,362**
State Revenue - 434 Students and 340 one-time over BSA	$	6,506,747
Borough Revenue	$	3,400,000
Other GF Revenue - Flat	$	259,955
FY27 Total Expenses	$	(10,726,326)
FY27 Ending Fund Balance	**$**	**56,738**

Fund Balance Trajectory - $680 over the BSA

FY25 Beginning Fund Balance	**$**	**1,466,269**
State Revenue - 450 Students and 680 over BSA	$	7,083,733
Borough Revenue	$	3,400,000
Other GF Revenue FY25 Budget	$	259,955
FY25 Budget Expenses	$	(10,256,367)
FY26 Beginning Fund Balance	**$**	**1,953,590**
State Revenue - 440 Students and 340 one-time over BSA	$	6,555,950
Borough Revenue	$	3,400,000
Other GF Revenue - Flat	$	259,955
FY26 Total Expenses	$	(10,730,435)
FY27 Beginning Fund Balance	**$**	**1,439,060**
State Revenue - 434 Students and 340 one-time over BSA	$	6,506,747
Borough Revenue	$	3,400,000
Other GF Revenue - Flat	$	259,955
FY27 Total Expenses	$	(10,726,326)
FY27 Ending Fund Balance	**$**	**879,436**

Alaska Department of Education & Early Development - School Finance
FY2025 School Operating Fund Budget Summary

PETERSBURG SCHOOL DISTRICT — Page 2
District Name — PROPOSED FY25 - PRESENTED JUNE 11TH

Beginning Fund Balance: July 1, 2024 - (Subject to 10% Limit ~~per AS 14.17.505(a)~~)*		$1,216,269	Currently Budgeted
(Excluded from the 10% Limit)		$250,000	estimated prepaids
Total Beginning Fund Balance		$1,466,269	
Revenue			
010 City/Borough Appropriations	(1)	$3,400,000	
030 Earnings on Investments	(2)	39,025	
040 Other Local Revenues	(3)	133,770	
041 Tuition from Students	(4)		
042 Tuition - Other Districts	(5)		
047 E-Rate Program	(6)	87,160	
050 State Sources	(7)	6,261,035	
100 Federal Sources - Direct	(8)	0	
150 Federal Sources - Through the State	(9)	0	
190 Federal Sources - Other Agencies	(10)	0	
250 Transfers From Other Funds	(11)	0	
Total Revenue			$9,920,990
Expenditures			
100 Instruction	(12)	$4,067,546	
200 Special Education Instruction	(13)	1,660,303	
220 Special Education Support Services	(14)	0	
300 Support Services - Students	(15)	208,773	
350 Support Services - Instruction	(16)	836,853	
400 School Administration	(17)	406,217	
450 School Administration Support Services	(18)	286,496	
510 District Administration	(19)	433,347	
550 District Administration Support Services	(20)	353,654	
600 Operations and Maintenance of Plant	(21)	1,456,242	
700 Student Activities	(22)	496,936	
780 Community Services	(23)	0	
900 Other Financing Uses	(24)	50,000	
Total Expenditures			$10,256,367
Ending Fund Balance: June 30, 2025 (Subject to 10% Limit ~~per AS 14.17.505(a)~~)*		$880,892	**
(Excluded from the 10% Limit)		$250,000	estimated prepaids
Total Ending Fund Balance		$1,130,892	

** Must be greater than or equal to zero

***Note regarding Fund Balance**--please see the excerpt from HB 76 on the instructions page.

PETERSBURG
SCHOOL DISTRICT

Any Questions?

A fiscally responsible budget that supports board goals!

Successful School Improvement Plan

School Name: Petersburg School District / Stedman Elementary School **Date of Plan: May 31st, 2023**

City: Petersburg Zip Code: 99833 **Phone Number: 1-877-526-7656**

Principal: Heather Conn **Contact Information: 1-877-526-7656**

District : Petersburg Superintendent: Erica Kludt-Painter

ESSA Designation: TSI

Goal #1 All students will have access to systematic and consistent reading interventions based on their academic needs.

Measures:

Indicator(s)	Data Source	Baseline	Target Yr. 1	Target Yr. 2	Target Yr. 3
The percentage of students who meet grade-level reading proficiency has increased (Sc- 3B.4)	MAP Achievement 1-5	Math Grades 2-5 = 55% Reading Grades 1-5 = 32%	+10% Actual: 36%	Yr1 +10%	Yr2+10%
	DIBELS K-5 Percentage of students Proficient	Kindergarten = 11% 1st Grade = 25% 2nd grade = 35% 3rd Grade = 57% 4th Grade = 47%	+10% Actual: Kindergarten = 89% 1st Grade = 75%	Yr1 +10%	Yr2+10%

		5th Grade = 58%	2nd grade = 61% 3rd Grade = 64% 4th Grade = 49% 5th Grade = 52%		

Strategy # 1 If we implement with fidelity a structured literacy program and schedule throughout the school, then teachers will use evidence-based instruction to plan and deliver instruction in word recognition and language comprehension and the students will meet their Reading growth targets.					
Measures:					
Indicator(s)	Data Source	Baseline	Target Yr. 1	Target Yr. 2	Target Yr. 3
A structured literacy schedule is created and implemented with fidelity schoolwide (Sc-2C.2)	Classroom Walkthroughs	0 walkthroughs	+10% ADMIN: 3.5/month Colleague: 1.5/month	Yr1 +10%	Yr2+10%
	DIBELS K-5	Fall 2023 Kindergarten = 11% 1st Grade = 25% 2nd grade = 35%	+10% Actual: Kindergarten = 89% 1st Grade = 75% 2nd grade	Yr1 +10%	Yr2+10%

		3rd Grade = 57% 4th Grade = 47% 5th Grade = 58%	= 61% 3rd Grade = 64% 4th Grade = 49% 5th Grade = 52%		

Year 1 Milestone: Teachers and administrator created and implemented a structured literacy schedule					
Actions	Anticipated Outputs	Timeline	Resources /Budget	Person Responsible	Collaborators
1. Training on CKLA Amplify K-5	agenda	Throughout school year Actual in 23-24: 8/23, 8/24, 11/6-11/9, 1/3	$0	Principal	CKLA Amplify team
2. Sign-up for LETRS cohort	certificate	Throughout school year Actual: 4 of 18 in 6/23 cohort. 12 of 18 in 9/11 class 15 of 18 in 9/27 class	free/Friday inservices for completing work	All Staff	DEED, Lexia Learning

3. Use Literacy PLC time for teachers to collaborate together and improve instructional practices	schedule	Throughout school year Actual: Thursdays grade level collaboration and Thursday/Friday Team Time.	free	All Staff	
4. Create Structured Literacy Schedules (Sc.2C.2)	Master schedule	Spring 2023 Actual: Schedule created in May 2023.	free	Leadership Team	CKLA Amplify
5. Measure and analyze progress three times a year with MAP and DIBELS	Data reports, and RTI plans	Fall MAP Math Grades 2-5 = 55% Reading Grades 2-5 = 59% DIBELS Kindergarten = 1st Grade = 2nd grade = 35% 3rd Grade = 57% 4th Grade = 47% 5th Grade = 58%	??	All Staff	Administration team and district test coordinator

		Intervention Plans Kindergarten = 36 of 40 1st Grade = 29 of 38 2nd Grade = 18 of 28 3rd Grade = 17 of 40 Winter, Spring			
6. Walkthroughs to measure implementation of reading program schedule	Walkthrough Data	Change from throughout the year to 15 a month	Observational Form	Administration	CKLA Amplify
7. Review and evaluate effectiveness of year one actions	Recommendations for modifications	May 2024	Data and anecdotes	School Improvement Team	School Improvement Team

Year 2 Milestone: Teachers implemented structured literacy programs with fidelity.					
Actions	Anticipated Outputs	Timeline	Resources/Budget	Person Responsible	Collaborators
1. Refresher on CKLA Amplify K-5	agenda	Throughout school year	$0	Principal	CKLA Amplify team

2. Implement strategies from LETRS	Walkthrough Data	Change from throughout the year to 15 a month	Observational Form	Administration	CKLA Amplify
3. Continue to use Literacy PLC time for teachers to collaborate together and improve instructional practices.	schedule	Throughout school year	free	All Staff	
4. Adjust Structured Literacy Schedules (Sc.2C.2)	Master schedule	Spring 2024	free	Leadership Team	CKLA Amplify
5. Measure and analyze progress three times a year with MAP and DIBELS	Data reports, and RTI plans	Fall, Winter, Spring	??	All Staff	Administration team and district test coordinator
6. Continue walkthroughs to measure implementation of reading program schedule	Walkthrough Data	Change from throughout the year to 15 a month	Observational Form	Administration	CKLA Amplify
7. Review and evaluate	Recommendatio	May 2025	Data and	School	School

effectiveness of year two actions	ns for modifications		anecdotes	Improvement Team	Improvement Team

Year 3 Milestone: Teachers continued to implement structured literacy programs with fidelity.					
Actions	Anticipated Outputs	Timeline	Resources/Budget	Person Responsible	Collaborators
1. Refresher on CKLA Amplify K-5	agenda	Throughout school year	$0	Principal	CKLA Amplify team
2. Implement strategies from LETRS	Walkthrough Data	Change from throughout the year to 15 a month	Observational Form	Administration	CKLA Amplify
3. Continue to use Literacy PLC time for teachers to collaborate together and improve instructional practices	schedule	Throughout school year	free	All Staff	
4. Adjust Structured Literacy Schedules (Sc.2C.2)	Master schedule	Spring 2025	free	Leadership Team	CKLA Amplify

5. Measure and analyze progress three times a year with MAP and DIBELS	Data reports, and RTI plans	Fall, Winter, Spring	??	All Staff	Administration team and district test coordinator
6. Continue walkthroughs to measure implementation of reading program schedule	Walkthrough Data	Change from throughout the year to 15 a month	Observational Form	Administration	CKLA Amplify
7. Review and evaluate effectiveness of year three actions	Recommendations for modifications	May 2026	Data and anecdotes	School Improvement Team	School Improvement Team

Strategy # 2 If we create a consistent Response to Intervention system, teachers will implement the system, which will lead to increased student achievement.

Measures

Indicator(s)	Data Source	Baseline	Target Yr. 1	Target Yr. 2	Target Yr. 3
A schoolwide intervention plan is used to identify individual student needs and select an intervention	Number of Students	Fall 2023	-10%	Yr1 -10%	Yr2-10%

to address the needs and monitor the effectiveness of the intervention (Sc-3A.1, Sc-3A.3, Sc-3C.3)	receiving interventions will decrease	100 students	Actual: 28 students		
	Classroom Walkthroughs (Check for fidelity)	Fall 2023 0 walkthroughs	+10% Actual: ADMIN: 3.5/month Colleague: 1.5/month	Yr1 +10%	Yr2+10%
	DIBELS K-5 (# of proficient or above)	Fall 2023 Kindergarten = 11% 1st Grade = 25% 2nd grade = 35% 3rd Grade = 57% 4th Grade = 47% 5th Grade = 58%	+10% Actual: Kindergarten = 89% 1st Grade = 75% 2nd grade = 61% 3rd Grade = 64% 4th Grade = 49% 5th Grade = 52%	Yr1 +10%	Yr2+10%

Year 1 Milestone: We established an MTSS/RTI schoolwide plan.					
Actions	Anticipated Outputs	Timeline	Resources/Budget	Person Responsible	Collaborators
1. Establish a schoolwide RTI/MTSS team and determine a decision-making process, set norms, prioritize workload, and set operational norms (Sc-4A.1)	Master schedule	Spring 2023 Actual: May/July 2023	Time	MTSS/RTI Building Wide Team	All Staff
2. Train interventionists on SPIRE and UFLI interventions	Attendance sheet, Agenda	Spring 2023 Actual: April/May 2023	Substitutes, time	Lee Ann Jenkins	Reading Interventionists
3. Create and follow RTI meeting schedule to discuss individual needs and set up intervention plans (Sc-2C.2)	Meeting schedule in Master Schedule	Fall 2023 Actual: July 2023	Time	MTSS/RTI Building Wide Team	All Staff
4. Create or choose a data gathering form and gather fidelity data on core curriculum and intervention programs	Forms	Fall 2023	Time, research	Principal	All Staff and CKLA Amplify team

5. Send members of the team to the RTI/MTSS Conference and Science of Reading Symposium.	Certificate	January and April 2024	$ if grant is not received	Administration	All Staff
6. Reflect on RTI effectiveness and make changes as needed (Sc-2B.2)	Recommendations for modifications	End of April 2024	Time	MTSS/RTI Building Wide Team	School and Community Leadership Team and All Staff

Year 2 Milestone: The school continued to implement an MTSS/RTI plan. The focus continued to be on reading, but math was implemented.					
Actions	Anticipated Outputs	Timeline	Resources/Budget	Person Responsible	Collaborators
1. Continue school wide RTI/MTSS team. We need to review norms, prioritize workload, and review and adjust the process. (Sc-4A.1)	Master schedule including 2 intervention times	Spring 2024	Time	MTSS/RTI Building Wide Team	All Staff
2. Create and follow RTI meeting schedule to discuss individual needs and set up intervention plans (Sc-2C.2)	Meeting schedule in Master Schedule	Fall 2024	Time	MTSS/RTI Building Wide Team	All Staff
3. Refresher on reading interventions and DIBELS. New	Attendance sheet, Agenda	Fall 2024	Substitutes, time	Interventionists and DEED	All Staff

training on math interventions.					
4. Send members of the team to the RTI/MTSS Conference and Science of Reading Symposium.	Certificate	January and April 2025	$ if grant is not received	Administration	All Staff
5. Reflect on RTI effectiveness and make changes as needed (Sc-2B.2)	Recommendations for modifications	End of April 2025	Time	MTSS/RTI Building Wide Team	MTSS/RTI Building Wide Teamchool and Community Leadership Team and All Staff

Year 3 Milestone: We have continued to adjust and implement an MTSS/RTI plan. Both math and reading were implemented.

Actions	Anticipated Outputs	Timeline	Resources/Budget	Person Responsible	Collaborators
1. Continue school wide RTI/MTSS team. We need to review norms, prioritize workload, and review and adjust the process. (Sc-4A.1)	Master schedule including 2 intervention times	Spring 2025	Time	MTSS/RTI Building Wide Team	All Staff
2. Create and follow RTI meeting schedule to discuss individual	Meeting	Fall 2025	Time	MTSS/RTI	All Staff

needs and set up intervention plans (Sc-2C.2)	schedule in Master Schedule			Building Wide Team	
3. Refresher on reading interventions and DIBELS. New training on math interventions.	Attendance sheet, Agenda	Fall 2025	Substitutes, time	Interventionists and DEED	All Staff
4. Send members of the team to the RTI/MTSS Conference and Science of Reading Symposium.	Certificate	January and April 2026	$ if grant is not received	Administration	All Staff
5. Reflect on RTI effectiveness and make changes as needed (Sc-2B.2)	Recommendations for modifications	End of April 2026	Time	MTSS/RTI Building Wide Team	MTSS/RTI Building Wide Teamchool and Community Leadership Team and All Staff

Goal #2 Students will have opportunities to interact with community members.
Measures:

Indicator(s)	Data Source	Baseline	Target Yr. 1	Target Yr. 2	Target Yr. 3
A communication plan is used to engage families and community partners and increase the participation of families with the school (Sc-4A.3)	Attendance at Events (yearly average)	Establish 2023/2024 Average- 180 participants	Establish Baseline: Actual: Average- 180 participants	Target Yr 2: Yr1 +5%	Target Yr 3: Yr2 +5%
	Volunteers Sign-in Sheet (# of volunteers)	Establish 2023/2024 Average- 36 Volunteers (missing May data)	Establish Baseline: Actual: Average- 36 volunteers	Target Yr 2: Yr1 +5%	Target Yr 3: Yr2 +5%
	Elementary HS Tutors	Establish 2023-2024 Average per month - 10.5 tutors	Target Yr 1: +5% Actual: Average- 10.5 per month	Target Yr 2: Yr1 +5%	Target Yr 3: Yr2 +5%

Strategy #1 If we create a welcoming environment and create opportunities for community members to engage with students, the staff will provide those opportunities. By doing this the students and staff will feel more connected to the community and vice versa, strengthening this partnership.

Measures:

Indicator(s)	Data Source	Baseline	Target Yr. 1	Target Yr. 2	Target Yr. 3
A communication plan is used to engage families and community partners and increase the participation of families with the school (Sc-4A.3)	Number of responses on the Perceptions of Stedman Survey	Spring 2023 56 family	Establish Baseline: Actual: 64 family	Target Yr 2: Yr1 +10%	Target Yr 3: Yr2 +10%
	Volunteers Sign-in Sheet	Establish 2023/2024 Average- 36 Volunteers (missing May data)	Establish Baseline: Actual: Average- 36 volunteers	Target Yr 2: Yr1 +5%	Target Yr 3: Yr2 +5%

Year 1 Milestone: We have created a draft comprehensive communication and engagement plan.

Actions	Anticipated Outputs	Timeline	Resources/Budget	Person Responsible	Collaborators

1. Communicate with the School Board and ask if we could focus on BP1100: Communication with Public. Maybe one plan for each building?	Agenda item or work session	Fall 2023 Actual: August 15th, 2023	$0	School Board	School and Community Leadership Team
2. Create a school-wide collaborative team.	List of team and meeting dates	Fall 2023 Actual: July 2023	$0	Principal	Team
3. Research policies for Communication with Public from other Alaskan school districts.	policies	End of February 2024	Time	School Board	Team
4. Research Community and Engagement Plan samples.	Plans	End of February 2024	Time	School Board and Building Principals	Team
5. Draft Comprehensive Communication and Engagement Plan including master calendar of events (Sc-4A.3)	Draft Plan and calendar	End of April 2024	Time	Team	School Board
6. Present draft plan to School Board	Draft Plan and calendar, Agenda Item	May 2024	Time	Team	School Board

7. Track participation of families at school events	Sign-In Sheets	Throughout the Year	$0	Principal	All Staff

Year 2 Milestone: We communicated opportunities for the community to be aware and involved at the Petersburg School District.					
Actions	Anticipated Outputs	Timeline	Resources/Budget	Person Responsible	Collaborators
1. Draft Comprehensive Communication and Engagement Plan including master calendar of events (Sc-4A.3)	Draft Plan and calendar	End of September 2024	Time	Team	School Board
2. Present draft plan to School Board	Draft Plan and calendar, Agenda Item	September/ October 2024	Time	Team	School Board
3. Finalize and implement the comprehensive communication and engagement plan drafted in year 1 milestone including master calendar of events .	Final Plan and calendar	Throughout the Year	Time	Team	School Board

4. Invite local KFSK and PSG Pilot to events and happenings	Articles, Radio snippets	Throughout the Year	Time	Team	All Staff
5. Talk with local stores about storefront displays	Products in the windows	Throughout the Year	Time	Team	All Staff
6. Develop opportunities to reach out for community volunteers within the school.	Agenda and lists	Throughout the Year	Time	Team	All Staff
7. Reflect on Plan effectiveness and make changes as needed (Sc-2B.2)	Revisions	End of May 2025	Time	Team	All Staff

Year 3 Milestone: We continued to provide opportunities for the community to be aware and involved at the Petersburg School District.

Actions	Anticipated Outputs	Timeline	Resources/Budget	Person Responsible	Collaborators
1. Continue to implement the comprehensive communication and engagement plan drafted in year 1 milestone including master calendar of events .	Final Plan and calendar	Throughout the Year	Time	Team	School Board

2. Continue to invite local KFSK and PSG Pilot to events and happenings	Articles, Radio snippets	Throughout the Year	Time	Team	All Staff
3. Continue to talk with local stores about storefront displays	Products in the windows	Throughout the Year	Time	Team	All Staff
4. Continue with building opportunities for community volunteers within the school.	Agenda and lists	Throughout the Year	Time	Team	All Staff
5. Reflect on Plan effectiveness and make changes as needed (Sc-2B.2)	Revisions	End of May 2026	Time	Team	All Staff

Reporting

Year 1 Progress Reporting (To be completed at end of school year)

Goal 1: All students will have access to systematic and consistent reading interventions based on their academic needs.

Indicator: # 1a	Actual Results: 36%	Comments: Click or tap here to enter text.
Indicator: # 1b	Actual Results: Kindergarten = 89% 1st Grade = 75% 2nd grade = 61% 3rd Grade = 64% 4th Grade = 49% 5th Grade = 52%	Comments: Click or tap here to enter text.

Strategy 1: If we implement with fidelity a structured literacy program and schedule throughout the school, then teachers will use evidence-based instruction to plan and deliver instruction in word recognition and language comprehension and the students will meet their Reading growth targets.

Indicator: # 1a	Actual Results: Admin: 3.5 Colleague:1.5	Comments: Click or tap here to enter text.
Indicator: # 1b	Actual Results: Kindergarten = 89%	Comments: Click or tap here to enter text.

1st Grade = 75%
2nd grade = 61%
3rd Grade = 64%
4th Grade = 49%
5th Grade = 52%

Milestones and Actions

% Milestones Completed: 100% % Actions Completed: 100%

Strategy 2: If we create a consistent Response to Intervention system, teachers will implement the system, which will lead to increased student achievement.

Indicator: # 1a	Actual Results: 28 Students	Comments: Click or tap here to enter text.
Indicator: # 1b	Actual Results: ADMIN: 3.5/month Colleague: 1.5/month	Comments: Adjusted strategy for year 2 to read per month goal for walkthroughs.
Indicator: # 1c	Actual Results: Kindergarten = 89% 1st Grade = 75% 2nd grade = 61% 3rd Grade = 64% 4th Grade = 49% 5th Grade = 52%	Comments: Click or tap here to enter text.

Milestones and Actions

% Milestones Completed: 100% % Actions Completed: 100%

Causes and Adjustments for Year 2: Click or tap here to enter text.

Goal 2: Students will have opportunities to interact with community members.

Indicator: # 1a	Actual Results: Average- 180 participants	Comments: We took the total number of participants at events and took the average per year.
Indicator: # 1b	Actual Results: Average- 36 volunteers	Comments: We took a monthly average per school year.
Indicator: # 1c	Actual Results: Average- 10.5 per month	Comments: We took a monthly average per year.

Strategy 1: If we create a welcoming environment and create opportunities for community members to engage with students, the staff will provide those opportunities. By doing this the students and staff will feel more connected to the community and vice versa, strengthening this partnership.

Indicator: # 1a	Actual Results: 64 family	Comments: Click or tap here to enter text.
Indicator: # 1b	Actual Results: Average- 36 volunteers	Comments: Click or tap here to enter text.

Milestones and Actions

% Milestones Completed: 0% % Actions Completed: 71%

Causes and Adjustments for Year 2: Staffing concerns throughout the year cause a delay in implementation. Communication plan creation was moved to summer/fall of 2024

Year 2 Progress Reporting (To be completed at end of school year)

Goal: Click or tap here to enter text.

Indicator: # text Actual Results: text Comments: text

Indicator: # text Actual Results: text Comments: Click or tap here to enter text.

Strategy: Click or tap here to enter text.

Indicator: # text Actual Results: text Comments: text

Indicator: # text Actual Results: text Comments: Click or tap here to enter text.

Milestones and Actions

% Milestones Completed: text % Actions Completed: text

Causes and Adjustments for Year 2: text

Year 3 Progress Reporting (To be completed at end of school year)

Goal: Click or tap here to enter text.

Indicator: # text Actual Results: text Comments: text

Indicator: # text Actual Results: text Comments: Click or tap here to enter text.

Strategy: Click or tap here to enter text.

Indicator: # text Actual Results: text Comments: text

Indicator: # text Actual Results: text Comments: Click or tap here to enter text.

Milestones and Actions

% Milestones Completed: text % Actions Completed: text

Causes and Adjustments for Year 2: text

Assurances

By my signature below, I assure that

- ***the district has reviewed and approved the school's improvement plan as submitted through GMS,***
- ***that it meets all requirements based on its Alaska System for School Success score and, if applicable, its designation as a Comprehensive or Targeted Support and Improvement School.***
- ***that the district will continue to support the school in the full implementation of the plan as presented, and***
- ***the District Liaison for school improvement or school principal will contact the DEED School Improvement Specialist for discussion and approval of any significant changes to the plan during the school year.***
- ***The district will ensure federal funds are spent in compliance with the Uniform Grant Guidance.***

Superintendent's Signature: _____ **Date:**

By my signature below, I assure that I will support the full implementation of the school improvement plan as submitted through GMS by

- ***holding regular School and Community Leadership Team planning meetings,***
- ***monitoring the implementation of the actions and tasks according to the timeline, and***
- ***communicating with the DEED School Improvement Specialist about the plan's implementation and any anticipated changes to the plan.***

Principal's Signature: _____ **Date:**

Personnel Action Report for 2024-2025

August 13, 2024

EMPLOYMENT OF CERTIFIED PERSONNEL

RESIGNATION/RETIREMENT CERTIFIED PERSONNEL

EMPLOYMENT OF CLASSIFIED PERSONNEL

Jakyle Williams
Technology Technician

RESIGNATION/RETIREMENT CLASSIFIED PERSONNEL

Connor Skeek
Para Pro

Mackenson Doril
Custodian

Barb Steltz
Para pro

Marsha Sandhofer
MS/HS Admin Assist

Courtney Curtiss
Para Pro

EXTRA DUTY CONTRACT

2024-2025 School Year

Teachers	38.00
Classified	32.00
Principals	2.00
District Administration/Exempt (Superintendant, Finance, Maintenance, Food Service, Board Admin, Special education, tech , athletics)	8.00
Total Employees	**79.00**

Superintendent's Report
August 2024

Enrollment Update: 460 students

PK	4
K	18
1	39
2	39
3	28
4	40
5	35
6	29
7	43
8	36
9	43
10	32
11	36
12	38

Staffing Update: 80 staff

Superintendent's Summer Meeting

In July, I attended the Summer Superintendent's Meeting in Juneau. The primary focus areas included advocating for a funding increase within the Base Student Allocation to ensure predictable revenue for budgeting, utilizing AI as a tool, addressing chronic absenteeism, and exploring the impacts of social media on student mental health, body image, and eating disorders. Representatives from the State Department of Education and Early Development (DEED) also provided updates on the Governor's educational priorities, the Alaska Reads Act, Alaska Star assessments, and teacher certification.

Raising the Bar for Rural Alaskan Educators (RTBAK) Grant

The Instructional Leadership Team (ILT) participated in a RTBAK grant training meeting in Juneau. Presenters from Corwin Publishing and the National Institute for Excellence in Teaching (NIET) collaborated with our seven districts to deliver foundational training on Visible Learning, strengthen the structure of Professional Learning Communities (PLCs), and review each district's draft plans for a Performance-Based Compensation System. On August 12th and 13th, the ILT will work with Pilar from NIET, with a focus on PLCs. On August 22nd, Yana from Corwin Publishing will lead all teachers through the Foundation Day training for Visible Learning, with ongoing support and leadership from the ILT throughout the year to evaluate practices and analyze student learning. RTBAK grant funds will also support teacher attendance at the MTSS/RTI conference in January and the Science of Reading Symposium in April.

Facilities/Maintenance

Aaron and the maintenance crew have been diligently preparing for the upcoming school year. The long jump pit is 80% complete, pending the arrival of sand. The Middle/High School “Cantina” has been updated with new flooring and paint. All classrooms have undergone deep cleaning. The Stedman nurses' office now has new flooring and paint, and interior doors are being replaced. Currently, construction is underway on the District’s covered entry and the elementary recess covered walkway.

Ordinance #2024-12, titled "An Ordinance Providing for the Submission to the Qualified Voters of Petersburg Borough the Question of the Issuance of Not-to-Exceed Three Million Five Hundred Thousand Dollars ($3,500,000) of General Obligation Bonds, to Pay Costs of Public School Capital Improvements in the Borough," passed its third reading at the August 5th Petersburg Borough Assembly meeting. These funds will assist with the costs of the Petersburg High School/Middle School Roof Replacement, the Petersburg High School/Middle School Security and Access Renovation, and the Petersburg Community and Gym Sewer Line Repair projects.

Upcoming Dates:

Aug 12-13-	Instructional Leadership Team works with NIET
Aug 19-23	District surplus yard sale
Aug 19-23	Auditors on site for field work review
Aug 20	Teacher Work Day
Aug 21	Teacher In-Service
Aug 22	Teacher In-Service
Aug 23	District In-Service
Aug 23-24	PHS Invitational XC Meet
Aug 26	District In-Service
Aug 27	First day of school grades 1-12
Aug 28	First day for kindergarten
Aug 30	Public release of Spring 2024 Alaska Star testing results
Sept 2	Labor Day- No School
September 6-7	PHS Swim Meet

Elementary Report
Tuesday, August 13th @6:00

1. School Starts:
    a. K = September 28th
    b. 1st-12th = September 27th
2. Handbook
    a. Checkout the Highlights:
        i. Shorthanded on paraprofessionals, no applicants!
        ii. Dismissal M-TH 2:45 and F 1:45
        iii. Three-finger rule for all Tank Tops
        iv. Nurse on site 8:00-12:00
        v. HEAD LICE UPDATE
        vi. Social Media Opt-out Policy
3. Sex Ed Curriculum
    a. letter to parents
    b. outline for grades 4th and 5th,
4. Social Media Platforms
    a. Thank you to Jon Painter!
    b. Stedman Elementary will be having our very own facebook, instagram, and twitter account to post success stories from students and staff.

Activities/Athletics Report for School Board

August 2024

PHS Cross Country

Started on Wednesday, July 31, 2024.

PHS Swimming

Begins on August 7, 2024, @ 4:30 pm at the Pool.

MMS Cross Country

The first practice is on August 21, 2024, @ 5:15 pm at the covered area.

PHS Travel

PHS Activities & Athletics may see a reduction in interscholastic competition and events, travel numbers, and other opportunities due to the increased cost and limitations. We are working closely with each team to try and maximize opportunities for students to achieve a great experience within our programs.

MMS Travel Policy

MS Travel is anticipating a reduction in travel and possible interscholastic competition due to a reduced budget for this calendar year. Determination of travel for each activity will be based upon multiple factors that may include transportation availability, team size, host school limitations, and other possible factors. It is not a guarantee that each student will be able to have an away travel interscholastic competition.

The Activities & Athletics department will do its best to maximize participation and opportunity for all participants throughout the year.

UPCOMING EVENTS

August 16-17, 2024 - Petersburg Volleyball Camps
August 24, 2024 - Petersburg Invitational Cross Country Meet
August 30-Sep 2, 2024 - Petersburg Basketball Camps
September 6-7, 2024 - Petersburg Invitational Swim Meet
September 14, 2024 - Mitkof Middle School Cross Country Meet

REMINDERS

***Start checking your planetHS and make sure your physicals are valid for the upcoming fall activities and athletics season.**

***Season Schedules are available online at www.pcsd.us Activities & Athletics page.**

PHS GEAR

Get Viking Gear at the Viking Store online. The link can be found on any of the PHS Activities & Athletics web pages. New items have been added to the Petersburg Viking Store.

BENEFITS OF EDUCATION-BASED ACTIVITIES

A few credible facts about the benefits of student activities from Performing Arts to Athletics that the National Federation of High School State Associations is publishing. The governing body of all high school activities.

COST-BENEFIT

At a cost of only one to 5 percent (or less in many cases) of an overall school's budget, school activity programs are one of today's best bargains. It is in these vital programs – sports, music, speech, theatre, art– where young people learn lifelong lessons that complement the academic lessons taught in the classroom. From a cost standpoint, activity programs are an exceptional bargain when matched against the overall school district's education budget.

- *Activities Support the Academic Mission of Schools. They are not a diversion, but rather an extension of a good educational program. Students who participate in activity programs tend to have higher grade-point averages, better attendance records, lower dropout rates, and fewer discipline problems than students generally.*
- *Activities are Inherently Educational. Activity programs provide valuable lessons and skills for practical situations – like teamwork, fair play, and hard work. Through participation in activity programs, students learn self-discipline, build self-confidence, and develop skills to handle competitive situations. These are qualities students need if they are to become responsible adults, productive citizens, and skilled professionals.*
- *Activities Promote Health and Well-being. Mental and physical health is improved through activities. Self-concept, self-image, physical activity, and weight management are a few of these health benefits realized through activity participation.*
- *Activities Foster Success in Later Life. Participation in high school activities is often a predictor of later success – in college, a career, and becoming a contributing healthy member of society.*

*** ORIGINAL***

CERTIFIED NEGOTIATED AGREEMENT BY AND BETWEEN
PETERSBURG SCHOOL DISTRICT
And
ASSOCIATED TEACHERS OF PETERSBURG 2024-2027

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CERTIFIED NEGOTIATED AGREEMENT BY AND BETWEEN
PETERSBURG SCHOOL DISTRICT
And
ASSOCIATED TEACHERS OF PETERSBURG 2024-2027

Preamble

This Agreement is made and entered into by and between Petersburg School District, hereinafter referred to as the "Board", and the Associated Teachers of Petersburg, hereinafter referred to as the "Association". The purpose of this Agreement is to set forth the understanding reached between the parties with respect to wages, hours of work, and conditions of employment pursuant to AS 23.40.070-23.40.260.

Definitions

Daily Rate: BA(0) on current salary schedule ➗number of contract days

Family Members: is defined as spouse/cohabitating partner, child, parent, grandparent, parent-in-law, brother, sister, grandchild or person with whom one has had equivalent association (which could include aunt, uncle, niece, nephew, foster child(ren), brother-in-law or sister-in-law)

Hourly Rate: Daily Rate ➗7.5

Article 1 - Recognition

The Board recognizes the Association as the exclusive bargaining representative for all certificated teaching personnel/positions excluding Principals, the Superintendent, Technology Director, SPED Director, Activity Director/Dean of Students, and substitutes. The purpose of this Article is to recognize the right of the Association to represent certificated teachers in matters pertaining to their employment. Such recognition is premised upon the Association's continued compliance with the Public Employees Relations Act AS 23.40.

Article 2 - Nondiscrimination

Neither the Board nor the Association shall unlawfully discriminate against any employee on the basis of race, religion, gender, gender identity or expression, age, national origin, sexual orientation, marital status, political affiliation, disability, veteran status, or Association membership or non-membership. The parties agree that the term "Association membership" includes acting not only as a member, but also as an officer or representative of the Association.

Article 3 - Status of Agreement

No provisions under this Agreement may be changed, modified, or altered during the term of this Agreement except by mutual consent of the parties.

Article 4 - Rights of the Board (or Management Rights)

The Association recognizes that the Board has the responsibility and final authority to set educational, fiscal, and budgetary policy for the District to the full extent authorized by law. The Petersburg School Board reserves exclusive rights to operate and control the schools unless specified otherwise in the negotiated Agreement or in state law.

The administrative staff has the responsibility of carrying out the Board's policies and the provisions of this Agreement.

Article 5 - Association rights

5.1 Liaison Meetings

Monthly meetings will be held during the school year with ATP leadership/liaison representatives for the purpose of formalizing two-way communication and discussing concerns raised by either party. These meetings are not intended to be the exclusive means of communication.

5.2 Association Visitation

Authorized District representatives of the Association shall be permitted to visit employees in their buildings when such visits will not interfere with the teachers' duty assignment or normal school operations.

5.3 Posting Notices

The Association may post notices pertaining to Association activities on the designated Association bulletin board at each building. The District shall make space available for the Association on at least one bulletin board in each teachers' lounge. The Association shall have the use of the internal mail system, teacher mailboxes, and emails for communication to teachers. All Association materials shall be dated.

5.4 Public Information

The Board will provide the President of the Association, upon written request, public information, which the District possesses and is required by the Association in exercising its responsibility as the official representative of certificated teachers. The Board will provide pertinent information for the processing of a grievance if requested and authorized by the teacher involved.

5.5 In-Service Programs

The Association has the option to plan the content and make recommendations for up to three (3) in-service days each year to the principals and Superintendent for final approval by the Board.

5.6 Budget Input

The President of the Association will be informed of all Board meetings, including budget and work sessions, in accordance with Board policy and law. Upon request the President of the Association will be provided a board packet. Teachers are encouraged to make budget recommendations in writing at budget sessions. The Board shall determine priorities, budget, and other decisions.

5.7 Board Policies

The certificated staff has the responsibility of carrying out the Board's policies and the provisions of this Agreement.

Article 6 - Certificated Teacher Contract Agreement

6.1 Conformity

The Board annually shall contract with each regular full or part-time certificated employee regarding the employee's assignment with the District. The regular individual teacher's contract will be in conformity with the state laws, rules and regulations of the State Board of Education, and policies of the Board and this Agreement.

6.2 Return of Contract by Teacher

Individual teacher's employment contracts will be returned and signed by the teacher within thirty (30) days of receipt of his/her contract if he/she intends to continue teaching in the District the following school year.

6.3 Minimum Contract Provisions

The individual teacher's employment contract will minimally provide:

6.3.1 That the provisions of the individual employment contract that are supplemental to state requirements shall be subject to the provisions of this Agreement and if there is any conflict between the two, the terms of the Agreement shall be controlling.

6.3.2 Tentative teaching assignments in terms of grade levels or subject for the upcoming school year. If staffing needs dictate, these assignments may be changed by the District.

6.3.3 That the individual teacher's employment contract may be terminated by mutual consent of both parties upon thirty (30) days written notice by either party and the written assent of the other party.

6.3.4 Contracts will be considered binding. A 10-day decision period may be granted upon written request to the Superintendent. A teacher who gives irrevocable written notice of resignation, with a minimum of 8 years with the district, effective at the end of the school year, to the office on or before January 15th will receive a one-time payment of twenty-five hundred dollars ($2,500.00) in the final paycheck at the end of the school year. This payment will not be TRS eligible. Any teacher who resigns after signing his/her contract will pay a fine as follows: $1,500.00 from signing to May 1st, an additional $2,500.00 will be

applied to resignations from May 2nd through the end of the contract term on June 30th of the subsequent calendar year. If the resignation is mutually agreed upon by all parties, the fines may be waived.

6.3.5 Contracts are considered binding. Any teacher who resigns after June 30th will be responsible to reimburse the district their employee portion of their health insurance and any voluntary coverage that was paid by the district after June 30th through the month they resign.

Article 7 - Teacher Work Year

7.1 Length of Contract

The length of the contract shall be 190 days. This shall include two (2) non-teaching workdays and two (2) parent conference days, which will be considered as workdays. The dates of these days will be determined by mutual consent. The length of the workday shall be a minimum of 7.5 hours, these hours to be determined on a building basis.

7.2 Duty-Free Lunch

During the regularly scheduled lunchtime, teachers will be allowed a minimum thirty-minute lunch period free of student supervision, as provided by law.

7.3 Substituting

Requests initiated by the principal to cover classes not regularly assigned will be made when arrangements for regular substitutes cannot be made.

7.4 Prep Time

Full-time teachers will be guaranteed a minimum of 180 minutes of planning time throughout the work week; exact time to be determined at the building level. Part-time teacher prep is addressed in 16.6

Article 8 -- Assignments and Transfer

Employees will be assigned on the basis of the needs of the District and the employee's qualifications. The expressed preference and seniority of the employee will be considered when making the assignment.

8.1 Vacancy Considerations and Notices

Vacancies on the professional staff will be filled according to the following considerations:

8.1.1 Certificated staff will be given the first opportunity to be considered for newly created positions and internal vacancies. New and vacant positions will be e-mailed to all certificated employees and posted on the District website for at least five (5) business days before any out-of-district announcement of the position is made. The district assigned email address shall be the employee official notification e-mail address.

Vacancy announcements will outline the needs the District has for the position. Eligible certificated employees must notify the District of their desire to fill vacancies by the closing date specified. Certificated employees are eligible to apply for vacancies if they are currently working a .5 or above FTE contract. During summer months, certificated positions will be posted to the district website, District Office, and e-mailed to all certificated staff 5 business days prior to opening to the public.

8.2 Involuntary Transfer

Should it be necessary to transfer an employee involuntarily from building to building or grade level and/or subject within buildings, a meeting will be held between the teacher involved and the supervisor, at which time the teacher will be informed of the reasons for the transfer or reassignment which will, at the request of the teacher, be documented and placed in the teacher’s personnel file. Employees may request to return at the beginning of the next school year to the position they left previously unless that position has been eliminated.

8.3 Transfer Timing
Except in unusual circumstances, transfer will be made at the end of the semester or trimester, or year. Transferred staff and ATP leadership will be given reasonable notice given the circumstance in order to prepare.

8.4 Determination of Qualifications
For the purpose of this Article the Superintendent will determine qualifications based on:

1. The teacher is properly certificated to teach, and such certificate is not an emergency certificate; and
2. The teacher is endorsed in subject, grade level(s), or specialty area; or
3. The teacher has teaching experience within the subject, specialty or grade level.

8.5 Late Vacancy
A position becoming vacant in the week prior to the first teaching day of the school year or subsequent days will be filled on a temporary basis for the remainder of that year and shall be considered vacant when hiring for the following year. A teacher from outside the District hired to fill a position under this section is not entitled to the preference provisions of this article.

8.6 Teacher on Leave
A teacher on Board approved leave is subject to the provisions of this Article.

Article 9 - Layoff and Recall

In the case of District decrease in student attendance, a decrease of 3% or more in basic need, or other conditions not in conflict with state law which demand a reduction in tenured personnel, the following procedures shall prevail:

9.1 Layoff
9.1.1 Before any official action is taken on the reduction of tenured staff, the Board will discuss the necessary layoff with the executive committee of the Association. The Association will have a five (5) day written notification of the proposed date of discussion.

9.1.2 After consideration of the information developed in discussion, the Board shall determine the programs or program components, which are to be maintained or restructured in implementing the layoff plan.

9.1.3 The Superintendent will review the qualifications and seniority of the teachers who may be affected by layoff, and construct a staffing proposal which will be reviewed by the Association executive committee. The Association will have five (5) working days to respond to the proposal if it so desires.

9.1.4 Layoff of tenured personnel shall occur according to the following procedure, which is in order of priority:

9.1.4.1 Through normal attrition.

9.1.4.2 All non-certificated or emergency certificated teachers will be released first.

9.1.4.3 Non-tenured teachers will be released first unless a position cannot be filled by a qualified tenured teacher. This provision does not limit the right of the district to non-retain an non-tenured teacher as allowed by AS 14.20.175

9.1.4.4 For the purpose of this section, a tenured teacher is qualified for a position if the position is in:

a. Grades K-8 and the teacher has an elementary endorsement;
b. An established middle school and the teacher has:
    i. An elementary endorsement;
    ii. A middle school endorsement; or
    iii. A secondary certificate with a subject area endorsement in the area of assignment in which the teacher filling the position will spend at least 40% of the teacher's time or the teacher has, within the five (5) years immediately preceding the last date on which the teacher performed teaching services in the District before being laid off, received an evaluation stating that the teacher's performance in the subject(s) meets the District performance standards
c. Grades 9-12 and the teacher has an endorsement for each subject area in which the teacher filling the position will spend at least 40% of the teacher's time or the teacher has, within the five (5) years

immediately preceding the last date on which the teacher performed teaching services in the District before being laid off, received an evaluation stating that the teacher's performance in the subject(s) meets the District performance standards.

9.1.4.5 If it is necessary to lay off tenured teachers, they will be laid off in reverse order of seniority, within the program or program components of 9.1.2 that are not to be maintained (seniority will be date and time an individual signed contract is officially received by the District). Any tenured teacher whose position has been eliminated due to necessary staff reductions shall be offered a transfer within the District if the teacher is qualified. If the teacher is qualified for more than one position, he/she will be assigned the position occupied by the least senior teacher. If more than one teacher has the same seniority, preference shall be granted on the basis of qualifications for a position.

9.1.4.6 Staff on leave will be treated for the purpose of layoff with the same consideration and regard to seniority rights as if presently teaching. Notice shall be given to them at the same time as other teachers about possible layoff.

9.2 Recall

9.2.1 Teachers who are laid off shall be recalled in reverse order of layoff provided they are qualified.

9.2.2 Recall will be initiated immediately upon the existence of a vacancy in the District as determined by the Board.

9.2.3 No teacher will lose recall rights if he/she secures other employment during the layoff.

9.2.4 Any teacher re-employed by recall shall be given the tenure, salary placement and experience held at the time of layoff. A teacher shall not accrue leave, benefits, seniority or tenure while on layoff status. Other benefits shall be those benefits in force at the time of recall.

9.2.5 Any teacher laid off shall be accorded the following recall rights:

9.2.5.1 Teachers who wish to be considered for recall shall so advise the Superintendent in writing at the time of layoff and shall provide the

Superintendent with an address and telephone number through which they can be contacted. It is the teacher's obligation to keep this information current.

9.2.5.2 For a period of three (3) years thereafter, as certificated positions become available, the Superintendent shall contact such teachers with recall rights. If more than one teacher is qualified for the position, preference shall be granted on the basis of seniority. All teachers who have recall rights will have the same rights under this Agreement as contracted personnel with the exception of compensatory rights included in Articles 14, 15 and 16.

9.2.5.3 The Board shall annually provide the Association with a current list of those who have recall rights.

9.2.5.4 During the period of any layoff the teacher shall have the right to maintain District health insurance at his/her own expense provided the carrier allows.

9.2.5.5 A teacher who has been laid off for three (3) or more years or who declines an equivalent full-time equivalency (FTE) certificated position loses further recall rights.

9.3 Appeals

9.3.1 Alleged violations of the procedures of this Article are subject to the grievance procedure. The final decision of the Board is not grievable.

Article 10 - Non-Retention and Evaluation

10.1 Tenured Rights

A teacher who has acquired tenure rights is subject to non-retention for the following school year only for the following causes pursuant to AS 14.20.175:

10.1.1 The District demonstrates that

10.1.1.1 It has fully complied with the requirements of AS 14.20.149 with respect to the tenured teacher; the plan of improvement must address ways in which the tenured teacher's performance can be improved and

shall last for not less than 90 work days and not more than 180 work days unless the minimum time is shortened by agreement between the evaluating administrator and the teacher;

10.1.1.2 The teacher's performance, after completion of the plan of improvement, failed to meet the performance objectives set out in the plan; and

10.1.1.3The evaluation of the teacher established that the teacher does not meet the District performance standards;

10.1.2 Immorality which is defined as the commission of an act which, under the laws of the State, constitutes a crime involving moral turpitude; or 10.1.3 Substantial non-compliance with school laws of the State, the regulations or bylaws of the Department, the regulations or bylaws of the District, or written rules of the Superintendent.

10.2 Need for Improvement

In the event it is determined through the District evaluation procedure that a teacher's work performance or teaching skills require improvement, such teacher will be informed in writing through the evaluation procedure. Should the evaluation identify deficiencies so serious as to affect continued employment, the teacher will be so informed and a specified time will be established between the teacher and the evaluator to affect remedial action. Failure on the part of the teacher to correct such deficiencies may result in termination as determined by the Board.

Article 11 - Grievance Procedure

11.1 General

11.1.1 A grievance shall be defined as a claim by a grievant that there has been a violation, misinterpretation, or misapplication of the terms of this Agreement.

11.1.2 A grievant is a teacher, teachers or the Association making the grievance.

11.1.3 Prior to the filing of a formal grievance, it is expected that all parties to a disagreement will attempt to resolve such problems at the lowest possible level through free and informal confidential communication.

11.1.4 A grievance must be initiated within twenty (20) days of the act or condition upon which the grievance is based or twenty (20) days from the date and time the grievant knew or should have known of the facts giving rise to the alleged grievance. Failure of the grievant to comply with this or any other time limit specified herein shall operate as a waiver of the grievance. At any time during the grievance process, the grievant may choose to withdraw the grievance, which, likewise, constitutes a waiver of the grievance. The term "days" as used in this Article means teacher work days. Failure of the Board to comply with any time limit specified herein shall permit the grievant to advance the grievance to the next level. However, the time limits specified in this Article may be changed by written mutual agreement.

11.1.5 All grievances shall be presented on the District grievance form and shall include: 1) a citation of the alleged violation, 2) a statement of facts, 3) the date of the occurrence, and 4) the specific relief sought.

11.1.6 No reprisal will be taken by either party as a result of any testimony or participation in a grievance.

11.1.7 No documents, communications, or records pertaining to the processing of a grievance hereunder shall be filed in the personnel file of any of the participants.

11.1.8 Once the formal grievance has been filed, the grievant shall have the right to be represented at all stages of the grievance procedure by representative(s) of his/her choice and in the event that a grievance meeting or hearing is scheduled during the school day, the grievant and his/her representative(s) shall be released without loss of pay for the duration of the hearing.

11.1.9 The grievant should begin the grievance procedure at level 1- Grievant - Principal or whomever has the authority to resolve the issue.

11.1.10 Either party may call and present documents (including statements from other associated parties and/or witnesses) and arguments at any formal level of the proceeding. However, any new evidence or material introduced after Level 2 must be presented to the other party at least five (5) days in advance.

11.1.11 The Association shall be informed of all grievances, attendant hearings, and decisions beyond the informal level, and have the right to have a representative present at all such hearings.

11.1.12 Grievance meetings at all levels, will be closed unless requested to be opened by the grievant.

11.2 Procedure

11.2.1 Level 1- Grievant-Principal

A grievance shall be formally initiated by the grievant or his/her representative(s) submitting a statement of grievance to his/her principal within the timelines in 11.1.4 above. The principal shall discuss the grievance with the grievant at a mutually agreed upon time, but within five (5) days of receipt of the grievance and within five (5) days of such discussion provide the grievant with a written disposition of the grievance.

11.2.2 Level 2 - Grievant-Superintendent

If the disposition at Level 1 is not acceptable to the grievant, the grievance may be submitted to the Superintendent or designee within ten (10) days of the grievant's receipt of the disposition at Level 1. Within five (5) days of receipt of the grievance, the Superintendent or designee shall meet, at a mutually agreed upon time with the grievant to discuss the grievance, within five (5) days thereafter, shall provide the grievant with a written disposition.

11.2.3 Level 3 - Grievance-Arbitration

If the grievance is not settled on the basis of the foregoing procedures, and if it shall involve claims of violation, misinterpretation, or misapplication of the Agreement, the Association or Board may, within ten (10) days of receipt of the decision in Level 2, submit the issue in writing to arbitration in the following manner:

11.2.3.1 Within seven (7) days of the submission of the grievance to arbitration, the demand for arbitration will be forwarded to the American Arbitration Association for processing under their rules and jurisdiction with the first step in the process being the selection of an arbitrator from a list of at least seven (7) qualified arbitrators. Upon receipt of the list of arbitrators, the parties shall proceed alternately to strike names from the list until one name remains and that person shall become the arbitrator.

The toss of a coin shall determine who shall strike the first name. Each party will submit to the arbitrator what it feels is the issue to be arbitrated.

11.2.3.2 The arbitrator shall schedule and conduct an arbitration hearing at the earliest possible date and render a decision no later than thirty (30) days after the case presentation.

11.2.3.3 The arbitrator shall confine himself/herself to the issue submitted for arbitration and shall have no authority to determine any other issue not submitted to him/her. The arbitrator shall be without power to make any decision, which requires the commission of an act, prohibited by law and shall have no authority to add to or subtract or modify any terms of the Agreement.

11.2.3.4 The arbitrator's decision will be in writing and will set forth the finding of fact, reasoning, and conclusions of the issue submitted. The decision of the arbitrator shall be final and binding on the teacher, the Association and the Board.

11.2.3.5 Fees and expenses of the arbitrator shall be borne equally by the Board and Association

Article 12 - Teacher Rights

A tenured teacher will be notified before March 15 if he/she is to be non-retained for the following school year.

A non-tenured teacher will be notified on or before May 1 if he/she is to be non-retained for the following year.

No teacher will be disciplined without just cause. Evaluations, assignments and transfers, leave and travel authorizations, and other ordinary personnel matters are not defined as discipline; in making such a claim the teacher bears the burden of proof.

Article 13 - No Strike, No Lockout

The Association agrees not to cause any strike, sympathy strikes, slowdowns, or participate in any work stoppage, and the Board agrees not to lock out during the term of this Agreement.

Article 14 - Leaves of Absence

14.1 Sick Leave

All Teachers under contract shall be entitled to sick leave as provided in the Rules and Regulations of the State Board of Education (4 AAC 15.040). Sick leave is accrued at the rate of one and one-third days for each calendar month or each major portion of each month of actual service. Part-time teachers shall earn sick leave based on a prorated portion of one and one-third days per month in accordance with hours worked. The District shall advance anticipated accrual of twelve (12) sick leave days at the beginning of the school year. Sick leave days used in advance and not earned shall be deducted from the Teacher's last paycheck should the teacher not fulfill the teaching contract for any reason. Unused days shall accumulate from year to year.

14.1.1 Tier III Supplemental Retirement Accounts- Tier III teachers may request to cash out sick leave at daily rate per definitions, per sick day to contribute to their District-sponsored 403(b) or 457 supplemental retirement account in the amount defined below:

- Once a Tier III teacher has accumulated 20 days of sick leave by March 31st, the teacher may request to cash in one (1) day of sick leave to contribute to the 403(b) or 457 supplemental retirement account.
- Once a Tier III teacher has accumulated 40 days of sick leave by March 31st, the teacher may request to cash in two (2) days of sick leave to contribute to a 403(b) or 457 supplemental retirement account.
- Once a Tier III teacher has accumulated 60 days of sick leave by March 31st, the teacher may request to cash in three (3) days of sick leave to contribute to a 403(b) or 457 supplemental retirement account.

The annual request form to cash out sick leave must be received by the payroll department no later than April 1st of each year. These requests will be processed and remitted to the member's district-sponsored 403(b) or 457 supplemental retirement account between April 1st and the last payroll process of the school year.

Sick leave cashed out pursuant to the provision will not be subject to TRS.

In the event there is a change in state law which provides new value to TRS Tier III members' accrued sick leave; whether realized at retirement or otherwise, the contributions identified in this article will be null and void.

14.2 Use of Sick Leave

A teacher may use all or any portion of his/her accrued sick leave for personal illness or disability.

A teacher may use up to ten (10) days of accrued sick leave per school year for purposes related to illness or injury of a family member as per definition. If more than five (5) consecutive days must be utilized for covered individuals above, a doctor's verification is required stating the need for the teacher's presence.

Sick leave days for illness or injury of a teacher or family member (as defined above) beyond those provided above may be granted at the discretion of the Superintendent.

14.3 Sick Leave Bank

In the event a certificated staff member becomes seriously ill during the course of the school year and the said employee depletes all of their sick leave, a sick leave bank may be set up. A committee, including representatives of Associated Teachers of Petersburg (ATP) and district administrators, will be set up to review the merits of the situation based upon:

14.3.1 All of the teacher's sick leave has been exhausted.

14.3.2 A doctor's certificate/fitness for duty form is presented verifying the teacher's continued need for leave.

14.3.3 If these criteria are met the committee may invoke a "sick leave bank" to which other certificated employees may contribute up to three (3) days of their accumulated sick leave benefits. The teacher in need of additional days may

then have access to the "bank" of days. As per AS 14.14.105 a teacher may not draw more than twice the number of days of sick leave the teacher has accumulated before the first day of school in any school year or 24 days, whichever is greater. However, in a case of severe illness or extreme hardship the Board may permit a teacher to draw more leave. The days may not exceed the school year in which the illness becomes acute, and the teacher may not access more than 30 days during the school year. Any days not utilized will be returned to the accounts of the donating employees. The Association President and Superintendent shall meet to determine how to return the remaining unused sick days, if any, at the conclusion of the school year. A teacher must have a minimum of 20 days accrued and remaining in their balance in order to donate days to the sick leave bank.

14.3.4 Sick leave bank may only be activated for certificated staff members' serious illness.

14.4 FMLA and AFLA Leave of Absence

Employees of the Petersburg School District will be entitled to specific leaves as outlined by the federal Family and Medical Leave Act of 1993 and the Alaska Family Leave Act (Public Law 103-3).

14.4.1 Forms for FMLA and AFLA can be found with the Employee Resource link on Petersburg School District website at http://pcsd.us.

14.5 False Statement

A false statement by a teacher regarding sick leave shall be sufficient grounds for cancellation of the contract as cited in the Rules and Regulations of the State Board of Education (4 AAC 15.040)

14.6 New Parent Leave

Use of accrued sick leave for the purpose of a teacher becoming a parent: natural, adoptive or foster shall be as and to the extent provided by FMLA. Leave necessitated for medical reasons before birth, but associated with the pregnancy, requires a doctor's certificate. Any paid leave will run concurrently with FMLA and AFLA. Employees may be required to submit fitness-for-duty forms prior to their return to work. At the request of the teacher, additional leave without pay may be granted as per Section 14.12 of this agreement and will also follow FMLA/AFLA provisions. New Parent leave shall be chargeable to sick leave.

14.7 Bereavement Leave

In the event of a death of the teacher's family member as per definition, the teacher may apply for up to five (5) days bereavement leave with pay to attend the funeral or to complete funeral arrangements.

If circumstances of death require travel outside the state, an additional two (2) days bereavement leave may be applied. The cost of a substitute teacher will be paid by the District.

The Superintendent has the discretion to allow the use of sick leave to extend the days beyond the maximum listed above.

14.8 Professional Leave

The Board shall provide for professional leave for certificated teachers with pay for purposes, which will benefit and improve the educational programs of the District as determined by the Superintendent and the Board. This includes traveling and attending Award or Recognition ceremonies where they are the recipient and the award is related to their position with the District. Leave for the purpose of attending Award or Recognition ceremonies shall be capped at 3 days per year.

14.9 Personal Leave

Certificated staff shall receive four (4) personal days per school year. Only (2) two unused days may be carried over from one year to the next for a maximum of (6) six in any given year.

14.9.1 Uses of Personal Leave- Employees shall notify their principal as far in advance as possible of intended use. Personal leave use must be approved by both the Principal and Superintendent. Personal leave shall be restricted during a) in-service and/or parent/teacher conference days; b) the first or last week of the school year; or c) days immediately before or after holidays or vacations.

In special circumstances approved by the Principal and Superintendent, employees may request the use of personal leave for the above-referenced restricted periods.

Multiple personal leave requests for the same day may be granted at the discretion of the Principal and Superintendent. Substitutes shall be paid by the District.

14.9.2 Unused Excess Personal Leave- Unused personal leave days in excess of two (2) may be cashed out at the end of the school year at the daily rate, per definition.

14.10 Legal Leave

If a suit is brought against a teacher for actions taken in compliance with Board policy and/or administrative direction within the scope of his/her teaching position, or if the teacher is required to attend a legal proceeding as a direct consequence of the teacher's related functions, the teacher shall be entitled to leave with pay for periods of work which are missed due to actual participation in such proceedings. Teachers will receive full pay during periods when actually participating in jury selection, trial or jury deliberations. Pay received for above-described legal proceeding or jury duty shall be turned over to the District. Substitutes shall be paid by the District.

14.11 Association Leave

The following provisions shall govern the granting of Association leave:

14.11.1 No one teacher may use more than fifty percent (50%) of total leave.

14.11.2 Association leave will be limited to sixteen (16) days per school year,

14.11.3 The Association shall designate a person to receive leave when leave is requested.

14.11.4 The District and the Association will share the cost for substitutes up to nine (9) days of Association leave. The Association will pay every third day (i.e. day 3, 6 and 9), up to nine days. The Association will pay the remaining seven (7) days of leave.

14.12 Board Approved Leave of Absence

14.12.1 A teacher may request a leave of absence without pay for the purpose of child rearing.

14.12.2 A teacher may request a leave of absence without pay for a serious health condition of the employee or of a family member as per definition. Requests for such leave must be submitted in writing to the Superintendent within thirty (30) days of the commencement of such leave when foreseeable.

14.12.3 A teacher who has completed five (5) years of continuous service may be allowed up to one (1) year leave of absence without pay. Requests for such leave must be submitted in writing to the Superintendent for approval by January 1st. Approval of such leaves shall be at the discretion of the Superintendent and Board. At the completion of the approved period of leave, the teacher will be rehired.

The tenured teacher on active leave will have the option to continue on medical insurance at the teacher's expense, to the extent of the current insurance contract, pursuant to federal statute (COBRA).

14.13 Emergency Leave

Emergency leave may be granted by the Superintendent or designee after all personal leave has been used. The teacher may apply for up to five (5) days emergency leave with pay, not to exceed seven (7) days if out of state travel is required. The teacher will pay the cost of the substitute.

14.14 Paid Holidays

All employees will be paid for the following six (6) holidays. These days are included in the count of a 190-day contract period.

Labor Day, Thanksgiving Day, the day after Thanksgiving, Christmas Day, New Year’s Day, Memorial Day.

When a holiday falls on a Saturday, the proceeding Friday shall be considered a paid non-work day; when the holiday falls on a Sunday, the paid non-work day shall be the following Monday.

Article 15 - Shared Teaching

15.1 Notice

Teachers who are on active status may volunteer for shared time assignments by making an application to the Superintendent on or before March 1 for the ensuing year.

15.2 Duration

All shared time assignments shall be for one (1) school year, commencing at the beginning of the school year. All shared time assignments shall be subject to the discretionary approval of the Superintendent. Once approved by the Superintendent, a shared time assignment shall not terminate during the school year without the approval of the Superintendent except in case of resignation, termination, or commencement of an unpaid leave of absence of one (1) or both of the teachers sharing the assignment. In case of such resignation or termination, or unpaid leave of absence, the Superintendent or his/her designee shall have the right, in his/her discretion, to continue the shared time assignment by hiring a replacement or to terminate the shared time arrangement and require the remaining shared time teacher partner to return to full time status.

15.3 Extension

A shared time assignment may be continued for an additional school year with the discretionary approval of the Superintendent.

15.4. Grievances

No grievance or arbitration shall arise from the Superintendent's granting or not granting or refusing to continue any shared time assignments.

15.5 Termination

The termination of shared time assignments by the Superintendent shall not be considered an involuntary transfer.

15.6 Compensation

15.6.1 Shared time teachers shall be compensated at a rate of 4 to.6 of the salary they would be entitled to if they held a full time assignment, based on the number of classes/hours assigned. (Shared time assignments can only be split on the basis of 4 and .6 or 5 and 5, or by semester.)

15.6.2 Shared time teachers shall have the same insurance benefits as part-time teachers. In no case shall the total cost of the fringe benefits between teachers sharing a position exceed the total cost of the benefits paid to a full time teacher for the same position.

15.7 Preparation and Planning

Shared time teachers will divide preparation/planning time, but their total preparation/planning time will not exceed the preparation/planning time of a full time teacher.

15.8 Duty Time

The duty time for shared time teachers when added to the duty time of their shared time partner, where appropriate, shall equal a full time assignment.

15.9 Meetings

Shared time teachers will be required to attend staff meetings, all parent conferences, open houses, and in-service days. No extra compensation shall be paid for the fulfillment of these duties.

15.10 Teaching Time

Shared time teachers will be allowed to share teaching time. One teacher will teach the 1st semester and the other teacher will teach the 2nd semester. These shared time teachers shall be considered on leave without pay for the semester not worked. It is understood that these teachers are under continuing contract and are not eligible for unemployment compensation. These shared time teachers will receive one (1) year of experience credit for every two (2) semesters actually worked. Teachers who wish to be covered by the District health insurance plan shall pay one half (1/2) the annual premium before the semester of leave without pay begins.

15.11 Completion

When a shared time assignment will not be continued the following year, the teacher who originally held the shared position shall be returned to full time status in that position. The other teacher shall be returned to a position in the District and may apply for a voluntary transfer.

15.12 Voluntary Transfer

When neither teacher previously held the position or the position will not continue, teachers may apply for voluntary transfer. A teacher who occupied a full time position prior to sharing an assignment shall be returned to a full time position. A teacher who occupied a part time position prior to sharing a position shall be returned to a part time position at the option of the District.

15.13 Seniority

Each teacher participating in shared time will receive full seniority credit.

15.14 Sick Leave Days

15.14.1 Teachers in a shared time position will receive prorated sick leave days.

15.14.2 Absences shall be deducted on a prorated basis.

Article 16 - Part Time Teaching

16.1 Definition

Part-time employees are those certificated employees who are contracted for less than a full day.

16.2 Attendance

Required attendance by part-time employees on workdays shall be proportionate to contracted work hours. However, this does not preclude attendance beyond the proportionate contracted hours.

16.3 In-Service

The required level of attendance by part-time employees at inservice will be determined by the district. Any additional time will be compensated at the teacher's regular pay rate.

16.4 Leave

Part-time teacher leave will be prorated based on the total number of hours worked per day by the part-time teacher divided by the number of hours in a full-time teacher's regular work day.

16.5 Insurance

Part-time teacher health insurance benefits are referenced in Article 18 - Group Insurance of this agreement.

16.6 Preparation Time

Uninterrupted preparation time for part-time teachers shall be based on FTE and be in segments of no less than 15 minutes.

16.7 Salary Scale
Placement on the salary scale for part-time teachers accrues at a prorated rate based on the full-time contract terms. For example, an employee must work two years on a 5 FTE contract to qualify for one step increase. A teacher working a .7, .8, or .9 FTE contract would be eligible for a one-year step increase.

16.8 Tenure Accrual
Part-time teachers accrue tenure as determined by AS 14.20.155. (Note: part-time teaching contracts count toward tenure as long as the contract is for a full year.)

Article 17 - Salary Schedule

17.1 Appendix A FY 25 School Year 2024-2025 Base Salary $50,348
17.2 Appendix B FY 26 School Year 2025-2026 Base Salary $52,566
17.3 Appendix C FY 27 School Year 2026-2027 Base Salary $54,143

17.4 Column placement
For the purpose of initial placement, credits required for teacher certification shall not be used for determining the level of entry on the salary schedule.

17.5 Advancement on the Salary Schedule
17.5.1 Certificated full time employees may advance no more than one horizontal column and one vertical step per year. (Example: Teacher A is in BA column, Step 4 and they cannot move to Column MA, step 5.) As an exception to this rule, if a teacher starts and finishes their Master's Degree within one contract year, while in the BA column, they may move over to the MA column the following contract year. (Example: The Master's program starts in July 2024 and ends in June 2025; with completion, a member moves from BA column to MA column in Fall of 2025). Intention to advance is required to be submitted prior to, or at the time of, signing of the following year's contract using the District's "Career Advancement Plan" worksheet. If this form is not received on time, advancement may not be recognized.

17.5.2 Teaching Experience Credited to Initial Placement on the Salary Schedule

17.5.2.1 Teachers hired after the start of this agreement may be granted up to ten (10) years of verified certificated full time teaching experience within Alaska for initial placement on the salary schedule.

17.5.2.2 Teachers hired after this start of this agreement may be granted out-of-state/country years according to Alaska Statute Section 14.20.220: up to six (6) years for a BA and eight (8) years for a MA+ of verified certificated full-time teaching experience for initial placement on the salary schedule.

17.5.3 Hours or credits previously accepted for salary advancement will not be altered.

17.5.4 Official transcripts are required for district acceptance of approved courses. Transcripts of completed, approved courses must be submitted on or before September 20th of the school year in which salary advancement is requested.

17.5.5 A previously submitted and approved Career Advancement Plan may be revised and re-submitted for approval upon request of the certificated employee.

17.5.6 The District reserves the right to approve, for salary advancement / Career Advancement credit, only those courses that are related to the field of education, or which enhance advancement of subject matter knowledge or teaching strategies and/or District program priorities.

17.5.7 Courses taken for Career Advancement must meet the criteria under one of the following categories:

17.5.7.1 Accredited College or University Courses (on campus) or Online and Correspondence Courses:

17.5.7.1.1 Courses must be offered for upper division credit (500 level or above).

17.5.7.1.2 Courses must clearly relate to the field of education in the Petersburg City Schools.

17.5.7.1.3 Courses must be granted by an accredited college or university listed on the Accredited Institutions of Postsecondary Education deemed acceptable by the American Council on Education.

17.5.7.1.4 The grade recorded on the transcript must indicate "p" (Pass) or its equivalent or the grade must be "C", "B", or "A" or an equivalent passing mark on a traditional grading scale.

17.5.7.1.5 The same course cannot be taken more than once for career advancement credit.

17.5.7.1.6 Only courses pre-approved on a licensed employee's Career Advancement Plan or courses taken as part of a defined program leading to a Master's or Doctorate degree from an accredited college or university will be awarded credit for salary advancement purposes.

17.5.7.2 Career Technical Education Courses:

17.5.7.2.1 Teacher must be currently assigned or the District is anticipating assigning a teacher to a CTE teaching position within the District.

17.5.7.2.2 Career technical courses, professional certificates, and industry certifications must be pre approved by the superintendent or designee before they will be accepted for salary advancement. 15 contact hours per course/certification is equivalent to 1 Credit hour on the salary schedule; final calculation of course credit to be determined by the Superintendent

17.5.7.2.3 The same course cannot be taken more than once for career advancement credit.

17.5.7.2.4 Teacher must receive a passing grade or certification to be eligible to receive credit.

17.5.7.2.5 Certificate of Completion will be accepted in lieu of official transcripts.

17.5.7.3 In-Service Courses for College/University Credit:

17.5.7.3.1 Courses must be offered for upper division credit (500 level or above).

17.5.7.3.2 Courses must clearly relate to the field of education in the District.

17.5.7.3.3 Courses must be granted by an accredited college or university listed on the Accredited Institutions of Postsecondary Education deemed acceptable by the American Council on Education.

17.5.7.3.4 The grade recorded on the transcript must indicate "p" (Pass) or its equivalent or the grade must be "C", "B", or "A" or an equivalent passing mark on a traditional grading scale.

17.5.7.3.5 The same course cannot be taken more than once for career advancement credit.

17.5.7.3.6 Only credit from locally provided in-service courses pre-approved by the District will be awarded credit for salary advancement purposes.

17.5.8 Course Approval: Credit approval for advancement consideration will be determined by the Superintendent. Should the employee disagree with the Superintendent's decision, the decision may be appealed to a Course Review Board composed of: 1. School Board Member 2. A Building Principal 3. A Member of the Associated Teachers of Petersburg

17.6 Activities

17.6.1 Extra Duty/Athletic Schedule: The number of weeks of the season are based on the yearly adopted ASAA (Alaska Student Activities Association) calendar for a sport or activities participation through the state regional tournament.

17.6.2 Activity stipends will be paid as set forth in Appendix D.

17.6.3 Coach hiring process and coach evaluation can be found in the Coaches' handbook.

Article 18 Group Insurance

The District will make available through the Public Education Health Trust (PEHT) Health Plan E for medical, surgical, dental, audio and vision insurance for employees who work a minimum of fifteen (15) hours per week and their eligible dependents. Enrollment in the Public Education Health Trust (PEHT) Plan E is optional and voluntary for full time and part time members. (See "Opt Out" below).

18.1 Out of Pocket Expenses

The District will pay eighty (80%) of Public Education Health Trust (PEHT) tiered premium rates for employees working thirty (30) hours or more per week (full time employees) and their eligible dependents.

Eligible members will pay twenty (20%) of the Public Health Trust (PEHT) tiered premium rates. The District will pay eighty (80%) of the monthly premium for employees and dependents, working less than 30 hours per week, prorated as follows:

Under 30/ at least 25 hrs per week - 80%
Under 25/ at least 20 hrs per week - 70%
Under 20/ at least 15 hrs per week - 60%

The eligible part-time employee will pay a tiered premium rate as determined annually by Public Education Health Trust (PEHT).

There will be an annual District insurance committee meeting to review insurance renewal premiums and discuss plan options. This committee will consist of ATP, PDSP, and district administration members, and will be scheduled when the district receives the renewal document.

Eligibility and Enrollment criteria and conditions shall be those listed in the Public Education Health Trust (PEHT) Health Plan Benefit Booklet for Petersburg School District. Changes in the "tier" status of a covered employee may take place at any time based on qualifying life events (marriage, divorce, death, birth, removal of covered dependents due to age or employment).

18.2 Opt Out Stipend

Eligible full time employees (working thirty hours or more per week) may waive individual coverage and thereby also waive their dependent coverage because of other health insurance or group health plan coverage that may be available. In the event the

full time employee waives enrollment in the Public Education Health Trust (PEHT) Health Plan E, the District will pay the employee a $250 per month stipend. Employees who elect to voluntarily waive participation in the Public Education Health Trust (PEHT) Health Plan E must notify the District during the "open enrollment period" and the employee must provide proof of alternative insurance. Re-enrollment "in" or opting "out" of the Public Education Health Trust (PEHT) Health Plan E may take place once per year, during the open enrollment period (June 1st June 30th). Part time employees (employed less than 30 hours per week) are not eligible for the Opt Out Stipend. The full time employee spouse of a full time covered employee is not eligible for the Opt Out Stipend.

18.3 Term Life Insurance and Accidental Death Insurance

The District will provide, through Unum Term Life insurance and Accidental Death Insurance, at no cost to full time and part time (working more than 15 hours per week) employees. Policy limits will be $5,000 for the term life insurance and $5,000 for the accidental death insurance.

Article 19 - Wellness Incentives

19.1 Institutional Enrollment

The District will enroll as an Institutional Member with the Petersburg Parks and Recreation Department. $6,000 (2012 institutional enrollment) will be allocated for institutional membership. Institutional Membership provides benefit to all employees, (part time or full time) and their eligible family dependents (up to 6 members in the household per the Petersburg Parks and Recreation Department contract).

Institutional Membership provides District employees and eligible dependents with access to all standard Petersburg Parks and Recreation Department facilities (pool facilities, weight room, cardio, racquet courts, etc.) at a rate equal to 25% of the full non Institutional Membership rate (including purchase of a family pass at 25% of full cost).

A maximum of $100 will be reimbursed to any individual full time or part time employee. The District will provide $1,000 each year (July 1 to June 30) to reimburse fees to certified employees for dance classes, organized exercise classes, and use of approved private workout facilities not associated with the Petersburg Parks and Recreation Department. (Example:$1,000 if used to the $100 maximum by eligible employees, would provide private facility reimbursement to 10 employees).

Additional fees and costs for supplemental classes offered by Petersburg Parks and Recreation Department are not eligible for reimbursement.

19.2 Health Examination

All regularly employed personnel will undergo a health examination upon initial employment. There will no longer be a requirement to undergo a health examination every three years thereafter. Teachers are eligible for a $25 reimbursement/gift card each year for submitting proof of a Wellness Visit (currently covered by PEHT, Plan E) or proof of a physical (for employees utilizing alternate health insurance).

Article 20 - Tier III 403(b) Match

Teachers who fall within the Tier III retirement program from the State of Alaska are eligible for an annual $500.00 match to their district-sponsored 403(b) or 457 supplemental retirement account. Tier III teachers electing this option must sign up for the match on a form provided by the business office. After initial enrollment, the match will be remitted to the teacher's account upon proof of contribution annually no later than five (5) business days of the employee's last contracted day.

In the event there is a change in state law which provides a new TRS Tier III retirement plan this article will be null and void.

Article 21 - Conformity to Law

If an article, section or subsection of this Agreement or any application of this Agreement to any employee or groups of employees is held to be contrary to law by a tribunal or competent jurisdiction, then such provision or application shall not be deemed valid or subsisting, except to the extent permitted by law, but all other provisions in the Agreement or applications shall continue in full force and effect. Furthermore, the Board and Association shall within thirty (30) calendar days enter into negotiation to replace any provision found to be contrary to law.

Article 22 - Limits of Agreement

This Agreement is the entire agreement between the Board and the Association. The parties acknowledge that they have fully bargained with respect to terms and conditions of employment and have settled them for the duration of this Agreement.

Duration of Agreement

This Agreement shall be in effect July 1, 2024 and shall continue in full force and effect through June 30, 2027. Upon the written request of either party, delivered respectively to the Superintendent of Schools or the President of the Associated Teachers of Petersburg, to open negotiations, upon agreement to open by both parties, a mutually acceptable meeting date shall be set not more than thirty (30) days following the request. Once communications begin, both parties agree that no more than twenty (20) days will elapse between communications. In any event, the two parties agree to meet by January 31st, 2027.

*** Original signing sheet.***

Execution

This Agreement is executed this 23th day of July, 2024 by the duly authorized agent and representatives of the parties hereto at Petersburg, Alaska.

ASSOCIATED TEACHERS OF PETERSBURG

_____

President

_____

Vice-President

PETERSBURG SCHOOL BOARD

_____

Board President

_____

Board Secretary

Appendix A - Salary Schedule FY 25

PETERSBURG SCHOOL DISTRICT BASIC SALARY SCHEDULE 2024-2025

FY 25	BA	BA16	BA48/MA	BA64/MA16	BA80/MA32
0	$50,348	$52,733	$55,112	$57,490	$59,864
1	$52,733	$55,112	$57,490	$59,864	$62,232
2	$55,112	$57,490	$59,864	$62,232	$64,599
3	$57,490	$59,864	$62,232	$64,599	$66,960
4	$59,864	$62,232	$64,599	$66,960	$69,316
5	$62,232	$64,599	$66,960	$69,316	$71,670
6	$64,599	$66,960	$69,316	$71,670	$74,020
7	$66,960	$69,316	$71,670	$74,020	$76,366
8	$69,316	$71,670	$74,020	$76,366	$78,709
9		$74,020	$76,366	$78,709	$81,048
10			$78,709	$81,048	$83,381
11			$81,048	$83,381	$85,711
12				$85,711	$88,037
13					$90,360
14					$92,681

% Increase 1 year

FY 25	BA	BA16	BA48/MA	BA64/MA16	BA80/MA32
0	6.41%	6.33%	6.24%	6.16%	6.07%
1	6.33%	6.24%	6.16%	6.07%	5.99%
2	6.24%	6.16%	6.07%	5.99%	5.90%
3	6.16%	6.07%	5.99%	5.90%	5.82%
4	6.07%	5.99%	5.90%	5.82%	5.73%
5	5.99%	5.90%	5.82%	5.73%	5.65%
6	5.90%	5.82%	5.73%	5.65%	5.57%
7	5.82%	5.73%	5.65%	5.57%	5.48%
8	5.73%	5.65%	5.57%	5.48%	5.40%
9		5.57%	5.48%	5.40%	5.31%
10			5.40%	5.31%	5.23%
11			5.31%	5.23%	5.14%
12				5.14%	5.06%
13					4.97%
14					4.89%

Appendix B - Salary Schedule FY 26

PETERSBURG SCHOOL DISTRICT BASIC SALARY SCHEDULE 2025-2026

FY 26	BA	BA16	BA48/MA	BA64/MA16	BA80/MA32
0	$52,566	$55,012	$57,449	$59,879	$62,302
1	$55,012	$57,449	$59,879	$62,302	$64,715
2	$57,449	$59,879	$62,302	$64,715	$67,122
3	$59,879	$62,302	$64,715	$67,122	$69,520
4	$62,302	$64,715	$67,122	$69,520	$71,909
5	$64,715	$67,122	$69,520	$71,909	$74,291
6	$67,122	$69,520	$71,909	$74,291	$76,665
7	$69,520	$71,909	$74,291	$76,665	$79,031
8	$71,909	$74,291	$76,665	$79,031	$81,391
9		$76,665	$79,031	$81,391	$83,742
10			$81,391	$83,742	$86,083
11			$83,742	$86,083	$88,417
12				$88,417	$90,744
13					$93,063
14					$95,376

% Increase 2 year

FY 26	BA	BA16	BA48/MA	BA64/MA16	BA80/MA32
0	11.10%	10.93%	10.75%	10.57%	10.39%
1	10.93%	10.75%	10.57%	10.39%	10.22%
2	10.75%	10.57%	10.39%	10.22%	10.04%
3	10.57%	10.39%	10.22%	10.04%	9.87%
4	10.39%	10.22%	10.04%	9.87%	9.69%
5	10.22%	10.04%	9.87%	9.69%	9.51%
6	10.04%	9.87%	9.69%	9.51%	9.34%
7	9.87%	9.69%	9.51%	9.34%	9.16%
8	9.69%	9.51%	9.34%	9.16%	8.99%
9		9.34%	9.16%	8.99%	8.81%
10			8.99%	8.81%	8.64%
11			8.81%	8.64%	8.46%
12				8.46%	8.29%
13					8.11%
14					7.94%

Appendix C - Salary Schedule FY 27

PETERSBURG SCHOOL DISTRICT BASIC SALARY SCHEDULE 2026-2027

FY 27	BA	BA16	BA48/MA	BA64/MA16	BA80/MA32
0	$54,143	$56,663	$59,172	$61,676	$64,171
1	$56,663	$59,172	$61,676	$64,171	$66,656
2	$59,172	$61,676	$64,171	$66,656	$69,136
3	$61,676	$64,171	$66,656	$69,136	$71,606
4	$64,171	$66,656	$69,136	$71,606	$74,066
5	$66,656	$69,136	$71,606	$74,066	$76,519
6	$69,136	$71,606	$74,066	$76,519	$78,965
7	$71,606	$74,066	$76,519	$78,965	$81,402
8	$74,066	$76,519	$78,965	$81,402	$83,832
9		$78,965	$81,402	$83,832	$86,254
10			$83,832	$86,254	$88,666
11			$86,254	$88,666	$91,070
12				$91,070	$93,466
13					$95,855
14					$98,237

% Increase 3 year

FY 27	BA	BA16	BA48/MA	BA64/MA16	BA80/MA32
0	14.44%	14.25%	14.07%	13.89%	13.71%
1	14.25%	14.07%	13.89%	13.71%	13.52%
2	14.07%	13.89%	13.71%	13.52%	13.34%
3	13.89%	13.71%	13.52%	13.34%	13.16%
4	13.71%	13.52%	13.34%	13.16%	12.98%
5	13.52%	13.34%	13.16%	12.98%	12.80%
6	13.34%	13.16%	12.98%	12.80%	12.62%
7	13.16%	12.98%	12.80%	12.62%	12.44%
8	12.98%	12.80%	12.62%	12.44%	12.26%
9		12.62%	12.44%	12.26%	12.08%
10			12.26%	12.08%	11.89%
11			12.08%	11.89%	11.71%
12				11.71%	11.54%
13					11.36%
14					11.18%

Appendix D - Activity Stipends

PETERSBURG SCHOOL DISTRICT EXTRA DUTY CONTRACT FY 24-27

Sports/Activity	Number of Weeks (ASAA)	If attending State	Category	2024-2027
Baseball, Varsity	12.5	1		$5,213
Baseball, Asst.	12.5	1		$2,085
Basketball, Varsity	14.5	1		$6,045
Basketball, Asst.	14.5	1		$2,419
Basketball, MS	7.5	n/a		$1,215
Cheerleading, Varsity	14.5	1		$6,045
Cheerleading, Asst.	14.5	1		$2,419
Cheerleading, MS	7.5	n/a		$1,215
Cross Country, Varsity	8.5	1		$3,545
Cross Country, Asst	8.5	1		$1,418
Cross Country, MS	0.5	n/a		$891
Debate, Drama, Forensics	8.5	n/a		$3,545
E-Sports	5.5			$2,294
Glacier Survey	6		II	$1,668
Music (extra-curricular)	13.5	n/a	II	$3,753
Prom Advisor	3	n/a	II	$834
Robotics, MS	10		II	$1,620
School Wide Play Director	5.5	n/a	II	$1,529
Senior Class Advisor, HS	3	n/a	II	$834

Sports/Activity	Number of Weeks (ASAA)	If attending State	Category	2024-2027
Student Govt Advisor, HS	AASG-3	n/a	II	$834
Student Govt Advisor, ES	AASG-3	n/a	II	$834
Student Govt Advisor, MS	AASG-3			$834
Swim/Dive, Varsity	12.5	1		$5,213
Swim/Dive, Asst	12.5	1		$2,085
Track and Field, Varsity	11.5	1		$4,795
Track and Field, Asst.	11.5	1		$1,918
Track and Field, MS	4.5	n/a	II	$729
Teacher Mentor (up to 6)				$600
Natl. Ocean Science Bowl	8.5	1*	II	$2,363
Natl Honor Society, HS	2			$556
Natl Jr. Honor Society, MS	2			$324
NYO, MS	6.2			$1,008
Volleyball, Varsity	11.5	1		$4,795
Volleyball, Asst.	11.5	1		$1,918
Volleyball, MS	6.5	n/a	II	$1,053
HS Yearbook* (if not a class)	School year- 10	n/a	II	$2,780
MS Yearbook* (if not a class)	School year- 5wk	n/a	II	$1,390
ES Yearbook* (if not a class)	School year- 5wk	n/a	II	$1,390
Wrestling, Varsity	10.5	1		$4,379
Wrestling, Asst.	10.5	1		$1,751
Wrestling, MS	5.5	n/a	II	$891

Category I - ASAA Membership Activities

Category II - Non-ASSA Required Activities
HS based on $417 week
HS asst. Based on 40% of head coach
HS II based on $278 week
MS based on $162 week

The number of weeks of the season are based on the yearly adopted ASAA (Alaska Student Activities Association) calendar for a sport or activities participation through the state regional tournament.

Note: 1*= National Competition (Tsunami Bowl)

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AASB POLICY REFERENCE MANUAL UPDATE SERVICE

SUMMER 2024 UPDATE

INSTRUCTION SHEET

NOTE: This packet includes only those policy manual pages that have been revised, deleted or newly established. Full text pages are included and are to be substituted as indicated below. Additional updates with be forthcoming in the fall of 2024.

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

REPLACE/ADD	FORMAL ADOPTION REQUIRED	DESCRIPTION
ARTICLE 0, Series 0000 – Philosophy, Goals, Objectives and Comprehensive Plans		
AR 0510	No	This update modifies AR 0510 to simplify the regulation and bring it into compliance with provisions necessary for a District Report Card under AS 14.03.120 and 4 AAC 06.895. The specific requirements of the report card have been removed from the regulation so as to not require updates based on regulatory changes. The requirements of AS 14.03.120 and 4 AAC 06.895 remain and are cited to in the regulation.
ARTICLE 5, Series 5000 – Students		
BP 5123	Yes	This update revises the policy to reflect the student retention procedures required by the Alaska Reads Act.

REPLACE/ADD	FORMAL ADOPTION REQUIRED	DESCRIPTION
ARTICLE 6, Series 6000 – Instruction		
BP 6174.1	No	This update is a formatting revision to delete a repeated word. Board approval is not required.
ARTICLE 9, Series 9000 – Bylaws of the Board		
BB 9320	Yes	This update includes additional language to clarify that poll voting by a school board is not permitted and all official board action must be taken in an open meeting.
BB 9322	Yes	This update clarifies that a board president and superintendent may reject community requests to place an item on the board agenda.

WORKSHEETS for the district policy committee:
DISCARD WHEN FINISHED

Students

PROMOTION/ACCELERATION/RETENTION BP 5123(a)

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

The School Board desires to see students progress with their peers through the school district's grade levels. To accomplish this, instruction should accommodate the varying interests and growth patterns of individual children and include strategies for providing extra attention or assistance when needed.

Promotion

Students shall progress through the school district's grade levels by demonstrating growth in learning the required basic skills.

Progress toward high school graduation shall be based on the student's ability to pass the subjects and electives necessary to earn the required number of credits.

(cf. 6146.1 - High School Graduation Requirements)
(cf. 6146.5 - Differential Requirements for Individuals with Exceptional Needs~~Elementary School Promotion~~)

Acceleration

Acceleration is possible when high academic achievement is evident. However, the student's social and emotional growth shall be taken into consideration before placing him/her in a higher grade.

Retention

The School Board recognizes that research indicates that very few children benefit from being retained during the elementary and middle grades. The Superintendent or designee shall promote alternatives to retention among certificated staff.

Note: Strategies for reducing retention rates may include reading intervention programs, tutorial programs, and the use of ungraded schools, combination classes, year-round education, and developmentally appropriate primary curriculum designed to meet the needs of children at their own developmental stage.

Note: The following paragraph requires the use of student study team when retention is recommended.

When a teacher believes that retention is necessary to meet a student's needs, he/she shall ask the principal to establish a student study team to consider the child's academic, social and emotional performance. The student's parent/guardian shall be invited to participate on the student study team.

Under the Alaska Reads Act, a student retained due to a reading deficiency must be provided the process set forth in BP 6147 and AS 14.30.765(d) – (m).

WORKSHEETS for the district policy committee:
DISCARD WHEN FINISHED
Students

PROMOTION/ACCELERATION/RETENTION BP 5123(b)

(cf. 6164.5 - Student Study Teams)
(cf. 5121 - Grades/Evaluation of Student Achievement)
(cf. 6141 - Curriculum Development and Evaluation)
~~*(cf. 6146.5 - Elementary School Promotion/Standards of Proficiency)*~~*(cf. 6147 – Alaska Reads Act Intervention Programs)*

Legal Reference:

ALASKA STATUTES
AS 14.30.760 *Statewide screening and support*
AS 14.30.765 *Reading intervention services and strategies; progression*

ALASKA ADMINISTRATIVE CODE
4 AAC 06.400 *Statewide literacy screening and support*
4 AAC 06.405 *Reading intervention services and strategies*
4 AAC 06.410 *Individual reading improvement plan*
4 AAC 06.415 *Student Progression*
4 AAC 06.490 *Definitions*

Updated 6/2024

WORKSHEETS for the district policy committee:
DISCARD WHEN FINISHED

AGENDA/MEETING MATERIALS

Note: The following optional bylaw may be revised to reflect district practice and needs.

Construction of Agenda

The School Board president and the Superintendent shall prepare an agenda for each meeting of the Board.

(cf. 9121 - Board President)

Board members may place any item on the agenda no later than five days before the scheduled meeting date.

All agendas shall include the meeting time and place and a description of each business item to be transacted or discussed. All agendas shall be posted for public review prior to the meeting.

(cf. 9320 - Meetings)

Note: A.S. 29.20.020 requires governing bodies provide a reasonable opportunity for the public to be heard.

Any member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting. The request must be in writing and submitted to the Superintendent with supporting documents and information, if any, at least ten working days before the scheduled meeting date.

When constructing the agenda, the Board president and Superintendent will decide whether a request is within the subject matter jurisdiction of the Board and whether the agenda item is appropriate for discussion in open or executive session. The Board president and Superintendent may reject a public request for a matter to be added to the agenda for any reason.

The Board shall also give members of the public the opportunity to testify at regular meetings on matters which are not on the agenda but which are within the subject matter jurisdiction of the Board. An agenda item for such input shall be included on Board agendas. The Board shall not take action on such matters at that meeting.

(cf. 9012 – Communications To and From the Board)
(cf. 9323 - Meeting Conduct)

All public communications with the Board are subject to requirements of relevant Board policies and administrative regulations.

(cf. 1312 - 1312.3 - Complaints Concerning Schools)

Board Member Preparation

A copy of the agenda shall be forwarded to each Board member at least three days before each regular meeting date, together with the Superintendent or designee's report, minutes to be approved, copies of communications, reports from committees, staff, citizens and others, and other available documents pertinent to the meeting.

When special meetings are called, the secretary and president shall make every effort to get the agenda and support materials to Board members as soon as possible.

Board members shall review agenda materials before each meeting. Individual members may confer directly with the Superintendent or designee to obtain specific information on agenda items.

(cf. 9200 - Board Members)

Legal Reference:
ALASKA STATUTES
29.20.020 Meetings public

Revised ~~9/01~~6/2024

EDUCATION OF NATIVE/INDIAN CHILDREN BP 6174.1(a)

Community and Parental Involvement

Note: Title 20 of the United States code mandates that school districts receiving Impact Aid funds have a policy ensuring all parents and community members, including IRA and traditional councils, have the opportunity to submit their views and active consultation relating to the district's education and cocurricular programs. It is the law's intent to encourage the maximum participation by Alaska Natives in the planning and management of Alaska Native education programs.

