Board of Education

Monday, October 26, 2026 Regular Session 7pm
Valdez City Council Chambers, 212 Chenega Ave (corner of Chenega & Fairbanks), A-frame building behind City Hall, Valdez, AK 99686

A.	**PRELIMINARIES**	
A.1.	Call to Order	
A.2.	Pledge of Allegiance	
A.3.	Roll Call	
A.4.	Review of Minutes from the Regular School Board Meeting on October 12, 2026.	
B.	**PUBLIC COMMENT ON NON-AGENDA ITEMS**	
B.1.	Public Comment Guidelines	
C.	**AWARDS, HONORS AND CELEBRATIONS**	
C.1.	Student of the Month	**Speaker(s):** David Cronk
D.	**REPORTS/INTRODUCTIONS**	
D.1.	Superintendent Report	**Speaker(s):** Jason Weber
D.2.	HHES Principal Report	**Speaker(s):** Krista Howell
D.3.	GMS Principal Report	**Speaker(s):** Amanda Tippetts
D.4.	VHS Principal Report	**Speaker(s):** David Cronk
D.5.	Student Representative Report	**Speaker(s):** Ava Mitchell
E.	**CONSENT AGENDA**	**Speaker(s):** Jason Weber
E.1.	Approve Personnel Action Report	
E.2.	Approve 2nd Reading Board Review of Policies: BP 3311 Bids, BP 6151 Class Size	
E.3.	Kelley Create Copier Maintenance - Budget Amendment #4	**Speaker(s):** Megan Gunderson
F.	**NEW BUSINESS**	
F.1.	Approve 1st Reading Board Review of Policies: BP 6114 Crisis Response Plan, BB 9010 Public Statements, BP 6000 Concepts and Roles, BP 6142.1 FAMILY LIFE/SEX EDUCATION, BB 9210 QUALIFICATIONS, BP 7000 Concepts and Roles	
F.2.	Approve Board Member Dr. Kathleen Todd authorization to speak and/or vote at AASB's Resolutions Committee Meeting	**Speaker(s):** Dr. Kathleen Todd
G.	**BOARD BUSINESS FROM THE FLOOR**	

G.1. Comments From Board Members

H. **INFORMATION ITEMS**

H.1. AASB Completed Policies—See Public Content Notes

H.2. Dolores Gard nominations live on our website under the "School Board" tab!

I. **FUTURE MEETING DATES**

I.1. November 2, 2026: Policy Review Committee Meeting 6:10pm - Superintendent Office

I.2. November 5-8, 2026: AASB's 73rd Annual Conference & Youth Leadership Institute

I.3. November 9, 2026: Work Session 6pm/Regular Session 7pm - Council Chambers

I.4. November 16, 2026: Policy Review Committee Meeting 6:10pm - Superintendent Office

I.5. December 7, 2026: Work Session 6pm/Regular Session 7pm - Council Chambers

I.6. December 14, 2026: Policy Review Committee Meeting 6:10pm - Superintendent Office

I.7. December 21 - January 1, 2026/2027: Winter Break - No School

J. **EXECUTIVE SESSION**

J.1. Go Into Executive Session

- Quarter 1 Superintentent Check In

J.2. Come Out of Executive Session

K. **POSSIBLE ACTION FROM EXECUTIVE SESSION**

L. **ADJOURNMENT**

L.1. Adjourn the Meeting

Board of Education

Monday, October 12, 2026 Regular Session 7pm
Valdez City Council Chambers, 212 Chenega Ave (corner of Chenega & Fairbanks), A-frame building behind City Hall, Valdez, AK 99686

Sonya Ash-Selanoff:	Present
Kalin King:	Present
Scott McCumby:	Present
Dr Kyra Meyer:	Present
Dr Kathleen Todd:	Present
Bryan Vincent:	Present
Carey Wade:	Absent

Carey Wade absent, excused.

Sonya Ash-Selanoff present on Zoom.

A. **PRELIMINARIES**

A.1. Call to Order
Discussion: Meeting called to order at 7:01 pm

A.2. Pledge of Allegiance
Discussion: Kalin King led the pledge of allegiance.

A.3. Roll Call

A.4. Review of Minutes from the Regular School Board Meeting on September 28, 2026, and the Special School Board Meeting on October 1, 2026.
Discussion: No meeting minute corrections needed.

B. **PUBLIC COMMENT ON NON-AGENDA ITEMS**

B.1. Public Comment Guidelines
Discussion: No public comments.

C. **REPORTS/INTRODUCTIONS**

C.1. Superintendent Report **Discussion:** Jason Weber presented his report, no questions.	**Speaker(s):** Jason Weber
C.2. Director of Curriculum Board Report **Discussion:** Jon Berkeley presented his report, no questions.	**Speaker(s):** Jon Berkeley
C.3. Director of Business Services Board Report **Discussion:** Susan Love presented her report, no questions.	**Speaker(s):** Susan Love
C.4. Director of Special Education and Federal Programs Board Report **Discussion:** Rylee Ownbey presented her report, no questions.	**Speaker(s):** Rylee Ownbey
C.5. Director of Technology and Communications Board Report **Discussion:** Megan Gunderson presented her report.	**Speaker(s):** Megan Gunderson

Scott McCumby asks if we are planning to keep using Frontline even after the breach and their handling of the incident. Megan explains at this time we are still going to be using Frontline. Because Frontline does so much for our district, it wont be as simple as just transitioning over. Finding and then moving all of our data to a new system will take a substantial amount of time and effort. Megan states it may be the right decision to switch, but it's going to take a lot of research before any decision is made.

C.6. Director of Facilities and Operations Board Report

Speaker(s): Dan Bryant

Discussion: Dan Bryant presented his report, no questions.

D. **CONSENT AGENDA**

Speaker(s): Jason Weber

Action(s):

I move that the Board approve the Consent Agenda as presented. This motion, made by Bryan Vincent and seconded by Scott McCumby, Carried.

Voting Detail:

Sonya Ash-Selanoff:	Yea
Kalin King:	Yea
Scott McCumby:	Yea
Dr Kyra Meyer:	Yea
Dr Kathleen Todd:	Yea
Bryan Vincent:	Yea
Carey Wade:	Absent

Voting Summary: Yea: 6, Nay: 0, Absent: 1

D.1. Approve Personnel Action Report

D.2. Approve 2nd Reading Board Review of Policies: BP 3550 Food Service, BP 3580 District Records, BP 4111/4211/4311 All Personnel - Recruitment and Selection, BP 4112.10 Personnel - Employment of Retired Teachers, BP 5040 Student Nutrition and Physical Activity, BP 5141.21 Administering Medication, BP 6114 Crisis Response Plan, BP 6146.1 High School Graduation Requirements, BP 6146.4 Reciprocity On Graduation Requirements, BP 6172 Special Education

D.3. Technology Battery Banks - Budget Amendment #3

E. **NEW BUSINESS**

E.1. Approve FY26 Audit

Speaker(s): Justin Englert, Susan Love

Action(s):

I move that the Board approve the FY26 Audit. This motion, made by Bryan Vincent and seconded by Scott McCumby, Carried.

Voting Detail:

Sonya Ash-Selanoff:	Yea
Kalin King:	Yea
Scott McCumby:	Yea

Dr Kyra Meyer:	Yea
Dr Kathleen Todd:	Yea
Bryan Vincent:	Yea
Carey Wade:	Absent

Voting Summary: Yea: 6, Nay: 0, Absent: 1
Discussion: Justin Englert presented the report, no questions.

E.2. Approve 1st Reading Board Review of Policies: BP 3311 Bids, BP 6151 Class Size
Action(s):
I move that the Board approve the 1st reading of board policies as presented. This motion, made by Dr Kathleen Todd and seconded by Scott McCumby, Carried.
Voting Detail:

Sonya Ash-Selanoff:	Yea
Kalin King:	Yea
Scott McCumby:	Yea
Dr Kyra Meyer:	Yea
Dr Kathleen Todd:	Yea
Bryan Vincent:	Yea
Carey Wade:	Absent

Voting Summary: Yea: 6, Nay: 0, Absent: 1
Discussion: Dr. Kathy Todd and Jason Weber explain the presented Board Policies, no questions.

E.3. FY28 Budget Request to the City of Valdez
Speaker(s): Jason Weber
Action(s):
I move that the Board approve the FY28 Budget Request to the City of Valdez. This motion, made by Bryan Vincent and seconded by Scott McCumby, Carried.
Voting Detail:

Sonya Ash-Selanoff:	Yea
Kalin King:	Yea
Scott McCumby:	Yea
Dr Kyra Meyer:	Yea
Dr Kathleen Todd:	Yea
Bryan Vincent:	Yea
Carey Wade:	Absent

Voting Summary: Yea: 6, Nay: 0, Absent: 1
Discussion:
Jason Weber presented the report.
Dr. Kathy Todd asked whether the City of Valdez would be at risk of having to repay some of the taxes received from Alyeska if Alyeska wins its court case. Jason clarified that the funds being discussed would not be affected.
Dr. Todd then asked whether the Lunch Fund, Transportation Fund, and Activities Fund, which showed no increase, would likely be subsidized using the additional revenue received through the

increase in the cap. Jason explained that some of these funds would still require additional support for operational expenses, as occurred last year when funds had to be reallocated.