Note: Under the Every Student Succeeds Act, "affected" school district are required to consult with local tribes or tribal organizations prior to submitting a plan or application for federally covered education programs. Affected districts are those that either: 1) have 50% or more of its student enrollment made up of Alaska Native students; or 2) received an Indian education formula grant under Title VI in the previous year that exceeds $40,000. Consultation must be done "in a manner and in such time that provides the opportunity for such appropriate officials from Indian tribes or tribal organizations to meaningfully and substantively contribute to plans under covered programs." Federal programs requiring consultation between tribes and affected school districts include:

- Title I, Part A (Improving Basic Programs Operated by State and Local Educational Agencies)
- Title I, Part C (Education of Migratory Children)
- Title I, Part D (Prevention and Intervention Programs for Children and Youth who are Neglected, Delinquent, or At-Risk)
- Title II, Part A (Supporting Effective Instruction)
- Title III, Part A (English Language Acquisition, Language Enhancement, and Academic Achievement Act)
- Title IV, Part A (Student Support and Academic Enrichment Grants)
- Title IV, Part B (21st Century Community Learning Centers)
- Title V, Part B, subpart 2 (Rural and Low-Income School Program)
- Title VI, Part A, subpart 1 (Indian Education Formula Grants to Local Educational Agencies)

The School Board recognizes that all parents and community members, including IRA and Traditional Councils, have a special interest in the education programs and cocurricular programs provided their children. To provide an opportunity for them to be meaningfully involved in the development, implementation, and evaluation of each school's educational and cocurricular program, all interested parties will mutually enter into Indian Policies and Procedures (IPP's), which are incorporated into and adopted as the policy of the School Board. The policies must be drafted in accord with 20 USC 7704 and 34 CFR 222.94. In addition, the following procedures will be used:

Note: Where "Advisory Committee" appears, the board may wish to specify/designate what body will be responsible for implementing this policy based on the needs of your district.

1. At a meeting of a School Board Advisory Committee called for that specific purpose, the principal will present a detailed description of that school's education program including curriculum (course description, scope and sequence) and program evaluation procedures as well as the co-curricular program provided. At least two weeks prior to that meeting public notice will be given through newspapers, public posting, and radio announcements, where appropriate, stating the agenda and purpose of the meeting. To further insure community involvement a written invitation will be sent to the IRA and/or Traditional Council.

EDUCATION OF NATIVE/INDIAN CHILDREN (continued) BP 6174.1(b)

2. During the planning and development of local education programs all parents and community members including IRA and Traditional Councils, will be actively consulted in the following manner:

   a. At each Advisory Committee meeting where program applications for financial assistance are reviewed all members of the public will be given an opportunity to present their views.

   b. All members of the public will have an opportunity to present their overall views on the educational program and its operation.

   c. All members of the public will have an opportunity to make recommendations concerning the needs of their children.

   d. All members of the public will be given the opportunity to comment on the way in which they can assist their children in realizing the benefits to be derived from the educational program.

(cf. 6020 - Parent Involvement)

Nondiscrimination

The School District certifies that all children participate in the school program on an equal basis regardless of age, sex, race, ~~age,~~ creed, color, national origin, or ethnic background and shall not be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any education program or activity of the district consistent with Title IX of the Education amendments of 1972 and Title Vl of the Civil Rights Act of 1964.

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

Educational Program

Note: Under the Every Student Succeeds Act, the government is dedicated to the development of curriculum materials that reflect the cultural diversity of Alaska Natives, instructional programs that make use of Native Alaskan languages, and programs and materials designed to address the needs of rural Alaska schools. This includes supporting the unique educational needs of rural school children by incorporating qualified Alaska Native elders and seniors.

The primary purpose of the educational program is to provide experiences by which individuals will learn within the context of their needs as well as the broader needs for which the district shares a responsibility. Under this assumption, the school is viewed as a link between the individual and learning resources and experiences available to meet both short and long range needs. To encourage the strongest and most viable linkage, the School Board recommends:

1. A program which is individualized to the maximum extent and which provides as many options as possible within educational goals statement previously made.

2. An organization plan by grade level or function which considers local expectations and efficiency of operation rather than an arbitrary pattern of organization. Individualization of program for students and optimum staff utilization demands an organizational plan based upon statement performance, skill grouping, and activity grouping rather than a rigid grouping by age, sex, or other non-educational basis.

3. A staff utilization procedure which establishes specific personnel needs based upon the programs requirements. All persons, directly or indirectly effect the school operation. Certificated, classified and resource personnel, as well as students in certain circumstances, are considered in developing procedures for staff utilization.

4. A guidance and individual program planning effort which assures the widest choice of alternatives to individual students over their period of formal education. Emphasis will be upon bringing the student in direct contact with those educational experiences and resources which best meet short or long range needs.

5. An assessment program which uses both subjective and objective measures in determining student performance and the effectiveness of the school program in achieving learning objectives. This program is an integral part of the guidance function and requires both the involvement and understanding of students and parents in its development.

6. A wide range of learning materials and techniques which will meet the needs of students and of those responsible for instructional or learning activities. Special consideration must be given to unique cultural and language requirements. Audio and video materials, as well as print materials, are particularly important to the concepts- of individualization and maximum learning options.

7. A program for bringing students, schools and communities together in various educational, cultural, and recreational activities. The Alaska High School Activities Association (AHSAA) is recognized as the authority for all high school interscholastic activities. The district accepts as binding all AHSAA rules and regulations for membership and competition. All activities will be made available to students on a nondiscriminatory basis.

8. Maximum use of community resources as an integral part of the curriculum. Budgetary and administrative procedures should promote this utilization with standards established at the district and community level.

9. A continuous program of curriculum development at the community and district level. In this way the program will remain dynamic from both a content and organizational standpoint. Innovative or pilot efforts should be encouraged within whatever constraints must be applied to afford protection of students from potentially harmful experimentation.

10. That in those areas which may be viewed as controversial, instructional procedures will be confined to a body of factual information with acceptance or interpretation left to the student. Religion is recognized as an important historic element but specific religion responsibility rests with the home and church. The Advisory Committee and parents should play a major role in determining how controversial issues will be handled BEFORE SPECIFIC CONTROVERSIES OR ISSUES ARISE. Areas often found as the source of controversy are sex education, alcohol, and drug education.

11. Special programs, such as Title 1, Migrant Education, and Indian Education be designed, implemented and evaluated with input from parents and teachers of involved students. Specific activities may include but are not limited to:

    a. Notifying each child's parents and teachers in a timely manner that the child has been selected to participate in the program.

    b. Informing parents and teachers of specific objective of the program.

    c. Establishment of parent-teacher conferences.

    e. Providing materials, suggestions and training to enable parents to promote education at home.

    f. Providing timely information concerning the program's plans and evaluations.

    g. Soliciting parents and teacher suggestions in planning and operating the program.

    h. Facilitating volunteer or paid participation by parents in school activities.

    i. Establishing parent advisory committees.

Legal Reference:

UNITED STATES CODE
20 USC §§ 7541-7546, Alaska Native Educational Equity, Support, and Assistance Act
20 USC § 7704 Policies and procedures relating to children residing on Indian Lands

CODE OF FEDERAL REGULATIONS
34 CFR 222.94 What provisions must be included in a local educational agency's Indian policies and procedures?

Revised ~~4/2022~~6/2024

SCHOOL DISTRICT REPORT CARD AR 0510(a)

Note: Pursuant to AS 14.03.120 and 4 AAC 06.895, the "School District Report Card to the Public" must include the items ~~specified below~~specifically enumerated therein. Each school shall disseminate its report to parents not later than 30 days after the department has made all necessary data available to districts.

Annually, the principal or designee shall prepare a report on ~~his/her~~their school's performance and the performance of the school's students. The report shall be presented to parents, students, and community members at a public meeting and forwarded to the Superintendent. By ~~July 1~~October 31 of each year, the Superintendent or designee shall provide to the Department of Education and Early Development, and make available to the public, a report on the performance of district schools and students.

The school and district reports shall be made on forms prescribed by the Department of Education and Early Development and shall include~~:~~

~~1. the accreditation status of the school, including the date of accreditation, the name of the accrediting organization, and the level of accreditation awarded;~~

~~2. the number and percent of district students that achieved applicable standards on state assessments;~~

~~3. the number and percent of district students that achieved applicable standards on state assessments, disaggregated by subgroups:~~

- ~~Economically disadvantaged students~~
- ~~Students with limited English proficiency~~
- ~~Students with disabilities~~
- ~~African-Americans~~
- ~~Alaska Natives and American Indians~~
- ~~Students of two or more races~~
- ~~Asians or Pacific Islanders~~
- ~~Hispanics~~
- ~~Whites~~
- ~~Males~~
- ~~Females~~
- ~~Migrants~~
- ~~Not migrant students~~

~~4. a comparison between the performance score for the school or district and the school's or district's annual measurable objectives for that year as determined under 4 AAC 06.815;~~

~~5. a comparison between the performance score of students in each subgroup and the subgroup's annual measurable objectives for that year as determined under 4 AAC 06.815;~~

~~6. a comparison between the performance score for the district and the performance score for the state as a whole;~~

~~7. the number and percentage of students not tested;~~

~~**SCHOOL DISTRICT REPORT CARD** (continued) AR 0510(b)~~

~~8. the number and percentage of students in each subgroup not tested;~~

~~9. the most recent two-year trend in student performance in each subject area for each grade level;~~

~~10. a description of student, parent, community, and business involvement in student learning, including the number and percent of students and parents, respectively, who responded to the teacher evaluation survey; the number of school/business or interagency partnerships; the average number of volunteer hours a week spent in the school; and a narrative description of the results of parental, community, and business involvement;~~

~~11. attendance, retention, dropout, and graduation rates as determined under 4 AAC 06.895(i);~~

~~12. the annual percent change in enrollment and the percent of enrollment change due to student transfers into and out of the district;~~

~~13. the performance star rating designation assigned the school under AS 14.03.123 and AAC 06.895(f) and the methodology used to assign the performance designation, including the measures used and the relative weights other indicators, and teacher qualifications;~~

~~14. a summary of student, parent, and community member comments on the school's performance, including the number of persons commenting;~~

~~15. if Native language education is provided, a summary and evaluation of the curriculum described in AS 14.30.420;~~

~~16. the most recent available academic achievement results in grades four and eight on the state NAEP reading and mathematics assessments, including the percentage of students at each achievement level reported in the aggregate, and the participation rates for students with limited English proficiency.~~

~~17. other indicators of school performance selected by the district or required by state regulation; and~~

~~18. information on the number, attendance, and performance of students enrolled in the school whose parents or guardians are on active duty in the armed forces of the United States, the United States Coast Guard, the Alaska National Guard, the Alaska Naval Militia, or the Alaska State Defense Force.~~ the required disclosures set forth in AS 14.03.120 and 4 AAC 06.895.

~~**SCHOOL DISTRICT REPORT CARD** (continued) AR 0510(c)~~

Note: The district may establish regulations to require that additional information be included in reports and may specify other conditions for issuing school report cards.

WORKSHEETS for the district policy committee:
DISCARD WHEN FINISHED
Philosophy-Goals-Objectives and Comprehensive Plans

Revised ~~3/2017~~6/2024

WORKSHEETS for the district policy committee:
DISCARD WHEN FINISHED

Bylaws of the Board BB 9320(a)

MEETINGS

Note: Alaska's Open Meetings Act A.S. 44.62.310-.312 requires meetings of the Board to be open to the public except as allowed by law and requires reasonable public notice of such meetings. 1994 revisions to the Act are reflected in this sample policy.

Meetings of the Board are conducted for the purpose of accomplishing district business. A meeting of the Board shall consist of any gathering of the members of the Board when more than three members of the Board, or a majority of the members, whichever is less, are present and collectively consider a matter upon which the Board is empowered to act. As a matter of district policy and state law, meetings ordinarily shall be open to the public. The Board may meet in closed sessions only to discuss certain matters as permitted or required by Alaska's Open Meetings Act. All business of the Board must be conducted at a duly convened meeting of the Board. Poll voting between meetings is not allowed.

(cf. 9321 Executive Sessions)

Reasonable public notice shall be given for all meetings of the Board in accordance with law and district practice, and shall be posted at all regular district and school sites before the meeting. Such notice shall include the date, time and place of the meeting and, if the meeting is by teleconference, the location of any teleconferencing facilities that will be used. Public meetings may not be held in a private home or private business.

(cf. 9012 - Communications To and From the Board)
(cf. 9322 - Agenda/Meeting Materials)
(cf. 9323 - ~~Conduct of Meetings~~Meeting Conduct)

Regular Meetings

The Board shall adopt a yearly calendar specifying the date, time and place of each regular meeting. The local media shall be provided with the annual calendar of regular Board meetings and shall be notified of any changes to the calendar.

The Board shall hold ___ regular meetings each month. Unless changed by the Board, regular meetings shall be held at _____ p.m. at _____. Notice of regular meetings shall be posted at least five (5) days prior to the meeting.

Special Meetings

Special meetings of the Board may be called by the presiding officer or a majority of the Board members.

Except in the case of an emergency, notice of special meetings shall be provided at least 24 hours before the meeting. This notice shall specify the date, time, place and, if the meeting is by teleconference, the location of any teleconferencing facilities that will be used. Such notice shall be given to all Board members, the superintendent and to the local news media. This notice also shall be posted at all regular district and school sites at least 24 hours before the meeting.

MEETINGS (continued)

Notice of a special meeting shall include a statement of the purpose of the meeting. No business may be transacted at this special meeting, other than that which is specifically stated in the notice of the meeting.

Emergency Special Meetings

The Board president or designee shall give notice of an emergency special meeting to the local media by telephone before the meeting. If telephone services are not functioning, the notice requirement is waived. In that event, as soon after the meeting as is practicable, the Board shall notify the local media that the meeting was held and shall describe the purpose of the meeting and any action taken by the Board.

Teleconferences

Recognizing the inherent responsibility and statutory duties of Board members, the Board strongly encourages Board members to attend and participate at meetings of the Board. Though great importance is given to the physical presence of Board members at meetings, the attendance and participation of members by teleconference is authorized whenever physical presence is not practicable. All votes at a meeting of members attending by teleconference shall be taken by roll call.

The Board also authorizes the use of teleconferences for Board meetings when receiving public comment or testimony, and during Board deliberations.

Whenever possible, meeting agendas and supporting materials shall be available at all teleconference facilities used for the Board meeting.

Legal Reference:

ALASKA STATUTES
14.08.091 Administration
14.14.070 Organization of school board
14.14.080 Declaring a school board vacancy
29.20.020 Meetings public
44.62.310 Agency meetings public
44.62.312 State policy regarding meetings

Revised ~~2/06~~6/2024

TITLE IX POLICY AR 0410

1. Introduction

The District encourages members of the District community to report sexual harassment. This procedure only applies to conduct defined sexual harassment under Title IX and applicable federal regulations and that meet Title IX jurisdictional requirements. The District will respond to sexual harassment and sexual misconduct that falls outside that definition and outside the jurisdiction of the Title IX federal regulations using Alaska law and applicable District policies and procedures. In implementing these procedures discussed below, the District will also provide supportive measures, training, and resources in compliance with federal and State law, unless they preempted by the Title IX regulations.

2. Title IX Coordinator

Questions concerning Title IX may be referred to as the District's Title IX Coordinator.

The Title IX Coordinator is required to respond to reports of sexual harassment or misconduct. The Title IX Coordinator will handle information received with the utmost discretion and will share information with others on a need-to-know basis. For example, the Title IX Coordinator may need to address public safety concerns on District property, comply with state and federal legal requirements, or share information to implement supportive measures.

A report of sexual harassment to the Title IX Coordinator does not necessarily lead to a full investigation, as discussed more fully below. The Title IX Coordinator will make an assessment to determine if there is a safety risk to the District. If the Title IX coordinator finds there is a continued risk, the Title IX Coordinator will file the formal complaint without the Complainant's consent or cooperation.

3. Title IX Harassment Complaints and Investigations

These Title IX sexual harassment procedures protect students, employees, applicants for employment, and applicants for admission.

Jurisdictional Requirements – Application of Procedures

These procedures apply if the conduct meets the following three jurisdictional requirements:

- The conduct took place in the United States;
- The conduct took place in a District "education program or activity." This includes locations, events, or circumstances over which the District exercised substantial control over both the Respondent and the context in which the harassment occurred, including on-campus and off-campus property and buildings the District owns or controls or student organizations officially recognized by the District own or control; and
- The conduct meets the definition of Title IX "sexual harassment"

4. Definitions

Complainant: A Complainant is an individual who alleges he/she/they is the victim of conduct that could constitute sexual harassment.

Consent: Consent means affirmative, conscious, and voluntary agreement to engage in sexual activity. Both Parties must give affirmative consent to sexual activity. It is the responsibility of each person involved in the sexual activity to ensure that he/she/they has the affirmative consent of the other or others to engage in the sexual activity. Lack of protest, lack of resistance, or silence do not indicate consent. Affirmative consent must be ongoing throughout a sexual activity and one can revoke his/her/their consent at any time. The existence of a dating relationship between the persons involved, or the fact of past sexual relations between them, is not an indicator of consent.

The Respondent's belief that the Complainant consented will not provide a valid defense unless the belief was actual and reasonable, based on the facts and circumstances the Respondent knew, or reasonably should have known, at the time of the incident. A Respondent's belief is not a valid defense where:

- The Respondent's belief arose from the Respondent's own intoxication or recklessness;
- The Respondent did not take reasonable steps to ascertain whether the Complainant affirmatively consented; or
- The Respondent knew or a reasonable person should have known that the Complainant was unable to consent because the Complainant was incapacitated, in that the Complainant was:
- Asleep or unconscious;
- Unable to understand the fact, nature, or extent of the sexual activity due to the influence of drugs, alcohol, or medication; or
- Unable to communicate due to a mental or physical condition.

Decision-maker: The person who will make a determination of responsibility. The Decision-maker cannot be the Title IX Coordinator or the investigator.

Formal Complaint: A written complaint signed by the Complainant or Title IX Coordinator, alleging sexual harassment and requesting an investigation. If the Title IX Coordinator signs the formal complaint, he/she/they will not become a Party to the complaint.

Parties: As used in this procedure, this means the Complainant and Respondent.

Respondent: A Respondent is an individual reported to be the perpetrator of conduct that could constitute sexual harassment.

Sexual Harassment under Title IX: Conduct that satisfies one or more of the following:

- A District employee conditions the provision of an aid, benefit, or service of the District on an individual's participation in unwelcome sexual conduct (quid pro quo harassment);
- Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's education program or activity;
- Sexual assault, as defined in 20 U.S.C. 1092(f)(6)(A)(v);

- Dating violence, as defined in 34 U.S.C. 12291(a)(10);
- Domestic violence as defined in 34 U.S.C. 12291(a)(8); or
- Stalking as defined in 34 U.S.C. 12291(a) (30).

5. Reporting Options

Any individual may report sexual harassment to the District's Title IX Coordinator. All District employees with knowledge of allegations of sexual harassment must report the allegations, including the name of the Complainant, the Respondent, and any other witnesses, and the date, time, and location of the alleged incident to the Title IX Coordinator promptly.

The District strongly encourages prompt reporting of sexual harassment. Prompt reporting allows for the collection and preservation of evidence, including physical evidence, digital media, or witness statements. A delay may limit the District's ability to effectively investigate and respond.

Individuals have the opportunity to decide whether they want to pursue a formal Title IX complaint. Reporting sexual harassment to the Title IX Coordinator does not automatically initiate an investigation under these procedures. A report allows the District to provide a wide variety of support and resources to impacted individuals and to prevent the reoccurrence of the conduct. A Complainant or the Title IX Coordinator filing a formal complaint will initiate an investigation.

If there are parallel criminal and Title IX investigations, the District will cooperate with the external law enforcement agency and will coordinate to ensure that the Title IX process does not hinder the legal process or proceedings.

Mandatory Reporting by District Employees to the Title IX Coordinator

All District employees must report allegations of sexual harassment to the Title IX Coordinator promptly.

6. Intake and Processing of Report

Receipt of Report

After receiving a report of sexual harassment, the Title IX Coordinator will contact the Complainant and reporting party to explain rights under this policy and procedure and invite the Complainant to an in-person meeting. The Title IX Coordinator will discuss supportive measures with the Parties.

Timeframe for Reporting

The District does not limit the timeframe for reporting sexual harassment. However, to promote timely and effective review, the District strongly encourages individuals to report sexual harassment as soon as possible, because a delay in reporting may affect the District's ability to collect relevant evidence.

Supportive Measures

Supportive measures are non-disciplinary, non-punitive individualized services offered free of charge to the Complainant or the Respondent regardless of whether a formal complaint has been filed. The District will provide the Complainant and Respondent with supportive measures as appropriate and as reasonably available to restore or preserve equal access to the District's education program or activity. These measures are designed to protect the safety of all Parties, protect the District's educational environment, or deter sexual harassment. The District will provide supportive measures on a confidential basis and will only make disclosures to those with a need to know to enable the District to provide the service. Supportive measures may include counseling, extensions of deadlines, other class-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the Parties, leaves of absence, increased security, and monitoring of certain areas of the campus, and other similar measures.

7. Removal of Respondent Pending Final Determination

Upon receiving a report regarding sexual harassment, the Title IX Coordinator will make an immediate assessment concerning the health and safety of the Complainant and campus community as a whole. The District has the right to order emergency removal of a Respondent, or if the Respondent is an employee, place the employee on administrative leave.

Emergency Removal

The District may remove a non-employee Respondent from the District's education program or activity on an emergency basis after it conducts an individualized safety and risk analysis and determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of sexual harassment justifies removal.

Emergency removal is not appropriate to address a Respondent's threat of obstructing the sexual harassment investigation or destroying relevant evidence. Emergency removal is only available to address health or safety risks against individuals arising out of sexual harassment allegations, not to address other forms of misconduct that a Respondent might commit pending the processing of a complaint.

The District's Superintendent or designee will conduct the individualized safety and risk analysis.

If the Superintendent or designee determines emergency removal is appropriate, they or a designee will provide the person the District is removing from campus on an emergency basis with notice and an opportunity to attend a meeting and challenge the basis of their removal. The Superintendent or designee will determine whether the emergency removal from campus order is warranted after considering information provided by the Respondent challenging the emergency removal.

Administrative Leave

The District may place an employee Respondent on administrative leave during the pendency of a grievance process described in the formal complaint process below. The District will follow any relevant policies, procedures, collective bargaining agreements, or state law in placing an employee on administrative leave.

8. Formal Complaint Grievance Procedures

Notice to Parties

Upon receipt of a formal complaint, the Title IX Coordinator will provide the following notice in writing to the known Parties:

- Notice of the District's Title IX grievance process;
- Notice of the sexual harassment allegations with sufficient detail to prepare a response before any initial interview;
- Statement that the Respondent is presumed not responsible for the alleged conduct;
- Statement that the determination of responsibility will not be made until the conclusion of the grievance process;
- Notice that the Parties have a right to an advisor of their choice, who may be, but is not required to be, an attorney;
- Notice that the Parties may inspect and review evidence obtained as part of the investigation that is directly related to the allegations raised in the formal complaint, including the evidence upon which the District does not intend to rely in reaching a determination regarding responsibility and inculpatory or exculpatory evidence, whether obtained from a Party or other source; and
- Notice of any provision in the District's code of conduct or discipline rules that prohibits knowingly making false statements or knowingly submitting false information during the grievance process.
- If in the course of an investigation, the District decides to investigate allegations about the Complainant or Respondent that are not included in the notice provided above, the Title IX Coordinator will provide written notice of the additional allegations to the Parties whose identities are known.

Dismissal of Formal Complaint

The District must investigate the allegations in a formal complaint. However, the District must dismiss the formal complaint and will not process the complaint under these procedures if any of the following three circumstances exist:

- If the conduct alleged in the formal complaint would not constitute Title IX sexual harassment as defined in this procedure;
- If the conduct alleged did not occur in the District's education program or activity; or
- If the conduct alleged did not occur against a person in the United States.

The District has the discretion to dismiss a formal complaint or any allegation under the following circumstances:

- If at any time during the grievance process the Complainant notifies the Title IX Coordinator in writing that he/she/they would like to withdraw the formal complaint or any allegations;
- If the Respondent is no longer enrolled or employed by the District; or

- If there are specific circumstances that prevent the District from gathering evidence sufficient to reach a determination regarding responsibility as to the formal complaint or allegations.

If the District dismissed the formal complaint or any allegations, the Title IX Coordinator will simultaneously provide the Parties with written notice of the dismissal and reason(s). The District will also provide the Parties with their right to appeal.

The District may commence proceedings under other policies and procedures after dismissing a formal complaint.

Consolidation of Formal Complaints

The District may, but is not required to, consolidate formal complaints as to allegations of sexual harassment against more than one Respondent, or by more than one Complainant, against one or more Respondents, or by one Party against the other Party where the allegations of sexual harassment arise out of the same facts or circumstances.

Equitable Treatment of the Parties

The District's determination of responsibility is a neutral, fact-finding process. The District will treat Complainants and Respondents equitably such that the procedures will apply equally to both Parties. The District will not discipline a Respondent until it reaches a determination of responsibility for sexual harassment against the Respondent at the conclusion of the grievance process.

Statement of Non-Responsibility

The investigation is a neutral, fact-finding process. The District presumes all reports are in good faith. Further, the District presumes the Respondent is not responsible for the alleged conduct. The District makes its determination regarding responsibility at the conclusion of the grievance process.

Bias or Conflict of Interest

The District's Title IX Coordinator, Investigator(s), Decision-maker(s), or any person designated by the District to facilitate an informal resolution process, will not have potential actual bias or conflict of interest in the investigatory, sanctioning, or appeal process or bias for or against Complainants or Respondents generally. Actual bias is an articulated prejudice in favor of or against one Party or position; it is not generalized concern about the personal or professional backgrounds, positions, beliefs, or interests of the Decision-makers in the process. The District will provide training on bias, conflict of interest, and impartial service to the Title IX Coordinator, investigator, Decision-maker, and facilitator.

Timeline for Completion

The District will undertake its grievance process promptly and as swiftly as possible. The District will complete the investigation and its determination regarding responsibility within 180 calendar days.

When appropriate, the Title IX Coordinator may determine that good cause exists to extend the 180 calendar day period to conduct a fair and complete investigation, to accommodate an investigation by law enforcement, to accommodate the unavailability of witnesses or delays by the Parties, to account for District breaks or vacations, or due to the complexity of the investigation.

The District will provide notice of this extension to the Complainant and Respondent in writing and include the reason for the delay and anticipated timing of completion.

A Party may request an extension from the Title IX Coordinator in writing by explaining the reason for the delay and the length of the continuance requested. The Title IX Coordinator will notify the Parties and document the grant or denial of a request for extension or delay as part of the case record keeping.

Role of Advisor

Throughout the grievance process, both the Complainant and Respondent have a right to an advisor of their choice. An advisor may not be a witness or have a conflicting role in the process, or with a Party. The role of the advisor is to provide support and assistance in understanding and navigating the investigation process. The advisor may not participate in the process as a witness or obstruct an interview or disrupt the process. The Title IX Coordinator has the right to determine what constitutes appropriate behavior of an advisor and take reasonable steps to ensure compliance with this procedure.

Confidentiality Agreements

To protect the privacy of those involved, the Parties and advisors are required to sign a confidentiality agreement prior to attending an interview or otherwise participating in the District's grievance process. The confidentiality agreement restricts the dissemination of any of the evidence subject to inspection and review or use of such evidence for any purpose unrelated to the Title IX grievance process. The confidentiality agreement will not restrict the ability of either Party to discuss the allegations under investigation.

Use of Privileged Information

The District's grievance procedure does not require, allow, rely upon, or otherwise use questions or evidence that constitute, or seek, disclosure of information protected under a legally recognized privilege (e.g., attorney-client privilege, doctor-patient privilege, spousal privilege, etc.), unless the person holding the privilege provides voluntary, written consent to waive the privilege.

Investigations

The Title IX Coordinator is responsible for overseeing investigations to ensure timely resolution and compliance with Title IX and these procedures. The Title IX Coordinator can also conduct investigations.

Trained Investigators

TITLE IX POLICY AR 0410

The District will investigate Title IX formal complaints fairly and objectively. Individuals serving as investigators under this procedure will have adequate training on what constitutes sexual harassment, Title IX, and how the District's grievance procedures operate. The District will also provide investigators training on issues of relevance to create an investigative report that fairly summarizes relevant evidence and complies with this procedure.

Gathering Evidence and Burden of Proof

The District, and not the Parties, has the responsibility to gather information and interview witnesses. When the investigator evaluates the evidence, they will do so using the preponderance of the evidence standard. After considering all the evidence gathered, the investigator will decide whether it is more likely than not that the reported conduct occurred.

Notice of Investigative Interview

The District will provide written notice of the date, time, location, participants, and purpose of all investigative interviews to an individual whose participation is invited or expected, with sufficient time for the individual to prepare to participate.

Evidence Review

Both Parties have an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in the formal complaint, including the evidence upon which the District does not intend to rely in reaching a determination regarding responsibility and inculpatory or exculpatory evidence whether obtained from a Party or other source.

Prior to the investigator preparing an investigative report, the District will send to each Party and the Party's advisor, if any, the evidence subject to inspection and review in an electronic format or a hard copy. The Parties will have at least 10 days to submit a written response. The investigator must consider this written response prior to completing the investigative report.

Investigative Report

The results of the investigation of a formal complaint will be set forth in a written report that will include at least all of the following information:

- An executive summary of the allegations and findings as to each allegation;
- A summary of the procedural steps taken during the investigation, including the individuals contacted;
- An analysis of relevant evidence, including witness statements, gathered during the course of the investigation;
- A discussion of the investigator's conclusions about whether the allegations occurred using a preponderance of the evidence standard;
- A list of the relevant documents; and
- A table of contents for any report that exceeds 10 pages.

The investigator may redact information that is not directly related to the allegations or that is privileged. However, the investigator will keep a log of information that is not produced to the Parties. The log will be provided only to the Title IX Coordinator and will not be disclosed to the Parties.

The District will send to the Parties and their advisors, if any, the investigative report in an electronic format or a hard copy, for their review. The Parties will have at least 10 days to submit written, relevant questions that a Party wants to be asked of any Party or witness. The District will provide relevant questions to the Party or witness and set a deadline of no less than 10 calendar days to submit a response. The District will provide each Party with the submitted responses and allow the Parties to submit additional, limited follow-up questions within 10 calendar days. The District will provide each Party with the submitted responses. The Decision-maker must explain to the Party proposing the questions any decision to exclude a question as not relevant.

Decision-maker

The Decision-maker will be free from conflict of interest or bias, including bias for or against Complainants or Respondents. In cases where the Complainant or Respondent objects to the Decision-maker on the basis of a conflict of interest, the Complainant or Respondent may request that the Title IX Coordinator select a different Decision-maker. The Complainant or Respondent must make this request to the Title IX Coordinator in writing no later than five (5) business days after the District identifies the Decision-maker to the Parties.

The Decision-maker must objectively evaluate all relevant evidence both inculpatory and exculpatory and must independently reach a determination regarding responsibility. The Decision-maker must receive training on issues of relevance.

Determinations of Responsibility

When the Decision-maker makes a determination of responsibility or non-responsibility, the Decision-maker will issue a written determination regarding responsibility, no later than 4 weeks after the deadline for the Parties to submit a written response to the investigative report.

When making a determination regarding responsibility, a Decision-maker will objectively evaluate all relevant evidence, including both inculpatory and exculpatory evidence. A Decision-maker may not make credibility determinations based on an individual's status as a Complainant, Respondent, or witness. In evaluating the evidence, the Decision-maker will use a preponderance of the evidence standard. Thus, after considering all the evidence, the Decision-maker will determine whether it is more likely than not that sexual harassment occurred.

The Decision-maker will issue a written determination that will include the following:

- Identification of the allegations potentially constituting Title IX sexual harassment as defined in these procedures;
- A description of the procedural steps taken from the receipt of the formal complaint through the determination, including who conducted the investigation gave notifications to the Parties. The determination will also state when, where, and date the investigator interviewed Parties and witnesses, conducted site visits, and the methods used to gather

other evidence. The procedural section should also discuss the dates and how the Parties were provided the opportunity to review and inspect evidence;
- Findings of fact supporting the determination. In making these findings, the Decision-maker will focus on analyzing the findings of fact that support the determination of responsibility or non-responsibility;
- Conclusions regarding the application of the District's code of conduct or relevant rules to the facts;
- A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility;
- Whether the District will provide remedies designed to restore or preserve equal access to the District's education program or activity to the Complainant.
- A statement of, and rationale for, any disciplinary sanctions the District imposes on the Respondent,

The District need not disclose to the Respondent remedies that do not impact them as part of the written determination. The District can inform the Respondent that it will provide remedies to the Complainant. However, the District will inform the Complainant of the sanctions against the Respondent.

The District's procedures and permissible bases for the Complainant and Respondent to appeal. The District will provide the written determination to the Parties simultaneously. The determination regarding responsibility becomes final either on the date that the District provides the Parties with the written determination of the result of the appeal, if the Parties file an appeal, or if the Parties do not file an appeal, the date on which an appeal would no longer be considered timely.

9. Disciplinary Sanctions and Remedies

The District must have completed the grievance procedures (investigation and any appeal, if applicable) before the imposing disciplinary sanctions or any other actions that are not supportive measures against a Respondent. If the Decision-maker determines the Respondent was responsible for conduct that constitutes sexual harassment, the District will take disciplinary action against the Respondent and any other remedial action it determines to be appropriate. The action will be prompt, effective, and commensurate with the severity of the offense.

Remedies for the Complainant might include, but are not limited to:

- Providing an escort to ensure that the Complainant can move safely between classes and activities;
- Ensuring that the Complainant and Respondent do not attend the same classes or work in the same work area;
- Providing counseling services or a referral to counseling services;
- Providing medical services or a referral to medical services;
- Providing academic support services, such as tutoring;
- Arranging for a Complainant, if a student, to re-take a course or withdraw from a class without penalty, including ensuring that any changes do not adversely affect the Complainant's academic record; and

- Reviewing any disciplinary actions taken against the Complainant to see if there is a causal connection between the harassment and the misconduct that may have resulted in the Complainant's discipline.

Possible disciplinary sanctions for students Respondents include written or verbal reprimand, training or counseling, non-academic probation, suspension, and expulsion. Possible disciplinary sanctions for employee Respondents include written or verbal reprimand, required training or counseling, demotion, suspension, or discharge.

10. Appeal of Dismissal of a Formal Complaint or of the Determination of Responsibility

A Complainant or Respondent may appeal (1) the District's determination regarding responsibility or (2) the dismissal of a formal complaint or any allegations under Title IX. A Complainant or Respondent must submit a written appeal within ten business days from the date of the notice of determination of responsibility or from the date of the District's notice of dismissal of a formal complaint or any allegations.

Grounds for Appeal

The Superintendent or designee will serve as the Decision-maker on Appeal. In filing an appeal of the District's determination regarding responsibility or the District's dismissal of a formal complaint, the Party must state the grounds for appeal and a statement of facts supporting those grounds. The grounds for appeal are as follows:

- A procedural irregularity affected the outcome;
- New evidence was not reasonably available at the time the District's determination regarding responsibility or dismissal was made, and this new evidence could affect the outcome; or
- The District's Title IX Coordinator, investigator, or Decision-maker(s) had a conflict of interest or bias for or against Complainants or Respondents generally or the individual Complainant or Respondent that affected the outcome.

Appeal Procedure

If the Complainant or Respondent submit an appeal to the District, the District will:

- Notify the other Party in writing within five business days of receiving a Party's appeal;
- Allow the non-appealing Party at least ten business days of receipt of the appeal to submit a written response in support of, or challenging, the outcome.

The Decision-maker, on appeal, will issue a written decision on whether to grant or deny the appeal and the rationale for the decision, within 45 business days after the Decision-maker on appeal receives the response to the appeal or the last day to provide a response. The District will provide notice of the written decision simultaneously to both Parties.

The Decision-maker on appeal may extend or otherwise modify the deadlines provided above. Either Party may seek an extension by submitting a written request to the Decision-maker on appeal explaining the need for the extension and the proposed length of the extension. The

Decision-maker on appeal will respond to the request within 48 hours in writing and will inform the Parties simultaneously whether the extension is granted.

Informal Resolution

If the District determines that a formal complaint is appropriate for informal resolution, it may provide the Parties with the opportunity to participate in an informal resolution process, including mediation, at any time prior to reaching a determination regarding responsibility.

The District will provide the Complainant and Respondent written disclosure of the allegations, the requirements of the informal resolution process including the circumstances under which it precludes the Parties from resuming a formal complaint arising from the same allegations, and any consequences resulting from participating in the informal resolution process, including the records that will be maintained or could be shared.

The District must obtain the Parties' voluntary, written consent to the informal resolution process. If the Parties reach an agreement, the District does not have to complete a full investigation and adjudication of a report of sexual harassment. At any time prior to agreeing to a resolution, any Party has the right to withdraw from the informal resolution process and resume the grievance process with respect to the formal complaint.

The informal resolution process is not available to resolve allegations that an employee sexually harassed a student.

11. Retaliation Prohibited

The District prohibits any intimidation, threats, coercion, or discrimination against any individual who made a report or complaint of sexual harassment, testified, assisted, or participated or refused to participate in any manner in a Title IX investigation or proceeding. Individuals who experience retaliation may file a complaint using the formal complaint process described above.

12. Dissemination of Policy and Procedures

The District will provide its policy and procedures related to Title IX on its website and in each handbook or catalog provided to applicants for admission and employment, students, employees, and all unions or professional organizations holding collective bargaining with the District.

When hired, employees are required to sign acknowledging that they have received the policy and procedures. The District will place the signed acknowledgment of receipt in each employee's personnel file.

13. Training

The District will provide training to Title IX Coordinators, investigators, Decision-makers, and any individual who facilitates an informal resolution process, on the definition of sexual harassment, the scope of the District's education program or activities, how to conduct an investigation and grievance process including appeals and informal resolution processes, as applicable, and how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias. Any materials used to train the District's Title IX Coordinator,

investigators, Decision-makers, and any person who facilitates an informal resolution process, will not rely on sex stereotypes and must promote impartial investigations and adjudications of formal complaints of sexual harassment.

14. File Retention

The District will retain, on file, for a period of at least seven years after closing the case copies of:

- The original report or complaint;
- Any actions taken in response to the complaint, including supportive measures;

The investigative report including all evidence gathered and any responses from the Parties;

- The District's determination regarding responsibility;
- Records of any disciplinary sanctions imposed on the Respondent;
- Records of any remedies provided to the Complainant;
- Any appeal and the result;
- Any informal resolution and the result; and
- All materials used to train Title IX Coordinators, Investigators, Decision-makers, and any person who facilitates an informal resolution process. These training materials are publicly available on this website.

The District will make these documents available to the U.S. Department of Education Office for Civil Rights upon request.

(cf. 0410 Nondiscrimination in District Programs and Activities)
(cf. 4030 Nondiscrimination in Employment)
(cf. 4119.12 Harassment)
(cf. 5145.3 Nondiscrimination)
(cf. 5145.7 Sexual Harassment)

ALASKA STATUTES
14.18.010 - 14.18.100 Prohibition Against Sex and Race Discrimination

ALASKA ADMINISTRATIVE CODE
4 AAC 06.500 - 4 AAC 06.600 Prohibition of Gender or Race Discrimination

UNITED STATES CODE
Title VI, Civil Rights Act of 1964, 42 U.S.C. §§ 2000d-2000d-7
Title IX, Education Amendments of 1972, 20 U.S.C. §§ 1681-1688
Vocational Rehabilitation Act of 1973, Sections 503 and 504, 29 U.S.C. § 794
Individuals With Disabilities Education Act, 20 U.S.C. §§ 1401-1491
Americans With Disabilities Act, 42 U.S.C. §§ 12101-12213
Age Discrimination In Employment Act, 29 U.S.C. §§ 621-634

Added 3/2021

TITLE IX POLICY AR 0410

AASB POLICY REFERENCE MANUAL
9/92

Privacy Policy for Petersburg School District

Effective Date: [7.10.24]

Introduction

Petersburg School District ("we," "us," or "our") is committed to protecting the privacy and security of our students, parents, staff, and other stakeholders. This Privacy Policy outlines our practices regarding collecting, using, and disclosing personal information, including consent for SMS communications and the assurance that phone numbers will not be sold, shared, or disclosed to any third party for marketing purposes.

Information We Collect

We may collect the following types of personal information:

- **Personal Identifiable Information (PII):** This includes names, addresses, phone numbers, email addresses, and other contact details.
- **Educational Information:** Academic records, attendance, grades, and other related information.
- **Health Information:** Medical records and health-related information necessary for school administration.
- **Technical Information:** IP addresses, browser types, device identifiers, and other technical data collected when you use our websites or online services.

Rationale for Collecting Data

The information we collect is used for the following purposes:

- **Educational Administration:** To manage student records, academic progress, attendance, and other school-related activities.
- **Communication:** To send important updates, announcements, and notifications via email, SMS, or other communication channels.
- **Health and Safety:** To ensure the well-being of students and staff, including managing health records and emergency contact information.
- **Improvement of Services:** To enhance the quality of education and school services provided.

SMS Consent and Communication

By providing your phone number, you consent to receive SMS communications from Petersburg School District. These communications may include important school updates, emergency notifications, event reminders, and other relevant information. Your phone number will not be sold, shared, or disclosed to any third party for marketing purposes.

Disclosure of Information

We do not sell, share, or disclose personal information to third parties for marketing purposes. We may disclose personal information in the following circumstances:

- **With Consent:** When we have your explicit consent to share the information.
- **Legal Requirements:** To comply with legal obligations, court orders, or governmental requests.
- **Protection of Rights:** To protect the rights, property, or safety of Petersburg School District, our students, staff, or others.
- **Service Providers:** To trusted service providers who assist us in operating our school services, provided they adhere to strict confidentiality agreements.

Data Collection Methods

We collect personal information through various methods, including:

- **Direct Collection:** Information provided directly by students, parents, staff, and other stakeholders through forms, surveys, and communications.
- **Automated Collection:** Information collected automatically when you use our websites or online services, such as IP addresses and device identifiers.
- **Third-Party Sources:** Information obtained from trusted third-party sources for purposes such as verifying enrollment or updating contact details.

Use of Collected Data

The collected data is utilized to:

- **Manage Educational Records:** Maintain accurate student records and academic progress.
- **Facilitate Communication:** Ensure timely and relevant communication with stakeholders.
- **Enhance Health and Safety:** Manage health records and emergency contact information effectively.
- **Improve Services:** Continuously improve the quality and effectiveness of educational and administrative services.

Data Security

We implement appropriate technical and organizational measures to protect personal information from unauthorized access, disclosure, alteration, and destruction. These measures include encryption, access controls, and secure data storage solutions.

Your Rights

You have the right to:

- **Access Your Information:** Request a copy of the personal information we hold about you.
- **Correct Your Information:** Request corrections to any inaccurate or incomplete information.
- **Delete Your Information:** Request the deletion of your personal information, subject to legal and contractual obligations.
- **Opt-Out:** Withdraw consent for receiving SMS communications at any time.

Contact Us

If you have any questions or concerns about this Privacy Policy or our data practices, please contact us at:

Petersburg School District
[201 Charles West Street]
Phone: [(877)-526-7656]
Email: [contact@pcsd.us]

Changes to This Policy

We may update this Privacy Policy from time to time. Any changes will be posted on our website with an updated effective date. We encourage you to review this policy periodically to stay informed about how we are protecting your information.

Petersburg Borough School District

FY 2026 – 2031 Six-Year Capital Improvement Plan

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
1	C	**Petersburg High School/Middle School Security and Access Renovation** Project will include exterior electrified door lock upgrades (key fob), HS entrance door replacement to ADA and new hardware, HS back entrance replacement to ADA and new hardware, Elementary and MS entrance door upgrade with polycarbonate retrofit kits installed on all remaining glass doors and entrance windows. Upgrade to our lockdown alarms and intercom systems and interior classroom door upgrades to key fob hardware. Accessible classroom doors, sinks and casework to include bathrooms, staff lounge areas and locker rooms will be installed. Student accessible stations constructed: home economics, biology, chemistry, art and dark room.	**X**	$1,475,500
2	D	**Petersburg Community Gym Sewer Line Repair** The project generally consists of the removal and replacement of a failed sewer line beneath indoor concrete slab floor and into adjoining rooms with plumbing fixtures, as needed. Approximately 200' of sewer line to be replaced. All building and room finishes are to be saved and replaced as found. Floor finishes will require replacement.		$641,427
			FY 2026 TOTAL	**$2,116,927**

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
3	C	**Districtwide Electrical Upgrades** Project will increase the electrical capacity of the classrooms, offices and common spaces to meet the technology needs of the 21st century. Branch panels in the 1975 addition would be replaced. The main switchboard and branch panels in the 1951 and 1985 additions would have their feeder circuit breakers tested/replaced and feeder terminations re-torqued. Remaining T 12 and T8 fixtures in offices, hallways and storage/maintenance replaced with LED, occupancy and ambient light sensors.	**X**	$2,000,000
			FY 2027 TOTAL	**$2,000,000**

Petersburg Borough School District
FY 2026 – 2031 Six-Year Capital Improvement Plan

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
4	C	**Petersburg High School/Middle School HVAC Controls Replacement** Project will replace all room thermostats, fin-tube and heating unit automatic valves located in the original 1951 and 1985 addition with DDC controls. It will also include the replacement of the pneumatic zone mixing dampers actuators in the building fan rooms.	**X**	$500,000
			FY 2028 TOTAL	**$500,000**

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
			FY 2029 TOTAL	**TBA**

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
			FY 2030 TOTAL	**TBA**

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
			FY 2031 TOTAL	**TBA**

Adopted [enter date] at a duly convened meeting of the Petersburg Borough School District at which a quorum was present and voting. I hereby certify that the information presented is true and correct to the best of my knowledge.

_____ _____
Robyn Taylor, Superintendent Date

_____ _____
School Board President Date

Submit to the Department of Education & Early Development by September 1 Form #05-19-051

Dear parent or family member,

Petersburg High School is using an exciting health curriculum called the Michigan Model for Health. Your child will have the chance to take part in units designed to develop life-long health habits related to nutrition, physical activity, and drug and violence prevention.

As your partners in education, your Board of Education has approved the unit, Healthy and Responsible Relationships: HIV, other STI's, and Pregnancy Prevention, A Module for Grades 9-12. These lessons will be taught beginning in mid April.

Your child will have the opportunity to learn many things in this unit, including:

- Skills for having positive relationships with friends and family
- Facts about sexually transmitted infections and ways to prevent them
- Behaviors that have no risk of transmitting infections and those that are risky
- How to communicate with family members and other trusted adults about sexual decisions and potential consequences
- Possible legal, financial, health, social, and emotional, consequences of sexual activity
- How to set personal limits and communicate them to peers
- How to identify risky sexual situations and avoid or escape them
- Abstinence skills
- Methods for reducing the risk of sexually transmitted infections or pregnancy
- Goal-setting skills

The lessons will give your child information and opportunities to build health skills that will prevent sexually transmitted infections and pregnancy. However, we need your help.You are your child's first and most important teacher! Your child will be encouraged to talk to you about relationships and to ask you questions. Interviews with parents or another trusted adult will be assigned as homework in order to promote open communication. By working together, schools and families can more effectively equip children to develop healthy habits and avoid health risks.

You may make an appointment to review the materials being taught if you wish. You may have your child excused from any of the lessons if you decide that is best. Please contact me if you have any questions or would like to discuss the information further. I may be reached by phone at 877-526-7656 or e-mail at acumps@pcsd.us.

We are looking forward to working together to keep our youth healthy.

Sincerely,

Dear parents or family member,

If you decide that your child should not participate in part or all of the lessons in Health and Responsible relationships: HIV, Other STI's and Pregnancy Prevention, A Module for Grades 9-12, he or she will be excused from the lessons, but have to complete an alternate project. To do so, complete the Exclusion Request form and return it to the school office.

Exclusion Request

1. If you want your child to participate in the lessons described on the attached outline, you do not need to return this form.

2. If you want your child to be excused from part or all of the lessons, please:
    a. Initial this line here _____
    b. Complete this form.
    c. Circle the lessons on the attached list form which you want your child excluded, and return the list and this form to the high school office.

3. If you want your child to be excused from all the lessons this year please:
    a. Initial this line here _____
    b. Complete this form.
    c. Return this form to the address above.

Student Name: _____

Parent/Guardian Signature: _____ Date: _____

Lesson Outline:

Lesson 1: Friendship First

- Describe criteria for selecting peers to be friends or potential romantic partners.
- Identify infatuation as a normal phase during which decision making is impaired.
- List ways to make good choices while getting to know people.

Lesson 2: Relationships and Responsibility & Building Healthy Relationships

- Explore how stereotypes and peer influence can impact sexual decision making.
- Communicating care, love, and respect without sexual intercourse.
- Explain the importance of making decisions regarding personal sexual limits
- Define the terms: love, infatuation, sex, sexuality, sexual activity, abstinence, and sexual intercourse.
- Describe ways to develop healthy relationships with friends and family members, and healthy dating relationships.
- Talk with parents about relationships and sexual issues.

Lesson 3: Let's Hear the Facts

- List the most prevalent and serious sexually transmitted infections.
- Identify sexually transmitted infections as a possibility of sex, which can be prevented by abstinence.
- Establish personal limits for personal behavior.

Lesson 4: Escape the Risks by Setting Limits and Using Refusal Skills

- Identify ways to escape situations that could result in pregnancy or transmission of STIs.
- Demonstrate effective limit-setting and refusal skills to escape situations that could result in pregnancy or transmission of STIs.

Lesson 5: Preventing Pregnancy

- Understand how fertilization takes place.
- Understand ways to prevent pregnancy.
- Identify current contraceptive methods to reduce risk of pregnancy

Lesson 6: Reducing the Risk: Condom use

- Identify ways to reduce the risks for pregnancy and STIs.
- Identify barriers to condom use and reasons people give for not using condoms.

Lesson 7: The Cost of Pregnancy and Teen Parenting

- Evaluate the economic and social costs of pregnancy and teen parenting.
- Identify goals to achieve and how teen pregnancies can interfere.

Lesson 8: Reproductive health

- Understanding of general reproductive system health.
- Identify ways to screen for illnesses including cancer of the reproductive system.
- Identify resources available in the community for student health.

Lesson 9: Examining Influences, Including the Law

- Examine influences that encourage and/or discourage risky behaviors.
- Identify the law as an important influence in making decisions regarding relationships.
- Identify the legal age of consent and consequences of underage sex.
- Describe the legal consequences of sexting.
- Identify ways to avoid risky situations and behaviors.

9th Grade Health
Petersburg High School

The following is an outline of what will be covered in this freshman course in health. Please note dates are approximate and are subject to change.

Unit	Dates
Unit 1: Physical Health ● Body systems ● Disease prevention ● Personal hygiene ● Physical fitness ● Sleep	January 25, 2021 - February 5, 2021
Unit 2: Nutrition ● Eating healthy ● Body weight management ● Body image ● Eating disorders	February 8, 2021 - February 19, 2021
Unit 3: Drugs and Alcohol ● Tobacco ● Drugs ● Alcohol	February 22, 2021 - March 12, 2021
Unit 4: Mental Health ● Stress management ● Mental disorders ● Suicide prevention ● Determining identity	March 22, 2021 - April 9, 2021
Unit 5: Social Health ● Violence prevention ● Managing conflicts ● Healthy and responsible relationships	April 12, 2021 - April 30, 2021
Unit 6: Sexual Education and Reproduction ● STIs ● Pregnancy and parenting ● Reducing risks and prevention	May 3, 2021 - May 21, 2021

Dating Relationships and Sex Ed

Activity 1

- The Dating Game
- No Future here Get out while I’m ahead
- Happy just to be friends
- I want something more… let’s spend some more time together.

Relationships

- Infatuation- an intense but short-lived passion or admiration for someone or something.
  - When you are infatuated with someone you are more likely to see the positive aspects of someone.
  - Is this good or bad? How might this affect someone's Thinking and behavior.

Signs of Infatuation

- You want to spend all your time together
- Tend to pull away from other friends and other people
- Do things that you might not usually do
- Might be attracted by a persons physical looks rather than how a person acts
- May place yourself in risky situations.
- May want the relationship to move forward quickly
- May engage in unsafe and risky behaviors

Infatuation continued

- Ways to improve thinking and behavior
  - Spend time with the person talking and getting to know them
  - Spend some time together and some time apart
  - Introduce the other person to your friends and family
  - Spend time with the other person in groups with people you know.
  - Slow down and enjoy the process of getting to know the person

Act 2

- The Dating Game
- No Future here Get out while I’m ahead
- Happy just to be friends
- I want something more… let’s spend some more time together

Vocab

- Infatuation
  - an intense but short-lived passion or admiration for someone or something.
- Love
  - An intense feeling of deep attraction (passion)
  - Over longer periods of time
  - Relationship builds over time and are based on similar values, beliefs, interests, and personalities
  - Love is not blind to faults

- Do you think teens confuse these two types of relationships?

Vocab

- Sex
  - Male
  - Female
- Sexual activity
  - Behaviors that elicit or express sexual feeling, desire or physical responses.
- Sexual intercourse
  - penetration of the vaginal, anal or oral cavity by a penis

Sex and love

- How are sex and love different?
  - Sex is a physical act that can be performed without love.
  - Love is an emotion we feel toward someone else
  - In its most mature form love is a commitment to another person that is constant even though emotions fluctuate.
- Can people have sex without love?
- Can people love each other without sex?

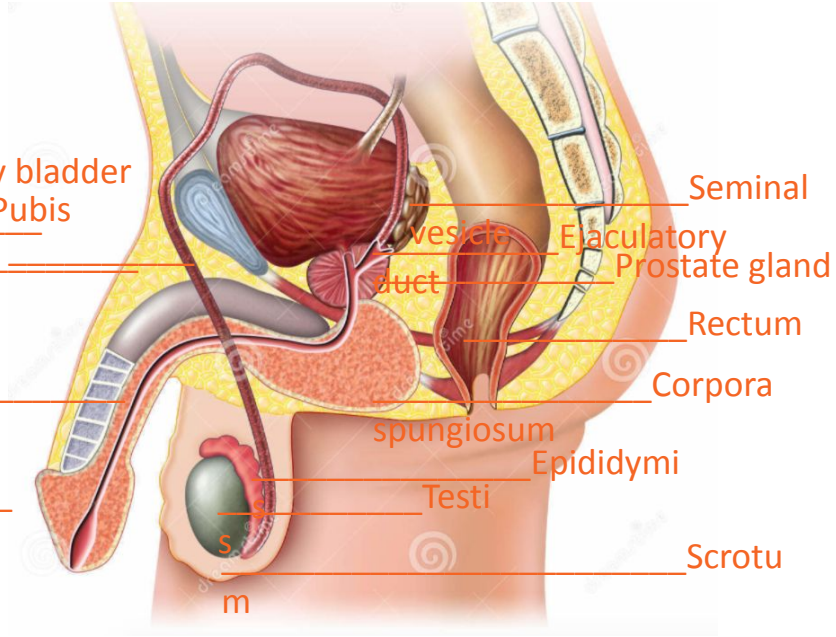
Abstinence

- The practice of restraining oneself from indulging in something.
  - Sexual activity

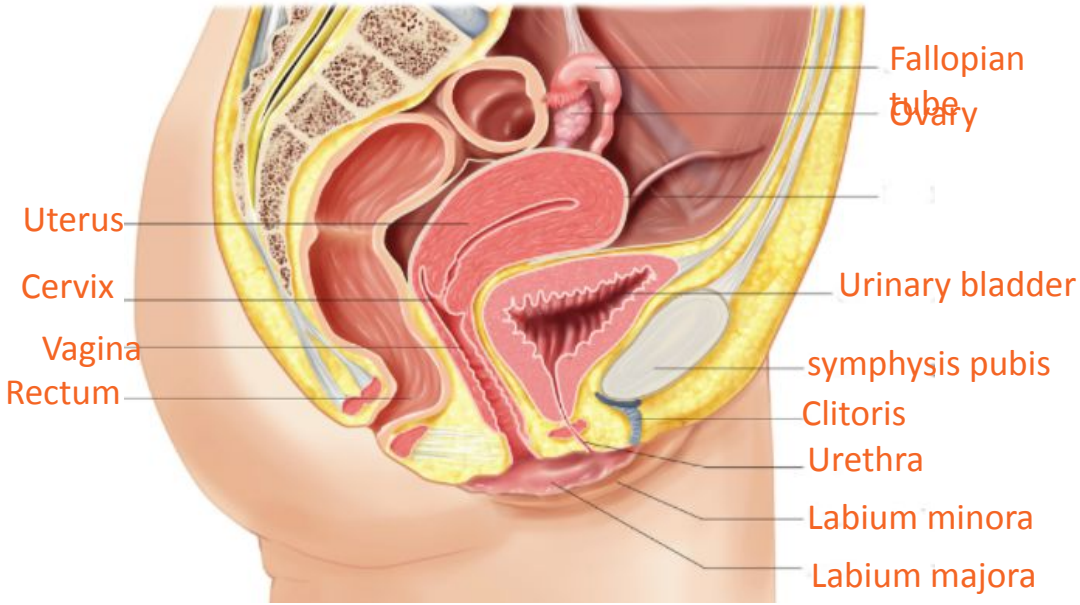
Human anatomy

- In a group label the various organs of both the Male and female reproductive systems

Male reproductive organs



Female reproductive system



Reasons for avoiding sex

- Becoming sexually active adds a lot of responsibility to your life.
  - Physical impacts
  - Emotional impacts
  - Adds lots of extra stress
- So what are some reasons to abstain from sexual activity
    - Avoid STI's
    - Avoid unwanted pregnancies

STD's Information

In a group of 2 or 3 people. Create a poster of the facts that we need to know about the disease.

- The symptoms of the STD
- How the STD is transmitted
- The consequences of infection
- How to prevent becoming infected

https://www.cdc.gov/std/healthcomm/fact_sheets.htm

Symptoms

- Herpes Lesions - small blisters break open painful weeping sores ulcers around genitals rectum or mouth. Two to four weeks to heal
  - systemic symptoms include fever, body aches, headaches shooting pain down legs hips and buttocks
  - leads up to outbreaks

How it is transmitted

Through contact with herpes lesions, mucosal surfaces, genital secretions, or oral secretions

HSV-1

oral herpes

HSV-2

genital herpes

Transmission commonly occurs from contact with an infected partner who **does not!** have visible lesions

consequences of infection

- painful sores/blisters
- potentially lead to meningitis
- medication for treating symptoms
- Embarrassment, shame and stigma

Prevention

- Abstain from sexual contact with an infected person
- consistent correct condom use

Laws: Age of Consent

- Age of Consent in Alaska?

The Alaska Age of Consent is **16 years old**. In the United States, the age of consent is the minimum age at which an individual is considered legally old enough to consent to participation in sexual activity. Individuals aged 15 or younger in Alaska are not legally able to consent to sexual activity, and such activity may result in prosecution for **statutory rape**.

Alaska statutory rape law is violated when an individual over age 16 has sexual intercourse with a person under 16 who is at least three years younger than the offender. The age of consent does not apply if the perpetrator is in a position of authority.

Sex crimes in the state of Alaska

- **Sexual abuse of a minor- first degree**
  - Someone age 16 or older engaging in sexual penetration with someone under the age of 13
  - 30 years in prison
- **Sexual abuse of a minor- second degree**
  - Someone age 16 or older engaging in sexual penetration for someone who is 13, 14 or 15 and at least 3 years younger then the offender
  - up to 10 years in prison
- **Sexual abuse of a minor- fourth degree**
  - Someone under age 16 to engage in sexual penetration with someone under age 13 and at least three years younger.
  - up to 1 year

Law: Statute of limitations.

- **There is no statute of limitations for:** murder; felony sexual abuse of a minor; unclassified class A or class B felony sexual assaults; sexual assaults where the offender is a state employee and the victim is in the custody of the Department of Corrections; certain other sexual assaults against minors; kidnapping.

Sex is serious

Communicate with each other about the ramifications of sexual intercourse

Make sure you have consent.

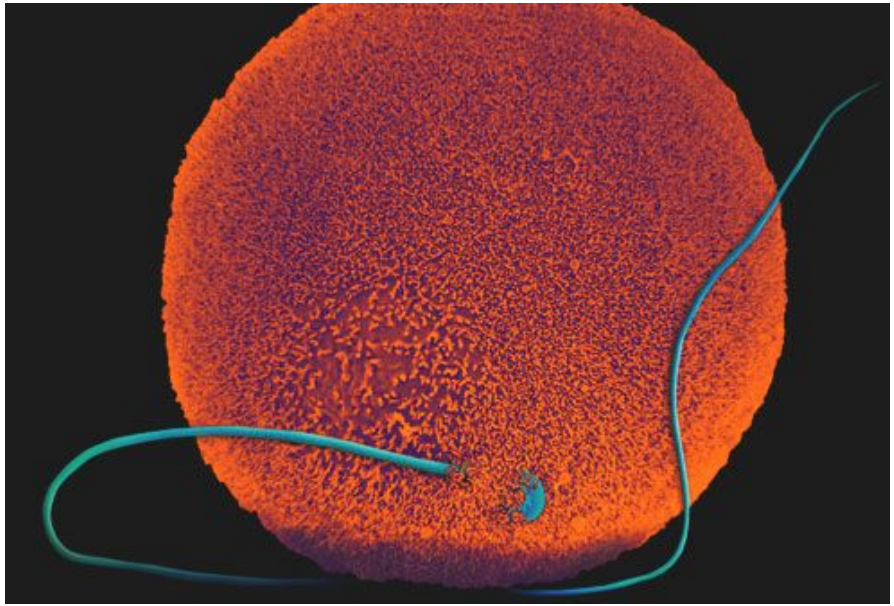
Sexting facts

- 17% of sexters share the messages they receive with others, and 55% of those share them with more than one person.
- Sending or receiving a sexually suggestive text or image under the age of 18 is considered child pornography and can result in criminal charges.
- A sext is permanent and may not remain private. If the images or videos are uploaded to the internet, it's possible that they will not be removed.
- The person you send a sext to may not have the same relationship with you in the future.

Sexting facts

- Adults could see it. A sext message that gets loose can be seen by your parents, teachers, coaches, or the people you babysit for. How mortifying.
- A sext could be used to blackmail you into doing something that you don't want to do.
- It can tarnish your reputation.

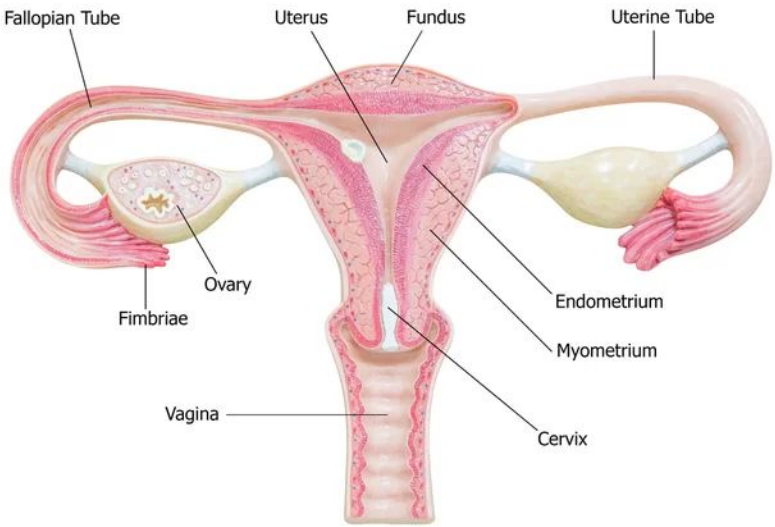
How babies are made



Ovulation

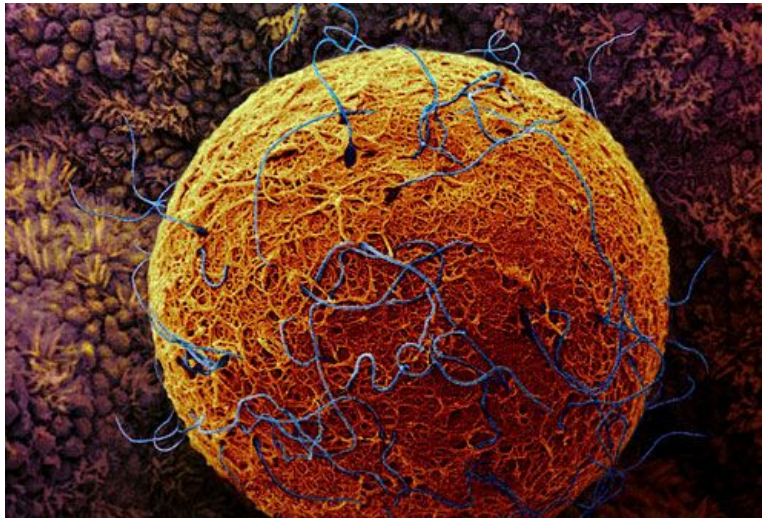
- Ovulation happens each month when a woman's ovaries releases a mature egg. It happens about 2 weeks after the first day of her last menstrual period.

- ** It is supposed to happen about 14 days after first day of last menstrual cycle***
  - Normal is rare especially for 14-20 year old women



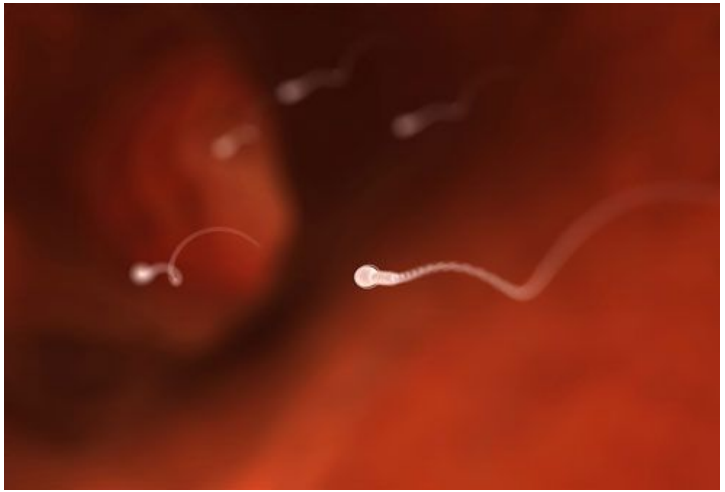
Egg moves into the fallopian tube

- After the egg is released from the ovary, it travel into the fallopian tube.
- It stays there until a single sperm fertilizes it.
- Or (if not fertilized)
- It passes through the fallopian tube to the uterus and does not implant and is expelled during the menstruation cycle



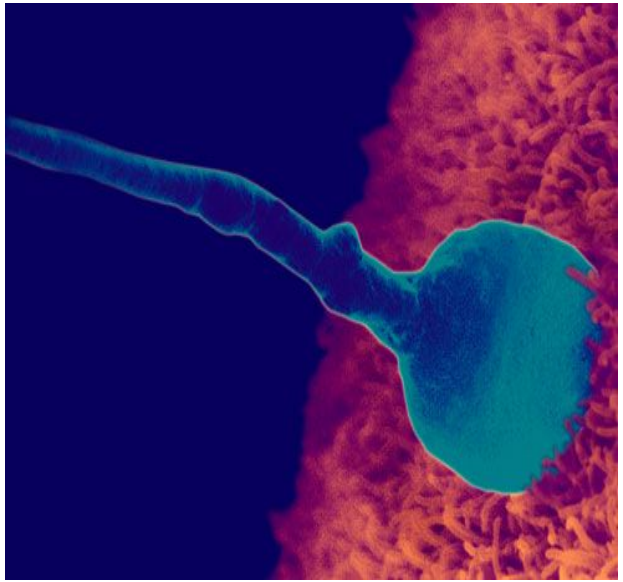
The sperm's journey

- A man may ejaculate 40-150 million sperm at a time.
- The sperm swim up stream toward the fallopian tubes on their mission to fertilize an egg.
  - Sperm can reach the egg in **30 mins** or stay alive for up to **4 days.**



Fertilization

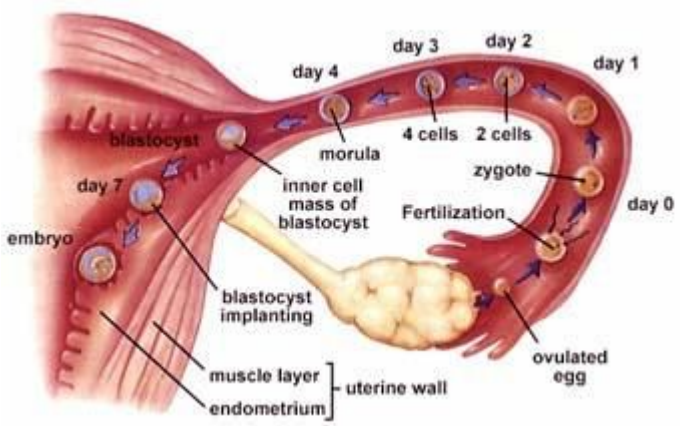
- Sperm penetrates the egg
- Takes about 24 hours for a sperm to penetrate the egg
- The surface of the egg changes so that no other sperm can enter
- At that moment the baby's genetic makeup is complete



Cells Divide

- The fertilized egg starts growing fast dividing into many cells

- Leaves the fallopian tube and enters the uterus 3 to 4 days after fertilization



Implantation

- After it gets to the uterus, the fertilized egg attaches to the lining of the uterus
- The cells keep dividing.

Baby development

- After the egg attaches to the uterus, some cells become the placenta while other become the embryo. The heart begins beating during week 5. The brain, spinal cord, heart and other organs are beginning to form. At the eighth week the developing baby now called a fetus, is well over a half inch long and growing.
- A full term baby will continue growing for 40 weeks

The cost of pregnancy

- Time
- Money

Child care costs

- Day care: ?
- Diapers: ?
- Food: ?
- Clothing:?
- Health insurance:?
- Crib: ?
- Stroller: ?
- Car seat: ?
- Toys: ?

The real cost of a baby

- http://www.babycenter.com/0_the-real-cost-of-raising-a-baby_1744454.bc

Reasons for abstaining from sex

- Avoid STD's
- No babies

- Besides abstaining from sex how can you avoid STD's and unwanted pregnancies?

- Condom Use
  - 85-92% effective against most STD's
    - Not STD's that spread through skin contact Herpes & HPV

- **If they are used correctly**

Condom card activity

- Get into a group of 3 or 4 people
- When I give you the cards place them in the correct chronological order.

Condom activity

1. Communicate about physical social and emotional ramifications
2. If you choose to have sexual intercourse wait until both people are of legal age and willing
3. Communicate about STI's and pregnancy
4. Decide to use a latex or polyurethane condom
5. Obtain a water based or silicone lubricant **(don't use oil based materials like vasiline)**
6. Inspect wrapper
7. Remove the condom
8. Do not unroll condom or blow on it

Condom activity

1. Place condom on the penis, make sure the roll is on the outside
2. Pinch the tip
3. Roll the condom down the penis
4. Put lube on condom
5. Have sexual intercourse
6. Choke condom near the base remove penis
7. Slide off condom
8. Keep condom away
9. Prevent spillage

Condom activity

1. Dispose of condom
2. Wash your hands
3. Go to the bathroom (helps prevent UTI’s)

Why people might not use a condom

- Embarrassed to purchase them
- Embarrassed to talk with his or her partner
- Afraid his or her partner will be opposed to condom use
- Afraid partner will assume person plans to have sex if he or she carries condoms
- believes it is his or her partner’s responsibility to supply the condoms
- Using another form of birth control
- Forgets to plan ahead
- Ruins the moment
- Doesn't feel the same
- Doesn’t fit right
- Trusts that his or her partner is free from infections
- No money to by them

Contraceptives

- The Pill
- 91% effective
- Uses hormones to prevent your body from releasing eggs
- Dose not protect against HIV or STI’s

Contraceptives

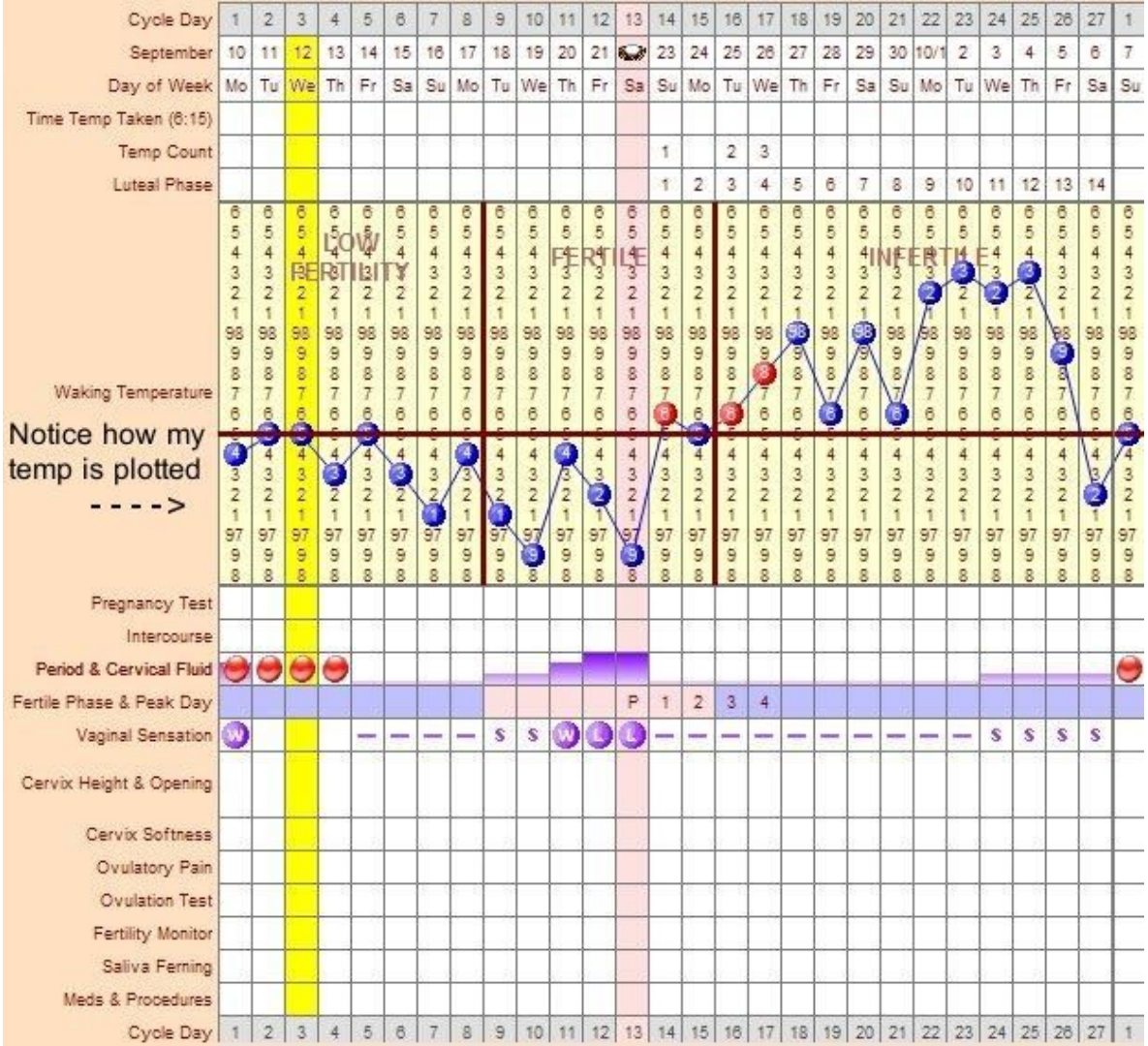
- IUD
- 99% effective
- Prevents sperm from reaching the egg by blocking it and killing sperm
- Also by irritating the uterus
- Does not protect against STI's

Contraceptives

- The Ring
- 91% effective
- Releases hormones to prevent eggs from being released
- Does not protect against STI's

Natural family planning

- Charting your menstrual cycle
- A lot of hands on time
  - Taking temp.
  - Watching mucus
- A woman tracks signs such as the days of her menstrual cycle, her daily “at rest” temperature and/or changes in her cervical mucus over the course of each month so that she knows her fertile days and can abstain from sex or use birth control those days to avoid pregnancy.
- methods can also be used to achieve pregnancy (get pregnant).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Time Temp Taken (6:15)
Temp Count 1 2 3
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LOW FERTILITY
FERTILE
INFERTILE
Waking Temperature
Notice how my temp is plotted - - - - >
Pregnancy Test
Intercourse
Period & Cervical Fluid
Fertile Phase & Peak Day P 1 2 3 4
Vaginal Sensation W L L S S S S W L L S S S S
Cervix Height & Opening
Cervix Softness
Ovulatory Pain
Ovulation Test
Fertility Monitor
Saliva Ferning
Meds & Procedures
Cycle Day 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 1

Emergency contraception

- The Morning After pill
- **Not an effective form of birth control– for emergency situations!**
- How it works?

1. Stops egg from being released
2. Stops fertilization
3. Stops egg from being implanted

Reasons to abstain from sex

- Avoid STD’s
- Avoid unwanted pregnancies
- Waiting for the right person
- Moral and religious reasons
- To develop good strong relationships
- Further your academic or extracurricular activities career

Activity

- In a group discuss what people do to develop healthy relationships with boyfriends or girlfriends
  - Agree on eight ideas for how to develop healthy relationships with boyfriends or girlfriends and write each idea on an index card.

Self
ctualizatio
Esteem needs
achievement,
responsibility,
reputation
Belongingness, love,
relationships, affection
safety needs
Protection, security, order, law, limits,
stability
biological needs
Basic life needs, food, drink, air, warmth, shelter, sleep

Intimacy

- Intimacy
  - In-to-me-see
  - Allowing another person to see into you.
  - Sharing who you are with another person
  - The ability to venerable with someone and still feel safe

- Which do you think takes more Courage: Sex or intimacy?
- Is intimacy easy to achieve?
- Why do you think young people have sexual intercourse?
  - Other than “it feels good”

Four domains of intimacy

- Cognitive or intellectual:
  - When people can openly and comfortably exchange their thoughts, share their ideas, and enjoy the similarities and differences between their opinions.
- Experiential:
  - When people get together to be mutually involved in activities.
- Emotional:
  - When people comfortably share their feelings with each other, or when they empathize by trying to understand each others emotions.
- Physical:
  - When two people comfortably have physical contact with each other.

Continuum of risk behaviors

Low Risk = There are very few documented cases of transmission of HIV through this behavior.

Some Risk = There are many confirmed cases of transmission of HIV from this behavior.

High Risk = This behavior is a major route for transmission of HIV.

No Risk = There is no risk of transmitting HIV with this behavior.

Factors that influence sexual behavior

- Boyfriend, girlfriend
- Friends and other peers
- Parents and other family members
- Ethical, moral, or religious beliefs
- Alcohol and other drugs
- Media
- Norms, unwritten and often unspoken standards for behavior
- Laws
- Unwanted things like STD’s and Pregnancies

Alcohol

- Alcohol use may increase sexual arousal, but decrease the ability to preform sexually

- Inhibition
  - Psychological restraint that keeps people from taking dangerous risks is also reduced

- Know your limits.

What is expectable to you

- Establish limits for yourself
- Divide your paper in half on one side write the behaviors you feel comfortable choosing
- On the other side write those behaviors that are off limits for you.

Avoiding risky situations

- Know your limits
- Communicate with your partner about your limits and expectations
  - What do you think are the benefits of talking with your peers about decisions relate to sex and communicating directly about your limits?
  - What do you think are the benefits of talking with parents, family member other trusted adults, peers, and medical professionals about decisions related to sex and the potential consequences?
  - What do you think are the reasons people don't communicate with sexual partners, parents family members, other trusted adults, medical professionals about personal limits and sexual decisions and potential consequences.

Avoiding risk

- People often say that sex ”Just happened” but in fact many could have foreseen that a situation might lead to sex.
- It is easier to avoid a situation rather than dealing with getting out of a situation.
- How do you do that?
- Talk your partner about your expectations and boundaries. Communicate with your partner.
- Know your limits prior to being in a risky situation.
- Recognize when you are entering in a risky situation.
- Be firm in your beliefs. If you don’t want to have sex then don’t.

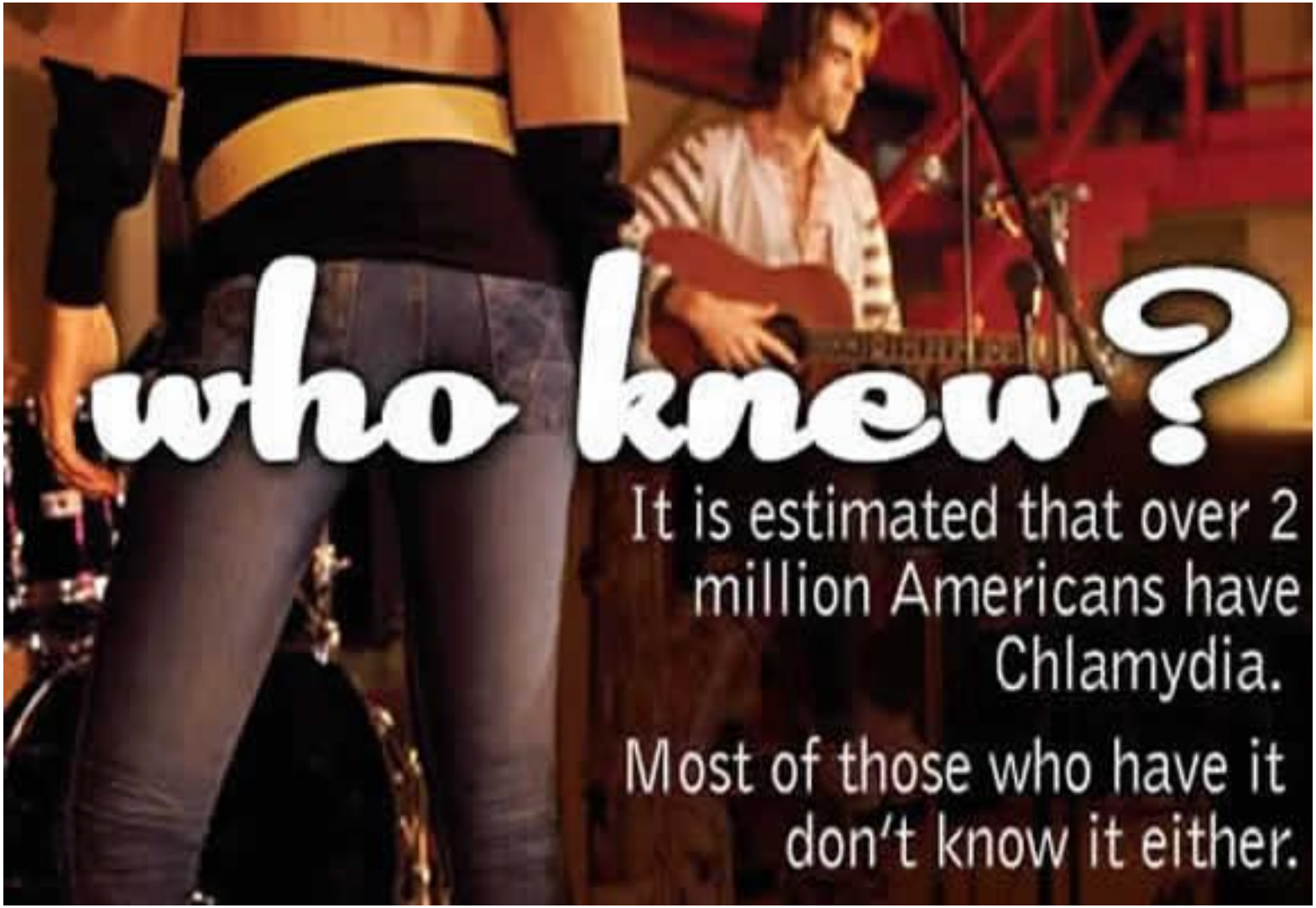
Set Limits…Then Act!

- Tell the person what you've decided and, if you want to, tell why.
- Make a specific request.
- If the person says "no," you could ask why or accept the answer and leave the situation.
- Restate the decision.
- Try another way to solve the problem, but do not change your decision.
- Restate your decision and, if you choose, leave the door open.
- Leave the situation.

Refusal skills

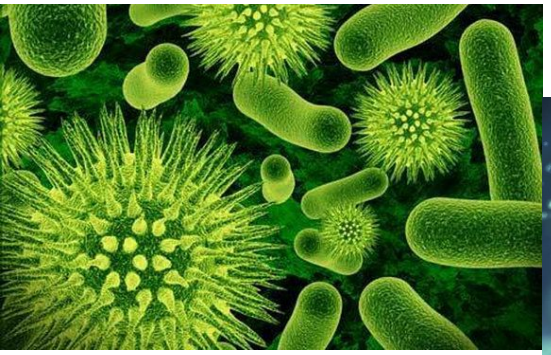
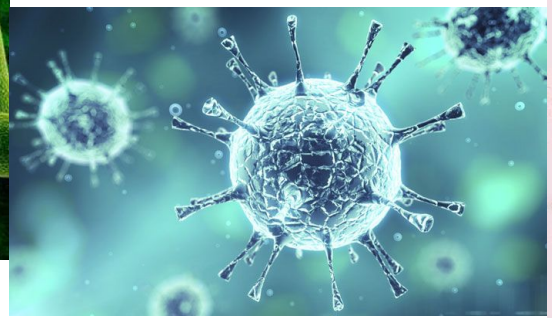
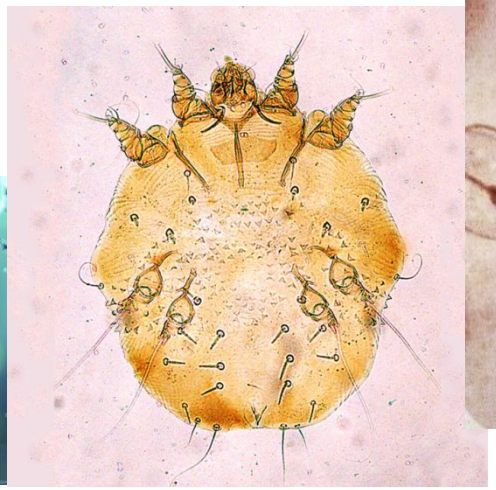
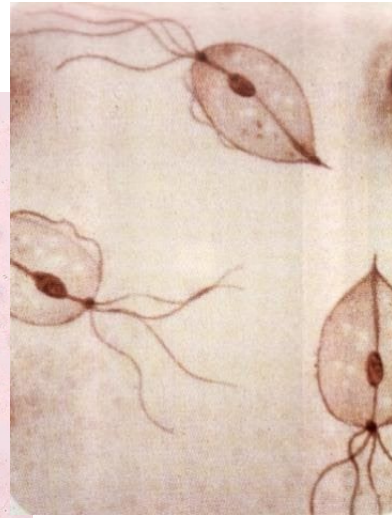
- Say “no” without laughing, looking away, or making excuses.
- Say “no” repeatedly.
- Restate “no” with increasing intensity by stating how you feel and describing the consequences.
- Suggest another activity that is realistic and appealing.
- Suggest another activity that gets you out of the situation.
- Move; leave the situation.

The “Silent” Disease



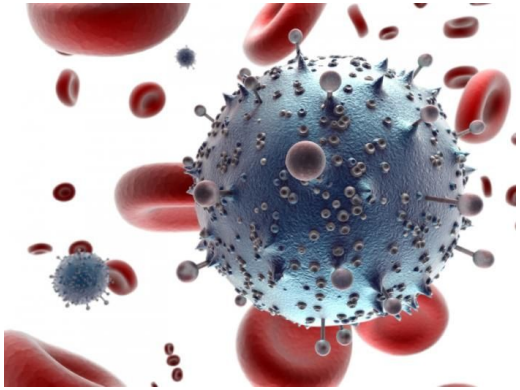
Sexually Transmitted Infections

- There are four major groups of microorganisms that can cause sexually transmitted infections:
  - Bacteria (Chlamydia, Gonorrhea, Syphilis)
  - Viruses (HSV1/HSV2, HPV, Hepatitis B, HIV)
  - Metazoa (parasites – scabies, pubic lice)
  - Protozoa (Trichomoniasis)

Having a STD increases your risk of getting HIV

- Inflammation increases the number of white blood cells at the urethra or cervix. This, in turn, increases the number of target cells that HIV can use to gain entry into the body, thus increasing susceptibility to HIV infection.



- Inflammation disrupts the normal, protective barrier that the mucous membranes provide, allowing HIV easier entry into the underlying tissues.

Signs and Symptoms of Chlamydia

Painful urination

Lower abdominal pain

Vaginal discharge in women

Penile discharge in men

Testicular pain in men

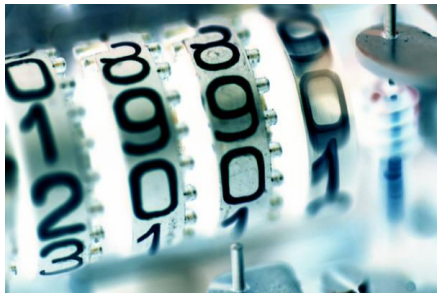
80-90 % of people that have Chlamydia have no signs or symptoms

Routes of Infection

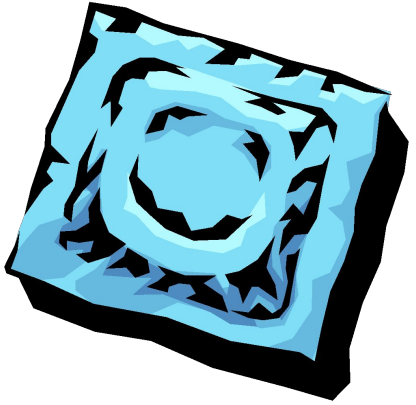
- Vaginal Sex
- Anal Sex
- Oral Sex
- From infected mother to infant during vaginal childbirth

Time to see the Doctor

- Discharge noted from the vagina or penis
- Pain during urination
- If your sexual partner tells you they have Chlamydia



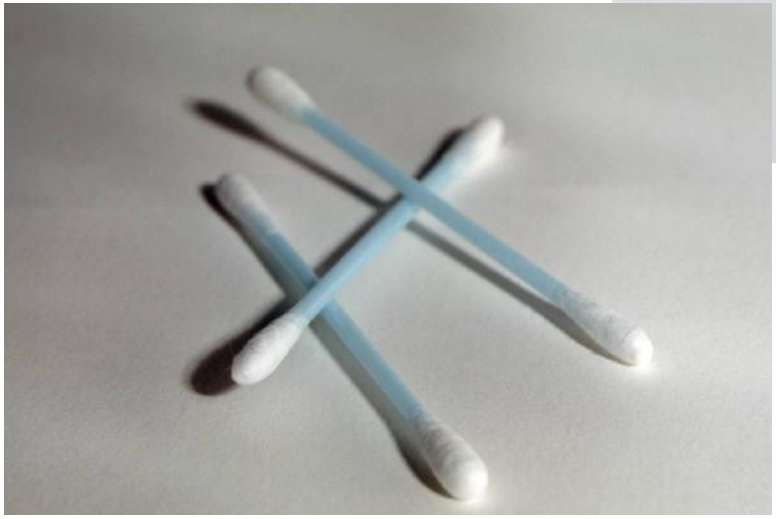
Risk Factors



- Multiple sexual partners within the last year
- Being a young women
- Men who have sex with men
- Infrequent or absent condom use
- History of previous sexually transmitted infection

Screening for Chlamydia

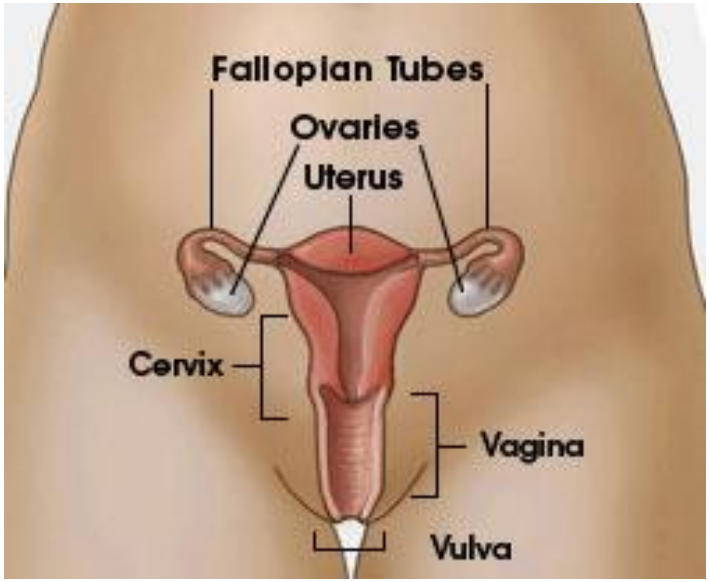
- Urine specimen
- Urethral swab
- Cervical swab
- Blood sample



Warning
Explicit Medical Pictures

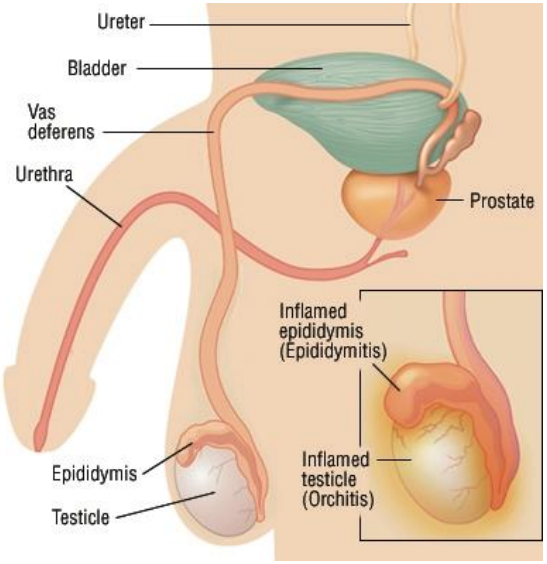
Complications of Untreated Chlamydia in Women

- The infection can spread to the uterus and or fallopian tubes→ Pelvic Inflammatory disease (PID), ½ of all PID cases are caused by Chlamydia
- It can result in chronic pelvic pain, infertility, and potentially fatal ectopic pregnancies



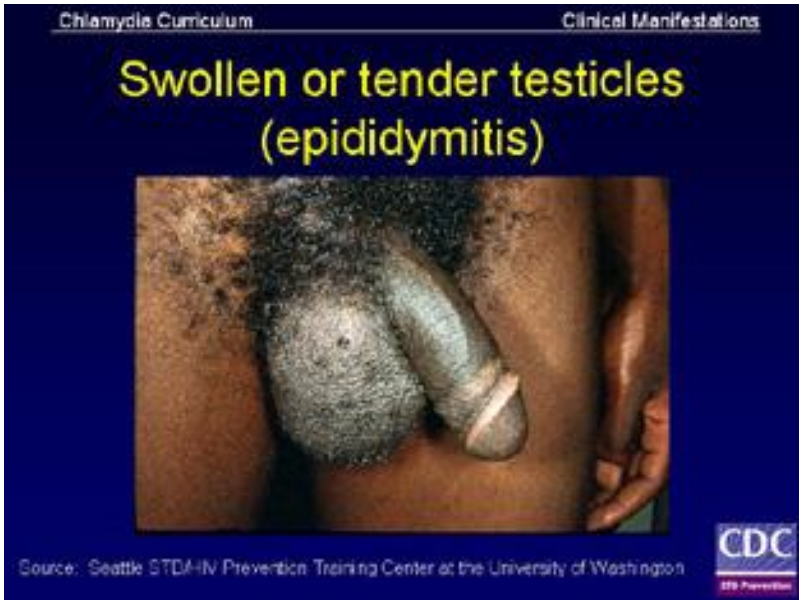
Complications of Untreated Chlamydia in Men

- Complications from untreated Chlamydia are **RARE**
- Can spread to the epididymis → pain, fever, and sterility
- Can cause arthritis, accompanied by skin lesions and inflammation of the eye and urethra (**Reiter's Syndrome**)



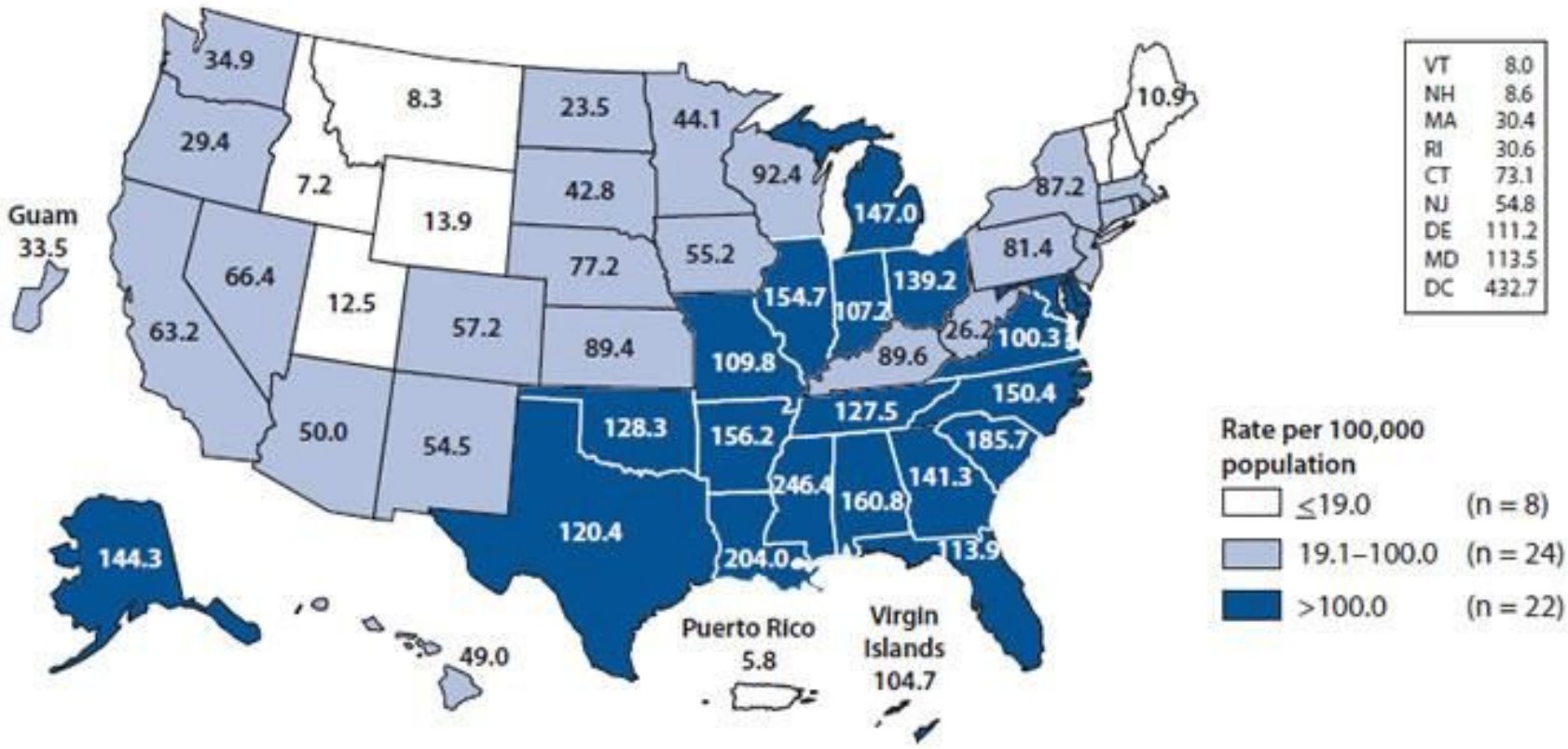
Treatment for complicated Chlamydia in males

Immediately refer males with symptoms of tenderness/pain in the epididymis, swelling of scrotum, or discharge from the anus to licensed health care Provider for a physical exam, evaluation, and treatment



roflposters.com
GONORRHEA
Making it burn when you pee

Gonorrhea—Rates by State, United States and Outlying Areas, 2009



NOTE: The total rate of gonorrhea for the United States and outlying areas (Guam, Puerto Rico, and Virgin Islands) was 97.8 per 100,000 population.

Signs and Symptoms of Gonorrhea

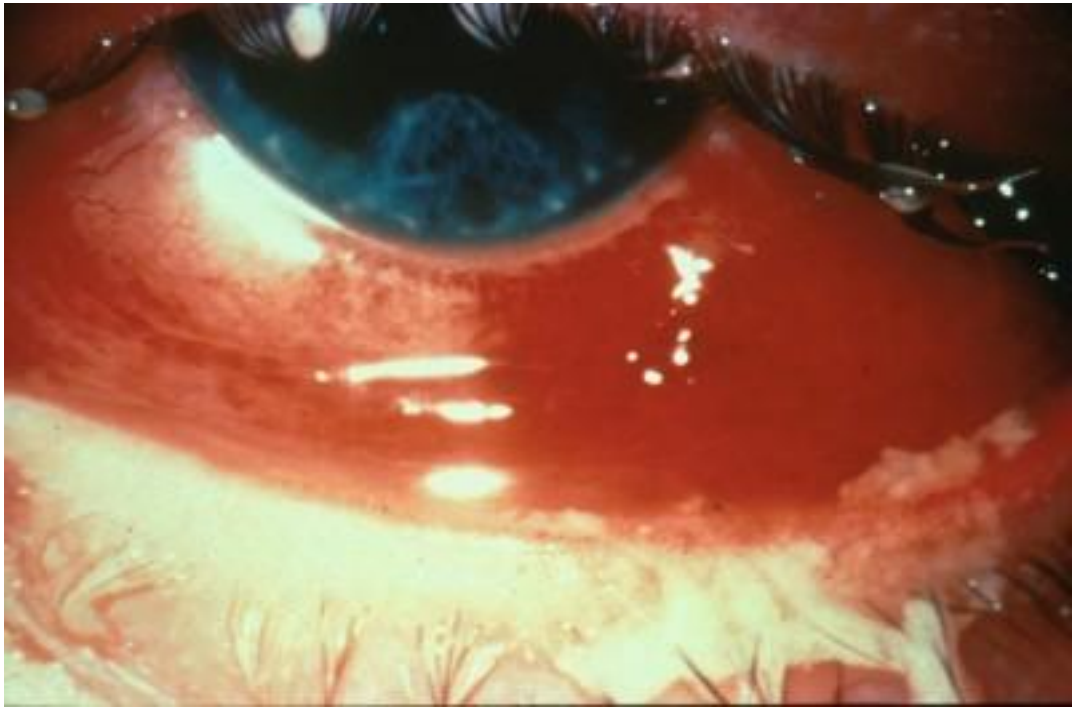
- Burning or painful sensation when urinating
- White, Yellow, or Green discharge from penis
- Painful or swollen testicles
- Increased vaginal discharge
- Vaginal bleeding between periods
- Abdominal and/or pelvic pain in women

Warning
Explicit Medical Pictures

Gonococcal urethritis

Gonococcal Cervicitis

Gonococcal ophthalmia



Disseminated gonorrhea - skin lesion

Signs and Symptoms of Rectal Gonorrheal Infection

- Discharge from anus
- Anal itching
- Anal soreness
- Anal bleeding
- Painful bowel movements

Time to see the Doctor If:

Burning sensation during urination

Pus-like drainage from penis, vagina, or anus

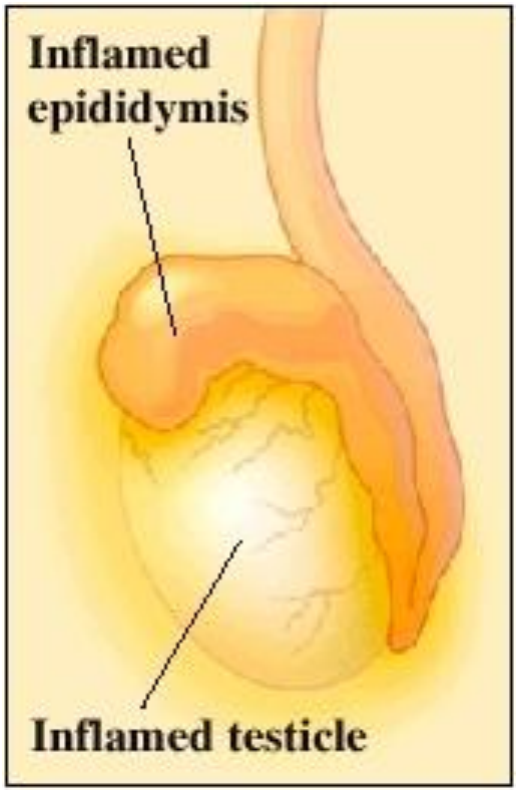
If your sexual partner tells you they have gonorrhea

Complications of Untreated Gonorrhea in Women

- Gonorrhea can spread into the uterus and fallopian tubes resulting in Pelvic Inflammatory Disease (PID)
- PID can result in the following:
  - Infertility
  - Puss filled internal abscesses
  - Chronic pelvic pain
  - Increased risk of ectopic pregnancy, life-threatening condition

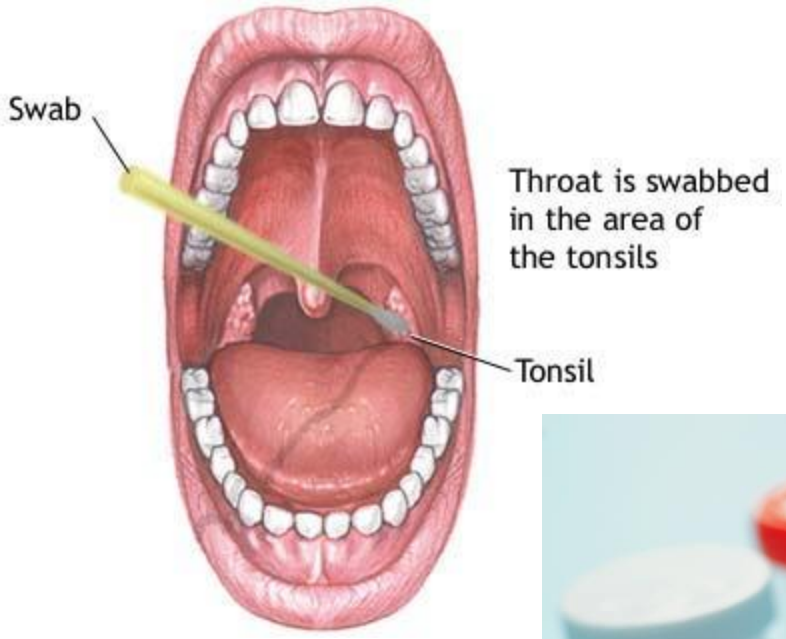
Complications of Untreated Gonorrhea in Men

- Gonorrhea can cause epididymitis, an inflammation at the back of the testes where the sperm ducts are located. Epididymitis can result in sterility if untreated.



Screening for Gonorrhea

- Urine specimen
- Endocervical swab
- Urethral swab
- Rectal swab
- Throat swab



Warning
Explicit Medical Pictures

Herpes Simplex 1 – Cold Sores

Herpes Simplex 2 – Genital Herpes

Symptoms of HSV 2

- 1 or more blisters on the mouth, around the genitals, or the rectum
- These blisters can break leaving a painful sore that can take 2-4 weeks to heal, this is known as an outbreak

Screening for HSV 1 and HSV 2

- Screening involves a blood test or a swab from the open sore

What is HIV?

“HIV is a virus that gradually attacks the immune system, which is our body’s natural defense against illness. If a person becomes infected with HIV, they will find it harder to fight off infections and diseases. The virus destroys a type of white blood cell called a T-helper cell and makes copies of itself inside them. T-helper cells are also referred to as CD4 cells” avert.org

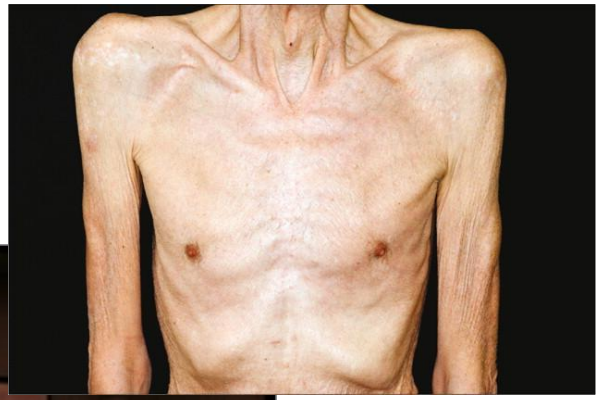
Human Immunodeficiency Virus (HIV)

Transmitted through:

- Blood
- Genital Fluids
- Breast milk

Common ways:

- Unprotected sex
- Sharing needles
- Pregnancy, delivery, and breast milk to baby



Virus that attacks your immune system.

Who is at Risk for HIV/AIDS?

- Anyone who has unprotected sex
- Anyone that has another STI (Sexually Transmitted Infections)

- Anyone that uses intravenous drugs
- Any males that are uncircumcised

Testing and Treatment for HIV

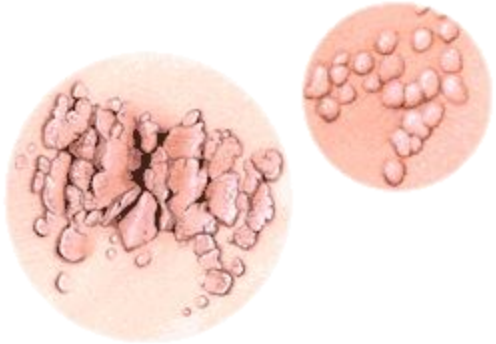
- Testing involves either a blood draw or an oral swab

- Treatment involves complex medication regiments that are allowing most people with HIV have a normal life expectancy

Human Papillomavirus (HPV)

HPV can cause:

- Warts
- Cervical Cancer
- Penile Cancer



Trich

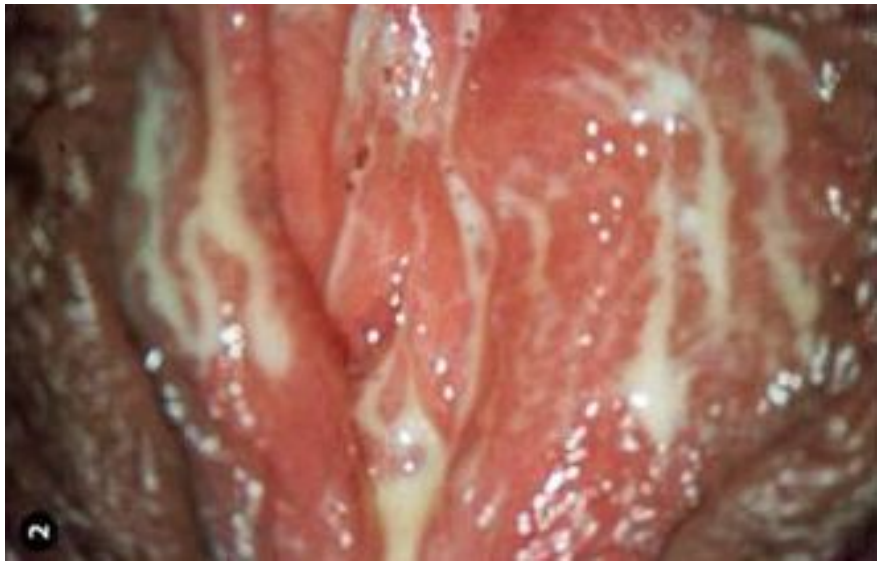
- Trichomoniasis is the most prevalent non-viral sexually transmitted infection in the United States, affecting an estimated 3.7 million persons

Warning
Explicit Medical Pictures

Symptoms of Trich

Symptoms in Women

- Greenish-yellow, frothy vaginal discharge with a strong odor
- Painful urination
- Vaginal itching and irritation
- Discomfort during intercourse
- Lower abdominal pain (rare)



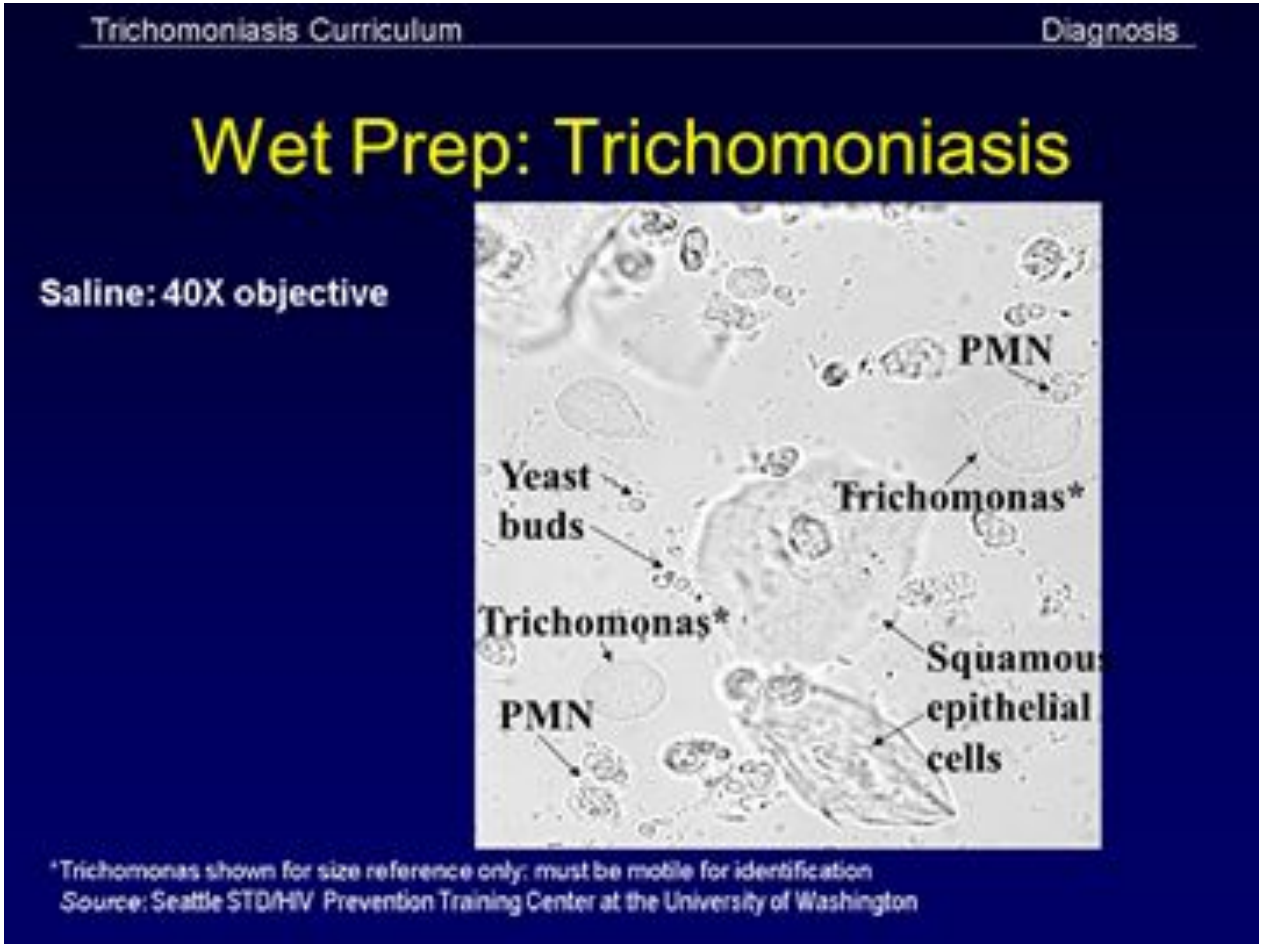
Symptoms in Men

- Irritation inside the penis
- Mild discharge
- Slight burning after urination or ejaculation

Complications of Untreated Trich

- most infected persons (70%–85%) have minimal or no symptoms, and untreated infections might last for months to years
- Two to three fold increased risk for HIV, pre-term birth, PID

Testing for Trich



- Testing includes vaginal swab or penile swab if discharge if present
- Specimens of male urine may also be collected

Treatment for Trich

- Since Trich is caused by a parasite it requires treatment with Flagyl
- Both partners need to be treated prevent reinfection

Syphilis the “Great Imitator”

- Many Signs and Symptoms of Syphilis are indistinguishable from other Diseases
  - Low Grade Temperature
  - Malaise
  - Headache
  - Rash that can be flat or raised

Transmission of Syphilis

- It is spread directly from person to person through direct contact with a lesion

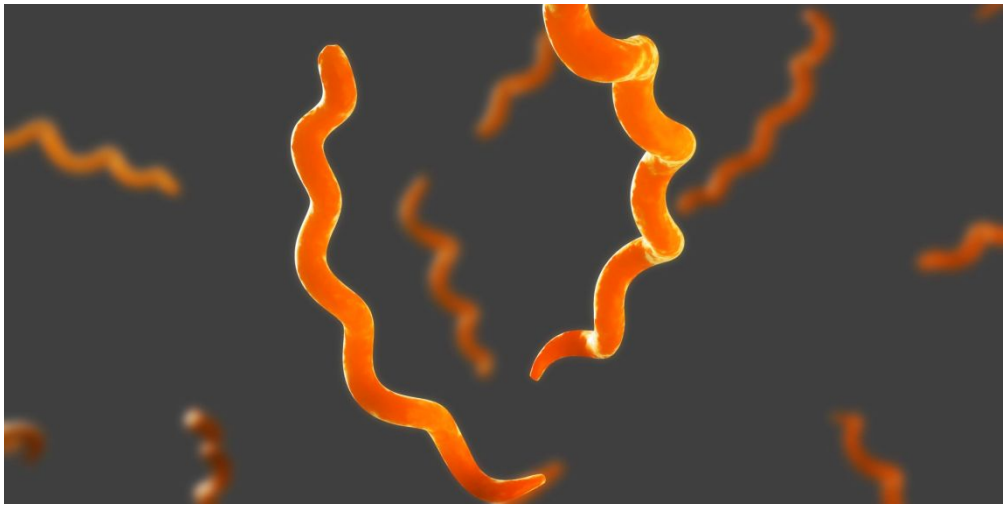
- It spreads through sex (oral, anal, or vaginal), it also can be transmitted between mother and fetus through blood which passes through the membrane that surrounds the fetus

Syphilis

- A person with Syphilis is only contagious during the early stages of Syphilis (primary and secondary)
- A chancre can develop 10-90 days after exposure to infected partner (average is 21 days)
- The chancre will self heal without treatment in 1-5 weeks (average is 3 weeks)

Syphilis

- Is thin and spiral shaped allowing it to easily breakthrough the skin barrier and travel through the blood stream

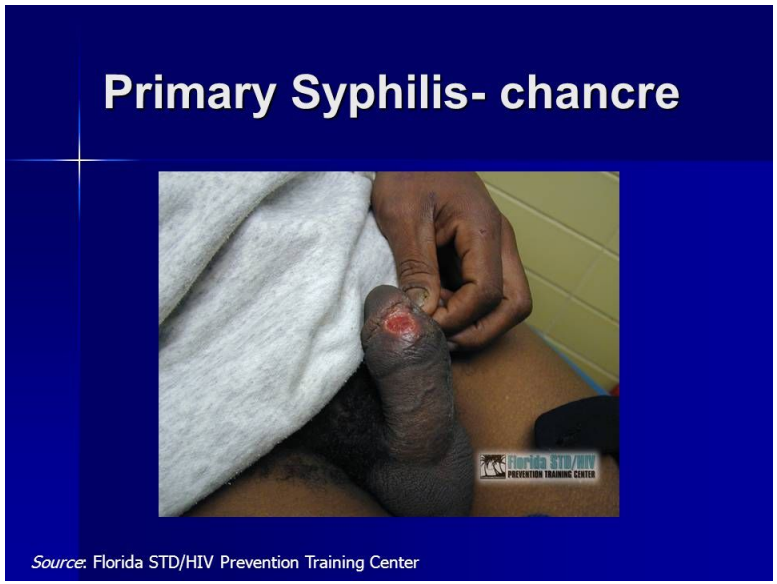


- If left untreated it can cause meningitis, neurologic problems, as well as heart and aorta disease – this typically happens during the Late Stage of Syphilis

Warning
Explicit Medical Pictures

Testing for Syphilis

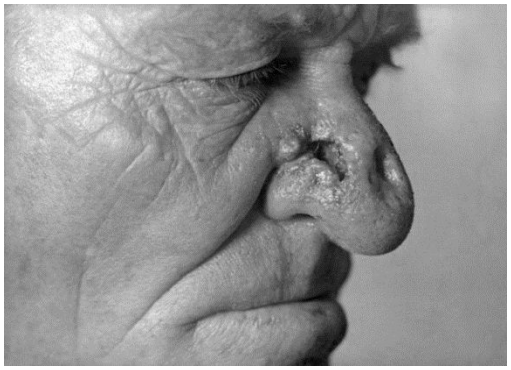
- Approximately 1/3 of people who have sex with a partner that has primary or secondary Syphilis will acquire Syphilis
- Blood testing is the most common way to diagnose Syphilis, but if a client has a lesion (chancre) a swab can be done



Syphilis

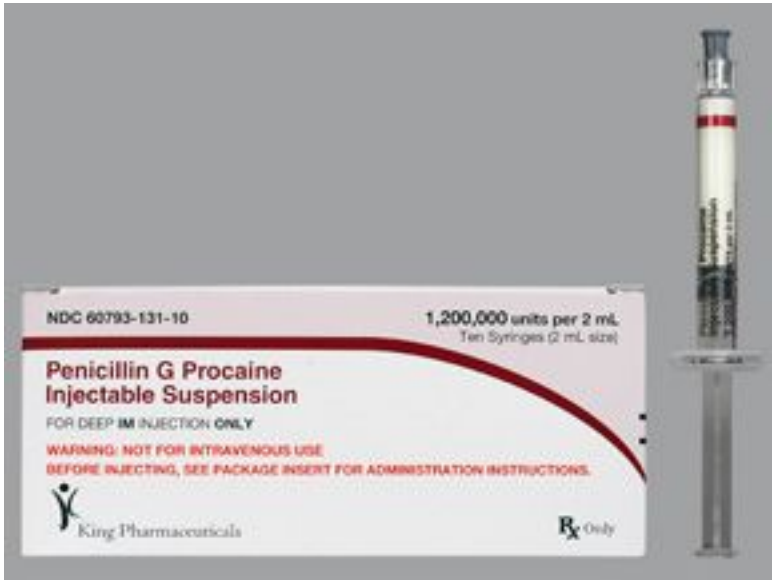
Syphilis

- Primary Syphilis causes one or more sores
- Heal within six weeks
- Occur on genitals or in or around the mouth three weeks after exposure
- Rosy rash on palms and soles of the feet
- Will resolve without treatment
- Severe problems with heart, brain, and nerves
- Paralysis
- Blindness
- Dementia
- Deafness
- Death



Syphilis Treatment

- The treatment for early Syphilis is a single dose of intramuscular Penicillin, Syphilis of more than a years duration requires three doses given once a week for three weeks



Hepatitis B & C

Hepatitis B & C

- Abdominal pain
- Dark Urine
- Fever
- Joint Pain
- Loss of Appetite
- Nausea and Vomiting
- Weakness and Fatigue
- Yellowing of Skin

Vaccine for Hep B

No Vaccine for Hep C

Hepatitis B (HBV)

- Is 50-100 x more infectious than HIV
- Is transmitted via exchange of body fluids (blood, semen, vaginal, placenta from mother to fetus, needle sharing, toothbrush sharing, razor sharing, and biting)

Who is at risk for HBV?

- Infants born to infected mothers
- Sex partners of infected persons
- Sexually active people not in a mutually monogamous relationship
- Persons with a STD
- Hemodialysis patients

- Men who have sex with men
- Injection drug users
- Household contacts of those who have chronic HBV
- Health care and public safety workers who are exposed in their occupation
- Travelers to regions where HBV is high

Signs and Symptoms of HBV

- Fever
- Fatigue
- Loss of appetite
- Nausea
- Vomiting
- Abdominal pain
- Dark Urine

- Grey colored stools
- Joint pain
- Jaundice

Prevention of HBV

- Vaccine (3 doses)
- Use of standard precautions (gloves, gowns, googles) when dealing with blood and other body fluids

Treatment for HBV

Acute HBV

- There are no medications for HBV
- Rest
- Good nutrition
- Fluids

Chronic HBV

- Antiviral medication
- Regular monitoring of liver enzymes (AST/ALT)

Hepatitis C – The Silent Epidemic

- An estimated 3.2 million Americans have chronic Hepatitis C

- There are over 12,000 deaths a year from Hepatitis C in America

Transmission of HCV

- Blood Exposure
  - IV Drug Use
  - Blood transfusions before 1992
  - Occupation exposure
  - Sharing contaminated items like razors, toothbrushes, or clippers
  - Tattooing with unsterilized equipment
- Sexual Transmission
- Perinatal Transmission

Warning
Explicit Medical Pictures

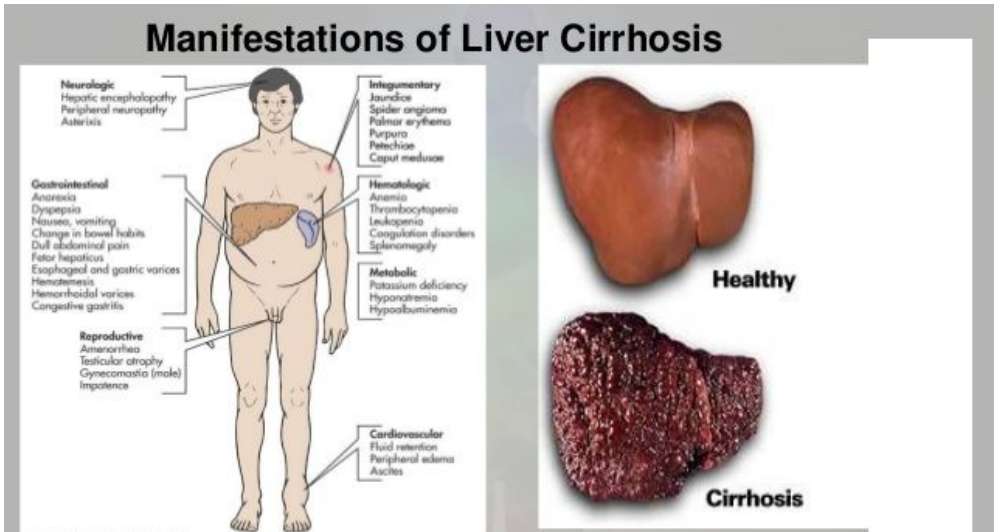
Signs and Symptoms of HCV
The same as HBV

- Fever
- Fatigue
- Loss of appetite
- Nausea
- Vomiting
- Abdominal pain
- Dark Urine

- Grey colored stools
- Joint pain
- Jaundice

Progression of HCV

- For every people that HCV
- 75-85 will go on to develop a chronic HCV infection
- 60-70 will develop chronic liver disease
- 5-20 will develop cirrhosis of the liver
- 1-5 will die from liver cancer or cirrhosis



Treatment of HCV

- There is no vaccine for HCV
- Routine testing helps prevent spreading of HCV
  - IV Drug users
  - Those born between 1945-1965
  - Those who received blood or organs before 1992

Preventing STI's

- Abstinence
- Participate in long-term monogamous relationships with a tested/uninfected partner
- Condoms

Available Resources

- Local STD testing and/or treatment sites
  - Petersburg Public Health Center
  - Joy Janssen Clinic
- Helpful Websites
  - http://www.cdc.gov/std/
  - http://www.avert.org/std.htm
  - www.scarleteen.com
  - www.watchwellcast.com
  - www.teenshealth.org
  - www.thetrevorproject.org

BEDSIDER
We've got you covered Bedsider.org

SCARLETEEN
sex ed for the real world
INCLUSIVE, COMPREHENSIVE AND SMART SEXUALITY INFORMATION AND HELP FOR TEENS AND 20S

AVERT
AVERTing HIV and AIDS

CDC
CENTERS FOR DISEASE CONTROL AND PREVENTION

WellCast

THE TREVOR PROJECT

Questions or Comments?

Work Cited

http://www.cdc.gov/std/chlamydia/STDFact-Chlamydia.htm

http://www.epi.alaska.gov/bulletins/docs/b2011_10.pdf

http://www.mayoclinic.com/health/chlamydia/DS00173

http://www.**cdc**.gov/std/**gonorrhea**/std**fact-gonorrhea**.htm

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http://www.ncbi.nlm.nih.gov/pubmedhealth/PMH0002139/

http://www.cdc.gov/tb/

http://www.ncbi.nlm.nih.gov/pubmedhealth/PMH0001141/

http://www.mayoclinic.com/health/tuberculosis/DS00372

State of Alaska Public Health Nursing Practice Guidelines

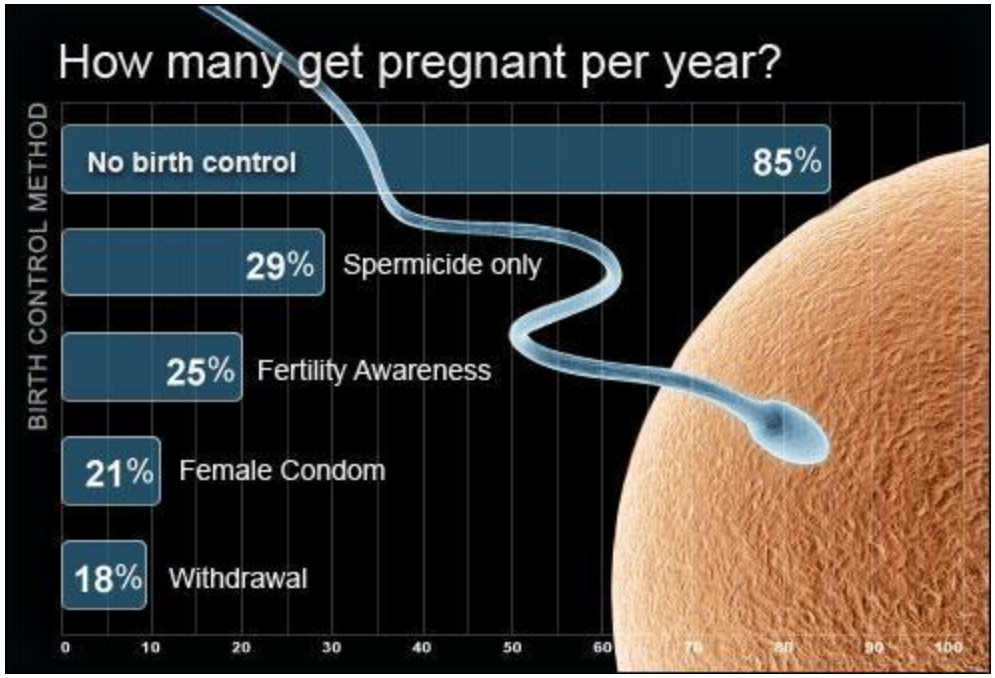
Birth Control

How it works,
what are your options, and common myths about birth control

Erin Michael
Public Health Nurse III, RN, MSN, BA, ASN

WHAT IS BIRTH CONTROL?

- Birth Control or Contraception is a way to prevent unwanted/unplanned pregnancies

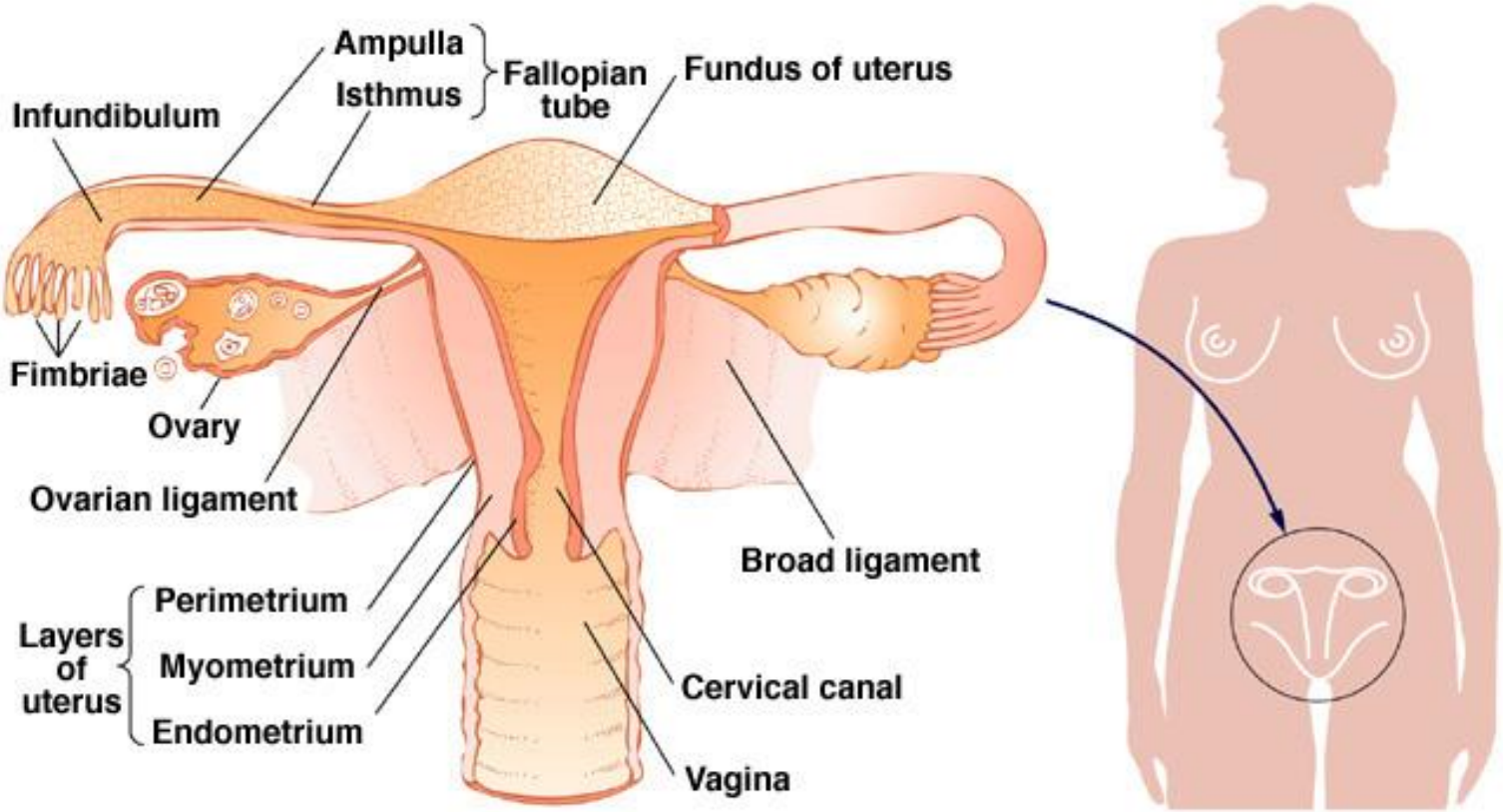


- The most effective way to prevent pregnancies is abstinence (not having sex)
- Couples that do decide to have sex need to know how to use birth control and what to do if they have unprotected sex (no condom and/or birth control method)

FEMALE REPRODUCTIVE SYSTEM

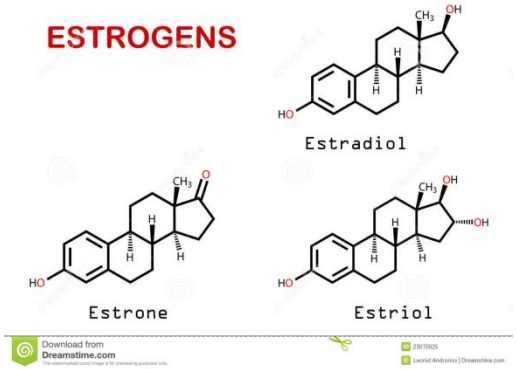
Hyde/DeLamater *Understanding Human Sexuality*, 6e. Copyright © 1997. The McGraw-Hill Companies, Inc. All Rights Reserved.

Internal Sexual & Reproductive Organs(F)



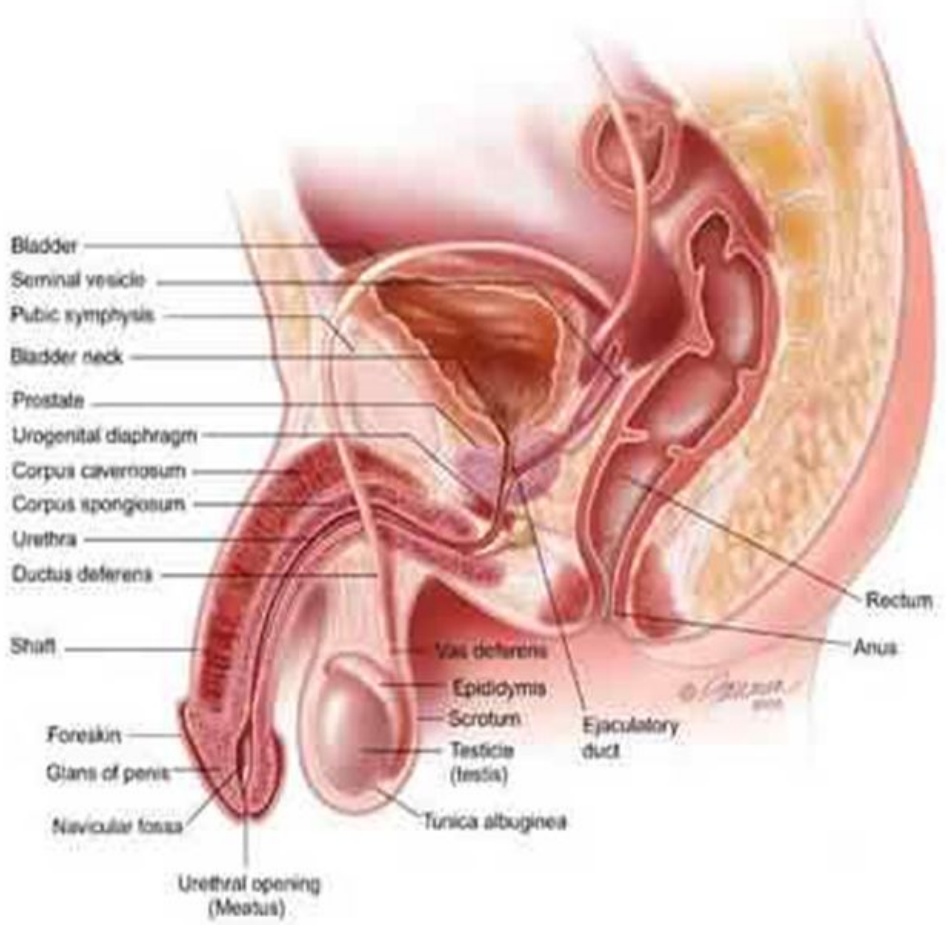
FEMALE SEX HORMONES

- The main female sex hormones are called estrogen and progesterone.

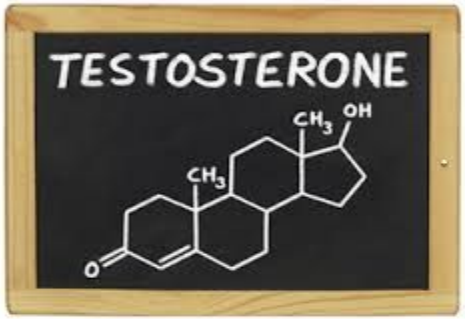


- Estrogen is responsible for the development of breast growth and accumulation of body fat around the hips and thighs.
- Both estrogen and progesterone are involved in the release of ova (egg), regulation of the menstrual cycle and pregnancy.

MALE REPRODUCTIVE SYSTEM



MALE SEX HORMONES



The main male sex hormone is called testosterone.

Testosterones main function is enlargement of the testicles and with it the production of sperm.

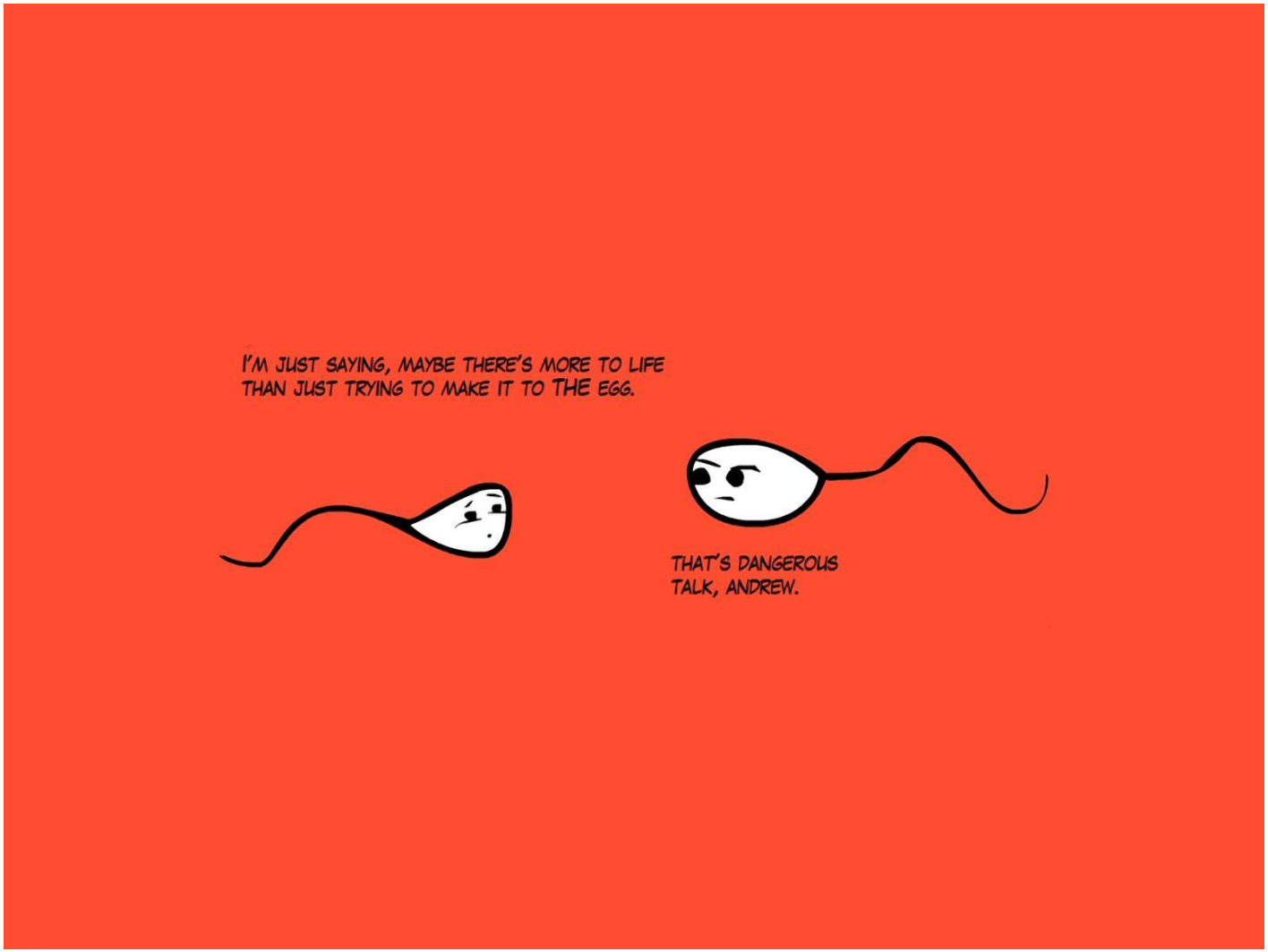
Secondary functions are

- Increased body hair growth
- Larynx enlargement and thickening of the vocal cords to lower voice pitch
- Thickening of the skin
- Increased muscular growth
- Growing and strengthening of the bones

RISKS OF GETTING PREGNANT AS A TEENAGER

- If you don’t use birth control the risk of getting pregnant within a year is 85%

HOW CONTRACEPTION WORKS



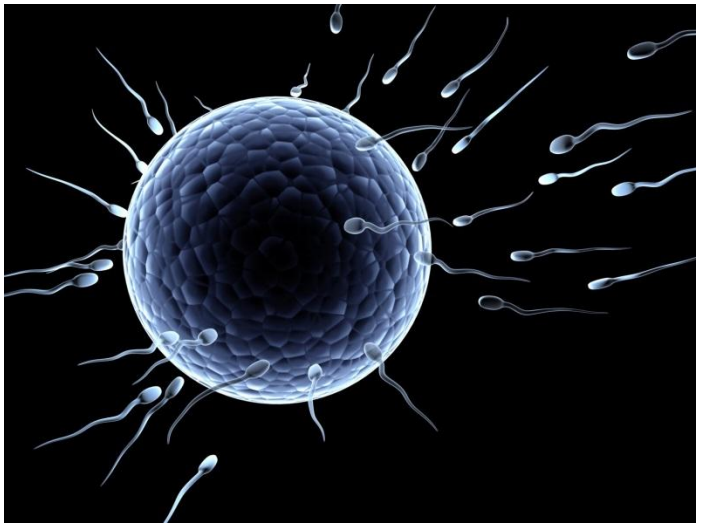
HOW HORMONAL CONTRACEPTION WORKS

- Main Mechanisms

  - Stops ovulation
  - Produce synthetic female hormones (estrogen and progestin) that stabilize a women's natural hormone level thus preventing an estrogen peak mid-cycle
  - By preventing a bump in estrogen levels the pituitary gland won't producing follicle stimulating hormone (FSH) and luteinizing hormone (LH) and thus won't release mature eggs
  - No mature eggs means no pregnancy

HOW HORMONAL CONTRACEPTION WORKS

- These hormones also make the lining of the uterus “inhospitable”, thinning it so that an egg can’t implant



- These hormones also cause the cervical mucus to thicken, making it difficult for sperm to move about

HOW NON-HORMONAL CONTRACEPTION WORKS

- Abstinence – refraining from sex prevents fertilization of egg and thus prevents pregnancy
- IUD's – interferes with the movement of sperm in the uterus, sperm die in the uterus before they can fertilize the egg
- Withdrawal or Pull Out Method – reduces BUT not eliminates the number of sperm in the uterus
- Condoms – thin sheath that fits over erect penis and helps to prevent sperm from entering the uterus
- https://www.youtube.com/v/s_z88FIb98I?list=PLQIx7o6qQQHjr4Tu9XNPPmeS3ONTzsSTP&loop=1

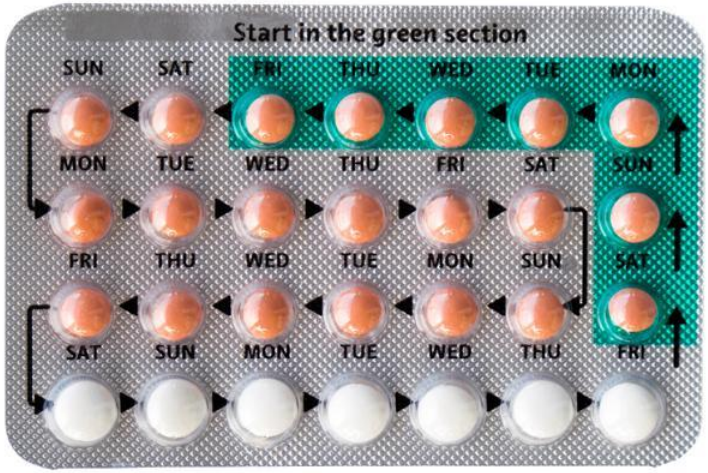
EMERGENCY CONTRACEPTION

- Two types:
  - Plan B
  - Ella (for woman whose BMI is above normal range)
- Timeline
  - Needs to be taken with in 5 days of unprotected sex, the sooner it is taken the more effective it is

http://youtu.be/7Vozr9vHeMo

BIRTH CONTROL PILLS

- Two main types
  - Combined hormone
  - Single hormone
- Need to be taken consistently every day, with the progestin only pill MUST be taken at exactly the same time each day



THE SHOT

- The shot works by preventing the release of the egg from the ovary
- The intramuscular is given by injection (shot) in the buttock or upper arm muscle every 3 months

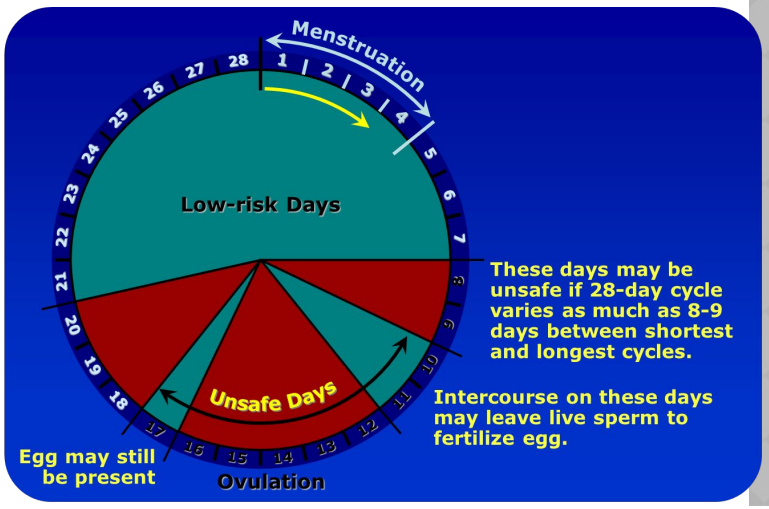
OTHER HORMONAL BIRTH CONTROL OPTIONS

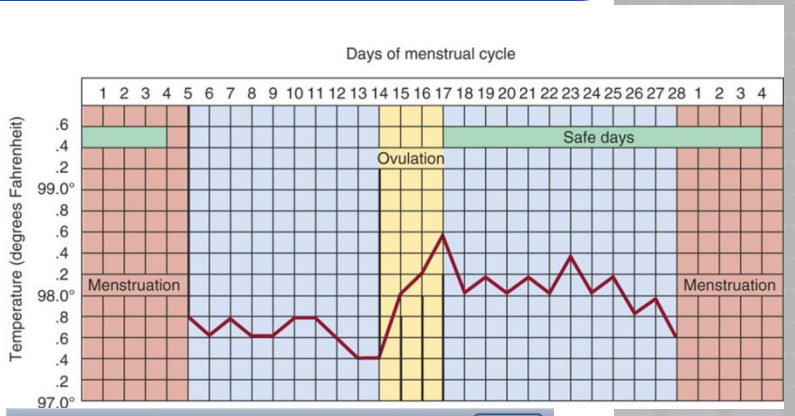
- Vaginal ring (Nuvaring)
- 2” ring inserted into the vagina during period
- Worn for 3 weeks, removed for 1 week, then replaced with new ring
- Pros: no daily pill; spontaneity
- Cons: no STD protection, not effective for women over 198 lbs.

- Transdermal patch (Ortho Evra)
- Patch is placed on buttock, abdomen, outer upper arm, or upper torso
- Replaced weekly for 3 weeks, then a patch-free week
- Pros: no daily pill; spontaneity
- Cons: no STD protection, skin irritation

FERTILITY AWARENESS METHOD

- Pros:
  - Essentially free
  - No medical side effects
  - Does not interrupt sexual activity
  - Woman gains awareness about her body and natural cycles, which can increase comfort w/sexuality
- Cons:
  - No STI protection
  - Requires some degree of discipline in order to keep track of calendar/charts, etc.
  - Need to abstain from intercourse or use a backup method during fertile days





IUD'S

- Work primarily by preventing sperm from fertilizing an egg
- Two main types:
  - Copper (Paraguard) – works by releases copper into the uterus, which works as a spermicide
  - Hormonal (Mirena, or Skyla) works by releasing a form of the hormone progestin (Levonorgestrel) into the uterus. The progestin thickens the cervical mucus so that sperm can't reach the egg and may keep some women from ovulating.
  - https://www.youtube.com/v/ql83onBYE7Q?list=PLQIx7o6qQQHjr4Tu9XNPPmeS3ONTzsSTP&loop=1

IMPLANTS

- NEXPLANON is a small, soft, and flexible birth control implant that last 3 years and is the most effective birth control outside of abstinence

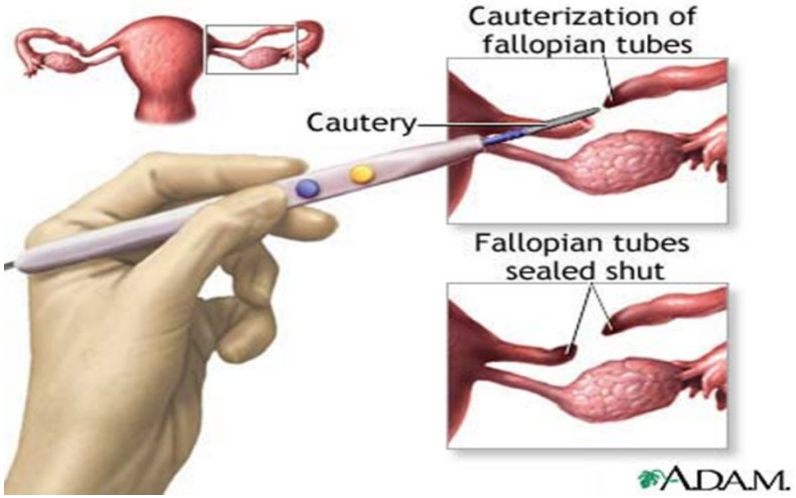
IMPLANTS

- NEXPLANON works to prevent pregnancy with a continuous release of progestin, one of the hormones found in birth control pills.

- This keeps the egg from being released from the ovaries and prevents sperm from reaching the egg.

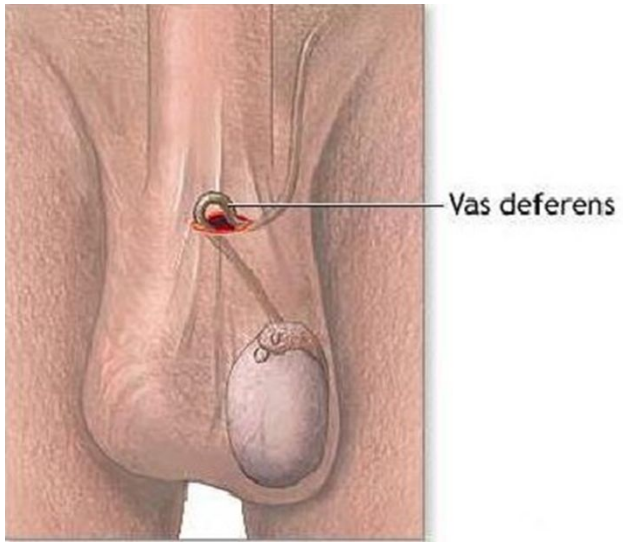
FEMALE STERILIZATION

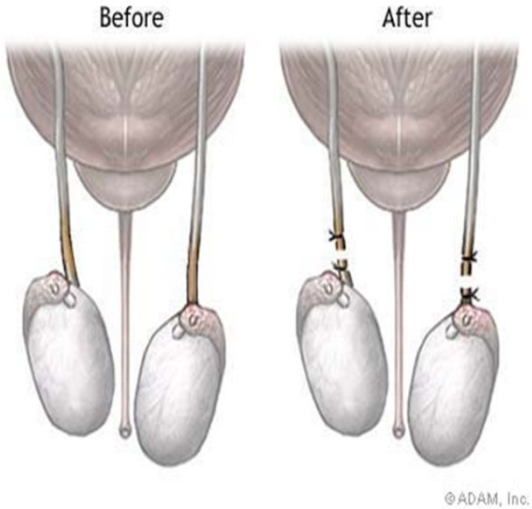
- Surgical procedure performed on a woman
- Fallopian tubes are cut, tied, cauterized, prevents eggs from reaching sperm
- Failure rates vary by procedure, from 0.8%-3.7%
- Women may experience heavier periods after tubal ligation



MALE STERILIZATION

- During a vasectomy (“cutting the vas”) a urologist cuts and ligates (ties off) the ductus deferens. Sperm are still produced but cannot exit the body. Sperm eventually deteriorate and are phagocytized. A man is sterile, but because testosterone is still produced he retains his sex drive and secondary sex characteristics.





MYTHS VERSUS FACTS AND BIRTH CONTROL

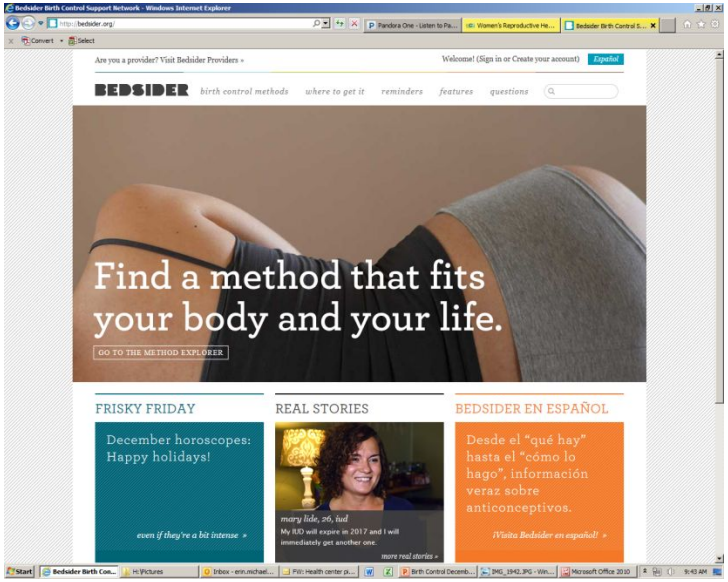
- True or False, You can get pregnant while on your period.
- True or False, You will gain weight if you go on birth control.
- True or False, If you are on the pill for a long time it will make harder for you to get pregnant later on in life.
- True or False, If you smoke you increase the risk of getting a blood clot while on birth control

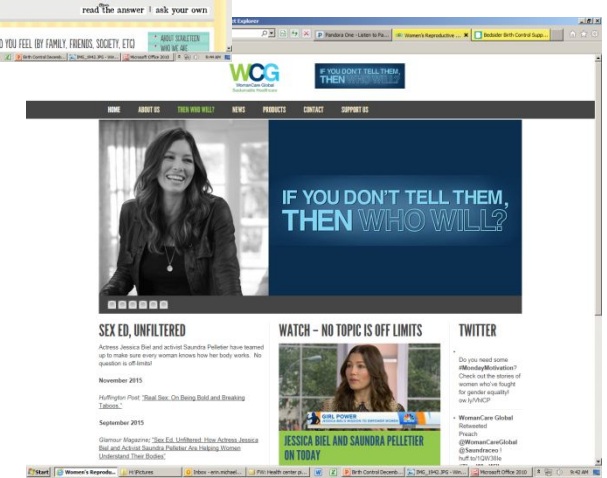
MYTHS VERSUS FACTS AND BIRTH CONTROL

- True or False, The most risky time to miss a pill is in the beginning of your pack.
- True or False, The pill reduces your risk of getting cancer
- True or False, A woman can get pregnant even if a man pulls out and ejaculates outside of the vagina
- True or False, Using 2 condoms means you are twice as protected from becoming pregnant

GREAT LINKS FOR MORE BIRTH CONTROL INFO

- http://www.scarleteen.com/
- http://bedsider.org/
- http://www.womancareglobal.org/





WHERE CAN YOU GET BIRTH CONTROL IN PETERSBURG?

- Petersburg Public Health Center

- Joy Janssen Clinic

Mitkof Middle School
109 Charles W. St.
P. O. Box 289
Petersburg, Alaska 99833-0289

Dear Parent/Guardian of an Eighth Grade Student:

Your student is enrolled in our Health Education class at Mitkof Middle School. Health is a required course for all eighth grade students, and the district believes this unit is an important component in the education of our young adults.

One unit of the semester is Healthy Relationships. Topics discussed in the Healthy Relationships unit include building healthy relationships, communication, consent, and dating. A component of that unit is sexual education which includes male and female anatomy, contraceptives, and sexually transmitted infections. The district goal for students is promoting abstinence with an emphasis on skill development including decision-making and refusal skills. To achieve that goal, we may utilize films, activities, speakers, and discussions. Anatomy, abstinence, contraceptives, disease (STI's and STD's), and pregnancy will be covered at the beginning of the unit and will last two days.

While the district requires sexual education to be taught in 8th grade health, you, as the parent or legal guardian, have the right to excuse your student. If you **do not** wish for your child to be a part of the sexual education lessons, you may submit a request in writing, indicating you do not wish for your child to participate in it, and they will be given an alternative assignment. **Written or emailed requests must be received by Thursday, March 7th.** Please email me or return this letter with a written request to excuse your student.

If you would like to see any of the materials that will be used or have any questions, please feel free to contact me directly.

Sincerely,

Hannah Smith
Mitkof Middle School
1-877-526-7656
hsmith@pcsd.us

Rae C. Stedman Elementary School

—

P.O. Box 289
303 Dolphin Street
Petersburg, AK 99833
877-526-7656

Principal, Heather Conn

February 2, 2024

Dear Parent or Guardian:

The fourth and fifth grade classes will be having an important lesson on the early stages of puberty, which many students their age are experiencing.

We will be using the school board approved lessons to teach these topics. The objectives are designed to help boys and girls:

- Understand the physical and emotional changes they experience during puberty, and acknowledge these changes as a normal part of growth and development.
- Understand that personal hygiene is each individual's responsibility.

Due to physical differences of the human body, boys and girls will be separated during this instruction. The students' instructors will be of the same gender, as well.

As this is a school board approved curriculum we only need you to sign and return the bottom portion of this letter, **if you choose to opt your child out of the lesson**. If you have questions, please call Rachel Etcher, the school counselor.

The lessons will be presented on February 23, 2024.

Sincerely,

Heather Conn
Principal

My child **may not** participate in the lesson on puberty and hygiene on February 23, 2024.

Child's Name: _____

Parent's Signature: _____

4th/5th Grade: Puberty/Hygiene Lessons

The objectives are designed to help boys and girls:

- Understand the physical and emotional changes they experience during puberty, and acknowledge these changes as a normal part of growth and development.
- Understand that personal hygiene is each individual's responsibility.

Due to physical differences of the human body, boys and girls will be separated during this instruction. The students' instructors will be of the same gender, as well.

Girls' Lesson Outline:

- What is Puberty?
    - At what age do girls start puberty?
    - What are the signs of puberty?
- What to expect during puberty:
    - Get a little stinky
        - Importance of bathing/showering regularly, deodorant option, washing hair, feet, private areas, and armpits
        - BrainPop Video on Personal Hygiene
    - Acne/pimples
        - Wash your face, don't pick at them
    - Period
        - Basic anatomy including ovaries, fallopian tubes, and egg
        - Physical symptoms (crampings, fatigue, back pain, etc.)
        - Feminine Hygiene Options:
            - Pads
            - Period Underwear
            - Tampons
            - Menstrual Cups
        - What to do if you get/have your period at school
        - Swimming
            - It is expected that you will still swim on your period, you do not have to wear a tampon to do so
    - Grow taller and gain weight
    - Breasts develop
    - Grow hair in new places
    - Emotional Changes
        - Moody-more noticeable ups and downs
- Always Changing and Growing Up video for Girls
- Discussions, Questions

Link to Slideshow

Boys' Lesson Outline:(more emphasis on hygiene in 4th grade)

- What is puberty?
    - When does it happen?
    - Hormones-Testosterone
    - Overview of changes that happen during puberty:
        - Grow Taller
        - Develop Muscles
        - Hair in New Places
        - Skin Texture
        - Sweat and Stink
        - Voice
        - Private Parts
        - New Emotions
- Hygiene
    - Regular Bathing
    - Deodorant
    - Wash Private Areas
    - Wash Hair
    - Wash Face

BrainPop Video on Personal Hygiene

- Always Changing and Growing Up video for Boys
- Discussions, Questions

Appendix F: Learning Objectives	Pre-K	Kindergarten	First Grade	Second Grade	Third Grade	Fourth Grade	Fifth Grade
1. Identify "appropriate" and "inappropriate" or "safe" and "unsafe" touches (including inappropriate non-touching behaviors)	Committee for Children Second Step: Child Protection Unit (EL-PreK): Lesson 3	Committee for Children Second Step: Child Protection Unit (K): Lesson 3	Committee for Children Second Step: Child Protection Unit (1st Gr.): Lesson 3	Committee for Children Second Step: Child Protection Unit (2nd Gr.): Lesson 3	Committee for Children Second Step: Child Protection Unit (3rd Gr.): Lesson 3	Committee for Children Second Step: Child Protection Unit (4th Gr.): Lesson 3	Committee for Children Second Step: Child Protection Unit (5th Gr.): Lesson 3
2. Explain that a child is not at fault if someone touches him/her in an inappropriate way.	Committee for Children Second Step: Child Protection Unit (EL-PreK): Lesson 5	Committee for Children Second Step: Child Protection Unit (K): Lesson 5	Committee for Children Second Step: Child Protection Unit (1st Gr.): Lesson 5	Committee for Children Second Step: Child Protection Unit (2nd Gr.): Lesson 5	Committee for Children Second Step: Child Protection Unit (3rd Gr.): Lesson 5	Committee for Children Second Step: Child Protection Unit (4th Gr.): Lesson 5	Committee for Children Second Step: Child Protection Unit (5th Gr.): Lesson 5
3. Explain why everyone has the right to tell others not to touch his or her body.	Committee for Children Second Step: Child Protection Unit (EL-PreK): Lessons 4 & 5	Committee for Children Second Step: Child Protection Unit (K): Lessons 4 & 5	Committee for Children Second Step: Child Protection Unit (1st Gr.): Lessons 4 & 5	Committee for Children Second Step: Child Protection Unit (2nd Gr.): Lessons 4 & 5	Committee for Children Second Step: Child Protection Unit (3rd Gr.): Lessons 4 & 5	Committee for Children Second Step: Child Protection Unit (4th Gr.): Lessons 4 & 5	Committee for Children Second Step: Child Protection Unit (5th Gr.): Lessons 4 & 5
4. Explain why inappropriate touches should be reported to a trusted adult and not kept secret.	Committee for Children Second Step: Child Protection Unit (EL-PreK): Lessons 4&5	Committee for Children Second Step: Child Protection Unit (K): Lessons 4 & 5	Committee for Children Second Step: Child Protection Unit (1st Gr.): Lessons 4 & 5	Committee for Children: Second Step Child Protection Unit (2nd Gr.): Lessons 4 & 5	Committee for Children Second Step: Child Protection Unit (3rd Gr.): Lessons 4 & 5	Committee for Children Second Step: Child Protection Unit (4th Gr.): Lessons 4 & 5	Committee for Children Second Step: Child Protection Unit (5th Gr.): Lessons 4 & 5
5. Identify trusted adults from a variety of settings including home,	Committee for Children Second Step: Child	Committee for Children Second Step: Child Protection	Committee for Children Second Step: Child Protection Unit	Committee for Children Second Step: Child Protection	Committee for Children Second Step: Child	Committee for Children Second Step: Child	Committee for Children Second Step: Child

school and the community who can help prevent violence.	Protection Unit (EL-PreK): Lessons 3, 4, & 5	Unit (K): Lessons 3, 4, & 5	(1st Gr.): Lessons 3, 4, & 5	Unit (2nd Gr.): Lessons 3, 4, & 5	Protection Unit (3rd Gr.): Lessons 3, 4, & 5	Protection Unit (4th Gr.): Lessons 3, 4, & 5	Protection Unit (5th Gr.): Lessons 3, 4, & 5
6. Explain and demonstrate how to locate school and community health helpers who can help reduce or avoid violence.	Committee for Children Second Step: Child Protection Unit (EL-PreK): Lesson 5	Committee for Children Second Step: Child Protection Unit (K): Lesson 5	Committee for Children Second Step: Child Protection Unit (1st Gr.): Lesson 5	Committee for Children Second Step: Child Protection Unit (2nd Gr.): Lesson 5	Committee for Children Second Step: Child Protection Unit (3rd Gr.): Lesson 5	Committee for Children Second Step: Child Protection Unit (4th Gr.): Lesson 5	Committee for Children Second Step: Child Protection Unit (5th Gr.): Lesson 5
7. Demonstrate effective refusal skills, including firmly saying "no" and getting away, to avoid or reduce the risk of sexual abuse or assault.	Committee for Children Second Step: Child Protection Unit (EL-PreK): Lessons 4 & 5	Committee for Children Second Step: Child Protection Unit (K): Lessons 4 & 5	Committee for Children Second Step: Child Protection Unit (1st Gr.): Lessons 4 & 5	Committee for Children Second Step: Child Protection Unit (2nd Gr.): Lessons 4 & 5	Committee for Children Second Step: Child Protection Unit (3rd Gr.): Lessons 4 & 5	Committee for Children Second Step: Child Protection Unit (4th Gr.): Lessons 4 & 5	Committee for Children Second Step: Child Protection Unit (5th Gr.): Lessons 4 & 5
8. Demonstrate how to effectively tell a trusted adult when feeling threatened or harmed.	Committee for Children Second Step: Child Protection Unit (EL-PreK): Lessons 4&5	Committee for Children Second Step: Child Protection Unit (K): Lessons 4 & 5	Committee for Children Second Step: Child Protection Unit (1st Gr.): Lessons 4 & 5	Committee for Children Second Step: Child Protection Unit (2nd Gr.): Lessons 4 & 5	Committee for Children Second Step: Child Protection Unit (3rd Gr.): Lessons 4 & 5	Committee for Children Second Step: Child Protection Unit (4th Gr.): Lessons 4 & 5	Committee for Children Second Step: Child Protection Unit (5th Gr.): Lessons 4 & 5
Resources/Books	WAVE, Lesson Home Links, Scope & Sequence	WAVE, 'Miles is the Boss of His Body' by Samantha Kurtzman-Counter Lesson Home Links, Scope & Sequence	'A Terrible Thing Happened' by Margaret Holmes, WAVE, Lesson Home Links, Scope & Sequence	'Some Secrets Should Never Be Kept' by Jayneen Sanders, WAVE, Lesson Home Links, Scope & Sequence	'Not in Room 204' by Shannon Riggs & Jaime Zollars, WAVE, Lesson Home Links, Scope & Sequence	'Talk About Touch' by Sandy Kleven, WAVE, Lesson Home Links , Scope & Sequence , Book Script , Lesson Slides	WAVE, Lesson Home Links , Scope & Sequence , Lesson Slides

SOARING INTO A NEW SCHOOL YEAR!

RAE C. STEDMAN ELEMENTARY STUDENT HANDBOOK 2024-2025

Phone Number: 1(877)526-7656
Fax: 1(877)526-7656
Principal: Heather Conn
Email: hconn@pcsd.us

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OUR MISSION:

Petersburg Schools will advocate for continuous growth, promote a healthy environment, and provide diverse educational opportunities where all students achieve.

A message from the principal…

Welcome to Stedman Elementary School! We are off to the start of another new year and are so glad your children will be with us.

By reading this handbook, you are already showing a vested interest in your child's education. Parents are an integral part of the process for students to become lifelong learners. Research shows that a supportive home environment leads to successful student learning. Please start the year off by joining us in:

- Partners in Education (PIE) Meetings (pg)
- Nightly reading routines
- Checking your child's backpack & planner daily
- Encourage positive habits for routines
- Volunteering in our Stedman community (pg)

This handbook outlines guidelines that are meant to clearly outline our routines, procedures, and expectations, which will foster our children's learning to the fullest. Items in this handbook are subject to change and at times there may be missing pieces. If you find something missing please feel free to email, write a note, or stop by the office.

I believe our mission statement paints a clear picture of who we are as educators and what we want our students to accomplish here at Stedman. When we are all dedicated to continuous growth and provide an environment that is healthy and diverse, there are no limits to what can be achieved.

I really look forward to seeing each of you personally in the coming weeks and then getting to work side-by-side with you through the coming years as we help our students and Stedman community grow. You are always welcome to visit us. Remember that communication is the key to success in everything we do.

Mrs. Heather Conn

2024-2025 STEDMAN STAFF

Kindergarten:	**Special Education Services PreK - 1st Grade:**
Erin Willis	Barb Marifern
First Grade:	**Special Education Services 2nd-5th Grade:**
Hillary Mullen	Heidi Cabral
Jolie Norman	**Speech and Language Special Education Services:**
Second Grade:	Lee Ann Jenkins
Noelle Bell	**Gym/Swim:** Tyler Thain
Erin Hofacre	**Swim Instructional Aide:** Blaine Volk
Third Grade:	**Music:** Chelsea Correo
Mary Midkiff	**Paraprofessionals:**
Becky Martin	Nina McCay
Fourth Grade:	Rocky Peeler
Alice Williams	Marketa Ith
Sharon Paulson	Tanya Thynes
Fifth Grade:	Rocky Peeler
Gus Pennington	Julie Sheldon
Vanessa Miller	Audra Netro
Librarian/Media Specialist: Debi Tice	Annica Tufele
Librarian/Media Specialist: Debi Tice	Kennedy Conn
Title 1 Interventionists: Stephanie Pawuk, Kerri Curtiss, and LeeAnn Jenkins	Athena Haley
Migrant: Heather Conn and Carlee McIntosh	Rebecca Thynes
Counselor: Vacant	
Administrative Assistant: Cena Worhatch	

ACADEMIC INFORMATION & PERMANENT RECORDS:

An active record of student progress is kept at school. These records are available for parents to review and are not shared with others unless a release is signed by the parent. School records contain:

*Personal data such as names of parents or legal guardians, date of birth, immunization records, birth certificate, home address and phone number.

*Previous grades and/or copies of report cards.

*Student's yearly attendance records.

*Behavioral data

*Intervention Plans

*Reading, writing, and math portfolios.

ADMISSIONS:

Kindergarten students must be five years of age by September 1. There is a registration period for kindergarten students every spring. Families are welcome to come in and register before school officially begins in the fall. Further information about the registration process may be obtained by calling the elementary school office between August 13th, 2024 and June 5th, 2025. Hours of operation are 8:00-4:00, Monday - Friday.

To be eligible for the first grade, a student must be six years of age by September 1.

New students who are entering our school for the first time need to be enrolled by their parents or guardians, who will sign a confidential record release form and other specific permission forms (i.e. field trips, etc.). A copy of the student's BIRTH CERTIFICATE and IMMUNIZATION RECORDS will be needed as certain immunizations are required by Alaska State Law before a student may attend school. Parents are encouraged to enroll their children in school as soon as they arrive in Petersburg. Please call the school office if you have any questions.

ATTENDANCE AND ABSENCE REPORTING PROCEDURES:

Regular and consistent attendance is necessary for a student's success in school. Makeup work does not replace all of the instruction and classroom activities that are essential to keeping up with the rest of the class.

1) The bell rings at 8:00 a.m. and students may enter the building at this time.

- School officially begins at 8:00 a.m. We ask that students arrive no sooner than 7:50.

- Please make every effort to have your children here by 8:00 am. When your child is tardy, they miss the most important part of the day and feel anxious or awkward coming in late and not knowing what to do because instructions have already been given. If your child will be tardy and needs a school lunch, let us know so s/he can be included in our lunch count.

Tardies and absences affect a child socially and academically. Other children notice that a child is not present to rely on as a friend and a collaborator on group projects. If a student's tardiness or attendance

becomes disruptive to their education, a meeting will be scheduled with parents to make a plan so that attendance will not continue to negatively impact the child's education.

2) All absences are documented daily by staff and verified by the parent through a phone call or note. If we have not been notified by the time attendance is recorded in the office (9:00 am), we will call to verify the absence. This procedure ensures student safety and is a requirement of the Alaska Statute 14.30.010. (Compulsory Attendance Statute) . You are welcome to use our online Student Absence Form rather than calling in.

3) Our calendar has built-in leave time, if families decide to take leave outside this allotted time we will not provide missing work. Please use our Stedman Trip Slip 3 days prior to leaving for communication purposes. The link can be found here: https://www.pcsd.us/page/stedman-elementary-school

In accordance with the Every Student Succeeds Act (ESSA), the state of Alaska holds schools responsible for Chronic absences as a measurement of school quality and student success. Chronic absence, defined as missing 10 percent of school days within one academic year (17.2) for any reason, is a powerful early warning predictor of student performance. Attendance is marked by full or half days.
For more information regarding the Alaska State Compulsory Attendance Law (**Alaska Statute 14.30.010**) you may visit the Alaska Legal Resource Center online or contact the school for a copy of the statute.

BUS TRANSPORTATION/RULES:

The bus drivers have the responsibility for the safety and conduct of all students riding the bus to and from school. Students are expected to obey the driver at ALL times. If students do not heed warnings from the bus driver, they may receive a bus misconduct citation.

First Citation:

- Conference with student and driver.
- Parents contacted.

Second Citation:

- Conference with student and driver.
- Parents contacted.
- Student may be denied bus privileges for 2-5 days.

Third Citation:

- Conference with student, driver, and parents.
- Student may be denied bus privileges for the remainder of the school year.

CELL PHONE USE:

Students are welcome to bring cellphones to school, but they must be turned off and placed in backpacks once they enter the building. Cell phones are not to be used for any reason throughout the school day. They can be turned on and used once students leave the building at the end of the school day. We ask that all parents and visitors observe the same standard in order to minimize disruptions in the hallway and in classrooms. Cell phones will be taken from students and held in the office for parent pick-up if this standard is not followed. Staff cell phone use is to be restricted for school use only, such as group communication texts, school email, and apps that require cell phone technology.

CHANGE OF ADDRESS OR PHONE:

In order to maintain accurate records, it is important to inform the school of any changes in telephone or post office box numbers. In case of an emergency, the school needs current phone numbers where family members can be reached during school hours.

COMMUNICATION:

Family members play a major role in helping us efficiently manage the day to day activities at school. We want our school to be a safe and productive environment for learning. We ask that parents and/or guardians observe the following considerations:

- Safety issues require that all visitors must check into the school office before going to their child's classroom.
- Please call ahead to make an appointment with your child's teacher. Each teacher has a daily plan of instruction and activities. Unexpected visitors require the teacher to shift attention from the students, instructional time is lost, and the children become distracted. It would be much appreciated if you could call ahead to arrange a time to visit with your child's teacher.
- Please call ahead to make an appointment to talk with the principal. She may be away from the office attending meetings, greeting children in the hallway as they arrive or leave the school, or meeting with individual students. She may be elsewhere in the building working with the staff or observing in one of the classrooms. If you call ahead, she will be more than happy to schedule a time to meet with you.
- It is our goal to minimize disruption to the school and classroom routine as little as possible while maintaining the flow of communication between home and school.
- We appreciate it when you send absence notes, permission slips, and lunch money to school when it is due.

Our students show “Eagle Pride” when they are **Respectful**, **Responsible**, and **Safe**.

Throughout the year, students are taught specific expectations from a school-wide matrix based on these three behaviors. Staff members model and role-play in order to teach and reinforce expected behaviors. *Please see the attached matrix in Appendix A of the student handbook.*

Students are rewarded for making good choices. Staff members provide regular positive verbal feedback to students, tickets are also given out to recognize and encourage appropriate behavior, and postcards are sent home to parents when a student is recognized.

There are also times when students make poor choices and may face disciplinary consequences. The main goal of any disciplinary action is to help the student learn from their mistake and make better choices in the future. Consequences may include:

Possible Classroom Consequence, (Minor Offenses):	**Possible Classroom Consequence, (Major Offenses):**
Warning	Warning
Re-teach behavior	Re-teach behavior
Loss of privilege	Loss of privilege
Parent contact	Parent contact
Behavior contract	Behavior contract
Office referral: May result in ISS or OSS	Lunch in a quiet room
	In School Suspension (ISS)
	Out of School Suspension (OSS)

Please see attached Minor/Major Behavior Definitions in Appendix C of the Student Handbook. See attached Stedman Behavior Matrix in Appendix B.

DISMISSAL:

K-5 students will be dismissed at 2:45pm Monday - Thursday and 1:45pm on Fridays.
Students should not arrive at school before 7:50am. Students are not to remain at school after 2:45pm, unless in an after school club, as there is no supervision available

DRESS AND GROOMING:

The dress code for all students shall meet school board requirements. The dress and grooming of students shall contribute to the health and safety of the individual, promote a positive educational environment and good school spirit, and is non-disruptive of the educational activities and processes of the school.

- Shoes or boots shall be worn. Heely wheel shoes are not allowed in the building or outside at our recess and clubs for safety reasons.
- Inside shoes must be worn while inside the school. This helps protect our carpets.
- Clothing that exposes the entire shoulder, strapless tops, spaghetti straps, or similar type clothing, may be worn only with a blouse or shirt. We have the three finger rule for tank tops.
- Clothing exposing the torso or the midriff, either front, back, or sides, shall not be worn. Underwear shall not be visible.
- Hats and hoods shall not be worn in the main areas of the building, with the exception of the cafeteria. Each teacher has discretion in their classrooms.
- Mini skirts, mini dresses, and short shorts are to be worn only with leggings or tights.
- Garments and/or jewelry which display or suggest sexual, vulgar, drug, gang, or alcohol-related wording or graphics, or which provoke or may tend to provoke violence or disruption in the school, shall not be worn.
- We ask that students dress for being out in the rain, snow, or sun.

Educator Qualification:

In compliance with federal requirements, parents may request information on the professional qualifications of their child's teachers to include whether the teacher

- has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
- is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived: and
- is teaching in the field of discipline of the certification of the teachers.

All of our current teachers meet these requirements. Additionally, any paraprofessional serving as a reading instructor has passed the State paraprofessional qualifying exam and is trained in all our reading programs.

EMERGENCY DRILLS:

Periodic emergency drills are required by law and are an important safety precaution. We practice these drills and take the possibility of a fire, need for evacuation, or need for lock-down or lock-out at school very seriously. Students are taught the run, hide, or fight concepts for safety. The children quickly learn that everyone must look to the trusted adult in the room for instructions during emergency situations.

EMERGENCY PROCEDURES and Emergency Commands:

A.L.I.C.E. is a school safety program created in the year 2000 to offer additional options to students and staff in dealing with an armed intruder situation. Two of the individuals who founded and developed the program are long-term law enforcement professionals. A 30-year educational professional is a member

of the team and works to ensure that A.L.I.C.E. teaching/training materials are age-appropriate, psychologically sound, and address the issues of individuals with special needs.

A.L.I.C.E. is an acronym that stands for:
ALERT: Get the word out that a threat exists.
LOCKDOWN: Secure a place to stay as much as possible as a starting point to buy time.
INFORM: Give constant, real-time information throughout the building using all available technology.
COUNTER: This is a last resort. Individuals are unable to escape. Countering may be as simple as creating a distraction to allow opportunities to escape.
EVACUATE: The goal is to move students out of the danger zone. It's important to be prepared to escape.

Traditionally, schools have used a procedure known as "lockdown" which essentially means locking the school building and classrooms and having students and teachers take shelter in their classroom. We believe that offering additional age-appropriate options will allow our students and teachers to be better prepared if a crisis situation occurs. Providing a constant flow of information to everyone in the building can allow opportunities to safely evacuate the building. An important goal of the A.L.I.C.E. program is to evacuate as many people as possible to a safe place.