F. BOARD BUSINESS FROM THE FLOOR

F.1. Comments From Board Members

Discussion:

Sonya Ash-Selanoff: The agenda is full of great information tonight. I want to thank Megan for her hard work regarding cybersecurity. Today is also Indigenous Peoples' Day, and I wanted to recognize our staff and students. It also reminded me of Betty McIntosh's project last year, when she invited and honored Olympic snowboarder Callan Chythlook-Sifsof. Callan approached me and Jason to discuss the possibility of organizing a similar event this year. She is looking for people who may be willing to support the event, which will take place next month.

Dr. Kyra Meyer: Shout-out to the Business Services Department for getting us through another audit. Congratulations again to Megan. I am also excited that we are almost fully staffed.

Dr. Kathy Todd: It has all been said already. Everyone is working hard and doing great work. Thank you.

Scott McCumby: No comment.

Bryan Vincent: Congratulations to Parker King for being named ASAA's Student of the Month. Thank you to Rylee and her staff, the HHES staff, Susan and her staff, for coming together during this time of staff shortages and making things work. If anyone is listening and thinks they would make a great paraprofessional or substitute, please submit an application through our online job postings. Thank you to Mrs. Tippetts, her staff, and everyone who volunteered for the recent tournament. There were a lot of moving parts, but it was a lot of fun.

Kalin King: Congratulations to Megan on her award. If you see Parker King's picture on Facebook, you will see her smiling, which is a rare occurrence. There were a lot of volunteers at the jamboree this weekend. It was quite crowded, and many kids had the opportunity to play, so thank you to everyone who helped make it happen.

G. INFORMATION ITEMS

G.1. AASB Completed Policies—See Public Content Notes

G.2. Dolores Gard nominations live on our website under the "School Board" tab!

H. **FUTURE MEETING DATES**

H.1. October 19, 2026: Policy Review Committee Meeting 6:10pm - Superintendent Office

H.2. October 26, 2026: (Optional) Work Session 6pm/Regular Session 7pm - Council Chambers

H.3. November 2, 2026: Policy Review Committee Meeting 6:10pm - Superintendent Office

H.4. November 5-8, 2026: AASB's 73rd Annual Conference & Youth Leadership Institute

H.5. November 9, 2026: Work Session 6pm/Regular Session 7pm - Council Chambers

H.6. November 16, 2026: Policy Review Committee Meeting 6:10pm - Superintendent Office

I. **EXECUTIVE SESSION**

I.1. Go Into Executive Session

I.2. Come Out of Executive Session

J. **POSSIBLE ACTION FROM EXECUTIVE SESSION**

K. **ADJOURNMENT**

K.1. Adjourn the Meeting

Discussion: Meeting adjourned at 7:58 PM

_____

Board Secretary

Office of Superintendent Valdez City Schools

BOARD REPORT

Oct 26, 2026

Goals:

- Wolfe Architects are planning to be in person in Valdez October 26th and 27th.. With a community open house on 5-7pm at the high school on the 26th.
- The Calendar committee met and are working on gathering data on the 2 week spring break. The calendar proposal will be at the board meeting in November. The meeting last Wednesday was productive with great drafts completed.
- Orien construction has started work on the old DO, not expecting it to hinder our operations. I will keep you updated.
- I learned in our meeting with Wolfe Architects last Tuesday that our current R value for the high school walls is 7. I share this as it explains why the building is so cold and expensive to heat.
-

Engagement

- Quarter 1 VCS surveys are out to students, staff, and parents. I will share the results when it is complete.

SEL

-

Concerns

- Staffing continues to be an issue, we have made some progress as we recently received some applications for food service, we are still actively looking for paraprofessionals.
-

Achievement/celebrations

-

➢

VCS Legislative Update

➢ Elections are on November 3rd.

Hermon Hutchens Elementary School

BOARD REPORT

October 26, 2026

Goals:

- HHES has three goal areas for this school year:
  - Communication (Pillar 4 - Operational Clarity and Communication)
  - Connections (Pillar 2 - Engagement and Attendance)
  - Writing (Pillar 1 - Academic Cohesion and Achievement)

Engagement

- Attendance is 92% ADA from the beginning of the year through Oct 16
- After the Bell Clubs begin the first week of November. Permission slips are being returned. So far, 82 spots have been filled.
- The Valdez Literacy Council will be hosting a Harvest Kindness Fall Family Literacy Night on Wednesday Nov 4, 2026 at 7 pm.

SEL

- Healthy Choices Week, October 26-30, takes a positive approach to helping students make healthy decisions for their minds and bodies. Rather than focusing primarily on substance use prevention, as Red Ribbon Week traditionally does, Healthy Choices Week encourages students to build healthy habits, practice positive decision-making, strengthen friendships, care for their mental health, and make choices that support their overall well-being. The goal is to empower students with skills they can use throughout their lives!

Concerns

- Long-term planning for playground

Achievement/celebrations

- About 70 seeds have been added to the Lexia Challenge garden from students passing levels.
- Shelby Shumate has certified an additional 6 HHES staff members.

Gilson Middle School

BOARD REPORT

Oct 26, 2026

Goals:

- Continue working on writing intervention plan & developing common expectations
- Work as Secondary Teams on common expectations and vertical alignment in PLCs
- Complete the Purple Star application

Engagement/SEL

- Our first student spirit week had great participation! We ended the week at Parent Teacher Conferences with a parent & staff vote on the winners of the hallway decorating contest. Many students also participated in Valdez Wears Pink on Oct. 13th.
- We adjusted Reading Intervention for Quarter 2 with a plan to target all students improving. We are also considering other ways to build in intervention into the day for next year.
- We celebrated National Walk and Roll Day with prizes for students at the beginning of the day.
- Our 2nd Community Day with a focus on social studies was well attended. We would like to especially thank Mayor Fleming and Bridget Rich, director of Parks, Rec and Cultural Services. Their speeches were interactive and engaging. We did decide that students have a bit more to learn about civics before they are ready to vote!

Activities

- Basketball & cheer traveled to compete with MCCA and Wasilla, showing a lot of growth and success in their games!

- Science Olympiad has teams formed and students are getting study materials and participating in mock competitions.
- Acapenta students are preparing for competition on alternative days during exploratories.
-

Concerns

- It was challenging to plan for parent teacher conferences the same weekend as a major tournament. Traditionally, teachers have been able to meet with families in their classrooms but we are using the gym for everyone. We will survey both staff and parents to see how it went and identify preferences.
-

Achievement/celebrations

- Super Huskies for Quarter 1 were chosen by teachers and awarded in a short assembly.
    - 6th Grade - Phoebe Winchester
    - 7th Grade - Holden Stilwell
    - 8th Grade - Willow Brewi
- We really appreciate our teachers' prompt work in Powerschool to allow us to quickly share final grades and comments for Quarter 1.
- The experience with Erin Nauta as the photographer for the school has been great! She is easy to work with and the pictures are phenomenal. She also does our athletics pictures and they are consistently well done and improve the quality of the yearbook.
-

Valdez High School

School Board Report
David Cronk
Principal
Oct 26, 2026

Goals:

- Working as a team to incorporate more writing in all classrooms.
- Establish a great working culture within the staff.
    - Staff lunch - sushi
- Increase our school spirit and pride.
    - School assembly for fall sports.

Successes:

- Spirit week was a lot of fun. Hallway decorating went great, Sophomores won the competition with the Seniors in close second.
- Ref Reps class had a guest speaker, Mike Craig, who talked to them about basketball officiating. Eight freshmen have earned their referee certifications and are now helping with youth basketball and the middle school jamboree. Next week, the class will begin learning volleyball officiating. Having our own student referees available to help with Valdez sports is a great opportunity.



- Egg Drop Activity: Seven successful designs were reported. Students enjoyed the activity and showed a lot of interest.
- The 1st quarter is complete, new teachers are getting accustomed to grade submission and related activities to end the quarter. Mentors have been a big help with new teachers.
- Experienced teachers/mentors helped out new teachers with grades and weighting issues in closing the first quarter. Experienced teachers have been very helpful this year in assisting with new staff.
- The weight room has been busy, and students have been excited and working on their max lifts throughout the week.

Activities / Engagement:

- We had our 1st Senior student/parent meeting. A lot of information is going out to parents and students. They have many opportunities to get help throughout the year, there will be opportunities during Flex Fridays to get help with paperwork, applications, scholarships and more.
- Ms. Goudreau, with help from the college, has been providing assistance on Flex Fridays for students filling out the FAFSA. They also are helping students with applications and transcript requests.
- Volleyball Sr. night was successful. We recognized the 4 Seniors on the team. They won both nights.
- Our wrestlers went on their first trip of the season, excited to kick the season off.
- We are getting geared up for our Throw Down in Snowtown wrestling tournament. By the time we have the Board Meeting it will be over. It's a great tournament that keeps growing. Mr. Wegner and Mr. Deaton do a great job with this. These tournaments are not cheap to run, so we appreciate all the help and support that goes into running these tournaments. We couldn't do these types of events without the support of the board and our city, thank you.
- Flex Friday enrichments have been fun. Some students learned to embroider recently, others learned to make sushi rolls, and we have been touching base with students to set goals concerning their grades and steps to take to improve them.
- Parent Teacher Conferences were Friday. We held them in the Middle School gym because of the wrestling tournament.
- Sent out a staff survey to gather information to begin thinking about our master schedule for next year. Trying to get a head start on that so teachers know what to expect next year before they leave for the summer this school year.

Valdez High School
Student Representative Report
October 26, 2026



Recent Events

1. School assembly acknowledging honor roll students + fall sports
2. The first Parent-Teacher conference happened Oct. 23rd
3. Sophomores and Juniors had the PSATs on Oct. 21st
4. There were optional FAFSA workshops on Flex Fridays of Oct 2nd, 9th, and 16th
5. T3 sent 2 students to the Alaska DOT in Anchorage for TRUST certificates
6. Enrichments on Flex Friday have included: sewing, dorm room cooking, crocheting, and book club.
7. Architects asked students and teachers about their ideas and thoughts on the new school remodel.

Upcoming Events

1. The Empty Bowl fundraising project is on Nov 19
    a. Bowls by ceramic students, soup by culinary, served by NHS, and band/choir play music during the event
    b. Funds go towards the food bank
2. The SATs are being offered on November 7th and December 5th.
3. VHS theater will have its Semester 1 performance on December 4th and 5th at 7 p.m. in the VHS cafeteria.

Sporting Events

1. Volleyball had its last home games of the season against Delta, with Varsity and JV winning both days. That Friday night honored their seniors, Elaine Gilson, Raina Wells, Hali Fitka, and Hazell Vanderpool.
2. Wrestling held its “Throwdown in Snowtown” tournament Oct 23-24 in Valdez, with over 300 wrestlers attending.
3. Swim has regions upcoming on Oct 30-31 in Fairbanks

PERSONNEL ACTION REPORT FOR 2026-2027

October 26, 2026

EMPLOYMENT OF ADMINISTRATION

RESIGNATION OF ADMINISTRATION

EMPLOYMENT OF CERTIFIED PERSONNEL

RESIGNATION/RETIREMENT CERTIFIED PERSONNEL

EMPLOYMENT OF CLASSIFIED PERSONNEL

Elyauna Heston
HHES Paraprofessional
Effective TBA

RESIGNATION/RETIREMENT OF CLASSIFIED PERSONNEL

OTHER CONTRACTS

Dale Mitchell
GMS Asst Boys Basketball Coach
Effective TBA

2025-2026 School Year

Teachers	**51**
Classified*	**56**
Principals	**3**
District Administration	**6**
Total Employees	**116**

(*This is the number of classified personnel working for the district. Several of the employees have part-time hours)

BP 3311 Bids

The District shall purchase equipment, supplies and services on a competitive bidding basis when required by law and whenever it appears to be in the best interest of the District. The district will follow the more conservative of the OMB Funding Guidelines or the following bullet points.

- ~~The OMB Funding guidelines below apply to all District purchases, regardless of funding source.~~verbal or informal written quotes are obtained for purchases from $15,000 to $200,000
- formal advertised requests for proposal/bids are solicited for purchases of $200,001 and above. (RFP)

~~The Superintendent or designee shall establish procedures to insure that~~

~~verbal or informal written quotes are obtained for purchases from $10,000 to $25,000~~

- ~~formal advertised requests for proposal/bids are solicited for purchases of $25,001 and above. (RFP)~~

To ensure that good value is received for funds expended, quotes and RFP's shall contain specifications are carefully designed and shall describe in detail the quality, delivery and service required. The Superintendent or designee shall establish procedures to implement these requirements. Prior to any purchase, the District should review the federal funding award or grant to determine if it requires compliance with OMB's procurement procedures.

Purchases Made Under Federal OMB Funding Awards

All bids under Federal awards must be made in accordance with the standards set forth in 2 CFR 200.320.

One of the following five methods of procurement shall be used for each purchase under a federal award:

1. Micro-purchases: Less than $15,000 ($2,000 for purchases subject to the Davis-Bacon Act)
    a. No competitive quotes required
    b. Purchases should be spread among qualified suppliers

2. Small Purchases: Between $15,000 and $350,000
    a. Rate quotes must be obtained from an adequate number of qualified sources
    b. Quotes can be obtained from suppliers or from public websites
3. Sealed bids: Purchases more than $350,000
    a. Two or more qualified bidders are required
    b. Bids must be publicly advertised and solicited from adequate suppliers.
    c. Lowest bidder for the fixed price contract with specific requirements shall be awarded the contract.
4. Competitive Proposals: Purchases more than $350,000
    a. A written policy must be adopted for conducting technical evaluations of reviewing proposals and selecting the recipient.
5. Sole Source: Purchases of any amount that meet one of the four requirements
    a. Good/Service is only available from a single source
    b. Only one source can provide the good/service in the time frame required
    c. Written pre-approval from the Federal awarding agency
    d. Competition is deemed inadequate, after solicitation attempts through one of the other methods.

Minority Bidding

When procuring contracts under federal awards set forth in 2 CFR 200.320, the District must take affirmative steps to utilize minority businesses, women's business enterprises, and labor surplus area firms when possible. Affirmative steps must include:

1. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
2. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
3. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
4. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
5. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
6. Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.

~~EXEMPTION FROM FORMAL BID REQUIREMENTS~~

~~Even when the estimated amount of property or services exceeds $15,000, formal bid requirements need not be followed in conjunction with the acquisition of the following property or services:~~

- ~~Propriety (sole source) items for which no competition exists: including books, films, periodicals and other educational materials.~~

Exemptions

The following items are exempted from formal purchasing procedures:

A. Instructional materials for board-approved curriculum; or
B. Professional or consultant services such as medical, legal, negotiation, technical, or educational, not including architectural/engineering design services; or
C. Professional or consultant services (such as property and casualty insurance) purchased jointly with Local, State, or Federal agencies; or
D. Public services, utilities or energy-related expenses, site licenses, upgrades, maintenance contracts, and specialized services, software, or equipment where no competition exists (single source) or the District has established a need for standardization of equipment, supplies, or services; or
E. Emergency supplies or supplies and equipment that augment previously purchased items of a similar nature whereby the District would incur substantial costs to switch products or product lines; or
F. Purchases involving replacement of equipment where similar equipment is being traded in; or
G. Purchases involving items regulated by Fair Trade Statutes; or
H. Purchases made through cooperative purchasing agreements, existing Federal/State or inter-district contracts including GSA pricing; or when cooperatively bidding with other public agencies; or
I. Contracts or purchases when time is of the essence for reasons of health or safety, or to comply with legal requirements in a timely manner.
J. Proprietary (sole-source) items or services or items that are only available from a single source.

(cf. 3110 - *Transfer of Funds)*

(cf. 3300 - *Expenditures/Expending Authority)*

(cf. 3310 - *Purchasing Procedures)*

(cf. 3312 - *Contracts)*

(cf. 9270 - *Conflict of Interest)*

(cf. 4030 - *Nondiscrimination in Employment)*

(e. 3310 - *Purchasing Procedures, Procurement)*

Legal References:

ALASKA STATUTES

14.14.060 Relationship between borough school district and borough

14.14.060(h) Procurement of supplies and equipment

14.14.065 Relationship between city school district and city

14.03.085 Procurement preference for recycled Alaska products

29.71.050 Procurement preferences for recycled Alaska products

35.15 Construction Procedures

36.15.020 Use of local agricultural and fisheries products required in purchases with state money

ALASKA ADMINISTRATIVE CODE

4 AAC 27.085 Competitive pupil transportation proposals

4 AAC 31.080 Construction and acquisition of public school facilities

CODE OF FEDERAL REGULATIONS

2 C.F.R. 200.317-326, Procurement Standards

COURT DECISIONS

Fairbanks North Star Borough School District V .Bowers, 851 P.2d 56 (Alaska1992)

AASB Revised 3/2018

Board Revised and Approved 5/2018

Adopted: June 2005

Amended: 8/2024

Revised: 4/2026, 10/2026

Valdez City Schools

BP 6151 Class Size

The Superintendent or designee shall establish and make available to the public a target average class size for each grade level. The target average class size may not exceed the following:

- **Pre-Kindergarten through Grade 6:** 23 students
- **Grade 7 through Grade 12:** 30 students

Implementation of these targets is contingent upon the availability of sufficient funding and resources. The District will make reasonable efforts to meet the class size targets outlined above; however, actual class sizes may vary based on budgetary constraints, staffing availability, and facility capacity. When budgets are constrained, the District will report to the Board the cost of needed staffing to achieve the class size outlined in this policy to communicate with the public and decision makers. The Superintendent shall ensure that key stakeholders receive this information within one week following the Board's annual passage of the District's budget. The class size targets may exclude mixed grade classes and courses in art, library, music, computer science, vocational-technical, and physical education.