FERPA NOTIFICATION FOR ELEMENTARY AND SECONDARY INSTITUTIONS (60 Fed. Reg. 59291, 59297)

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

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

Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2) The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading.

Parents or eligible students may ask the Petersburg City School District to amend the record that they believe is inaccurate or misleading. They should write to the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3) The right to consent to disclosures of personally identifiable information contained in the students education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, instructor or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company in whom the District has

contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.
A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

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

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605

HEALTH SERVICES

1) ILLNESS

If students become ill during the school day, they will be sent to the office for the nurse or secretary to determine what action should be taken. If necessary, the parent or guardian will be contacted for advice or information or to take the child home. At this time Stedman would like to continue to be a symptom free school. Students with fevers, diarrhea, and vomiting will be asked to stay home for 24 hours after the last incident. Other symptoms not welcomed at Stedman include extreme coughing or extreme running nose.

Please keep your children home if they have a temperature of 100.4 or higher, cough, sore throat, shortness of breath, chills, muscle pain, run or stuffy nose, headache, vomiting, diarrhea, loss of taste or smell, undiagnosed rash or skin condition, or taking antibiotics for the first 24 hours.

2) FIRST AID AND EMERGENCY CARE

A) A nurse will be on site from 8:00-12:00 daily.

B) The secretary and other staff have First Aid and CPR training, but they are not nurses.

C) In case of a serious accident or injury, appropriate first aid and emergency care will be provided by the most accessible and qualified first aid care giver. Parents or guardians will be contacted as soon as possible. If deemed necessary, the Emergency Medical System (911) will be activated to provide additional assistance. (Please be sure that all emergency information on your child's school records is current and complete.)

3) MEDICATION

A) If it is necessary for your child to take any **prescription** or **over-the-counter** medication during the school day, you (**and your doctor for prescription medication**) must complete a medication form indicating what is to be administered to your child, when, why, the dosage and the duration. Medication is to be sent to the school in the original bottle or packaging.

B) All medication must be stored in the office. Please deliver the medication directly to the office and do not send it to school in your child's backpack.

C) It would be best to ask your doctor for dosages that do not require taking medicine during school hours. Most children's prescriptions can be given at home outside of school hours.

D) You can contact the school for a medication form.

4) COMMUNICABLE DISEASES

A) Examples: strep throat, chicken pox, lice, pink eye, scabies, ringworm, impetigo, covid, etc.

B) Students will be sent home if suspected of having a communicable disease and will be advised to remain out of school until a doctor's note is provided with a return date.

C) Please notify the school any time your child is kept home for suspected contagious conditions. This will help us observe other staff and students for signs and symptoms.

5) FEVER or DIARRHEA

If a child has a fever or diarrhea they need to stay home. If a child develops a fever or diarrhea while at school we will call his/her parent or guardian. Students must be fever and diarrhea free for 24 hours before returning to school.

6) VOMITING (due to illness):

Children may return to school 24 hours after the last vomiting incident.

7) LICE: **UPDATED based on 2020 Research from National Association of School Nurses**

A) Head lice infestation is a common concern worldwide, with both social and medical implications. In the United States it is estimated that 6-12 million head lice infestations occur in children 3-11 years of age each year. The infestations are most likely to occur in preschool and elementary age students and their household members, regardless of socioeconomic status or geographic region (Centers for Disease Control and Prevention [CDC], 2019, Who Is at Risk section, para. 1).

The cost of treatment in the United States has been estimated to be $500 million dollars per year (Cummings et al., 2018). A head lice infestation is not a communicable disease and no health risks have been associated with head lice (Pontius, 2014; CDC, 2015, para. 2; CDC, 2019, Do Head Lice Spread Disease section). Current research indicates that families are over- or incorrectly treating pediculosis, which may be a contributing factor in lice resistance (Cummings et al., 2018; Koch et al., 2016). Head lice infestation, including “no live lice” and “no nit” policies, causes unnecessary school absences for students and loss of parent workdays and family wages. Exclusion from school can adversely affect students emotionally, socially and academically (Devore et al., 2015; Pontius, 2014).

For more information please visit:

https://www.nasn.org/nasn-resources/professional-practice-documents/position-statements/ps-head-lice

B) Both the American Academy of Pediatrics (AAP) and the CDC advocate for the following practices to be **discontinued**:

- whole classroom screening
- exclusion for nits or live lice
- notification to others except for parents/guardians of students with head lice infestations (Devore et , 2015; CDC, 2015b, para. 3)

C) To prevent the spread of lice, we take many precautions at school. The students are taught about lice and not to share combs, brushes, hats, clothing, etc. We take special precautions with

coats, earphones, carpeting, stuffed animals and anything that may contribute to the spreading of the lice.

D) YOU CAN HELP!

- Inspect your child's head on a regular basis looking for lice or nits. Checking after each bath/shower is the best way to remember – establish it as a routine. Make sure you check the first week of school so we don't start off the year spreading them.
- Notify any groups, neighbors, friends or playmates or anyone who has been in close contact with members of your family who have head lice. This could prevent the re-infestation in your own family and the other families.
- If you ever have questions, or would like assistance, please call the school and we would be happy to help in any way we can.

HOMEWORK POLICY:

The Stedman staff believes that the practicing of skills is an important part of the educational process. Therefore, skill practice will be assigned during the school year inside the school day. If families would like to establish a routine at home for nightly reading or math here is our recommendation:

Grades K-3: Recommended 20 minutes of reading a night

Grades 4-5: Recommended 30 minutes of reading a night with 20 minutes of math practice

NOTE: Here is a great article on homework to consider as a parent:
https://www.edutopia.org/article/whats-right-amount-homework/

The purpose of school work at this age is to cement new skills. The purpose of homework at this age is to practice skills already mastered and practice bringing things back and forth between home and school. If your child is routinely spending more than the recommended time a night on homework (including reading) please let your teacher know!!

LABELS AND LOCKS:

It is not unusual for elementary students to have problems managing their personal belongings. To avoid lost lunch bags, swimsuits, hats, boots, coats, etc., we suggest labeling. If parents/guardians put the child's name and phone number on all items that could be misplaced at school they can be easily identified and returned to the owner.

There is a bike rack for students who ride their bikes to school. To be sure that the bike is safe, parents/guardians are encouraged to invest in a good lock that is large enough to lock the bike to the rack. It is also recommended that students wear bike helmets.

LIBRARY:

The Rae C. Stedman library provides an ever-expanding resource center containing a healthy collection of books and other media tools, which support the curriculum (i.e. computers with internet access, video tapes, books on tape). There are also a variety of fiction and non-fiction books designed to meet the needs of emerging and developing readers.

During library time, students in kindergarten, 1st, and 2nd grade will be able to check in and out books. Students in 3rd, 4th, and 5th grade will be learning research skills, online catalog, locating books using the Dewey Decimal system, internet navigation skills and safety, and book care. They also learn a variety of information literacy skills. The librarian and teachers coordinate as much as possible to link library lessons in grades 3-5 with grade level curriculum.

Book Checkout looks like:

All grade levels will start with one book for checkout.

They may increase as individual students settle into the routine of returning books

Kindergarten: 3 books (Starts with 1 and increases when they get the idea of returning.)
1st: 3 books (Starts with 1 and increases when they get the idea of returning.)
2nd: 3 books (Starts with 2 and increases when they get the idea of returning.)
3rd: 4 books (Starts with 3 and increases when they get the idea of returning.)
4th: 4 books
5th: 5 books

LUNCH/BREAKFAST PROGRAM:

Our award-winning hot lunch and breakfast program is served on full school days and early release days. Students bringing cold lunch will also eat in the lunchroom. BREAKFAST & LUNCH prices are FREE for ALL students. Menus are published in the weekly newsletter, in the newspaper and on the app, and all menus *exceed* state and federal nutritional guidelines.

The school district offers reduced lunch/breakfast prices based on family size and income. Free and reduced meal forms are available at the school office and on the school district website. Please keep filling them out, so we can continue to get FREE Breakfast and Lunch.

Students may leave the school during their scheduled lunchtime, but MUST have a written note from a parent. We encourage families to prepay meals.

Breakfast is being served in the cafeteria starting at 7:50 to 8:10 for Kindergarten, 1st Grade, and 2nd Grade. Breakfast will be offered to grades 3rd thru 5th between 8:00-8:30 with Breakfast on wheel carts at the intermediate entrance. Breakfast is offered to everyone and is FREE of charge.

Recess/Lunch Schedule M-F

Kindergarten	10:40-11:00	Recess	11:00-11:20	Lunch
1st Grade	11:20-11:40	Recess	11:40-12:00	Lunch
2nd Grade	11:40-12:00	Recess	11:20-11:40	Lunch
3rd Grade	12:20-12:40	Recess	12:00-12:20	Lunch
4th Grade	12:40-1:00	Recess	12:20-12:40	Lunch
5th Grade	1:00-1:20	Recess	12:40-1:00	Lunch

**Parents are welcome to have lunch with their child.
To join your child for lunch, have your child sign you up in the morning or call the office to order that day's lunch.

Lunchroom rules and courteous behavior:

- Observe good dining room manners at the table.
- Put your trash in the garbage containers.
- Leave the table and surrounding area clean.
- Return trays to carts.
- Do not take food from the lunchroom.
- Do not crowd others in line in the lunchroom.
- Leave the lunchroom in an orderly fashion when dismissed.

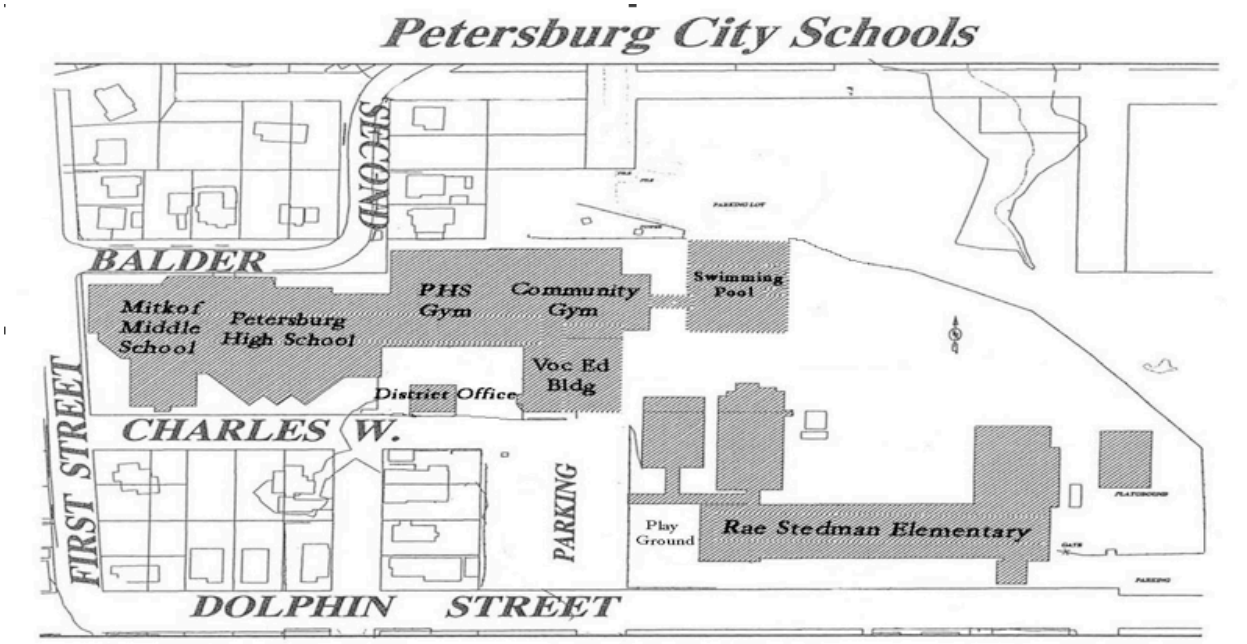
PARENT VOLUNTEERS:

We encourage parents to volunteer time to help both inside and outside the school building. We appreciate the support you give whether it is in the classroom during the regular school day, after school hours, or helping with special projects on the weekends. We do have an active parent/teacher organization called "Partners in Education" (PIE) if you are interested in joining. We welcome your support and involvement! We also recognize that you make valuable contributions to your child's success at school every day when you see that your child completes his or her homework, gets plenty of rest, and eats nutritious meals.
If you are interested in being a volunteer at the elementary school, please let us know.

Volunteer Opportunities:

- Creative Writing Assistant: Helps students write, edit, and bind original books.
- Community Resource Volunteer: On call for special presentations and demonstrations about jobs, special talents, hobbies, etc.
- Library Volunteer: Assists the librarian with filing, shelving books, checking materials in and out, and working on cataloging on-line.
- Classroom Volunteer: Works closely with teachers to coordinate class parties, help with field trips, and other special projects.
- Computer Volunteer: Assists with technology projects.
- Reading Volunteer: Listens to children read and helps children with book reports or other classroom reading activities.
- Yearbook compilation
- Fundraisers
- Partners in Education (P.I.E.)

PETERSBURG SCHOOL DISTRICT MAP



REPORT CARDS, PARENT CONFERENCES, and POWERSCHOOL:

Report cards are given to families at the end of each trimester. Scheduled conferences are held at the end of September, then the end of the first and second trimesters. If needed, conferences can be arranged at other times during the year. Call your child's teacher to set up an additional conference or to request a progress report. "Introduction to My Child" conferences take place at the beginning of the school year in September. This is an opportunity for parents to exchange information about their child with the classroom teacher and for classroom teachers to share the 1st set of testing results with families.

Parents and students can also access current grades and attendance through the internet. The following PowerSchool website will allow you access to your information: **pcsd.powerschool.com/public**. For security purposes, parents are assigned unique usernames and passwords for each individual student at Rae C. Stedman Elementary. To receive your ID and password, please contact the elementary office.

SOCIAL MEDIA Opt-Out Policy:

RAE C Stedman has an opt-out policy. What this means is that the principal will be posting pictures of students, artwork, writing, and school activities. In order to opt-out you will need to email the principal or submit a written request to opt your child and their work out of the posts to Facebook, Instagram, and Twitter. Only first names will be used in posts!

SNACK/CELEBRATION GUIDELINES and Gifts:

The FFVP program will be served around 10:00 am Monday through Thursday. This will NOT fill up your child, as the purpose of this program is to introduce students to fresh fruit and vegetables. If your child needs more of a snack please have students bring in their own. Parents are asked not to bring in birthday treats on individual student birthdays, as there will be a monthly celebration in each classroom (focusing

on healthy food choices and activities, in accordance with district Wellness Policy). Student birthdays will be recognized during morning announcements, as well as receiving a special certificate and gift from the principal (summer birthdays will be recognized during the school year). Gifts brought to the school for students will be kept at the office and students may pick them up after school to avoid disruption in the school day.

SUPPORT PROGRAMS:

Our school offers a variety of support programs to provide the most appropriate learning opportunities for all of our students. Students are identified for programs through careful evaluations administered by qualified personnel. Teams of parents, teachers, students, and appropriate professionals meet to determine which of the following programs might be prescribed to meet the particular needs of students:

- **Hearing and Speech:** Our speech therapist screens all kindergarten, first, second, and third graders for hearing and articulation ability every fall. We provide services for all qualified students, age 3-21. Students may be qualified in the areas of articulation, language, voice, and fluency.

- **Special Education Program:** Students who qualify for special education services have academic, physical, and/or emotional needs that require specialized learning programs. The special education staff works closely with parents and classroom teachers to identify, test, and develop programs for these students. Our district also contracts occupational and physical therapy for students who require these services.

- **Title I and Migrant Education:** The Title I and Migrant Education programs have been consolidated. This helps provide instructional aides in our classrooms and support early literacy programs for all students.

- **ESL/ELL Program:** This program provides services in the regular classroom to students learning English as a second language. Services include translation (when available), English as a second language instruction, and assistance with regular academics.

- **Counseling Services:** Currently Vacant The counselor is available for short-term individual and small group counseling.

- **After School Math Support:** Our paraprofessionals are trained in math interventions. This is for students who qualify as Tier 2 or 3 support for services. Please reach out to the office for additional information.

- **After School Reading Support:** Our paraprofessionals are trained in reading interventions. This is for students who qualify as Tier 2 or 3 support for services. Please reach out to the office for additional information.

PHYSICAL EDUCATION:

Students entering Kindergarten will spend August through December in the community gym. From January to the end of school Kindergarten will be having physical education in the community pool. Students entering 1st through 5th grade will spend from August to December in the community pool. From January to the end of school 1st through 5th grade will spend from January to the end of school having physical education in the community gym. The Physical Education program both in the gym and pool helps develop fundamental skills, water safety, physical fitness, game play, and sportsmanship.

Clothing needs for each student**:**

- Swimming suit and towel for swimming class.
- Inside shoes that will remain in the classroom throughout the year. (Outside shoes are removed when children enter their classroom).
- Indoor gym shoes for P.E. class (lace-up or Velcro; no slip-ons). These shoes can be the same ones used for "inside shoes" in the classroom.

Swim Locker Rooms:

At this time we are being held to a high standard for locker room usage and this includes keeping it clear of urine in order to keep the doors open. Here is our policy for this problem.

1st Citation: Whole class Group Conversation

2nd Citation: The gender group who has this issue will be pulled from swim for one day.

3rd Citation: The gender group who sat out will have a bathroom break halfway through their swim class for four days.

TECHNOLOGY:

Stedman Elementary is networked with the district office, the middle school, and the high school. Each classroom has supervised internet access, laptop computers and ipads. Students are taught basic computer skills, word processing skills, internet navigation skills, as well as online safety. Students have the opportunity to explore a variety of age-appropriate software programs and apps. Our technology program continues to grow, progress, and adapt as the student and staff needs change. The emphasis is shifting from "computer instruction" to "technology integration," as students enter school with more advanced computer skills.

TEXTBOOKS AND SUPPLIES:

All classroom textbooks and materials, and library materials are loaned to students free of charge. However, students are responsible for lost or damaged books and materials, and will be expected to pay for them. Students are urged to take good care of their books. Many of the consumable supplies are furnished by the school, but the students will be required to bring some personal supplies. The classroom teacher will indicate what personal materials will be necessary.

TRANSFERRING TO A NEW SCHOOL:

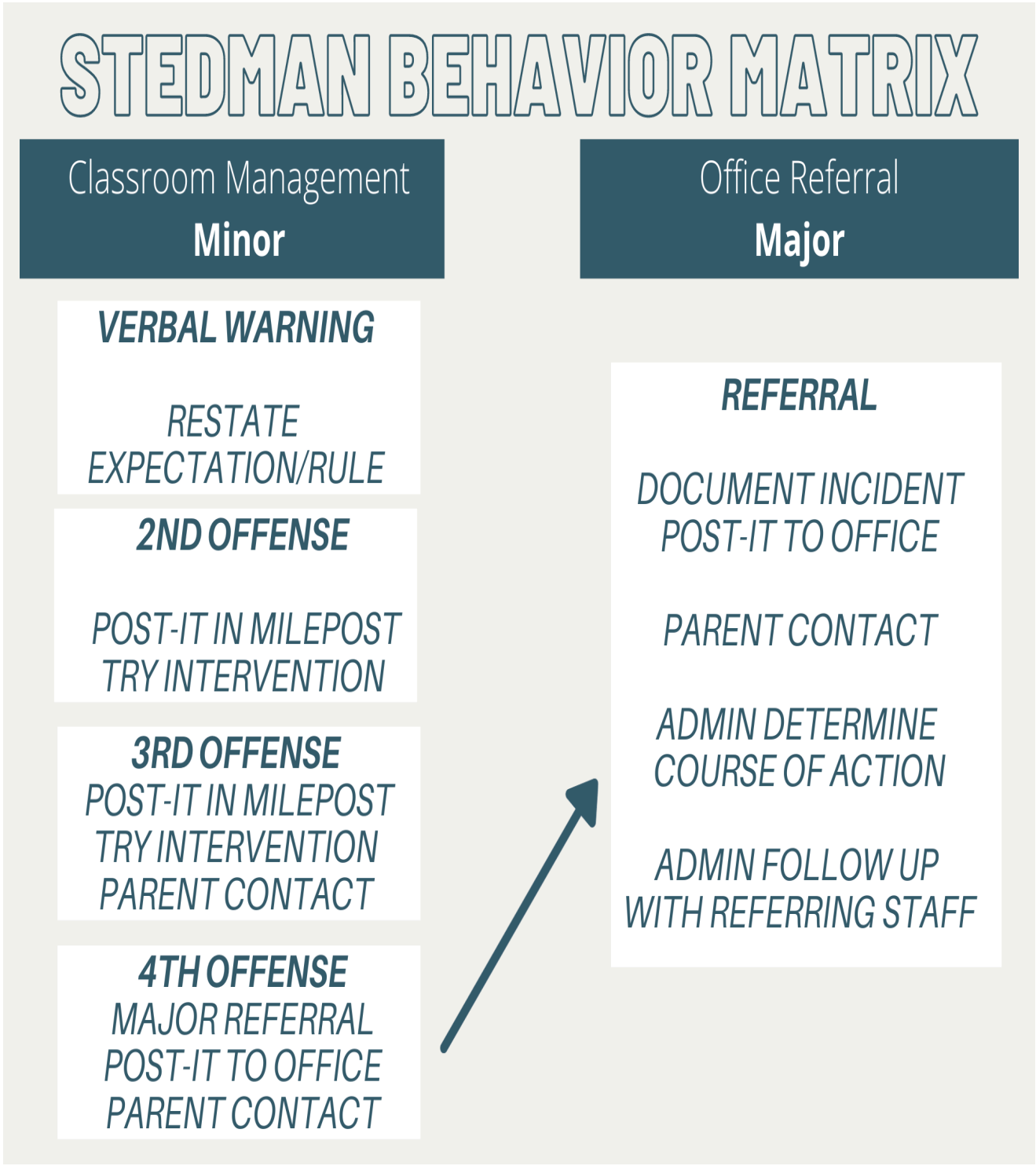
When a family is planning to move, we ask that parents or guardians notify the child's teacher and the principal as far in advance as possible so we can make the transfer to another school as smooth as possible. Library books and textbooks must be returned and outstanding meal balances paid before leaving so that school records can be forwarded.

Appendix A

In Petersburg, we take pride in being a community of lifelong learners who take responsibility for ourselves and for the world around us. We maintain a safe and positive educational environment through respecting others, and ourselves, as displayed by our efforts and attitudes toward learning and behavior.

	HALLWAYS	BATHROOM	LUNCH AREA	SCHOOL GROUNDS	SCHOOL BUS	AUDITORIUM	COMMUNITY
RESPECTFUL	Use appropriate language and volume. Be kind and courteous. Acknowledge personal space. Respect Surroundings.	Use appropriate language and volume. Respect others' personal space and privacy. Use facility properly. Wait patiently.	Use appropriate language and volume. Hands to yourself. Practice good meal manners.	Use appropriate language and volume. Be kind.	Use appropriate language and volume. Listen to the driver. Keep hands, feet, and other objects to self. Be polite and courteous.	Use appropriate language and volume. Be attentive. Participate appropriately.	Use appropriate language and volume. Be kind and courteous to others. Display good citizenship. Be considerate of others' property.
RESPONSIBLE	Keep it clean. Be on time. Use acceptable noise level.	Keep it clean. Use in a timely manner. Choose appropriate time.	Take what you want; eat what you take. Keep it clean.	Practice self-control. Keep it clean.	Electronic use only when seated. Take care of personal belongings. Communicate change of plans with parents/drivers. Keep it clean.	Keep it clean.	Practice self-control. Take care of personal belongings. Timely communication with chaperone/teacher. Follow rules/laws.
SAFE	Keep hands, feet, and other objects to self. Walk.	Keep hands, feet, and other objects to self. Practice good personal hygiene. Report concerns or inappropriate behavior.	Practice good personal hygiene. Move through line in a calm, orderly fashion.	Comply with rules. Be aware of others. Be aware of your surroundings.	Stay seated. Walk up and down steps. Wait for driver's signal to cross. Keep aisles clear.	Walk. Use aisles. Follow directions.	Appropriate use of electronics. Follow directions. Stay with the group.

Appendix B


STEDMAN BEHAVIOR MATRIX
Classroom Management
Minor
Office Referral
Major
VERBAL WARNING
RESTATE EXPECTATION/RULE
2ND OFFENSE
POST-IT IN MILEPOST
TRY INTERVENTION
3RD OFFENSE
POST-IT IN MILEPOST
TRY INTERVENTION
PARENT CONTACT
4TH OFFENSE
MAJOR REFERRAL
POST-IT TO OFFICE
PARENT CONTACT
REFERRAL
DOCUMENT INCIDENT
POST-IT TO OFFICE
PARENT CONTACT
ADMIN DETERMINE COURSE OF ACTION
ADMIN FOLLOW UP WITH REFERRING STAFF

Appendix C

Minor Offenses

Defiance/Disrespect/Non-compliance - student engages in brief or low-intensity failure to respond to reasonable adult requests.
Disruption - student engages in low-intensity, but inappropriate disruption to educational setting
Dress Code Violation - student wears clothing that is not within the school's dress code guidelines
Inappropriate Language - student engages in low-intensity instance of inappropriate language
Inappropriate Location/Out of Bounds Area - student is not where they're supposed to be
Physical Contact/Aggression - student engages in inappropriate physical contact (depending on the level could be a Major)
Property Misuse - student engages in low-intensity misuse of property
Off Task - student does not engage in expected behavior after prompting, but is not disruptive
Technology Violation - student engages in inappropriate use of technology equipment and/or failure to comply with the school district's Electronic Use Agreement (depend on level, could be Major)

Major Offenses

Arson - student plans and/or participates in malicious burning of property
Bomb Threat/False Alarm - student delivers a message of possible explosive materials being on-campus, near campus, and/or pending explosions
Defiance/Disrespect/Insubordination - student engages in refusal to follow a "reasonable request," directions, talks back, and/or delivers socially rude interactions
Disruption - student engages in behavior causing an interruption in a class or activity. Includes sustained loud talk, yelling, or screaming, noise with materials, horseplay or roughhousing, and/or sustained out-of-seat behavior.
Fighting - student is involved in mutual participation in an incident involving physical violence
Forgery/Theft - student is in possession of, having passed on, or being responsible for removing someone else's property or has signed a person's name without that person'a permission.
Harassment/Bullying - The repetitive, intentional hurting of one person or group by another person or group, where the relationship involves an imbalance of power. Student may deliver disrespectful messages (verbal, written, or gestural) to another person that includes threats and intimidation, obscene gestures, pictures, or written notes. This includes through the use of electronics and/or social media. Includes negative comments based on race, religion, gender, age, and/or national origin; sustained or intense verbal attacks based on ethnic origin, disabilities or other personal matters.
Inappropriate Language/Profanity - student delivers messages that include swearing, name-calling, or use of words in an appropriate way with intent to harm or cause disturbance/disruption.
Inappropriate Location - student is in an area outside of reasonable school boundaries (defined by school) that places that student or others in a potentially dangerous situation
Cheating/Lying - student delivers message that is untrue and/or deliberately violates rules or engages in plagiarism
Physical Aggression/Assault - student engages in actions involving serious physical contact where injury may occur (hitting, punching, hitting with an object, kicking, hair pulling, scratching, etc.)
Property Damage/Vandalism - student participates in an activity that results in destruction or disfigurement of property
Technology Violation - student engages in inappropriate use of technology equipment and/or failure to comply with the school district's Electronic Use Agreement
Use/Possession of Alcohol/Drugs - student is in possession of or is using alcohol or drugs while on school property, school-sponsored trips, or otherwise on school jurisdiction or control.
Use/Possession of Combustible/Weapon with Intent to Harm - student is in possession of substances/objects readily capable of causing bodily harm and/or property damage with intent to harm.

Petersburg High School
&
Mitkof Middle School

Activities & Athletics Program
Coach and Sponsor Handbook

2024-2025

Mr. Brad King, Principal
Mr. Jaime Cabral, Activities & Athletics Director

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ACTIVITY PROGRAM PHILOSOPHY

The activities/athletic program contributes to the district's educational objectives and a student-centered program at Petersburg High School and Mitkof Middle School. The activities program must be properly organized and efficiently implemented. When programs are well organized and efficient, the contribution to the personal needs of the students is enhanced.

Winning is a major objective in athletics as it is in society, and teams or performers should always strive to win within the framework and spirit of the rules of the game and the principles of good sportsmanship. Although winning in sports is a major objective and a tremendous motivating force at the time, it is not considered to be the goal of activity & athletic participation.

More important than winning is the growth that takes place in the participant. Participation in activities and athletics contributes to becoming a well-rounded citizen with a desire to achieve excellence, to live a more healthful and purposeful life, to respect the dignity of others, possess a willingness to make a personal sacrifice for the benefit of the team, and to live by a higher code of conduct.

ACTIVITY/ATHLETIC PROGRAM STATEMENT

The Petersburg School District Activities/Athletics Department inspires champions today and prepares leaders for tomorrow by providing an excellent environment that allows student-athletes to achieve their highest academic, activity/athletic, and personal aspirations.

Interscholastic athletic competition should demonstrate high standards of ethics, sportsmanship, and promote the development of good character and important life skills. The highest potential for this demonstration is achieved when participants are committed to pursuing victory with honor.

ACADEMIC/ELIGIBILITY REQUIREMENTS

BP 6145 Extracurricular and Co-Curricular Activities

The School Board recognizes that extracurricular and co-curricular activities enrich the educational and social development and experiences of students and shall annually adopt a plan for student participation in extra/co-curricular activities which does not compromise the integrity and purpose of the educational program.

Eligibility Requirements for Petersburg High School Students

In order to participate in extra/co-curricular activities, students in grades 9 through 12 must demonstrate satisfactory educational progress in meeting the requirements for graduation.

The Superintendent or designee may exempt from eligibility requirements extra/co-curricular activities or programs, which are offered primarily for the student's academic or educational achievement.

AR 6145 Extracurricular and Co-Curricular Activities - Petersburg High School

Students participating in any high school-sponsored activity must have no "F's" and/or no "D's" and/or no "I's" in any enrolled course on the most recent grade check in order to be eligible for competition and travel. A student who is deemed ineligible on their most recent grade check is ineligible for all travel, in-person competition, and any other interscholastic event for that grade check period.

Students receiving an incomplete will remain ineligible until it is replaced by a letter grade. Eligibility will be determined at the next scheduled grade check. A student who is ineligible at the end of the fourth quarter will

remain ineligible until the 1st grade check of the following school year. Students may attend practice during periods of ineligibility and over the summer.

The Superintendent or designee may revoke a student's eligibility for participation in extra/co-curricular activities when a student's poor citizenship is serious enough to warrant loss of this privilege.

Academic Eligibility Requirements for Mitkof Middle School Students

Middle School Athletic/Activity Eligibility grade checks will be performed weekly throughout the school year. Grade checks may be moved by the Superintendent or Designee in order to meet travel dates and competition dates.

Students that have earned any D's and/or F's and/or I's in any enrolled course during that grade check will be deemed ineligible to participate in any school-sponsored extracurricular and/or athletic events for the event in which the grade check is for. Students may re-gain eligible status by passing the next grade check that is scheduled. Students earning an I (incomplete) will remain ineligible until the incomplete is replaced with an A, B or C grade and/or products are completed.

The Superintendent or designee may revoke a student's eligibility for participation in extra/co-curricular activities when a student's poor citizenship is serious enough to warrant loss of this privilege.

The Superintendent or designee may consult with district teaching staff to determine most updated representation of the students' progress in specified course in determining eligibility.

Eligibility Requirements

PSD AR 6145.2 Interscholastic Competition
Alaska School Activities Association (ASAA) Eligibility Requirements

In order to participate in ASAA activities at Petersburg High School, a student must:

1. Be properly registered in a 9-12 or 10-12 high school program or any combination thereof, in the member school where the student will participate or where authorized by a member district, be enrolled in the member district's non-member school or program (including district correspondence), when such district is paying the student surcharge for that student or, in the case of students attending alternative education programs, be registered with their School of Eligibility, as described below.

2. Students enrolled in an alternative education program as defined in Article 1, Section 8 herein, are eligible to participate in the interscholastic activities of only one-member school per year, except as provided under the Transfer/Residency Rule (Article 12, Section 9). That school shall be considered the School of Eligibility.

    a. The School of Eligibility shall be the public school (1) that, based on the residence of the parent or legal guardian, the student would be eligible to attend were the student not enrolled in an alternative education program; or (2) at which the student requests to participate, if (A) the student shows good cause, as determined by the governing body of the Public School the student would be eligible to attend were the student not enrolled in an alternative education program and (B) the governing body of the school in which the student seeks to participate in interscholastic activities approves; or The School of Eligibility may be a private or religious school that the student would be eligible to attend were the student not enrolled in an alternative education program; and at which the student requests to participate; and if the administrator of the school approves.

b. The School of Eligibility must ensure that the alternative education program student meets all eligibility requirements before being permitted to participate. Alternative education program students who request to participate in the interscholastic activity program of a member public school or district, or a private or religious school, must be properly registered for participation in interscholastic activities with the member school district or School of Eligibility. Schools (districts) may require that alternative education program students who request to participate in interscholastic activities at one of its member schools' pre-registers either prior to the beginning of the school year, prior to the beginning of a sport or activity season which begins before school starts, or upon moving into the district's boundary.

3. Not be a graduated senior, with the exception that the eligibility of a senior graduating near the end of a regular school year, shall extend through the conclusion of any current school athletic season in which he or she is participating.

4. For all freshmen, sophomores, and junior, as well as seniors who are not on track to graduate, must be enrolled in a minimum of courses needed to receive 2.5 units of semester credit or equivalent at School of Eligibility or supervised by the School of Eligibility or its school district, that lead to granting credit toward graduation from the school district or School of Eligibility.

5. Seniors who are on track to graduate must be enrolled in a minimum of courses needed to receive 2.0 units of semester credit or the equivalent at the School of Eligibility or supervised by the School of Eligibility or its school district that led to granting of credit toward graduation from the school district or the School of Eligibility. Full time seniors who are on track to graduate, must be enrolled in a minimum of two (2) semester units of credit, or equivalent, at School of Eligibility.

6. Must maintain at least an overall 2.0 GPA during the current semester to remain eligible. Students who do not maintain an overall 2.0 GPA may regain eligibility during the current semester by achieving and maintaining an overall 2.0 GPA within the school's grading system.

7. Must be in regular attendance at school classes in which enrolled or for which credit is granted (Or be enrolled in a district or member school correspondence program).

8. The requirements for Special Education students participating in Unified Sports, as "Athletes", will be determined by the student' IEP team.

9. Meet district eligibility requirements, if any.

Semester credit rules apply to each semester, following the first semester of the ninth grade. A grade of incomplete is considered as not passing until the incomplete is changed on the official school records. Academic deficiencies may be made up through successful completion of correspondence courses or summer school. Correspondence study students must meet the same time frame as regular students.

AGE RULE

A student who becomes nineteen (19) years of age, on or before August 1, shall be ineligible for interscholastic competition.

Eligibility Requirements for Enrolled & Alternative Education Program High School Students

Alternative Schools of Member Districts

1. A student attending a non-member charter school, alternative school or program (including district correspondence) during the first semester of ninth grade; and a student transferring from out-of- district who attends a non-member charter school, alternative school or program (including district correspondence) after the first semester of the ninth grade, must designate a member school within the district as the School of Eligibility.

2. The School of Eligibility of a student, other than a first semester freshman, who transfers to a non-member charter school, alternative school or program (including district correspondence), from another school within that district, will be the member school from which the student transferred.

3. A student attending a non-member charter school, alternative school or program (including district correspondence) whom wishes to change his/her School of Eligibility will be ineligible for Varsity, State Qualifying and State Championship interscholastic competition at the new School of Eligibility for one calendar year, from the start of the next semester at the new school of eligibility based on the date of receipt by ASAA of the Application for Changing School of Eligibility form. At schools with no sub-varsity teams, the student could ask for a waiver to participate on the varsity team during the regular season, but would not be able to participate at either conference or state tournaments.

C. Alternative Education Programs:

1. A student in grades 9-12 in an "alternative education program" as defined in Article 1, Section 8, is eligible to participate in interscholastic activities at a member public, private or religious school, as follows:

2. Students enrolled in an alternative education program, may participate in interscholastic activities when such participation is sanctioned or supported by this Association; is conducted outside of the regular school curriculum; and does not involve participation in student government at a school. Such students need not be enrolled in the member public, private or religious school in which they participate in interscholastic activity, except that

    a. in order to participate in the All-State Music and Solo and Ensemble Music Festivals, such students must be enrolled in a corresponding music class at their School of Eligibility, at which they may be selected for participation through a competitive audition process, and

    b. in order to participate in All-State Art or in the World Language Declamation Festival, such students must be enrolled in a corresponding class at their School of Eligibility.
    ASAA may waive the requirement for students enrolled in alternative education programs or in the event that the individual school of eligibility does not offer Music, Art or World Language classes.

3. Nothing in these bylaws precludes a school or school district from imposing additional eligibility rules upon alternative education program students that are reasonable, prudent and not in conflict with these bylaws or AS 14.30.365.

4. Nothing in these Bylaws or in Association policies prohibits a member school or district from adopting a "fair share" policy as to the equitable charging of fees to alternative education program students who participate in the member school's or district's interscholastic activities.

D. For transfer purposes, a student establishes their “school of eligibility” by participating* in an interscholastic competition. *

Participating is further defined as: Having met the minimum eligibility requirements to participate in competition and at least one of the following:

1. Being entered in a score/record book
2. Recording an official time or score for the participant in an interscholastic competition
3. Dressing in uniform during an interscholastic competition

Note: Once established a student is not required to change their “school of eligibility” unless they wish to do so.

ACKNOWLEDGEMENT FORM for COACH or SPONSOR

By signing the Acknowledgement Form at the end of this handbook (Appendix I), the coach or sponsor acknowledges receiving, reading, and abiding by the guidelines, regulations, and policies found in the Activities Handbook for Coaches and Sponsors.

ALCOHOL AND OTHER DRUGS POLICY (PSD BP 5131.6)

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 other drugs. Alcohol, like any other controlled substance, is illegal for use by minors.

The 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 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.

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

Interagency Cooperation for Student & Staff Safety

To obtain the widest possible input and support for district policies and programs, the Board shall appoint a district wide 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 Board also encourages the use of site-level advisory groups in this area.

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

The curriculum will be 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 of "no unlawful use" of alcohol or other drugs and shall not include the concept of "responsible use" when such use is illegal. The Board encourages staff to display attitudes that make them positive role models for students with regard to alcohol and other drugs. Staff should help students see themselves as responsible partners in efforts to maintain a safe, constructive school climate.

The 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.

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

The Board finds it essential that school personnel be trained to identify symptoms that 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.

Recovering Student Support
The Board recognizes the presence of recovering students in the schools and the necessity to support these students in avoiding re-involvement with alcohol and other drugs. The Board shall provide ongoing school activities that enhance recovery.

Enforcement/Discipline
The Superintendent or designee shall take appropriate action to eliminate possession, use or sale of alcohol and other 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 or other drugs or related paraphernalia shall be subject to disciplinary procedures which may result in suspension or expulsion.

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

Performance Enhancing Drugs as Stated in BP 5131.63
The School Board recognizes that the use of performance enhancing drugs presents a serious health hazard to students. Performance enhancing drugs include anabolic steroids and any other natural or synthetic substance used to increase muscle mass, strength, endurance, speed or other athletic ability, excluding dietary and nutritional

supplements such as vitamins, minerals, and proteins which can be lawfully purchased over-the-counter. The Superintendent or designee shall make every effort to ensure that students do not begin or continue the use of anabolic steroids or other performance enhancing drugs.

Participation in athletics and other extra-curricular activities is a privilege. Participants have a responsibility to themselves, their fellow students, their parents and their school to set positive examples of conduct, competition, sportsmanship, and training. Performance enhancing drugs are incompatible with this image and pose a health and safety risk to users and others.

Students possessing, using, distributing, or selling anabolic steroids or other performance enhancing drugs will be removed from the extra-curricular activity for the remainder of the season/year and may be banned from future participation as determined appropriate by the Superintendent/Chief School Administrator or designee. Students who participate in athletics and other extra-curricular activities will be notified of this policy and will be informed of the dangers of performance enhancing drugs.

ALCOHOL, DRUGS, TOBACCO VIOLATION CONSEQUENCES

An extracurricular student who receives an alcohol or drug citation shall promptly notify the activity director or principal. Any extracurricular student who fails to do so may forfeit their reduction option or be subject to further disciplinary action once the school learns of the offense.

Prohibited Conduct: The possession, distribution or use of any tobacco products, including "E" or electronic cigarettes, alcohol and controlled substances (as defined in number 11 of this policy in the ASAA Handbook) by a student-athlete or activity participant, whether it occurs on or off school property, is prohibited and shall result in the penalties set forth herein.

Time Period During Which Policy Applies: The policy in this section applies to any student who is participating or has participated in interscholastic activities starting from the student's first participation in interscholastic activities, at any ASAA member school, and continuing until the student graduates from high school. This policy applies during "calendar days" as defined in this section. The policy first went into effect on July 28, 2008.

Annual Requirements: The Pre-Participation Orientation is required of each student participant and parent/guardian annually, at the beginning of the student's first season of the school year, before the student is eligible to participate. This session is a short informative presentation designed to encourage students to maintain a chemical-free lifestyle, and to ensure that students and parents/guardians understand the policy and the consequences for violation. Upon completion of the Orientation, the student and parent/guardian must sign the Student/Parent/Legal Guardian TAD Acknowledgement Form for the student to gain eligibility. Schools will affirm that this has happened by marking the designated field on the School Activities Reporting System (SARS). In the event a student and parent do not view the Pre- Participation Orientation and/or sign the Student/Parent/Legal Guardian TAD Acknowledgement Form, the student is still subject to the policy.

Student and Parent/Guardian Acknowledgement: ASAA will provide access to the Student/Parent/ Legal Guardian TAD video and acknowledgement form to member schools and districts. The orientation video will explain the policies of this section and penalties for violations. Students and the student's parent or legal guardian, are required to view the orientation video annually, prior to signing the acknowledgement form. The form must be signed by the student and the student's parent or legal guardian, and requires that the student and parent or legal guardian acknowledge that they have read and understand the terms of the policy, including the potential penalties for violations, and that it requires the school to report such violations to ASAA. The form will require that the student and parent or legal guardian agree to be bound by these terms. A copy of the signed form must be returned

to the school before the student is permitted to participate. Member schools shall keep a copy of the signed forms on file.

Educational Component: The educational component is a critical part of the policy and is comprised of **multiple** parts; Pre-Participation Orientation, First Offense, Second Offense, and Subsequent Offenses. ASAA will provide the first three parts of this component to member schools.

Cumulative and Progressive Penalties: Violations of this policy will be cumulative and progressive, as described in the following paragraph, throughout a student's high school years. If a student transfers from one ASAA member school to another ASAA member school, the student's cumulative violations will accompany such transfer and shall be the basis for any additional penalties should further violations occur.

Determination of Violations
A student is determined to have violated the T.A.D. policy if they use, possess, sell or furnish alcohol and/or illegal substances, receive a citation from a law enforcement officer for alcohol or illegal drug violations, or is observed by a Petersburg School District staff member using, possessing or selling alcohol and/or illegal substances. Observation by a staff member via the Internet, video, picture or other media will be considered. This policy is in effect during the current Alaska Schools Activities Association (ASAA) Calendar year that begins with the first day of Cross Country and the last calendar day of Baseball for that current year. For example, the enforcement period for the 2019-2020 calendar year begins July 31st, 2019 and will end June 8th, 2019.

A member school's determination that a violation has occurred and its imposition of penalty may not be appealed to ASAA. If a member school or member school district reverses a determination of violation, it shall promptly notify ASAA of such reversal. Violations and penalties are to be based upon noncompliance with the policy by the student participant, by the student's parents/legal guardians, or both, provided however, that where a violation is based solely upon action or inaction of the parent or legal guardian and not of the student participant, under circumstances completely beyond the control of the student and where it would be manifestly unfair to disqualify the student on this ground, the member school may, at its discretion, withhold imposition of a penalty against the student.

First Offense
The student will be suspended from interscholastic competition for 30 calendar days (as defined in the discipline chart). The student and parent/guardian must complete ASAA's T.A.D. First Offense educational component before the student may return to practice. The suspension may be reduced to 15 days if the student additionally completes 15 hours of community service.

First Offense – student self-report
If the student self-reports a personal violation of the tobacco, alcohol or drug policy before the district otherwise learns of the student's actions, and the student did not receive disciplinary action from school officials or law enforcement officers, the district may reduce the first offense suspension to a minimum of 10 calendar days. To regain eligibility, the student must complete all requirements of a first offense violation as stated above and in the chart.

First Offense violation during travel on school-sponsored trip
The student will be suspended from interscholastic competition for 90 calendar days (as defined in the discipline chart). The student and parent/guardian must complete ASAA's T.A.D. First Offense educational component before the student may return to practice. The suspension will be reduced to 45 days if the student additionally completes 15 hours of community service.

Second Offense
The student will be suspended from interscholastic competition for 90 calendar days (as defined in section discipline chart). The student and parent/guardian must complete ASAA's T.A.D. Second Offense educational components before the student may return to practice. To regain eligibility, the student must enroll, actively participate and follow through with treatment recommendations in Substance Abuse Counseling and Assessment through a certified provider at the student's expense and write an essay on what they learned about the experience. The suspension will be reduced to 60 days if the student additionally completes 20 hours of community service.

Second Offense violation during travel on school-sponsored trip
The student will be suspended from interscholastic competition for 180 calendar days (as defined in discipline chart). The student and parent/guardian must complete ASAA's T.A.D. Second Offense educational components before the student may return to practice. To regain eligibility, the student must enroll and actively participate in Risk Reduction Counseling Assessment program through a certified provider at the student's expense and write an essay on what they learned about the experience. The suspension will be reduced to 90 days if the student additionally completes 20 hours of community service.

Third Offense
The student will be suspended from interscholastic activities and practice for one (1) school year. Both the student and parent/guardian must complete the Third Offense educational component prior to the student's return to competition. While under the period of suspension, the student **may** return to practice after completion of the Third Offense educational component. The student must enroll and actively participate in Risk Reduction Counseling Assessment program through a certified provider at the student's expense. A student may need additional days of practice before returning to competition (See Article 7, Section 7 of the ASAA Policy Manual). A student regains eligibility by completing the following criteria including the calendar days of suspension: a) seek assessment and counseling/treatment from a local health care professional, b) successfully complete the recommendations of the care provider and submit a letter from the agency, c) demonstrate a commitment to remain substance free, d) make a presentation to the District School Board requesting reinstatement of interscholastic eligibility, e) notify ASAA through the school administration that all conditions have been successfully completed. A student's suspension may be reduced to 180 calendar days by completing 30 hours of community service.

Fourth Offense
The student's privilege to participate in interscholastic activities and practice is revoked for one (1) year. Both the student and parent/guardian must complete the 4th Offense educational component prior to the student's return to competition and there will be no forgiveness of calendar days of suspension. In addition, the student must complete the following in order to regain eligibility: a) seek assessment and counseling/treatment from a local health care professional, b) successfully complete the recommendations of the care provider and submit a letter from the agency, c) demonstrate a commitment to remain substance free, d) make a presentation to the District School Board requesting reinstatement of interscholastic eligibility, e) notify ASAA through the school administration that all conditions have been successfully completed, and f) and request reinstatement from ASAA.

In such case, penalties shall be imposed on the first calendar day following a determination on appeal that a violation has occurred. A student shall be considered ineligible during each calendar day in which a penalty is imposed.

TOBACCO VIOLATION CONSEQUENCES
All violations of only the tobacco policy by an extracurricular student will be subject to the ASAA T.A.D. policy minimum suspensions.

First Offense
The student will be suspended from interscholastic activities and practice for 10 (ten) calendar days (as defined in Section). Fifty (50) percent of the suspension will be forgiven if the student completes 15 hours of community service. The student may return to practice when the student and parent/guardian complete the First Offense educational component.

For tobacco use, if a student under the First Offense Penalty violates the Tobacco Rule within the 10 (ten) calendar day period of suspension, the student's period of suspension will start over again; the First Offense educational component will become mandatory, and no forgiveness will be granted. This process will continue until the student has demonstrated 10 (ten) calendar days without a subsequent tobacco violation.

A student who has not completed a suspension or re-suspension under the first Offense Penalty for violation of the Tobacco Rule does not become subject to imposition of penalties under a Second, Third or Fourth Offense for violation of the Tobacco Rule, until the student has completed all suspensions and re-suspensions under the First Offense Penalty for tobacco use. A student serving a First Offense Penalty under the Tobacco Rule is, however, subject to immediate imposition of a Second Offense Penalty to the extent this is based upon violation of the non-tobacco prohibitions under this Policy.

Second Offense
The student will be suspended from interscholastic activities and practice for forty-five (45) calendar days. Both the student and parent/guardian must complete the Second Offense educational component prior to the student's return to competition and there will be no forgiveness of calendar days of suspension. While under the period of suspension, the student may return to practice after completion of the Second Offense educational component. A student may need additional days of practice before returning to competition (See Article 7, Section 7 of the ASAA Policy Manual).

Third Offense
The student will be suspended from interscholastic activities and practice for one (1) school year. Both the student and parent/guardian must complete the Third Offense educational component prior to the student's return to competition. While under the period of suspension, the student **may** return to practice after completion of the Third Offense educational component. The student must enroll and actively participate in Risk Reduction Counseling Assessment program through a certified provider at the student's expense. A student may need additional days of practice before returning to competition (See Article 7, Section 7 of the ASAA Policy Manual). A student's suspension may be reduced to 180 calendar days by completing 30 hours of community service as well as meeting the following criteria only on a 3rd Offense: a) seek assessment and counseling/treatment from a local health care professional, b) successfully complete the recommendations of the care provider and submit a letter from the agency, c) demonstrate a commitment to remain substance free, d) make a presentation to the District School Board requesting reinstatement of interscholastic eligibility, e) notify ASAA through the school administration that all conditions have been successfully completed, and f) and request reinstatement from ASAA.

Fourth Offense
The student's privilege to participate in interscholastic activities and practice is revoked for one (1) year. Both the student and parent/guardian must complete the 4th Offense educational component prior to the student's return to competition and there will be no forgiveness of calendar days of suspension.

Penalties shall be imposed beginning on the first calendar day following a determination that a violation has occurred, except to the extent a school's appeals policy permits a student to continue to participate pending final determination of any appeal filed by the student under such policy. In such case, penalties shall be imposed on the first calendar day following a determination on appeal that a violation has occurred. A student shall be considered ineligible during each calendar day in which a penalty is imposed.

ALCOHOL AND DRUG OFFENSE SUMMARY CHART

	Suspension Period and Terms of Reinstatement	**Reduction of Suspension Requirements**	***Self-Reporting Reduction**	**Violation During School Sponsored Travel**	**Reduction of Suspension Requirements During School Sponsored Travel**
1st Offense	30 Calendar Day Suspension. TAD First Offense Educational Component before resuming practice	15 Calendar Day Suspension with 15 Hours of Community Service. TAD First Offense Educational Component before resuming practice	10 Calendar Day Suspension. 15 Hours of Community Service. Complete the TAD First Offense Educational Component.	90 Calendar Day Suspension. TAD First Offense Educational Component.	45 Calendar Day Suspension with 15 Hours of Community Service. TAD First Offense Educational Component.
2nd Offense	90 Calendar Day Suspension. TAD Second Offense Educational Component Risk Reduction Counseling Assessment.	60 Calendar Day Suspension with 20 Hours of Community Service. TAD Second Offense Educational Component Risk Reduction Counseling Assessment.	**NO REDUCTION OF SELF REPORTING ON 2ND OFFENSE**	180 Calendar Day Suspension. Risk Reduction Counseling Assessment TAD Second Offense Education Component	90 Calendar Day Suspension with 20 Hours of Community Service. Risk Reduction Counseling Assessment TAD Second Offense Education Component
3rd Offense	1 Calendar Year *Additional ASAA Requirements before reinstatement.	180 Calendar Day Suspension with 30 Hours of Community Service *Additional ASAA Requirements before reinstatement.	NONE	1 Calendar Year *Additional ASAA Requirements before reinstatement.	NONE
4th Offense	1 Calendar Year *Additional ASAA Requirements before reinstatement.	NONE	NONE	1 Calendar Year *Additional ASAA Requirements before reinstatement.	NONE

Self-Reporting - If the student self-reports a personal violation of the alcohol or drug policy before the district otherwise learns of the student's actions, ***and*** the student did not receive disciplinary action from school officials or law enforcement officers, the district may reduce the first offense suspension to 10 days. To regain eligibility, the student must complete all requirements listed above for a first offense violation.

Definitions: As used in this section above for Alcohol, Tobacco, and Drugs Violations:

Electronic "E" Cigarettes – any electronic oral device, such as one composed of a heating element, battery, and/or electronic circuit, which provides a vapor of nicotine or any other substance, and the use or inhalation of which simulates smoking. The term shall include any such device whether manufactured, distributed, marketed, or sold as an e-cigarette, e-cigar, e-pipe, or under any other product name or descriptor.

Calendar Days – Each day, including weekends and holidays, during the member school's school year. Additionally, if a student participates in any interscholastic activity, including practice, outside of the school year, then the entire period of such participation, including intervening weekends and holidays, counts as calendar days for such student.

Controlled Substance – Any substance appearing on the list of Controlled Substances identified by the federal Office of the Drug Enforcement Administration or as set forth in 21 U.S.C. Section 812, unless the student's usage of such substance is consistent with a physician's prescription for the student's usage. The DEA list of Controlled Substances appears on its internet website at https://www.deadiversion.usdoj.gov/schedules/orangebook/c_cs_alpha.pdf. ASAA will endeavor to provide member schools with an updated List of Controlled Substances; however, for purposes of ASAA's policy, the current list maintained by the DEA is controlling. In addition, any substance listed as illegal or restricted by Alaska statute or regulation, or classified as a "designer drug" by the federal Office of the Drug Enforcement Administration or by Alaska statute or regulation, shall be considered a controlled substance for the purposes of this policy.

Suspension – As defined in Article 5, Section 1 A6 of ASAA bylaws.

ATHLETIC TEAM SELECTION

The Petersburg School District allows for a cut policy in all high school and middle school sports. Criteria for selecting a team are determined by the coach of each sport. This criterion is issued each season, in writing if requested, for each student trying out for a team.

ATTENDANCE REQUIREMENTS

PHS & MMS students must attend all classes on the day of travel or activity, up to the departure time for an event. If students leave or participate on a weekend or holiday, students must attend all classes on the last school day before departure or competition. Students should return to school within approximately one hour after their return to Petersburg. Dates and times for departure and return will be determined by the principal and/or the Activities Director. If a student is unclear, they must ask the coach/advisor before leaving the terminal. Those who do not return within the time frame or do not report to school following the travel may become ineligible for participation in the next traveling event. The loss of travel privileges will be for the same activity, however, if it happens at the last activity of the season, it will apply to the very next activity in which the student may participate.

Students that receive an unexcused absence in any class throughout the day or that leave school during the school day that are not deemed excusable absences (i.e., doctor appointments, scheduled dental appointments, see also PHS & MMS School handbook) will not be allowed to practice for their activity on that school day. Please plan appointments accordingly to avoid conflicts with the attendance requirements. Schedules and dates of competition and travel are posted and planned well in advance.

Mitkof Middle School students that do not dress down for PE class and/or are unexcused or not in attendance for that school calendar day are not allowed to practice during that same calendar day for an activity. MMS & PHS Students that have disciplinary detentions must complete a minimum of one (1) detention prior to attending practice. MMS Students that earn a major disciplinary infraction may be removed from travel or participation in any academic or athletic related competition.

Practice – As defined by ASAA and Article 7 Section 7.A of ASAA Bylaws. A practice is defined as a regularly scheduled team physical activity designed for the preparation of athletes for the sports season and conducted under the supervision of a certified school coach during the season established by the Board of Directors. In order to qualify as a practice, the student must participate in at least one hour of physical activity. Students are required to attend a minimum of 10 practices per activity in order to be eligible for any travel/competition. For overlapping activities that require a minimum practice quantity, the number required to be eligible for the next activity is 5 practices.

AWARDS

Criteria for the earning of student recognition, awards, letters and certificates will be determined jointly by the sponsor and school administration and will be made known to the student before the activity begins. (See Duties of Coaches and Sponsors Below and Appendix II).

STATE CHAMPIONSHIP RECOGNITION

In PHS activities & athletics, earning a state championship or individual state champion is a special accomplishment. In the event that a team/individual of Petersburg High School earns an Alaska School Activities Association (ASAA) recognized state team championship and/or an individual state championship, the following may occur to celebrate the victory with our school and community:

- An assembly may be scheduled within a reasonable time with the assistance of the coaching staff, administration, and activities director following the completion of the state tournament/competition.
- At the conclusion of the assembly and/or school day, school administration may arrange a noise parade with the Petersburg Fire Department, pending their cooperation and availability. The parade will begin at PHS and continue on a route established by the Petersburg Fire Department and Petersburg School District administration.
- A noise parade can only be arranged at the discretion of the Petersburg School District administration and for approved high school sanctioned events only.

COMMUNICATION FROM COACHES OR SPONSORS TO PARENTS

1. Philosophy of the coach/sponsor
2. Expectations the coach/sponsor has for their son/daughter
3. Location and times of all activities, practices and contests
4. Team/activity requirements
5. Participant's code of conduct and consequences for not following those guidelines
6. Procedures to follow should your son/daughter become injured during participation

DECISIONS MADE BY COACHES

1. Team selection
2. Playing time
3. Team strategy
4. Play calling

5. Matters concerning other students/athletes

DRUG AND ALCOHOL-FREE WORKPLACE

PSD Board Policy 4020
No employee shall unlawfully manufacture, distribute, dispense, possess, use or be under the influence of any alcoholic beverage, drug or controlled substance before, during or after school hours at school or in any other district workplace or at any district-sponsored activity.

DUTIES OF COACHES and SPONSORS

1. Select and coach team members; ensure participant's general health and welfare as pertains to conditioning programs, physical examinations, obtaining parental permission, caring for injuries, and verifying player eligibility. ASAA and Petersburg School District eligibility rules are to be strictly adhered to by all coaches.
2. Ensure prior to the first practice that each participating team member has paid district athletic participation fee(s), has a current physical, completed all required ASAA and district forms (ASAA TAD [Tobacco, Alcohol, Drugs] Policy, parent contact forms, emergency medical information, etc.). A complete list of required forms is included in the Student Activities Participation Handbook. **NOTE: No participant may participate in the first competition or event until all fees and forms are submitted and has attended the ASAA TAD INFORMATIONAL SESSIONS.**
3. Ensure that all participants and assistants know the rules and regulations of the sport/activity.
4. Abide by the rules and expectations found in the **School Sponsored Trips** section of this handbook. Also See Region V Forms at new website https://asaaregion5.org/.
5. Prepare criteria required for determination of Varsity, Junior Varsity and associated awards (letters, pins, certificates, etc.). Student athletes will be informed about the criteria at the team's season organizational meeting.
6. Pursuant to Petersburg School District Board Policy 5131.6, PSD BP 5131.6 ALCOHOL AND OTHER DRUGS, coaches and sponsors will provide recurring instruction and direction, which helps students avoid the use of alcohol or other drugs.
7. Supervision of the assistant coach(es) of the sport or activity, and coordination of the schedules, practice sessions, facilities, and equipment to ensure program operational efficiency.
8. Responsible for issuing, cleaning, repairing, collecting, and keeping accurate inventory of all equipment pertaining to the sport or activity. **A current equipment inventory is to be presented to the Activities Director within two weeks following the end of the sport or activity season.**
9. Responsible for the behavior of team members at all school functions and public appearances, and competitions. Team discipline shall be within the guidelines of the PSD Student Rights and Responsibilities Handbook and School Board policy.
10. Ensure all sport or activity members know and understand the current appropriate PSD Student Activities Handbook. The coach or sponsor must require written acknowledgment of receipt and understanding of the Student Activities Handbook by students who wish to participate.
11. Submit team rosters to the Activities Coordinator on the first day of practice and update team rosters as needed for travel and participation eligibility.
12. Responsible for maintaining and submitting an accurate roll book that includes date of entry, dates of practice, and gender for all participating students.
13. Ensure that each athlete has a current physical on file and has paid student activity participation fees.
14. Travel with the team when transportation is provided. All supervisory duties shall be for the full 24 hours of each day while traveling.

16. Assure that either the coach, an assistant coach or other approved adult chaperone is present at all practice sessions.
17. Responsible for clearing and securing locker rooms and practice areas at the conclusion of practice.
18. Responsible for efficient, orderly and effective equipment storage and general organization/appearance of locker rooms and other team or group areas.
19. **Practices/Meetings on Sunday or legal school holidays are strongly discouraged. Sunday matches/games are not permitted unless a waiver has been approved by host and visiting team school administration and ASAA.**
20. Maintain up to date copy of the Parent's or Guardian's Activity Consent & Emergency Medical Form. This form will be available to the coach at all times during practice or competition.
21. All injuries that occur during practice or competition that require attention by the instructor or nurse or other health care professional must be promptly reported to the Activity Director. Injuries must be reported on the District Accident Form that shall be submitted as soon as possible after the injury.
22. Responsible for notifying the Activity Director and parent of a player who is dropped from the team and providing the reasons for dismissal.
23. Assure when hosting an event that:
    a. Participating schools are sent the needed information in a timely manner.
    b. Teams arriving are met and assisted as needed.
    c. Appropriate arrangements have been made for equipment storage, housing, food, dressing, showers, etc. for visiting teams.
    d. Ensure that First aid equipment is available, including ice bags and other consumable supplies.
    e. Assist in the housing of students if requested to be "housed out" by visiting school(s).
24. Provide recommendations to the Activities Director for participant awards in accordance with PSD policies and procedures.
25. Submit a budget for new/replacement equipment, supplies, and materials to the Activities Director within two weeks following the end of the sport season. All purchases of athletic equipment and/or supplies must be routed through the Activities Director.
26. Responsible for completing the Lost Equipment Form at the end of the sport season and for contacting parents regarding return of or payment for lost or damaged equipment or uniforms.
27. Attend meetings as scheduled by the Activities Director.
28. Recommend actions for improving the administration of the sport or activity to the Activities Director.
29. Have updated all of the following Qualification of Coaches forms as required by the Alaska Schools Activities Association and on file with the Activities Office. (Article 10 Section 1 of ASAA Bylaws). The qualifications are as follows:
    a. Fundamentals of Coaching and Alaska Component.
    b. First Aid, Health, and Safety component (current).
    c. Concussions in Sports (current and updated on the same cycle as First Aid).
    d. Sudden Cardiac Arrest (current and updated on the same cycle as First Aid).
    e. Protecting Students from Abuse (NON-PSD Employee Course)

EJECTION of COACH or PLAYER

A sportsman is one who engages in sports in a fair and generous fashion. Unsportsmanlike conduct is conduct that is prejudicial to the fair and generous acceptance of the rules of the activity, the officials, the opponents, and the policies of the schools and the coach. Actions that bring discredit upon the school, the activity, the officials, the rules or the opponents may be considered unsportsmanlike.

Any student or coach who is ejected from a contest will not be eligible to participate in the next contest. Additional penalties may be imposed by the school district.

Alaska School Activities Association (ASAA) rules will be followed concerning ejection of a player or coach from a contest. (Excerpts from ASAA Bylaws Article 6, section 5)

Player Ejection

1. Player must refrain from participation in any scheduled contest in the same activity (game suspension) until the completion of the next regularly scheduled contest at the same level. (i.e., JV, Varsity) This means that a varsity player may not participate in a JV game while waiting for the next varsity game in which he/she is suspended. Schools may not schedule additional contests to circumvent this provision.

2. Player may not sit on the bench and if possible, must be seated with a school representative in the bleachers and not be dressed down.

Coach Ejection

1. Coach must refrain from coaching in any scheduled contest in the same activity (game suspension) until completion of the next regularly scheduled contest at the same level. Schools may not schedule additional contests to circumvent this provision. Implementation of this penalty will be delayed for a coach who is traveling with his/her team when the game ejection occurs, and who has no assistant coach or other authorized individual available at the site of the contest to supervise the team during the period of suspension. In such case, the ejected coach must serve the suspension during the next regularly scheduled contest after returning to the home community.
2. Coach may not be physically at the site of the next contest, nor may he/she have any contact, direct or indirect, with their teams during the contest while suspended.

Eligibility Reporting

1. The Superintendent or designee shall submit eligibility lists for all sports on the first calendar days of each respective season through the online eligibility system provided by ASAA. NO additions or deletions will be made after the 14th day of the season. All activity fees and required forms must be submitted to the activities department prior to the student being eligible to practice.
2. Activities that require eligibility lists to be filed for insurance purposes with the ASAA office are:

All-State Art
AASG
All-State Music & Choir
Baseball
Basketball
Cheerleading
Cross Country Running
DDF/**Theater**
E-Sports
Flag Football (Not offered in PSD)
Football (Not offered in PSD)
Gymnastics (Not offered in PSD)
Native Youth Olympics (CLUB)
Hockey (Not offered in PSD)
Nordic Skiing (Not offered in PSD)
Rifle (Not offered in PSD)
Soccer (Not offered in PSD)
Softball (Not offered in PSD)
Solo Ensemble
Swimming & Diving
Tennis (Not offered in PSD)
Track & Field
Volleyball
World Language (Not offered in PSD)
Wrestling

EQUIPMENT AND UNIFORMS

Students are responsible for returning all equipment and/or uniforms issued to them or they shall pay for replacement. If equipment is neither returned, replaced, nor paid for, the letter award shall not be given and no further equipment shall be issued.

Petersburg Schools will provide a varsity set of uniforms/equipment for one activity each year, with all activities receiving uniforms/equipment in a five-year cycle. The chart below shows the rotation:

****NOTE: Teams must stay within the allotted budget. Any overage is the responsibility of the individual program.**

Athletic Activity	Allotment	Year
Men's Basketball	Maximum Allotment of $2,500.00 (2 sets)	2024-25
Cross Country	Maximum Allotment of $1,100.00	
Women's Basketball	Maximum Allotment of $2,500.00 (2 sets)	2025-26
Cheer Squad	Maximum Allotment of $2,250.00	2025-26
Baseball	Maximum Allotment of $2,500.00	2026-27
Swim	Maximum Allotment of $1,000	2026-27
Volleyball	Maximum Allotment of $1,100	2026-27
Track and Field	Maximum Allotment of $1,100	2027-28
Wrestling	Maximum Allotment of $1,100	

EXPECTATIONS OF COACHES

1. Safety is the top priority.
2. Submit accurate travel, housing, and participation rosters in a timely manner.
3. Demonstrate good sportsmanship at all times. The coach is the leader.
4. Have and show respect for your opponent; treat them as guests.
5. Accept the official's decision. Good sportsmanship implies the willingness to accept and abide by the decisions of the officials. Public protests can only lead to similar behavior by the players and spectators.
6. Set a good example for others to follow.
7. Never speak a profanity, as it is not an acceptable part of the game for coaches or players.
8. Maintain self-control at all times.
9. Teach the values of honest effort in conforming to the spirit as well as the letter of the rules.
10. Provide opportunities for social interaction among coaches and players of both teams before and after the contest.

ASAA COACHES CODE OF ETHICS:

The function of a coach is to educate students through participation in interscholastic competition. Educational Based Activity Programs should be designed to enhance academic achievement and should never interfere with

opportunities for academic success. Each student should be treated with the utmost respect and his or her welfare should be considered at all times.

In Educational Based Activities the coach shall;

- be aware that he/she has a tremendous influence, on the education of the student and, shall never place the value of winning above the value of instilling the highest ideals of character.
- uphold the honor and dignity of the profession. In all personal contact with students, officials, administrators, ASAA, the media and the public the coach shall strive to set an example of the highest ethical and moral conduct.
- promote the entire interscholastic program of the school and direct his or her program in harmony with the total school program.

When considering the welfare of their students the coach shall;

- take an active role in the prevention of drug, alcohol and tobacco abuse.
- avoid the use of alcohol and tobacco products when in contact with players.
- be aware of concussion management and return to play protocol.
- develop and practice an Emergency Action Plan with their team.
- work to keep programs free of hazing.

In Promoting Sportsmanship, the coach shall;

- master the contest rules and shall teach them to his/her team members. The coach shall not seek an advantage by circumvention of the spirit or letter of the rules.
- exert his/her influence to enhance sportsmanship by spectators, both directly and by working closely with cheerleaders, sponsors, booster clubs, and administrators.
- respect and support contest officials. The coach shall not indulge in conduct which would incite players or spectators against officials. Public criticism of officials or players is unethical.
- meet with opponents, shake hands, and exchange cordial greetings to set the proper tone for an event.

FUNDRAISING

ALL fundraising activities must be approved by the building Principal and Activities Director **PRIOR** to implementation and must be in conformity with School Board policy and Alaska statute.
Funds or items received when solicited by staff or students without prior approval will be returned to the donor.

PSD AR 1321 Solicitation of funds from and by students
All selling or soliciting activities must be approved before the activity. All fund-raising activities must be concluded within the time agreed upon with the Superintendent or designee.

If the event involves a contract with a commercial vendor, the Superintendent or designee shall approve the contract. The sponsor of fund-raisers involving students shall be identified in all solicitations.

Instructional Safeguards
The principal or designee shall limit fund -raising activities to appropriate time periods.

The principal or designee shall ensure that parents/guardians are informed about school fund–raising activities.

Fundraising must be in the method of providing a service or raffle or prize in return for funds. Soliciting for donations without providing a service will be strictly forbidden.

Individual awards or other incentives which identify donors/participants shall not be used.

No student shall be required to raise a specified amount of money in order to participate in an activity sponsored by a school-related organization.

Students making solicitations on behalf of the school or for school-related projects are expected to be courteous and respectful towards all individuals and businesses, whatever the outcome of the solicitation may be.

All funds raised need to be recorded and a copy on file with the principal and/or the activities director.

SEE APPENDIX FOR MORE DESCRIPTION INFO.

GUIDELINES FOR COACHES and SPONSORS (ASAA)

All athletic coaches or activity sponsors, signing an extra duty contract affirm that they are familiar with and commit to follow the rules and guidelines established by the Alaska School Activities Association (ASAA).

A copy of the ASAA handbook may be found at the ASAA website: http://asaa.org/asaa/handbook-forms/

INSURANCE

Students of Petersburg School District are covered by district provided student accident insurance during the hours and days when school is in session and while attending or participating in school supervised and sponsored activities on or off school campus.

Notification of Injury claim forms are available at the district office. Notification of Injury claim forms must be submitted within 90 days of the injury. A copy of the completed district Accident Report form must be attached to the claim form. The coach, sponsor, or school supervisor must complete part 1 of the Notification of Injury claim form.

Claim forms must be filed within 90 days of the first medical treatment. There is a deductible. The policy provides coverage for scheduled fees and includes "usual and customary" restrictions. The policy covers treatment for up to one year from the date of injury.

This is accident only insurance. It does not cover conditions, which are not the direct and independent result of a specific accident (i.e., stress fracture would not be covered).

Athletes are responsible for reporting injuries to coaches/sponsors. Coaches are responsible for providing claim forms to injured athletes. Parents/guardians are responsibility for mailing the claim form to the insurance company.

MEDIA RELATIONS

Maintaining a positive public image is the responsibility of all coaches and student athletes of the PSD. Providing the press with positive accounts of athletic events is an important role of participants and others involved in activities. What a coach or player says—in the heat of the competition—or what he/she is quoted as saying— can have lasting repercussions. Ensure your statements reflect well on your team and your school. Always model good sportsmanship; find something positive to say. Remember, these are student athletes, not professional athletes.

NOTICE OF NONDISCRIMINATION

The Petersburg School District does not discriminate on the basis of race, color, religion, sex, age, national origin, disability, marital status, pregnancy, sexual orientation or veteran status.

The Petersburg School District does not discriminate on the basis of sex in violation of Title IX of the Education Amendments of 1972 in the educational programs or activities that it operates.

The Petersburg School District does not discriminate on the basis of disability in violation of Section 504 of the Rehabilitation Act of 1973. This includes admission or access to, or treatment or employment in its programs, services, and activities.
Individuals requiring further information should contact the designated compliance director:

Mrs. Robyn Taylor, Superintendent
Telephone 877-526-7656

NUMBER OF EVENTS FOR HIGH SCHOOL ATHLETIC SCHEDULES

(Excerpt from ASAA Bylaws)
Maximum Number of Games Prior to Qualification for State Tournaments--

Baseball	22 games
Basketball—Boys and Girls	22 games
Cross-Country Running	no limit
Softball	22 games
Swimming	no limit
Track/Field	no limit
Volleyball	22 matches
Wrestling	24 weigh-ins *

*Excludes Regional and State Tournaments.

PARENT/STUDENT PERMISSION, CONSENT STATEMENTS

It is the responsibility of each coach or sponsor to obtain the signed permission form from the Activities Office for each student participant. The form contains the following information:

Permission Statement
I hereby give permission for the above-named student to engage in ASAA or Petersburg School District approved interscholastic activities as a representative of his/her school. I also give my consent for this student to accompany the team or group as a member on its out-of-town trips. I understand that the local Board of Education through the Petersburg School District carries insurance for accidental injuries sustained in intramural or interscholastic sports events.

Medical Consent Statement
I hereby give my consent, in the event of injury or illness, for emergency medical treatment, hospitalization, or other medical treatment as may be necessary for the welfare of the above-named student, by a physician, qualified nurse, certified athletic trainer, and/or hospital during all periods of time in which the student is away from his/her legal residence as a member of an interscholastic activity team or group. Further, I hereby waive, on behalf of the above-named student, and myself any liability of the School District, its agents, or employees arising out of such medical treatment.

Rule Awareness Acknowledgement
I have read and understand the rules, regulations, policies, and responsibilities as stated in the district's appropriate Student Activities Handbook and the penalties for violation of them. I understand and accept these rules, regulations, policies, and accompanying penalties as conditions for participation.

Risk Awareness
I understand and acknowledge that organized secondary athletics involve the potential for injury and/or a concussion, which is inherent in all sports. I acknowledge that even with the best coaching, use of the most advanced protective equipment, and strict observance of rules, injuries are still a possibility. On rare occasions, these injuries can be so severe as to result in total disability, paralysis, or even death.

Emergency Medical and Consent Information (form located in planetHS Registration)

PERFORMANCE REVIEW of COACH or SPONSOR

Every head coach or lead sponsor who has a contract for an ASAA sanctioned activity and/or contract for any PSD contracted activity will receive a performance review each year. The performance review is completed by the principal or designee and filed in the principal's office. In addition, participants', parents', and/or community members' input will be accepted if provided.

All head coaches or lead sponsors of ASAA sanctioned activities must meet with the principal or designee at the conclusion of their season to review their performance and conduct an appraisal of assistant coaches.

PHYSICAL EXAMINATIONS

ASAA Article 11
A student-athlete may not be permitted to participate in a practice session or to represent his or her school in any athletic event (including rifle and cheerleading) until there is on file, with the superintendent or principal, a statement, signed by a practicing physician, advanced nurse practitioner, physician's assistant, or a military medical examiner, and the student's parents or legal guardians, certifying that he or she has submitted to a history and physical examination within the prior 12 months. The statement must certify that, in the opinion of the examiner, the student is physically fit to participate in strenuous physical activities.

PURCHASE of EQUIPMENT, MATERIALS and SUPPLIES PROCESS

As a government agency, a school district must maintain very specific processes and controls regarding purchases of equipment, materials, and supplies. In accordance with state law, a certified accounting firm audits the district's expenditures and purchases annually.

NOTE: Purchases that do not follow established internal controls requisition procedures cannot be reimbursed.
Steps involved in making a purchase:

1. *Discuss with the Activities & Athletics Director what is planned to be purchased and check available balance.*
    a. *Check with Activities & Athletics Director and/or Activities Clerk for approved vendors.*
    b. *A **REQUISITION** is required for **all** purchases. If a purchase is made at a local store without following the requisition approval process the district cannot reimburse for the purchase.*
    c. *Be certain that "shipping" charges are correctly calculated for delivery to Alaska.*
    d. *If using an online vendor, a copy must be turned in to the Activities Director and/or Activities Administrative Assistant in order to submit with the requisition. **NOTE: If items in the "cart" are changed after approval of the requisition the total expenditure cannot exceed the originally approved amount. If changes are made, send a copy of the new "cart".***
2. *The Activities Director and/or Activities Administrative Assistant will then submit the requisition*

3. *Activities Director or designee reviews the requisition, approves or denies purchases, and forwards the requisition to the principal.*
4. *Principal reviews the requisition, processes the requisition and submits to the next approver.*
5. *Business Manager verifies account code and fund availability.*
6. *Requisition submitted to Superintendent for approval.*
7. *A **PURCHASE ORDER** (approval to purchase) is now created. A copy of the purchase order is sent to the Athletic Director or Designee.*
8. *Unless otherwise indicated the Business Office will order the approved purchase. (If the originator is using an online account, then the originator now is able to process the order on line).*
9. ***ARRIVAL** of purchased items. All packing slips or invoices to be sent to the Business Office with the signature of the person verifying ordered items were received and indicating "Approved for Payment" **the day the item is received**. Back-order items will be process when they arrive. Send the packing slip or invoice for the portion of the order that was received.*

SCHOOL SPONSORED TRIPS

PSD Board Policy 6153
All trips involving out-of-state travel shall require the prior approval of the Board. The Superintendent or designee may approve other trips. Principals shall ensure that teachers develop plans that provide for the safety of students and their proper supervision by certificated staff on all school-sponsored trips. Other school employees and parents/guardians also may participate in this supervision and may be asked to attend preparatory training sessions and/or meetings.

In advance of a study trip, teachers shall determine educational objectives that relate directly to the curriculum. Principals shall ensure that teachers develop plans that provide for the best use of students' learning time while on the trip. Teachers also shall provide appropriate instruction before and after the trip.

Each Activity has a fee that must be paid prior to participation in any in season practice. Please see fee scale available at the Middle School or High School office. Activity Fees are non-refundable after two (2) weeks from the start of the season. All Fees must be paid for prior to the first day of competition and/or first traveling trip.

Middle School Travel

All MMS eligible students are permitted one trip per activity within the following activities: Cross Country, Boys basketball, Girls Basketball, Robotics, Cheerleading, Wrestling, Track & Field, Volleyball, and Native Youth Olympics.

All participants who have met practice requirements, eligibility requirements, academic eligibility requirements, and demonstrate positive citizenship and sportsmanship are able to participate in travel.

*Note for 2024-2025 that travel to away trips are NOT guaranteed. Competitive seasons will occur and travel to away trips are based on location, fund availability, team size, transportation availability, host team accommodation availability, and other unforeseen situations. The Activities & Athletics department will in good faith attempt to provide the best seasons possible for all MS teams for possible competition away from Petersburg as well as hosting events.

District Sponsored Travel
See Appendix IV.

Number of team members traveling
Maximum PHS Activity & Athletic travel numbers unless modified by the Principal, Superintendent, or Activities Director:

It may not be possible for every team member to travel to every contest due to funding limitations.

ACTIVITY	# TRAVELERS (including 2 coaches)
Basketball	14
Cheerleading	14
Cross Country	16*
Debate	12*
Swimming	16*
Track	24 (see note below) *
Volleyball	14
Wrestling	18*
Baseball	18

Track Note: 24 travelers for a minimum of 2 track meets. Due to the inability of PHS to host a track meet, the goal is for each student to participate in at least one-track meet.

*Represents combined from both boys' and girls' team.

State Travel

Qualifying and Participating in a state event is a well-earned experience and a great chance for students to participate at the highest level of competition within the State of Alaska for interscholastic activities. The following information is in regards to state expenses.

Students are responsible for the following expenses in regards to state travel if they plan to attend:

- All costs associated with the trip which may include airfare, ground transportation, lodging expenses, and food expenses.
- Each group that attends may utilize their fundraising funds to offset costs for all participating and eligible students.
- Only eligible, properly enrolled students of Petersburg High School may attend and be part of the team at any ASAA Sanctioned Event.

Housing and Accommodations

Housing with a Host Family

1. Students must abide by all rules established by the host family.
2. Students must abide by all curfews established by the coach or sponsor if earlier than item "3" below or in addition to "3" below.
3. Generally, students must be in the house one hour after the event. In special cases, such as an extended school dance, students are permitted to stay out until 12:00 AM
4. **Coach/Sponsor is to contact host parents to provide contact information and any special rules students are expected to follow**.
5. Host parents are to contact the Coach/Sponsor, Activity Director, or Principal should issues or problems arise.
6. No student is allowed to partake of alcoholic beverages, drugs or tobacco. If a student violates this rule, please notify the coach immediately. The housed student is expected to remove himself/herself from any situation where alcoholic beverages or drugs are being used by contacting his/her coach and/or host family.
7. Host parents are expected to provide one meal per day for the students.
8. Housing changes are not generally made. If necessary, any housing changes by students must be approved by the coach, advisor and host high school housing coordinator. The host parent will be notified about any changes.

9. **No housed student may drive any vehicle while being housed with a host family**.
10. Host parents will have working smoke alarms installed in their homes.
11. Host parents are encouraged not to leave students unattended at their home. If the host parent is working during the day, the student can be dropped off with the coach/chaperone.
12. (PSD Rule) **No student is to be housed alone with a host parent**.
13. (PSD Rule) **Only students of the same gender may be housed in the same host residence**.

Group housing in a school, church, recreation facility, etc.

*In the event of a team/group that has chosen to group house or has been instructed to group house by host school, all students that are traveling on the certified roster must group house together. Students are not to plan to pre-arrange away from the group. Pre-arranged housing MAY be made with an immediate family member, but student(s) must have prior approval from the Principal and Activities Director. All efforts will be made to group house together.

1. **(PSD Rule)** Coach/Sponsor/Chaperone is to "house" with the team or group when group housing is provided.
2. **(PSD Rule)** Coaches and Sponsors may release students ***only*** to their parents on district sponsored activity travel.
3. ASAA regulations and PSD policy prohibit coaches or chaperones from drinking alcohol on school trips.
4. **(PSD Rule)** Students must be assigned a sleeping area, and an adult (coach/sponsor/chaperone) must be present in the area at all times.
5. When notifying the host school of your intention to group house, state the number of participants, male and female, and the number of chaperones that will be coming.
6. Honor the host schools request regarding when the needs to vacate the facility.
7. No students are to be in any part of the host facility without a chaperone.
8. No use of any phones without chaperone supervision.
9. Please keep your area clean and policed daily.
10. Please clean the assigned area prior to departure. Leave the facility the same way you found it.
11. Host school will supply phone number contacts in case of problems or emergencies at the school.
12. Mixed groups will be kept in separate rooms, if possible.
13. Students should not leave the housing area without coaches/advisor's permission and always with a buddy.
14. If the host school requires you to be group housed, the host school will provide one meal a day.
15. Adhere to host school's rules at all times.
16. Do not prop doors open to the school, host school will provide keys to school.

Housing in a hotel or related facility

1. **Coach/Sponsor shall establish curfew hours while traveling. The curfew time is not negotiable.**
2. Only students assigned to a room may be in that room after curfew.
3. Students are not allowed in rooms occupied by persons not affiliated with the team or the school they represent.
4. Students are not allowed in rooms assigned to persons of the opposite sex.
5. People not associated with the team or the school shall not be allowed in team rooms.
6. Students on trips may not leave the team unless accompanied by a parent or guardian, the coach or sponsor has given explicit agreement and written request by the parent/guardian is provided to the coach/sponsor.
7. Students are expected to adhere to all school and team rules and attend all activity/team functions.
8. When in public on trips, students shall be in groups of three (3) or more.
9. When in a hotel and outside their assigned room, students shall be in groups of two (2) or more.

Rule Infraction Consequences (Student)

In the event a PSD student should fail to abide by established rules, one or more of the following consequences may apply:

1. The student may be withdrawn from the competition
2. The student may be sent home immediately at his/her parent's expense
3. The student may be suspended from the program for a length of time to be determined by the coach and/or the administration depending on the severity of the infraction
4. The student may be dismissed from the program
5. The student may be subject to further consequences to be determined by the school administration or the Superintendent

Travel "Rules of the Road" (Students)

Petersburg School District students are expected to conduct themselves with honor and integrity at all times while traveling within or outside of the school district. Students should consider themselves ambassadors for their families, school, and community. Travel rules are established for the benefit of participating students, coaches, and chaperones.

1. All school and school district policies are in effect for the duration of the trip as covered in the High School Student Activities Handbook.
2. Students cannot travel if they have unserved detention(s).
3. Detention unserved at the end of one school year carries over to the beginning of the next school year.
4. Students must participate in at least one meet to be allowed to go to Regional Championship Competition.
5. Students are expected to follow all directions given by coaches, sponsors, and chaperones.
6. Disrespectful, destructive, or any behavior considered being detrimental to the program or which brings disfavor upon the school or the school district shall not be tolerated. This behavior shall include but is not be limited to:
    a) Alcohol or drug use
    b) Public displays of affection or sexual contact of any kind
    c) Vandalism or trashing of rooms or other property
    d) Shoplifting or other illegal actions
7. **Coaches shall establish curfew hours while traveling for the benefit of the team. The curfew time is not negotiable.**
8. Students on trips may not leave the team unless accompanied by a parent or guardian and written permission has been given to, and the coach or sponsor has given explicit agreement.
9. Students are expected to adhere to attend all team/group functions.
10. While on school-sponsored trips, students are expected to dress appropriately and to follow the school dress code.
11. Coaches will address the code of conduct to be followed on public or private transportation of any kind.
12. Teams will clean up their areas prior to leaving any competition site.
13. Students shall demonstrate good sportsmanship at all times.
14. Additional rules may apply and shall be covered by the coach or sponsor prior to departure or before certain activities.
15. Students are not permitted to attend non-school district sponsored events while participating on a school-sponsored trip and representing Petersburg School District without prior approval of Superintendent or designee.
16. Students while on trips may take a taxi, Uber, Lyft, or bus service if ***approved by chaperone*** prior to using said service and traveling with 1 or more additional students.

Chaperones

Both an administrator and the coach/sponsor will determine/approve all chaperones.

One chaperone will be provided for every (12) students when traveling in the state of Alaska. All PHS & MMS activities will have a same gender coach/chaperone/advisor when possible. Teams with a coach of the opposite

gender may have a coach/chaperone of the opposite gender when available. If at any point a group is unable to obtain a chaperone from a specific gender when both genders are traveling, or the coach is of an opposite gender arrangement to "team up" with other school chaperones may be made.

Funds permitting, PHS & MMS events that travel to Wrangell events may involve the entire team. Team managers are authorized to travel only to the "Regional's" competition, "State" competition, and Wrangell when funds permit.

As funding permits, the district will pay chaperone's transportation, lodging and per diem to regional events. **Note**: Lodging will not be paid if the team "group houses". Chaperones will not be receiving lodging aboard the Alaska Marine Highway Vessels during a school-sponsored event. Middle School Activities will "group house" only.

1. As funding permits, the district will pay chaperones travel and lodging to state events. The district does not pay student travel, lodging, or other expenses on State Events. The district will cover the student-athletics state participation fees.
2. The primary function of a chaperone, in traveling with a team, is to monitor the Petersburg students. Chaperones should attend all activities, assist in contacting housing parents and telephone curfew checks.
3. Chaperones traveling with small children will not be approved.
4. ASAA regulations and PSD policy prohibit coaches or chaperones from drinking alcohol on school trips.
5. A coach, chaperone, or responsible adult must be present for all team physicals.
6. The principal must approve all volunteers.
7. Students on the ferry must be monitored continually and have a scheduled two-hour study session.
8. Students must be assigned a sleeping area, and a chaperone/coach/sponsor must be present in the area at all times.
9. Ensure students pick up after themselves on the ferry
10. Ensure students wear seat belts whenever they are transported.
11. Contact housing parents to introduce yourself and inform them of how you may be reached.
12. Keep the housing list with you in order to reach students; this is especially crucial when a student is late checking in for departure.

SPORTSMANSHIP CREED

All contests are played under the authority of the Alaska School Activities Association (ASAA).

ASAA rules provide for fair play and good sportsmanship among athletes and coaches. Since booing and jeering do not support anyone, we hope you will be positive in supporting your favorite team. As athletes, we ask that spectators promote the ideals of good sportsmanship by applauding fair play and showing respect for all participants and officials.

TRANSPORTATION

PSD BP 3541.1 School Related Trips

Trips by School Vehicles
Besides taking students to and from school, the Board may approve transportation for field trips and school-sponsored activities. The Superintendent or designee shall regulate the use of the district transportation for approved school-related activities. Student councils, parent-teacher associations, and any other organizations requesting transportation shall be fully responsible for the costs of the trip.

Transportation by Private Automobile
Private automobiles may be used to transport students on any school-related trips if approved by the Superintendent. Drivers shall be required to possess a valid driver's license and liability insurance of at least $100,000 per occurrence as required by the State of Alaska Law. Owners, drivers and passengers shall be informed that the registered owner and his/her insurance company are responsible for any accidents that may occur.

District personnel who frequently transport students in their private vehicles are urged to carry liability insurance of $300,000 or more per occurrence. A seat belt must be provided for each passenger. Trucks and pickups may not transport more persons than can safely sit in the passenger compartment. Owners furnishing private vehicles shall not accept reimbursement from passengers in excess of the cost of operating the vehicle.

Travel by Boat or Van
PSD AR 3541.1
All travel by students whether traveling for activities or for curriculum activities, should be either by Alaska Airlines and its partners or by the Alaska Marine Highway System ferries or Inter-Island ferries. If short field trips or activity travel warrants the use of a smaller boat, the following criteria needs to be met before travel can take place:

- Along with the captain of the boat, the school district administration and coaches can make the decision to cancel the trip;
- Maximum weather conditions - no more than three (3) foot seas and winds of no more than 15 miles per hour;
- Cancellation of trip if temperature goes below 20 degrees:
- Temperature, tide change, and wind velocity will be taken into consideration;
- Captain will be at least 21 years and have experience transporting passengers and preferably be USCG approved;
- Captain will give a safety briefing before trip starts - demonstration of putting on life vests.

For road travel on field trips and activities, the following criteria needs to be met before traveling:

- With groups of students of 15 or more, a certificated bus will be required for transporting students
- With groups of less than 14, an 11-passenger van may be used to transport students or 14 passenger and 1 driver bus may be used

If possible, a certificated bus driver will be hired to transport students.
Students will not be allowed to use their own vehicles for transporting other students on a school sponsored activity, however, parents may transport small groups of students if approved by the principal.

TRAVEL, HOUSING and PER DIEM REQUISITION PROCESS

Rosters for travel and per diem are to be submitted to the Business Office 7 (seven) calendar days prior to the actual date of departure.

Meal per diem rates is (established FY24):

Breakfast	$12.00
Lunch	$18.00
Dinner	$30.00

Names of students or adults can be REMOVED from the submitted roster for Alaska Marine Highway reservations and Jet Boat Reservations. Names cannot be added after submission to the Activities Office (penalties from the ferry and air carrier apply) for Alaska Airlines Reservations due to restrictions. Example: If a student becomes ill and cannot travel, the team travels with one less person. Another person cannot be substituted unless the change is made three (3) calendar days before departure.

Changes can be made to hotels when on the road or before departure ***only*** after receiving approval from the Activities Director, Principal, or Superintendent.

The coach may submit a hotel preference; however, this does not guarantee placement at the requested facility. When checking out of a hotel, coaches must obtain a receipt, sign the receipt and submit it to the Business Office.

APPENDIX I: COACH/SPONSOR ACKNOWLEDGEMENT

By signing this form, I acknowledge:

1. I have received the Petersburg School District's 2023-2024 Student Activities Handbook for Coaches and Sponsors. Additional copies are available on the district website.

2. I understand it is my responsibility to read the district handbook *and* the ASAA handbook and follow the stated philosophy, all guidelines, rules, regulations, and policies found in both documents.

3. I understand that there will be a review of my performance at the end of the season.

4. I understand that any health/medical information I learn about a student-athletes is to be considered private and confidential.

5. I understand that I will provide a copy of the following:
   a. Alaska State Coaching Certification (NFHS)/Principles of Coaching
   b. Current First Aid Certification
   c. Concussion Training Certification
   d. Sudden Cardiac Arrest Certification
   e. Protecting Students From Abuse (NON-PSD Employee Course)

Coach/Sponsor Name (Printed) _____

Coach/Sponsor Signature _____

Date _____

APPENDIX II: LETTERING & PIN AWARDS

At the completion of a sport/activity season students are awarded pins and in some cases a letter for their participation in an activity. Below are the requirements used for these awards. Some coaches and sponsors may have alternate as well as additional criterion in order for awards to be earned.

Letter "P" - For completion of 1st Varsity Activity. Student must complete the entire season in full.

Bar – A single bar is given for each year of completion of an activity. A short single bar is awarded for a Junior Varsity completion of a season. A long single bar is awarded for a Varsity completion of season.

Activity Pin – Given once during career at the completion of a student-athletes specific activity/athletic season. (i.e., Volleyball player completes season and will receive a volleyball pin).

Blue/Gold Star – All-Conference Honors

Gold Star – All State Honors

All-Academic (Lamp) – Given to seniors who have earned All-Academic honors at Region V Events.

Good Sport (Handshake) – Given to students who have earned the Region V Good Sport Award at Region V Events.

MGR. – Manager pin given to students who have completed a full season as a manger for a specific team. Given once.

CAPTAIN – Given to a student who has completed a full season and earned the honor of captain given by the Coach/Designee of the activity.

APPENDIX III: ALTERNATIVE EDUCATION PROGRAM & HOME SCHOOL STUDENTS ELIGIBILITY

A. To be eligible during a school semester for participation in interscholastic activities, a student must meet the following criteria:

It is important to fully understand the definitions of alternative education program and accredited under the statute so that there is no confusion.

Alternative Education Program: The Association adopts the statutory definition, in AS 14.30.365 (c)(1), of "alternative education program" as a public secondary school that provides a nontraditional education program, including the Alaska Military Youth Academy; a public vocational, remedial or theme-based program; a home school program that is accredited, as defined In this section, a charter school authorized under AS 14.03.250-14.03.290; and a statewide correspondence school that enrolls students that reside outside of the district in which the student resides and provides less than 3 hours a week of scheduled face-to-face student interactions in the same location with a teacher who is certified under AS 14.20.020.

Accredited: For purposes of determining whether a home school program is "accredited" such as to qualify as an alternative education program herein, the State Department of Education and Early Development (DEED) has identified Cognia as the sole recognized body to accredit home school programs that have standards similar to Alaska's standards; the Association shall regard as "accredited" those home school programs that have been accredited by Cognia.

School of Eligibility: shall be the public school that, (1) based on the residence of the parent or legal guardian, the student would be eligible to attend were the student not enrolled in an alternative education program; or (2) at which the student requests to participate, if (A) the student shows good cause, as determined by the governing body of the Public School the student would be eligible to attend were the student not enrolled in an alternative education program and (B) the governing body of the school in which the student seeks to participate in interscholastic activities approves. Or, a religious or other private school regulated under this chapter that, (1) the student would be eligible to attend were the student not enrolled in an alternative education program; and (2) at which the student requests to participate, if the administrator of the school approves.

Alternative education program students must meet all ASAA and member school district eligibility requirements with the exception of regular attendance at the "school of eligibility." Schools which permit ineligible students to participate will be subject to penalty under ASAA Bylaws.

Students must physically reside within the attendance area of the school, or if not, have received approval of the school's governing body to establish the school as the "school of eligibility."

Students must be enrolled in grades 9-12 in an "alternative education program" as defined in AS 14.30.365.

Students must be enrolled in at least the minimum number of classes according to ASAA and school district enrollment requirements.

Students must meet or exceed ASAA's Semester Credit Rule for the immediately preceding semester, including the GPA requirement.

Students must not have transferred directly from a member school to start the school year (transfers may require a calendar year period of ineligibility for varsity level competition).

Students must not have been enrolled in high school for more than eight consecutive semesters since first enrolling in ninth grade; and students may not compete in a specific high school sport or activity for more than 4 seasons.

Students will not turn 19 years of age on or before August 1.

In accordance with ASAA Bylaws, students must be amateurs in each sport and activity in which they want to participate.

Students must not have been recruited by a person who coaches at the "school of eligibility" or by another school representative.

In accordance with ASAA Bylaws, students must have submitted to a sport's physical exam within the prior eighteen months and agree to provide a copy to the school.

~~If they are hockey players, students must be aware of the limitations on non-school participation during the high school under ASAA's Dual Participation Supplemental Rule for hockey.~~

Students are aware of and agree to comply with ASAA's "Play for Keeps" tobacco, alcohol and drug (TAD) education program.

Students are aware of and agree to comply with ASAA's or the school district's Concussion Awareness/Education/Management Program.

Students are aware of the risk of Sudden Cardiac Arrest.

It is recommended that the administrator explain to students that the statute does not guarantee that they will be chosen by coaches to fill spots on competitive teams.

ASAA Checklist for Alternative Education Students shall be on file with the Petersburg School District's Activities Office.

APPENDIX IV: DISTRICT SPONSORED TRAVEL

ACTIVITY	GENERAL BUDGET
HS - Cross Country	*Set budget line and all travel must stay within the allotted budgeted amount. Any overage will be covered by the fundraising account. *State Travel is the responsibility of the individual traveling. Coaches receive travel, lodging, and per diem. *Student Activity Fee=Y ($205.00) & $50.00 Per trip travel fee. *No $50.00 travel fee for State Tournament.
HS - Swim & Dive	*Set budget line and all travel must stay within the allotted budgeted amount. Any overage will be covered by the fundraising account. *State Travel is the responsibility of the individual traveling. *Student Activity Fee=Y ($215.00) & $50.00 Per trip travel fee. *No $50.00 travel fee for State Tournament.
HS - Volleyball	*Set budget line and all travel must stay within the allotted budgeted amount. Any overage will be covered by the fundraising account. *State Travel is the responsibility of the individual traveling. *Student Activity Fee=Y ($205.00) & $50.00 Per trip travel fee. *No $50.00 travel fee for State Tournament.
HS - Wrestling	*Set budget line and all travel must stay within the allotted budgeted amount. Any overage will be covered by the fundraising account. *State Travel is the responsibility of the individual traveling. *Student Activity Fee=Y ($195.00) & $50.00 Per trip travel fee. *No $50.00 travel fee for State Tournament.
HS – Girls Basketball	*Set budget line and all travel must stay within the allotted budgeted amount. Any overage will be covered by the fundraising account. *State Travel is the responsibility of the individual traveling. *Student Activity Fee=Y ($265.00) & $50.00 Per trip travel fee. *No $50.00 travel fee for State Tournament.
HS – Boys Basketball	*Set budget line and all travel must stay within the allotted budgeted amount. Any overage will be covered by the fundraising account. *State Travel is the responsibility of the individual traveling.

	*Student Activity Fee=Y ($265.00) & $50.00 Per trip travel fee. *No $50.00 travel fee for State Tournament.
HS - Cheerleading	*Set budget line and all travel must stay within the allotted budgeted amount. Any overage will be covered by the fundraising account. *State Travel is the responsibility of the individual traveling. *Student Activity Fee=Y ($265.00) & $50.00 Per trip travel fee. *No $50.00 travel fee for State Tournament.
HS - Baseball	*Set budget line and all travel must stay within the allotted budgeted amount. Any overage will be covered by the fundraising account. *State Travel is the responsibility of the individual traveling. *Student Activity Fee=Y ($185.00) & $50.00 Per trip travel fee. *No $50.00 travel fee for State Tournament.
HS – Track & Field	*Set budget line and all travel must stay within the allotted budgeted amount. Any overage will be covered by the fundraising account. *State Travel is the responsibility of the individual traveling. *Student Activity Fee=Y ($205.00) & $50.00 Per trip travel fee. *No $50.00 travel fee for State Tournament.
HS - Softball	Club Activity – All funds are covered by fundraising.
MUSIC	SE Honors Music: - Male & female chaperone travel=Y - Per diems=Y, Sub=Y, Lodging=Y - Student Activity Fee=Y ($100.00 during travel & Region 5 Participation Fee ONLY during hosting) Student Lodging=N Pep Band: - Male & female chaperone travel=Y - Per Diem=Y, Sub=Y, Lodging=N - Student Activity Fee=N, Student Covers all travel costs & participation fees Music Fest: - Male & female chaperone travel=Y - Per Diem=Y, Sub=Y, Lodging=Y - Student Activity Fee=N, Student Covers all travel costs & participation fees

	All State Honor Music & Band: - Male & female chaperone travel=Y - Per Diem=Y, Sub=Y, Lodging=Y - Student Activity Fee=N, Student Covers all travel costs & participation fees Out-of-State Travel: - All cost associated with out-of-state is covered by student and ASB. - District does not cover any out-of-state chaperone travel.
ART	Region V Art Fest: - Male & female chaperone travel =Y - Per Diem=Y, Sub=Y, Lodging=Y - Student Activity Fee=N, Student Covers travel costs & participation fees
NOSB	Tsunami Bowl (National Ocean Science Bowl) *Within Budget - Male & female chaperone travel =Y - Per Diem=Y, Sub=Y, Lodging=Y - Student Activity Fee=N, Student Covers travel costs & participation fees

MITKOF MIDDLE SCHOOL

ACTIVITY	GENERAL BUDGET
MMS Activities	*Priority will be given to the Stikine Tournament for travel if possible. Alternate event will be determined based upon location and date of event. Final determination will be done by Principal and/or designee. *MMS Season will be established by a set start date and end date. *MMS Activities Fees are $50.00 per activity & $25.00 Travel Fee. *MMS Activities are limited to 1 (one) travel trip per season per year. If the activity is part of the Stikine Conference, that activity will travel to the Stikine Tournament unless other arrangements have been approved. Travel is limited to ferry and/or Charter boat only. Any other travel route must be approved by the Superintendent and/or designee. If Alaska Airlines is needed to accommodate the 1 (one) trip that the group is to attend, the program is responsible for the difference in cost of an Alaska Marine Highway ticket price to attend. *MMS Activities Group House Only

APPENDIX V: FUNDRAISING GUIDELINES

****All fundraising for school sponsored activities must be used for school sponsored activities; no individual activities, camps and/or events****

Concession Fundraising

All fundraising events require that:

- All students involved have equal opportunity to participate
- At least 1 district employee is designated as a responsible adult sponsor
    - District employee will check out a cash box if needed.
        - Returned with at completed cash count form.
- Fundraising request filled out and approved by Activities Director.
- Sponsors will earn 1 share for every hour of time invested in preparation/planning of event. Max of 4 shares can be earned for preparation/planning.
- All money earned will be applied to the event. If students go over their amount needed, additional funds will be distributed to other participants based on need and determined by Administration.
- If a student has decided to not participate in event, they can determine who their shares are donated to and/or they can allow admin distribute funds based on need.
- Funds cannot be saved for future events and/or activities. Excess funds raised will not to be distributed in cash to students and/or families. These must be redistributed within the respective event to honor those who supported the event and student.

Recommendations for Concession Fundraising are:

- Students will sign up for assignments based on approx. 2-hour long time slots
    - Recommended for standard concessions: 2 students 1 adult
- All students will earn a "share" for participation in the following
    - 1.5-2 hours of work time (set-up, serving and cleaning)
    - Parents can earn "share" for their student for 1.5-2 hours of work time
    - Shares for items donated (baked goods, groceries, etc.)
- All profits are divided equally based on number of shares earned
- Shares are divided at the end of all concession fundraising for the event. This provides the best opportunity for equity of participation and earning.
- Shares are divided after expenses are taken out (net fundraised amount)
- Shares are tracked on a spreadsheet and tracked by the district sponsor

****All fundraising for school sponsored activities must be used for school sponsored activities; no individual activities, camps and/or events****

SEAWEED

All fundraising events require the following:

- All students involved have equal opportunity to participate
- At least 1 district employee as a responsible adult sponsor
    - District employee will check out a cash box if needed.
        - Returned with at completed cash count form.
- Fundraising request filled out and approved by Activity Director.
- Sponsors will earn 1 share for every hour of time invested in preparation/planning of event. Max of 4 shares can be earned for planning.

- All money earned will be applied to the event. If students go over their amount needed, additional funds will be distributed to other participants based on need and determined by Admin.
- If a student has decided to not participate in event, they can determine who their shares are donated to and/or they can let admin distribute funds based on need.
- Funds cannot be saved for future events and/or activities. Excess funds raised will not to be distributed in cash to students and/or families. These must be redistributed within the respective event to honor those who supported the event and student.

All students are encouraged to participate. If students are unable to attend because they are traveling for another activity on the day of collection, family members can fill in and earn shares for them.

- Students earn 1 share for helping to collect the seaweed
- Students earn 1 share for having a vehicle and delivering
- Students can earn an additional "share(s)" for having other family members helping to collect seaweed, 1 "share" per working family member, up to 3 additional family members.
- Tracking is done on a spreadsheet. Students are responsible for signing up with activity sponsor(s) to let him/her know that they are planning to participate.
- The student also informs the sponsor(s) if they have a vehicle available to transport seaweed and how many family members will be there to help.
- On the day of collection, students are responsible for checking in with the sponsor to let him/her know that they are there, as well how many family members are there to help. This ensures that shares are distributed evenly.
- Failure to check in and verify with sponsor(s) may result in lack of shares. This is the student's responsibility.

****All fundraising for school sponsored activities must be used for school sponsored activities; no individual activities, camps and/or events****

RAFFLE TICKETS

All fundraising events require the following:

- All students involved have opportunity to participate
- At least 1 district employee as a responsible adult sponsor
    - District employee will check out a cash box if needed.
        - Returned with at completed cash count form.
- Fundraising request filled out and approved by Activities Director.
- Sponsors will earn 1 share for every hour of time invested in preparation/planning of event. Max of 4 shares can be earned for planning.
- All money earned will be applied to the event. If students go over their amount needed, additional funds will be distributed to other participants based on need and determined by Admin.
- If a student has decided to not participate in event, they can determine who their shares are donated to and/or they can let admin distribute funds based on need.
- Funds cannot be saved for future events and/or activities. Excess funds raised will not to be distributed in cash to students and/or families. These must be redistributed within the respective event to honor those who supported the event and student.

Raffle Recommended Guidelines

- All money goes into the gaming account. (**required**)
- There are 200 tickets available to be sold.
- Tickets are divided into books of 5.
- **Each student has the opportunity to sell at least one book of tickets. Students will sign the spreadsheet/document indicating that they have received the tickets.**

- Once a student has sold their entire book of tickets, they must turn in the ticket stubs and money before receiving another book of tickets.
- No student may have more than one book of tickets at a time.
- Students/Families are financially responsible for tickets signed out.
- Money is distributed to students based upon the total money brought in minus the money out, tax required for gaming permit, and number of tickets sold. (net proceeds)
- Activity district sponsor with other sponsor(s) are responsible for tracking tickets in and out, collecting money for tickets turned in, as well as filling out deposit slips. Information is tracked on a spreadsheet.
  - Example -
    - 200 x $100.00 = $20,000
    - Monday-Thursday = $300.00 (1 $100.00 winner and 1 $200.00 winner)
    - Friday = $900.00 (1 $100.00 winner, 1 $200.00 winner, and 1 $300.00 winner)
  - This year totals
    - There were 3 Fridays X $900.00 = $2,700.00
    - There were 9 weekdays X $300.00 = $2,700.00
    - $2,700.00 + $2,700.00 = $5,400.00
    - $20,000.00 - $5,400.00 = $14,600
    - $14,600.00 X .01 (raffle tax to be paid to the state) = $146.00
  - $14,600.00 - $146.00 = $14,454.00
  - $14,454.00 divided by 200 = $72.27
    $72.27 goes into each student account for each ticket sold
    If a student sells 5 - $72.27 x 5 = $361.35 goes into their account.

****All fundraising for school sponsored activities must be used for school sponsored activities; no individual activities, camps and/or events****

COMMUNITY EVENTS

All fundraising events require the following:

- All students involved have opportunity to participate
- At least 1 district employee as a responsible adult sponsor
  - District employee will check out a cash box if needed.
    - Returned with at completed cash count form.
- Fundraising request filled out and approved by Activities Director.
- Sponsors will earn 1 share for every hour of time invested in preparation/planning of event. Max of 4 shares can be earned for planning.
- All money earned will be applied to the event. If students go over their amount needed, additional funds will be distributed to other participants based on need and determined by Admin.
- If a student has decided to not participate in event, they can determine who their shares are donated to and/or they can let admin distribute funds based on need.
- Funds cannot be saved for future events and/or activities. Excess funds raised will not to be distributed in cash to students and/or families. These must be redistributed within the respective event to honor those who supported the event and student.

Community Events include any performance and/or activity specifically designed to raise funds i.e., Jazz Concert.

- Students will sign up for time slots based on approx. 2-hour long slots
  - Requirements are based on identified need
  - Students are required to check in with event sponsor(s) to verify participation.
- All students will earn a "share" for participation in the following
  - 1.5-2 hours of work time (set-up, serving and cleaning)

    - Parents can earn "share" for their student for 1.5-2 hours of work time
    - Shares for items donated (baked goods, etc.)
- Students performing at the event will receive 2 "shares" per hour of performance
    - Up to a max of 4 "shares"
- All profits are divided equally based on number of shares earned
- Shares are divided after costs are taken out
- Shares are tracked on a spreadsheet and tracked by the district sponsor

If tickets are sold by students prior to event as means of earning "shares"

- Students will have the opportunity to sell tickets until the Monday before the performance/activity
- Tickets will be distributed equally to students participating
- Students/Families are financially responsible for tickets
- Unsold tickets will be returned on Monday before the performance/activity
- If sponsor(s) determine to open up ticket sales to community at local store, this will happen after students have the opportunity to sell first and available the week of the performance/activity starting on Tuesday.
- Students will earn 1 "share" for every ticket sold to the event.

****All fundraising for school sponsored activities must be used for school sponsored activities; no individual activities, camps and/or events****

OTHER EVENTS AND FUNDRAISING

It is recognized there are long standing fundraising events who have their procedures for earning distribution. i.e., 50/50 raffles, Chicken Dinner, Shrimp Dinner, Luau, etc. These are guidelines and recommendations for school-based fundraising activities in order to create equal opportunity and equity in earnings for all students.

APPENDIX VI: EXTRACURRICULAR PARTICIPATION DISCIPLINE CHART

DISCIPLINE CHART -- EXTRACURRICULAR PARTICIPATION

Students involved in extracurricular activities may be subject to additional discipline during the school day in the event the student violates the any of the following items. This chart has been prepared to provide assistance; it should not be interpreted as absolute.

	next activity suspension (minimum)	suspension	suspension	1 year for each additional offense
A. Skipping class (missing whole class or leaving class w/o permission)	X			
B. Disrespectful & inappropriate behavior (including swearing)	X			
C. Harassment/bullying	X	X(*)	X(**)	
D. Sexual harassment	X	X (*)	X(**)	
E. Cheating	X			
F. Stealing		X(*)	X(**)	X
G. Vandalism	X	X(*)		
H. Fighting	X	X(*)		
I. Use, sale, purchase, possession of smoking tobacco	See TAD Information			
J. Use, sale, purchase, possession of smokeless tobacco	See TAD Information			
K. Use and/or possession of inhalants, alcohol or illegal drugs including controlled substance transactions while not under school jurisdiction or control	See TAD Information			
L. Use, sale, purchase, possession of inhalants, alcohol or illegal drugs, including controlled substance transactions while on school property, school trips, or otherwise under school jurisdiction or control	See TAD Information			
M. Verbal, physical assault, or bullying other students		X	X	X
N. Verbal, physical assault, or bullying school personnel		X	X	X
O. Possession or use of weapons, other than firearms				X
P. Possession or use of firearms, including explosives				X
Q. Trespassing	X	X(*)		
R. Inappropriate use of school equipment.	X	X(*)		
S. Tattoos or body piercing on school sponsored trip.		X(*)		

Key:

A. A student classified as skipping a class is someone who attended classes previous to or after an unaccountable absence. An unaccountable absence is where the student is marked absent from a class, but has not notified the office that he/she is checking out of school, or is missing from class for more than 15 minutes.

* Fifty percent (50%) of the suspension will be forgiven if the student completes fifteen (15) hours of community service. The student will be allowed to practice during his/her suspension.

** Thirty percent (30%) of the suspension will be forgiven if the student completes twenty (20) hours of community service. The student will be allowed to practice during his/her suspension.

Highlights of the 2024-2025 Activities & Athletics Handbook

Page 8 – Updated language from the Alaska Schools Activities Association regarding establishment of eligibility.

D. For transfer purposes, a student establishes their "school of eligibility" by participating in an interscholastic competition. **

> *Participating is further defined as: Having met the minimum eligibility requirements to participate in competition and at least one of the following:*
>
> 1. *Being entered in a score/record book*
> 2. *Recording an official time or score for the participant in an interscholastic competition*
> 3. *Dressing in uniform during an interscholastic competition*

Note: Once established a student is not required to change their "school of eligibility" unless they wish to do so.

Page 18 & 32 – Addition of a Course Requirement for NON-PSD Coaches/Advisors – Protecting Students from Abuse

Current staff members at PSD receive this training on protecting students. This course is now required for individuals who are not PSD employees but are coaches, advisors, or volunteers for extra-curricular programs for MMS and PHS.

Course covers the topics of misconduct, abuse, reporting responsibilities, proactive policies, do's and don'ts.

Page 21 – Alaska Schools Activities Association update to the Coaches Code of Ethics.

ASAA COACHES CODE OF ETHICS:
The function of a coach is to educate students through participation in interscholastic competition. Educational Based Activity Programs should be designed to enhance academic achievement and should never interfere with opportunities for academic success. Each student should be treated with the utmost respect and his or her welfare should be considered at all times.

In Educational Based Activities the coach shall;

- *be aware that he/she has a tremendous influence, on the education of the student and, shall never place the value of winning above the value of instilling the highest ideals of character.*
- *uphold the honor and dignity of the profession. In all personal contact with students, officials, administrators, ASAA, the media and the public the coach shall strive to set an example of the highest ethical and moral conduct.*
- *promote the entire interscholastic program of the school and direct his or her program in harmony with the total school program.*

When considering the welfare of their students the coach shall;

- *take an active role in the prevention of drug, alcohol and tobacco abuse.*
- *avoid the use of alcohol and tobacco products when in contact with players.*
- *be aware of concussion management and return to play protocol.*
- *develop and practice an Emergency Action Plan with their team.*
- *work to keep programs free of hazing.*

In Promoting Sportsmanship, the coach shall;

- *master the contest rules and shall teach them to his/her team members. The coach shall not seek an advantage by circumvention of the spirit or letter of the rules.*
- *exert his/her influence to enhance sportsmanship by spectators, both directly and by working closely with cheerleaders, sponsors, booster clubs, and administrators.*
- *respect and support contest officials. The coach shall not indulge in conduct which would incite players or spectators against officials. Public criticism of officials or players is unethical.*
- *meet with opponents, shake hands, and exchange cordial greetings to set the proper tone for an event.*

Page 22 – Insurance language for students involved in extra-curricular activities and athletics.

INSURANCE

Students of Petersburg School District are covered by district provided student accident insurance during the hours and days when school is in session and while attending or participating in school supervised and sponsored activities on or off school campus.

Notification of Injury *claim forms are available at the district office. Notification of Injury claim forms must be submitted within 90 days of the injury. A copy of the completed district Accident Report form must be attached to the claim form. The coach, sponsor, or school supervisor must complete part 1 of the Notification of Injury claim form.*

Claim forms must be filed within 90 days of the first medical treatment. There is a deductible. The policy provides coverage for scheduled fees and includes "usual and customary" restrictions. The policy covers treatment for up to one year from the date of injury.

This is accident only insurance. It does not cover conditions, which are not the direct and independent result of a specific accident (i.e., stress fracture would not be covered).

Athletes are responsible for reporting injuries to coaches/sponsors. Coaches are responsible for providing claim forms to injured athletes. Parents/guardians are responsibility for mailing the claim form to the insurance company.

Page 24-25 – Update to purchasing of items from ASB accounts procedures

PURCHASE of EQUIPMENT, MATERIALS and SUPPLIES PROCESS

As a government agency, a school district must maintain very specific processes and controls regarding purchases of equipment, materials, and supplies. In accordance with state law, a certified accounting firm audits the district's expenditures and purchases annually.

***NOTE**: Purchases that do not follow established internal controls requisition procedures cannot be reimbursed.*

Steps involved in making a purchase:

1. *Discuss with the Activities & Athletics Director what is planned to be purchased and check available balance.*
    a. *Check with Activities & Athletics Director and/or Activities Clerk for approved vendors.*
    b. *A **REQUISITION** is required for **all** purchases. If a purchase is made at a local store without following the requisition approval process the district cannot reimburse for the purchase.*
    c. *Be certain that "shipping" charges are correctly calculated for delivery to Alaska.*
    d. *If using an online vendor, a copy must be turned in to the Activities Director and/or Activities Administrative Assistant in order to submit with the requisition. **NOTE: If items in the "cart" are changed after approval of the requisition the total expenditure cannot exceed the originally approved amount. If changes are made, send a copy of the new "cart".***
2. *The Activities Director and/or Activities Administrative Assistant will then submit the requisition*
3. *Activities Director or designee reviews the requisition, approves or denies purchases, and forwards the requisition to the principal.*
4. *Principal reviews the requisition, processes the requisition and submits to the next approver.*
5. *Business Manager verifies account code and fund availability.*
6. *Requisition submitted to Superintendent for approval.*
7. *A **PURCHASE ORDER** (approval to purchase) is now created. A copy of the purchase order is sent to the Athletic Director or Designee.*
8. *Unless otherwise indicated the Business Office will order the approved purchase. (If the originator is using an online account, then the originator now is able to process the order on line).*
9. ***ARRIVAL** of purchased items. All packing slips or invoices to be sent to the Business Office with the signature of the person verifying ordered items were received and indicating "Approved for Payment" **the day the item is received**. Back-order items will be process when they arrive. Send the packing slip or invoice for the portion of the order that was received.*

Page 31 – Update to Per Diem Rate

Meal per diem rates is (established FY24):

Breakfast	*$12.00*
Lunch	*$18.00*
Dinner	*$30.00*

Page 35 – Removal of the statement regarding Dual Participation Supplemental Rule

This policy has been removed by the ASAA Board of Directors as of April 2024.

Page 36-39 – Update to All activities & athletics fees and details for what the general budget will cover.

See handbook.

Petersburg High School

Home of the Vikings

P. O. Box 289
109 Charles W. Street
Petersburg, Alaska 99833
Telephone and Fax: 877-526-7656

Principal
Brad King

Nancy Curtis, Administrative Assistant/ASB
Erica Thompson, Administrative Assistant/Attendance/Registrar
Office Hours: 7:00 AM - 4:30 PM

Faculty

Ioana Ward		Chelsea Corrao
Carissa Cotta	Megan Smith	Jon Kludt-Painter
Ashley Lohr	Jim Engell	Dustin Crump
Beau Ward	Casey Gates	Alice Cumps
Elsa Wintersteen	Rosal Concepcion	Tim Shumway
Dave Owens	Jill Dolbeare	Rachel Etcher

email addresses for all faculty and staff are as follows: firstinitiallastname@pcsd.us
example: jpainter@pcsd.us

Administration
Jaime Cabral, Activities Director/Dean of Student Development

Robyn Taylor, Superintendent

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WELCOME TO PETERSBURG HIGH SCHOOL

This is your student handbook. It is intended to be used to acquaint you with your school, its operation, government, opportunities, and your responsibilities as a student citizen. Knowledge and an understanding of this handbook will ensure that you have an enjoyable and productive year.

PHILOSOPHY

Petersburg High School (PHS) fosters the development of wise decision-makers who can communicate clearly, think creatively, develop positive values, and attain personal goals. The school provides opportunities to learn skills and attitudes and increase aesthetic awareness. Through instruction and the activity program, the school teaches an appreciation of the citizenship responsibilities of American democracy. Petersburg High School assists students to develop the self esteem, knowledge, and discipline necessary to choose and prepare for a career and recognize learning as a life-long process.

MISSION STATEMENT

In a safe and orderly environment, Petersburg High School provides an education which enables students to develop their intellectual, social, physical and aesthetic lives.

BOARD OF EDUCATION

The Petersburg School Board is elected by the people of the Borough of Petersburg. The board is directed by the State of Alaska to establish policies consistent with Alaska law which determines what is taught and to whom. The Petersburg School Board consists of five members elected for a term of three years. The board holds public meetings on the third Tuesday of each month. The Board's Policy Manual presents the school's operating structures and philosophy in much more detail and is available online at www.pcsd.us or at the district office, 201 Charles W. Street.

ADMINISTRATION

Superintendent of schools. The Superintendent is charged with the responsibility of administering the educational program within the framework of the Petersburg School Board's policies.

High school principal. The high school principal is responsible for the high school buildings and the program of studies carried on therein.

ADVANCED PLACEMENT CLASSES (A.P.)

AP admissions criteria: Students who wish to enroll in Advanced Placement classes must go through an application procedure. The AP teacher will distribute the application materials in the spring for the next school year's class. *The class size is limited to a maximum of 25*.

Applicants for AP English will be asked to submit writing for scoring, and those students receiving the highest scores will be considered for the class. The applications will have a due date, and submissions received after that date may not be considered. Once students have been admitted their junior year, they are not required to re-apply for admission in their senior years. Students who take an AP course do so with the understanding that they are expected to take the AP test in May.

For purposes of GPA, Advanced Placement (AP) courses will be calculated on a 5.0 scale if students complete the course in good standing (70% of higher) and take the AP exam associated with the course.

ALCOHOL, ILLEGAL DRUGS AND TOBACCO (PCSD BP 5131.6)

The use, possession, sale, purchase, or transfer (any transaction) of products containing tobacco, alcoholic beverages and drugs are prohibited in all school buildings, on school grounds, and at all school activities, including parties, dances, athletic events, and school-sponsored trips of any kind. The school district unequivocally supports drug-free schools and disciplinary measures to assure that the schools stay drug free.

See Tobacco, Alcohol, Drugs under Extracurricular Activities for violation consequences.

ATTENDANCE

It's very difficult to learn when you're not in class. Students who have been absent are responsible for making up missed work without disrupting the flow of classroom activities. *Alaska Statute 14.30.010. (When Attendance Compulsory)* Tardiness and poor attendance affect children socially and academically. Students may feel awkward walking in late to a class, and other children will notice when a peer is absent in class to help with a project or collaborate in learning, for example. If a student's tardiness or attendance becomes disruptive to their education, a meeting will be scheduled to make a plan so that attendance will not continue to negatively impact your child's education.

Absences due to vacations are discouraged. We hope you can make your vacation plans during any of the regular school vacation times.

A. ABSENCES

Being absent from a class for more than 10 minutes may be considered as an absence. Students who will be absent for a prolonged time must complete a trip slip and submit to the office. There are three types of absence: excused, unexcused, and absent. Valid reasons for an excused absence (E) are listed below. Unexcused absences (U) are those for which there is not a legal, excusable reason for the absence. Absent (A) reflects a parent removing a student from school without meeting the criteria for an excused absence.

B. HOME NOTIFICATION

Attendance records are kept each period. Every effort is made to notify parents by phone when a student is absent and the school does not have prior notification. Parents are notified by letter when the student is in danger of failing due to absences.

C. TARDIES

Tardiness is disruptive to the classroom environment and infringes on others' learning rights. Students are expected to be at their assigned learning stations on time. A "tardy" means the student was less than ten (10) minutes late for class. Students arriving to class more than 10 minutes late will be assigned an aggravated tardy which will have more discipline associated and may result in loss of credit on class assignments. After three (3) tardies per quarter per class student, parent, and teacher will receive notification that each additional tardies for that class, students will be assigned 30 minutes of detention with the teacher. Habitual tardiness will result in additional consequences.

LEGAL REASONS FOR AN EXCUSED ABSENCE (BP 5113)

1. Sickness, flu/communicable diseases, or other medical diagnoses. Students with ongoing and/or major illness and who are under the verified care of a doctor may be granted extra days for absence. Home study may be provided for extended medical leave.
2. School-sponsored activities; e.g., local and regional athletic events, AASG, etc.
3. Death in the immediate family, parents, grandparents, or siblings.
4. Students participating in Viking Swim Club or other sanctioned club sports. Absences must be prearranged with the proper forms through the attendance office.
5. Family trips or employment (such as commercial fishing) -- special arrangements must be made with the principal. A trip slip must be on file in the high school office a minimum of three days before departure.

ABSENCES REPORTING

A note or a phone call by parent/guardian explaining daily absences is needed. Please call the main office by 8:15 am at 877-526-7656, or you may call outside office hours and leave a message within the same day of absence.

1. All absences are documented daily by staff and verified by the parent through a phone call or note. If we have not been notified by the time attendance is recorded in the office, we will call to verify the absence. This procedure ensures student safety.

If a student is absent for 5 consecutive days due to medical/illness, after communicating with school officials, we may request a doctor's note to excuse the absence. A "Release from School" form may be requested from the Petersburg Medical Clinic by a patient or patient representative at no charge.

Please consult Petersburg Medical Center (or attending medical facility) and your insurance provider to predetermine medical costs. Petersburg School District is not responsible for medical charges associated with your child.

2. If a student is going to be out of school for family trips or other personal reasons, a "Parent Request for Student Absence" needs to be filed in the office before leaving (with the exception of family emergencies.) The students generally know this as a "trip slip" (which must be signed and turned into the office before all travel.) Class work will be done according to the arrangements made ahead of time with individual teachers. Students need to take this form to their teachers a minimum of three school days prior to their absence. In order to receive credit for work missed, the student must have a signed trip slip and complete assigned work on time.
3. Step 1: After five (5) cumulative days of absences per semester in the HS, a letter will be sent home describing the attendance concern along with a copy of the Alaska State Compulsory Attendance Law.
4. Step 2: After ten (10) absences per semester in the HS, a second letter will be sent home describing the attendance concern along with a copy of the Alaska State Compulsory Attendance Law.
5. Step 3: Students who have absences beyond 12 days per semester in the HS, parents will be notified by the school office to make an appointment with the principal and school counselor to assess any concerns, including medical that may be keeping the child from attending school on a regular basis so other supports or concerns can be addressed. This includes a doctor's verification and or other professional evaluations.

MAKEUP WORK

Students are responsible for any missed work when they are absent. In the event the student is absent for illness, the student needs to confer with the teacher, either via email or on the first day returning to school, to create a plan for learning and to get the assignments missed. For pre-arranged absences i.e. Family trip, activity trip, etc., make up work is due upon return to school unless previously arranged with the teacher. If work is not turned in during the agreed-upon time frame, a "0" will be placed in the grade book for those assignments. Unexcused absences may result in reduced or no credit for assignments that were assigned or due on the date of the student unexcused absence(s). Teachers will ensure that students will have access to the information to allow the opportunity for learning to continue.

If you feel there are extenuating circumstances, a parent/guardian has the option of the appeal procedure, starting with the teacher.

CHECKING OUT

Parents are advised to call the school on the morning of a student's absence, if possible. Please call the main office by 8:15am at 877-526-7656 x200, or you may call outside office hours and leave a message. Notification will enable the teacher to plan makeup work, to know approximately how long the student will be absent, and to arrange to send assignments home.
Students who leave school grounds for any reason (excluding open-campus lunch), including students leaving on a school-sponsored trip, are to check out through the office. Returning students must check in to the office before re-entering class. Failure to check out through the office will result in disciplinary action.

Out of School Suspension. Daily work is to be handed in the day OSS students return to school, unless prior arrangements have been made with the teacher(s). All of their assignments are posted on the teacher's web site. Work not handed in on time turns into a "0".

BULLYING

Bullying is unwanted, aggressive behavior among school-aged children that involves a real or perceived power imbalance. The behavior is repeated. (Source: *stopbullying.gov)*

A form of repeated aggression and occurs when a person(s) with a perceived power imbalance willfully subjects another person (victim) to an intentional, unwanted, and hurtful verbal and/or physical action(s) which result(s) in the victim feeling oppressed (stress, injury, intimidation, discomfort) at any school site or school-sponsored activity or event. Bullying may also occur as various forms of hazing, including initiation rites perpetrated against a new student or a new member of a team. Students who engage in such conduct shall be subject to a range of punishment to include parent conference, verbal or written reprimand, in-school or out-of- school suspension, and/or placement in an alternative learning environment.

Students are prohibited from engaging in any form of harassment, intimidation, or bullying while on school property, on school buses, at the bus stop, or at school-sponsored activities or functions. Students or staff members who have witnessed or have reliable information that a student has been subjected to harassment, intimidation or bullying should report the incident immediately to school staff members, who shall promptly initiate an investigation. Allegations of bullying shall be promptly investigated, giving due regard to the need for confidentiality and the safety of the victim and/or any individual(s) who report an incident(s) of bullying to a teacher, counselor, or principal. An individual has the legal right to report an incident(s) of bullying without fear of reprisal or retaliation at any time.

Reporting Harassment: Students or staff members who have witnessed or have reliable information that a student has been subjected to harassment, intimidation or bullying should report the incident immediately to the principal or his/her designee, who shall promptly initiate an investigation. The STOP It reporting system is a confidential option for reporting. The STOP It app is available for cell phones and a link to the system is available on the school websites. The investigation shall include an assessment of what actions should be taken, as appropriate, to protect the student who has been found to be the victim of harassment, intimidation or bullying. Such actions may include the provision of support services necessary to permit the student to feel safe and secure in attending school. BP 5131.43(c)

False Reporting Harassment: Students and staff who knowingly or willfully make a false report of harassment, intimidation or bullying, or provide false information in connection with an investigation, will be subject to disciplinary action up to and including suspension/expulsion for students.

Retaliation Prohibited: Retaliation or reprisal against any person who reports an incident of harassment, intimidation or bullying, or cooperates in an investigation, is strictly prohibited. Any such retaliation or reprisals will result in disciplinary procedures, which may include suspension or expulsion of offending students. *All information regarding Reporting of Harassment to Retaliation Prohibited referenced in AR 5131.43(b)*

Cyberbullying/Harassment via Technology: The district's computer network, including access to the Internet via that network, whether accessed on campus or off campus, during or after school hours, may not be used for the purpose of harassment, intimidation, or bullying. Users are responsible for the appropriateness of the material they transmit over the system. All forms of harassment, intimidation or bullying over the network, commonly referred to as cyberbullying, are prohibited. Cyberbullying also includes, but is not limited to, other misuses of technology to harass,

intimidate, or bully, including sending or posting inappropriate email messages, instant messages, text messages, digital pictures or images, or Web site postings, including blogs.
Students and staff who believe they have been the victims of such misuses of technology, as described in this policy, should not erase the offending material from the system. A copy of the material should be printed and a report made under this policy. In situations in which the cyberbullying originated from a non-school computer, but is brought to the attention of school officials, disciplinary measures may be imposed provided the cyberbullying and/or Internet threats: 1. Contain threats of violence against staff members or students; 2. Threaten vandalism to school property; 3. Suggest or advocate physical harm to staff members or students; or 4. Create a significant disruption to the school's educational mission, purpose and objectives.

Disciplinary action may include, but is not limited to, the loss of computer privileges, detention, suspension, or expulsion for those committing acts of cyberbullying. In addition, when any kind of threat is communicated or when a hate crime is committed, this shall be reported to local law officials. BP 5131.43(b)

CAREER AND TECHNICAL EDUCATION (CTE)

Petersburg High School currently offers several Career and Technical Education courses to prepare students for the workplace with career-ready skills and training. They include: Metals, Advanced Metals, Marine Fabrication, Woods, Advanced Woods, Construction, Culinary, Advanced Culinary, Aquaculture, Advanced Aquaculture and CNA (certified nursing assistant).

Non-Discrimination Policy

Petersburg School District does not discriminate on the basis of race, religion, color, national origin, sex or gender, disability, or age in providing educational services, activities, and programs, including vocational and career technology education programs. Petersburg School District complies with Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; Title II of the Americans with Disabilities Act of 1990 ("ADA"), as amended, which incorporates and expands upon the requirements of Section 504 of the Rehabilitation Act of 1973, as amended; the Age Discrimination Act of 1975, as amended; and any other legally-protected classification or status protected by applicable law. Any questions or concerns about Petersburg School District's compliance with these federal programs should be brought to the attention of the following persons designated as being responsible for coordinating compliance with these requirements:

For more information regarding accommodations, civil rights or grievance procedures, contact: Superintendent Taylor at (877) 526-7656, Petersburg School District, 201 Charles W. St., PO Box 289, Petersburg, Alaska, 99833.

Petersburg School District will take steps to assure that lack of English language skills will not be a barrier to admission and participation in all educational and vocational programs.

COLLEGE COURSES FOR HIGH SCHOOL CREDIT

Students wishing to take courses outside those offered by Petersburg High School for high school credit must have **prior** administrative approval. Submit the college course syllabus and get approval from the counselor and principal.

- The course may have an on the job training component, but it cannot be the main part of the course.
- The course must be completed in the school year in which the student began taking the course. Summer courses must be completed before the first day of the school year.
- Outside courses may not be taken for course retakes to improve GPA and do not replace previously earned grades in other courses.
- The course must be 100-level or above and considered by the college to be a General Education Requirement (GER). College remediation and orientation courses may be accepted for elective credit only.
- College courses for high school credit must be a minimum of 3 credits (0.5 HS credits).
- Any requests submitted after the completion of the semester will NOT be accepted.
- Outside courses may NOT be taken to replace a course currently taught by PHS staff, unless a bona fide conflict exists. Conflicts must be approved by both the high school counselor and principal.
- After completion of the course, the student must submit the final transcript to the counseling office.
- This does not include CTE dual credit courses.
- Cost/fees charged by the university are the family's responsibility.

COMPUTER USE, INTERNET RULES, AND WEB PAGE DEVELOPMENT

Prior to having access to the technology infrastructure of Petersburg High School, students must understand and have on file a signed statement agreeing to comply with district policy related to the acceptable use of technology. Specifically, the Parent/Student Computer Use Contract, Internet Use Agreement, and the Laptop Check out Form must all be signed and submitted to the office prior to access being granted.

Petersburg High School fully expects all members of the school community will use the computer systems in a responsible, appropriate, and legal manner. Use the following regulations as a guide when working within our computer system:

1. The school's Internet connection must be used only for research or information gathering that is directly related to academic assignments or extracurricular projects supervised by the school and faculty.
2. During school hours, game playing on computers is not allowed unless the game is directly related to a school assignment or activity. For example chess would be appropriate if related to the activities of a Chess Club.
3. Students are required to bring their notebook computers to school each day with the battery fully charged. Computers should be plugged in each night to assure a full charge the following day.
4. E-mail (or any other computer communication) must be used only for legitimate and responsible communication between students, faculty, and the outside world. Rude, abusive, threatening, or otherwise inappropriate language is not permitted.
5. Students may access only those files that belong to them or which they are certain they have permission to use.
6. Files stored within the school computer systems should be limited to those relating to formal school courses and activities. Games, commercial software, or graphic files that are not for a school project or formal activity should not be stored on the school computer systems.
7. Laptops, wireless cards, and backpacks belong to and are distributed by the school.
8. Laptop computers may be collected at Christmas break and will be at the end of the school year for maintenance and reimaging.
9. Laptop computers will be available for faculty inspection at any time.

Access to the Petersburg School District computer systems is a privilege, not a right. Violating the letter or spirit of the above regulations may be cause to deny a student access to Petersburg School District computer systems, loss of computer privileges, including the privilege to take their laptop off school grounds, and/or may result in more serious disciplinary action.

CREDIT BY EXAMINATION (Course Challenge)

Credit by Examination is an opportunity for students in grades 9-12 to receive credit through a testing process. Students who have completed 8th grade and those entering grades 9-12, who are currently enrolled in PSD, may challenge courses for high school credit. This option is designed to provide students the opportunity to demonstrate mastery through exam. It is not a process for credit recovery or course retakes. Assessments determined by the content area teachers will be used in most instances to challenge courses in mathematics, language arts, science, social studies, and world languages by demonstrating mastery of course material. The course challenge request form, along with a $25 fee, must be submitted to the PHS office before the course begins for the student. Upon receipt of an approved application for Credit by Examination (Course Challenge), the Principal (or designee) will consult with the content area teachers to determine the appropriate evaluative process. This examination may include an assessment of the student's knowledge and comprehension of the subject through a curriculum-based exam, evaluation of the student's higher-level cognitive skills and comprehension of the concepts through a written essay, and/or evaluation of the student's lab or performance knowledge and techniques by setting up, explaining, performing, and/or demonstrating activities required in a class typical of the one challenged. An eighty-percent (80%) score or higher is required to receive credit, and any score less than 80% will not receive a credit. A student cannot be granted Credit by Examination for a course in which he or she has previously earned credit nor may he or she earn credit for a prerequisite course if they are presently enrolled in or have previously earned credit in an advanced course. If credit is denied, a student may not reapply for a Course Challenge for the same course. Only approved PSD courses can be challenged. Credit awarded for successfully challenging a course will appear on the student's transcript with the grade of "Pass", but no points will accrue to the grade point average. The word "Challenged" will follow the course title. (BP 6155)

DANCES

Dances must be scheduled 1 week prior (minimum), and approved by the advisor, activity director, and principal. Complete and turn in the Activity Request form to the office. Dances will end before midnight unless authorized by the principal and permission to extend curfew is authorized by the Petersburg Police Department. All school dances will be supervised by four chaperones (minimum), including administration, certified staff, and parents, if possible. **Students will not be allowed to leave and return while dances are in progress** and outside containers are not allowed. All dances are restricted to Petersburg High School students unless special permission has been requested and granted by the principal.

Attendance at a PHS dance is a privilege, not a right. By voluntarily entering a dance, students are granting implied consent for staff to perform safety checks, which may include being lightly searched by a same-gender chaperone. In addition, the use of a Passive Alcohol Sensor (Alcohol Light) or Breathalizer will be used to prevent students under the influence of alcohol from entering the dance, ensuring student safety and deterring illegal conduct.

Parents/students will be notified in the school bulletin prior to the dance of these safeguards, and signage will be posted when student searches and the PAS/Alcohol Light are going to be utilized. Specific details regarding student expectations and dance rules are available in the office. Compliance with these rules is required.

Alcoholic beverages, tobacco, and/or drugs are not permitted at dance functions by students, guests of students, or chaperones. Students are not permitted to have consumed alcohol or drugs or be under the influence of alcohol or drugs immediately prior to attending a dance function. The Alcohol Light (PAS) or Breathalizer will be used to check all students entering PHS dance functions. The Petersburg Police Department will be called, parents will be notified and School Board Policy will be enforced when students are found violating this policy. BP 5131.6, BP 5030, BP 5144, BP 5145.12

DANGEROUS ITEMS

To further ensure student safety, dangerous items such as knives, explosive materials, etc. are prohibited in all school buildings, on school grounds, and at all school activities, including parties, dances, athletic events and school-sponsored trips of any kind. By law, students caught possessing a firearm must be expelled for no less than one calendar year. Students caught possessing a deadly weapon must be suspended for a minimum of 30 calendar days.

Knives/blades are coded under two different categories, one for blades 2 1/2 inches and longer (code 7) and one for knives/blades less than 2 1/2 inches (code 27). Any knife/blade coded as a 7 is considered a deadly weapon and must result in a mandatory 30-day suspension.

DISCIPLINE

The school is responsible for students' safety and welfare in school and during school-sponsored functions; therefore, students are subject to school discipline during these times. It is expected that high school students will conduct themselves as responsible citizens and make an effort to achieve excellence in their studies.

Students may be disciplined for behavior, prohibited by student discipline rules, that occurs off campus if the behavior is either related to school or school activities or is likely to affect safety or welfare or disrupt the orderly educational process in the District.

IN-SCHOOL SUSPENSION (ISS)/DETENTION

In-school suspension or detention may be assigned by the principal or designee. Students must be making adequate progress on any detention time, as determined by the principal or his designee, before attending any school function, including practice for activities. Students receiving a disciplinary slip will receive a minimum half-hour detention.

DRESS AND GROOMING

In accordance with the implementation of the District's goals and strategies, the dress code for all students shall meet school board requirements (BP 5132) and create an environment that contributes to the learning needs of students.

The dress and grooming of students shall contribute to the health and safety of the individual, promote a positive educational environment and good school spirit, and be non-disruptive of the educational activities and processes of the school.

1. Shoes shall be worn.
2. Clothing that exposes the entire shoulder, tube tops, spaghetti straps, or similar type clothing, may be worn only with a blouse or shirt.Clothing exposing the torso or the midriff, either front, back or sides, shall not be worn. Underwear/Undergarments shall not be visible.
3. Leggings and yoga pants, when worn, cannot allow more of the wearer's body to be seen than when wearing jean-like material, must be completely opaque, and of a material substantially thicker than tights.
4. Head coverings shall not be worn in the auditorium and/or assemblies, and may be worn at staff discretion in classrooms - Head coverings worn for religious reasons are allowed. -Hoodies are not to be worn covering the head inside the school buildings.
5. Skirts, dresses, and shorts shall be no shorter than the individual's mid-thigh. Destruction jeans shall not reveal skin above the individual's mid-thigh.
6. Garments and/or jewelry which display or suggest sexual, vulgar, drug, gang, or alcohol-related wording or graphics, or which provoke or may tend to provoke violence or disruption in the school, shall not be worn.

In the event of a dress code infraction, clothing will be offered in order for the student to return to class. If the offered clothing is refused, the parent/guardian will be contacted to bring alternative clothing that meets the dress code.

(updated 5/2024)

DUE PROCESS

Students and their parents have the opportunity to request a conference and/or hearing if they are dissatisfied with the imposition of a disciplinary action. Definition of the various disciplinary actions, and the authority and grounds for imposing discipline are specified in school board policy.

For the sanctions of ISS and/detention the student will have the opportunity to explain his/her conduct to the principal. A conference/hearing with the principal should occur as soon after the incident as possible. There is no appeal beyond the principal for ISS or detention.

For the sanctions of suspension from extra-curricular activities and/or short-term school suspension (less than 10 days), the student will normally have the opportunity to explain his/her conduct to the principal prior to imposition of the sanction. An informal hearing will be held within 24 hours, if possible.

An extra-curricular suspension shall not be postponed while awaiting an appeal hearing. Under certain circumstances, the principal may order a short-term suspension to begin before an appeal hearing. The appeal hearing will be held as soon as practical after short-term suspension begins.

The only avenue of appeal for short-term suspensions of 10 (ten) days or less is to the building principal. (AR 5144.1)
~~Students/parents dissatisfied with the imposition of discipline following a hearing with the principal may request a hearing before the superintendent by submitting a written request within two (2) school days of the imposition of discipline. Commencement of short-term suspension shall be deferred until after the superintendent hearing.~~

~~Students/parents dissatisfied with the imposition of discipline following a hearing with the Superintendent may request a hearing before the school board, by submitting a request within five (5) days of the Superintendent's decision. Commencement of short-term suspension shall be deferred until after the Board's hearing. The hearing shall be held no later than the next regularly scheduled Board meeting. The Board shall issue a written decision within seven (7) school days of the hearing date. Complete hearing rules and timelines are outlined in school board policy manual.~~

~~The sanctions of long-term suspension and/or expulsion may be ordered only by the school board after a formal hearing. Formal hearing procedures are specified in the school board policy. Re-admittance to school is contingent upon the Board's satisfaction that the cause for long-term suspension or expulsion has been remedied.~~

All procedures in the school board policy are the minimum standards for imposing discipline. More formal procedures may be invoked under special circumstances.

ELECTRONICS--PERSONAL

Students may not use personal laptops, ebooks, pads or any mobile device that sends or receives a signal without prior approval from the technology director or principal.
Student cell phone use is a privilege, not a right. Cell phones are not to be on the student's person during class. This means cell phones must be in the students backpack or locker, not in a pocket, in hand, or out in the classroom. Cell phone notifications/ringers are to be silenced. At no time may students create a hot spot or tether devices; the school network must be used at all times in accordance with the Children's Internet Protection Act. Students must surrender personal electronic devices, including cell phones, to a PSD staff member when requested as they are a disruption to the learning environment. The return of personal devices will require a parent to pick up the device at the school office. This policy includes the use of Airpods, earbuds, and headphones of any kind. Exceptions to the head phone usage will only be made for medical necessities and must be documented with the office or special education department. Any devices that takes pictures should not be used in sensitive areas such as locker rooms, bathrooms, etc. Additionally, photographing or capturing videos of other students and/or staff without their prior approval is prohibited and may earn disciplinary actions.

EVALUATION OF STUDENT ACHIEVEMENT

A complete record of grades earned, activities, conduct, test results, and attendance is maintained in the high school office. Each student has a transcript and a cumulative folder. The transcript contains the courses taken, grades, number of credits earned, and awards earned. The cumulative personal folder contains test results, biographical data, medical records, citizenship information, and pertinent documents relating to your education.

Your school record is invaluable to you and is used for recommendations to future employers and for college, vocational, and technical school entrance. All information in these files is confidential and will be disclosed only to qualified persons, including the student, parents, and teachers.

EXTRACURRICULAR ACTIVITY PARTICIPATION

Extra-curricular activities are very important to student growth. Student participation is a privilege, not a right. There are special school rules for participation in extracurricular activities, and students must meet all of these expectations in order to participate. These rules apply to students who participate in extracurricular activities and are not limited to the time or season of the extra-curricular activity only. The extra-curricular activities covered by the rules include, but are not limited to, all athletic units; Washington, D.C. Close-up; debate; the music program; pep band; and ASSG. Students are expected to meet the financial obligations of travel not covered by the school district. **A student who becomes nineteen (19) years of age, on or before August 1, shall be ineligible for interscholastic competition**. A student becomes ineligible for interscholastic competition, regardless of age or grades, at the beginning of his/her ninth semester in high school. Participation in Washington, D.C. Close-up is limited to one (1) year. Enrollment in band, jazz band or chorus is required for travel to Music Festival & be eligible for SE Honors Music. Enrollment in a minimum of one (1) Art course is required to be eligible for the Region 5 Art Festival and All-State Art. **NOTE: No participant may participate in the first competition or event until all fees and forms are submitted and has attended the ASAA TAD INFORMATIONAL SESSIONS.**

GRADE REQUIREMENTS

Any student participating in an interscholastic activity for which grade or credit requirements are established by the ASAA shall meet those requirements. ASAA requires that a student must maintain at least an overall 2.0 GPA during the current semester to remain eligible. Students who do not maintain an overall 2.0 GPA may regain eligibility during the current semester by achieving and maintaining an overall 2.0 GPA within the school's grading system. Students must be in regular attendance at school classes in which enrolled or for which credit is granted (or be enrolled in a district or member school correspondence program)

Petersburg School District additionally requires that students participating in an interscholastic athletic, extracurricular, or co-curricular activity must maintain grades of "C" or better in all courses as reported on the most recent athletic director grade check, mid-quarter or end of quarter grade report to be eligible for competition and/or travel.

A student determined ineligible at the end of the fourth quarter (last quarter of the school year) shall remain ineligible for competition and/or travel until the first official grade determination of the following school year. The student may attend practice during periods of academic ineligibility, including summer workouts. The athletic director or administration will perform activity eligibility grade checks on a regular basis, approximately every week utilizing current quarter grades, including mid-quarter and quarter grade reports. A student is deemed ineligible on their most recent and current quarter grade check if they possess a grade letter of an F, D, or I. The student is ineligible for all travel and/or competition until the student successfully passes the next grade check. Grade checks will take place every Tuesday throughout the school calendar year unless otherwise noted.

A student who receives an "I" (Incomplete) shall remain ineligible for competition and/or travel until the "I" is replaced by a passing grade ("C", "B", "A"). Converting an "I" (Incomplete) to a grade of "D" does not automatically qualify the student for competition and/or travel.

The academic eligibility policy for middle school students (grades 6th-8th) shall reflect similar standards that are applied to high school students (grades 9th-12th). In order to participate in activities in the next quarter of school, students in the middle school grades will need to meet a minimum of passing grades in all core areas (Social Studies, Science, English/Language Arts, and Mathematics) and have a current grade point average of 2.0.

Students completing 8th grade and transitioning to high school will need to meet the above criteria in the final quarter of their 8th grade year in order to establish eligibility as an incoming 9th grade student.

ATTENDANCE REQUIREMENTS

Students must attend all classes on the day of travel or activity, up to departure time for the event. If students leave on a weekend or holiday, students must attend all classes on the last school day before departure. The principal, coach and athletic director may approve special circumstances requiring alternative student travel arrangements. Students must return to school within 1 hour of returning to Petersburg OR as determined by the coach/sponsor and/or athletic director, when returning to Petersburg from school-sponsored travel. Any absence following travel must be excused by the athletic director or principal. Failure to return by stated time will result in an unexcused absence and the student may be ineligible for the next school-sponsored activity.

BEHAVIORAL EXPECTATIONS

Students representing PHS are expected to behave in a mature manner, dress appropriately, and conduct themselves with grace and politeness. Our students have a fine reputation, and we are very proud of it. Participation in activities is a privilege, not a right. A coach or an administrator has the right to deny a student's participation. Students must be making adequate progress on any outstanding detention time, as determined by the principal or his designee, to be eligible to practice or compete.

Petersburg Schools maintains a zero tolerance for students using tobacco, illegal drugs, weapons, and alcoholic beverages. Students are expected to disassociate themselves from situations where alcohol and controlled substances are being illegally used.

If a student is not under school supervision and is issued either a citation, the police have made a report to the school the student and/or parent choose to self-report, or the school otherwise becomes aware of a possible violation, then the school shall investigate the matter and the student will be subject to discipline under these extra-curricular activities rules.

Students representing PHS are expected to obey all school rules and city, state and federal laws. Petersburg School District maintains high expectations of students involved in extracurricular activities, and has taken a firm position that those students should not be using alcohol, tobacco, or illegal substances. Because of the tremendous responsibilities inherent in student activities, it is expected that students will abstain from use and that both students and their parents will honor this rule. Infractions that occur while the student is under school jurisdiction or control may result in more serious discipline.

Traveling students are not allowed to ride in automobiles except those driven by housing parents or school-authorized staff. Students must wear seat belts at all times. Students are not allowed to drive a car in another town while traveling for the school district.

Traveling students who violate laws or school rules may be sent home by the first available transportation, at the students' own expense.

Students may, at the reasonable discretion of the Superintendent, be disciplined for behavior prohibited by student discipline rules as mandated by ASAA, that occurs on or off campus any time of the year if the behavior is either related to school or school activities or is likely to affect student safety or welfare or disrupt the orderly educational process in the District. To the extent appropriate, the Superintendent shall follow the Discipline Chart for Extra-Curricular.

ELIGIBILITY FOR TRAVEL/PARTICIPATION IN SCHOOL ACTIVITIES

As a member of the Alaska School Activities Association, Petersburg High School upholds its by-laws.

In order for a student to be eligible to travel and/or participate in extracurricular activities, he/she must meet the following conditions:

- ✔ Have a current physical examination, student consent form and current signed High School Activities agreement on file in the office. All school fees must be paid before traveling.
- ✔ Be enrolled in at least 2.5 semester credits for 9-11 grade students and 2.0 semester credits for 12th grade students. All students must be on track to graduate according to total credits earned for their given grade level.
- ✔ Have received no D's or F's on the most recent midterm or quarter grade report.
- ✔ Be in compliance with absence limits.
- ✔ Be present in class for the entire school day on the day of an activity or school-sponsored trip. Any exceptions to this, such as a doctor's appointment that cannot be scheduled at another time, must have prior approval of the principal. A student violating this rule will be ineligible to practice, participate or travel on the day of the violation. Check out times will be established for each trip. Failure to check out through the office will result in disciplinary action. Only participating students will be housed.
- ✔ Students should bring sufficient funds for their own expenses. $25 per day for food is recommended, plus additional money for transportation costs. An individual sleeping bag, plus towel, uniform, and warm clothes should be brought.
- ✔ State travel is the responsibility of the student. Payment for state travel will be scheduled with the office.
- ✔ All school fees must be paid prior to the first scheduled event, whether the student travels or not.
- ✔ Student and parent/guardian must sign ASAA's Student and Parent/Guardian Acknowledgement Form.

TRAVEL RULES

While traveling to or engaged in an out-of-district school-sponsored activity, students are expected to follow all rules described herein, as well as those that are a part of the Activities Agreement and any that might be established by the advisor, coach or chaperone.

Housing with a Host Family

1. Students must abide by all rules established by the host family.
2. Students must abide by all curfews established by the coach or sponsor if earlier than item “3” below or in addition to “3” below.
3. Generally, students must be in the house one hour after the event. In special cases, such as an extended school dance, students are permitted to stay out until 1:00 AM
4. **Coach/Sponsor is to contact host parents to provide contact information and any special rules students are expected to follow**.
5. Host parents are to contact the Coach/Sponsor, Activity Director, or Principal should issues or problems arise.
6. No student is allowed to partake of alcoholic beverages, drugs or tobacco. If a student violates this rule, please notify the coach immediately. The housed student is expected to remove himself/herself from any situation where

alcoholic beverages or drugs are being used by contacting his/her coach and/or host family.
7. Host parents are expected to provide one or more meals per day for the students.
8. Housing changes are not generally made. If necessary, any housing changes by students must be approved by the coach, advisor and host high school housing coordinator. The host parent will be notified about any changes.
9. **No housed student may drive any vehicle while being housed with a host family**.
10. Host parents will have working smoke alarms installed in their homes.
11. Host parents are encouraged not to leave students unattended at their home. If the host parent is working during the day, the student can be dropped off with the coach/chaperone.
12. (PCSD Rule) **No student is to be housed alone with a host parent**.
13. (PCSD Rule) **Only students of the same gender may be housed in the same host residence**.

Group housing in a school, church, community facility, etc.

1. **(PCSD Rule)** Coach/Sponsor/Chaperone is to "house" with the team or group when group housing is provided.
2. **(PCSD Rule)** Coaches and Sponsors may release students ***only*** to their parents on district sponsored activity travel.
3. ASAA regulations and PCSD policy prohibit coaches or chaperones from drinking alcohol on school trips.
4. **(PCSD Rule)** Students must be assigned a sleeping area, and an adult (coach/sponsor/chaperone) must be present in the area at all times.
5. When notifying the host school of your intention to group house, state the number of participants, male and female, and the number of chaperones that will be coming.
6. Honor the host schools request regarding when the student needs to vacate the facility.
7. No students are to be in any part of the host facility without a chaperone.
8. No use of any home phone without chaperone permission.
9. Please keep your area clean and policed daily.
10. Please clean the assigned area prior to departure. Leave the facility the same way you found it.
11. Host school will supply phone number contacts in case of problems or emergencies at the school.
12. Mixed groups will be kept in separate rooms, if possible.
13. Students should not leave the housing area without coaches/advisors permission and always with a buddy.
14. If the host school requires you to be group housed, the host school will provide one meal a day.
15. Adhere to host schools rules at all times.
16. Do not prop doors open to the school, the host school will provide keys to school.

Housing in a hotel or related facility

1. **Coach/Sponsor shall establish curfew hours while traveling. The curfew time is not negotiable.**
2. Only students assigned to a room may be in that room after curfew.
3. Students are not allowed in rooms occupied by persons not affiliated with the team or the school they represent.
4. Students are not allowed in rooms assigned to persons of the opposite sex.
5. People not associated with the team or the school shall not be allowed in team rooms.
6. Students on trips may not leave the team unless accompanied by a parent or guardian, the coach or sponsor has given explicit agreement and a written request by the parent/guardian is provided to the coach/sponsor.
7. Students are expected to adhere to all school and team rules and attend all activity/team functions.
8. When in public on road trips, students shall be in groups of three (3) or more.
9. When in a hotel and outside their assigned room, students shall be in groups of two (2) or more.

Rule Infraction Consequences (Student)

In the event a PCSD student should fail to abide by established rules, one or more of the following consequences may apply:

1. The student may be withdrawn from the competition
2. The student may be sent home immediately at his/her parent's expense
3. The student may be suspended from the program for a length of time to be determined by the coach and/or the administration depending on the severity of the infraction
4. The student may be dismissed from the program
5. The student may be subject to further consequences to be determined by the school administration or the Superintendent

Travel “Rules of the Road” (Students)

Petersburg School District students are expected to conduct themselves with honor and integrity at all times while traveling within or outside of the school district. Students should consider themselves ambassadors for their families, school, and community. Travel rules are established for the benefit of participating students, coaches, and chaperones.

1. All school and school district policies are in effect for the duration of the trip as covered in the High School Student Activities Handbook.
2. Students cannot travel if they are not making adequate progress on unserved detention time.
3. Detention unserved at the end of one school year carries over to the beginning of the next school year.
4. Students must participate in at least one meet to be allowed to go to Regionals.
5. Students are expected to follow all directions given by coaches, sponsors, and chaperones.
6. Disrespectful, destructive, or any behavior considered being detrimental to the program or which brings disfavor upon the school or the school district shall not be tolerated. This behavior shall include but is not be limited to:
   a) Alcohol or drug use
   b) Public displays of affection or sexual contact of any kind
   c) Vandalism or trashing of rooms or other property
   e) Shoplifting or other illegal actions
7. **Coaches shall establish curfew hours while traveling for the benefit of the team. The curfew time is not negotiable.**
8. Students on trips may not leave the team unless accompanied by a parent or guardian, or host family, and written permission has been given to, and the coach or sponsor has given explicit agreement.
9. Students are expected to attend all team/group functions.
10. While on school-sponsored trips, students are expected to dress appropriately and to follow the school dress code.
11. Coaches will address the code of conduct to be followed on buses or public transportation.
12. Teams will clean up their areas prior to leaving any competition site.
13. Students shall demonstrate good sportsmanship at all times.
14. Additional rules may apply and shall be covered by the coach or sponsor prior to departure or before certain activities.

TOBACCO, ALCOHOL, DRUGS (T.A.D.) – Extracurricular (PCSD BP 5131.6)

An extracurricular student who receives an alcohol or drug citation shall promptly notify the activity director or principal. Any extracurricular student who fails to do so may forfeit their reduction option or be subject to further disciplinary action once the school learns of the offense. All student(s) and parent(s)/guardian(s) are required to attend the ASAA TAD Introduction Session once (1) per calendar year in order to participate in any practice for any activity.

Determination of Violations

A student is determined to have violated the T.A.D. policy if they use, possess, sell or furnish tobacco, alcohol and/or illegal substances, receive a citation from a law enforcement officer for alcohol or illegal drug violations, or is observed by a Petersburg School District staff member using, possessing or selling tobacco, alcohol and/or illegal substances. Observation by a staff member via the internet, video, picture or other media will be considered.

A member school’s determination that a violation has occurred and its imposition of penalty may not be appealed to ASAA. If a member school or member school district reverses a determination of violation, it shall promptly notify ASAA of such reversal. Violations and penalties are to be based upon noncompliance with the policy by the student participant, by the student’s parents/legal guardians, or both, provided however, that where a violation is based solely upon action or inaction of the parent or legal guardian and not of the student participant, under circumstances completely beyond the control of the student and where it would be manifestly unfair to disqualify the student on this ground, the member school may, at its discretion, withhold imposition of a penalty against the student.

First Offense

The student will be suspended from interscholastic competition for 30 calendar days (as defined in the discipline chart). The student and parent/guardian must complete ASAA’s T.A.D. First Offense educational component before the student may return to practice. The suspension may be reduced to 15 days if the student additionally completes 15 hours of

community service.

First Offense – student self-report

If the student self-reports a personal violation of the tobacco, alcohol or drug policy before the district otherwise learns of the student's actions, and the student did not receive disciplinary action from school officials or law enforcement officers, the district may reduce the first offense suspension to a minimum of 10 calendar days. To regain eligibility, the student must complete all requirements of a first offense violation as stated above and in the chart.

First Offense violation during travel on school-sponsored trip

The student will be suspended from interscholastic competition for 90 calendar days (as defined in the discipline chart). The student and parent/guardian must complete ASAA's T.A.D. First Offense educational component before the student may return to practice. The suspension will be reduced to 45 days if the student additionally completes 15 hours of community service.

Second Offense violation during travel on school-sponsored trip

The student will be suspended from interscholastic competition for 180 calendar days (as defined in discipline chart). The student and parent/guardian must complete ASAA's T.A.D. Second Offense educational components before the student may return to practice. To regain eligibility, the student must enroll and actively participate in Risk Reduction Counseling Assessment program through a certified provider at the student's expense and write an essay on what they learned about the experience. The suspension will be reduced to 90 days if the student additionally completes 20 hours of community service.

Third Offense

The student will be suspended from interscholastic activities and practice for one (1) school year. Both the student and parent/guardian must complete the Third Offense educational component prior to the student's return to competition. While under the period of suspension, the student **may** return to practice after completion of the Third Offense educational component. The student must enroll and actively participate in Risk Reduction Counseling Assessment program through a certified provider at the student's expense. A student may need additional days of practice before returning to competition (See Article 7, Section 7 of the ASAA Policy Manual). A student's suspension may be reduced to 180 calendar days by completing 30 hours of community service as well as meeting the following criteria only on a 3rd Offense: a) seek assessment and counseling/treatment from a local health care professional, b) successfully complete the recommendations of the care provider and submit a letter from the agency, c) demonstrate a commitment to remain substance free, d) make a presentation to the District School Board requesting reinstatement of interscholastic eligibility, e) notify ASAA through the school administration that all conditions have been successfully completed, and f) and request reinstatement from ASAA. *There is no reduction for 4th and further offenses.

Fourth Offense

The student's privilege to participate in interscholastic activities and practice is revoked for one (1) year. Both the student and parent/guardian must complete the 4th Offense educational component prior to the student's return to competition and there will be no forgiveness of calendar days of suspension.

In such case, penalties shall be imposed on the first calendar day following a determination on appeal that a violation has occurred. A student shall be considered ineligible during each calendar day in which a penalty is imposed.

TOBACCO VIOLATION CONSEQUENCES

All violations of only the tobacco policy by an extracurricular student will be subject to the ASAA T.A.D. policy minimum suspensions.

First Offense

The student will be suspended from interscholastic activities and practice for 10 (ten) calendar days (as defined in Section). Fifty (50) percent of the suspension will be forgiven if the student completes 15 hours of community service. The student may return to practice when the student and parent/guardian complete the First Offense educational component.

For tobacco use, if a student under the First Offense Penalty violates the Tobacco Rule within the 10 (ten) calendar day period of suspension, the student's period of suspension will start over again; the First Offense educational component will become mandatory, and no forgiveness will be granted. This process will continue until the student has demonstrated 10

(ten) calendar days without a subsequent tobacco violation.

A student who has not completed a suspension or re-suspension under the first Offense Penalty for violation of the Tobacco Rule does not become subject to imposition of penalties under a Second, Third or Fourth Offense for violation of the Tobacco Rule, until the student has completed all suspensions and re-suspensions under the First Offense Penalty for tobacco use. A student serving a First Offense Penalty under the Tobacco Rule is, however, subject to immediate imposition of a Second Offense Penalty to the extent this is based upon violation of the non-tobacco prohibitions under this Policy.

Second Offense

The student will be suspended from interscholastic activities and practice for forty-five (45) calendar days. Both the student and parent/guardian must complete the Second Offense educational component prior to the student's return to competition and there will be no forgiveness of calendar days of suspension. While under the period of suspension, the student may return to practice after completion of the Second Offense educational component. A student may need additional days of practice before returning to competition (See Article 7, Section 7).

Third Offense

The student will be suspended from interscholastic activities and practice for one (1) school year. Both the student and parent/guardian must complete the Third Offense educational component prior to the student's return to competition. While under the period of suspension, the student **may** return to practice after completion of the Third Offense educational component. The student must enroll and actively participate in Risk Reduction Counseling Assessment program through a certified provider at the student's expense. A student may need additional days of practice before returning to competition (See Article 7, Section 7 of the ASAA Policy Manual). A student's suspension may be reduced to 180 calendar days by completing 30 hours of community service as well as meeting the following criteria only on a 3rd Offense: a) seek assessment and counseling/treatment from a local health care professional, b) successfully complete the recommendations of the care provider and submit a letter from the agency, c) demonstrate a commitment to remain substance free, d) make a presentation to the District School Board requesting reinstatement of interscholastic eligibility, e) notify ASAA through the school administration that all conditions have been successfully completed, and f) and request reinstatement from ASAA.

Fourth Offense

The student's privilege to participate in interscholastic activities and practice is revoked for one (1) calendar year. Both the student and parent/guardian must complete the 4th Offense educational component prior to the student's return to competition and there will be no forgiveness of calendar days of suspension.

These are minimum penalties which may be increased by the member school or member school district, based upon (1) the nature of the violation, (2) the extent to which it occurs on school property or during school activities, and (3) the extent to which it arises in the context of the student's participation in interscholastic activities.

Penalties shall be imposed beginning on the first calendar day following a determination that a violation has occurred. An extra-curricular suspension shall not be postponed while awaiting an appeal hearing except to the extent a school's appeals policy permits a student to continue to participate pending final determination of any appeal filed by the student under such policy. In such a case, penalties shall be imposed on the first calendar day following a determination on appeal that a violation has occurred. A student shall be considered ineligible during each calendar day in which a penalty is imposed.

PHYSICAL EXAMINATIONS

Students must have a physical exam on file before participation in any athletic activity. Students who participate in extracurricular activities are required to have some type of health insurance. Forms are available at the office for purchasing student accident insurance.

NOTE: No participant may participate in the first competition or event until all fees and forms are submitted and has attended the ASAA TAD INFORMATIONAL SESSIONS.

FEES AND TEXTBOOKS

Student fees are collected each year. The basic fee includes a yearbook and admission to all the regular home sports events. Certain subjects within the curriculum also have a required student fee. These fees are collected at the school office.

Students are issued textbooks and all books are identified by the book number and the student's name. It is the responsibility of the student to return the book in good condition with allowance made for general book wear and depreciation. The student is responsible for paying established fees for book damage or loss. Grade cards and/or transcripts will not be released until all fines or fees are paid.

Students are issued laptop computers for their use 24/7 and will be required to pay the insurance fee annually. Students are expected to treat the laptop computers as if they were their own. Gross negligence on the part of students for damage to the laptop computers will result in additional fees. See the technology use policy.

A complete schedule of student fees can be found in the school office or be accessed on the school district website.

FIRE DRILLS

Required fire drills are held monthly during the school year.

SIGNAL: A continual sounding of the fire alarm is the signal to exit immediately
PROCEDURE: Upon hearing the alarm, rise and leave the room briskly and in an orderly way. Form a line and file outside the building according to the instructions of the teacher. When outside, be alert to further instructions so that fire lanes may be kept clear. Return to class at a signal from the principal or teachers.

GRADUATION REQUIREMENTS

The following program meets the requirements for graduation at PHS. Students are required to complete a minimum of eight semesters (or the equivalent) of high school work as well as the following:

English	4 credits	(1 credit each year for 4 years)
Science	*3 credits	(1 credit each year of 9th & 10th Biology and Intro to Chemistry recommended; with one additional science elective)
Math	3 credits	(in grades 9, 10 and 11 recommended)
Social Studies	3 credits	(1 credit each for US History and World History, ½ credit for Alaska History and ½ credit for American Government.)
P.E.	1 credit	(½ credit allowed for participation in district-funded extracurricular sport or approved dance program, Viking Swim club or other school-approved activity program beginning in grade 10. Participation in two such activities will be required to earn ½ credit)**
Health	½ credit	
Electives	9.5 credits	
TOTAL CREDITS	24	

*Note: the graduation requirement for 3 science credits will begin with the Class of 2027, all prior graduating classes will be grandfathered into the 2 science credit requirement.

**To be approved, the dance program must meet the following criteria:

established program for three (3) years
taught by a qualified and recognized instructor
holds a public performance
willing to participate in granting credit option and to follow school requirements for participation
willing to document minimum of 75 hours of physical activity

The Superintendent may recommend to the Board that the eight-semester attendance requirement be waived in the case of students who have completed all requirements for graduation. Early graduation requires approval of the School Board on an individual basis. The student requesting early graduation must have an education plan filed with the Board.

For existing high school students, the selection of Valedictorian, Salutatorian, and Historian will be determined at the end of the 2nd semester of the graduating class's senior year. The student with the highest GPA, carried out to the ten thousandths decimal place, will be selected as Valedictorian and the student with the next highest GPA will be selected as the Salutatorian, and the student with the next highest GPA will be selected as the Historian. If there is a tie in GPA, more than one Valedictorian, Salutatorian or Historian will be selected. The selection for Valedictorian, Salutatorian, and Historian will be determined based on a weighted grade point scale. (AR 5127)

Students need 24 credits to graduate. Students will not be allowed to participate in the graduation ceremony unless they have successfully completed all requirements. Students graduating from a non-district sponsored homeschool program are not eligible to participate in the graduation ceremony. In order to participate in the graduation ceremony, a student must be enrolled as a student in Petersburg School District. (BP 5127)

Study Hall classes do not receive credit. Resource classes are on a Pass/Fail grading scale.

Recognizing that the graduation ceremony is a school-sponsored, community celebration, student attire must comply with current district policies. This includes language and images on the graduation hat, gown and visible clothes worn underneath the gown must be in compliance with school policies. Violations will result in district staff requiring removal of the hat/gown prior to the graduation ceremony and replacing it with non-decorated attire.

All transfer of credits to Petersburg High School must come from a school accredited by AdvancED, the only body to be recognized by the State Department of Education and Early Development (DEED). Credits from alternative educational programs must fit the adopted statutory definition, in AS 14.30.365 (c) (1), of "alternative education program" as a public secondary school that provides a nontraditional education program, including the Alaska Military Youth Academy; a public vocational, remedial or theme-based program; a home school program that is accredited, as defined in this section; a charter school authorized under AS 14.030.250-14.03.290; a statewide correspondence school that enrolls students that reside outside of the district in which the student resides and provides less than 3 hours a week of scheduled face-to-face student interactions in the same location with a teacher who is certified under AS 14.20.020

GUIDANCE PROGRAM

A counselor is available to assist all students with personal and school problems and to assist them with educational and vocational planning. However, he/she will not choose a program for you. The final choice must rest with the parent and student. Some examples of how the counselor can help you are as follows: class scheduling, job exploration, post-secondary training selection, information on financial aid, planning for careers and life work, and personal social issues.

PHS classes are designed for classroom participation, not individual study. The superintendent or designee may allow home study programs based on PHS classes, if warranted.

Students may elect any course, for which they are otherwise qualified, without regard to race, color, creed, sex or handicap. Questions regarding discrimination should be referred to the Title IX and section 504 coordinator/Director of SPED Services.

GUN FREE SCHOOLS

By state law, any student who is determined to have brought a gun or other firearm to a school in the district shall be expelled from the district for a period of not less than one year. The Board may, on its own initiative or on the

recommendation of the Superintendent, modify the expulsion requirement on a case-by-case basis. The term "firearm" means a firearm as defined in Section 921 of Title 18 of the United States Code and includes bombs and other incendiary devices. The term also includes parts from which a firearm may be assembled.

HALLWAY BEHAVIOR

Students are to be in the classroom or library when school is in session unless they have permission from the teacher. Those who receive such permission for a good reason are expected to be quiet while in the halls. The school is not an appropriate place to show intimate affection.

HARASSMENT

All students and staff have a right to a safe educational environment. Sexual harassment interferes with this right and will not be tolerated. Sexual harassment is specifically prohibited by state and federal law. Harassment includes unwanted sexual comments and behaviors, as well as racially or religiously oriented remarks and other behaviors that prevent a student from being comfortable in their school environment. Harassment may be directed toward persons of the same or opposite sex. Concerns about harassment should be brought to the attention of a teacher, counselor or principal so that appropriate action can be taken.

HELP FROM TEACHERS

Teachers will be glad to assist students who are having difficulty with their courses; however, it is the student's responsibility to ask for help and obtain make-up assignments. Teachers are available before and after school and by appointment. One may ask for additional help or tutoring from our special services teacher.

HONOR ROLL

An honor roll will be calculated at the close of each semester. A student must have an average of 3.3 or higher to be eligible. High honor roll is considered 3.5 and above and certificates will be issued for this achievement. Students must be enrolled in a minimum of six classes at PHS to be eligible for honor roll. A "D" in any class disqualifies a student for honor roll.

IMMUNIZATIONS and HEALTH SCREENINGS

State law requires that students complete their immunization program before being allowed to attend school.

All students may be screened for health statistics (such as height and weight) every school year, performed by a certified nurse, typically the school nurse, if applicable. All results are confidential and are only reported by student number to the state. Parents or students who wish to not have health screenings done at the school must notify the office staff.

LENGTH OF SCHOOL DAY

Petersburg High School begins at 8:05 A.M., and continues until 3:00 P.M. Monday through Thursday. Students will be released at 2:00 P.M. on Friday.

LIBRARY

Our library supports the curriculum of the middle school and the high school. It is part of the Alaska Library Network and is connected electronically to the Petersburg Public Library. A common library card serves both facilities. The library houses a collection of books, periodicals, non-print media and audio-visual equipment.

The librarian maintains a study atmosphere in the library and all students are encouraged to use the library any time during the school day. There are no fines. Library check-out privileges may be suspended until overdue books are returned. Students are responsible for material they check out and must pay replacement costs of lost or damaged materials.

LOCKERS

Every student is issued a locker and combination on the first day of school. Personal valuables can be checked into the office to be kept secure. The high school accepts no responsibility for theft from lockers.

Your lockers are not your property. They may be inspected periodically.

MOTOR VEHICLES

Angled parking on Charles W. Street is reserved for school employees.
Students are not allowed to park in visitor parking in front of the school during the school day.
All drivers must take great care when parking and driving near the school.
Weapons, including guns, are not allowed in parked vehicles.
Remember that very small children are walking in the area and they are especially difficult to see; please drive slowly and cautiously.

Student-operated vehicles may not be used to travel to and from off-campus class activities without signed parent permission on file in the principal's office. Cases of speeding or reckless driving and improper parking will be reported to the police department. When a student parks his/her vehicle, it should be locked. The school assumes no responsibility for vehicles or their contents. Moving violations in the school zone have the consequence of double the fines and points. Illegally parked vehicles may have a district parking boot placed on the vehicle's wheel. Students will receive one warning, then the fine to remove the district parking boot is $85.00, to be paid at the district office.

NATIONAL HONOR SOCIETY

Seniors, juniors and sophomores with a 3.6 grade point average are eligible for selection. Selection is also based upon leadership, service, and character. Members must maintain the high standards which warranted their election or they will be dropped from the society. National Honor Society members are expected to take challenging math, science, and English classes each year.
(web site: www.nhs.us)

NONDISCRIMINATION POLICY

Petersburg School District does not discriminate on the basis of age, gender, race, color, religion, national origin, ethnic group, marital or parental status, physical or mental disability or any other unlawful consideration. in providing educational services, activities, and programs, including vocational and career technology education programs. Petersburg School District complies with Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; Title II of the Americans with Disabilities Act of 1990 ("ADA"), as amended, which incorporates and expands upon the requirements of Section 504 of the Rehabilitation Act of 1973, as amended; the Age Discrimination Act of 1975, as amended; and any other legally-protected classification or status protected by applicable law. Any questions or concerns about Petersburg School District's compliance with these federal programs should be brought to the attention of the following persons designated as being responsible for coordinating compliance with these requirements:

For more information regarding accommodations, civil rights or grievance procedures, contact: Superintendent Taylor at (877) 526-7656, Petersburg School District, 201 Charles W. St., PO Box 289, Petersburg, Alaska, 99833.

For more information regarding Title IX regulations or to file a grievance contact. Mara Lutomski, Title IX coordinator at 877-526-7656 x100 Petersburg School District, 201 Charles W. St. PO Box 289, Petersburg, Alaska, 99833.

Petersburg School District will take steps to assure that lack of English language skills will not be a barrier to admission and participation in all educational and vocational programs.

PART-TIME ENROLLMENT

Students who are enrolled in another school as their primary school may also enroll at Petersburg High School, if space is available in the desired classes. Part-time students will enroll after full time students have registered. Continued enrollment in classes by part-time students will be predicated on academic performance and attendance. Failure to

attend regularly and meet minimum academic requirements may result in students losing the opportunity to occupy seats in classes.

Students at PHS may register for dual enrollment with other accredited schools with the principal/counselor approval. Correspondence classes should be scheduled outside the regular school day. Student requests for correspondence study during the school day at Petersburg High School will be considered only if the student is a junior or senior, and has the principal's permission. Exceptions may be made with administrative approval. Distance delivery instruction as a way to expand and enrich PHS existing curriculum and/or to provide opportunities to make up credits needed for graduation, require principal/counselor approval. Students enrolled in distance delivery classes need to pay close attention to timelines and due dates in order to complete courses in a timely manner; a semester class must be completed within a semester.

Part-time students will need to request to attend school day activities outside of their scheduled enrollments. Additional criteria may apply to participate in these events.

Senior students on track for graduation may request to be released from a period of the scheduled day. A plan with parent/guardian approval will need to be approved by the principal. The maximum number of released periods is three.

PASS/FAIL CLASSES

There are PHS classes that are offered as Pass/Fail meaning the recorded grade will be a P for Pass or an F for Fail. These courses may receive credit but are not calculated into the Grade Point Average.

Study Hall is a non-credit earning class.
AP Study Release is a non-credit earning class.
Resource is a credit based study hall class. Students with IEP can earn up to .5 credit per class for a maximum of 2 classes per semester depending on needs and prior discussion. Students on a 504 plan can earn up to .5 per semester. This is a Pass/Fail grade contingent upon time use during classes*.*
Students enrolling in Elementary Tutor will need to complete an application and return to the counselor prior to the start of the semester.. A student's first year of Elementary Tutor is a credit-earning class with a Pass/Fail grade contingent on completion of assignments. In order to participate in successive years, students will need to enroll in and complete the Educator's Rising course, or other Child Development course. The student would then receive a letter grade and .5 credit credit for the additional course and a Pass/Fail grade and .5 credit per semester for the Elementary Tutor course.
Students enrolled as a Teacher's Aide may receive .25 credit per semester with a Pass/Fail grade.
Students interested in Business Co-op will need to complete an application with their employer and parent/guardian and return it to the principal and counselor prior to the start of the semester. Students may be enrolled in no more than 2 periods per semester in this credit earning course.

PBIS

PBIS (Positive Behavior Interventions and Supports) is a school-wide, proactive approach, which emphasizes the instruction of social skills, data-based decision making, and the prevention of problematic behavior. While fostering positive behaviors and interactions, PBIS also improves academic performance.
The most important part of PBIS is teaching expected behaviors. This is accomplished by utilizing a school-wide matrix of behaviors, which encompasses the three main expectations of Petersburg School District -- Be Safe, Be Respectful, and Be Responsible.

PHYSICAL EDUCATION AND ATHLETICS HEALTH RESTRICTION

A student who has been removed from participation in physical education class, an athletic practice or game for serious physical injury or medical condition by a supervising adult (i.e. coach, parent, athletic director, etc.) may not return to play until the student has been evaluated, diagnosed and cleared for participation by a licensed practitioner, which may be:

1) A health care provider licensed in Alaska, or exempt from licensure under Alaska law (*AS 08.64.370(1), (2), or (4)*,

OR

2) a person acting at the direction and under the supervision of a physician licensed in Alaska, or exempt from licensure.

If your child has a diagnosis that may restrict or limit his/her activities in physical education, then your child's doctor must fill out a Release From School form and have it submitted to the school office at the beginning of the school year or prior to the beginning of the next school day. The doctor must specify the amount of time this form is valid. Note that a student who is unable to participate in physical education is not able to participate in interscholastic sports and may be excluded from certain field trips.

The following health conditions may require a completed Release From School form:

- Asthma
- Heart Conditions, including murmurs
- Orthopedic problems
- Cerebral Palsy
- Seizure Disorder
- History of head injury, dizziness and/or fainting
- Any other disease/illness that may restrict physical activity.

During the school year, your son/daughter may sustain an illness or injury that will require your child to be excluded or restricted from participating in physical education and interscholastic activities. All notes from a medical professional or parent must be brought to the school office for your child to be excused from gym. Petersburg School District limits parent excuses to 3 days for each quarter in the MS and 3 days per semester in the HS. Students requiring more than the above exclusion/restriction must bring in a doctor's note to be excused (see above). Additional excused days of physical education may be required to be made up with the PE teacher.
Parents who are a licensed practitioner cannot excuse their own child, as legal documentation must come from a third party medical professional.

POST HIGH SCHOOL EDUCATION

Information about colleges, technical and vocational schools is available in the school counselor's office. Together with your parents and the school counselor, you should begin planning for your future. For those who plan to continue their studies after high school graduation, there are a number of scholarships and student loans available to help you financially. These financial aids are announced in the early spring, and it is the student's responsibility to apply for this assistance. Parents and students should begin this process at least during the student's junior year in high school.

POWERSCHOOL

Petersburg High School can provide parents and students access to current grades and attendance through the Internet. The following website will allow you access to your information: http://pcsd.powerschool.com/public/home.html
For security purposes, parents and students are assigned unique usernames and passwords for each individual student at PHS. To receive your ID and password, contact the high school office.

PROGRESS REPORTS IMPROVEMENT NOTICES

A progress report is sent home every mid-quarter (four to five weeks) to the parents of those students whose work is failing or near failing. The purpose of this notice is to notify the student and parent that the course work is below par and that additional work will be necessary on the part of the student in order to prevent failing. Limited tutorial help is also available to students. All students involved in extracurricular activities will have their grades checked regularly by the coaching staff, in addition to every mid-quarter as well. Student's grades and course progress may be checked anytime via Powerschool student information system at www.pcsd.powerschool.com

Improved work notices may also be sent to the parent of students whose work has improved. Through this notice a teacher can express his/her congratulations and encouragement to the student in hopes that the student will continue in this manner.

REPORT CARDS AND GRADING SYSTEM

Report cards are issued every nine weeks. These cards should be shared and discussed with your parents. It is not necessary to return these cards to the school because you will receive a new card at the end of each nine-week period. Our grading system is as follows:

Standard 4.0 Scale

A	Outstanding Achievement	4.0 grade points
A-		3.7
B+		3.4
B	Above Average Achievement	3.0
B-		2.7
C+		2.4
C	Average Achievement	2.0
C-		1.7
D+		1.4
D	Below Average Achievement	1.0
D-		0.7
F	Failing	0
I	Incomplete	0
NG	No Grade	0
M	Insufficient data/credit by another institution	

Advanced Placement 5.0 Scale

A	Outstanding Achievement	5.0 grade points
A-		4.7
B+		4.4
B	Above Avg. Achievement	4.0
B-		3.7
C+		3.4
C	Average Achievement	3.0
C-		2.7

Grade Point Averages (GPA) will be calculated using a 4.0 scale. For purposes of GPA, Advanced Placement (AP) courses will be calculated on a 5.0 scale if students complete the course in good standing (70% of higher) and take the AP exam associated with the course. GPA will include plus and minus grading on a student's transcript. Student transcripts include both a weighted and unweighted GPA.