The Superintendent or designee shall also establish a procedure to reduce class sizes when possible and appropriate.

Legal Reference:

ALASKA STATUTES

14.03.065 Maximum classroom size

Created 10/2025

Valdez City Schools

BUDGET AMENDMENT REQUEST
 # 27-4

Justification for Amendment

Annual maintenance contract for district-wide copiers was not captured in the FY27 budget. This contract is part of a board-approved five year contract with Kelley Create for maintenance and toner for copiers.

SUBMITTED ON: October 22, 2026

REQUESTED BY: Megan Gunderson

Actions to be taken:

ACCOUNT NUMBER	LINE ITEM DESCRIPTION	CURRENT BUDGET	INCREASE	DECREASE	AMENDED BUDGET	NARRATIVE JUSTIFICATION FOR EACH CHANGE
100.099.110.443	Technology Equip Maintenance	$0.00	$23,640.00		$23,640.00	Funded by undesignated reserve
					$0.00	
					$0.00	
					$0.00	
	ESTIMATED OPERATING FUND UNDESIGNATED RESERVE	**$975,700.05**		$0.00	**$952,060.05**	

KELLEY CONNECT

22710 72nd Ave S
Kent, WA 98032
kelleyconnet.com

P: 206.284.9100
F: 206.285.4023

Maintenance Agreement

BILL TO #		
CUSTOMER NAME		
Valdez City Schools		
ADDRESS		
1112 W. Klutina Street		
CITY	STATE	ZIP
Valdez	**AK**	**99686**
PHONE #	FAX #	
(907) 834-4705		
CUSTOMER CONTACT		
Megan Gunderson		
CONTACT'S EMAIL		
acrawley@valdezcityschools.org		

EQUIPMENT LOCATION (if different than Customer Bill To #)		
COMPANY		
Valdez City Schools		
ADDRESS		
1112 W. Klutina Street		
CITY	STATE	ZIP
Valdez	**AK**	**99686**
PHONE #	FAX #	
(907) 562-2200		
CUSTOMER CONTACT		
Megan Gunderson		
CONTACT'S EMAIL		
acrawley@valdezcityschools.org		

B&W BILLING FREQUENCY	
BASE	OVERAGE / CPC
☐ Monthly	☐ Monthly
☐ Quarterly	☐ Quarterly
☐ Semi-Annual	☐ Semi-Annual
☑ Yearly	☑ Yearly

COLOR BILLING FREQUENCY	
BASE	OVERAGE / CPC
☐ Monthly	☐ Monthly
☐ Quarterly	☐ Quarterly
☐ Semi-Annual	☐ Semi-Annual
☑ Yearly	☑ Yearly

EQUIPMENT COVERED			B&W				COLOR			
EQUIP ID	MODEL NUMBER	SERIAL NUMBER	BASE	MIN. PRINT ALLOWANCE	CPC OVG	START METER	BASE	MIN. PRINT ALLOWANCE	CPC OVERAGE	START METER
TBD	TASKalfa 6054ci	TBD	$8,160.00	1,600,000	$0.00510	0	$15,480.00	400,000	$0.03870	0
TBD	TASKalfa 6054ci	TBD	"	Shared	$0.00510	0	"	"	$0.03870	0
TBD	TASKalfa 6054ci	TBD	"	Shared	$0.00510	0	"	"	$0.03870	0
TBD	TASKalfa 6054ci	TBD	"	Shared	$0.00510	0	"	"	$0.03870	0
TBD	TASKalfa 6054ci	TBD	"	Shared	$0.00510	0	"	"	$0.03870	0
TBD	TASKalfa 6054ci	TBD	"	Shared	$0.00510	0	"	"	$0.03870	0
TBD	TASKalfa 5004i	TBD	"	Shared	$0.00510	0	N/A	N/A	N/A	
TBD	TASKalfa 5004i	TBD	"	Shared	$0.00510	0	N/A	N/A	N/A	
TBD	TASKalfa 5004i	TBD	"	Shared	$0.00510	0	N/A	N/A	N/A	
TBD	TASKalfa 5004i	TBD	"	Shared	$0.00510	0	N/A	N/A	N/A	
TBD	TASKalfa 5004i	TBD	"	Shared	$0.00510	0	N/A	N/A	N/A	
TBD	TASKalfa 5004i	TBD	"	Shared	$0.00510	0	N/A	N/A	N/A	

*Base and Allowance are per billing frequency.

Total for ALL Machines if not billed separately: $23,640.00

Effective Date: **TBD**

Additional Terms: **NASPO Contract Pricing**

CUSTOMER ACKNOWLEDGEMENT

You acknowledge receipt of, and agree to be bound by Kelley Connect additional sales terms and conditions, which are incorporated herein.
This is non-cancelable three year agreement.

Customer Signature | **Date** | **Accepted by Kelley Connect**

Printed Customer Name | **Date**

Customer Title

Return to:
Kelley Connect
22710 72nd Ave S., Kent, WA 98032
Tel: 800.495.3175 **Fax: 206.285.4023**

Kelley Connect Maintenance Agreement Terms & Conditions

Kelley Connect (Kelley) ("we", "us" or "our") shall provide to the entity designated under the "Bill to Firm Name" on the first page, entitled "Maintenance Agreement" ("Customer", "you" or "your") maintenance services for the equipment ("Equipment") and software ("Software") designated on the first page and in any Additional Equipment Page relating hereto, and shall make all adjustments, repairs and part replacements necessary to keep the Equipment and any modifications to keep the software in good working order in accordance with its published specifications ("Maintenance") pursuant to the terms and conditions of this Agreement, said first page, the Additional Terms and Conditions and any applicable Additional Equipment Page shall constitute the "Agreement" and capitalized terms shall have the same meaning throughout.

MAINTENANCE: Providing you are not in default of this Agreement, we shall provide on-site Maintenance during our normal business hours (8:00 AM to 5:00 PM, Monday - Friday, excluding Federal Holidays) for any unit of Equipment or Software that has continually been covered under Kelley Connect Maintenance Agreement. For requested Maintenance outside of our normal business hours, rates in effect at the time such service is requested will be charged. We will first attempt to provide remote diagnostic and maintenance services to utilize the key operator to resolve the service problem over the telephone before dispatching a service representative, and we shall train your key operator at no additional charge pursuant to our standard training policies. We shall provide Maintenance at no additional cost, unless the required adjustments, repairs, or parts replaced are required due to: (i) failure to operate the Equipment or Software under suitable temperature, humidity, line voltage, or any other specified environmental conditions; (ii) lack of reasonable care handling, operating, and maintaining the Equipment and Software, including damage by misuse or mal-intent; (iii) use of the Equipment or Software not in accordance with the agreed applications and for the ordinary purpose for which it is designed; (iv)use of accessories, supplies or other materials, or services not provided by us (excluding paper); (v) any alterations to the Equipment and Software; (vi) the use of damaged materials or those not in compliance with the units specifications, such as paper or envelopes; (vii) the use of the Equipment in excess of its volume rating; (viii) malfunction of equipment, parts, components, or software provided by your third parties and not approved by us which interface with the Equipment or Software; (ix) forgo major events; (x) use of the Equipment or Software for unlawful purposes; or (xi) any loss or damage resulting from perils or casualty, including fire, water damage or other external cause; (all of the foregoing causes the use or damaged materials or those not in compliance with the units specifications, such as paper or envelopes; (all of the foregoing causes collectively the "Excluded Causes"). We shall perform Maintenance necessitated by Excluded Causes at our then current time and materials rate, and quote an estimate of the cost for such Maintenance in advance if requested by you. For copier and multifunctional Equipment Maintenance, unless the malfunctions is cause by an Excluded Cause, photoconductor drums, lubricants and other materials needed to service such Equipment are provided without additional charge, and print powder, developer, or/and master cartridges may or may not be included with Maintenance as indicated on said first page and on any Additional Equipment Page relating hereto.