A student may take one elective course on a pass/fail basis each semester (does not include courses required for graduation, such as American Government, English I, etc.) The pass/fail grade will not be used in the computation of your grade point average. Such an election must be made and the teacher and the counselor notified within the first two weeks of the course. An Incomplete grade must be made up within two weeks. If not made up within two weeks after the end of the term, an incomplete will be assigned the grade that indicates the student's earned progress during that term. Classes taken for credit recovery can only receive a maximum grade of 70%.

RE-TAKING A CLASS

Secondary Credit Recovery Programs

The recovery of credit for secondary students is essential to fulfill graduation requirements and meet prerequisites for moving into more advanced classes. We would like to propose the following, multi-option program to allow as many acceptable options for students to progress successfully in their educational journey.

Option One: Class Repetition

Students may repeat a complete course to raise an existing grade.

This requires:

- Adding the course to their regular class schedule
- Completing all course work as designed by the course instructor
- Receiving a higher grade than previously attained

As a result of using this option, students will receive credit and GPA adjustments according to the performance achieved in the second attempt. For example, the student scores a "C" letter grade in the second attempt at the course. This would replace the existing "F" on their transcript and would add the corresponding grade points into their cumulative GPA.

This option is available only once.

Option Two: Pass/Fail

Students complete the failed portions of the class.

This requires:

- Students to attend after school credit recovery sessions until all work is completed within a predetermined time frame.
- Students who complete the areas of the class that they fail will receive a “Pass” grade on their transcripts
- The Pass, or P, grade on the transcript would grant credit towards graduation or advancement but would not add points to the GPA
- The previous class would remain on the transcript as an “F” and would impact GPA.

As a result of using this option, students will receive credit according to the performance achieved in the second attempt. There would be no effect on GPA or GPA related eligibility.

Option Three: Approved Correspondence Courses

Students complete an entire replacement course from a district approved correspondence program.

This requires:

- Purchasing the course using personal funds
- Completing the course within a predetermined time frame.
- Completing all course work as designed by the vendor
- Receiving a higher grade than previously attained

As a result of using this option, students will receive credit and GPA adjustments according to the performance achieved in the second attempt. For example, the student scores a “C” letter grade in the second attempt at the course. This would replace the existing “F” on their transcript and would add the corresponding grade points into their cumulative GPA.
However, in cases of a tie in class ranking, the student who retook a class will receive the lower ranking.

It should also be noted that students are given credit and a grade each time they take repeatable classes (i.e., band, physical education, chorus, etc).

SAFE SCHOOLS AND CRISIS RESPONSE

Students need to feel safe within their school. The District has a crisis response plan. Procedures are in place for a response to threats of attack, shooting in the school and hostage situations as well as other dangerous situations, including a death. The response team consists of staff, parents, students, police, clergy, and social service professionals.

Students who are aware of plans that would endanger any member of the school community or school property should contact the principal or Superintendent immediately to let them know about the situation. A student should never hesitate to contact school officials or Crime Stoppers (772-7463) with knowledge concerning threats towards another student, staff member or the school buildings. What one student may believe to be an insignificant threat could, in actuality, be the only information known to prevent a tragedy. Students sharing information with school officials can know that their efforts will be respected and valued even if the threat proves to be uneventful.

EMERGENCY PROCEDURES and Emergency Commands:
A.L.I.C.E. is a school safety program created in the year 2000 to offer additional options to students and staff in dealing with an armed intruder situation. Two of the individuals who founded and developed the program are long-term law enforcement professionals. A 30-year educational professional is a member of the team and works to ensure that A.L.I.C.E. teaching/training materials are age-appropriate, psychologically sound, and address the issues of individuals with special needs.

A.L.I.C.E. is an acronym that stands for:
ALERT: Get the word out that a threat exists.
LOCKDOWN: Secure a place to stay as much as possible as a starting point to buy time.
INFORM: Give constant, real-time information throughout the building using all available technology.
COUNTER: This is a last resort. Individuals are unable to escape. Countering may be as simple as creating a distraction to allow opportunities to escape.
EVACUATE: The goal is to move students out of the danger zone. It’s important to be prepared to

escape.

Traditionally, schools have used a procedure known as “lockdown” which essentially means locking the school building and classrooms and having students and teachers take shelter in their classroom. We believe that offering additional age-appropriate options will allow our students and teachers to be better prepared if a crisis situation occurs. Providing a constant flow of information to everyone in the building can allow opportunities to safely evacuate the building. An important goal of the A.L.I.C.E. program is to evacuate as many people as possible to a safe place.

SIGNAL: A repeating two-toned sounding of the alarm is the signal for students to quickly enter the nearest classroom.
PROCEDURE: Once within the classroom, students should follow the teacher’s directions for lock down procedures

SCHEDULING OF CLASSES

All students must enroll in seven (7) classes each semester of the school year, unless approved by the principal.
A student who drops a course during the first two weeks of the semester may do so without any entry on his/her permanent record card. A student who drops a course after the first two weeks of the semester shall receive an W/F grade on his/her permanent record, unless otherwise decided by the principal or designee because of extenuating circumstances.
Most classes earn one credit for a year’s work. Teacher aide earns ½ credit for a full year's time, and can only be taken twice during a student's school career, unless approved by the principal. Only Juniors and Seniors are eligible to request a teacher aide position with approval by school administration. Students who desire to be a teacher aide must have C’s or better in all classes on their last semester grades.

SCHOOL CALENDAR

All approved student activities must be placed on the school calendar in the office a minimum of one week in advance of the scheduled date. Activity Request forms are available in the office. Forms must be completed and signed by an advisor and the principal and returned to the office one week prior to the event.

SEARCH AND SEIZURE

BP 5145.12
All lockers and other containers provided to students by the District are owned, supervised and controlled by the District. Lockers and other District-provided containers are subject to search by the Superintendent, or designee, who may authorize a District employee to search them at any time. Authorization to search is specified in school board policy. No decorations allowed on the outside or inside of the locker unless approved by the office.

Any District administrator may conduct searches when there are reasonable grounds or suspicion that the search will uncover evidence that the student is violating the law or the rules of the district or the school. The use of drug-detection dogs and metal detectors, or similar detection devices, may be used upon express authorization of the Board/Superintendent.

The Superintendent or designee may request a drug test from a student, if they have reasonable cause to suspect that the student is under the influence of alcohol or a controlled substance not prescribed as required by law. A student’s failure to comply upon request pursuant to this policy will be used as evidence against the student in a disciplinary proceeding and will subject the student to other sanctions by board policies and school rules.

Items discovered in the course of a search that are illegal or violate school or district rules shall be seized. If the seized item is not illegal to possess, but is prohibited on school grounds, the item may be returned to the student's parent(s) or guardian at the end of the school day. If the item is illegal to possess, the Superintendent or designee may direct that the item be surrendered to police.

A reasonable attempt will be made to notify the student's parent(s) or guardian before a search has taken place, if practical. If prior notification is not practical, a reasonable attempt will be made to notify the student’s parent(s) or

guardian after a search has taken place. The notification shall include the reason for the search and the nature of any contraband discovered.

SEXUAL HARASSMENT

The Board shall not tolerate the sexual harassment of any student by any other student or any district employee. Any student or employee who is found guilty of sexual harassment shall be subject to disciplinary action.

Students or staff should immediately report incidences of sexual harassment to the principal or designee. The Superintendent or designee shall promptly investigate each complaint of sexual harassment in a way that ensures the privacy of all parties concerned. In no case shall the student be required to resolve the complaint directly with the offending person. BP 5145.7(a). Sexual Harassment complaints shall be reported to the Title IX Coordinator Mara Lutomski at titleix@pcsd.us

STUDENT COUNCIL

The student council is a learning opportunity for PHS students to develop and promote commitments to citizenship, scholarship, leadership, human relations and cultural values. The student council teaches and provides the means through representative government to develop decision-making skills. Classes report their activities and concerns through their elected representative to the council. Council activities and decisions are in turn reported back to classes, organizations and faculty. Decisions and requests of the student council are communicated to the administration, faculty, and school board through the student council school board representative.
The student council is made up of elected Associated Student Body Officers (president, vice president, secretary, treasurer, sergeant-of-arms (ASB Executive Board), city council representative, school board representative, curriculum steering committee representative, library board representative, parks and rec representative, public safety representative), the president and class representative for each class. Student council meetings are scheduled monthly or more regularly.

An agenda will be prepared by the president prior to meetings and Robert's Rules of Order are followed during meetings.

STUDENT INFORMATION RELEASE

Release of Information to military recruiters

The federal Elementary and Secondary Education Act requires all local education agencies to provide to military recruiters, upon their request, the name, address and telephone number (including unlisted number) of secondary school students. Although military recruiters focus their efforts on high school juniors and seniors, the law allows for the gathering of this information from the broad category of “secondary” students, defined as students in grades 7 through 12. If any secondary student or the parent/guardian of a secondary student does not want the District to provide the requested information to military recruiters, the secondary student or the parent/guardian must "opt out" of providing such information by submitting a signed, written request to this effect.

Institutions of Higher Learning information release

The Every Student Succeeds Act of 2015 (ESSA) requires all local education agencies to provide to institutions of higher education, upon their request, the name, address, and telephone number of secondary school students. Although post-secondary institutions/ schools focus their efforts on high school juniors and seniors, the law allows for the gathering of this information from secondary students. If any eligible student (18 years of age) or the parent/guardian of a secondary student does not want the District to provide the requested information to institutions of higher education, the secondary student or the parent/guardian must "opt out" of providing such information by submitting a signed, written request to this effect.

STUDENTS' RIGHTS, RESPONSIBILITIES and GRIEVANCE PROCEDURES

PHS students have the right to learn in school without interruption. Any school attempting to serve the needs of hundreds of individuals must, in order to protect the rights of all, establish guidelines so that all will know how to pattern their behavior. Many rules are unnecessary if members of the organization keep in mind their purpose for being here and are considerate toward the rights of others. Honesty, fairness, ambition and understanding are character traits that we should continually work to develop.

Students are guaranteed the right to appropriately express themselves, conduct meetings and carry out actions in accordance with the democratic process, and through the student council organization which has been established for the purpose of learning and practicing this process.

Care and respect for the physical condition of the buildings and grounds are the responsibility of us all.

School rules have been made to protect every student's right to learn. If a student breaks a school rule, it means they are interfering with the right of others to learn. Remember that a lot of thought has gone into making school rules. They have not been made to upset students or to make adults happy. They are there for student protection!

All school rules are related to law that guarantees a free, public school education to all people ages seven through sixteen. No one can take that right away from students without a good reason. Such "good reasons" are related to behavior. If students behave in a way that endangers other people, their right to a free education can be taken away. Also, if students interfere with the education of others, their rights can be taken away.

Principals and teachers have the responsibility to keep the school safe and secure. Students have the responsibility to always behave in a safe and secure manner. When student behavior is not responsible, consequences result.

If there are any questions relating to student rights, contact the principal. Petersburg Schools are committed to providing an effective means for parents and the community to voice concerns and complaints. In general, the complaint should be received and addressed at the level closest to which the complaint originated. For example, if it involves a teacher, first talk to that individual. If you are still concerned, talk with the principal. Then if you are still concerned, make an appointment to talk with the Superintendent.

A grievance as defined herein is a written complaint, registered by identifiable individuals, involving an alleged violation of the Federal laws or regulations governing Title IX, Section 504, and Title II by the local educational agency. A grievance is a formal complaint regarding specific decisions made by school personnel. A grievance may be submitted in specific circumstances such as when a student or parent believes that board policy or law has been misapplied, misinterpreted, or violated. Any claims of discrimination on the basis of race, color, national origin, sex, pregnancy, religion, age, or disability also may be submitted as a grievance.

The Petersburg School District recognizes that in accordance with Title IX of the Educational Amendments of 1972 and Section 504 of the Rehabilitation Act of 1973, a procedure is required whereby parents, employees and students can be assured of a prompt and fair disposition of their grievances.

A grievance must be filed as soon as possible but no longer than 30 days after disclosure or discovery of the facts giving rise to the grievance. A student who has a grievance must provide the following information in writing to the principal:
• The name of the school district employee or other individual whose decision or action is at issue;
• The specific decision(s) or actions at issue;
• Any board policy or law that the parent or student believes has been misapplied, misinterpreted, or violated; and
• The specific resolution desired

The right to file a complaint shall be afforded to any parent, employee, and/or student, and the general public and shall begin with a written statement by said parent, employee, and/or student alleging a violation of the Federal law or include, as a minimum, the following information:

a. the name and address of the party or parties alleging the violation, and
b. a description of the alleged violation of the Federal law or regulation by the local educational agency.

Persons who desire to register complaints relative to Title IX of the Educational Amendments of 1972 should direct these complaints or other inquiries to the Title IX Coordinator at:
Petersburg School District
Title IX Coordinator
P.O. Box 289

Petersburg, Alaska 99833
Tel: (877)-526-7656 x100
Email: titleix@pcsd.us

Persons who register complaints relative to Section 504 of the Rehabilitation Act of 1973 or Title II of the Americans with Disabilities Act of 1990 should direct these inquiries to the Section 504 Coordinator of the ADA Coordinator at:
Petersburg School District
Superintendent's Office
P.O. Box 289
Petersburg, Alaska 99833
Tel: 877-526-7656 X100
Email: exec@pcsd.us

Upon receipt of a complaint the, Petersburg School District shall adhere to the following procedures:
1. The principal shall investigate, except in situations related to Title IX incidents, the alleged violation and shall render a written resolution of the complaint in a prompt and thorough manner. Title IX incidents will be investigated by the Title IX investigator.
2. The principal shall provide an opportunity for the complainant or the complainant's representative, or both, to present evidence, including an opportunity to question the parties involved.
3. Upon receipt of the principal's resolution to the complaint, the party alleging the violation has the right to appeal this decision to the Superintendent within thirty (30) days. The superintendent will render a final decision within thirty (30) days from the date the appeal is received.

VIRTUAL HIGH SCHOOL (VHS)

Virtual High School is a non-profit consortium of schools that offer full-semester online courses to the participating schools' students. PHS is a participant in this consortium and therefore will be integrating the VHS program and its course offering into our existing curriculum. There are 25 VHS student seats available for PHS students each semester.

Selection of VHS students will be based on rubric graded scores of an application packet. The application process will include, but is not limited to, evaluation of a Pre-Student Survey, Personal Questionnaire, two teacher evaluations and consideration of student activities, resources, academic standing, and transcripts. A baseline will be established for admittance to the VHS program and a minimum score will be necessary for acceptance. No student can be guaranteed admittance.

Each VHS class is one semester in length and worth ½ of a PHS credit. PHS VHS students will be expected to commit to one full year (2 semesters) of VHS classes and can take one VHS course per semester. This will translate into one full PHS credit. If a course is offered at both PHS and VHS it is expected that students will enroll in the PHS offering. Challenges to such an expectation are reviewed by an evaluation board consisting of the SC (Site coordinator), Counselor, Principal, Teacher of the subject being challenged, Student, and an Advocate of the student's choice (i.e. parent/guardian/teacher).

Students enrolling in VHS are scheduled with one class period to devote to VHS work. The SC will be the teacher responsible for VHS students. Workspace and place are authorized by the SC. AP Courses taken through VHS are subject to an additional fee payable to the school by the student prior to the first day of instruction. Students enrolling in Advanced Placement courses may be eligible, depending on course load, to obtain a Release Period for the purpose of completing VHS AP coursework.

The VHS calendar schedule is not the same as that of PHS; consequently VHS classes will be in session days that PHS is not. PHS VHS students will be accountable for work on all VHS scheduled class days, regardless of the Petersburg High School calendar schedule.

All VHS grades are final. Grades cannot be replaced or adjusted. Quarterly grade checks for VHS will be determined by the VHS calendar and the most recent VHS grade check prior to the Petersburg High School grade check date. For example, if the VHS grade check is March 15 and the PHS grade check is March 20th, grades from VHS on the 15th will be used to determine eligibility on March 20th.

Some VHS courses have additional fees associated with enrollment, such as Advanced Placement (AP) VHS classes. Students are responsible for all VHS fees associated with each class in which their child is enrolled. Families will receive communication from PHS before being charged VHS fees. Withdrawing from a VHS course follows the same guidelines as PHS classes, and the student may be responsible for VHS fees resulting from withdrawing.
Petersburg School District will sometimes offer courses through vendors similar to VHS that incur charges to the school and/or student. For these courses that the school district sponsors, the student may be responsible for fees if they fail to complete the course in good standing. Families will be notified in advance when their child has enrolled in such a course.

Behavior consequences for VHS courses will follow the district's cheating/plagiarism policy for assignments, tests, and writing. Academic consequences will be applied at the discretion of the VHS instructor.

VISITORS

Visitors to the school must check into the office. They must have the principal's and teacher's permission before attending class.

WITHDRAWAL FROM SCHOOL

A student wishing to withdraw from PHS must inform the principal and circulate a withdrawal form, signed by the parent/guardian, to each teacher for signatures from whom the student is currently taking a course. The teacher will verify that books have been turned in and indicate the grade earned at the time of withdrawal. The librarian must also initial the withdrawal form to indicate that all books have been turned in to the library. All fines must be paid prior to withdrawal. Before a student withdraws, an exit interview with the school counselor and principal must be completed.

Transcripts will not be sent to other schools until the student has met all obligations to PHS. Students who plan to transfer to another school should notify the office so transcripts can be sent without delay.

GLOSSARY

Aggressive behavior: physical behaviors directed toward another person including, but not limited to, kicking, hitting, biting, shoving, tripping or slapping.

Assault, physical: to intentionally, knowingly and recklessly cause or act in an attempt to cause physical injury to another, assault includes, but is not limited to, aggressive behavior.

Assault, verbal: to place another person in fear of imminent physical injury by words and/or conduct.

Bullying: a form of aggression and occurs when a person(s) who perceives a power imbalance, willfully subjects another person (victim), whoever he or she may be, to an intentional, unwanted and unprovoked hurtful verbal and/or physical action(s) which result(s) in the victim feeling oppressed (stress, injury, discomfort) at any school site or school-sponsored activity or event. Bullying may also occur as various forms of hazing, including initiation rites perpetrated against a new student or a new member of a team. The behavior is repeated.

Cheating: submitting someone else's work as your own or providing your work to another, giving another student answers on an exam, and providing answers electronically. Using any resources not from your own brain, which includes any screen shot of tests; any other tab open/swiping screens; using vocab hover tool; leaving test open for other students to study from for retake.

Detention: assignment to a designated area before, during or after school.

Drug: an illicit substance.

Drug/Alcohol Free School Zone: Federal and State statutes provide for penalties for the distribution of drugs within 500 feet of a school, the "Drug Free School Zone", subject to the following conditions:

Does not require knowledge of the proximity of a school.
Does not require evidence that children are currently or likely to congregate
Does not require proof that the sale of drugs had a detrimental effect on children

Drug paraphernalia: includes, but is not limited to, any item or device used to conceal, process, prepare, inject, ingest, inhale or otherwise introduce a substance into the human body.

Expulsion: removal of a student from the physical and academic school premises, including school activities, for at least the remainder of the current semester but not to exceed one (1) year.

Fighting: mutual use of physical force by two or more students in circumstances in which it is not possible to determine the aggressor.

Firearm: includes any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive. Firearms also include any type of weapon by whatever name which will or may be readily converted to expel a projectile by the action of an explosive or other propellant and which has any barrel or bore of more than one-half inch in diameter; or as defined in section 921 of Title 18, United States Code.

Harass: to persistently act in a manner (verbal or physical) which serves to distress, annoy or torment another person or to act in such an extreme manner in a single incident to severely distress, annoy or torment another.

Hazing: initiation rites perpetrated against a new student, new member, or lower classmen.

In-school suspension: removal of a student from the classroom and school activities by an administrator or designee and assignment to a designated room or area within the school building. Lunch may be eaten in the ISS room or a lunch time other than the regular time may be assigned. The student in ISS is counted present on the attendance roles. The work collected may be turned in for credit.

Plagiarism: plagiarism is using someone's words that are not your own, such as the words of peers or copying from resources online or in other formats.

Pornography: material that depicts erotic behavior and is intended to cause sexual excitement. Pornographic material may be protected expression unless it is determined to be obscene. Child pornography is illegal under state and federal laws prohibiting the depiction of minors in sexual acts.

Reasonable: using or showing reason or sound judgment, sensible.

Restitution: reimbursement for actual loss or damage by court order or by the Superintendent's office. (At the discretion of the principal or his/her designee, restitution may be accompanied by community work service.)

Sexual harassment: any unwelcome sexual advance, request for sexual favors, sexual statement or physical contact, including sexist remarks or behavior, which results in a tense and/or unproductive learning or work environment. Conduct of an unwelcome sexual nature which (a) is indicated to be term or condition of an individual's academic or employment experience, (b) is used as a basis for academic or employment decisions, (c) interferes with an individual's academic or employment performance, or (d) created an intimidating, hostile or offensive academic or employment environment is included in this definition. "Sexual harassment" is defined in more detail in the District's administrative regulations dealing with sexual harassment.

Suspension: temporary removal of a student from the school building and property and/or from participating in school activities.

Trespass: unauthorized presence on school property.

Truancy: willful and unjustified failure to attend school by one who is required to attend; skipping. This includes leaving the building without prior approval and/or checking out through the office.

Weapon: any item (ex: gun, knife, club, etc.) used to injure, defeat, or destroy; or as defined in Board Policy Administrative Regulation 5131.7 (Weapons and dangerous instruments).

PETERSBURG DISCIPLINE GRID

(This chart has been prepared to provide assistance; it should not be interpreted as absolute)

Our philosophy is to involve parents as much as possible in student discipline. Parents will be notified when infractions are either recurring and/or serious. Discipline measures will be cumulative. Prior behavioral misconduct will affect subsequent disciplinary measures.

OFFENSE	OCCUR	CONSEQUENCE
ALCOHOL Using, possessing, taking action to possess, selling, distributing, or being under the influence of alcohol (or substances promoted as alcohol). *1, *Additional consequences apply for students enrolled in activities.	First Second Third	Parent notification, police notification, 3-5 days suspension, Prime for Life (12 week) Reduction, or similar counseling Parent notification, police notification, 5-7 days suspension, counseling Parent notification, police notification, 10 days suspension, Expulsion hearing
AUTOMOBILE MISUSE Not following rules and regulations concerning vehicles on school premises.	First Second Third	Parent contact, student conference, possible detention, possible police notification Parent conference, police notification, detention, possible ISS, loss of driving privileges Student contract with principal, parent and police
***BUS MISCONDUCT** Not following the posted instructions governing riding school buses.	First Second	Parent contact, detention, some loss of bus privileges Parent conference, possible ISS/OSS, progressive loss of bus privileges
USE OR POSSESSION OF DRUGS Using, possessing, taking action to possess, selling, distributing, or being under the influence of drugs or other intoxicants (or substances promoted as dangerous drugs). Possessing any drug paraphernalia. *1 *Additional consequences apply for students enrolled in activities.	First Second Third	Parent & Police notification, 3-5 days OSS, Prime for Life counseling Parent & Police notification, 5-7 days OSS, additional counseling Parent & Police notification, 10 days OSS, expulsion hearing
***DEFIANCE OF AUTHORITY/Disrespect/Insubordination** Refusal to follow the reasonable requests of District personnel.	First Second Third	Parent conference, apology, detention, possible suspension Parent conference, student contract, possible suspension Parent conference, Progressive suspensions (ISS/OSS), repeated may = possible expulsion
***DISORDERLY OR DISRUPTIVE CONDUCT** Language or behavior that disrupts and/or interferes with the educational environment or process. Includes sustained loud talk, horseplay	First Second Third	Parent contact, apology, detention, possible suspension Parent conference, possible suspension Parent conference, Progressive suspensions (ISS/OSS), repeated may = possible expulsion
***DISRUPTIVE APPEARANCE / STUDENT DRESS** Dress or grooming that interferes with the learning process or school climate, is unclean, or threatens the health/safety of the student or others. (Clothing, jewelry, or working/graphics on clothing that is sexually suggestive, drug related, vulgar, that depicts violence, insulting, gang membership related, or ridicules a particular person or group.)	First Second Third	Teacher directed, change in dress Office referral, parent contact, change in student dress Principal referral
SKIPPING CLASS Student leaves or misses class without permission	First Second	Detention, parent notification Parent contact, possible suspension
FIGHTING A hostile physical encounter between two or more individuals.	First Second Third	Parent and police notification, 1-3 day suspension Parent conference, police notification, 3-5 days OSS, community service, recom. Counseling Parent conference, police notification, 5+ days OSS, Expulsion hearing
FIRE SETTING / ATTEMPTED FIRE SETTING / FIRE PLAY Using fire to destroy or attempt to destroy property.	First	Parent and police notification, suspension, possible Expulsion hearing
FORGERY/THEFT Student is in possession of, having passed on, or being responsible for removing someone else's property or has signed a person's name without that person's permission	First Second Third	Parent and police notification (discretion),detention or possible suspension, restitution Parent and police notification, restitution, suspension, possible Expulsion hearing Parent and police notification, suspension, Expulsion hearing

LEWD CONDUCT / PROFANITY Indcent exposure and/or the use of obscenity, profanity (oral, written, or gestured). Includes possession, selling and distribution of lewd materials.	First Second	0-5 days OSS 5-10 days OSS, Continued violation may result in expulsion
HARASSMENT/BULLYING Student delivers disrespectful messages* (verbal, written or gestural) to another person that includes threats and intimidation, obscene gestures, pictures, or written notes. This includes harassment via electronic means. **disrespectful messages include negative comments based on race, religion, gender, age* and/or origin; sustained or intense verbal attacks based on ethnic origin, disabilities or personal matters.	First Second Third	Parent conference, detention, possible suspension (ISS) Parent/principal conference, suspension (OSS) Possible 3-5 day OSS, recommendation for expulsion hearing
INAPPROPRIATE LOCATION/OUT OF BOUNDS AREA Student is in an area that is out of school boundaries	First Second	Detention, parent notification Parent/principal conference, detention, student contract, possible ISS
CHEATING/COPYING Submitting someone else's work as your own or providing your work to another	First Second	Zero on assignment, parent notification, possible detention Zero on assignment(s), parent conference, detention/ISS, possible reflective assignment
LYING	First	Test: zero on exam, no retake option, 2x detention, parent meeting with admin and teacher, next activity suspension within 30 days
PLAGIARISM Using someone else's words and/or ideas	First Second	Plagiarism: Zero on assignment/exam, no retake option, 2x detention, parent meeting w/admin and teacher, next activity suspension within 30 days
GANG AFFILIATION DISPLAY Organization composed of students that has an element of purpose which is concealed from the public and shared only confidentially among members. Participation in gang-related activities at school or school functions (possession or display of gang-related clothing, symbols, or paraphernalia, distribution of gang literature or materials, display of gang-related posters or graffiti, signs, or signals, harassment or intimidation of others or recruitment for gang membership).	First Second	Parent conference, detention, student contract Parent/Principal conference, suspension (OSS), contract dependent
PHYSICAL AGGRESSION/ASSAULT Student engages in actions involving serious physical contact where injury may occur (e.g., hitting, punching, hitting with an object, kicking, hair pulling, scratching, etc.).	First Second Third	Parent conference, police notification, 3-5 day OSS Parent conference, police notification, 5-10 day OSS 10 days OSS, expulsion hearing
TARDINESS Arriving late to school and/or class. Aggravated Tardy > 10 min late to a class	First Repeat	Office referral, detention, parent notification Excessive tardies will result in a parent/principal discipline plan Aggravated tardy=45 min detention w/ teacher of the affected class
TECHNOLOGY MISUSE Failure to comply with the District's "Electronic Use Agreement."	First	Refer to PCSD Technology Plan for Discipline Procedures
USE OR POSSESSION OF TOBACCO Using, possessing, and/or distributing of tobacco in any form.	First Repeat	Parent and police notification (discretionary), detention, possible ISS, addiction counseling Parent and police notification, detention, progressive suspensions, contract, further addiction counseling
TRESPASSING Being present in unauthorized places or refusing to leave when asked to do so by District personnel.	First Second	Admin OSS
UNEXCUSED ABSENCE/TRUANCY Any absence that has not been excused by parent or legal guardian and/or appropriate school official.	First Second	Parent notification, detention Parent notification, detention, repeated = truancy notification, possible police, ISS/OSS
PROPERTY DAMAGE/VANDALISM Intentionally damaging, defacing, (including tagging/graffiti), or destroying public or private property.	First Second Third	Parent and police notification (discretionary), restitution, detention, possible ISS Parent and police notification, restitution, OSS, possible expulsion Parent and police notification, restitution, OSS, expulsion hearing

WEAPONS: EXPLOSIVE DEVICES Using, possessing, or selling an explosive device or material.	First	Parent notification, police notification, 10 days suspension, Expulsion hearing
WEAPONS: FIREARMS OR KNIVES Using, possessing, or selling a firearm (any weapon, including a starter gun, that will or is designed to or readily be converted to expel a projectile by the action of an explosive. Or using, threatening to use, possessing, or selling knives of any form/length	First	Parent and Police notification, 10 days OSS plus Expulsion hearing
USE/POSSESSION OF COMBUSTIBLES WITH INTENT TO HARM Student is in possession of substances/objects readily capable of causing bodily harm and/or property damage with intent to harm (matches, lighters, firecrackers, gasoline, lighter fluid)	First	Confiscation, parent & police notification, possible suspension, possible expulsion hearing

* = "occurrence" resets every year

*1 = If a student is suspected of drug or alcohol use, the administration has the right to test and the student is required to submit to the testing. If the student refuses, he/she will be given the same discipline action as if guilty.

DISCIPLINE CHART -- EXTRACURRICULAR PARTICIPATION

This chart has been prepared to provide assistance; it should not be interpreted as absolute.

	next activity suspension (minimum)	suspension	suspension	1 year for each additional offense
A. Skipping class (missing whole class or leaving class w/o permission)	X			
B. Disrespectful & inappropriate behavior (including swearing)	X			
C. Harassment/bullying	X	X(*)	X(**)	
D. Sexual harassment	X	X (*)	X(**)	
E. Cheating	X			
F. Stealing		X(*)	X(**)	X
G. Vandalism	X	X(*)		
H. Fighting	X	X(*)		
I. Use, sale, purchase, possession of smoking tobacco	see Extracurricular Activities above (pgs. 11-13)			
J. Use, sale, purchase, possession of smokeless tobacco	see Extracurricular Activities above (pgs. 11-13)			
K. Use and/or possession of inhalants, alcohol or illegal drugs including controlled substance transactions while not under school jurisdiction or control	see Extracurricular Activities above (pgs. 11-13)			
L. Use, sale, purchase, possession of inhalants, alcohol or illegal drugs, including controlled substance transactions while on school property, school trips, or otherwise under school jurisdiction or control	see Extracurricular Activities above (pgs. 11-13)			
M. Verbal, physical assault, or bullying other students		X	X	X
N. Verbal, physical assault, or bullying school personnel		X	X	X
O. Possession or use of weapons, other than firearms				X
P. Possession or use of firearms, including explosives				X
Q. Trespassing	X	X(*)		
R. Inappropriate use of school equipment.	X	X(*)		
S. Tattoos or body piercing on school sponsored trip.		X(*)		

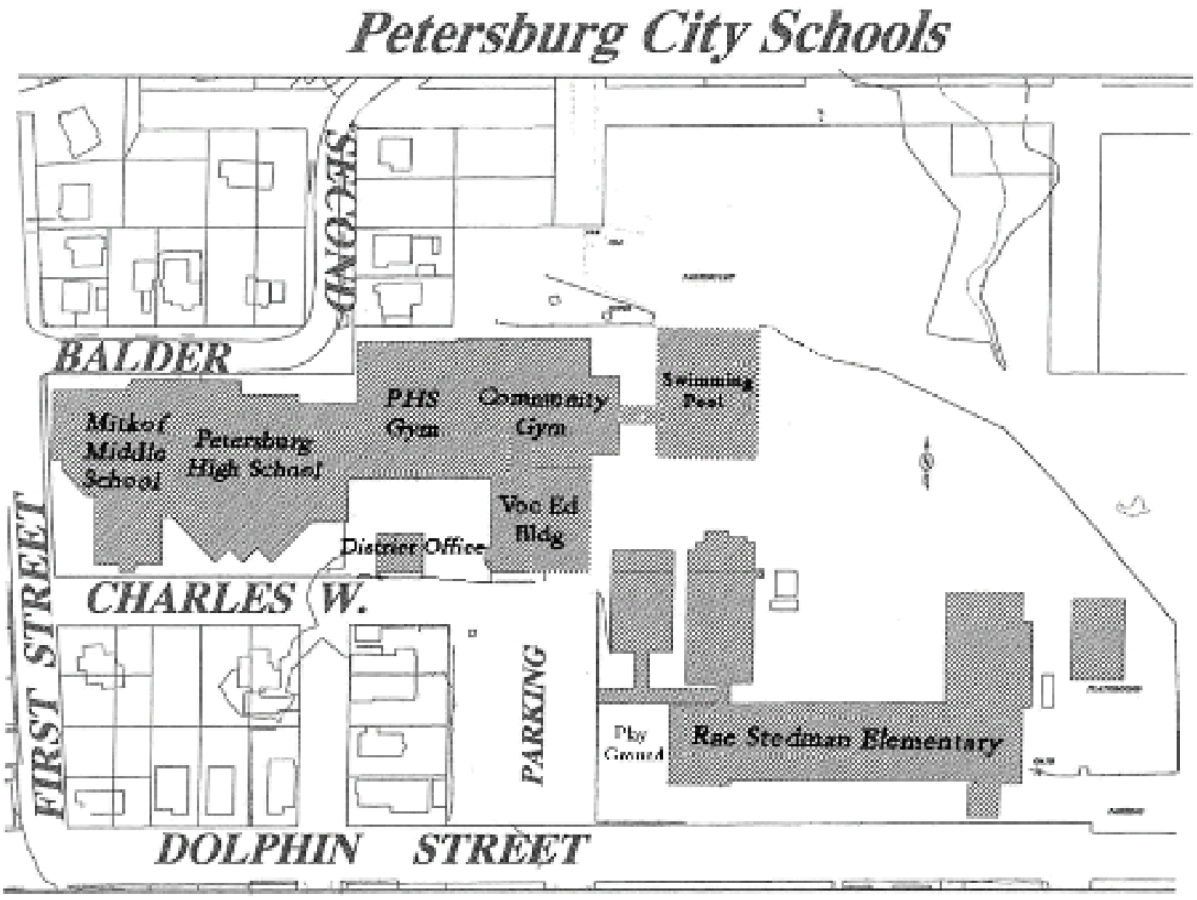
Key:

A. A student classified as skipping a class is someone who attended classes previous to or after an unaccountable absence. An unaccountable absence is where the student is marked absent from a class, but has not notified the office that he/she is checking out of school, or is missing from class for more than 15 minutes.

* Fifty percent (50%) of the suspension will be forgiven if the student completes fifteen (15) hours of community service. The student will be allowed to practice during his/her suspension.

** Thirty percent (30%) of the suspension will be forgiven if the student completes twenty (20) hours of community service. The student will be allowed to practice during his/her suspension.

SCHOOL GROUNDS MAP AND SCHOOL ZONE



MITKOF MIDDLE SCHOOL
VIKINGS

www.pcsd.us

School colors: Blue, White, and Black
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Petersburg, Alaska 99833
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Principal
Brad King

Dean of Students/Activities Director
Jaime Cabral

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Mission Statement

The faculty, staff, and administration of Mitkof Middle School recognize the transitional nature as well as the intellectual, social, emotional, and physical needs of adolescents. We are committed to academic excellence in a safe environment that respects the rights of others and enhances individual growth and development. We are dedicated to the creation of a variety of interdisciplinary, active learning opportunities that prepare our students for continued school success and lifelong learning.

School Mission

Petersburg Schools will advocate for continuous growth, promote a healthy environment and provide diverse educational opportunities where all students achieve.

School Goals

The following goals were developed after collecting input from school staff, parents and the wider Petersburg Community. The Mitkof Middle School is dedicated to realizing the following goals:

1. Completion of all assigned work to satisfactory standard
2. Provide extra support for Math
3. Provide consistent discipline
4. Provide extra support for Reading

School Values

Mitkof Middle School provides a positive learning environment that meets the unique and personal needs of our students. Building on basic skills acquired in the elementary school, students explore expanded curriculum while becoming more self-directed. This philosophy is accomplished through the development of:

1. A realistic and wholesome self-concept, as well as an appreciation of others
2. Basic academic skills
3. Exploratory activities and classes
4. Decision making and problem solving skills
5. Individual critical and creative thinking, curiosity, and inquiry
6. Personal pride, positive work attitudes, and a desire for success
7. Career awareness, lifelong learning, safety, consumer responsibilities, and leisure time activities
8. Supportive relationships among home, school, and community

Activities/Athletics

Activity Calendar: The middle school maintains an Activity Calendar on the school webpage. In addition to newsletters, a schedule of activities is found on this calendar. Please ensure the school secretary has a current email address to receive the school newsletter but don't forget to check the Activity Calendar on a regular basis. The calendar can be found at: pcsd.us

Activity Nights: The middle school hosts Activity Nights throughout the school year. Middle school staff provide supervision during these nights to ensure a fun and safe environment. Access is limited to middle school students. Parents of middle school students are invited and welcome to attend. Students must be in attendance for the duration of the school day in order to attend activity nights. School policy is in effect at these nights as these activities are considered school functions. Activities are organized by the Student Council and include such things as: dance, gym time and other games and activities. Behavioral and academic eligibility can be considerations as to students being allowed to attend.

Awards Assembly: The middle school hosts an Awards Assembly at the end of each quarter to recognize the academic, attendance and behavioral success of students. The awards given include:
- Honor Roll for students with Proficient or Advanced academic standing
- Academic Achievement for students who raise their average grade by 10pts from one quarter to the next.
- Teachers often recognize other outstanding student achievement during these assemblies

Parents are always invited and welcomed to these assemblies. Please watch the middle school Activities Calendar to see when these assemblies will occur.

School Yearbook: Publication of the school yearbook is under the leadership of a designated teacher(s). Students who have an interest in art, writing, photography, and/or layouts are encouraged to request participation.

Student Council: The middle school has an active student government composed of classroom representatives and officers. They are involved in planning and conducting special events and taking part in school leadership and community service. Class nominations and elections are held at the beginning of each school year. Students may not have missing products and/or attendance issues to be a nomination for officer. All students are encouraged to participate in the Student Council election process. Members of the Student Council must have passing grades (C's or better) and regular attendance or may be removed from serving on the council.

Activity Day Eligibility

Students become ineligible for end-of-the-quarter activity days when they have a D or F in any class. Students with unserved detentions are also ineligible for Activity Day.

The school staff feels that academic support interventions are sufficient to help all students be able to participate in end-of-the-quarter activity days. However, if students fail to make use of these opportunities and complete all missing work, they will have the chance to participate in the next end-of-the-quarter activity day based on the completion of all assignments by the next end of the quarter deadline.

Students with outstanding assignments are ineligible for End-of-the-Quarter Activity Days. Students also become ineligible for end-of-the-quarter activity days when they receive a Tier 3 level behavior consequence or higher. Students and parents signed the Tier Behavioral Chart at the beginning of the school year. Students have this chart explained to them by the school staff on a regular basis. When a student receives a Tier 3 level behavior consequence for one quarter, they will have the opportunity to participate in the next end-of-the-quarter activity day based on their ability to avoid future Tier 3 level consequences in the next quarter.

Athletic/Activity Eligibility

Middle School Athletic/Activity Eligibility grade checks will be performed on a regular basis, throughout the school year. The dates for grade checks can be found on the district website, under Mitkof Middle School Activities, or in the Office. Students that have earned D's or F's and those that possess missing products in any subject will be deemed ineligible to participate in school-sponsored extracurricular and/or athletic events for the grade check period. Students may regain eligible status by passing the next grade check that is scheduled. Students earning an “I” (incomplete) will remain ineligible until the incomplete is replaced with an A, B or C grade and/or products are completed.

The Superintendent or designee may revoke a student's eligibility for participation in extra/co-curricular activities when a student’s poor citizenship is serious enough to warrant loss of this privilege.

Students must attend all classes on the day of travel or activity, up to departure time for the event. If students leave in the early morning, or on a weekend or holiday, students must attend all classes on the last school day before departure. The principal, coach and athletic director may approve special circumstances requiring alternative student travel arrangements.

Examinations for Student Athletes: Students who wish to participate in school athletics shall present to school officials a physician’s written certification dated within eighteen (18) months prior to participation in the activity, that they have been examined and are fit to participate in sports. Students shall also present to school officials, prior to participation, verification of responsibility for accident insurance coverage signed by the parent/guardian. A parent/guardian who has no insurance coverage shall by signature accept full financial responsibility for injuries.

Middle School Sports:

Petersburg School District and Mitkof Middle School offers numerous activities for students to be involved in. We are fortunate enough to have great support from the community, teachers, and staff to advocate for student participation in extra-curricular activities. The following are the activities that MMS offers:

Cross Country (Boys and Girls) FALL

Basketball (Boys and Girls) FALL

Cheerleading (Boys and Girls) FALL

Wrestling (Boys and Girls) WINTER

Native Youth Olympics (NYO's) WINTER

Track and Field (Boys and Girls) SPRING

Volleyball (Girls & Boys) SPRING

All student-athletes will need to have submitted school activity forms, fees, and parental permission forms by specified date and time in order to be eligible. Student-athletes will also need to have met the grade requirements as set forth in the MMS Handbook and Activity Handbook. Fees for activities are $50/activity and a Travel Fee of $25/trip.

Grades 7 and 8 are permitted one trip per activity. All participants who have met practice requirements, have no grades below a "C", and demonstrate positive citizenship and sportsmanship are able to participate in travel. Sixth grade students are permitted to travel in a school sponsored activity to Wrangell only within the activities of Basketball, Cheerleading, Wrestling, and Volleyball when activities are scheduled and available within budget parameters. If the school is unable to host a home event within the activities of cross-country, basketball, cheerleading, wrestling and volleyball, sixth graders may be permitted to travel to ensure one competitive event for all students. Sixth Graders will be permitted to travel with Track and Field due to the nature of the short season, one (1) meet scheduled in the region and inability to host a "home" event.

Students participating in middle sports must have a sports physical before they will be allowed to practice. Students that demonstrate poor citizenship as determined by the Superintendent or their designee may not be allowed to travel or participate in school-sponsored events.

Club Sports: A number of additional athletic activities are offered in cooperation with local organizations; however, these activities are considered club sports. Club groups work in association with the middle school to promote academics and behavioral standards

especially where travel for competition is considered.

Administering Medication

Before a designated employee administers any prescription or over-the-counter medication to any student during school hours, or permits a student to self-administer asthma medication, the district shall have received: 1. A written statement from the student's physician or pharmacy label detailing the prescribed method, amount and time schedules by which the medication is to be taken, and 2. A written statement from the student's parent/guardian requesting the district to assist the student in taking the medication as prescribed by the physician. Medication shall be in a properly labeled pharmacy bottle containing the name and telephone number of the pharmacy, the student's identification, name of the physician, and dosage of the medication to be given. The designated employee shall be responsible for the medication at school and shall administer it in accordance with the physician's indicated dosage schedule.

All medication shall be kept in a locked drawer or cabinet.
AR 5141.21(a)

Anaphylactic Injections
Parents/guardians of students who may require emergency anaphylactic injections shall provide explicit written permission for authorized staff to administer such injections.
(Anaphylactic Injections cont.)
All medication for injections shall be labeled with the student's name, medicine name, and expiration date. It shall be stored in a locked cabinet with easy access by authorized staff.
AR 5141.21(b)

Asthma Inhalers
Parents/guardians of students who may require an asthma inhaler shall provide express written permission for the student to carry the asthma inhaler and to self-administer the medication. This authorization must verify that the student has sufficient knowledge and training to recognize the need for medication and how to administer the medication.
All inhalers shall be clearly labeled with the student’s name, medicine name, and expiration date.

The student shall report each use of the asthma inhaler to his or her teacher and principal so that a record of administration may be kept.
Students are not permitted to share inhaler medication with any other student. Doing so will result in disciplinary action, up to and including, suspension or expulsion.

Alcohol, Tobacco, and Drugs

The school district unequivocally supports drug-free schools and disciplinary measures to assure that the schools stay drug free. Appropriate action will be taken to eliminate the possession, use or sale of alcohol, tobacco, and other 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, tobacco, or other drugs or related paraphernalia shall be subject to disciplinary procedures

which may result in suspension or expulsion. School authorities may search students and school properties for the possession of alcohol and other drugs. BP 5131.6(c)
For the purposes of this policy "tobacco" is defined to include tobacco in any form and/or any nicotine-delivering devices including but not limited to; cigarettes, vapes, vape cartridges, chewing tobacco, pipes, cigars, etc. BP 3513.3

Attendance Policy

It's very difficult to learn when you're not in class. Students who have been absent are responsible for making up missed work without disrupting the flow of classroom activities. 8 *Alaska Statute 14.30.010. (When Attendance Compulsory)*

Tardiness and poor attendance affect children socially and academically. Students may feel awkward walking in late to a class, and other children will notice when a peer is absent in class to help with a project or collaborate in studying, for example. If a student's tardiness or attendance becomes disruptive to their education, a meeting will be scheduled to make a plan so that attendance will not continue to negatively impact your child's education.

Absences due to vacations are discouraged. We hope you can make your vacation plans during any of the regular school vacation times.

A. Absence

Being absent from a class for more than 10 minutes may be considered an aggravated tardy. Students who will be absent for a prolonged time must complete a trip slip and submit to the office. There are three types of absence: excused, unexcused, and absent. Valid reasons for an excused absence (E) are listed below. Unexcused absences (U) are those for which there is not a legal, excusable reason for the absence. Absent (A) reflects a parent removing a student from school without meeting the criteria for an excused absence.

B. HOME NOTIFICATION

Attendance records are kept each period. Every effort is made to notify parents by phone when a student is absent and the school does not have prior notification. Parents are notified by letter when the student is in danger of failing due to absences.

C. TARDIES

Tardiness is disruptive to the classroom environment and infringes on others' learning rights. Students are expected to be at their assigned learning stations on time. A "tardy" means the student was less than ten (10) minutes late for class. Students arriving to class more than 10 minutes late will be assigned an aggravated tardy which will have more discipline associated and may result in loss of credit on class assignments. After three (3) tardies per quarter per class student, parent, and teacher will receive notification that each additional tardies for that class, students will be assigned 30 minutes of detention with the teacher. Habitual tardiness will result in additional consequences.

LEGAL REASONS FOR AN EXCUSED ABSENCE

1. Sickness, flu/communicable diseases, or other medical diagnoses. Students with ongoing and/or major illness and who are under the verified care of a doctor may be granted extra days for absence.

2. Communicable Diseases
    a. Examples: strep throat, chicken pox, lice, pink eye, scabies, ringworm, impetigo, etc.
    b. Students will be sent home if suspected of having a communicable disease and will be advised to remain out of school until properly treated or no longer contagious. Please check with your family physician to determine when your child may return to school. (Doctors note is REQUIRED)
    c. Please notify the school any time your child is kept home for suspected contagious conditions. This will help us observe other students for signs and symptoms.
3. Fever or Diarrhea
    a. If a child has a fever or diarrhea they need to stay home. If a child develops a fever or diarrhea while at school we will call his/her parent or guardian. **Students must be fever and diarrhea free for 24 hours before returning to school.**
4. Vomiting (due to illness)
    a. Children may return to school 24 hours after the last vomiting incident.
5. School-sponsored activities; e.g., local and regional athletic events, AASG, etc.
6. Death in the immediate family, parents, grandparents, or siblings.
7. Students participating in Viking Swim Club or other sanctioned club sports. Absences must be prearranged with the proper forms through the attendance office.
8. Family trips or local, non-profit community organizations.

a. A trip slip must be on file in the high school office a minimum of three days before departure.

ABSENCES REPORTING

A note or a phone call by parent/guardian explaining daily absences is needed. Please call the main office by 8:15am at 877-526-7656, or you may call outside office hours and leave a message you may call outside office hours and leave a message within the same day of absence.

1. All absences are documented daily by staff and verified by the parent through a phone call or note. If we have not been notified by the time attendance is recorded in the office, we will call to verify the absence. This procedure ensures student safety.
If a student is absent for 5 consecutive days due to medical/illness, after communicating with school officials, we may request a doctor's note to excuse the absence. A "Release from School" form may be requested from the Petersburg Medical Center by a patient or patient representative at no charge.

Please consult Petersburg Medical Center (or attending medical facility) and your insurance provider to predetermine medical costs. Petersburg School District is not responsible for medical charges associated with your child.

2. If a student is going to be out of school for family trips or other personal reasons, a trip slip needs to be filed in the office before leaving (with the exception of family emergencies.) The trip slip must be signed and turned into the office before all travel.

Class work will be done according to the arrangements made ahead of time with individual teachers. Students need to take this form to their teachers a minimum of three school days prior to their absence. In order to receive credit for work missed, the student must have a signed trip slip and complete assigned work on time.

3. Step 1: After five (5) cumulative days of unexcused absences per quarter in the MS and semester in the HS, a letter will be sent home describing the attendance concern along with a copy of the Alaska State Compulsory Attendance Law.

4. Step 2: After ten (10) unexcused absences per quarter in the MS and semester in the HS, another letter will be sent home describing the attendance concern along with a copy of the Alaska State Compulsory Attendance Law.

5. Step 3: Students who have unexcused absences beyond 12 days per quarter in the MS and semester in the HS, parents will be notified by the school office to make an appointment with the principal and school counselor to assess any concerns, including medical that may be keeping the child from attending school on a regular basis so other supports or concerns can be addressed. This includes a doctor's verification and or other professional evaluations.

MAKEUP WORK

See page 19 for make up work policy.

Unexcused absences may result in reduced or no credit for assignments that were assigned or due on the date of the student unexcused absence(s). Teachers will ensure that students will have access to the information to allow the opportunity for learning to continue.

If you feel there are extenuating circumstances, a parent/guardian has the option of the appeal procedure, starting with the teacher.

Out of School Suspension. Daily work is to be handed in the day OSS students return to school. All of their assignments are posted on the teacher's web site. Work not handed in on time turns into a "0".

CHECKING OUT

Parents are advised to call the school on the morning of a student's absence, if possible. Please call the main office by 8:15am at 877-526-7656, or you may call outside office hours and leave a message. Notification will enable the teacher to plan makeup work, to know approximately how long the student will be absent, and to arrange to send assignments home.

Students who leave school grounds for any reason, <u>including students leaving on a school-sponsored trip,</u> are to check out through the office. Returning students must check in to the office before re-entering class. Failure to check out through the office will result in disciplinary action.

The middle school maintains a “closed campus”. Students are only permitted to leave the campus during the school day when signed out by a parent. This includes lunchtime.

Awards Assembly

An awards assembly is held following the end of each quarter of school. The assembly will be scheduled and posted on the Middle School Activity Calendar. Awards given during this assembly include: Honor Roll, No Tardies, and Academic Achievement. Other quarterly achievements are also recognized during this assembly. Parents are encouraged and welcomed to attend.

Band

Band is required for all 6th grade students. Band is an elective for 7th and 8th graders.

Bullying/Harassment/Threats

Bullying will not be tolerated. Examples or types of bullying (directly or indirectly) may include, but are not limited to: physical, verbal, emotional (psychological), sexual. Allegations of bullying shall be promptly investigated, giving due regard to the need for confidentiality and the safety of the victim and/or any individual(s) who report an incident(s) of bullying to a teacher, counselor, or principal. An individual has the legal right to report an incident(s) of bullying without fear of reprisal or retaliation at any time.

***Harassment*:** Harassment, intimidation and bullying disrupt a student's ability to learn and a school's ability to educate. Students are expected to demonstrate positive character traits and values. Conduct and speech must be civil and respectful in order to promote harmonious and courteous relations in the school environment.

Students are prohibited from engaging in any form of harassment, intimidation, or bullying while on school property, on school buses, at the bus stop, or at school-sponsored activities or functions. Students who engage in such acts are subject to appropriate disciplinary action, up to and including suspension or expulsion. BP 5131.43(a)

Conduct that does not rise to the level of harassment, intimidation or bullying may still be prohibited by other policies or rules. BP 5131.43(c)

Reporting Harassment: Students or staff members who have witnessed or have reliable information that a student has been subjected to harassment, intimidation or bullying should report the incident immediately to the principal or his/her designee, who shall promptly initiate an investigation. The STOP It reporting system is a confidential option for reporting. The STOP It app is available for cell phones and a link to the system is available on the school websites. The investigation shall include an assessment of what actions should be taken, as appropriate, to protect the student who has been found to be the victim of harassment, intimidation or bullying. Such actions may include the provision of support services necessary to permit the student to feel safe and secure in attending school. BP 5131.43(c)

The principal or designee shall by telephone and in writing notify the parents or guardians

of the students involved of the alleged harassment, intimidation or bullying incident. The notice shall advise individuals involved of their due process rights.

At the conclusion of the investigation, the principal shall take such disciplinary action deemed necessary and appropriate to end the misconduct and prevent its recurrence. The principal will act in accordance with the student conduct code,

Incidents of harassment, intimidation or bullying that involve criminal activity shall be reported to law enforcement.

False Reporting Harassment: Students and staff who knowingly or willfully make a false report of harassment, intimidation or bullying, or provide false information in connection with an investigation, will be subject to disciplinary action up to and including suspension/expulsion for students.

Retaliation Prohibited: Retaliation or reprisal against any person who reports an incident of harassment, intimidation or bullying, or cooperates in an investigation, is strictly prohibited. Any such retaliation or reprisals will result in suspension or expulsion of offending students.
All information regarding Reporting of Harassment to Retaliation Prohibited referenced in AR 5131.43(b)

Cyberbullying/Harassment via Technology: The district's computer network, including access to the Internet via that network, whether accessed on campus or off campus, during or after school hours, may not be used for the purpose of harassment, intimidation, or bullying. Users are responsible for the appropriateness of the material they transmit over the system. All forms of harassment, intimidation or bullying over the network, commonly referred to as cyberbullying, are prohibited. Cyberbullying also includes, but is not limited to, other misuses of technology to harass, intimidate, or bully, including sending or posting inappropriate email messages, instant messages, text messages, digital pictures or images, or Web site postings, including blogs.

Students and staff who believe they have been the victims of such misuses of technology, as described in this policy, should not erase the offending material from the system. A copy of the material should be printed and a report made under this policy.
In situations in which the cyberbullying originated from a non-school computer, but is brought to the attention of school officials, disciplinary measures may be imposed provided the cyberbullying and/or Internet threats:
1. Contain threats of violence against staff members or students;
2. Threaten vandalism to school property;
3. Suggest or advocate physical harm to staff members or students; or
4. Create a significant disruption to the school's educational mission, purpose and objectives.

Disciplinary action may include, but is not limited to, the loss of computer privileges, detention, suspension, or expulsion for those committing acts of cyberbullying. In addition,

when any kind of threat is communicated or when a hate crime is committed, this shall be reported to local law officials.
BP 5131.43(b)

***Threats of Violence*:** Students should be educated in an environment that is free from harm and threats of harm. Threats of violence or death are prohibited. Students shall not make any threats, suggestions, or predictions of violence against any person or group or to the school building, whether made orally, in writing, or electronic means. No threat of violence will be considered a joke. Any bomb threats or threats of violence or death, whether or not made during school hours or on school grounds, shall result in immediate disciplinary action, up to and including suspension and/or expulsion. All students shall report any and all threats of violence, including jokes and threats of suicide, by reporting the threat to a teacher or school principal, who in turn reports it to the Superintendent. The right is reserved to hold the student responsible for any costs and/or damages incurred by the District because of a threat. BP 5131.42

Bus Conduct

Bus transportation is a privilege extended only to students who display good conduct while preparing to ride, riding or leaving the bus. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a student to be denied transportation. BP 5131.1

Curriculum

The curriculum at Mitkof Middle School has been designed to meet the unique needs of our students. Students are assigned seven classes each day. Four assigned classes are in core subjects. The remaining three classes consist of exploratory subjects.

All students are required to take the school's four core courses each year. The core middle school subjects include: Math, Science, Language Arts, and Social Studies. VHS (Virtual High School) can be available on a limited basis for students seeking additional practice in subjects.

Exploratory classes are designed to engage student interests. Student exploratory schedules may be adjusted as required to address either academic or behavioral requirements. Also, exploratory classes are intended to meet the needs of specific grade levels. Exploratory programs include:

- Physical Education for all grade levels
- Careers for all grade levels
- Band for all grade levels
- Computer Literacy for all grade levels
- MS Introduction for sixth grade
- Robotics for sixth grade
- Spanish for seventh grade
- Art for seventh grade
- Health for eighth grade
- X Tech for eighth grade
- Exploratory classes provide opportunity for programs from local organizations

Discipline

The school is responsible for students' safety and welfare in school and during school-sponsored functions; therefore, students are subject to school discipline during these times. It is expected that Mitkof Middle School students will conduct themselves as responsible citizens and make an effort to achieve excellence in their studies.

Students may be disciplined for behavior, prohibited by student discipline rules, that occurs off campus if the behavior is either related to school or school activities or is likely to affect safety, welfare or disrupt the educational process in the District.

By law, students caught possessing a firearm must be expelled for no less than one calendar year. Students caught possessing a deadly weapon must be suspended for a minimum of 30 calendar days.

Knives/blades are coded under two different categories, one for blades 2 1/2 inches and longer (code 7) and one for knives/blades less than 2 1/2 inches (code 27). Any knife/blade coded as a 7 is considered a deadly weapon and must result in a mandatory 30-day suspension.

In-School Suspension (ISS)/Detention

In-school suspension or detention may be assigned by the principal or designee. Detention and In-school suspension will be assigned according to behavioral chart description (See Appendix Discipline Chart).

Reporting to Law Enforcement

In addition to subjecting a student to discipline, any crime committed by a student while at school, on school grounds, or during any school sponsored activity on or off campus shall be reported to law enforcement. Criminal proceedings are independent of actions taken by the School District. The District may impose discipline for misconduct regardless of whether criminal charges are filed or a conviction is obtained. BP 5144(b)

Academic Intervention

At Mitkof Middle School, we are concerned about each student's academic achievements. Academics are only a part of the student's whole education, but habits, grades, and study skills can greatly affect a student's opportunities in the future. The Academic Intervention Plan addresses steps to be taken to ensure students are maximizing their academic opportunities.

Tier 1

Support for all students

- OPTIONAL after school work time in teacher classrooms or library
- Grades are monitored by student, parents, and teachers using Powerschool

Grade Check: If a student has a D or F at the grade check at each mid quarter or quarter end they advance to Intervention Tier 2.

Tier 2

- The teacher contacts the parent/guardian.
- Students have to stay after school in a teacher's classroom.
    - Monday-Thursday 3:00-3:45
    - If a student skips or does not attend an after-school session they will receive a morning with the teacher in order to compensate for the missed session. Consequences will escalate for unresolved missed sessions.
    - Once the student is passing all core classes and maintains that status for one (1) week, they will be exited from academic support. Students cannot attend any after school activities before 3:45 until they are off Tier 2.

Grade Check: At the end of the next quarter or midquarter, students who have A, B, or C in all core classes return to Tier 1. Students who continue to have a D or F advance to Intervention Tier 3.

Tier 3

- The teacher contacts the parent/guardian.
- Students continue to stay after school in a teacher's classroom as in Tier 2.

AND

- School staff will assign intensive interventions based upon need. Possibilities include:
    - Replaced classes with Individual Learning Program
    - Schedule change to add a Supported Study Period
    - Saturday School work time to complete missing or low scoring assignments

Grade Check: If a student has D or F grades in a core class at this grade check, they advance to Intervention Tier 4. At the end of the next quarter or mid quarter, students who have A, B, or C in all core classes return to Tier 2.

Tier 4

- The teacher contacts the parent/guardian.
- Students continue to stay after school in a teacher's classroom as in Tier 3.
- Tier 4 intervention is Summer School to help students complete units of study from core classes that were not passed during the school year.

Dress and Grooming for School

The dress and grooming of students shall not be disruptive of the educational activities and processes of the school. BP 5132

1. Shoes shall be worn.
2. Clothing that exposes the entire shoulder, tube tops, spaghetti straps, or similar type clothing, may be worn only with a blouse or shirt.Clothing exposing the torso or the midriff, either front, back or sides, shall not be worn. Underwear/Undergarments shall not be visible.
3. Leggings and yoga pants, when worn, cannot allow more of the wearer's body to be seen than when wearing jean-like material, must be completely opaque, and of a material substantially thicker than tights.

4. Head coverings shall not be worn in the auditorium and/or assemblies, and may be worn at staff discretion in classrooms - Head coverings worn for religious reasons are allowed. -Hoodies are not to be worn covering the head inside the school buildings.
5. Skirts, dresses, and shorts shall be no shorter than the individual's mid-thigh. Destruction jeans shall not reveal skin above the individual's mid-thigh.
6. Garments and/or jewelry which display or suggest sexual, vulgar, drug, gang, or alcohol-related wording or graphics, or which provoke or may tend to provoke violence or disruption in the school, shall not be worn.
7. In the event of a dress code infraction, clothing will be offered in order for the student to return to class. If the offered clothing is refused, the parent/guardian will be contacted to bring alternative clothing that meets the dress code.

Due Process

Students and their parents have the opportunity to request a conference and/or hearing if they are dissatisfied with the imposition of a disciplinary action. Definition of the various disciplinary actions, and the authority and grounds for imposing discipline are specified in the school board policy manual. Reference BP 5144.1 (a)

1. For the sanctions of ISS and/detention the student will have the opportunity to explain his/her conduct to the principal. A conference/hearing with the principal should occur as soon after the incident as possible. There is no appeal beyond the principal for ISS or detention.
2. For the sanctions of suspension from extra-curricular activities and/or short-term school suspension (less than 10 days), the student will normally have the opportunity to explain his/her conduct to the principal prior to imposition of the sanction. An informal hearing will be held within 24 hours, if possible.
3. An extra-curricular suspension shall not be postponed while awaiting an appeal hearing. Under certain circumstances, the principal may order a short-term suspension to begin before an appeal hearing. The appeal hearing will be held as soon as practical after short-term suspension begins.
4. The only avenue of appeal for short-term suspensions of 10 (ten) days or less is to the building principal. (AR 5144.1)
~~4. Students/parents dissatisfied with the imposition of discipline following a hearing with the principal may request a hearing before the superintendent by submitting a written request within one (1) school day of the imposition of discipline. Commencement of short-term suspension shall be deferred until after the superintendent hearing.~~
~~5. Students/parents dissatisfied with the imposition of discipline following a hearing with the superintendent may request a hearing before the school board, by submitting a request within three (3) days of the superintendent's decision. Commencement of short term suspension shall be deferred until after the Board's hearing. The hearing shall be held no later than the next regularly scheduled Board meeting. The Board shall issue a written decision within seven (7) school days of the hearing date. Complete hearing rules and timelines are outlined in school board policy manual.~~
~~6. The sanctions of long term suspension and/or expulsion may be ordered only by the school board after a formal hearing. Formal hearing procedures are specified in the~~

~~school board policy manual. Re-admittance to school is contingent upon the Board's satisfaction that the cause for long-term suspension or expulsion has been remedied.~~

All procedures in the school policy manual are the minimum standards for imposing discipline. More formal procedures may be invoked under special circumstances.

Electronics

Student cell phone use is a privilege, not a right. Cell phones are not to be on the student's person during class. Cell phones will be placed in the secure lock box of the student's first period teacher for the duration of the school day. Cell phone notifications/ringers are to be silenced. At no time may students create a hotspot or tether devices; the school network must be used at all times in accordance with the Children's Internet Protection Act. Students must surrender personal electronic devices, including cell phones, to a PSD staff member upon request as they are a disruption to the learning environment. The return of personal devices will require a parent to pick up the cell phone at the school office. This policy includes the use of Airpods, earbuds, and headphones of any kind. Exceptions to the head phone usage will only be made for medical necessities and must be documented with the office or special education department. Any devices that take pictures should not be used in sensitive areas such as locker rooms, bathrooms, etc. Additionally, photographing or capturing videos of other students and/or staff without their prior approval is prohibited and may earn disciplinary actions.

Emergency Contact Information

To facilitate immediate contact with parents/guardians on such occasions, the Board requires parents/guardians to furnish the schools with the current information specified below:

1. Home address and telephone number.
2. Parent/guardian's business address and telephone number.
3. Name, address and telephone number of a relative or friend who is authorized by the parent/guardian to care for the student in cases of emergency when the parent/guardian cannot be reached.
4. Local physician to call in case of emergency. BP 5141(a)

Fire Drills

Required fire drills are held monthly during the school year.
SIGNAL: A continual sounding of the fire alarm is the signal to exit immediately.
PROCEDURE: Upon hearing the alarm, rise and leave the room briskly and in an orderly way. Form a line and file outside the building according to the instructions of the teacher. When outside, be alert to further instructions so that fire lanes may be kept clear. Return to class at a signal from the principal or teachers.

Gun Free Schools

By state law, any student who is determined to have brought a gun or other firearm to a school in the district shall be expelled from the district for a period of not less than one

year. The Board may, on its own initiative or on the recommendation of the Superintendent, modify the expulsion requirement on a case-by-case basis.

The term "firearm" means a firearm as defined in Section 921 of Title 18 of the United States Code and includes bombs and other incendiary devices. The term also includes parts from which a firearm may be assembled.

Homework Policy

All assignments including classwork, projects, quizzes, and tests are covered in this policy. Assignments are designed with a specific instructional purpose in mind, such as: preparation, practice, extension, and/or creativity. It is essential for students to demonstrate proficiency by meeting a minimal standard on all assignments. *Practices* are assignments that reinforce taught curricular skills whereas *Products* assess learning benchmarks within each class. Teachers will establish a grading policy for their class and inform students and parents at the beginning of the course. Students are welcome and encouraged to stay after school to get help with their work.

Lockers

Lockers are school property. Lockers may be opened and inspected by school officials without student permission. Any items contained in a locker shall be considered to be the property of the student to whom the locker was assigned. Items in a locker are the student's responsibility, and they need to make sure to keep their belongings locked up and secure in their locker. The school is not responsible for items that are lost or stolen out of lockers. Students are not to jam the locks or in any way permanently alter the locker.

Make-up work

Students are responsible for any missed work when they are absent. In the event the student is absent for illness, the student needs to confer with the teacher, either via email or on the first day returning to school, to create a plan for learning and to get the assignments missed. For pre-arranged absences i.e. Family trip, activity trip, etc., make up work is due upon return to school unless previously arranged with teacher. If work is not turned in during the agreed-upon time frame, a "0" will be placed in the grade book for those assignments.

Non-Discrimination Policy

Petersburg School District does not discriminate on the basis of age, gender, race, color, religion, national origin, ethnic group, marital or parental status, physical or mental disability or any other unlawful consideration in providing educational services, activities, and programs, including vocational and career technology education programs. Petersburg School District complies with Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; Title II of the Americans with Disabilities Act of 1990 (“ADA”), as amended, which incorporates and expands upon the requirements of Section 504 of the Rehabilitation Act of 1973, as amended; the Age Discrimination Act of 1975, as amended; and any other legally-protected classification or

status protected by applicable law. Any questions or concerns about Petersburg School District's compliance with these federal programs should be brought to the attention of the following persons designated as being responsible for coordinating compliance with these requirements:

For more information regarding accommodations, civil rights or grievance procedures, contact: Superintendent Taylor at (877) 526-7656, Petersburg School District, 201 Charles W. St., PO Box 289, Petersburg, Alaska, 99833.

For more information regarding Title IX regulations or to file a grievance contact. Mara Lutomski, Title IX coordinator at 877-526-7656 x100 Petersburg School District, 201 Charles W. St. PO Box 289, Petersburg, Alaska, 99833.

Petersburg School District will take steps to assure that lack of English language skills will not be a barrier to admission and participation in all educational and vocational programs.

PART-TIME ENROLLMENT

Students who are enrolled in another school as their primary school may also enroll at Mitkof Middle School, if space is available in the desired classes. Part-time students will enroll after full time students have registered.

Part-time students will need to request to attend school day activities outside of their scheduled enrollments. Additional criteria may apply to participate in these events.

PBIS

PBIS (Positive Behavior Interventions and Supports) is a school-wide, proactive approach, which emphasizes the instruction of social skills, data-based decision making, and the prevention of problematic behavior. While fostering positive behaviors and interactions, PBIS also improves academic performance.
The most important part of PBIS is teaching expected behaviors. This is accomplished by utilizing a school-wide matrix of behaviors, which encompasses the three main expectations of Petersburg School District -- Be Safe, Be Respectful, and Be Responsible.

Physical Education and Athletics Health Restriction

A student who has been removed from participation in physical education class, an athletic practice or game for serious physical injury or medical condition by a supervising adult (i.e. coach, parent, athletic director, etc.) may not return to play until the student has been evaluated, diagnosed and cleared for participation by a licensed practitioner, which may be:

1) A health care provider licensed in Alaska, or exempt from licensure under Alaska law (*AS 08.64.370(1), (2), or (4)*,

OR

2) a person acting at the direction and under the supervision of a physician licensed in Alaska, or exempt from licensure.

If your child has a diagnosis that may restrict or limit his/her activities in physical education, then your child's doctor must fill out a Release From School form and have it submitted to the school office at the beginning of the school year or prior to the beginning of the next school day. The doctor must specify the amount of time this form is valid. Note that a student who is unable to participate in physical education is not able to participate in interscholastic sports and may be excluded from certain field trips.

The following health conditions may require a completed Release From School form:

- Asthma
- Heart Conditions, including murmurs
- Orthopedic problems
- Cerebral Palsy
- Seizure Disorder
- History of head injury, dizziness and/or fainting
- Any other disease/illness that may restrict physical activity.

During the school year, your son/daughter may sustain an illness or injury that will require your child to be excluded or restricted from participating in physical education and interscholastic activities. All notes from a medical professional or parent must be brought to the school office for your child to be excused from gym. Petersburg School District limits parent excuses to 3 days for each quarter in the MS and 3 days per semester in the HS. Students requiring more than the above exclusion/restriction must bring in a doctor's note to be excused (see above). Additional excused days of physical education may be required to be made up with the PE teacher.
Parents who are a licensed practitioner cannot excuse their own child, as legal documentation must come from a third party medical professional.

PowerSchool

Mitkof Middle School provides parents and students access to current grades and attendance through the Internet. Access your information at: http://27.237.243.14 or http://24.237.243.14 For security purposes, parents and students are assigned unique user names and passwords for each individual student at MMS. To receive your ID and password, please contact the middle school office.

Report Cards and Grading System

Report cards are sent home at the end of each quarter (nine weeks). In addition, midterm report is sent home midway into each quarter. Parent teacher conferences are held as designated in school calendar. Additional parent conferences can be arranged as needed. Parents are encouraged to speak with their child's teachers frequently. Our grading system is as follows:

A Excellent

A-	
B+	
B	Above Average
B-	
C+	
C	Average
C-	
D+	
D	Below Average
D-	
F	Failing
P	Passing
W	Withdrawal
I	Incomplete
NG	No Grade

An incomplete is given only when a student's work is not finished because of illness, other excused absence, or by teacher request to take additional time to assess the student's achievement level. If not made up within two weeks after the end of the term, an incomplete will be assigned a grade that indicates the student's completed progress during that term. Students shall be graded Pass/Fail only for study skills classes. A No Grade is assigned only with counselor and principal approval. (AR 5121)

Safe Schools and Crisis Response

Students need to feel safe within their school. The District has a crisis response plan. Procedures are in place for a response to threats of attack, shooting in the school and hostage situations as well as other dangerous situations, including a death. The response team consists of staff, parents, students, police, clergy, and social service professionals.

Students who are aware of plans that would endanger any member of the school community or school property should contact the principal or Superintendent immediately to let them know about the situation.

A student should never hesitate to contact school officials or Crime Stoppers (772-7463) with knowledge concerning threats towards another student, staff member or the school buildings. What one student may believe to be an insignificant threat could, in actuality, be the only information known to prevent a tragedy. Students sharing information with school officials can know that their efforts will be respected and valued even if the threat proves to be uneventful.

EMERGENCY PROCEDURES and Emergency Commands:

A.L.I.C.E. is a school safety program created in the year 2000 to offer additional options to students and staff in dealing with an armed intruder situation. Two of the individuals who founded and developed the program are long-term law enforcement professionals. A 30-year educational professional is a member of the team and works to ensure that A.L.I.C.E. teaching/training materials are age-appropriate, psychologically sound, and

address the issues of individuals with special needs.

A.L.I.C.E. is an acronym that stands for:
ALERT: Get the word out that a threat exists.
LOCKDOWN: Secure a place to stay as much as possible as a starting point to buy time.
INFORM: Give constant, real-time information throughout the building using all available technology.
COUNTER: This is a last resort. Individuals are unable to escape. Countering may be as simple as creating a distraction to allow opportunities to escape.
EVACUATE: The goal is to move students out of the danger zone. It's important to be prepared to escape.

Traditionally, schools have used a procedure known as "lockdown" which essentially means locking the school building and classrooms and having students and teachers take shelter in their classroom. We believe that offering additional age-appropriate options will allow our students and teachers to be better prepared if a crisis situation occurs. Providing a constant flow of information to everyone in the building can allow opportunities to safely evacuate the building. An important goal of the A.L.I.C.E. program is to evacuate as many people as possible to a safe place.

School Safety and Discipline Policies

This School Safety and Discipline Policy has been prepared by the school with the input of the larger school community over an extended period of time. It contains information the school wants students to know about their rights and responsibilities.

Student success is very important to teachers and the principal. "Success" can mean a lot of things. It is much more than passing classes and graduating from high school. It begins with learning to work with and respect others. It means respecting your culture and your community. Most importantly, it means respecting yourself. Most of the school rules are related to respect for other people and for the rights of other people.

This policy begins with the descriptions of the rights that students have. Those rights are to be honored and protected. It continues with a description of student responsibilities. Those responsibilities will also be upheld. If you have questions or concerns, talk to your teachers or your principal. They are there to help you with problems that arise.

Search and Seizure

Because lockers are under the joint control of the student and the district, school officials shall have the right and ability to open and inspect any school locker without student permission when they have reasonable suspicion that the search will disclose evidence of illegal possessions or activity or when odors, smoke, fire and/or other threats to student health, welfare or safety emanate from the locker.

For health and safety reasons, a general inspection of school properties such as lockers and desks may be conducted on a regular, announced basis. Any items contained in a locker shall

be considered to be the property of the student to whom the locker was assigned. Notice of this policy shall be given to all students when lockers are assigned. Notice will also be posted in prominent locations throughout the school.
Authorization to search is specified in BP 5145.12(b)

Any district administrator may search a student's clothing, possessions and/or automobile on school premises if the administrator has reason to suspect that a student possesses contraband.

The superintendent may authorize a district employee to request a drug test from a student, if the employee has reasonable cause to suspect that the student is under the influence of alcohol or a controlled substance not prescribed as required by law. A student's failure to comply upon request pursuant to this policy may be used as evidence against the student in a disciplinary proceeding or may subject the student to other sanctions by board policies and school rules. BP 5145.12 (Search and seizure) does not authorize any school employee to conduct a strip search of a student.

Contraband discovered in the course of a search shall be seized. If the seized item is not illegal to possess, but is prohibited on school grounds, the item shall be returned to the student's parent(s) or guardian at the end of the school day. If the item is illegal to possess, the Superintendent may direct that the item be surrendered to the police.

A reasonable attempt will be made to notify the student's parent(s) or guardian before a search has taken place, if practical. If prior notification is not practical, a reasonable attempt will be made to notify the student's parent(s) or guardian after a search has taken place. The notification shall include the reason for the search and the nature of any contraband discovered.

Sexual Harassment

The Board shall not tolerate the sexual harassment of any student by any other student or any district employee. Any student or employee who is found guilty of sexual harassment shall be subject to disciplinary action.

Students or staff should immediately report incidences of sexual harassment to the principal or designee. The Superintendent or designee shall promptly investigate each complaint of sexual harassment in a way that ensures the privacy of all parties concerned. In no case shall the student be required to resolve the complaint directly with the offending person. BP 5145.7(a) Sexual Harassment complaints shall be reported to the Title IX Coordinator Mara Lutomski at titleix@pcsd.us

Student Fees

Students are responsible for any damaged books or supplies on loan. A student activity fee is required for each sport in which a student participates in which they travel, with a reduced activity fee for activities/grades in which students do not travel. Each student must pay a yearly fee for ASB, which contributes to the many events that student government

organizes for the student body. An optional fee for an annual yearbook can also be paid at the beginning of the year. Students are assigned a PSD laptop and will be required to pay the insurance fee annually. A complete schedule of student fees can be found in the school office or be accessed on the school district website.

Student Information Release

Release of Information to military recruiters

The federal Elementary and Secondary Education Act requires all local education agencies to provide to military recruiters, upon their request, the name, address and telephone number (including unlisted number) of secondary school students. Although military recruiters focus their efforts on high school juniors and seniors, the law allows for the gathering of this information from the broad category of “secondary” students, defined as students in grades 7 through 12. If any secondary student or the parent/guardian of a secondary student does not want the District to provide the requested information to military recruiters, the secondary student or the parent/guardian must "opt out" of providing such information by submitting a signed, written request to this effect.

Institutions of Higher Learning information release

The Every Student Succeeds Act of 2015 (ESSA) requires all local education agencies to provide to institutions of higher education, upon their request, the name, address, and telephone number of secondary school students. Although post-secondary institutions/schools focus their efforts on high school juniors and seniors, the law allows for the gathering of this information from secondary students. If any eligible student (18 years of age) or the parent/guardian of a secondary student does not want the District to provide the requested information to institutions of higher education, the secondary student or the parent/guardian must "opt out" of providing such information by submitting a signed, written request to this effect.

Student Rights, Responsibilities and Grievance Procedures

School rules have been made to protect every student’s right to learn. If a student breaks a school rule, it means they are interfering with the right of others to learn. Remember that a lot of thought has gone into making school rules. They have not been made to upset students or to make adults happy. They are there for student protection!

All school rules are related to law that guarantees a free, public school education to all people ages seven through sixteen. No one can take that right away from students without a good reason. Such “good reasons” are related to behavior. If students behave in a way that endangers other people, their right to a free education can be taken away. Also, if students interfere with the education of others, their rights can be taken away.

Principals and teachers have the responsibility to keep the school safe and secure. Students have the responsibility to always behave in a safe and secure manner. When student behavior is not responsible, consequences result.

If there are any questions relating to student rights, contact the principal. Petersburg Schools are committed to providing an effective means for parents and the community

to voice concerns and complaints. In general, the complaint should be received and addressed at the level closest to which the complaint originated. For example, if it involves a teacher, first talk to that individual. If you are still concerned, talk with the principal. Then if you are still concerned, make an appointment to talk with the Superintendent.

A grievance as defined herein is a written complaint, registered by identifiable individuals, involving an alleged violation of the Federal laws or regulations governing Title IX, Section 504, and Title II by the local educational agency. A grievance is a formal complaint regarding specific decisions made by school personnel. A grievance may be submitted in specific circumstances such as when a student or parent believes that board policy or law has been misapplied, misinterpreted, or violated. Any claims of discrimination on the basis of race, color, national origin, sex, pregnancy, religion, age, or disability also may be submitted as a grievance.

The Petersburg School District recognizes that in accordance with Title IX of the Educational Amendments of 1972 and Section 504 of the Rehabilitation Act of 1973, a procedure is required whereby parents, employees and students can be assured of a prompt and fair disposition of their grievances.

A grievance must be filed as soon as possible but no longer than 30 days after disclosure or discovery of
the facts giving rise to the grievance. A student who has a grievance must provide the following
information in writing to the principal:
• The name of the school district employee or other individual whose decision or action is at issue;
• The specific decision(s) or actions at issue;
• Any board policy or law that the parent or student believes has been misapplied, misinterpreted, or
violated; and
• The specific resolution desired

The right to file a complaint shall be afforded to any parent, employee, and/or student, and the general public and shall begin with a written statement by said parent, employee, and/or student alleging a violation of the Federal law or include, as a minimum, the following information:

a. the name and address of the party or parties alleging the violation, and
b. a description of the alleged violation of the Federal law or regulation by the local educational agency.

Persons who desire to register complaints relative to Title IX of the Educational Amendments of 1972 should direct these complaints or other inquiries to the Title IX Coordinator at:

Petersburg School District

Mara Lutomski
P.O. Box 289
Petersburg, Alaska 99833
Tel: (877) 526-7656
Email: titleix@pcsd.us

Persons who register complaints relative to Section 504 of the Rehabilitation Act of 1973 or Title II of the Americans with Disabilities Act of 1990 should direct these inquiries to the Section 504 Coordinator of the ADA Coordinator at:
Petersburg School District
Superintendent's Office
P.O. Box 289
Petersburg, Alaska 99833
Tel:(877) 526-7656
Email: exec@pcsd.us

Upon receipt of a complaint the, Petersburg School District shall adhere to the following procedures:
1. The principal shall investigate, except in situations related to Title IX incidents, the alleged violation and shall render a written resolution of the complaint in a prompt and thorough manner. Title IX incidents will be investigated by the Title IX investigator.
2. The principal shall provide an opportunity for the complainant or the complainant's representative, or both, to present evidence, including an opportunity to question the parties involved.
3. Upon receipt of the principal's resolution to the complaint, the party alleging the violation has the right to appeal this decision to the Superintendent within thirty (30) days. The superintendent will render a final decision within thirty (30) days from the date the appeal is received.

Suspension and Expulsion

Grounds for Suspension and Expulsion:
A student may be suspended or expelled for the following causes:
1. Continued willful disobedience or open and persistent defiance of reasonable school authority;
2. Behavior which is in some way harmful to the welfare, safety or morals of other students;
3. Conviction of a felony which the board determines will cause the attendance of the child to be in some way harmful to the welfare or education of other students.

A student may be suspended or expelled for behavior occurring at any time, including but not limited to the following circumstances:
1. While on school grounds.
2. While going to or coming from school or a school-sponsored activity.
3. During the lunch period, whether on or off the school campus.
AR 5144.1(a)

A Principal may suspend a student from school for any of the acts listed under "Grounds for Suspension and Expulsion" for not more than thirty (30) consecutive days.
Suspension may be imposed upon a first offense if the principal determines the student's behavior to be in some way harmful to the welfare, safety or morals of other students or the student's presence represents a danger to persons or property or threatens to disrupt the instructional process.
AR 5144.1(b)

Short Term Suspension Procedures (10 days or less)
Suspension shall be preceded by an informal conference conducted by the Superintendent or principal, and shall include the student, and whenever practicable, the teacher, supervisor, or school employee who referred the student to the principal. At the conference, the student shall be informed of the reason for the disciplinary action and the evidence against him/her and shall be given the opportunity to explain his/her version and evidence in support of his/her defense.
If at the end of this discussion the Superintendent or principal believes the student is guilty of the misconduct charged, the student may be suspended for 10 days or less.
AR 5144.1(b)

This conference may be omitted if the principal, designee or the Superintendent determines that an emergency situation exists. An "emergency situation" involves a clear and present danger to the lives, safety or health of students or school personnel. If the pre-suspension conference is not held, both the parent/guardian and student shall be notified of the student's right to return to school for the purpose of a conference. The conference shall be held within two school days, unless the student waives his/her right to it or is physically unable to attend for any reason. In such case, the conference will be held as soon as the student is physically able to return to school.
AR 5144.1(c)

Notice to Parents/Guardians
At the time of the suspension, a school employee shall make a reasonable effort to contact the parent/guardian by telephone or in person. Whenever a student is suspended, the parent/ guardian shall be notified in writing of the suspension.
This notice shall state the reasons for suspension and the date and time when the student may return to school, and may request that the parent/guardian confer with school authorities regarding matters pertinent to the suspension.

No penalties may be imposed on the student for the failure or refusal of the parent/guardian to meet with school authorities. The student may not be denied readmission solely because the parent/ guardian failed to meet with school authorities.
AR 5144.1(c)

Long Term Suspension (more than 10 days)
Where alleged misconduct of a student warrants a suspension of more than 10 days, the

student will be provided the opportunity for a hearing as outlined under the expulsion procedure. The long term suspension procedure does not preclude a student from being suspended for up to 10 days if procedures for short term suspension have been followed.

A student requesting a hearing regarding a long term suspension will be readmitted in the program (at the end of a short term suspension if applicable) pending the outcome of the hearing except where the superintendent determines that the student's presence in school poses a threat to harm to him or herself or others.

Authority to Expel
A student may be expelled only by the Board.

The Superintendent or principal shall recommend a student's expulsion for any of the following acts, unless the principal or Superintendent finds, and reports in writing to the Board, that expulsion is inappropriate due to particular circumstances which shall be set out in the report of the incident:
1. Causing serious physical injury to another person, except in self-defense.
2. Possession of any firearm, knife, explosive or other dangerous object at school or at a school activity off school grounds.
3. Unlawful sale of any controlled substance.
4. Robbery, extortion, or the conviction of any other felony which will cause the attendance of the student to be injurious to the welfare or education of other students. AR 5144.1(d)

Textbooks and Supplies

All lockers, textbooks, and library books are loaned to students free of charge. Students are responsible for lost or damaged books and are expected to pay for them.

Vandalism, Theft and Graffiti

The School Board considers vandalism a very serious matter. Vandalism includes the negligent, willful, or unlawful damaging or theft of any district-owned real or personal property, including the writing of graffiti. Any district student who commits an act of vandalism shall be subject to disciplinary action, reparation for damages, and also may be reported to the appropriate authorities for legal prosecution. If reparation of damages is not made, the district also may withhold the student's grades, diploma and/or transcripts. BP 5131.5

Visitors

Visitors are always welcome to the middle school. All visitors need to check in at the office. Visitors need the principal’s permission before attending class.

Weapons and Dangerous Instruments

Students shall not bring to, possess, or use deadly weapons, firearms, dangerous instruments, or their replicas in school buildings, on school grounds or district-provided transportation, or at any school-related or school-sponsored activity away from school,

unless written permission has been previously obtained from the Superintendent or designee specifically authorizing that possession or use. Students who violate this policy are subject to disciplinary action in accordance with district policy and procedures.

The Board shall expel any student who brings a firearm to school in violation of this policy for a period of not less than one (1) calendar year. The Board shall suspend for at least 30 days, or expel for the school year, or permanently, a student who possesses a deadly weapon other than a firearm. The district may consider requests for early reinstatement by students suspended or expelled for violations of this policy.

All violations of this policy shall be reported to the school board, local, state and federal agencies including law enforcement authorities. BP 5131.7(a)

Glossary

Aggressive behavior: physical behaviors directed toward another person including, but not limited to, kicking, hitting, biting, shoving, tripping or slapping.

Assault, physical: to intentionally, knowingly and recklessly cause or act in an attempt to cause physical injury to another, assault includes, but is not limited to, aggressive behavior.

Assault, verbal: to place another person in fear of imminent physical injury by words and/or conduct.

Bullying: See Harassment, Intimidation and Bullying

Cheating: submitting someone else=s work as your own or providing your work to another, giving another answers on an exam, and providing answers electronically.

Cyberbullying/Harassment via technology: All forms of harassment, intimidation or bullying over the school district network is commonly referred to as cyberbullying. Cyberbullying also includes, but is not limited to, other misuses of technology to harass, intimidate, or bully, including sending or posting inappropriate email messages, instant messages, text messages, digital pictures or images, or Web site postings, including blogs. BP 5131.43(b).

Detention: assignment to a designated area other than the classroom before, during or after school.

Drug: an illicit substance.

Drug/Alcohol Free School Zone: Federal and State statutes provide for penalties for the distribution of drugs within 1000 feet of a school, the "Drug Free School Zone", subject to the following conditions:

1. Does not require knowledge of the proximity of a school.

2. Does not require evidence that children are currently or likely to congregate
3. Does not require proof that the sale of drugs had a detrimental effect on children

Drug paraphernalia: includes, but is not limited to, any item or device used to conceal, process, prepare, inject, ingest, inhale or otherwise introduce a substance into the human body.

Expulsion: removal of a student from the physical and academic school premises, including school activities, for at least the remainder of the current semester but not to exceed one (1) year.

Fighting: mutual use of physical force by two or more students in circumstances in which it is not possible to determine the aggressor.

Firearm: includes any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive. Firearms also include any type of weapon by whatever name which will or may be readily converted to expel a projectile by the action of an explosive or other propellant and which has any barrel or bore of more than one-half inch in diameter; or as defined in section 921 of Title 18, United States Code.

Harassment, Intimidation and Bullying: Harassment, intimidation, or bullying means an intentional written, oral, or physical act, when the act is undertaken with the intent of threatening, intimidating, harassing, or frightening the student, and
(a) physically harms the student or damages the student's property;
(b) has the effect of substantially interfering with the student's education;
(c) is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
(d) has the effect of substantially disrupting the orderly operation of the school.
BP 5134.43(a)

Hazing: initiation rites perpetrated against a new student, new member, or lower classman. All hazing is a violation of the Harassment, Intimidation and Bullying policy. Consequences will be assigned to those determined to be guilty of acts of hazing.

In-school suspension: removal of a student from the classroom and school activities by an administrator or designee and assignment to a designated room or area within the school building. Lunch may be eaten in the ISS room. A lunch time other than the regular time may be assigned. The student in ISS is counted present on the attendance roles. The work collected may be turned in for credit.

Pornography: material that depicts erotic behavior and is intended to cause sexual excitement. Pornographic material may be protected expression unless it is determined to be obscene. The disruptive nature of pornography makes it inappropriate for the learning environment. Those who bring or access pornography at school will be subject to discipline. Child pornography is illegal under state and federal laws prohibiting the

depiction of minors in sexual acts.

Reasonable: using or showing reason or sound judgment, sensible.

Restitution: reimbursement for actual loss or damage by court order or by the Superintendent's office. (At the discretion of the principal or his/her designee, restitution may be accompanied by community work service.)

School Wide Discipline Chart: Please refer to the Appendix for the School Wide Discipline Chart. A teacher led review of this chart occurs several times a year to help students better understand school wide responsibilities.

Sexual harassment: any unwelcome sexual advance, request for sexual favors, sexual statement or physical contact, including sexist remarks or behavior, which results in a tense and/or unproductive learning environment. Conduct of an unwelcome sexual nature which (a) is indicated to be term or condition of an individual's academic experience, (b) is used as a basis for academic decisions, (c) interferes with an individual's academic performance, or (d) created an intimidating, hostile or offensive academic environment is included in this definition. "Sexual harassment" is defined in more detail in the District's administrative regulations dealing with sexual harassment.

Suspension: temporary removal of a student from the school building and property and/or from participating in school activities.

Trespass: unauthorized presence on school property. Refusing to depart from school property at the request of a school authority is considered an act of trespassing.

Truancy: willful and unjustified failure to attend school by one who is required to attend; skipping. This includes leaving the building without prior approval and/or checking out through the office.

Vandalism: Vandalism includes the negligent, willful, or unlawful damaging or theft of any district-owned real or personal property, including the writing of graffiti.

Vaping: Any electronic oral device, such as one composed of a heating element, battery, and/or electronic circuit, which provides a vapor of nicotine or any other substance, and the use or inhalation of which simulates smoking. The term shall include any such device whether manufactured, distributed, marketed, or sold as an e-cigarette, e-cigar, e-pipe, or under any other product name or descriptor.

Weapon: The terms “Deadly Weapon,” "Weapon," and "Dangerous Instruments" are defined as anything designed for and capable of causing death or serious physical injury, including, to the extent they are not already included in the above definition, any pistol, revolver, rifle, shotgun, air gun, spring gun or zip gun, any bomb or other explosive, including fireworks, any poison, any dangerous or deadly gas, any slingshot, bludgeon, nightstick, straight razor or throwing star, brass knuckles or artificial knuckles of any kind,

any knife, axe, or club. AR 5131.7(c) in Petersburg School Board Policy

PETERSBURG DISCIPLINE GRID

(This chart has been prepared to provide assistance; it should not be interpreted as absolute)

Our philosophy is to involve parents as much as possible in student discipline. Parents will be notified when infractions are either recurring and/or serious. Discipline measures will be cumulative. Prior behavioral misconduct will affect subsequent disciplinary measures.

OFFENSE	OCCUR	CONSEQUENCE
ALCOHOL Using, possessing, taking action to possess, selling, distributing, or being under the influence of alcohol (or substances promoted as alcohol). *1, *Additional consequences apply for students enrolled in activities.	First Second Third	Parent notification, police notification, 3-5 days suspension, Prime for Life (12 week) Reduction, or similar counseling Parent notification, police notification, 5-7 days suspension, counseling Parent notification, police notification, 10 days suspension, Expulsion hearing
AUTOMOBILE MISUSE Not following rules and regulations concerning vehicles on school premises.	First Second Third	Parent contact, student conference, possible detention, possible police notification Parent conference, police notification, detention, possible ISS, loss of driving privileges Student contract with principal, parent and police
***BUS MISCONDUCT** Not following the posted instructions governing riding school buses.	First Second	Parent contact, detention, some loss of bus privileges Parent conference, possible ISS/OSS, progressive loss of bus privileges
USE OR POSSESSION OF DRUGS Using, possessing, taking action to possess, selling, distributing, or being under the influence of drugs or other intoxicants (or substances promoted as dangerous drugs). Possessing any drug paraphernalia. *1 *Additional consequences apply for students enrolled in activities.	First Second Third	Parent & Police notification, 3-5 days OSS, Prime for Life counseling Parent & Police notification, 5-7 days OSS, additional counseling Parent & Police notification, 10 days OSS, expulsion hearing
***DEFIANCE OF AUTHORITY/Disrespect/Insubordination** Refusal to follow the reasonable requests of District personnel.	First Second Third	Parent conference, apology, detention, possible suspension Parent conference, student contract, possible suspension Parent conference, Progressive suspensions (ISS/OSS), repeated may = possible expulsion
***DISORDERLY OR DISRUPTIVE CONDUCT** Language or behavior that disrupts and/or interferes with the educational environment or process. Includes sustained loud talk, horseplay	First Second Third	Parent contact, apology, detention, possible suspension Parent conference, possible suspension Parent conference, Progressive suspensions (ISS/OSS), repeated may = possible expulsion
***DISRUPTIVE APPEARANCE / STUDENT DRESS** Dress or grooming that interferes with the learning process or school climate, is unclean, or threatens the health/safety of the student or others. (Clothing, jewelry, or working/graphics on clothing that is sexually suggestive, drug related, vulgar, that depicts violence, insulting, gang membership related, or ridicules a particular person or group.)	First Second Third	Teacher directed, change in dress Office referral, parent contact, change in student dress Principal referral
SKIPPING CLASS Student leaves or misses class without permission	First Second	Detention, parent notification Parent contact, possible suspension
FIGHTING A hostile physical encounter between two or more individuals.	First Second Third	Parent and police notification, 1-3 day suspension Parent conference, police notification, 3-5 days OSS, community service, recom. Counseling Parent conference, police notification, 5+ days OSS, Expulsion hearing
FIRE SETTING / ATTEMPTED FIRE SETTING / FIRE PLAY Using fire to destroy or attempt to destroy property.	First	Parent and police notification, suspension, possible Expulsion hearing
FORGERY/THEFT Student is in possession of, having passed on, or being responsible for removing someone else's property or has signed a person's name without that person's permission	First Second Third	Parent and police notification (discretion),detention or possible suspension, restitution Parent and police notification, restitution, suspension, possible Expulsion hearing Parent and police notification, suspension, Expulsion hearing

LEWD CONDUCT / PROFANITY Indcent exposure and/or the use of obscenity, profanity (oral, written, or gestured). Includes possession, selling and distribution of lewd materials.	First Second	0-5 days OSS 5-10 days OSS, Continued violation may result in expulsion
HARASSMENT/BULLYING Student delivers disrespectful messages* (verbal, written or gestural) to another person that includes threats and intimidation, obscene gestures, pictures, or written notes. This includes harassment via electronic means. **disrespectful messages include negative comments based on race, religion, gender, age* and/or origin; sustained or intense verbal attacks based on ethnic origin, disabilities or personal matters.	First Second Third	Parent conference, detention, possible suspension (ISS) Parent/principal conference, suspension (OSS) Possible 3-5 day OSS, recommendation for expulsion hearing
INAPPROPRIATE LOCATION/OUT OF BOUNDS AREA Student is in an area that is out of school boundaries	First Second	Detention, parent notification Parent/principal conference, detention, student contract, possible ISS
CHEATING/COPYING Submitting someone else's work as your own or providing your work to another	First Second	Zero on assignment, parent notification, possible detention Zero on assignment(s), parent conference, detention/ISS, possible reflective assignment
LYING	First	Test: zero on exam, no retake option, 2x detention, parent meeting with admin and teacher, next activity suspension within 30 days
PLAGIARISM Using someone else's words and/or ideas	First Second	Plagiarism: Zero on assignment/exam, no retake option, 2x detention, parent meeting w/admin and teacher, next activity suspension within 30 days
GANG AFFILIATION DISPLAY Organization composed of students that has an element of purpose which is concealed from the public and shared only confidentially among members. Participation in gang-related activities at school or school functions (possession or display of gang-related clothing, symbols, or paraphernalia, distribution of gang literature or materials, display of gang-related posters or graffiti, signs, or signals, harassment or intimidation of others or recruitment for gang membership).	First Second	Parent conference, detention, student contract Parent/Principal conference, suspension (OSS), contract dependent
PHYSICAL AGGRESSION/ASSAULT Student engages in actions involving serious physical contact where injury may occur (e.g., hitting, punching, hitting with an object, kicking, hair pulling, scratching, etc.).	First Second Third	Parent conference, police notification, 3-5 day OSS Parent conference, police notification, 5-10 day OSS 10 days OSS, expulsion hearing
TARDINESS Arriving late to school and/or class. Aggravated Tardy > 10 min late to a class	First Repeat	Office referral, detention, parent notification Excessive tardies will result in a parent/principal discipline plan Aggravated tardy=45 min detention w/ teacher of the affected class
TECHNOLOGY MISUSE Failure to comply with the District's "Electronic Use Agreement."	First	Refer to PCSD Technology Plan for Discipline Procedures
USE OR POSSESSION OF TOBACCO Using, possessing, and/or distributing of tobacco in any form.	First Repeat	Parent and police notification (discretionary), detention, possible ISS, addiction counseling Parent and police notification, detention, progressive suspensions, contract, further addiction counseling
TRESPASSING Being present in unauthorized places or refusing to leave when asked to do so by District personnel.	First Second	Admin OSS
UNEXCUSED ABSENCE/TRUANCY Any absence that has not been excused by parent or legal guardian and/or appropriate school official.	First Second	Parent notification, detention Parent notification, detention, repeated = truancy notification, possible police, ISS/OSS

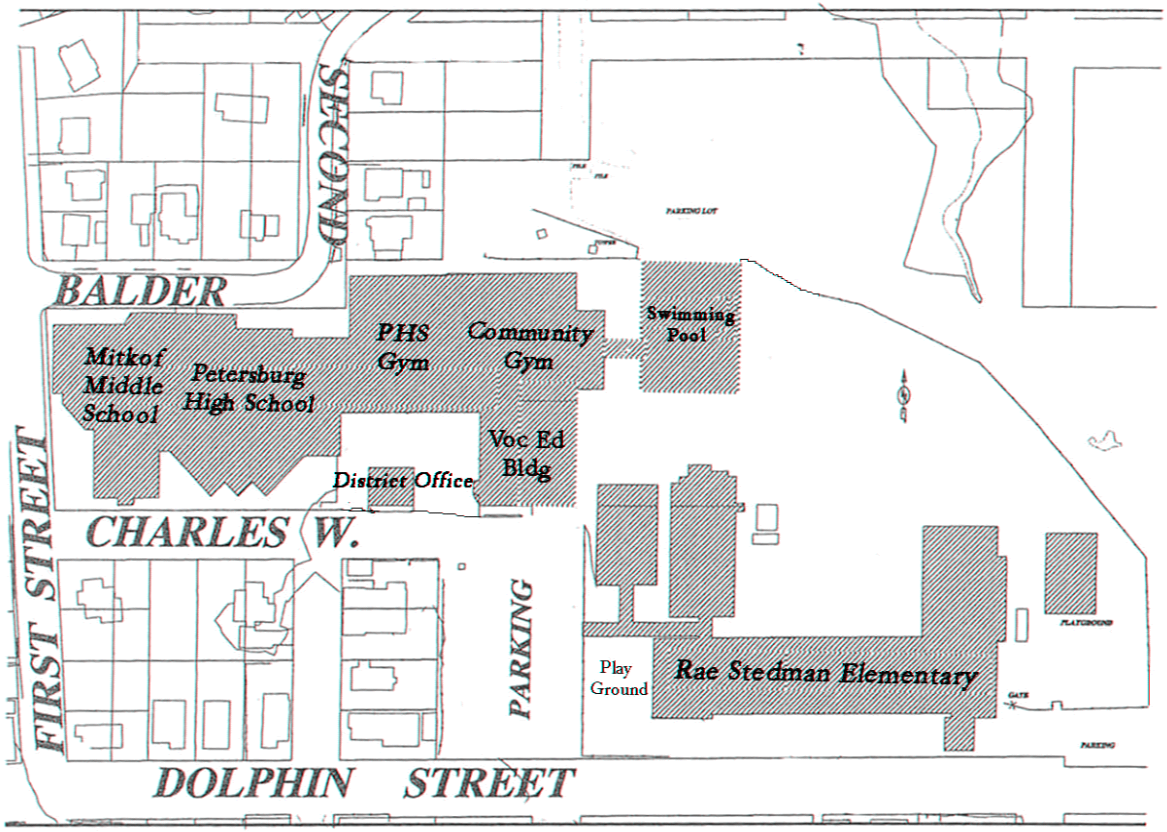
PROPERTY DAMAGE/VANDALISM Intentionally damaging, defacing, (including tagging/graffiti), or destroying public or private property.	First Second Third	Parent and police notification (discretionary), restitution, detention, possible ISS Parent and police notification, restitution, OSS, possible expulsion Parent and police notification, restitution, OSS, expulsion hearing
WEAPONS: EXPLOSIVE DEVICES Using, possessing, or selling an explosive device or material.	First	Parent notification, police notification, 10 days suspension, Expulsion hearing
WEAPONS: FIREARMS OR KNIVES Using, possessing, or selling a firearm (any weapon, including a starter gun, that will or is designed to or readily be converted to expel a projectile by the action of an explosive. Or using, threatening to use, possessing, or selling knives of any form/length	First	Parent and Police notification, 10 days OSS plus Expulsion hearing
USE/POSSESSION OF COMBUSTIBLES WITH INTENT TO HARM Student is in possession of substances/objects readily capable of causing bodily harm and/or property damage with intent to harm (matches, lighters, firecrackers, gasoline, lighter fluid)	First	Confiscation, parent & police notification, possible suspension, possible expulsion hearing

* = "occurrence" resets every year

*1 = If a student is suspected of drug or alcohol use, the administration has the right to test and the student is required to submit to the testing. If the student refuses, he/she will be given the same discipline action as if guilty.

SCHOOL GROUNDS MAP AND SCHOOL ZONE

Petersburg City Schools



The Alaska Reads Act

K-3 MTSS District Reading Intervention Plan Rubric

District: Petersburg Borough School District **Representative/Role: Heather Conn (Principal)**

Email: hconn@pcsd.us **School Year: 2024-2025**

Scoring Guide		Complete and Consistent Implementation 5	Partial or Inconsistent Implementation 3	Little or No Implementation 1	Not Evident of Implementation 0
Tier I: Universal Instruction					
Notes:	**a.**	**The core program promotes:** systematic and explicit instruction teaches grade level standards **the five components of reading and oral language** evidence-based instruction and does not include three-cueing instructional practices designed to ensure **all grade-level content standards**	**The core program promotes some:** systematic and explicit instruction teaches grade level standards **five components of reading and oral language** evidence-based, do not include three-cueing instructional practices designed to ensure **all grade-level content standards**	The district has a core program adopted which does not teach all components of reading and oral language. Some of the instructional materials may include three cueing instructional practices and does not cover the scope of **grade-level content standards; supplementation is required.**	The district does not have an adopted core program. Some of the instructional materials may include three cueing instructional practices. The instructional material does not cover the scope of the **grade-level content standards, supplementation is required.**
	b.	All grades have sufficient time for reading instruction and reading time is protected. ● 90-120 minutes	Instructional time for reading may be adequate and is generally protected. ● 80- 90 minutes	Instructional time for reading is not always protected and may be insufficient. ● > 80 minutes	Instructional time for reading is not protected nor sufficient.
	c.	Core and Intervention materials are aligned with consideration for scope and sequence.	Core and Intervention materials are somewhat aligned with consideration for scope and sequence.	Core and Intervention materials are minimally aligned with consideration for scope and sequence.	Core and Intervention materials are not aligned.
Tier II: Targeted Intervention					

	a.	**The Tier 2 *Intervention Programs* provide:** explicit, systematic, and sequential direct instruction does not include three-cueing instructional practices evidence-based ESSA defines evidence-based as results from high-quality studies determining the intervention to have positive effects. A desirable effect size is generally considered to be .4 or greater.	**The Tier 2 *Intervention Programs* provide some of the following:** explicit, systematic, and sequential direct instruction does not include three-cueing instructional practices evidence-based ESSA defines evidence-based as results from high-quality studies determining the intervention to have positive effects. A desirable effect size is generally considered to be .4 or greater.	Some Tier 2 interventions are evidence based in content areas and grade levels where they are available.	Tier 2 interventions are not evidence based in content areas and grade levels where they are available.
	b.	Tier 2 interventions are adapted to address individual student needs in the following ways: ● 4-5 days per week ● 30-45 minutes per day ● 4-8 students per group	Tier 2 interventions are adapted to address individual student needs in the following ways: ● 3-4 days per week ● 20-30 minutes per day ● 8+ students per group	Tier 2 interventions are adapted to address individual student needs in the following ways: ● 1-3 days per week ● > 20 minutes per day ● 10+ students per group	No Tier 2 interventions listed
	c.	Tier 2 interventions supplement Tier 1 instruction.	Tier 2 interventions sometimes supplement Tier 1 and sometimes replace Tier 1 instruction.	Tier 2 interventions replace Tier 1.	Tier 2 interventions are not evident in the K-3 MTSS Plan.
Tier III: Intensive Intervention					
	a.	**The Tier 3 *Intervention Programs* provide:** explicit, systematic, and sequential direct instruction does not include three-cueing instructional practices evidence-based ESSA defines evidence-based as results from high-quality studies determining the intervention to have positive effects. A desirable effect size	**The Tier 3 *Intervention Programs* provides some of the following:** explicit, systematic, and sequential direct instruction does not include three-cueing instructional practices evidence-based ESSA defines evidence-based as results from high-quality studies determining the intervention to have positive effects. A desirable effect	Some Tier 3 interventions are evidence based in content areas and grade levels where they are available.	Tier 3 interventions are not evidence based in content areas and grade levels where they are available

		is generally considered to be .4 or greater.	size is generally considered to be .4 or greater.		
	b.	Tier 3 interventions are adapted to address individual student needs in the following ways: ● 5 days per week ● 45-60 minutes per day ● 1-1 or 2-4 students per group	Tier 3 interventions are adapted to address individual student needs in the following ways: ● 3-4 days per week ● 30-45 minutes per day ● 4-6 students per group	Tier 3 interventions are adapted to address individual student needs in the following ways: ● 1-3 days per week ● > 30 minutes per day ● 6+ students per group	No Tier 3 interventions listed
	c.	Tier 3 interventions supplement Tier 1 and 2.	Tier 3 interventions sometimes supplement Tier 1 and sometimes replace Tier 2 intervention.	Tier 3 interventions replace Tier 1 or 2.	Tier 3 interventions are not evident in the K-3 MTSS Plan.
Universal Screening Process					
	a.	The district has a state approved literacy screener. ● Amplify mClass ● approved screener and the waiver is on file with DEED			The district does not have an approved screener (mClass or approved screener by waiver).
	c.	There is evidence that diagnostic assessment is consistently used to identify specific skill deficits to guide adaptations to intervention when a student's reading progress is insufficient (e.g. CORE, PAST, EasyCBM, etc.)	There is some evidence that diagnostic assessment is used to identify specific skill deficits to guide adaptations to intervention when a student's reading progress is insufficient; however, use of diagnostic assessment is inconsistent.	Current diagnostic assessments do not identify specific reading skill deficits.	No evidence of diagnostic assessment usage.
	b.	The district has an established progress monitoring schedule that aligns with best practice.	The district has established a progress monitoring schedule that mostly aligns with best practice.	The district has a progress monitoring schedule that is not consistent.	The district does not have an established progress monitoring schedule.
Professional Development					
	a.	**Professional development includes:** Reading Instruction Science of Reading Culturally Responsive Best Practices Assessment Literacy Intervention Strategies ELL/Multilingual Instruction	**Professional development includes some of the following:** Reading Instruction Science of Reading Culturally Responsive Best Practices Assessment Literacy Intervention Strategies	The school does not have a well-defined, professional development plan to support continuous improvement of reading instruction.	Professional development plan is not evident.

			ELL/Multilingual Instruction		
	b.	Professional development plan identifies the expected number of days/hours for professional development and this learning is ongoing throughout the school year.	Professional development plan identifies the general number of days for professional development throughout the school year.	Professional development plan identifies an estimate of the number of days for professional development throughout the school year.	Professional development plan is not evident.
Public Communication					
	a.	**All of the following conditions are met:** ● public meeting dates with a description of the school's essential components of K-3 MTSS is shared with stakeholders ● a coherent plan is implemented for updating parents on Individual Reading Improvement Plans ● families are informed about decision making process of students receiving Tier 2 and 3 intervention	**Two of the following conditions are met:** ● public meeting dates with a description of the school's essential components of K-3 MTSS is shared with stakeholders ● a coherent plan is implemented for updating parents on Individual Reading Improvement Plans ● families are informed about decision making process of students receiving Tier 2 and 3 intervention	**One of the following conditions are met:** ● public meeting dates with a description of the school's essential components of K-3 MTSS is shared with stakeholders ● a coherent plan is implemented for updating parents on Individual Reading Improvement Plans ● families are informed about decision making process of students receiving Tier 2 and 3 intervention	There is no evidence of public communication or meetings. An IRIP plan is not evident to communicate.
Home Supports					
		Plan for parent training includes: Dates continuous throughout the year Specific resources Training Parent Friendly Opportunity for Feedback	Resources are described which are parent-friendly for home use. A plan for parent training is evident.	Some parent-friendly resources are described. No evidence of plans for parent training.	Parent-friendly resources and training plans are not evident.
IRIP & Parent Notification					
		All of the following conditions are met: A plan for parent communication and	**Two of the following conditions are met:** A plan for parent communication and	**One of the following conditions are met:** A plan for parent communication and	**All of the following conditions are missing or not evident:**

		collaboration in building the IRIP is evident. IRIP template is on file and no changes are needed Parent notification template is on file and no changes are needed	collaboration in building the IRIP is evident. IRIP template is on file and no changes are needed Parent notification template is on file and no changes are needed	collaboration in building the IRIP is evident. IRIP template is on file and no changes are needed Parent notification template is on file and no changes are needed	An IRIP communication and collaboration plan is not evident. IRIP template is missing Parent notification template is missing

Scoring:

0 = K-3 MTSS District Intervention Plan is not accepted. Submit revision with changes within 15 days.

1= Conditional Acceptance. Changes in this domain must be addressed for next school year submission

3= Acceptance. Minor changes are encouraged for next school year submission

5= Accepted as final form.

Personnel Action Report for 2024-2025

September, 10 2024

EMPLOYMENT OF CERTIFIED PERSONNEL

Ruby Brock
LTS HS Sped

RESIGNATION/RETIREMENT CERTIFIED PERSONNE

EMPLOYMENT OF CLASSIFIED PERSONNEL

Michelle Miyaki
Parapro HS

Keely Ware
Parapro HS

Christy Ware
Parapro EL

Tiffany Glass
Admin Asst HS/MS

RESIGNATION/RETIREMENT CLASSIFIED PERSONNEL

EXTRA DUTY CONTRACT

Chelsea Corrao
Additional Music / Zero Hour

Alice Cumps
Glacier Survey

Jaime Cabral
HS Volleyball Head

Kerri Curtiss
HS Volleyball Asst

Tim Shumway
HS ASB

Erin Hofacre, Alice Cumps,
Vanessa Miller, Sharon Paulson
Teacher mentors

Jim Engell
Prep Buyout

Dave Owens
Zero Hour

Joe Vichneicki
MS Cross Country

Tiffany Glass
Activities Assistant & Facilities Asst

Beau Ward/Dustin Crump
MS Robotics

2024-2025 School Year

Teachers	38.00
Classified	36.00
Principals	2.00
District Administration/Exempt (Superintendant, Finance, Maintenance, Food Service, Board Admin, Special education, tech , athletics)	8.00
Total Employees	**84.00**

Superintendent's Report
September 2024

Enrollment Update: 460 students

PK	1.5
K	23
1	40
2	37
3	29
4	39
5	36
6	32.5
7	42.5
8	36
9	43
10	33
11	29
12	40.5 (2 in transition status)

Staffing Update: 84 staff

Professional Development

We've had a positive start to the school year. Teachers participated in Visible Learning Foundations Day training, introducing the intentional focus we are taking with our instructional practices. The Instructional Leadership Team, in collaboration with our partners at Visible Learning and NIET, has been strategically planning our direction for the year through our Professional Learning Communities. Our first step is to develop district-wide Learner Dispositions—defining what it means to be a learner in Petersburg. This process, which will involve student input, is expected to take up to two months. Afterward, the focus will shift to Teacher Clarity. This involves analyzing and breaking down standards to establish clear learning intentions and success criteria for lessons, ensuring assessments are designed to guide learning. This allows for adjustments during instruction, creating meaningful experiences that result in mastery of the standards.

AK Star Assessment

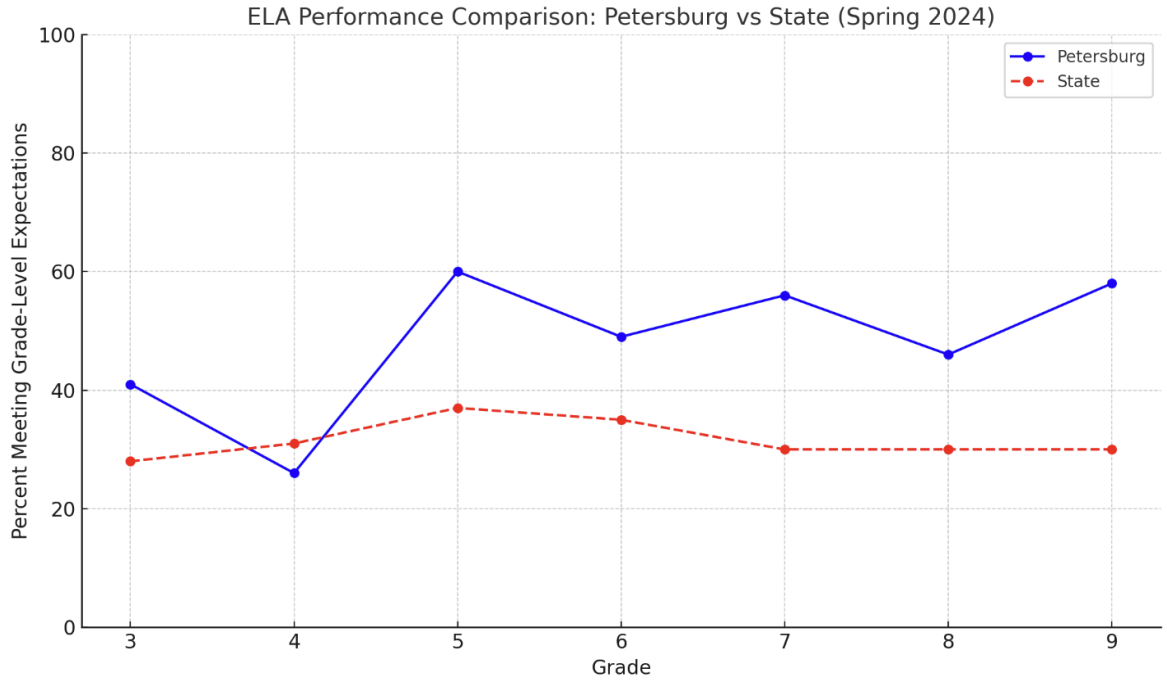
The AK Star Assessment results have been released to the public. The AK Star Assessment provides a baseline for evaluating student performance and growth across Alaska. The state has set high achievement standards with the AK Star Assessment, particularly in comparison to national assessments.

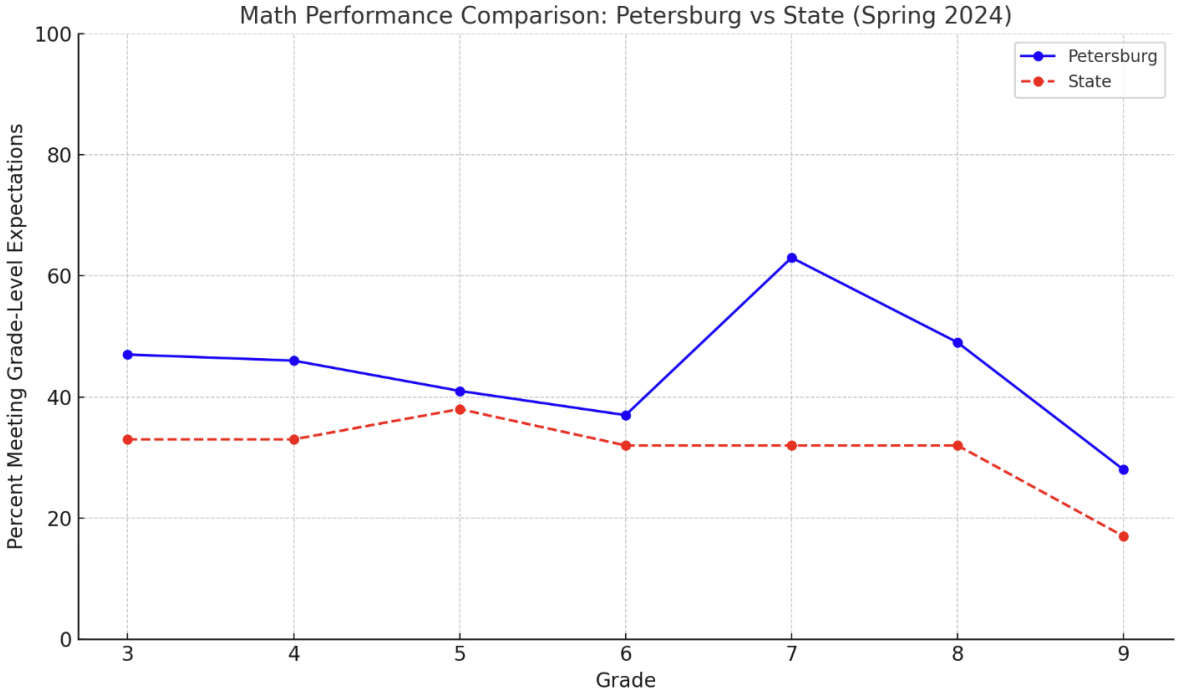
Individual score reports will be mailed to families in hard copy within the next two weeks. It's important to note that students labeled as "Approaching Proficient" are not failing; rather, it indicates they are progressing toward meeting the state's high standards. Our educators are working hard to support students, not only in their academic success but also in preparing them for assessments and implementing the Alaska Reads Act, despite the lack of additional state funding. Our MAP and M-Class assessments keep educators and families informed about student performance and growth throughout the year.

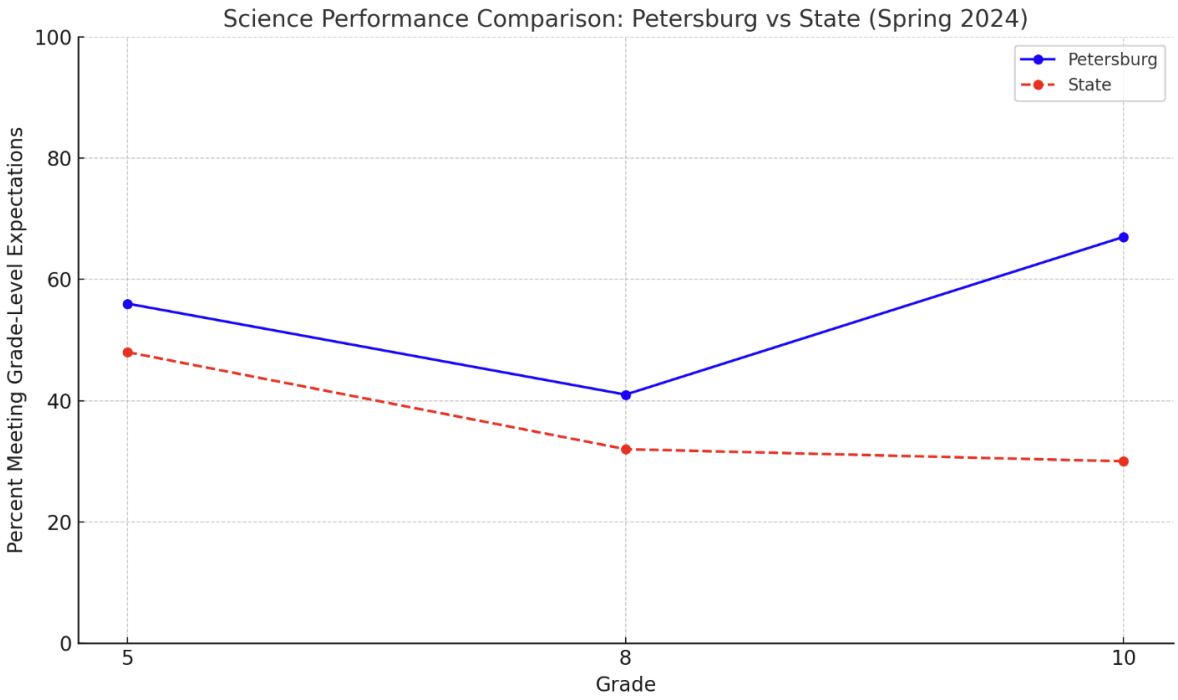
Although there is room for improvement, Petersburg students outperformed their peers in 16 of 17 grade and subject-level tests. The following table represents the percentage of students who scored proficient or higher in Petersburg, grades 3-10, compared to their peers across the state.

Spring 2024 AK Star Assessment
Percent of Students Meeting Grade-Level Expectations
(rounded to the nearest whole value)

Grade	PSG English	State English		PSG Math	State Math		PSG Science	State Science
3	**41%**	28%		**47%**	33%			
4	26%	31%		**46%**	33%			
5	**60%**	37%		**41%**	38%		**56%**	48%
6	**49%**	35%		**37%**	32%			
7	**56%**	30%		**63%**	32%			
8	**46%**	30%		**49%**	32%		**41%**	32%
9	**58%**	30%		**28%**	17%			
10							**67%**	30%


ELA Performance Comparison: Petersburg vs State (Spring 2024)
Petersburg
State
Percent Meeting Grade-Level Expectations
Grade
0
20
40
60
80
100
3
4
5
6
7
8
9


Math Performance Comparison: Petersburg vs State (Spring 2024)
Petersburg
State
Percent Meeting Grade-Level Expectations
Grade
0
20
40
60
80
100
3
4
5
6
7
8
9



Upcoming Dates:

Sept 11	KFSK Radio Call In- School Bond 6:30 p.m.
Sept 11-12	Instructional Leadership Team work with NIET
Sept 14	MMS Cross Country 5th Annual Invitational
	MMS picture day
Sept 16	Stedman Eagle Power starts- during school
Sept 17	Stedman school pictures - 2nd, 3rd, 4th grades
Sept 18	Stedman school pictures - Kindergarten, 1st, 5th grades
Sept 19	PHS school picture day
Sept 19-21	PHS Volleyball @ Sitka and Mt. Edgecumbe
Sept 20-21	PHS Swim @ Ketchikan
	PHS Cross Country @ Juneau
Sept 25th	Stedman conferences 4:00-8:00 p.m.
Step 26th	Stedman early release @ 1:45 p.m.
	Stedman parent teacher conferences 2:00-7:00 p.m.
Sept 27th	No school- teacher inservice
Sept 25-28	PHS Volleyball @ Ketchikan
	PHS Cross Country @ Ketchikan
Sept 28	Cross Country Regionals at Ketchikan High School
Oct 2	PHS Wrestling begins
Oct 3-5	State Cross Country Championships in Anchorage @ Bartlett
Oct 4-5	PHS Swim @ Juneau
Oct 10-11	Parent teacher conferences PHS/MMS
	Volleyball @ Metlakatla 2A Southeast Seeding Tournament
Oct 16-19	PHS Wrestling @ Hoonah
Oct 17	Great Alaska ShakeOut 10:17 a.m.
Oct 17-19	PHS Swim @ Sitka
	Stikine MS Basketball Tournament (Subject to Change)
Oct 18	Alaska Day

Oct 22	SE Honors Music Concert PHS Gym 7-8 pm
Oct 25-26	PHS Volleyball vs. Ketchikan/JDHS
Oct 29	PSAT Test
Oct 31-Nov2	PHS Wrestling @ Mountain City
Nov 1-2	Regional Swim and Dive Championships @ Petersburg
Nov 1	No school for students- teacher in-service

Elementary Report
Tuesday, September 10th @6:00

1. Shout Outs!
    a. Families who supported Donor Choose: Gates Foundation, Katie Holmlund, Ambre Burrell, Rikki McKay, and Karin McCullough for “Let it Ride Project”!
2. What has happened?
    a. Nursing M-F 8:00-12:00, Nichole Mattingly
    b. Counseling MWThF 10:00-12:00 and T 10:00-11:00, Savannah Sperl
3. 24-25 Enrollment
    a. PreK = 2.25, K = 23, 1=40 , 2=37 , 3=29 , 4=39 , 5=36 Total=206.25
4. Focus
    a. Building Relationships
    b. Fall Benchmarking
    c. Instruction
    d. Adjusting Schedules
    e. Social Media Platforms
5. What is to come?
    a. Benchmarking
    b. NIET Visit with Pilar
    c. P/T Conferences
    d.

Principal's School Board Report
Mitkof Middle School/Petersburg High School
9/5/24

The year has started off well.

- With only a few minor hiccups, the new schedules have been implemented and we have been able to accommodate the movement of students around the school with the shared staff assignments.

- Jaime and Rachel have done an excellent job organizing our advisory for the HS/MS and read/study block times for the MS. We are having gym time with MS two additional times per week preceding lunch for some fun activities. Many thanks to Jaime and Rachel!

- The first two weeks have seen the schedule reflecting our regular bell schedule and using two of the alternative schedules: Short Assembly and Short Testing. We had good success with both but we found areas where some minimal adjustments can be made. The staff has handled the adjustments admirably.

- Recently, the HS Band trip in the spring has been cancelled due to an unforeseen situation. We are fortunate that the funds raised for this event are designated to individual students. We are looking into possibilities for these students to use these funds for other musical and, possibly, educational events scheduled for the school. We will inform the board of any decisions or options we come to before the expenditure of any fund-raised monies.

- I would like to complement our counselor and office staff an excellent start of the school year. They are navigating changes and adjustments like champions.

- I would also like to complement the instructional faculty and staff. I feel like the teachers, paras, and support staff in these two schools are exceptional and are dedicated to student learning.

Student Counts: MMS = 115
PHS = 146

September 2024

Food Service:

- Petersburg Food Service was awarded 2 Awards for school meals
    - Small and/or Rural SFA Breakfast Trailblazer
        - School breakfast can be the foundation to student success. The Small and/or Rural SFA Breakfast Trailblazer fuels a student's day by providing a nutritious breakfast with limited added sugars.
    - Innovation in the Preparation of School Meals
        - Innovation in the Preparation of School Meals recognizes schools who plan and prepare scratch recipes for school breakfast and lunch.
- Staff continues to adjust to new schedules, reduced sugar and reduced sodium.
- Staff adjusts to CEP regulations and has been enjoying giving students meals without the worry of price
- Staff has been exploring new recipes with lower sodium and sugar while increasing student acceptability
- Week 1 meal counts 874 breakfasts served, 907 lunches served
- 2024–2025 National School Foods Study
-

Migrant Education:

- Migrant education is in the beginning of fall enrollment to renew certifications and work with students.
- Fall questionnaire of needs assessments will go out soon
- Students in secondary received fees and school supplies
- Elementary classrooms were provided supplies due to the consolidation for Elementary School

Wellness Team:

- First Meeting September 18th at 3:30 pm in the High School Library
- District must update its wellness policy this year in preparation for the SY 26 Administrative Review of School Food Service Programs.
- Secondary Hygiene pantry and supporting elementary with backpack meals for the weekend is set up and getting community support

Grants:

- Scales- Supporting Community Agriculture and local education systems
    - Tracking Local Procurement.
    - Working with a new provider to get products direct from Washington farmers
    - Alex starting the after school Garden Program in the Elementary
    - Processing farragut farm carrots to hold longer into the year
- HMI- Healthy Meals Incentives
    - Last year of the grant cycle.

    - Finalizing the remainder of the funds for professional development, family engagement and health classes.
    -
- School Wide Health- School nurse and School Mental Health is going well.
- DEED-Breakfast Promotion-
    - Looking at future dates for *Bring a Parent to Breakfast* in the Elementary school.
    - Rolled out new computers and devices for nutritional analyzation, production records and student services.
    - Food service staff updated uniforms with shirts and a coat

Facilities Update 9/10/24

1. District Office and Elementary Canopy's are projected to be completed by Friday, September 13th.
2. On August 12th We had a pinhole leak in the heating supply line that feeds the HS Staff Lounge. This caused some flooding in the staff lounge and the HS Library. The leak was temporarily stopped and the Maintenance and Custodial staff did a great job on clean up. Ketchikan Mechanical was onsite August 26th and replaced the 20 foot section of piping.
3. Superintendent Robyn Taylor, Finance Director Shannon Baird and I met with David Landis from SERCC, who helps us with our Grant Applications, on Thursday, September 5th, to discuss and go over the draft contract from DEED for the HS/MS roof replacement. Some modifications and clarifications need to be made on the draft before we can sign and submit.
    a. SERCC has submitted our CIP Application for the HS Office remodel and Door security upgrades.
4. LCG is projected to submit HS/MS Roof replacement 65% drawings by September 27th.
5. This school year we are trying something new, we have hired 3 student custodian helpers, Torey Fry, Canek Sosa, and Waylon Jones.
6. We would like to Thank Randy Holmgrain with the Petersburg Police Department for obtaining a Grant for our new Radio system. This gant was able to get us a repeater system, two base stations and 20 handheld radios. The base stations are located in the District Office and High School office. Each base station has the capabilities of communicating with Police Dispatch and we have three handheld radios that can do the same.

AASB POLICY REFERENCE MANUAL UPDATE SERVICE

SUMMER 2024 UPDATE

INSTRUCTION SHEET

NOTE: This packet includes only those policy manual pages that have been revised, deleted or newly established. Full text pages are included and are to be substituted as indicated below. Additional updates with be forthcoming in the fall of 2024.

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

REPLACE/ADD	FORMAL ADOPTION REQUIRED	DESCRIPTION
ARTICLE 0, Series 0000 – Philosophy, Goals, Objectives and Comprehensive Plans		
AR 0510	No	This update modifies AR 0510 to simplify the regulation and bring it into compliance with provisions necessary for a District Report Card under AS 14.03.120 and 4 AAC 06.895. The specific requirements of the report card have been removed from the regulation so as to not require updates based on regulatory changes. The requirements of AS 14.03.120 and 4 AAC 06.895 remain and are cited to in the regulation.
ARTICLE 5, Series 5000 – Students		
BP 5123	Yes	This update revises the policy to reflect the student retention procedures required by the Alaska Reads Act.

REPLACE/ADD	FORMAL ADOPTION REQUIRED	DESCRIPTION
ARTICLE 6, Series 6000 – Instruction		
BP 6174.1	No	This update is a formatting revision to delete a repeated word. Board approval is not required.
ARTICLE 9, Series 9000 – Bylaws of the Board		
BB 9320	Yes	This update includes additional language to clarify that poll voting by a school board is not permitted and all official board action must be taken in an open meeting.
BB 9322	Yes	This update clarifies that a board president and superintendent may reject community requests to place an item on the board agenda.

WORKSHEETS for the district policy committee:
DISCARD WHEN FINISHED

Students

PROMOTION/ACCELERATION/RETENTION BP 5123(a)

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

The School Board desires to see students progress with their peers through the school district's grade levels. To accomplish this, instruction should accommodate the varying interests and growth patterns of individual children and include strategies for providing extra attention or assistance when needed.

Promotion

Students shall progress through the school district's grade levels by demonstrating growth in learning the required basic skills.

Progress toward high school graduation shall be based on the student's ability to pass the subjects and electives necessary to earn the required number of credits.

(cf. 6146.1 - High School Graduation Requirements)
(cf. 6146.5 - Differential Requirements for Individuals with Exceptional Needs~~Elementary School Promotion~~)

Acceleration

Acceleration is possible when high academic achievement is evident. However, the student's social and emotional growth shall be taken into consideration before placing him/her in a higher grade.

Retention

The School Board recognizes that research indicates that very few children benefit from being retained during the elementary and middle grades. The Superintendent or designee shall promote alternatives to retention among certificated staff.

Note: Strategies for reducing retention rates may include reading intervention programs, tutorial programs, and the use of ungraded schools, combination classes, year-round education, and developmentally appropriate primary curriculum designed to meet the needs of children at their own developmental stage.

Note: The following paragraph requires the use of student study team when retention is recommended.

When a teacher believes that retention is necessary to meet a student's needs, he/she shall ask the principal to establish a student study team to consider the child's academic, social and emotional performance. The student's parent/guardian shall be invited to participate on the student study team.

Under the Alaska Reads Act, a student retained due to a reading deficiency must be provided the process set forth in BP 6147 and AS 14.30.765(d) – (m).

WORKSHEETS for the district policy committee:
DISCARD WHEN FINISHED
Students

PROMOTION/ACCELERATION/RETENTION BP 5123(b)

(cf. 6164.5 - Student Study Teams)
(cf. 5121 - Grades/Evaluation of Student Achievement)
(cf. 6141 - Curriculum Development and Evaluation)
~~*(cf. 6146.5 - Elementary School Promotion/Standards of Proficiency)*~~*(cf. 6147 – Alaska Reads Act Intervention Programs)*

Legal Reference:

ALASKA STATUTES
AS 14.30.760 *Statewide screening and support*
AS 14.30.765 *Reading intervention services and strategies; progression*

ALASKA ADMINISTRATIVE CODE
4 AAC 06.400 *Statewide literacy screening and support*
4 AAC 06.405 *Reading intervention services and strategies*
4 AAC 06.410 *Individual reading improvement plan*
4 AAC 06.415 *Student Progression*
4 AAC 06.490 *Definitions*

Updated 6/2024

WORKSHEETS for the district policy committee:
DISCARD WHEN FINISHED

AGENDA/MEETING MATERIALS

Note: The following optional bylaw may be revised to reflect district practice and needs.

Construction of Agenda

The School Board president and the Superintendent shall prepare an agenda for each meeting of the Board.

(cf. 9121 - Board President)

Board members may place any item on the agenda no later than five days before the scheduled meeting date.

All agendas shall include the meeting time and place and a description of each business item to be transacted or discussed. All agendas shall be posted for public review prior to the meeting.

(cf. 9320 - Meetings)

Note: A.S. 29.20.020 requires governing bodies provide a reasonable opportunity for the public to be heard.

Any member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting. The request must be in writing and submitted to the Superintendent with supporting documents and information, if any, at least ten working days before the scheduled meeting date.

When constructing the agenda, the Board president and Superintendent will decide whether a request is within the subject matter jurisdiction of the Board and whether the agenda item is appropriate for discussion in open or executive session. The Board president and Superintendent may reject a public request for a matter to be added to the agenda for any reason.

The Board shall also give members of the public the opportunity to testify at regular meetings on matters which are not on the agenda but which are within the subject matter jurisdiction of the Board. An agenda item for such input shall be included on Board agendas. The Board shall not take action on such matters at that meeting.

(cf. 9012 – Communications To and From the Board)
(cf. 9323 - Meeting Conduct)

All public communications with the Board are subject to requirements of relevant Board policies and administrative regulations.

(cf. 1312 - 1312.3 - Complaints Concerning Schools)

Board Member Preparation

A copy of the agenda shall be forwarded to each Board member at least three days before each regular meeting date, together with the Superintendent or designee's report, minutes to be approved, copies of communications, reports from committees, staff, citizens and others, and other available documents pertinent to the meeting.

When special meetings are called, the secretary and president shall make every effort to get the agenda and support materials to Board members as soon as possible.

Board members shall review agenda materials before each meeting. Individual members may confer directly with the Superintendent or designee to obtain specific information on agenda items.

(cf. 9200 - Board Members)

Legal Reference:
ALASKA STATUTES
29.20.020 Meetings public

Revised ~~9/01~~6/2024

EDUCATION OF NATIVE/INDIAN CHILDREN BP 6174.1(a)

Community and Parental Involvement

Note: Title 20 of the United States code mandates that school districts receiving Impact Aid funds have a policy ensuring all parents and community members, including IRA and traditional councils, have the opportunity to submit their views and active consultation relating to the district's education and cocurricular programs. It is the law's intent to encourage the maximum participation by Alaska Natives in the planning and management of Alaska Native education programs.

Note: Under the Every Student Succeeds Act, "affected" school district are required to consult with local tribes or tribal organizations prior to submitting a plan or application for federally covered education programs. Affected districts are those that either: 1) have 50% or more of its student enrollment made up of Alaska Native students; or 2) received an Indian education formula grant under Title VI in the previous year that exceeds $40,000. Consultation must be done "in a manner and in such time that provides the opportunity for such appropriate officials from Indian tribes or tribal organizations to meaningfully and substantively contribute to plans under covered programs." Federal programs requiring consultation between tribes and affected school districts include:

- Title I, Part A (Improving Basic Programs Operated by State and Local Educational Agencies)
- Title I, Part C (Education of Migratory Children)
- Title I, Part D (Prevention and Intervention Programs for Children and Youth who are Neglected, Delinquent, or At-Risk)
- Title II, Part A (Supporting Effective Instruction)
- Title III, Part A (English Language Acquisition, Language Enhancement, and Academic Achievement Act)
- Title IV, Part A (Student Support and Academic Enrichment Grants)
- Title IV, Part B (21st Century Community Learning Centers)
- Title V, Part B, subpart 2 (Rural and Low-Income School Program)
- Title VI, Part A, subpart 1 (Indian Education Formula Grants to Local Educational Agencies)

The School Board recognizes that all parents and community members, including IRA and Traditional Councils, have a special interest in the education programs and cocurricular programs provided their children. To provide an opportunity for them to be meaningfully involved in the development, implementation, and evaluation of each school's educational and cocurricular program, all interested parties will mutually enter into Indian Policies and Procedures (IPP's), which are incorporated into and adopted as the policy of the School Board. The policies must be drafted in accord with 20 USC 7704 and 34 CFR 222.94. In addition, the following procedures will be used:

Note: Where "Advisory Committee" appears, the board may wish to specify/designate what body will be responsible for implementing this policy based on the needs of your district.

1. At a meeting of a School Board Advisory Committee called for that specific purpose, the principal will present a detailed description of that school's education program including curriculum (course description, scope and sequence) and program evaluation procedures as well as the co-curricular program provided. At least two weeks prior to that meeting public notice will be given through newspapers, public posting, and radio announcements, where appropriate, stating the agenda and purpose of the meeting. To further insure community involvement a written invitation will be sent to the IRA and/or Traditional Council.

EDUCATION OF NATIVE/INDIAN CHILDREN (continued) BP 6174.1(b)

2. During the planning and development of local education programs all parents and community members including IRA and Traditional Councils, will be actively consulted in the following manner:

   a. At each Advisory Committee meeting where program applications for financial assistance are reviewed all members of the public will be given an opportunity to present their views.

   b. All members of the public will have an opportunity to present their overall views on the educational program and its operation.

   c. All members of the public will have an opportunity to make recommendations concerning the needs of their children.

   d. All members of the public will be given the opportunity to comment on the way in which they can assist their children in realizing the benefits to be derived from the educational program.

(cf. 6020 - Parent Involvement)

Nondiscrimination

The School District certifies that all children participate in the school program on an equal basis regardless of age, sex, race, ~~age,~~ creed, color, national origin, or ethnic background and shall not be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any education program or activity of the district consistent with Title IX of the Education amendments of 1972 and Title Vl of the Civil Rights Act of 1964.

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

Educational Program

Note: Under the Every Student Succeeds Act, the government is dedicated to the development of curriculum materials that reflect the cultural diversity of Alaska Natives, instructional programs that make use of Native Alaskan languages, and programs and materials designed to address the needs of rural Alaska schools. This includes supporting the unique educational needs of rural school children by incorporating qualified Alaska Native elders and seniors.

The primary purpose of the educational program is to provide experiences by which individuals will learn within the context of their needs as well as the broader needs for which the district shares a responsibility. Under this assumption, the school is viewed as a link between the individual and learning resources and experiences available to meet both short and long range needs. To encourage the strongest and most viable linkage, the School Board recommends:

1. A program which is individualized to the maximum extent and which provides as many options as possible within educational goals statement previously made.

2. An organization plan by grade level or function which considers local expectations and efficiency of operation rather than an arbitrary pattern of organization. Individualization of program for students and optimum staff utilization demands an organizational plan based upon statement performance, skill grouping, and activity grouping rather than a rigid grouping by age, sex, or other non-educational basis.

3. A staff utilization procedure which establishes specific personnel needs based upon the programs requirements. All persons, directly or indirectly effect the school operation. Certificated, classified and resource personnel, as well as students in certain circumstances, are considered in developing procedures for staff utilization.

4. A guidance and individual program planning effort which assures the widest choice of alternatives to individual students over their period of formal education. Emphasis will be upon bringing the student in direct contact with those educational experiences and resources which best meet short or long range needs.

5. An assessment program which uses both subjective and objective measures in determining student performance and the effectiveness of the school program in achieving learning objectives. This program is an integral part of the guidance function and requires both the involvement and understanding of students and parents in its development.

6. A wide range of learning materials and techniques which will meet the needs of students and of those responsible for instructional or learning activities. Special consideration must be given to unique cultural and language requirements. Audio and video materials, as well as print materials, are particularly important to the concepts- of individualization and maximum learning options.

7. A program for bringing students, schools and communities together in various educational, cultural, and recreational activities. The Alaska High School Activities Association (AHSAA) is recognized as the authority for all high school interscholastic activities. The district accepts as binding all AHSAA rules and regulations for membership and competition. All activities will be made available to students on a nondiscriminatory basis.

8. Maximum use of community resources as an integral part of the curriculum. Budgetary and administrative procedures should promote this utilization with standards established at the district and community level.

9. A continuous program of curriculum development at the community and district level. In this way the program will remain dynamic from both a content and organizational standpoint. Innovative or pilot efforts should be encouraged within whatever constraints must be applied to afford protection of students from potentially harmful experimentation.

10. That in those areas which may be viewed as controversial, instructional procedures will be confined to a body of factual information with acceptance or interpretation left to the student. Religion is recognized as an important historic element but specific religion responsibility rests with the home and church. The Advisory Committee and parents should play a major role in determining how controversial issues will be handled BEFORE SPECIFIC CONTROVERSIES OR ISSUES ARISE. Areas often found as the source of controversy are sex education, alcohol, and drug education.

11. Special programs, such as Title 1, Migrant Education, and Indian Education be designed, implemented and evaluated with input from parents and teachers of involved students. Specific activities may include but are not limited to:

    a. Notifying each child's parents and teachers in a timely manner that the child has been selected to participate in the program.

    b. Informing parents and teachers of specific objective of the program.

    c. Establishment of parent-teacher conferences.

    e. Providing materials, suggestions and training to enable parents to promote education at home.

    f. Providing timely information concerning the program's plans and evaluations.

    g. Soliciting parents and teacher suggestions in planning and operating the program.

    h. Facilitating volunteer or paid participation by parents in school activities.

    i. Establishing parent advisory committees.

Legal Reference:

UNITED STATES CODE
20 USC §§ 7541-7546, Alaska Native Educational Equity, Support, and Assistance Act
20 USC § 7704 Policies and procedures relating to children residing on Indian Lands

CODE OF FEDERAL REGULATIONS
34 CFR 222.94 What provisions must be included in a local educational agency's Indian policies and procedures?

Revised ~~4/2022~~6/2024

SCHOOL DISTRICT REPORT CARD AR 0510(a)

Note: Pursuant to AS 14.03.120 and 4 AAC 06.895, the "School District Report Card to the Public" must include the items ~~specified below~~specifically enumerated therein. Each school shall disseminate its report to parents not later than 30 days after the department has made all necessary data available to districts.

Annually, the principal or designee shall prepare a report on ~~his/her~~their school's performance and the performance of the school's students. The report shall be presented to parents, students, and community members at a public meeting and forwarded to the Superintendent. By ~~July 1~~October 31 of each year, the Superintendent or designee shall provide to the Department of Education and Early Development, and make available to the public, a report on the performance of district schools and students.

The school and district reports shall be made on forms prescribed by the Department of Education and Early Development and shall include~~:~~

~~1. the accreditation status of the school, including the date of accreditation, the name of the accrediting organization, and the level of accreditation awarded;~~

~~2. the number and percent of district students that achieved applicable standards on state assessments;~~

~~3. the number and percent of district students that achieved applicable standards on state assessments, disaggregated by subgroups:~~

- ~~Economically disadvantaged students~~
- ~~Students with limited English proficiency~~
- ~~Students with disabilities~~
- ~~African-Americans~~
- ~~Alaska Natives and American Indians~~
- ~~Students of two or more races~~
- ~~Asians or Pacific Islanders~~
- ~~Hispanics~~
- ~~Whites~~
- ~~Males~~
- ~~Females~~
- ~~Migrants~~
- ~~Not migrant students~~

~~4. a comparison between the performance score for the school or district and the school's or district's annual measurable objectives for that year as determined under 4 AAC 06.815;~~

~~5. a comparison between the performance score of students in each subgroup and the subgroup's annual measurable objectives for that year as determined under 4 AAC 06.815;~~

~~6. a comparison between the performance score for the district and the performance score for the state as a whole;~~

~~7. the number and percentage of students not tested;~~

~~**SCHOOL DISTRICT REPORT CARD** (continued) AR 0510(b)~~

~~8. the number and percentage of students in each subgroup not tested;~~

~~9. the most recent two-year trend in student performance in each subject area for each grade level;~~

~~10. a description of student, parent, community, and business involvement in student learning, including the number and percent of students and parents, respectively, who responded to the teacher evaluation survey; the number of school/business or interagency partnerships; the average number of volunteer hours a week spent in the school; and a narrative description of the results of parental, community, and business involvement;~~

~~11. attendance, retention, dropout, and graduation rates as determined under 4 AAC 06.895(i);~~

~~12. the annual percent change in enrollment and the percent of enrollment change due to student transfers into and out of the district;~~

~~13. the performance star rating designation assigned the school under AS 14.03.123 and AAC 06.895(f) and the methodology used to assign the performance designation, including the measures used and the relative weights other indicators, and teacher qualifications;~~

~~14. a summary of student, parent, and community member comments on the school's performance, including the number of persons commenting;~~

~~15. if Native language education is provided, a summary and evaluation of the curriculum described in AS 14.30.420;~~

~~16. the most recent available academic achievement results in grades four and eight on the state NAEP reading and mathematics assessments, including the percentage of students at each achievement level reported in the aggregate, and the participation rates for students with limited English proficiency.~~

~~17. other indicators of school performance selected by the district or required by state regulation; and~~

~~18. information on the number, attendance, and performance of students enrolled in the school whose parents or guardians are on active duty in the armed forces of the United States, the United States Coast Guard, the Alaska National Guard, the Alaska Naval Militia, or the Alaska State Defense Force.~~ the required disclosures set forth in AS 14.03.120 and 4 AAC 06.895.

~~**SCHOOL DISTRICT REPORT CARD** (continued) AR 0510(c)~~

Note: The district may establish regulations to require that additional information be included in reports and may specify other conditions for issuing school report cards.

WORKSHEETS for the district policy committee:
DISCARD WHEN FINISHED
Philosophy-Goals-Objectives and Comprehensive Plans

Revised ~~3/2017~~6/2024

WORKSHEETS for the district policy committee:
DISCARD WHEN FINISHED

Bylaws of the Board BB 9320(a)

MEETINGS

Note: Alaska's Open Meetings Act A.S. 44.62.310-.312 requires meetings of the Board to be open to the public except as allowed by law and requires reasonable public notice of such meetings. 1994 revisions to the Act are reflected in this sample policy.

Meetings of the Board are conducted for the purpose of accomplishing district business. A meeting of the Board shall consist of any gathering of the members of the Board when more than three members of the Board, or a majority of the members, whichever is less, are present and collectively consider a matter upon which the Board is empowered to act. As a matter of district policy and state law, meetings ordinarily shall be open to the public. The Board may meet in closed sessions only to discuss certain matters as permitted or required by Alaska's Open Meetings Act. All business of the Board must be conducted at a duly convened meeting of the Board. Poll voting between meetings is not allowed.

(cf. 9321 Executive Sessions)

Reasonable public notice shall be given for all meetings of the Board in accordance with law and district practice, and shall be posted at all regular district and school sites before the meeting. Such notice shall include the date, time and place of the meeting and, if the meeting is by teleconference, the location of any teleconferencing facilities that will be used. Public meetings may not be held in a private home or private business.

(cf. 9012 - Communications To and From the Board)
(cf. 9322 - Agenda/Meeting Materials)
(cf. 9323 - ~~Conduct of Meetings~~Meeting Conduct)

Regular Meetings

The Board shall adopt a yearly calendar specifying the date, time and place of each regular meeting. The local media shall be provided with the annual calendar of regular Board meetings and shall be notified of any changes to the calendar.

The Board shall hold ___ regular meetings each month. Unless changed by the Board, regular meetings shall be held at _____ p.m. at _____. Notice of regular meetings shall be posted at least five (5) days prior to the meeting.

Special Meetings

Special meetings of the Board may be called by the presiding officer or a majority of the Board members.

Except in the case of an emergency, notice of special meetings shall be provided at least 24 hours before the meeting. This notice shall specify the date, time, place and, if the meeting is by teleconference, the location of any teleconferencing facilities that will be used. Such notice shall be given to all Board members, the superintendent and to the local news media. This notice also shall be posted at all regular district and school sites at least 24 hours before the meeting.

MEETINGS (continued)

Notice of a special meeting shall include a statement of the purpose of the meeting. No business may be transacted at this special meeting, other than that which is specifically stated in the notice of the meeting.

Emergency Special Meetings

The Board president or designee shall give notice of an emergency special meeting to the local media by telephone before the meeting. If telephone services are not functioning, the notice requirement is waived. In that event, as soon after the meeting as is practicable, the Board shall notify the local media that the meeting was held and shall describe the purpose of the meeting and any action taken by the Board.

Teleconferences

Recognizing the inherent responsibility and statutory duties of Board members, the Board strongly encourages Board members to attend and participate at meetings of the Board. Though great importance is given to the physical presence of Board members at meetings, the attendance and participation of members by teleconference is authorized whenever physical presence is not practicable. All votes at a meeting of members attending by teleconference shall be taken by roll call.

The Board also authorizes the use of teleconferences for Board meetings when receiving public comment or testimony, and during Board deliberations.

Whenever possible, meeting agendas and supporting materials shall be available at all teleconference facilities used for the Board meeting.

Legal Reference:

ALASKA STATUTES
14.08.091 Administration
14.14.070 Organization of school board
14.14.080 Declaring a school board vacancy
29.20.020 Meetings public
44.62.310 Agency meetings public
44.62.312 State policy regarding meetings

Revised ~~2/06~~6/2024

TITLE IX POLICY AR 0410

1. Introduction

The District encourages members of the District community to report sexual harassment. This procedure only applies to conduct defined sexual harassment under Title IX and applicable federal regulations and that meet Title IX jurisdictional requirements. The District will respond to sexual harassment and sexual misconduct that falls outside that definition and outside the jurisdiction of the Title IX federal regulations using Alaska law and applicable District policies and procedures. In implementing these procedures discussed below, the District will also provide supportive measures, training, and resources in compliance with federal and State law, unless they preempted by the Title IX regulations.

2. Title IX Coordinator

Questions concerning Title IX may be referred to as the District's Title IX Coordinator.

The Title IX Coordinator is required to respond to reports of sexual harassment or misconduct. The Title IX Coordinator will handle information received with the utmost discretion and will share information with others on a need-to-know basis. For example, the Title IX Coordinator may need to address public safety concerns on District property, comply with state and federal legal requirements, or share information to implement supportive measures.

A report of sexual harassment to the Title IX Coordinator does not necessarily lead to a full investigation, as discussed more fully below. The Title IX Coordinator will make an assessment to determine if there is a safety risk to the District. If the Title IX coordinator finds there is a continued risk, the Title IX Coordinator will file the formal complaint without the Complainant's consent or cooperation.

3. Title IX Harassment Complaints and Investigations

These Title IX sexual harassment procedures protect students, employees, applicants for employment, and applicants for admission.

Jurisdictional Requirements – Application of Procedures

These procedures apply if the conduct meets the following three jurisdictional requirements:

- The conduct took place in the United States;
- The conduct took place in a District "education program or activity." This includes locations, events, or circumstances over which the District exercised substantial control over both the Respondent and the context in which the harassment occurred, including on-campus and off-campus property and buildings the District owns or controls or student organizations officially recognized by the District own or control; and
- The conduct meets the definition of Title IX "sexual harassment"

4. Definitions

Complainant: A Complainant is an individual who alleges he/she/they is the victim of conduct that could constitute sexual harassment.

Consent: Consent means affirmative, conscious, and voluntary agreement to engage in sexual activity. Both Parties must give affirmative consent to sexual activity. It is the responsibility of each person involved in the sexual activity to ensure that he/she/they has the affirmative consent of the other or others to engage in the sexual activity. Lack of protest, lack of resistance, or silence do not indicate consent. Affirmative consent must be ongoing throughout a sexual activity and one can revoke his/her/their consent at any time. The existence of a dating relationship between the persons involved, or the fact of past sexual relations between them, is not an indicator of consent.

The Respondent's belief that the Complainant consented will not provide a valid defense unless the belief was actual and reasonable, based on the facts and circumstances the Respondent knew, or reasonably should have known, at the time of the incident. A Respondent's belief is not a valid defense where:

- The Respondent's belief arose from the Respondent's own intoxication or recklessness;
- The Respondent did not take reasonable steps to ascertain whether the Complainant affirmatively consented; or
- The Respondent knew or a reasonable person should have known that the Complainant was unable to consent because the Complainant was incapacitated, in that the Complainant was:
- Asleep or unconscious;
- Unable to understand the fact, nature, or extent of the sexual activity due to the influence of drugs, alcohol, or medication; or
- Unable to communicate due to a mental or physical condition.

Decision-maker: The person who will make a determination of responsibility. The Decision-maker cannot be the Title IX Coordinator or the investigator.

Formal Complaint: A written complaint signed by the Complainant or Title IX Coordinator, alleging sexual harassment and requesting an investigation. If the Title IX Coordinator signs the formal complaint, he/she/they will not become a Party to the complaint.

Parties: As used in this procedure, this means the Complainant and Respondent.

Respondent: A Respondent is an individual reported to be the perpetrator of conduct that could constitute sexual harassment.

Sexual Harassment under Title IX: Conduct that satisfies one or more of the following:

- A District employee conditions the provision of an aid, benefit, or service of the District on an individual's participation in unwelcome sexual conduct (quid pro quo harassment);
- Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's education program or activity;
- Sexual assault, as defined in 20 U.S.C. 1092(f)(6)(A)(v);

- Dating violence, as defined in 34 U.S.C. 12291(a)(10);
- Domestic violence as defined in 34 U.S.C. 12291(a)(8); or
- Stalking as defined in 34 U.S.C. 12291(a) (30).

5. Reporting Options

Any individual may report sexual harassment to the District's Title IX Coordinator. All District employees with knowledge of allegations of sexual harassment must report the allegations, including the name of the Complainant, the Respondent, and any other witnesses, and the date, time, and location of the alleged incident to the Title IX Coordinator promptly.

The District strongly encourages prompt reporting of sexual harassment. Prompt reporting allows for the collection and preservation of evidence, including physical evidence, digital media, or witness statements. A delay may limit the District's ability to effectively investigate and respond.

Individuals have the opportunity to decide whether they want to pursue a formal Title IX complaint. Reporting sexual harassment to the Title IX Coordinator does not automatically initiate an investigation under these procedures. A report allows the District to provide a wide variety of support and resources to impacted individuals and to prevent the reoccurrence of the conduct. A Complainant or the Title IX Coordinator filing a formal complaint will initiate an investigation.

If there are parallel criminal and Title IX investigations, the District will cooperate with the external law enforcement agency and will coordinate to ensure that the Title IX process does not hinder the legal process or proceedings.

Mandatory Reporting by District Employees to the Title IX Coordinator

All District employees must report allegations of sexual harassment to the Title IX Coordinator promptly.

6. Intake and Processing of Report

Receipt of Report

After receiving a report of sexual harassment, the Title IX Coordinator will contact the Complainant and reporting party to explain rights under this policy and procedure and invite the Complainant to an in-person meeting. The Title IX Coordinator will discuss supportive measures with the Parties.

Timeframe for Reporting

The District does not limit the timeframe for reporting sexual harassment. However, to promote timely and effective review, the District strongly encourages individuals to report sexual harassment as soon as possible, because a delay in reporting may affect the District's ability to collect relevant evidence.

Supportive Measures

Supportive measures are non-disciplinary, non-punitive individualized services offered free of charge to the Complainant or the Respondent regardless of whether a formal complaint has been filed. The District will provide the Complainant and Respondent with supportive measures as appropriate and as reasonably available to restore or preserve equal access to the District's education program or activity. These measures are designed to protect the safety of all Parties, protect the District's educational environment, or deter sexual harassment. The District will provide supportive measures on a confidential basis and will only make disclosures to those with a need to know to enable the District to provide the service. Supportive measures may include counseling, extensions of deadlines, other class-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the Parties, leaves of absence, increased security, and monitoring of certain areas of the campus, and other similar measures.

7. Removal of Respondent Pending Final Determination

Upon receiving a report regarding sexual harassment, the Title IX Coordinator will make an immediate assessment concerning the health and safety of the Complainant and campus community as a whole. The District has the right to order emergency removal of a Respondent, or if the Respondent is an employee, place the employee on administrative leave.

Emergency Removal

The District may remove a non-employee Respondent from the District's education program or activity on an emergency basis after it conducts an individualized safety and risk analysis and determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of sexual harassment justifies removal.

Emergency removal is not appropriate to address a Respondent's threat of obstructing the sexual harassment investigation or destroying relevant evidence. Emergency removal is only available to address health or safety risks against individuals arising out of sexual harassment allegations, not to address other forms of misconduct that a Respondent might commit pending the processing of a complaint.

The District's Superintendent or designee will conduct the individualized safety and risk analysis.

If the Superintendent or designee determines emergency removal is appropriate, they or a designee will provide the person the District is removing from campus on an emergency basis with notice and an opportunity to attend a meeting and challenge the basis of their removal. The Superintendent or designee will determine whether the emergency removal from campus order is warranted after considering information provided by the Respondent challenging the emergency removal.

Administrative Leave

The District may place an employee Respondent on administrative leave during the pendency of a grievance process described in the formal complaint process below. The District will follow any relevant policies, procedures, collective bargaining agreements, or state law in placing an employee on administrative leave.

8. Formal Complaint Grievance Procedures

Notice to Parties

Upon receipt of a formal complaint, the Title IX Coordinator will provide the following notice in writing to the known Parties:

- Notice of the District's Title IX grievance process;
- Notice of the sexual harassment allegations with sufficient detail to prepare a response before any initial interview;
- Statement that the Respondent is presumed not responsible for the alleged conduct;
- Statement that the determination of responsibility will not be made until the conclusion of the grievance process;
- Notice that the Parties have a right to an advisor of their choice, who may be, but is not required to be, an attorney;
- Notice that the Parties may inspect and review evidence obtained as part of the investigation that is directly related to the allegations raised in the formal complaint, including the evidence upon which the District does not intend to rely in reaching a determination regarding responsibility and inculpatory or exculpatory evidence, whether obtained from a Party or other source; and
- Notice of any provision in the District's code of conduct or discipline rules that prohibits knowingly making false statements or knowingly submitting false information during the grievance process.
- If in the course of an investigation, the District decides to investigate allegations about the Complainant or Respondent that are not included in the notice provided above, the Title IX Coordinator will provide written notice of the additional allegations to the Parties whose identities are known.

Dismissal of Formal Complaint

The District must investigate the allegations in a formal complaint. However, the District must dismiss the formal complaint and will not process the complaint under these procedures if any of the following three circumstances exist:

- If the conduct alleged in the formal complaint would not constitute Title IX sexual harassment as defined in this procedure;
- If the conduct alleged did not occur in the District's education program or activity; or
- If the conduct alleged did not occur against a person in the United States.

The District has the discretion to dismiss a formal complaint or any allegation under the following circumstances:

- If at any time during the grievance process the Complainant notifies the Title IX Coordinator in writing that he/she/they would like to withdraw the formal complaint or any allegations;
- If the Respondent is no longer enrolled or employed by the District; or

- If there are specific circumstances that prevent the District from gathering evidence sufficient to reach a determination regarding responsibility as to the formal complaint or allegations.

If the District dismissed the formal complaint or any allegations, the Title IX Coordinator will simultaneously provide the Parties with written notice of the dismissal and reason(s). The District will also provide the Parties with their right to appeal.

The District may commence proceedings under other policies and procedures after dismissing a formal complaint.

Consolidation of Formal Complaints

The District may, but is not required to, consolidate formal complaints as to allegations of sexual harassment against more than one Respondent, or by more than one Complainant, against one or more Respondents, or by one Party against the other Party where the allegations of sexual harassment arise out of the same facts or circumstances.

Equitable Treatment of the Parties

The District's determination of responsibility is a neutral, fact-finding process. The District will treat Complainants and Respondents equitably such that the procedures will apply equally to both Parties. The District will not discipline a Respondent until it reaches a determination of responsibility for sexual harassment against the Respondent at the conclusion of the grievance process.

Statement of Non-Responsibility

The investigation is a neutral, fact-finding process. The District presumes all reports are in good faith. Further, the District presumes the Respondent is not responsible for the alleged conduct. The District makes its determination regarding responsibility at the conclusion of the grievance process.

Bias or Conflict of Interest

The District's Title IX Coordinator, Investigator(s), Decision-maker(s), or any person designated by the District to facilitate an informal resolution process, will not have potential actual bias or conflict of interest in the investigatory, sanctioning, or appeal process or bias for or against Complainants or Respondents generally. Actual bias is an articulated prejudice in favor of or against one Party or position; it is not generalized concern about the personal or professional backgrounds, positions, beliefs, or interests of the Decision-makers in the process. The District will provide training on bias, conflict of interest, and impartial service to the Title IX Coordinator, investigator, Decision-maker, and facilitator.

Timeline for Completion

The District will undertake its grievance process promptly and as swiftly as possible. The District will complete the investigation and its determination regarding responsibility within 180 calendar days.

When appropriate, the Title IX Coordinator may determine that good cause exists to extend the 180 calendar day period to conduct a fair and complete investigation, to accommodate an investigation by law enforcement, to accommodate the unavailability of witnesses or delays by the Parties, to account for District breaks or vacations, or due to the complexity of the investigation.

The District will provide notice of this extension to the Complainant and Respondent in writing and include the reason for the delay and anticipated timing of completion.

A Party may request an extension from the Title IX Coordinator in writing by explaining the reason for the delay and the length of the continuance requested. The Title IX Coordinator will notify the Parties and document the grant or denial of a request for extension or delay as part of the case record keeping.

Role of Advisor

Throughout the grievance process, both the Complainant and Respondent have a right to an advisor of their choice. An advisor may not be a witness or have a conflicting role in the process, or with a Party. The role of the advisor is to provide support and assistance in understanding and navigating the investigation process. The advisor may not participate in the process as a witness or obstruct an interview or disrupt the process. The Title IX Coordinator has the right to determine what constitutes appropriate behavior of an advisor and take reasonable steps to ensure compliance with this procedure.

Confidentiality Agreements

To protect the privacy of those involved, the Parties and advisors are required to sign a confidentiality agreement prior to attending an interview or otherwise participating in the District's grievance process. The confidentiality agreement restricts the dissemination of any of the evidence subject to inspection and review or use of such evidence for any purpose unrelated to the Title IX grievance process. The confidentiality agreement will not restrict the ability of either Party to discuss the allegations under investigation.

Use of Privileged Information

The District's grievance procedure does not require, allow, rely upon, or otherwise use questions or evidence that constitute, or seek, disclosure of information protected under a legally recognized privilege (e.g., attorney-client privilege, doctor-patient privilege, spousal privilege, etc.), unless the person holding the privilege provides voluntary, written consent to waive the privilege.

Investigations

The Title IX Coordinator is responsible for overseeing investigations to ensure timely resolution and compliance with Title IX and these procedures. The Title IX Coordinator can also conduct investigations.

Trained Investigators

TITLE IX POLICY AR 0410

The District will investigate Title IX formal complaints fairly and objectively. Individuals serving as investigators under this procedure will have adequate training on what constitutes sexual harassment, Title IX, and how the District's grievance procedures operate. The District will also provide investigators training on issues of relevance to create an investigative report that fairly summarizes relevant evidence and complies with this procedure.

Gathering Evidence and Burden of Proof

The District, and not the Parties, has the responsibility to gather information and interview witnesses. When the investigator evaluates the evidence, they will do so using the preponderance of the evidence standard. After considering all the evidence gathered, the investigator will decide whether it is more likely than not that the reported conduct occurred.

Notice of Investigative Interview

The District will provide written notice of the date, time, location, participants, and purpose of all investigative interviews to an individual whose participation is invited or expected, with sufficient time for the individual to prepare to participate.

Evidence Review

Both Parties have an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in the formal complaint, including the evidence upon which the District does not intend to rely in reaching a determination regarding responsibility and inculpatory or exculpatory evidence whether obtained from a Party or other source.

Prior to the investigator preparing an investigative report, the District will send to each Party and the Party's advisor, if any, the evidence subject to inspection and review in an electronic format or a hard copy. The Parties will have at least 10 days to submit a written response. The investigator must consider this written response prior to completing the investigative report.

Investigative Report

The results of the investigation of a formal complaint will be set forth in a written report that will include at least all of the following information:

- An executive summary of the allegations and findings as to each allegation;
- A summary of the procedural steps taken during the investigation, including the individuals contacted;
- An analysis of relevant evidence, including witness statements, gathered during the course of the investigation;
- A discussion of the investigator's conclusions about whether the allegations occurred using a preponderance of the evidence standard;
- A list of the relevant documents; and
- A table of contents for any report that exceeds 10 pages.

The investigator may redact information that is not directly related to the allegations or that is privileged. However, the investigator will keep a log of information that is not produced to the Parties. The log will be provided only to the Title IX Coordinator and will not be disclosed to the Parties.

The District will send to the Parties and their advisors, if any, the investigative report in an electronic format or a hard copy, for their review. The Parties will have at least 10 days to submit written, relevant questions that a Party wants to be asked of any Party or witness. The District will provide relevant questions to the Party or witness and set a deadline of no less than 10 calendar days to submit a response. The District will provide each Party with the submitted responses and allow the Parties to submit additional, limited follow-up questions within 10 calendar days. The District will provide each Party with the submitted responses. The Decision-maker must explain to the Party proposing the questions any decision to exclude a question as not relevant.

Decision-maker

The Decision-maker will be free from conflict of interest or bias, including bias for or against Complainants or Respondents. In cases where the Complainant or Respondent objects to the Decision-maker on the basis of a conflict of interest, the Complainant or Respondent may request that the Title IX Coordinator select a different Decision-maker. The Complainant or Respondent must make this request to the Title IX Coordinator in writing no later than five (5) business days after the District identifies the Decision-maker to the Parties.

The Decision-maker must objectively evaluate all relevant evidence both inculpatory and exculpatory and must independently reach a determination regarding responsibility. The Decision-maker must receive training on issues of relevance.

Determinations of Responsibility

When the Decision-maker makes a determination of responsibility or non-responsibility, the Decision-maker will issue a written determination regarding responsibility, no later than 4 weeks after the deadline for the Parties to submit a written response to the investigative report.

When making a determination regarding responsibility, a Decision-maker will objectively evaluate all relevant evidence, including both inculpatory and exculpatory evidence. A Decision-maker may not make credibility determinations based on an individual's status as a Complainant, Respondent, or witness. In evaluating the evidence, the Decision-maker will use a preponderance of the evidence standard. Thus, after considering all the evidence, the Decision-maker will determine whether it is more likely than not that sexual harassment occurred.

The Decision-maker will issue a written determination that will include the following:

- Identification of the allegations potentially constituting Title IX sexual harassment as defined in these procedures;
- A description of the procedural steps taken from the receipt of the formal complaint through the determination, including who conducted the investigation gave notifications to the Parties. The determination will also state when, where, and date the investigator interviewed Parties and witnesses, conducted site visits, and the methods used to gather

other evidence. The procedural section should also discuss the dates and how the Parties were provided the opportunity to review and inspect evidence;
- Findings of fact supporting the determination. In making these findings, the Decision-maker will focus on analyzing the findings of fact that support the determination of responsibility or non-responsibility;
- Conclusions regarding the application of the District's code of conduct or relevant rules to the facts;
- A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility;
- Whether the District will provide remedies designed to restore or preserve equal access to the District's education program or activity to the Complainant.
- A statement of, and rationale for, any disciplinary sanctions the District imposes on the Respondent,

The District need not disclose to the Respondent remedies that do not impact them as part of the written determination. The District can inform the Respondent that it will provide remedies to the Complainant. However, the District will inform the Complainant of the sanctions against the Respondent.

The District's procedures and permissible bases for the Complainant and Respondent to appeal. The District will provide the written determination to the Parties simultaneously. The determination regarding responsibility becomes final either on the date that the District provides the Parties with the written determination of the result of the appeal, if the Parties file an appeal, or if the Parties do not file an appeal, the date on which an appeal would no longer be considered timely.

9. Disciplinary Sanctions and Remedies

The District must have completed the grievance procedures (investigation and any appeal, if applicable) before the imposing disciplinary sanctions or any other actions that are not supportive measures against a Respondent. If the Decision-maker determines the Respondent was responsible for conduct that constitutes sexual harassment, the District will take disciplinary action against the Respondent and any other remedial action it determines to be appropriate. The action will be prompt, effective, and commensurate with the severity of the offense.

Remedies for the Complainant might include, but are not limited to:

- Providing an escort to ensure that the Complainant can move safely between classes and activities;
- Ensuring that the Complainant and Respondent do not attend the same classes or work in the same work area;
- Providing counseling services or a referral to counseling services;
- Providing medical services or a referral to medical services;
- Providing academic support services, such as tutoring;
- Arranging for a Complainant, if a student, to re-take a course or withdraw from a class without penalty, including ensuring that any changes do not adversely affect the Complainant's academic record; and

- Reviewing any disciplinary actions taken against the Complainant to see if there is a causal connection between the harassment and the misconduct that may have resulted in the Complainant's discipline.

Possible disciplinary sanctions for students Respondents include written or verbal reprimand, training or counseling, non-academic probation, suspension, and expulsion. Possible disciplinary sanctions for employee Respondents include written or verbal reprimand, required training or counseling, demotion, suspension, or discharge.

10. Appeal of Dismissal of a Formal Complaint or of the Determination of Responsibility

A Complainant or Respondent may appeal (1) the District's determination regarding responsibility or (2) the dismissal of a formal complaint or any allegations under Title IX. A Complainant or Respondent must submit a written appeal within ten business days from the date of the notice of determination of responsibility or from the date of the District's notice of dismissal of a formal complaint or any allegations.

Grounds for Appeal

The Superintendent or designee will serve as the Decision-maker on Appeal. In filing an appeal of the District's determination regarding responsibility or the District's dismissal of a formal complaint, the Party must state the grounds for appeal and a statement of facts supporting those grounds. The grounds for appeal are as follows:

- A procedural irregularity affected the outcome;
- New evidence was not reasonably available at the time the District's determination regarding responsibility or dismissal was made, and this new evidence could affect the outcome; or
- The District's Title IX Coordinator, investigator, or Decision-maker(s) had a conflict of interest or bias for or against Complainants or Respondents generally or the individual Complainant or Respondent that affected the outcome.

Appeal Procedure

If the Complainant or Respondent submit an appeal to the District, the District will:

- Notify the other Party in writing within five business days of receiving a Party's appeal;
- Allow the non-appealing Party at least ten business days of receipt of the appeal to submit a written response in support of, or challenging, the outcome.

The Decision-maker, on appeal, will issue a written decision on whether to grant or deny the appeal and the rationale for the decision, within 45 business days after the Decision-maker on appeal receives the response to the appeal or the last day to provide a response. The District will provide notice of the written decision simultaneously to both Parties.

The Decision-maker on appeal may extend or otherwise modify the deadlines provided above. Either Party may seek an extension by submitting a written request to the Decision-maker on appeal explaining the need for the extension and the proposed length of the extension. The

Decision-maker on appeal will respond to the request within 48 hours in writing and will inform the Parties simultaneously whether the extension is granted.

Informal Resolution

If the District determines that a formal complaint is appropriate for informal resolution, it may provide the Parties with the opportunity to participate in an informal resolution process, including mediation, at any time prior to reaching a determination regarding responsibility.

The District will provide the Complainant and Respondent written disclosure of the allegations, the requirements of the informal resolution process including the circumstances under which it precludes the Parties from resuming a formal complaint arising from the same allegations, and any consequences resulting from participating in the informal resolution process, including the records that will be maintained or could be shared.

The District must obtain the Parties' voluntary, written consent to the informal resolution process. If the Parties reach an agreement, the District does not have to complete a full investigation and adjudication of a report of sexual harassment. At any time prior to agreeing to a resolution, any Party has the right to withdraw from the informal resolution process and resume the grievance process with respect to the formal complaint.

The informal resolution process is not available to resolve allegations that an employee sexually harassed a student.

11. Retaliation Prohibited

The District prohibits any intimidation, threats, coercion, or discrimination against any individual who made a report or complaint of sexual harassment, testified, assisted, or participated or refused to participate in any manner in a Title IX investigation or proceeding. Individuals who experience retaliation may file a complaint using the formal complaint process described above.

12. Dissemination of Policy and Procedures

The District will provide its policy and procedures related to Title IX on its website and in each handbook or catalog provided to applicants for admission and employment, students, employees, and all unions or professional organizations holding collective bargaining with the District.

When hired, employees are required to sign acknowledging that they have received the policy and procedures. The District will place the signed acknowledgment of receipt in each employee's personnel file.

13. Training

The District will provide training to Title IX Coordinators, investigators, Decision-makers, and any individual who facilitates an informal resolution process, on the definition of sexual harassment, the scope of the District's education program or activities, how to conduct an investigation and grievance process including appeals and informal resolution processes, as applicable, and how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias. Any materials used to train the District's Title IX Coordinator,

investigators, Decision-makers, and any person who facilitates an informal resolution process, will not rely on sex stereotypes and must promote impartial investigations and adjudications of formal complaints of sexual harassment.

14. File Retention

The District will retain, on file, for a period of at least seven years after closing the case copies of:

- The original report or complaint;
- Any actions taken in response to the complaint, including supportive measures;

The investigative report including all evidence gathered and any responses from the Parties;

- The District's determination regarding responsibility;
- Records of any disciplinary sanctions imposed on the Respondent;
- Records of any remedies provided to the Complainant;
- Any appeal and the result;
- Any informal resolution and the result; and
- All materials used to train Title IX Coordinators, Investigators, Decision-makers, and any person who facilitates an informal resolution process. These training materials are publicly available on this website.

The District will make these documents available to the U.S. Department of Education Office for Civil Rights upon request.

(cf. 0410 Nondiscrimination in District Programs and Activities)
(cf. 4030 Nondiscrimination in Employment)
(cf. 4119.12 Harassment)
(cf. 5145.3 Nondiscrimination)
(cf. 5145.7 Sexual Harassment)

ALASKA STATUTES
14.18.010 - 14.18.100 Prohibition Against Sex and Race Discrimination

ALASKA ADMINISTRATIVE CODE
4 AAC 06.500 - 4 AAC 06.600 Prohibition of Gender or Race Discrimination

UNITED STATES CODE
Title VI, Civil Rights Act of 1964, 42 U.S.C. §§ 2000d-2000d-7
Title IX, Education Amendments of 1972, 20 U.S.C. §§ 1681-1688
Vocational Rehabilitation Act of 1973, Sections 503 and 504, 29 U.S.C. § 794
Individuals With Disabilities Education Act, 20 U.S.C. §§ 1401-1491
Americans With Disabilities Act, 42 U.S.C. §§ 12101-12213
Age Discrimination In Employment Act, 29 U.S.C. §§ 621-634

Added 3/2021

TITLE IX POLICY AR 0410

AASB POLICY REFERENCE MANUAL
9/92

Privacy Policy for Petersburg School District

Effective Date: [7.10.24]

Introduction

Petersburg School District ("we," "us," or "our") is committed to protecting the privacy and security of our students, parents, staff, and other stakeholders. This Privacy Policy outlines our practices regarding collecting, using, and disclosing personal information, including consent for SMS communications and the assurance that phone numbers will not be sold, shared, or disclosed to any third party for marketing purposes.

Information We Collect

We may collect the following types of personal information:

- **Personal Identifiable Information (PII):** This includes names, addresses, phone numbers, email addresses, and other contact details.
- **Educational Information:** Academic records, attendance, grades, and other related information.
- **Health Information:** Medical records and health-related information necessary for school administration.
- **Technical Information:** IP addresses, browser types, device identifiers, and other technical data collected when you use our websites or online services.

Rationale for Collecting Data

The information we collect is used for the following purposes:

- **Educational Administration:** To manage student records, academic progress, attendance, and other school-related activities.
- **Communication:** To send important updates, announcements, and notifications via email, SMS, or other communication channels.
- **Health and Safety:** To ensure the well-being of students and staff, including managing health records and emergency contact information.
- **Improvement of Services:** To enhance the quality of education and school services provided.

SMS Consent and Communication

By providing your phone number, you consent to receive SMS communications from Petersburg School District. These communications may include important school updates, emergency notifications, event reminders, and other relevant information. Your phone number will not be sold, shared, or disclosed to any third party for marketing purposes.

Disclosure of Information

We do not sell, share, or disclose personal information to third parties for marketing purposes. We may disclose personal information in the following circumstances:

- **With Consent:** When we have your explicit consent to share the information.
- **Legal Requirements:** To comply with legal obligations, court orders, or governmental requests.
- **Protection of Rights:** To protect the rights, property, or safety of Petersburg School District, our students, staff, or others.
- **Service Providers:** To trusted service providers who assist us in operating our school services, provided they adhere to strict confidentiality agreements.

Data Collection Methods

We collect personal information through various methods, including:

- **Direct Collection:** Information provided directly by students, parents, staff, and other stakeholders through forms, surveys, and communications.
- **Automated Collection:** Information collected automatically when you use our websites or online services, such as IP addresses and device identifiers.
- **Third-Party Sources:** Information obtained from trusted third-party sources for purposes such as verifying enrollment or updating contact details.

Use of Collected Data

The collected data is utilized to:

- **Manage Educational Records:** Maintain accurate student records and academic progress.
- **Facilitate Communication:** Ensure timely and relevant communication with stakeholders.
- **Enhance Health and Safety:** Manage health records and emergency contact information effectively.
- **Improve Services:** Continuously improve the quality and effectiveness of educational and administrative services.

Data Security

We implement appropriate technical and organizational measures to protect personal information from unauthorized access, disclosure, alteration, and destruction. These measures include encryption, access controls, and secure data storage solutions.

Your Rights

You have the right to:

- **Access Your Information:** Request a copy of the personal information we hold about you.
- **Correct Your Information:** Request corrections to any inaccurate or incomplete information.
- **Delete Your Information:** Request the deletion of your personal information, subject to legal and contractual obligations.
- **Opt-Out:** Withdraw consent for receiving SMS communications at any time.

Contact Us

If you have any questions or concerns about this Privacy Policy or our data practices, please contact us at:

Petersburg School District
[201 Charles West Street]
Phone: [(877)-526-7656]
Email: [contact@pcsd.us]

Changes to This Policy

We may update this Privacy Policy from time to time. Any changes will be posted on our website with an updated effective date. We encourage you to review this policy periodically to stay informed about how we are protecting your information.

Policy Number	***Administrative Regulation***	***Administration Notation***
5000- CONCEPTS AND ROLES		Add language to cover all types of unlawful discrimination.
5021- NONCUSTODIAL PARENTS		No recommended changes
5030- SCHOOL DISCIPLINE AND SAFETY	AR 5030 (added 1/07)	No recommended changes
5040- STUDENT NUTRITION AND PHYSICAL ACTIVITY	AR 5040 (4/22) E 5040 (4/13)	Sent to Wellness Committee to review
5111- ADMISSION	AR 5111 (4/06)	Strike language in the note related to HSGQE was repealed 12/25/15 and amended to 4AAC 06.718
5111.2 PART-TIME ENROLLMENT	AR 5111.2 (6/05)	AR 5111.2- Language added about the timing of PT students being placed in classes.

BP 5000 CONCEPTS AND ROLES

The focus of the school system is on the student. It is incumbent upon the School Board, district and school administration and teachers to provide for the physical and intellectual welfare of the students in their charge. The school district shall work closely with parents/guardians and the community in order to achieve a harmony of interests.

Students must be recognized, understood and treated as individuals, each with his/her own unique abilities, social and economic background, ambitions and educational needs. The programs and services of the district must be designed and executed with this concept well in mind if the fullest development of each is to be achieved.

Students are expected to accept personal responsibility for making maximum use of those educational opportunities afforded by applying themselves diligently to learning both in the classroom and in other school-sponsored settings. It is also expected that as a result of the total school experience students will come to appreciate the values of self-discipline, responsibility, respect for others, their country and its governmental processes.

Discrimination with respect to color, creed, race, sex, religion, marital status, ancestry, handicap, or national origin *or any other unlawful consideration,* is prohibited as regards admission, attendance, and educational programming.

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

(cf. 5145.3 - Nondiscrimination)

Role of School Board

The Board:

l. Establishes policies to provide the best attainable program of education for the district's students.

2. Authorizes the establishment of special classes, programs, or other facilities for students who are in need of special education in keeping with all legal provisions.