MAINTENANCE TERM: This Maintenance Agreement is effective for (36) months or as specified under Additional Terms as to each unit of newly purchased Equipment or Software from the earlier of the date of installation, or ten (10) days after shipment, or, if the unit is existing Equipment, as of the date herein, and will renew for successive similar periods unless written notice of cancellation at least 30 days prior to renewal is provided and accepted by Kelley. If you cancel at any time other than on your anniversary date, we are not obligated to issue any credit invoice or refund; Kelley reserves the right to bill customer pro-rated usage for any maintenance kits, imaging units, or fuser units installed in customers equipment in the previous 60 days. If you acquire additional accessories for the Equipment, or add new equipment, we will provide coverage and adjust your rate accordingly. Maintenance will be billed in advance unless noted in Additional Terms.

BREACH OR DEFAULT: If the Customer does not pay all charges, billed under the terms of this Agreement, promptly when due, or in the event of a breach of any of the other terms of the Agreement, Kelley may (a) refuse to service the equipment until remittance is made, (b) provide service on "Per Call" basis rates, (c) require C.O.D. payment in full at the time of service (and any supplies) at Kelley's "Per Call" basis rates, and (d) take any and all other actions as provided by law. Such remedies shall be cumulative, and the waiver of any one breach by customer shall not be deemed a waiver of any other or subsequent breach.

PRORATIONS AND TRANSFERS: If the covered equipment is upgraded with equipment purchased from Kelley, any unused portion of a paid agreement may be prorated and applied toward a service program for the new equipment. This agreement may not be assigned by the Customer without Kelley prior written consent. Customer specifically agrees that this agreement shall not terminate upon Customer's election to sell, transfer or remove from service any equipment covered by this Agreement, unless Kelley agrees in writing to terminate this agreement prior to such sale, transfer or removal from service.

SOLUTION SALES, SOFTWARE/CONNECTIVITY: Any Software shall be licensed to you pursuant to the terms of the license agreement provided with the Software. You must complete our Site Survey prior to installation of any Equipment or Software that shall be connected to your computer network. In reliance on this information we will either proceed with the installation, or advise you of problems or potential problems that may limit the functionality or your use of such Equipment or Software. Once accepted by you, or if the Site Survey is incorrect or there are any changes to your computer network or software, any attempts by us to remedy such problems will be at our standard charges then in effect, and we formulate representation or warranty that we can remedy such problems. Third party software not designated in this Agreement as serviced by us shall be subject to the license(s) and other agreement(s) between you and the third party provider(s), and we shall not have any obligation or liability for same. Solution Sales & Software/Connectivity Support, after initial 30 days, will be charged on an hourly basis.

METER READINGS: The Customer agrees to allow Kelley to install data collection software (DCA) for the purpose of automating the capture of device counts and other pertinent information used in managing the account. The information collected is limited to device serial number, IP address, meter, supply usage, notes, device location and device alerts. Customer agrees to provide Kelley true and accurate meter readings for each billing period. If accurate meter readings are not provided, Kelley reserves the right to estimate Customer's meter readings based upon previous meter reading and bill Customer based upon such estimates or to send a Kelley representative to visually inspect such meter readings, in which event Customer shall also pay Kelley an additional charge for such site visit.

OVERAGE COST ADJUSTMENT: At the end of the first year of this Agreement and once each successive twelve month period, we may increase the base usage charge per copy. Any modification or addition to the equipment listed may increase the base and cost per copy rates.

CUSTOMER OBLIGATIONS: You hereby agree to:

(a) Immediately notify us when maintenance is required and provide us with access for inspecting or servicing the Equipment or Software during our normal business hours;
(b) Replace supplies when necessary, and discontinue use of any supplies not provided by us that may increase the cost of Maintenance or cause damage to the Equipment
(c) Timely accept delivery of the Equipment and Software;
(d) Comply with your obligations under this Agreement, including making payments when due;
(e) Make available a key operator or machine operator, as the case may be, for our standard training in the use of the Equipment and Software. Should this person change, you shall inform us immediately so the new key operator can be trained;
(f) Provide complete and accurate information pertaining to your computer network and software programs pertaining to the Equipment being connected to your network, or Software to be provided hereunder;
(g) Have the area where the Equipment is to be installed prepared and ready to receive the Equipment prior to its delivery, including providing adequate power, analog phone line and/or computer network connections (if required), lighting, humidity, HVAC, and security, and to be ready to have the Equipment installed upon delivery;
(h) Accurately complete our Site Survey for connected Equipment and Software;
(i) Have your computer(s) and/or network available and ready to receive any software;
(j) Abide by the terms of any Software license agreements; and
(k) Execute any required documents to evidence our interests in the Equipment, Software, and Supplies

Memorandum

TO: VCS School Board

THROUGH: Tim Bauer, Superintendent

FROM: Megan Gunderson, Technology Director
Amber Cawley, Business Manager

DATE: July 22, 2024

SUBJECT: TECHNOLOGY PURCHASE/COPIER-PRINTER

Valdez City Schools is committed to providing students and staff with reliable, economical copier and printer services.

Background:
The district's current copier fleet was purchased through an RFP process in 2018, which resulted in VCS purchasing fourteen copiers for districtwide deployment and entering in a five-year maintenance agreement (to include repair, toner, and loaner machines as needed). The industry average life expectancy of a copier is 5 years and the district is now paying for maintenance via a month-to-month contract extension. Several machines need weekly to monthly repair and new replacement parts due to their age and heavy use.

Copier and Print Services RFP:
After reviewing print data for each copier over the past six years and projecting print needs over the next five years, Valdez City Schools published a Request for Proposals for copier and printer services in June of 2024. The request included the purchase of a districtwide fleet of twelve copiers (a reduction of two from the current fleet count) and five years of maintenance (to include all repair, toner, replacement parts, and loaner machines for the duration of the contract).

The RFP closed June 30 at 12:00 pm. The proposals from four bidding vendors (Arctic Office, Boynton, Konica Minolta, and Kelley Create) were reviewed by Amber Cawley and Megan Gunderson on July 1. Judgement criteria included copier quality, pricing, support service, and experience/references. See enclosure for bid comparison.

Recommendation to the School Board:
Please approve the Kelley Create bid for a copier fleet purchase of $81,012.50 and annual maintenance contract of $23,640.00 for a total five-year cost of $199,212.50.

The contract includes:

1. Purchase of copier equipment outright for $81,012.50.
    a. 6 Color Copiers
    b. 6 B/W Copiers
2. Maintenance fees will be invoiced at $23,640.00 yearly. This includes all toner, repair labor, replacement parts, loaner machines, and a districtwide copy allowance of 1,600,000 black and white prints and 400,000 color prints.
    a. Overages are calculated at the following rates: $0.0051/bw print and $0.0387/color print.

All of the proposed copiers meet VCS technical requirements and are faster than our previous models. Kelley Create (formerly Royal Business Systems) won the VCS contract in 2018, so this is a continuation of a long-standing partnership. We have been pleased with Kelley Create's service and the quality of their Kyocera machines. Selecting our existing copier services partner ensures that installation would be quick, and there will be very little training necessary or disruption of services for employees.

Funding is requested from undesignated reserves. Approval of purchase will require a budget amendment.
Enclosures

WORK SESSION/REGULAR SCHOOL BOARD MEETING (Monday, August 12, 2024)
Generated by Megan Gunderson on Thursday, August 22, 2024
A. WORK SESSION
Discussion: 1. WORK SESSION CANCELLED

B. PRELIMINARIES

Procedural: 1. Call to Order
Meeting was called to order at 7:00pm

Procedural: 2. Pledge of Allegiance
Carey Wade led the pledge of allegiance.

Procedural: 3. Roll Call.
Board Members Present: Carey Wade, Scott McCumby, Kathy Todd, Kyra Meyer, Carey Wade, and Joe Prax. Bryan Vincent joined via teleconference at xxxx.
Board Members Absent Excused: Kalin King.
Admin Present: Amber Cawley, Rylee Ownbey, Megan Gunderson, Dan Bryant, Jason Weber, Peter Baksis, and Amanda Tippetts.

Minutes: 4. Review of Minutes from the Regular School board Meeting on July 22, 2024
Minutes will stand with no recommendations.

C. PUBLIC COMMENT ON NON-AGENDA ITEMS

Public Comment of Non-Agenda Items: 1. Public Comment Guidelines

D. REPORTS/INTRODUCTIONS

Reports: 1. Superintendent Report
Tim was not in attendance to report, No questions.

Reports: 2. HHES Principal Report - Jason Weber
Jason gave his report. Carey Wade asked about the new student population and their potential previous connection to homeschool. Kathy Todd asked about the playground ground fill project status.

Reports: 3. GMS Principal Report - Amanda Tippetts
Amanda gave her report.
Kyra Meyers asked about the new student population and their potential previous connection to homeschool. Kathy Todd asked about the new student potential connection to Coast Guard families. Amber Cawley spoke to the questions.

Reports: 4. VHS Principal Report - Peter Baksis
Peter gave his report. No questions.

E. CONSENT AGENDA

Action (Consent): 1. Approve Personnel Action Report

Action (Consent): 2. First Reading of Board Policy 3310

Action (Consent): 3. First Reading of Board Policy 3311
Item 3 pulled from consent agenda. Added to the end of the New Business section as Action Item 8.

Consent Agenda items 1 and 2 moved for approval by Kathy Todd, seconded by Kyra Meyers.
6 yeas/ 0 neas Motion Passes

F. OLD BUSINESS

G. NEW BUSINESS
Action: 1. Move to Approve Moving Stipend for New VHS and GMS Principals in the amount of $7500 each
Scott McCumby moved to approve the moving stipend proposal, seconded by Kyra Meyer.
6 yeas/ 0 neas Motion Passes

Action: 2. Move to approve Goalbook license renewal in the amount of $10,500.00
Kathy Todd moved to approve the Goalbook Purchase in the amount of $10,500.00, seconded by Scott McCumby. Kathy Todd asked about the budgeting source (Operating, no additional funds requested).

Rylee Ownbey spoke about the proposal.
6 yeas/ 0 neas, Motion Passes

Action: 3. Move to approve contract of service between VCS and Independent Itinerant Paperwriter Madison Alexie
Kathy Todd moved to approve the contract of service between VCS and Madison Alexie, seconded by Scott McCumby
Rylee Ownbey spoke about the proposal.
Scott McCumby asked a question about the total amount of the contract award.
Scott McCumby asked if this position was posted publicly; Rylee responded that it was not advertised (in following with established precedent for other itinerant hires).
Kathy Todd asked if the district would be doing this if there was not a certified teacher opening, and asked for clarification on how a non-local could fulfill this job. Rylee responded that the proposed intinerant was a local resident who would be on site as necessary to facilitate meetings and evaluations.
Joe Prax remarked that this award seems large to not be posted, and asked how this work was completed in the past.
Kyra Meyer clarified that this was a one year contract to resolve immediate needs, and would not be extended to the 2025-2026 school year.
5 yeas/ 1 neas (Scott McCumby), Motion Passes

Action: 4. Approve Budget Amendment #25-1 in the amount of $31,232.15 for Meraki Firewall and license.
Kathy Todd moved to approve the Meraki Firewall & Licensing Purchase in the amount of $31,232.15, seconded by Kyra Meyer.
Megan Gunderson spoke about the proposal.
6 yeas/ 0 neas, Motion Passes

Action: 5. Approve Budget Amendment #25-2 in the amount of $104,652.50 for copier purchase and FY25 maintenance service agreement
Kathy Todd moved to approve Budget Amendment 25-2 for copier purchase, seconded by Scott McCumby.
Amber Cawley spoke about the budget amendment.
6 yeas/ 0 neas, Motion Passes

Action: 6. Approve Budget Amendment #25-3 in the amount of $175,990.00 for math curriculum
Kathy Todd moved to approve Budget Amendment 25-3 for math curriculum materials, seconded by Scott McCumby.
Amber Cawley spoke about the budget amendment.
6 yeas/ 0 neas, Motion Passes

Action: 7. Approve Budget Amendment #25-4 in the amount of $30,000 for Independent Itinerant Paperwriter contract
Kyra Meyer moved to approve Budget Amendment 25-4 for the itinerant paperwriter contract, seconded by Kathy Todd.
Amber spoke about the budget amendment.
6 yeas/ 0 neas, Motion Passes

Action: 8. Approve First Reading of Board Policy 3311.
Kathy Todd moved to approve the First Reading of BP 3311, seconded by Joe Prax.
Kathy Todd proposed an amendment to 3311, requesting numerical agreement between the two bullet points. Amendment proposed: Second bullet should read "formal advertised requests for proposal/bids are solicited for purchases of $25,001 and above. (RFP)" Amendment seconded by Kyra Meyer.
6 yeas/ 0 neas, Amendment Passes
6 yeas/ 0 neas, Motion with Amendment Passes

H. BOARD BUSINESS FROM THE FLOOR

Information: 1. Comments from Board Members
Kyra: Requested Spring School Climate and Culture survey results. Noted excitement for school starting.
Kathy: Commented on AASB resolution process and encouraged VCS board involvement in October and November.
Joe: Remarked that student feedback is important and historically absent; also interested in SCC survey results. Noted Anchorage high school start times are later, and advised monitoring of their outcome.
Scott: NA
Bryan: Noted also seeing Anchorage late start times. Reported on inservice breakfast attendance, and expressed excitement for school year.
Carey: Visited school buildings and noted general excitement in buildings. Mentioned upcoming athletic events (cross country, football).

I. INFORMATION ITEMS
Policy Committee meeting moved to August 20th.

J. FUTURE MEETING DATES
Information: 1. August 26th - Activities Work Session 6-7 pm & Regular Session 7pm

K. ADJOURNMENT

Meeting was adjourned at 7:45pm.

BP 6000 Concepts and Roles

The School Board believes that the district and community must work together to ensure that educational goals and objectives are relevant to the lives and future of our students. The School Board shall adopt policies which define district philosophy and goals. The Superintendent or designee shall provide for the development of district wide instructional objectives.

(cf. 0100 - Philosophy)

(cf. 0200 - Goals for the School District)

The School Board recognizes the importance of planning, implementing and evaluating the instructional program and shall provide the resources necessary for ongoing review and improvement of the district curriculum.

(cf. 0500 - Review and Evaluation)

(cf. 6141 - Curriculum Development and Evaluation)

In order to keep abreast of educational trends and changing student needs, the School Board supports a continuing program of professional development for ~~certificated~~ staff, the administration, and School Board members.

(cf. 4331 - Staff Development)

(cf. 9240 - School Board Development)

Note: *United States Code, Title 20 §6321 mandates districts receiving federal education funds to establish and implement a district wide salary schedule and have a written policy ensuring the equivalent provision of staff, curriculum materials and instructional supplies among schools*

The district shall provide comparable educational opportunities for all students. The Superintendent or designee shall schedule teachers and classes so that there is a minimum variation in the student-teacher ratio from school to school at the beginning of each school year. He/she shall further ensure that the amount and quality of textbooks, instructional supplies and equipment are closely comparable in every district school and at each level.

(cf. 0410 - Nondiscrimination)

(cf. 6171 - Title 1 Programs)

Instruction in the core curriculum shall not be diminished when students receive supplementary services funded by special governmental programs.

The School Board

1. Articulates the district's educational philosophy and goals through School Board policy and approves district wide instructional objectives which reinforce the district's philosophy and goals.

2. Adopts all curriculum and graduation requirements.

3. Determines the educational programs to be offered to the district's students.

4. Approves instructional materials and resources to be used in the district's curriculum.

5. Reviews the instructional program and evaluates the education received by students using available data including results of state and district student assessments.

The Superintendent or Designee

1. Establishes procedures for the ongoing review, evaluation, and development of the district's curriculum.

2. Ensures the articulation and integration of the district curriculum between educational levels.

3. Administers the district's educational program and reports to the School Board on the accomplishment of district goals and objectives using available data including results of the state and district student assessments through testing and other types of appraisal.

4. Decides the general methods of instruction to be used.

5. Assigns instructors and schedules classes for all curricular offerings.

Legal Reference:

ALASKA STATUTES

14.03.060 Elementary, junior high, and secondary schools

14.03.090 Sectarian or denominational doctrines prohibited

14.08.111 Duties (regional school boards)

14.14.090 Additional duties

14.14.110 Cooperation with other districts

UNITED STATES CODE

20 U.S.C. §6321 Fiscal Requirements

Revised/Board Approved 08/08/2016

ADOPTED: JUNE 2005

Valdez City Schools

BP 6114 Crisis Response Plan

Note: AS 14.33.100 requires that all school districts develop a model school crisis response plan for use by each school in the district, and each school shall develop a school specific crisis response plan.

All district staff and students must be prepared to respond quickly and responsibly to emergencies, disasters, or other crisis which create distress, hardship, fear or grief. The Superintendent or designee shall develop and maintain a crisis response plan for handling all foreseeable emergencies and disasters. This plan shall be reviewed and updated at least annually.

A crisis response team for each school shall augment the district plan with working plans and procedures specific to each school building. The crisis response team shall ~~must~~ include the principal, a school counselor, one certificated and one classified member of the school staff, and one parent whose child attends the school. Additionally, the team may include a school board or advisory school board member, ~~a school counselor~~, a member of local law enforcement, and a student in grade 10 or higher.

All students and employees shall receive instruction regarding these plans. Employees shall be trained in crisis response, including evacuation and lock down drills. New employees shall complete the training within their first two years of employment. Disaster simulation exercises may be held annually at each school site and shall demonstrate how safety procedures may be applied to various types of emergencies.

The Superintendent or designee shall consult with local social service agencies and law enforcement authorities so that district and site plans may provide the best possible way of handling each situation and also provide for emergency communications systems between these agencies and each district school.