3. Provides for the physical and mental well-being of students.

4. Determines policies regarding student behavior and attendance within the limits of the law.

5. Determines the boundaries of school attendance within the district.

Role of Superintendent or Designee

The Superintendent or designee:

l. Administers all schools and classes established by the Board.

2. Directs the instruction, guidance and discipline of all students.

3. Assigns students to alternative programs or grades as may improve their education, reduce the expense of maintaining schools, or relieve geographic or demographic conditions.

4. Enforces compliance with compulsory attendance laws.

5. Has immediate authority for the closing of schools in case of emergencies involving the health and safety of students.

Revised 9/97

ADOPTED: June 21, 2005

BP 5111 ADMISSION

Note: *Pursuant to 4 AAC 06.060, authority to deny admission to a student is vested with the School Board. The following sample policy authorizes the Superintendent or designee to deny admission to children who don't meet established entrance requirements.*

The School Board believes that all children should have the opportunity to receive a free appropriate public education. Staff shall encourage parents/guardians to enroll all school-aged children in school.

The Board reserves the right to verify the residency or anticipated residency of any student and the validity of any affidavit of guardianship. These admission policies are not intended to be a barrier to the enrollment and retention of homeless children and youth.

The Superintendent or designee shall verify compliance with all entrance requirements established by law or Board policy.

(cf. 5112.6 - Education for Homeless Children and Youths)

(cf. 5112.1 - Exemptions from Attendance)

(cf. 5112.2 - Exclusions from Attendance)

(cf. 5116 - School Attendance Boundaries)

(cf. 5117 - Interdistrict Attendance)

(cf. 5141.3 - Health Examinations)

(cf. 5141.31 - Immunizations)

Note: *A child who is six years of age on or before September 1 following the beginning of the school year, and who is under the age of 20 and has not completed the 12th grade, is of school age. AS 14.03.070. The school year begins on July 1 and ends June 30. ~~Under regulations passed by the Department of Education and Early Development in 2000, a child is not considered to have completed the 12th grade unless the child has passed the high school graduation qualifying exam, even if the child has met all other graduation requirements. 4 AAC 06.076.~~ Pursuant to AS 14.03.080, the Board may admit children under school age who meet Board standards of mental, physical, and emotional capacity necessary to perform satisfactorily in school. In 2003, the legislature amended the early-entrance statute for the purpose of clarifying that two-year kindergarten programs are not authorized. Districts with early entry into kindergarten must have an educational program prescribing that under school age students advance through the curriculum or grade level by the following school year. This is a programmatic requirement and is not meant to limit individualized student assessment. In 2004, the early entrance statute was again amended to provide*

school boards with the option of delegating early entrance decisions to the Superintendent. The Board may establish a kindergarten class for children who are five on or before September 1 following the beginning of the school year; must admit children under school age who move into the district and who were previously enrolled in public school in another district or state; and may admit students over school age and charge them tuition.

A child five years of age on or before September 1 may be admitted to kindergarten. A child six years of age on or before September 1 may be admitted to first grade. The Board authorizes the admission of students under school age who exhibit the ability to perform satisfactorily, including advancement through the curriculum or grade level by the following year. The Superintendent is delegated authority to make early-entrance determinations. Students under school age who were previously enrolled in public school shall be admitted to school at the grade level determined by the Superintendent or designee. (AS 14.03.080)

Legal References:

ALASKA STATUTES

14.30.010 When attendance compulsory

14.03.020 School year

14.03.070 School age

14.03.080 Free education

14.30.045 Grounds for suspension or denial of admission

ALASKA ADMINISTRATIVE CODE

4 AAC 06.055 Immunizations required

4 AAC 07.076 Determination of School Age

UNITED STATES CODE, TITLE 42

42 U.S.C. 11432 - 11433 McKinney-Vento Homeless Assistance Act

Revised 12/04

ADOPTED: June 21, 2005

AR 5111.2 PART-TIME ENROLLMENT PROCEDURES

1. Enrollment requests will be received by the building administrator.

2. Applications for part-time enrollment will be available at the district schools ~~ten~~ five ~~(10~~ 5) days prior to the first day of each semester.

3. Parents/guardians of part time students will follow all related district enrollment procedures and must provide transcripts, birth certificate, and immunization records as required by Alaska law 4 AAC 06.055.

(*cf. 5141.31 - Immunizations)*

4. The application for part-time enrollment must include a signed statement by the student and parent/guardian that they will comply with the policies and procedures of the District, including those rules governing student conduct. The application must also contain a signed statement by the parent/guardian that the part-time enrollment does not result in the expenditure of public money for the direct benefit of a private school. The application may contain other requirements as established by the Superintendent or designee.

5. Part-time enrollment applications will be processed on a space available, first-come, first-served basis, after fully enrolled students.

6. The building administrator will notify the Superintendent or his/her designee as to the enrollment of students who are primarily enrolled outside of the district.

Transcripts Grades

Parents/guardians of students who are not primarily enrolled in district schools will be responsible for obtaining the necessary report cards/transcripts and/or other indicators of academic progress and providing them to the district.

Part-time students will be graded by use of the grading procedures utilized for all students enrolled in the district.

(*cf. 5121 - Grades evaluation of Student Achievement)*

Added 9/97

Revised 9/98

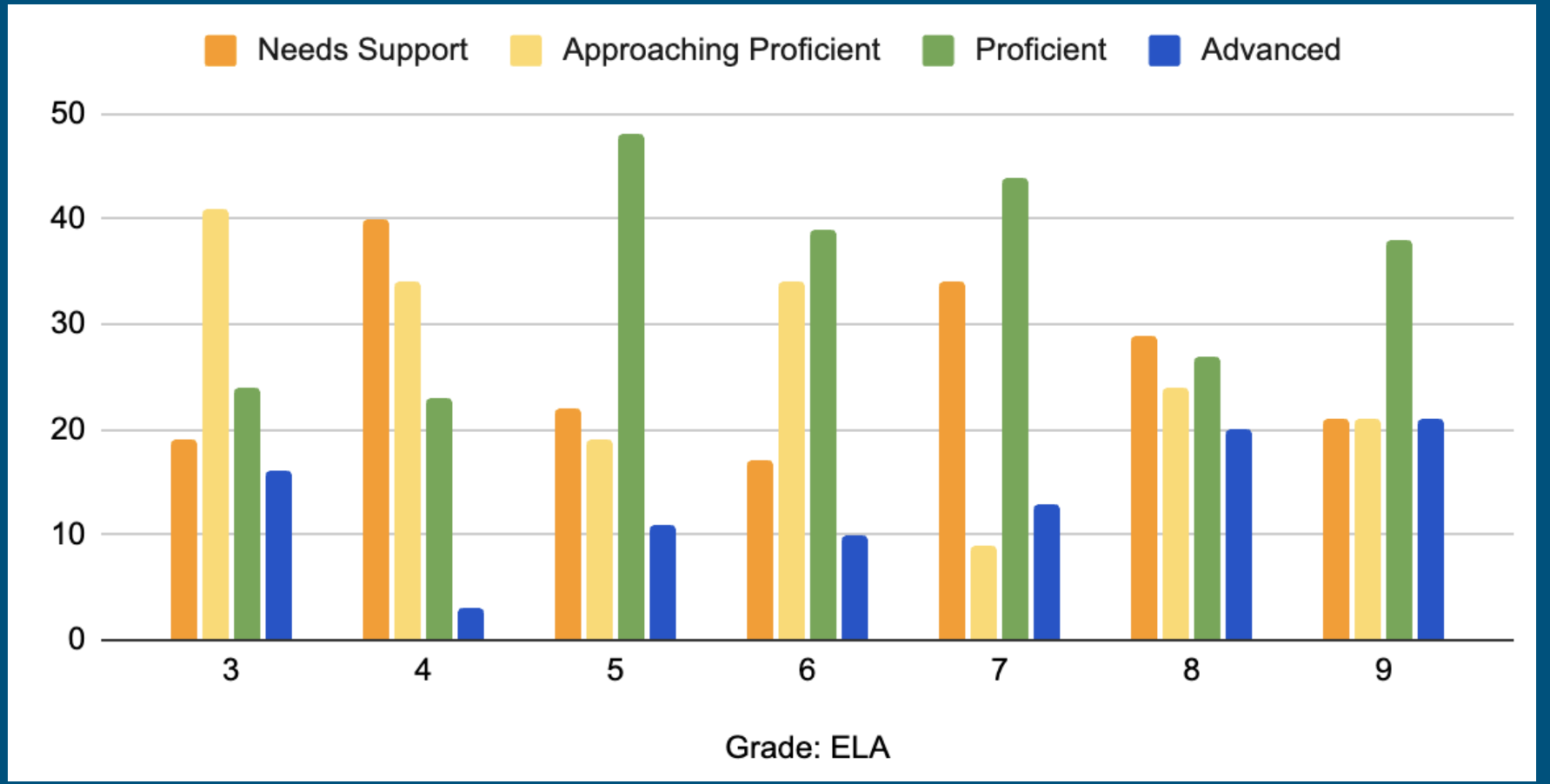
Revised: June 21, 2005

Adopted 10/24

Petersburg City School District

AK STAR 2024 ALASKA SCIENCE

Results


Needs Support
Approaching Proficient
Proficient
Advanced
50
40
30
20
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3
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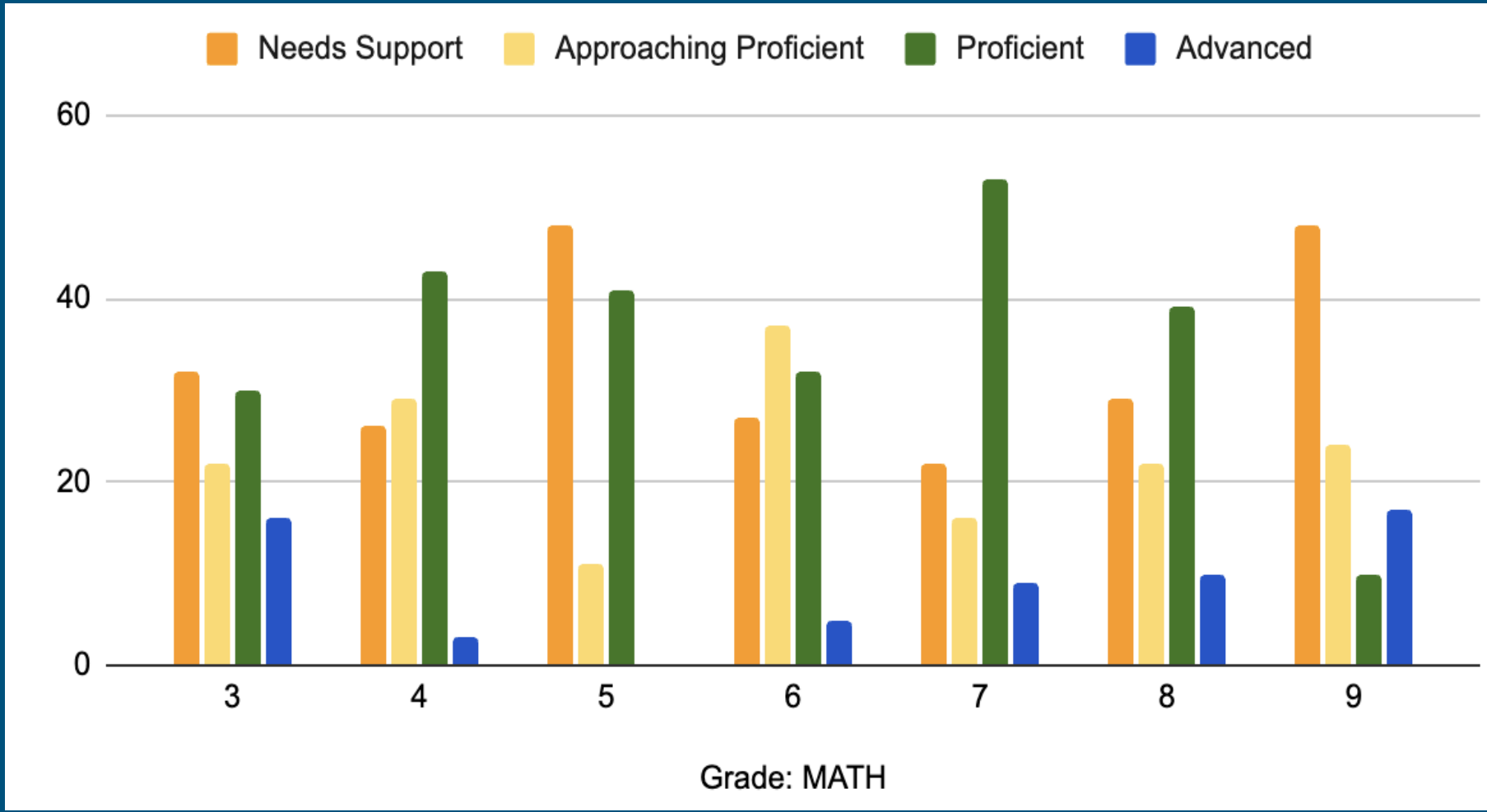
5
6
7
8
9
Grade: ELA


Needs Support
Approaching Proficient
Proficient
Advanced
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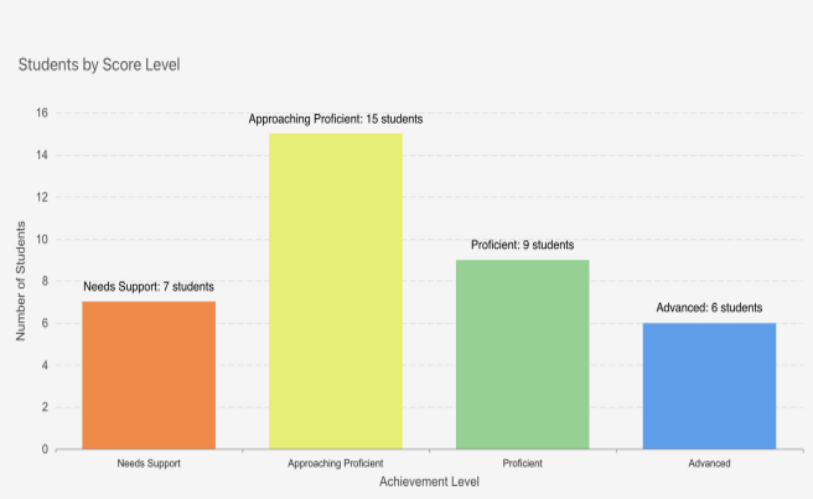
9
Grade: MATH

3rd ELA & MATH


Students by Score Level
Number of Students
16
14
12
10
8
6
4
2
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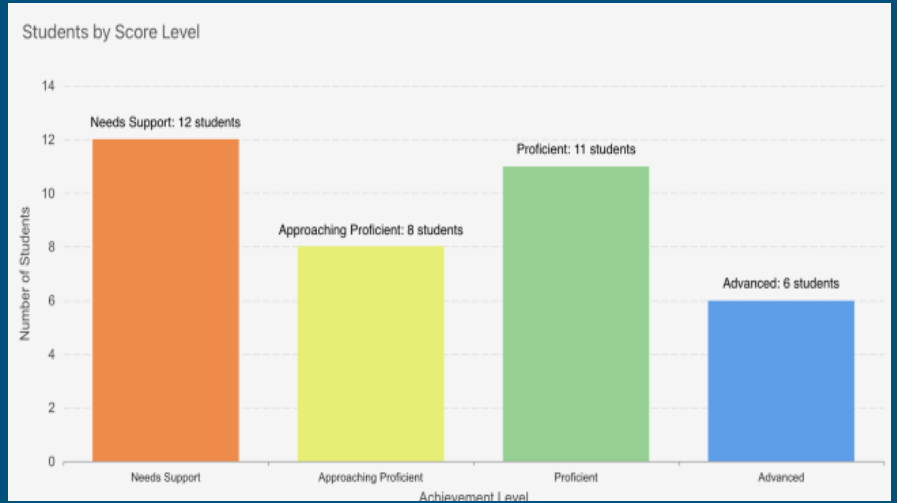
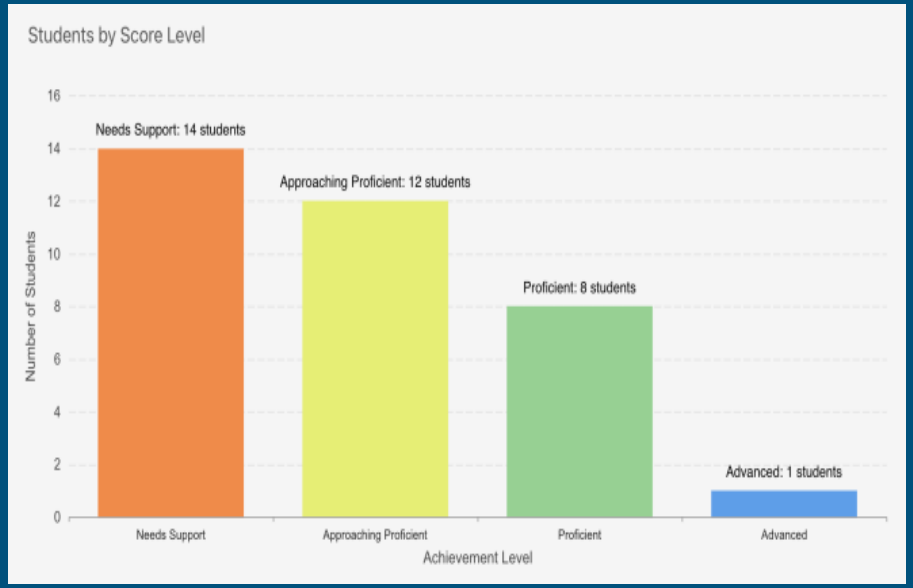
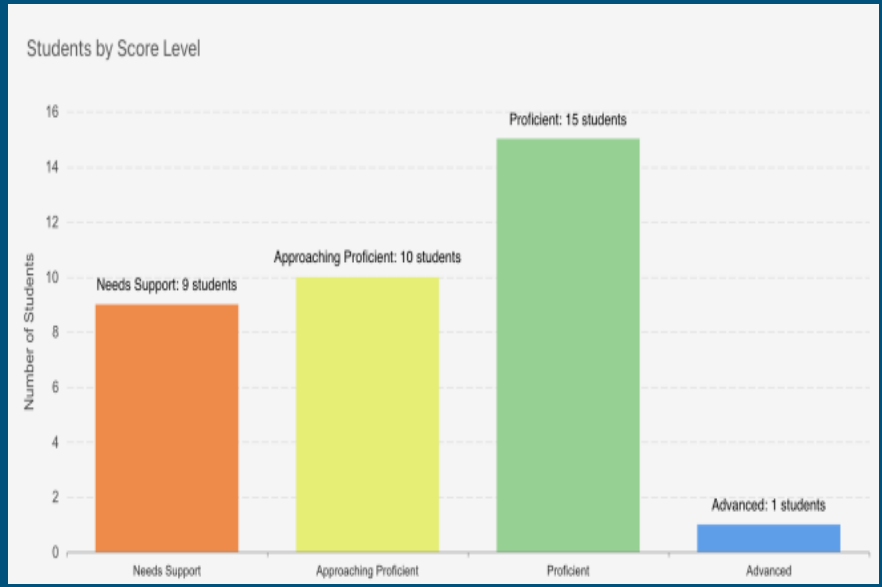
Approaching Proficient: 15 students
Needs Support: 7 students
Proficient: 9 students
Advanced: 6 students
Needs Support
Approaching Proficient
Proficient
Advanced
Achievement Level


Students by Score Level
Number of Students
14
12
10
8
6
4
2
0
Needs Support: 12 students
Approaching Proficient: 8 students
Proficient: 11 students
Advanced: 6 students
Needs Support
Approaching Proficient
Proficient
Advanced
Achievement Level

4th ELA & MATH


Students by Score Level
Number of Students
16
14
12
10
8
6
4
2
0
Needs Support: 14 students
Approaching Proficient: 12 students
Proficient: 8 students
Advanced: 1 students
Needs Support
Approaching Proficient
Proficient
Advanced
Achievement Level


Students by Score Level
Number of Students
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14
12
10
8
6
4
2
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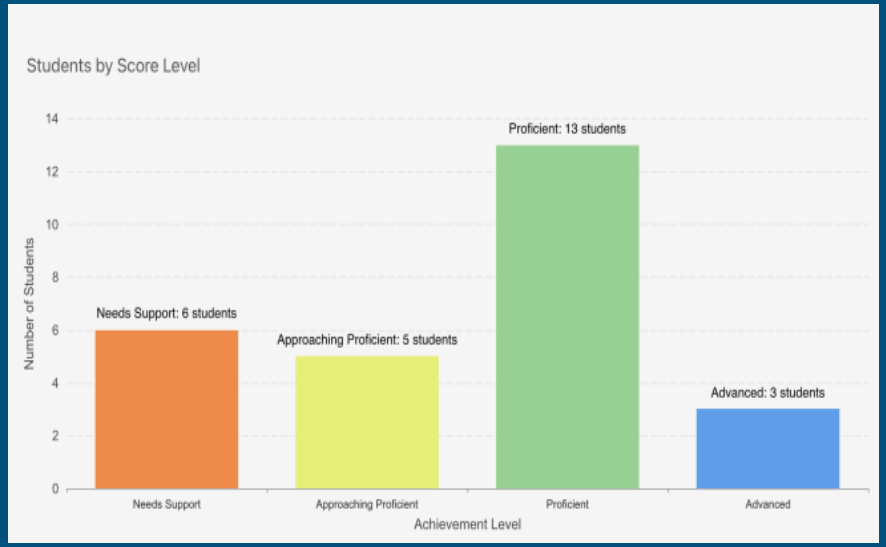
Needs Support: 9 students
Approaching Proficient: 10 students
Proficient: 15 students
Advanced: 1 students
Needs Support
Approaching Proficient
Proficient
Advanced

5th ELA & MATH


Students by Score Level
Number of Students
14
12
10
8
6
4
2
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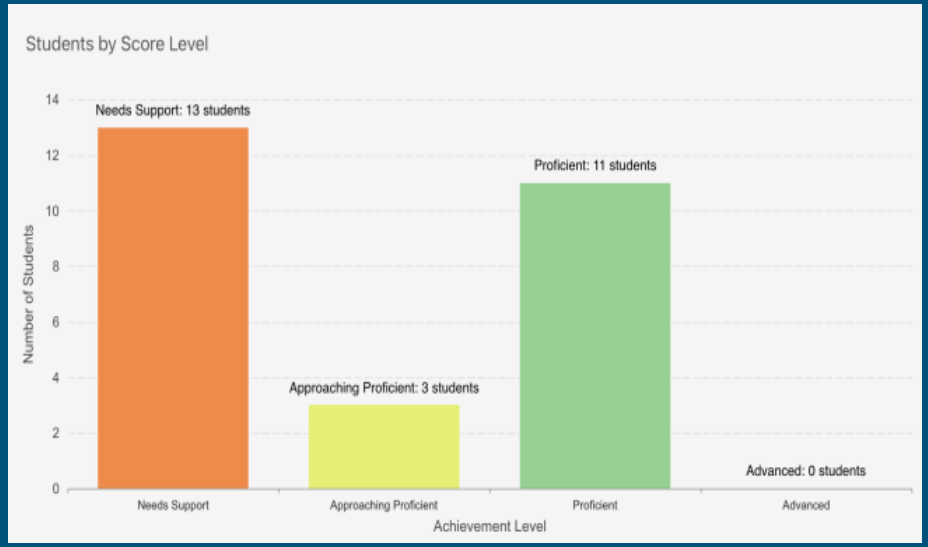
Needs Support: 6 students
Approaching Proficient: 5 students
Proficient: 13 students
Advanced: 3 students
Needs Support
Approaching Proficient
Proficient
Advanced
Achievement Level


Students by Score Level
Number of Students
14
12
10
8
6
4
2
0
Needs Support: 13 students
Approaching Proficient: 3 students
Proficient: 11 students
Advanced: 0 students
Needs Support
Approaching Proficient
Proficient
Advanced
Achievement Level

5th SCIENCE

District Name: Petersburg Borough School District
School Name: Rae C. Stedman Elementary

Subject: Science
Test Date: Spring 2024

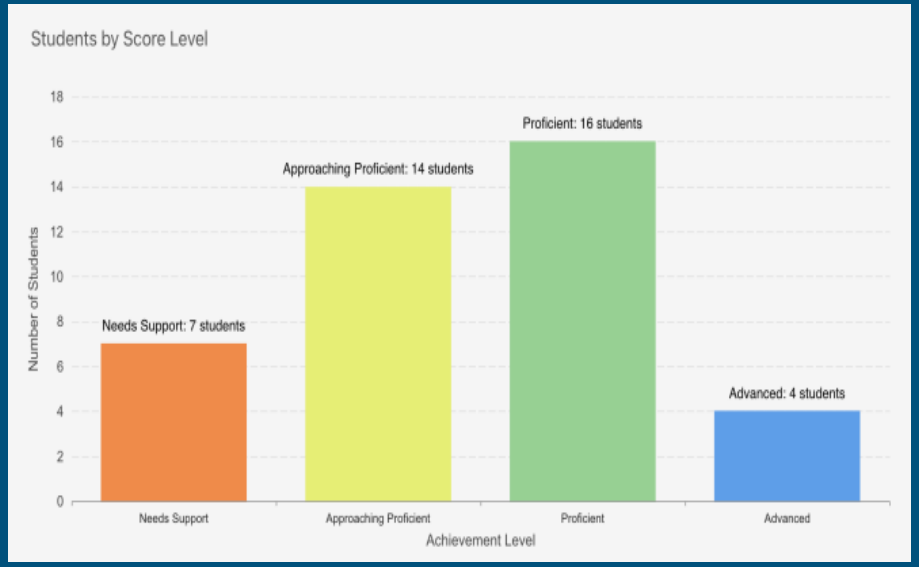
Achievement Level Summary

Group	# Tested	% in Each Level
School	27	22.2 | 22.2 | 44.4 | 11.1
District	98	24.5 | 22.4 | 38.8 | 14.3
State	21,717	39.9 | 23.1 | 25.7 | 11.3

Achievement Level Summary — By Grade

Grade	Group	# Tested	% in Each Level
5	School	27	22.2 | 22.2 | 44.4 | 11.1
	District	27	22.2 | 22.2 | 44.4 | 11.1
	State	8,087	29.3 | 23.1 | 34.3 | 13.2

6th ELA & MATH


Students by Score Level
Number of Students
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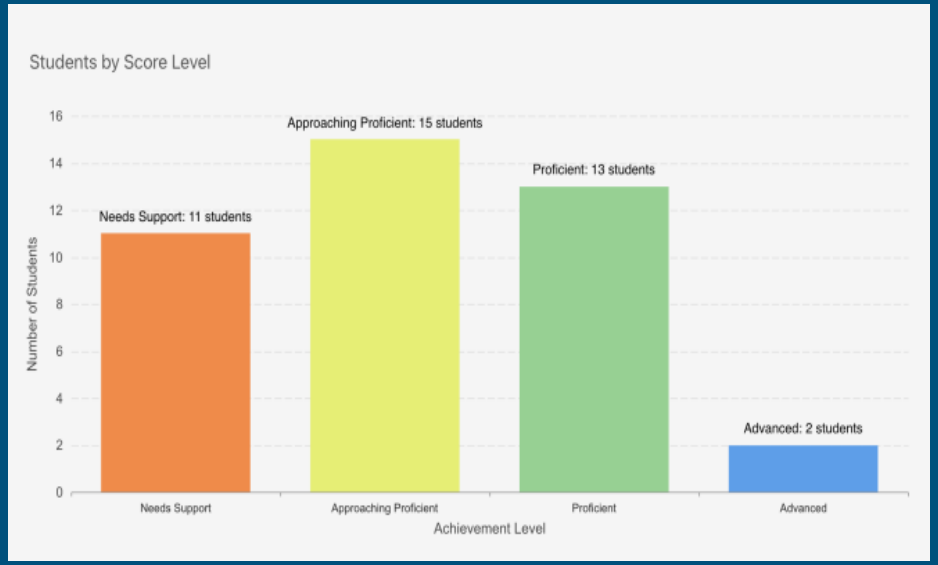
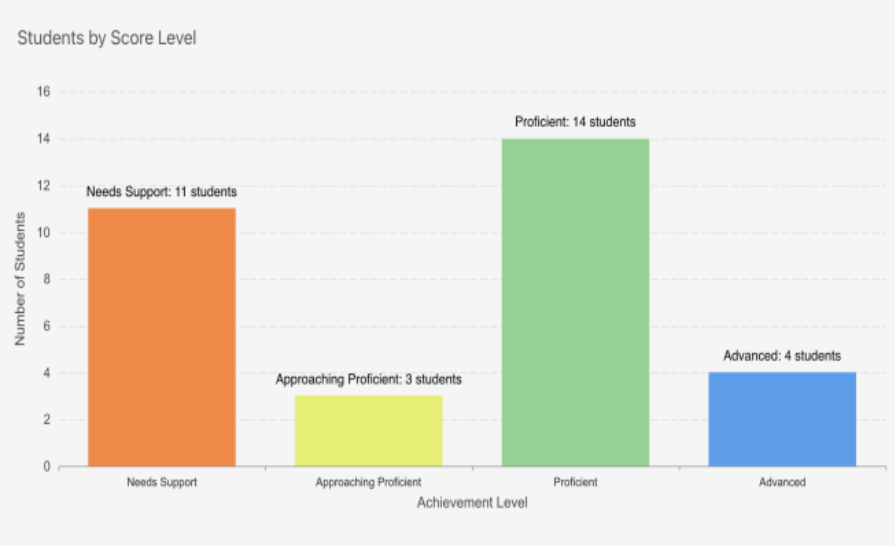
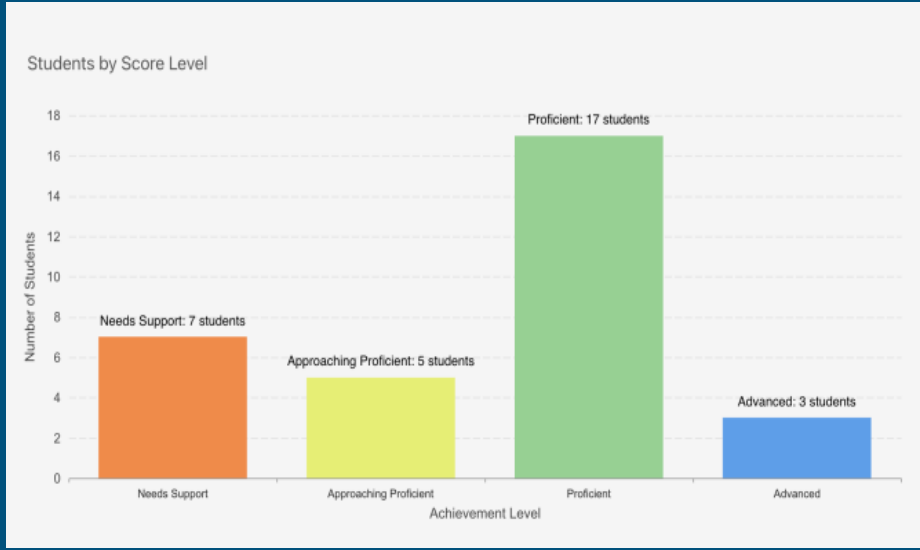
16
14
12
10
8
6
4
2
0
Needs Support: 7 students
Approaching Proficient: 14 students
Proficient: 16 students
Advanced: 4 students
Needs Support
Approaching Proficient
Proficient
Advanced
Achievement Level


Students by Score Level
Number of Students
16
14
12
10
8
6
4
2
0
Needs Support: 11 students
Approaching Proficient: 15 students
Proficient: 13 students
Advanced: 2 students
Needs Support
Approaching Proficient
Proficient
Advanced
Achievement Level

7th ELA & MATH


Students by Score Level
Number of Students
16
14
12
10
8
6
4
2
0
Needs Support: 11 students
Approaching Proficient: 3 students
Proficient: 14 students
Advanced: 4 students
Needs Support
Approaching Proficient
Proficient
Advanced
Achievement Level


Students by Score Level
Number of Students
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16
14
12
10
8
6
4
2
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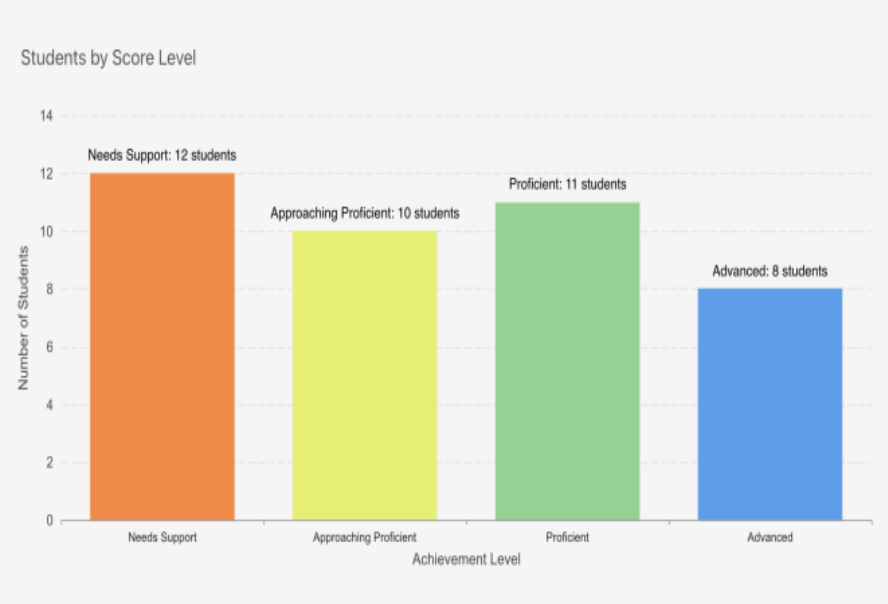
Needs Support: 7 students
Approaching Proficient: 5 students
Proficient: 17 students
Advanced: 3 students
Needs Support
Approaching Proficient
Proficient
Advanced
Achievement Level

8th ELA & MATH


Students by Score Level
Number of Students
14
12
10
8
6
4
2
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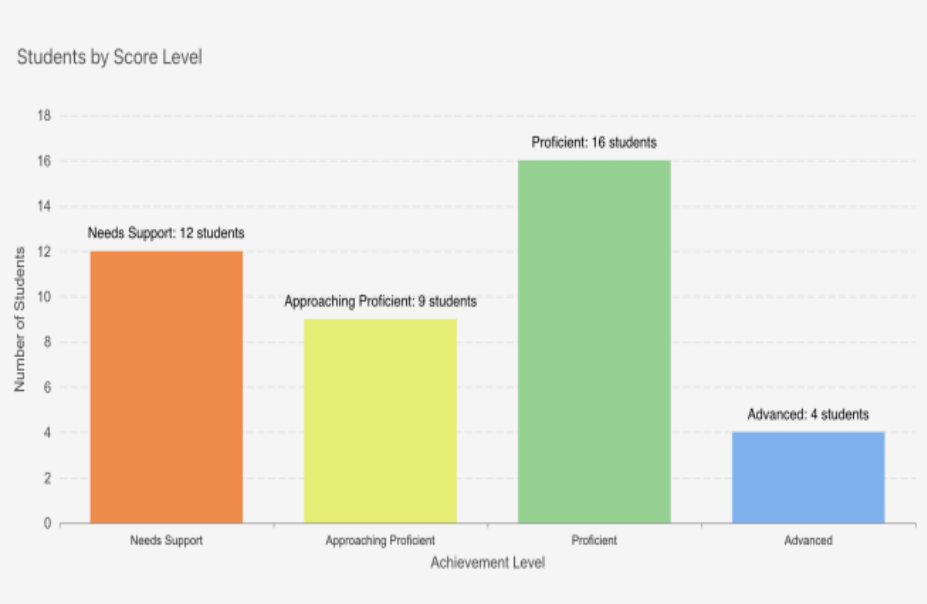
Needs Support: 12 students
Approaching Proficient: 10 students
Proficient: 11 students
Advanced: 8 students
Needs Support
Approaching Proficient
Proficient
Advanced
Achievement Level


Students by Score Level
Number of Students
18
16
14
12
10
8
6
4
2
0
Needs Support: 12 students
Approaching Proficient: 9 students
Proficient: 16 students
Advanced: 4 students
Needs Support
Approaching Proficient
Proficient
Advanced
Achievement Level

8th SCIENCE

District Name: Petersburg Borough School District
School Name: Mitkof Middle School
Subject: Science
Test Date: Spring 2024

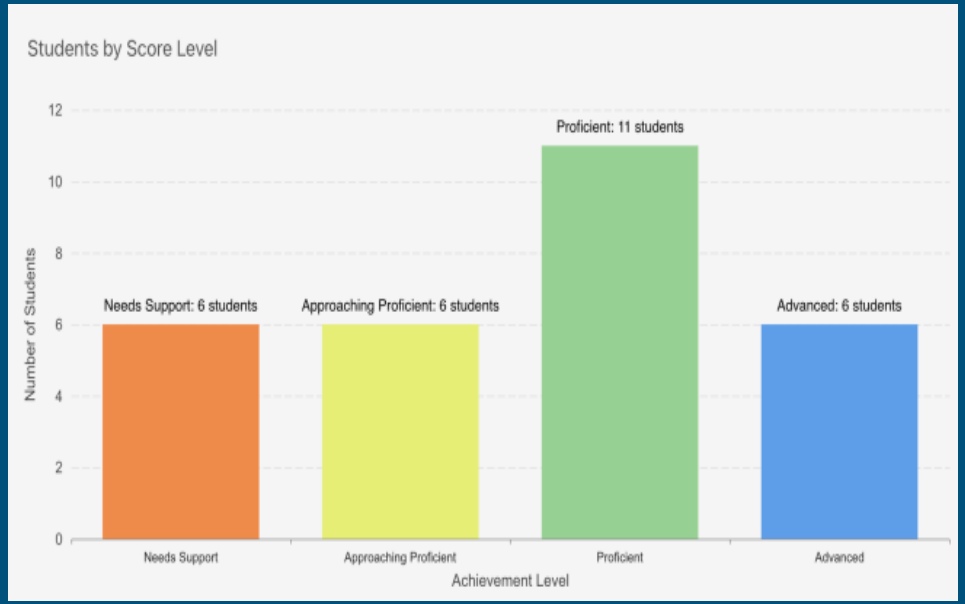
Achievement Level Summary

Group	# Tested	% in Each Level
School	41	31.7 / 26.8 / 29.3 / 12.2
District	98	24.5 / 22.4 / 38.8 / 14.3
State	21,717	39.9 / 23.1 / 25.7 / 11.3

Achievement Level Summary — By Grade

Grade	Group	# Tested	% in Each Level
8	School	41	31.7 / 26.8 / 29.3 / 12.2
	District	41	31.7 / 26.8 / 29.3 / 12.2
	State	7,279	51.6 / 16.7 / 20.8 / 10.8

9th ELA & MATH


Students by Score Level
Number of Students
12
10
8
6
4
2
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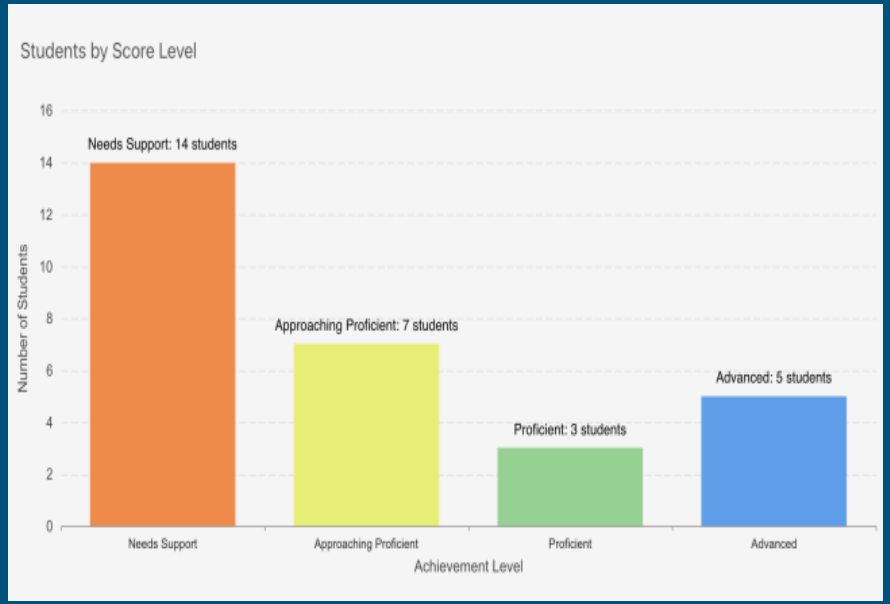
Needs Support: 6 students
Approaching Proficient: 6 students
Proficient: 11 students
Advanced: 6 students
Needs Support
Approaching Proficient
Proficient
Advanced
Achievement Level


Students by Score Level
Number of Students
16
14
12
10
8
6
4
2
0
Needs Support: 14 students
Approaching Proficient: 7 students
Proficient: 3 students
Advanced: 5 students
Needs Support
Approaching Proficient
Proficient
Advanced
Achievement Level

10th SCIENCE

District Name: Petersburg Borough School District
School Name: Petersburg High School
Subject: Science
Test Date: Spring 2024

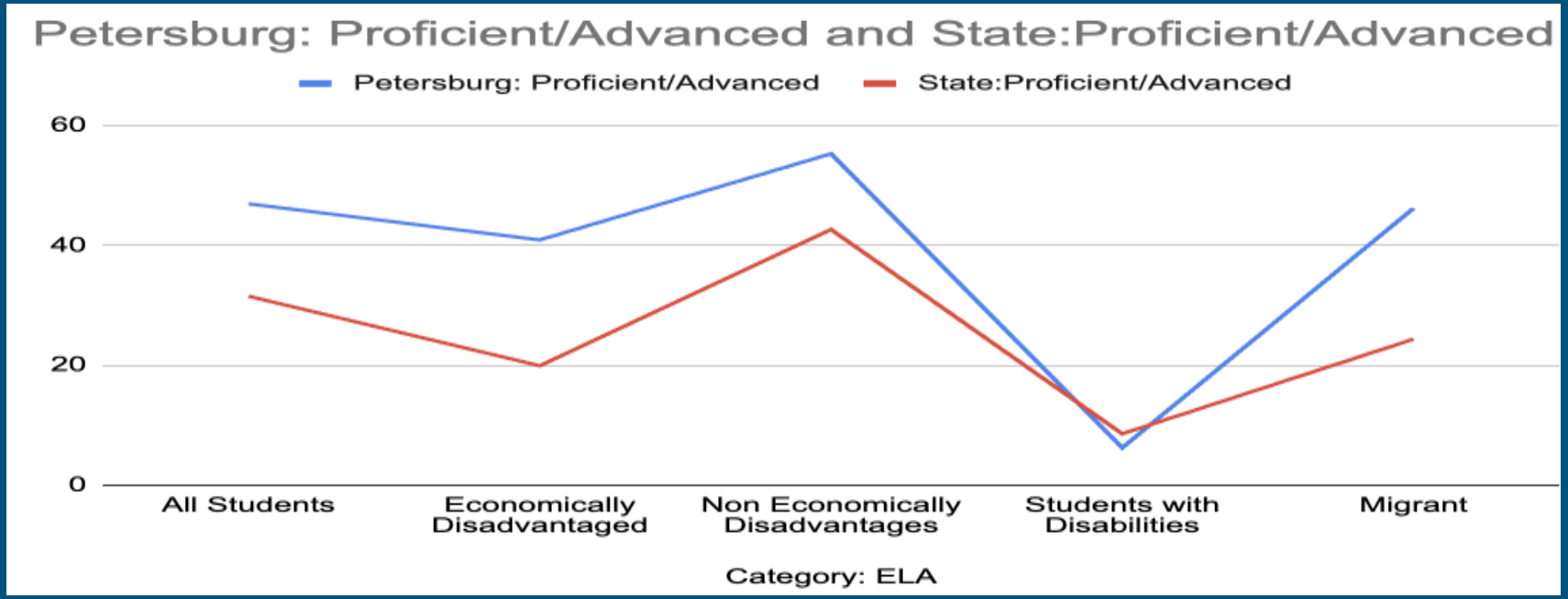
Achievement Level Summary

Group	# Tested	% in Each Level
School	30	16.7 16.7 46.7 20.0
District	98	24.5 22.4 38.8 14.3
State	21,717	39.9 23.1 25.7 11.3

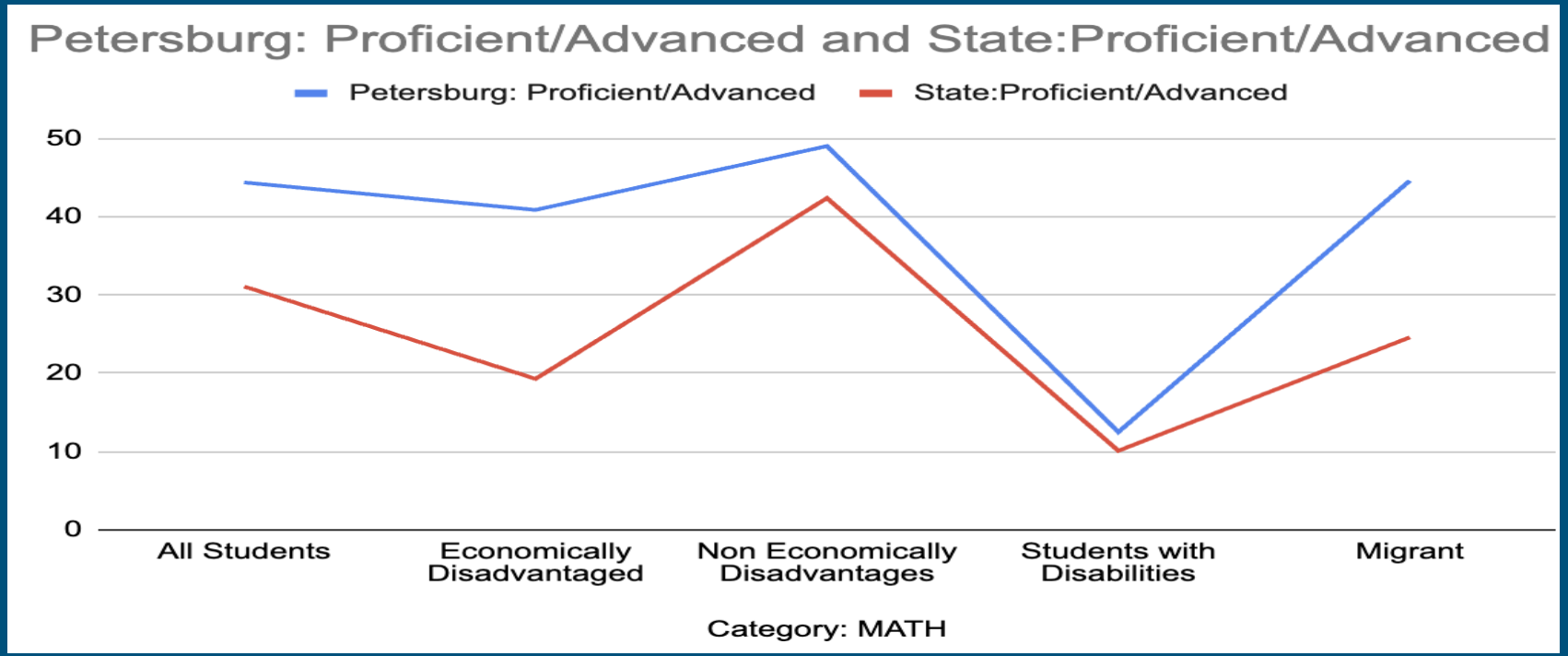
Achievement Level Summary — By Grade

Grade	Group	# Tested	% in Each Level
10	School	30	16.7 16.7 46.7 20.0
	District	30	16.7 16.7 46.7 20.0
	State	6,351	40.0 30.3 20.4 9.3

PCSD vs. State ELA



PCSD vs. State Math

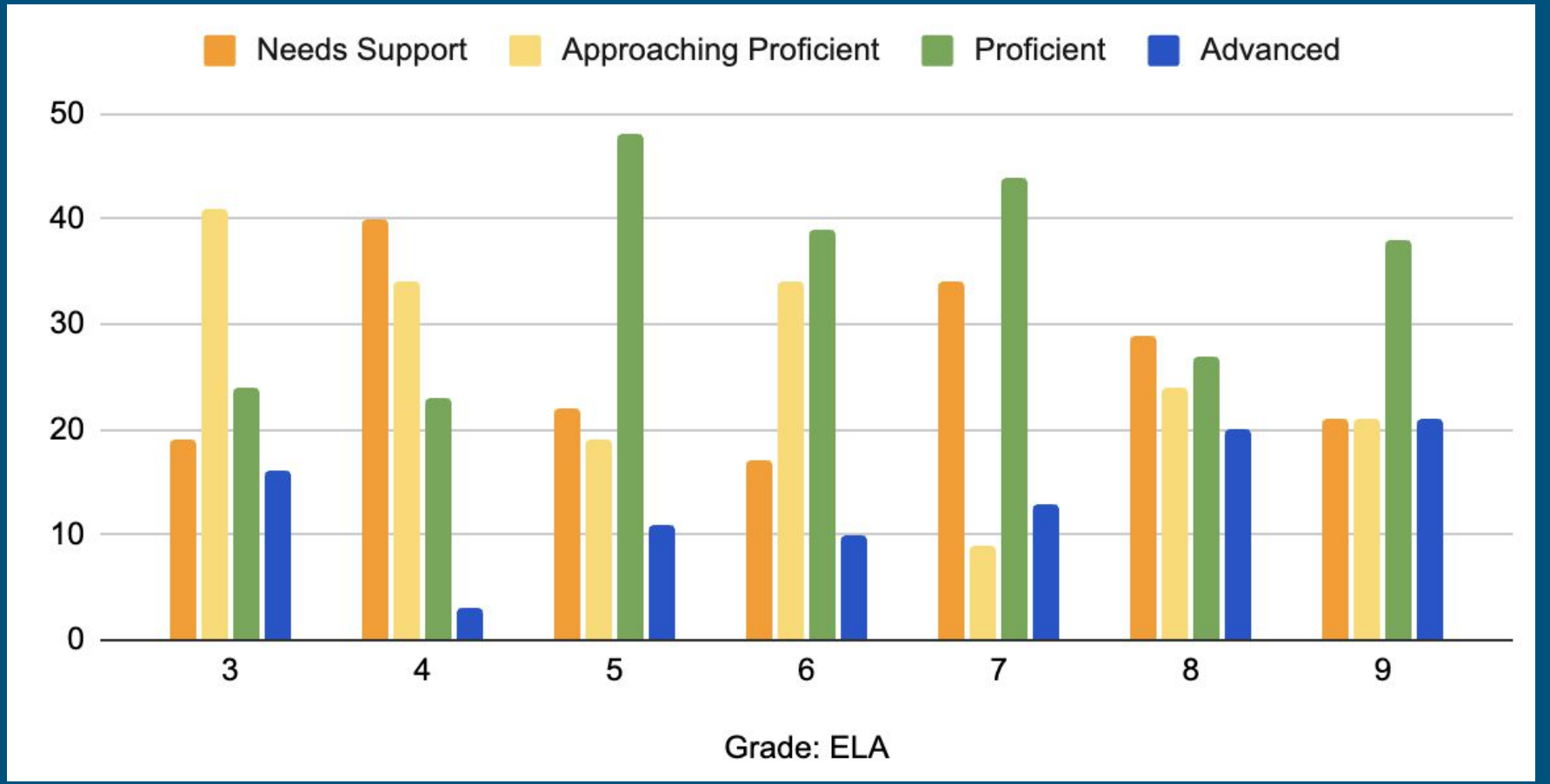


Assessment Plan 24/25

- Stedman: Mclass reading assessment BOY, MOY & EOY
- MAP 3-9 ELA, MATH and ELA
  - 10th: continue to measure growth of students in specific areas
- PreSAT
- PreACT
- ACT
- Workkeys
- DLM
- WIDA
- AK STAR & Alaska Science

AK STAR 2024 ALASKA SCIENCE

Results


Needs Support
Approaching Proficient
Proficient
Advanced
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30
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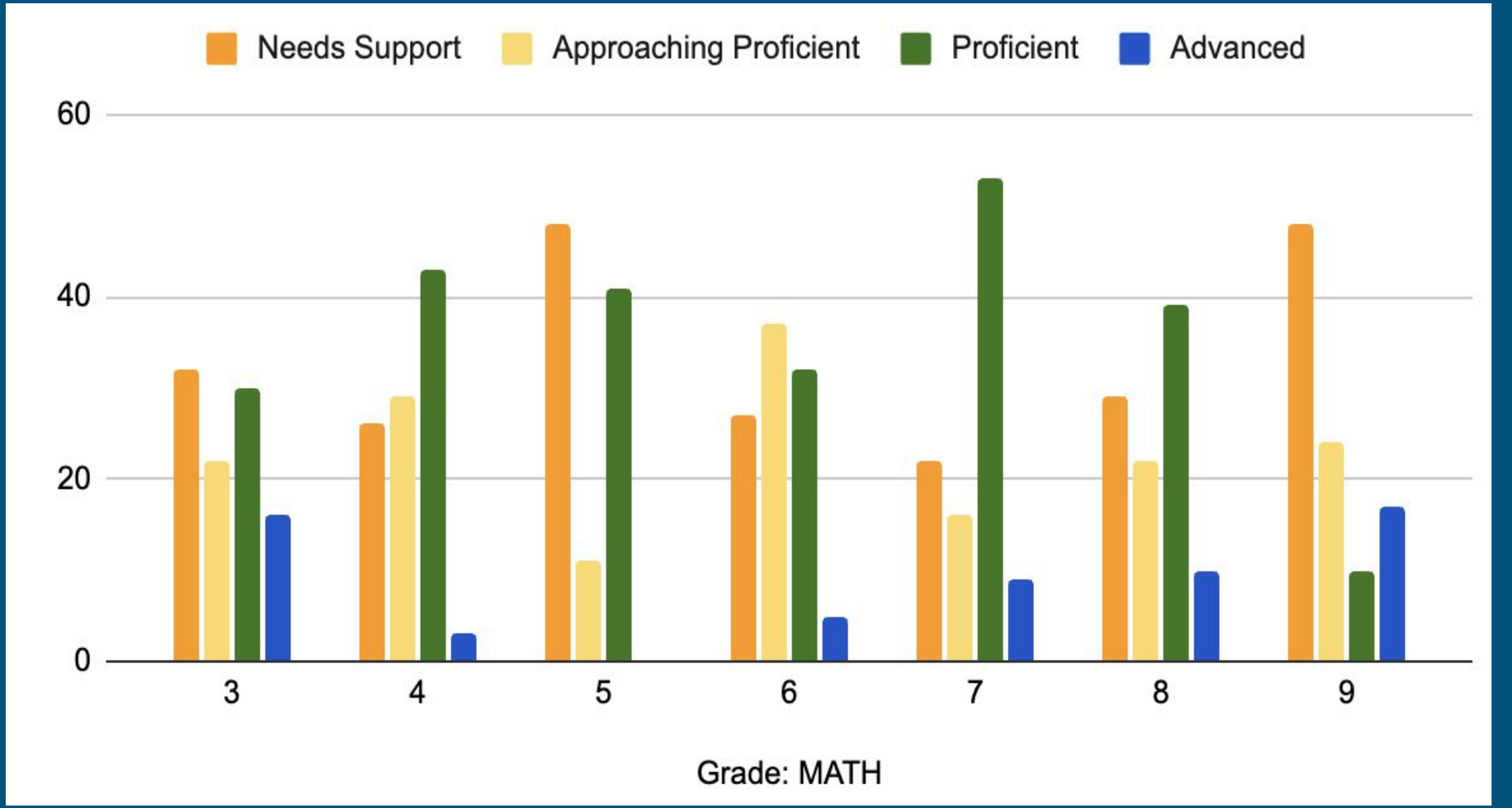
3
4
5
6
7
8
9
Grade: ELA


Needs Support
Approaching Proficient
Proficient
Advanced
60
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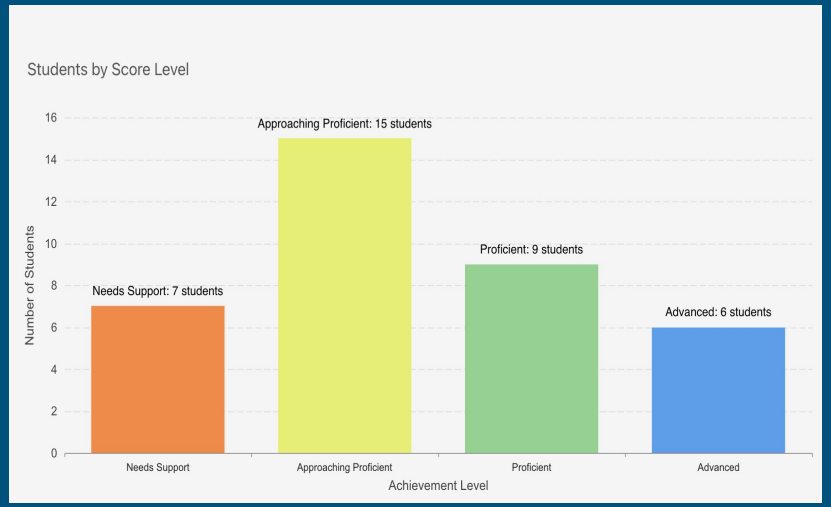
6
7
8
9
Grade: MATH

3rd ELA & MATH


Students by Score Level
Number of Students
16
14
12
10
8
6
4
2
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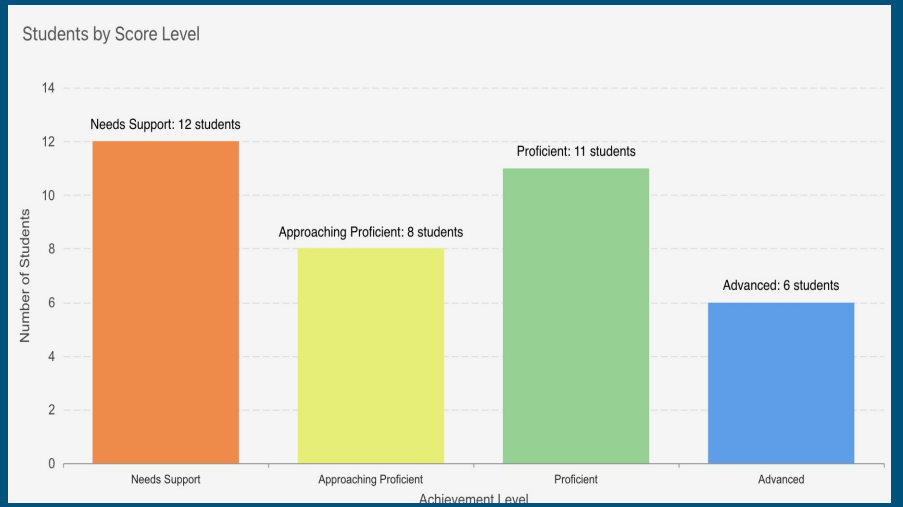
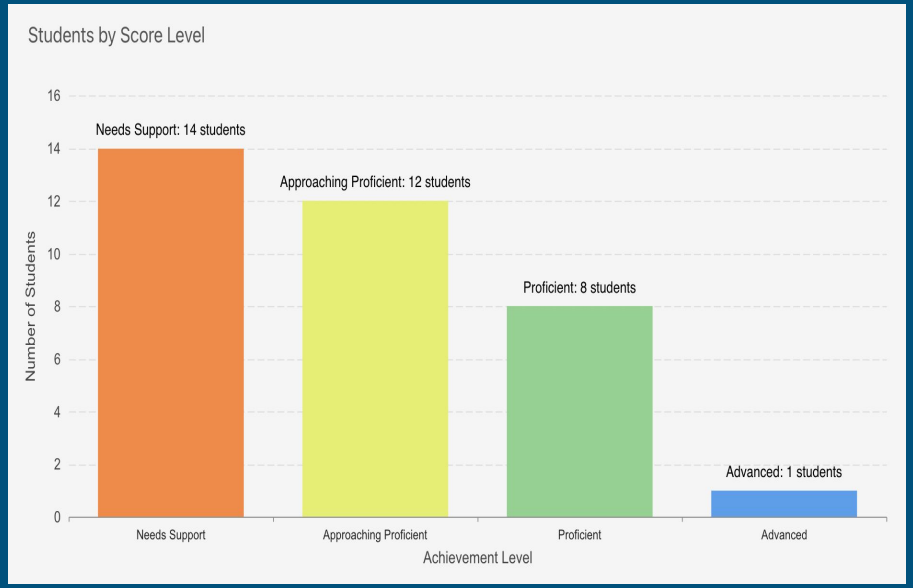
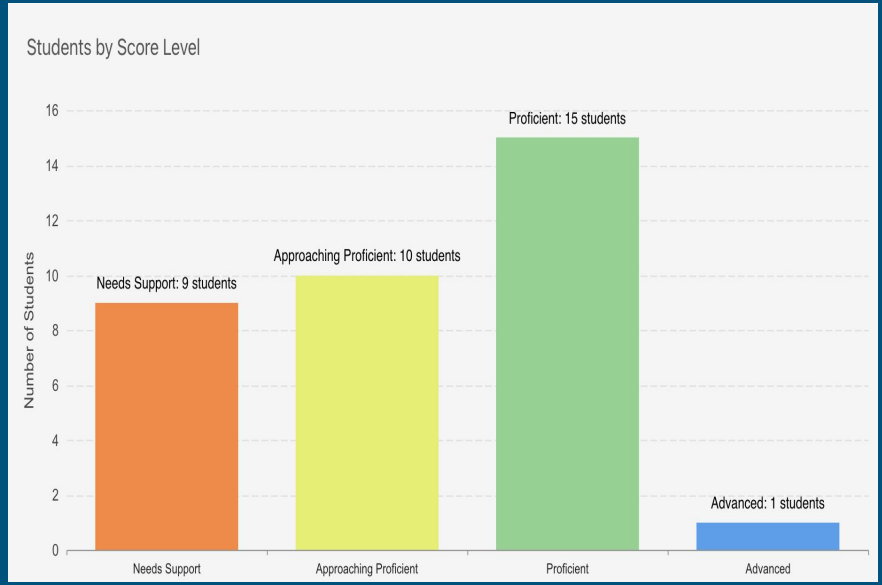
Needs Support: 7 students
Approaching Proficient: 15 students
Proficient: 9 students
Advanced: 6 students
Needs Support
Approaching Proficient
Proficient
Advanced
Achievement Level

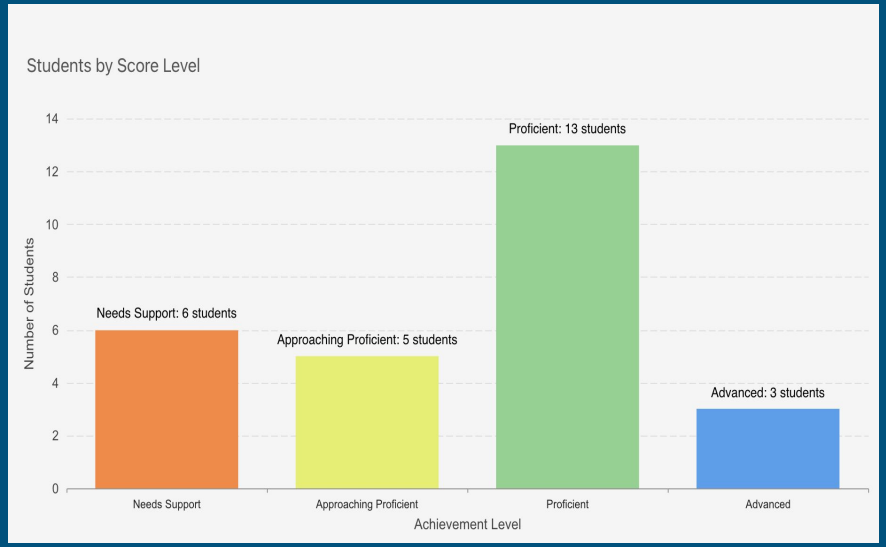

Students by Score Level
Number of Students
14
12
10
8
6
4
2
0
Needs Support: 12 students
Approaching Proficient: 8 students
Proficient: 11 students
Advanced: 6 students
Needs Support
Approaching Proficient
Proficient
Advanced
Achievement Level

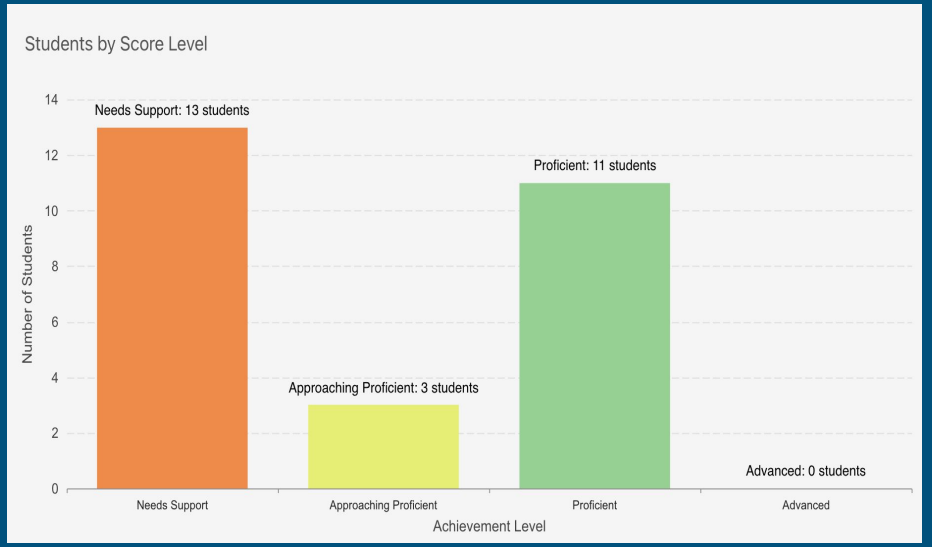
4th ELA & MATH


Students by Score Level
Needs Support: 14 students
Approaching Proficient: 12 students
Proficient: 8 students
Advanced: 1 students
Number of Students
Needs Support
Approaching Proficient
Proficient
Advanced
Achievement Level


Students by Score Level
Needs Support: 9 students
Approaching Proficient: 10 students
Proficient: 15 students
Advanced: 1 students
Number of Students
Needs Support
Approaching Proficient
Proficient
Advanced

5th ELA & MATH


Students by Score Level
Number of Students
14
12
10
8
6
4
2
0
Needs Support: 6 students
Approaching Proficient: 5 students
Proficient: 13 students
Advanced: 3 students
Needs Support
Approaching Proficient
Proficient
Advanced
Achievement Level


Students by Score Level
Number of Students
14
12
10
8
6
4
2
0
Needs Support: 13 students
Approaching Proficient: 3 students
Proficient: 11 students
Advanced: 0 students
Needs Support
Approaching Proficient
Proficient
Advanced
Achievement Level

5th SCIENCE

District Name: Petersburg Borough School District
School Name: Rae C. Stedman Elementary

Subject: Science
Test Date: Spring 2024

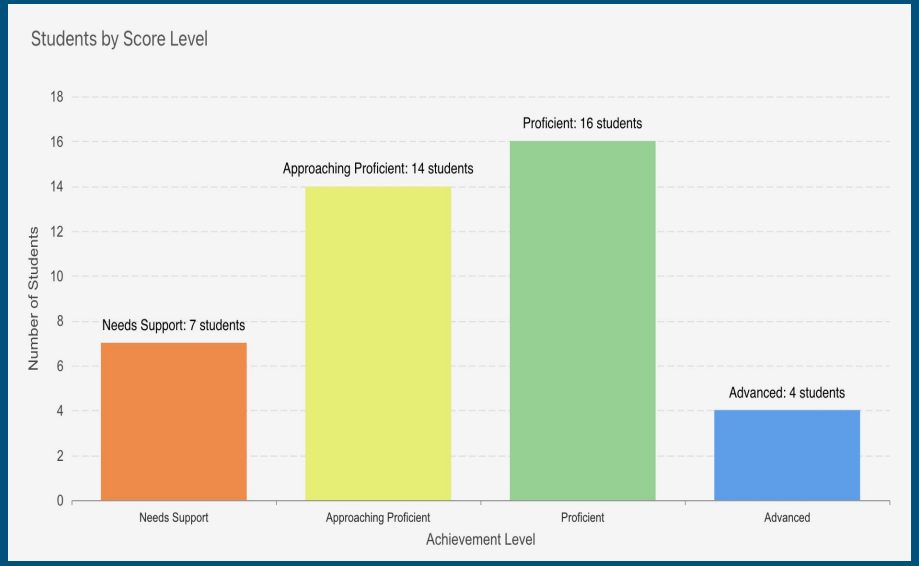
Achievement Level Summary

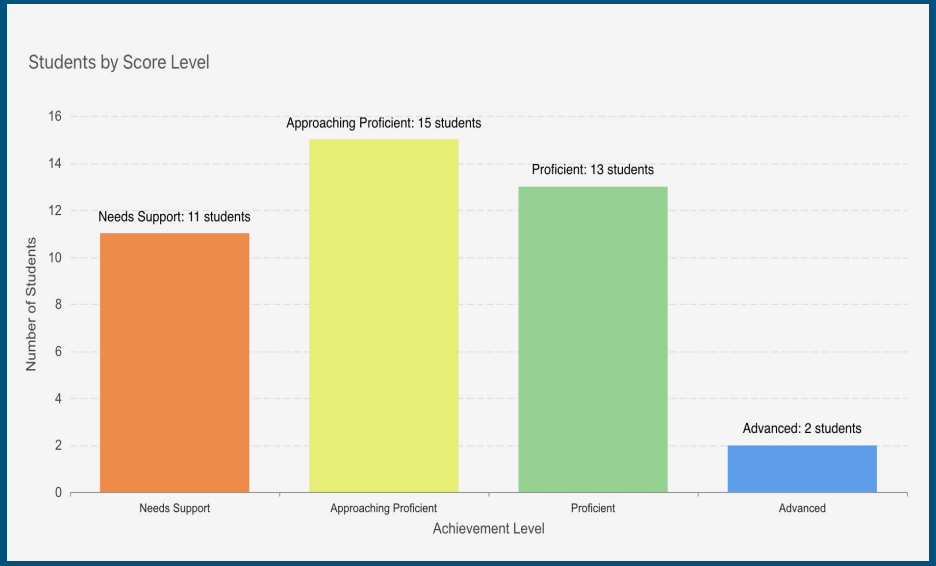
Group	# Tested	% in Each Level
School	27	22.2 | 22.2 | 44.4 | 11.1
District	98	24.5 | 22.4 | 38.8 | 14.3
State	21,717	39.9 | 23.1 | 25.7 | 11.3

Achievement Level Summary — By Grade

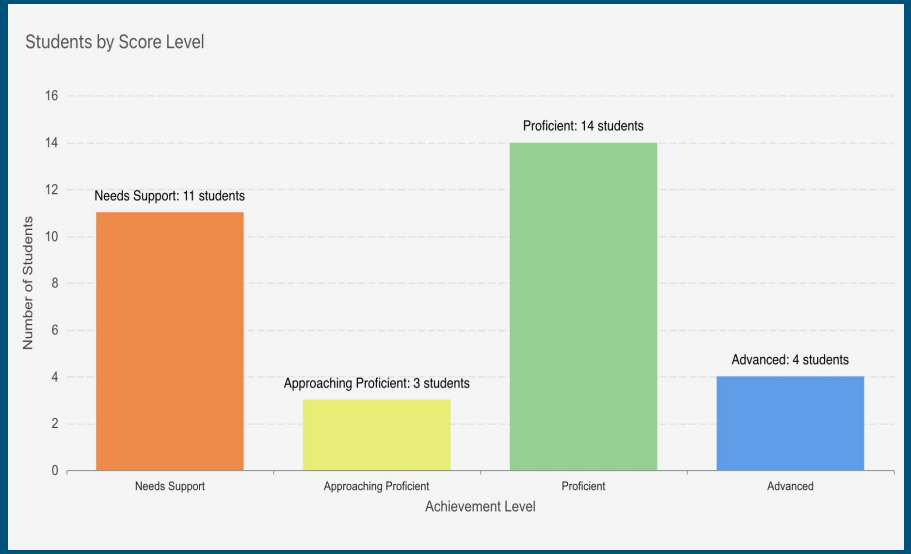
Grade	Group	# Tested	% in Each Level
5	School	27	22.2 | 22.2 | 44.4 | 11.1
	District	27	22.2 | 22.2 | 44.4 | 11.1
	State	8,087	29.3 | 23.1 | 34.3 | 13.2

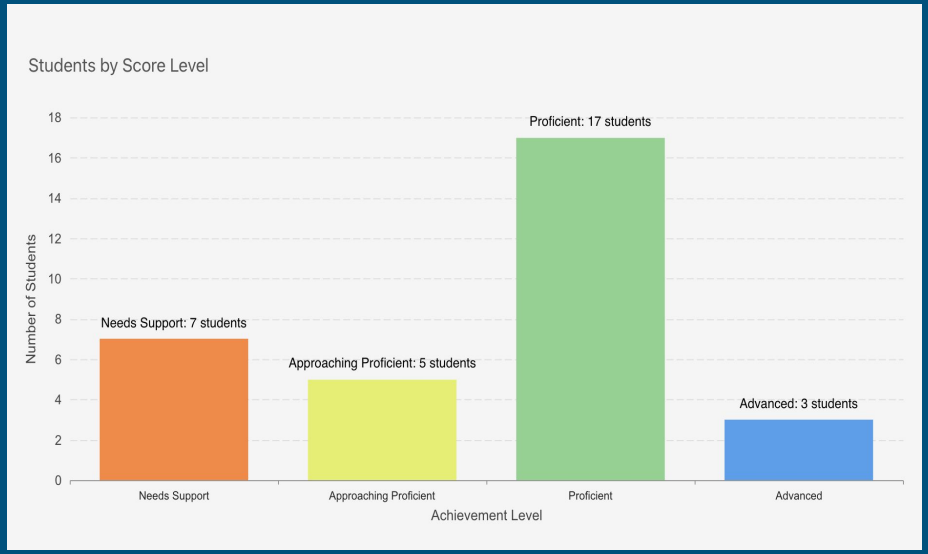
6th ELA & MATH


Students by Score Level
Number of Students
18
16
14
12
10
8
6
4
2
0
Needs Support: 7 students
Approaching Proficient: 14 students
Proficient: 16 students
Advanced: 4 students
Needs Support
Approaching Proficient
Proficient
Advanced
Achievement Level

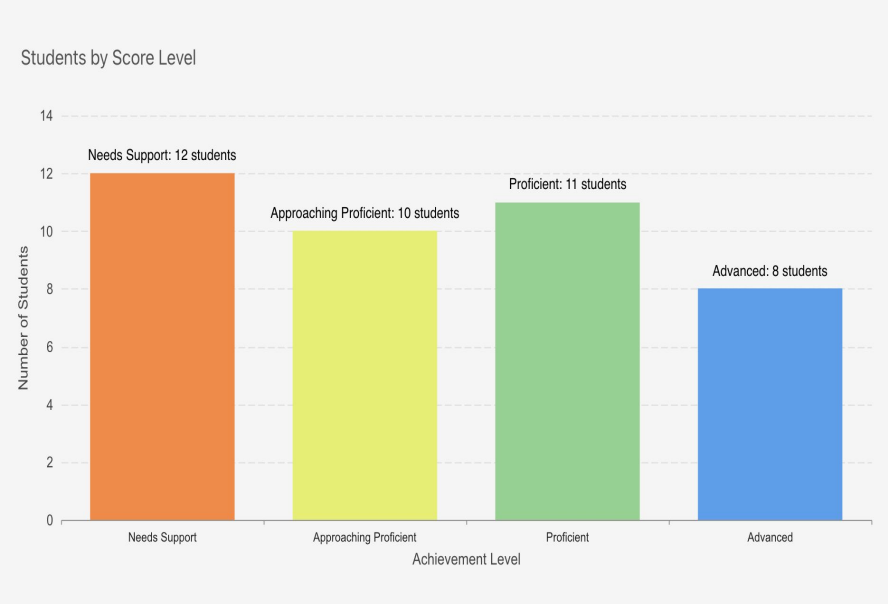

Students by Score Level
Number of Students
16
14
12
10
8
6
4
2
0
Needs Support: 11 students
Approaching Proficient: 15 students
Proficient: 13 students
Advanced: 2 students
Needs Support
Approaching Proficient
Proficient
Advanced
Achievement Level

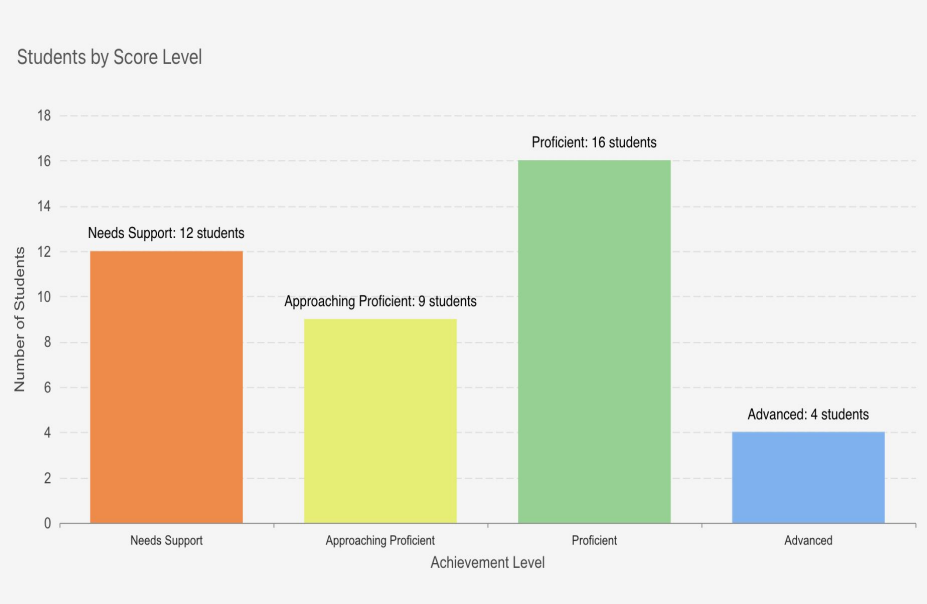
7th ELA & MATH


Students by Score Level
Number of Students
16
14
12
10
8
6
4
2
0
Needs Support: 11 students
Approaching Proficient: 3 students
Proficient: 14 students
Advanced: 4 students
Needs Support
Approaching Proficient
Proficient
Advanced
Achievement Level


Students by Score Level
Number of Students
18
16
14
12
10
8
6
4
2
0
Needs Support: 7 students
Approaching Proficient: 5 students
Proficient: 17 students
Advanced: 3 students
Needs Support
Approaching Proficient
Proficient
Advanced
Achievement Level

8th ELA & MATH


Students by Score Level
Number of Students
14
12
10
8
6
4
2
0
Needs Support: 12 students
Approaching Proficient: 10 students
Proficient: 11 students
Advanced: 8 students
Needs Support
Approaching Proficient
Proficient
Advanced
Achievement Level


Students by Score Level
Number of Students
18
16
14
12
10
8
6
4
2
0
Needs Support: 12 students
Approaching Proficient: 9 students
Proficient: 16 students
Advanced: 4 students
Needs Support
Approaching Proficient
Proficient
Advanced
Achievement Level

8th SCIENCE

District Name: Petersburg Borough School District
School Name: Mitkof Middle School
Subject: Science
Test Date: Spring 2024

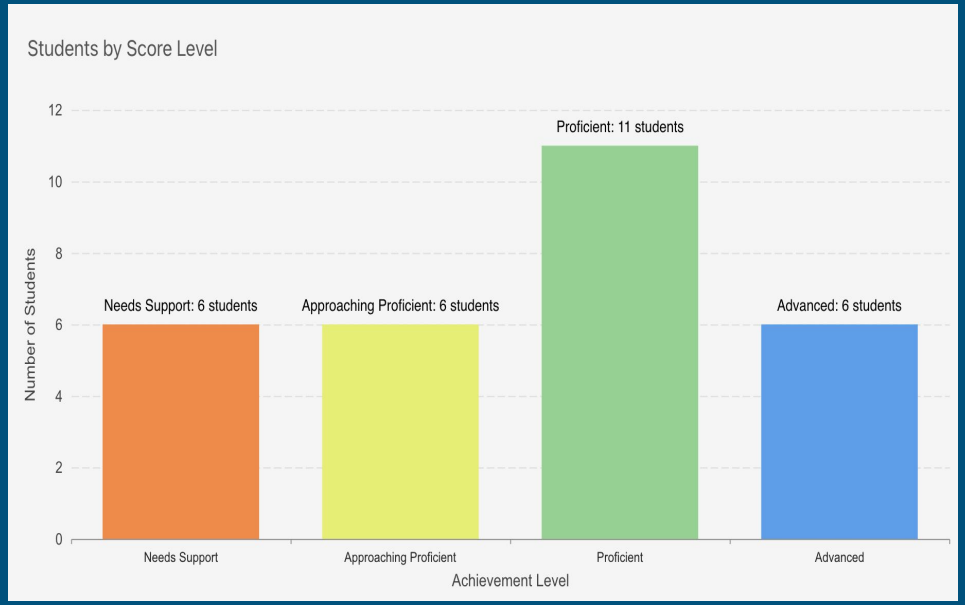
Achievement Level Summary

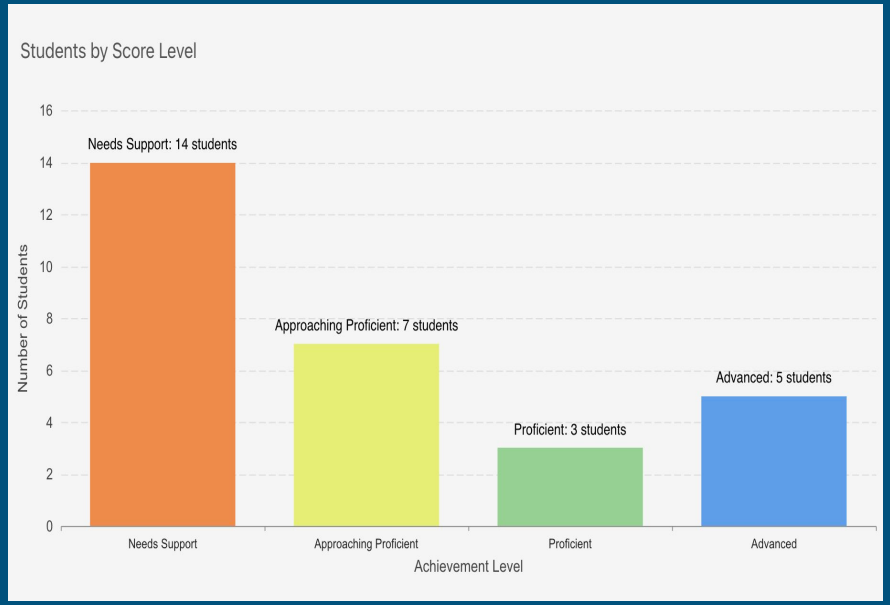
Group	# Tested	% in Each Level
School	41	31.7 / 26.8 / 29.3 / 12.2
District	98	24.5 / 22.4 / 38.8 / 14.3
State	21,717	39.9 / 23.1 / 25.7 / 11.3

Achievement Level Summary — By Grade

Grade	Group	# Tested	% in Each Level
8	School	41	31.7 / 26.8 / 29.3 / 12.2
	District	41	31.7 / 26.8 / 29.3 / 12.2
	State	7,279	51.6 / 16.7 / 20.8 / 10.8

9th ELA & MATH


Students by Score Level
Number of Students
12
10
8
6
4
2
0
Needs Support: 6 students
Approaching Proficient: 6 students
Proficient: 11 students
Advanced: 6 students
Needs Support
Approaching Proficient
Proficient
Advanced
Achievement Level


Students by Score Level
Number of Students
16
14
12
10
8
6
4
2
0
Needs Support: 14 students
Approaching Proficient: 7 students
Proficient: 3 students
Advanced: 5 students
Needs Support
Approaching Proficient
Proficient
Advanced
Achievement Level

10th SCIENCE

District Name: Petersburg Borough School District
School Name: Petersburg High School
Subject: Science
Test Date: Spring 2024

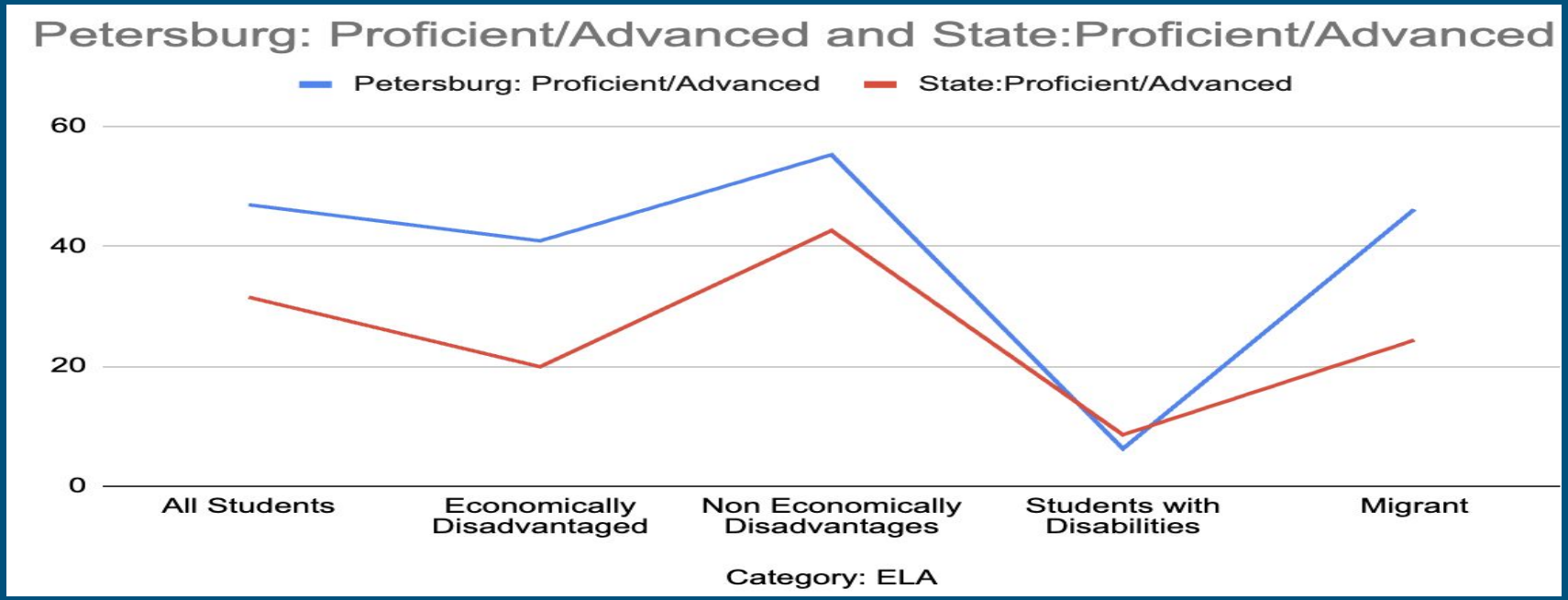
Achievement Level Summary

Group	# Tested	% in Each Level
School	30	16.7 16.7 46.7 20.0
District	98	24.5 22.4 38.8 14.3
State	21,717	39.9 23.1 25.7 11.3

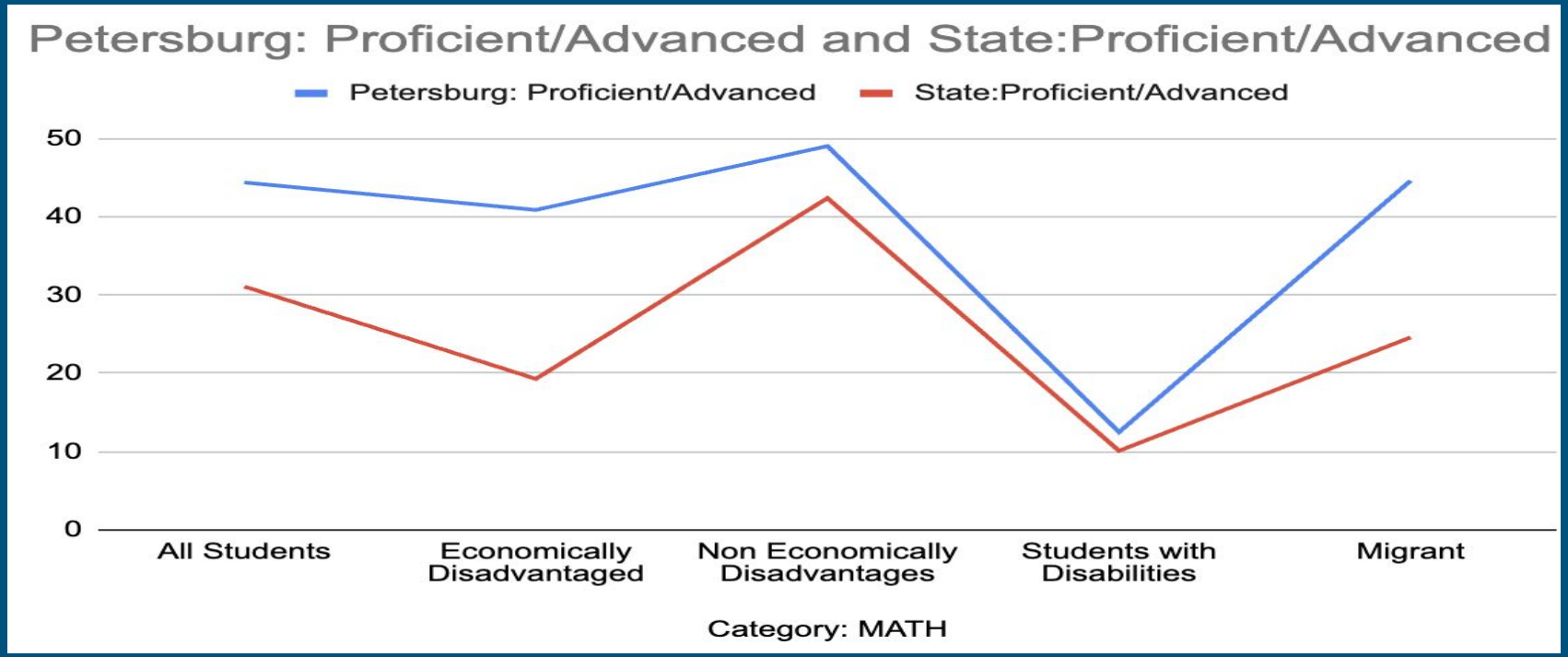
Achievement Level Summary — By Grade

Grade	Group	# Tested	% in Each Level
10	School	30	16.7 16.7 46.7 20.0
	District	30	16.7 16.7 46.7 20.0
	State	6,351	40.0 30.3 20.4 9.3

PCSD vs. State ELA



PCSD vs. State Math



Assessment Plan 24/25

- Stedman: Mclass reading assessment BOY, MOY & EOY
- MAP 3-9 ELA, MATH and ELA
  - 10th: continue to measure growth of students in specific areas
- PreSAT
- PreACT
- ACT
- Workkeys
- DLM
- WIDA
- AK STAR & Alaska Science