Note: Effective July 1, 2027, DEED shall adopt curricula to instruct public school students on hands-only Cardiopulmonary resuscitation. This curricula shall determine what grade levels are required to receive instruction and what is appropriate for each grade level. Upon DEED's issuance of the curricula, the district shall implement it as required.

The crisis response plan must include the following information. Districts should add to this list as appropriate.

The crisis response plan for each school must:

a. identify the person in charge and a designated substitute;

b. identify the crisis response team members and their specific job functions relating to a crisis;

c. include a communication plan;

d. implement a Cardiopulmonary resuscitation education plan under AS 14.30.363, with appropriate training, as required;

e. include protocols for responding to immediate physical harm of students, faculty, or staff and to traumatic events, including the period after the events have concluded;

f. include disaster and emergency procedures to respond to earthquakes, fire, flood, explosions, or other events or conditions in which death or serious injury is likely;

g. include crisis procedures for safe entrance to and exit from the school by students, parents, and employees, including an evacuation and lock down plan; and

h. include policies for enforcing school discipline and maintaining a safe and orderly environment during the crisis.

(cf. 3514 - *Safety)*

(cf. 3515 – *School Safety & Security)*

(cf. 5142 - *Student Safety)*

The crisis response plans shall be reviewed annually and updated as appropriate. A copy of each school's crisis response plan shall be retained by the district and a copy provided to each local agency that has a role in the plan. Notice of completion of the annual review and update and the location of a school's crisis response plan shall be posted at each school in the district. Each school's crisis response plan shall be printed and available for inspection by the public.

Note: The following language may be revised to reflect district philosophy and needs

The School Board shall grant the use of school buildings, grounds and equipment to public agencies, including the American Red Cross, for mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare. The School Board shall cooperate with such agencies in furnishing and maintaining whatever services it deems necessary to meet the community's needs.

The School Board encourages all employees to become proficient in first aid and cardiopulmonary resuscitation. Each principal shall ascertain that at least one staff

member at each school holds a valid certificate in these areas. The Superintendent or designee shall provide for CPR inservice training to be offered to district staff annually.

Legal Reference:

ALASKA STATUTES

14.03.030 School term

14.03.140 Emergency drills

14.30.363 Cardiopulmonary resuscitation education

14.33.100 Required school crisis response planning

18.70.080-18.70.300 Fire protection

Revised 9/2026

9/92

Revised 10/2026

Valdez City Schools

BP 6142.1 FAMILY LIFE/SEX EDUCATION Replace with this AASB Model

Note: For districts receiving federal funds, section 7906 of the Every Student Succeeds Act sets limitations on how districts approach sexual subject matter and sex education. The law requires that federal funds *not* be used to (1) develop or distribute materials or programs that encourage or promote sexual activity, (2) distribute or aid in the distribution by any organization of obscene materials to minors on school grounds, (3) provide sex education or HIV prevention education unless that instruction is age appropriate and includes the health benefits of abstinence, or (4) operate a program of contraceptive distribution in schools. Non-federal funds may be used for these activities

The School Board believes that a wholesome, well-planned sequence of instruction about family life and human sexuality is essential to the general education of all students. Lack of information or pervasive misinformation can cause low self-esteem, increased risk for sexually transmitted disease, unintended pregnancy or sterility, and school dropout. The district curriculum shall help students understand the biological, psychological, social, moral, and ethical aspects of human sexuality.

(cf. 5141.41 – *Sexual Abuse, Sexual Assault and Dating Violence Awareness and Prevention)*

(cf. 6141 - *Curriculum Development and Evaluation)*

(cf. 6142.2 – *AIDS Instruction)*

The family life/sex education program shall encourage students to be abstinent and to conceptualize sexual behavior in the ethical and moral context of marriage. The program shall be age-appropriate and shall address a full range of topics, including parenting and birth control, and shall emphasize that abstinence from sex is the only totally effective protection against unwanted pregnancy and sexually transmitted diseases.

The Superintendent or designee will inform district curriculum specialists, those who teach sex education, school nurses, and other appropriate school staff of federal funding restrictions regarding the distribution of contraceptives and the development and distribution of materials that may promote or encourage sexual activities. Teachers who provide instruction in family life/sex education shall have professional preparation, either preservice or inservice, in the subject area.

(cf. 5141.42 - *Professional Boundaries for staff and students)*

The Superintendent or designee shall ensure that family life/sex education materials and instruction are continuously evaluated in light of information received from students, parents/guardians, and teachers, including information about what students did or did not learn, whether the program was workable for the teachers, and how it can be improved.

The Superintendent or designee may appoint a Family Life/Sex Education Advisory Committee representing a divergence of viewpoints to participate in planning, implementing and evaluating the district's family life/sex education program.

(cf. 1220 - *Advisory Committees)*

Parents/guardians shall be notified in writing before students are offered any instruction in which human reproductive organs and their functions, processes, or diseases are described, illustrated, or discussed. This notification shall inform parents/guardians that they may review instructional materials to be used in family life, sex education instruction and that they may request in writing that their child not attend the class. At the parent/guardian's request, any student may be excused from any part of family life/sex education instruction.

(cf. 1312.2 - *Complaints Concerning Instructional Materials)*

Legal Reference:

ALASKA STATUTES

14.30.360 Curriculum

UNITED STATES CODE

Elementary and Secondary Education Act, 20 U.S.C. § 7906 as amended by the Every Student Succeeds Act (P.L. 114-95 December 10, 2015)

Revised 10/2021

9/92

AASB Policy Reference Manual

BP 7000 Concepts and Roles

Note: *Pursuant to 14.11.020, borough assemblies or city councils may by resolution request responsibility from the State Department of Education for the planning, design, and construction of school facilities funded by state grant funds. A.S. 35.15.080 provides for the assumption of responsibilities for state public works projects subject to AS 35.15.010. Pursuant to 14.14.060 and 14.14.065, borough assemblies and city councils may agree to a division of duties with the school board related to the design, maintenance, and construction of facilities. Assemblies and councils must consider the recommendations of the school board.*

The School Board and the District administration ~~must~~ shall take great care to ensure that the facilities fully support the intended educational and community programs, will be appropriately maintained, may be altered conveniently ~~and inexpensively~~ to meet future educational and community needs, provide a safe, healthful environment, and fit harmoniously and attractively into the community.

(cf. 1330 - Use of School Facilities)

Role of the School Board

The School Board:

1. recommends to the city council what buildings shall be built, when and where.

2. approves design criteria for school facilities.

3. assists in seeking adequate financing for school facilities.

4. approves the selection of artists for art works in new facilities, if required or desired.

5. recommends to city council the awarding of contracts to responsible bidders in the best interests of the District.

Role of the Superintendent or designee

The Superintendent or designee:

1. directs the planning of all educational features of new buildings or alterations of old buildings.

2. maintains overall responsibility for the preparation of the educational specifications and capital improvement plans for school facilities.

3. acts as authorized agent of the district in all official governmental interactions related to school facilities.

4. recommends artists for art work in new facilities.

5. assists with the preparation of bids, award of contracts and, in collaboration with the architect, the construction.

(cf. 3311 - Bids)

(cf. BP 3312|3312| - Contracts)

Legal Reference:

ALASKA STATUTES

14.07.020 Duties of the department

14.08.101 Powers (regional school board)

14.11.011 Grant applications

14.14.060 Relationship between borough school district and borough

14.14.065 Relationship between city school district and city

35.15.010 - 35.15.120 Construction procedures

35.27.020 Art requirements for public buildings and facilities

ALASKA ADMINISTRATIVE CODE

4 AAC 31.010 - 4 AAC 31.090 School facility planning and construction

4 AAC 31.900 Definitions

Revised 9/97

Revised 9/98

ADOPTED: JUNE 2005

BB 9010 Public Statements

Before voting on any issue, all Board members shall be encouraged to present whatever evidence they may feel important to the matter at hand. The Board shall fully consider the implications and relevancy of all information so presented. All opinions, reactions and positions shall be openly discussed, so that each member may understand all aspects of the issue before the Board makes its decision. Any Board member who may wish to criticize or oppose any specific Board action should do so during the Board meeting.

Once a Board decision has been reached, all Board members shall abide by that decision until it is amended or rescinded by subsequent Board action. When Board members express their opinions outside of the Board meeting, it is their responsibility to respect the democratic nature of Board decision-making and always identify personal viewpoints as such.

Public statements in the name of the School Board shall be issued by the Board president or, designee or, if appropriate, by the Superintendent or designee at the direction of the Board president.

(cf. 9011 - Disclosure of Confidential Information)

(cf. 9012 - Communications To and From the Board)

Revised 9/01

ADOPTED: JUNE 2005

Valdez City Schools

BB 9210 QUALIFICATIONS (adopt this AASB Model to replace the old one)

Note: Under AS 14.08.041 (governing regional school boards) and AS 14.12.080 (municipal school boards), individuals are eligible to run for school board if they meet local voter qualifications. Local voter qualifications are set forth at AS 29.26.050. To be a qualified local voter, the individual must also meet the requirements to vote in the State of Alaska as defined in the Alaska Constitution, article V, and AS 15.05.010. The following policy sets forth the qualifications to be a voter in a state and local election, thus qualifying an individual to seek a seat on the school board.

Furthermore, under a 2026 revision to AS 14.12.080, a school board member may not have been convicted of a felony involving moral turpitude unless the person has been unconditionally discharged for the felony and at least 10 years have passed since the date of unconditional discharge. "Unconditionally discharged" has the meaning given in AS 12.73.090.

All qualified and interested individuals are encouraged to serve the District and its students by seeking election to the School Board.

(cf. 9220 – *School Board Elections)*

An individual with the following qualifications is eligible to be a member of the School Board:

1. is a citizen of the United States;
2. is 18 years of age or older;
3. is a registered voter in the State of Alaska;
4. has been a resident of the school district for 30 days immediately preceding the election (or appointment); and
5. is not disqualified from voting due to a court finding of incompetency, unless the disability no longer exists.
6. has not been convicted of a felony involving moral turpitude, unless the individual was unconditionally discharged for the felony and at least 10 years have passed since the date of the unconditional discharge. Voting rights must also have been restored.

(cf. 9200 – *Board Members)*

(cf. 9223 – *Filling Vacancies)*

Note: The following language should be utilized by those school boards that have student board members.

A District student is eligible for appointment as an advisory Student Board Member without meeting the above qualifications.

(cf. 9110 – *Board Membership, incl. Student Board Members)*

Legal Reference:

ALASKA STATUTES

14.08.041 Regional school boards

14.12.080 Qualification of members

15.05.010 Voter Qualification

29.26.050 Voter Qualification

ALASKA CONSTITUTION

art. 5, sec. 1, Qualified Voters

art. 5, sec. 2, Disqualifications

Revised 9/2026

9/92

AASB Policy Reference Manual

BP 3550 FOOD SERVICE

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

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

The Board believes that:

1. Foods and beverages available on school premises should contribute to the nutritional well-being of students and meet the nutritional criteria of the applicable child nutrition program operating in the District. Nutrition programs must comply with applicable state and federal law.
2. Foods can help students and families feel comfortable in the school. The District may include cultural and subsistence foods if available and can be served in compliance with school safety and nutritional programs.
3. Foods and beverages available should be considered as carefully as other educational support materials as they can serve to build cultural connectedness for students.
4. Foods and beverages should be prepared in ways which will appeal to students while retaining nutritive quality.
5. To further Alaskan values, food and beverages should be prepared and served in ways that reduce waste.
6. Food should be served in quantities appropriate to the needs of students at their age level and served in as pleasant and relaxed an atmosphere as possible, with adequate time for students to eat and travel to and from the cafeteria.
7. Schools are encouraged to assess common eating habits and eating times to establish appropriate meal and snack times.
8. Foods grown in the state provide nutritional, environmental, and economic benefits and should be utilized in the district's food service program to the extent feasible.

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

10. The District will include subsistence foods as a part of the nutritional and dietary guidelines for Americans.

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

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

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

Qualified and trained food service personnel are critical to a healthy and safe food service program. The Superintendent or designee shall hire qualified personnel and/or an independent contractor, taking into consideration professional standards required by

law, and will ensure that continuing education and training is provided to food service personnel in compliance with applicable state and federal standards.

(cf. 4131 – *Staff Development)*

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

(cf. 3554 – *Other Food Sales)*

(cf. 5040 – *Student Nutrition and Physical Activity)*

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

Effective January 1, 2028, as part of its breakfast and lunch program, the District may not serve a food or beverage that contains any of the following color additives certified by the United States Food and Drug Administration under 21 U.S.C. 379e:

1. red dye 3 (U.S. Chemical Abstracts Service no. 16423-68-0);
2. red dye 40 (U.S. Chemical Abstracts Service no. 25956-17-6);
3. yellow dye 5 (U.S. Chemical Abstracts Service no. 1934-21-0);
4. yellow dye 6 (U.S. Chemical Abstracts Service no. 2783-94-0);
5. blue dye 1 (U.S. Chemical Abstracts Service no. 3844-45-9);
6. blue dye 2 (U.S. Chemical Abstracts Service no. 860-22-0); or
7. green dye 3 (U.S. Chemical Abstracts Service no. 2353-45-9).

Legal Reference:

ALASKA STATUTES

AS 14.30.360 Health education curriculum; physical activity guidelines

AS 14.03.087 Prohibited food additives

UNITED STATES CODE

Richard B. Russell National School Lunch Act, 42 U.S.C. 1751-1769j

Child Nutrition Act of 1996, 42 U.S.C. 1771-1793

CODE OF FEDERAL REGULATIONS

7 C.F.R. Parts 210, 220, and 235 National School Lunch Program and Breakfast Program

FEDERAL REGISTER

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

Revised 9/2026

9/92

Revised 10/2026

Valdez City Schools

BP 3580 DISTRICT RECORDS

Note: Alaska Statute 40.21.070 requires districts to follow the state records management and retention program to the extent practical. In 2007, the Department of Education and Early Development updated its 1992 publication relating to records retention practices for school districts. The newly updated *Model Records Retention Schedule for Alaska School Districts* lists and describes most records that school districts administer and recommends minimum retention guidelines, irrespective of the media utilized. The schedule is only a guide and districts may establish their own varying schedules to meet specific school or community needs or practices.

School district records shall be developed, maintained and disposed of according to the requirements of federal and state laws and regulations. Records, regardless of format, should remain accessible and durable for their prescribed retention period. Electronic records, including email, should be administered under operating policies and procedures, ideally in an unaltered format, to ensure that the records remain authentic and trustworthy for their full retention period.

Note: In 2007, the Federal Rules of Civil Procedure underwent a major revision to include electronic discovery rules. The Federal Rules mandate that entities, including school districts, retain documents that are relevant to a claim or defense to a claim. Thus, electronically stored information that is relevant to a claim must be saved for an extended period of time. Even inadvertent destruction of electronic data, for example pursuant to your email purging procedures, can result in sanctions for your district if you are involved in litigation. A “litigation hold” is a directive to parties not to destroy any documents, including electronically stored information in all of its various forms, that might be relevant to a legal proceeding, or that might lead to the discovery of relevant information. In the event the district becomes aware of actual or threatened litigation, audit, or investigation that may concern a group of records, those records should not be disposed of until authorized to do so upon advice of your attorney.

The Superintendent or designee shall undertake the preservation and retention of records and data, including electronically stored information, when there becomes a likelihood that potential litigation will occur.

Irreplaceable, vital school district records must be protected against destruction in the event of a fire, flood, earthquake, terrorist act or other disaster. Vital records are those containing critical information essential to the continuity of operations, or the protection of the rights and interests of the school district, its students, and staff. The Superintendent or designee shall identify vital records and implement measures to ensure that these documents are preserved.

The School Board authorizes the destruction of records having no legal or administrative value or historical interest, following retention for those periods described in the records retention schedule.

Note: Alaska Statute 40.21.080 provides that public records may not be destroyed except on the authority of the local governing body. The Board may authorize by policies or regulations, the disposal of "routine records." The District should establish regulations defining its routine records, and time limits for retention of all records.

The School Board adopts as its Records Management System the Model Records Retention Schedule for Alaska School Districts. The Superintendent or designee will implement a records management program consistent with this Schedule.

The Superintendent or designee shall ensure the confidentiality of district records as permitted or required by law. All district employees must guard against improper disclosure of confidential and personally identifiable information.

(cf. 1340 - *Access to District Records)*

(cf. 4112.6/4212.6/4312.6 - *Personnel Records)*

(cf. 5125 - *Student Records)*

Note: Participants in the E-rate program have specific document retention requirements which go into effect for funding year 2004. Under FCC rules, program beneficiaries must “retain all records related to the application for, receipt and delivery of discounted services for a period of ten years after the last day of service delivered” in any particular funding year. FCC Rule § 54.516. Specifically, eight categories of documents must be retained, at a minimum: prebidding process, bidding process, contracts, application process, purchase and delivery of services, invoicing, inventory, and forms and rule compliance. A retention summary document may be accessed here: https://www.usac.org/wp-content/uploads/e-rate/documents/resources/e-rate-program-applicant-document-retention-list-UPDATED-1.pdf

Legal Reference:

ALASKA STATUTES

40.25.120-40.25.220 Public Records Act

14.03.115 Parental Access

14.17.910 Restrictions governing receipt and expenditure of money from public school foundation account

40.21.010-40.21.140 Public records

ALASKA CONSTITUTION

art. 1, sec. 22, Right to Privacy

UNITED STATES CODE

5 U.S.C. § 552a – Privacy Act

20 U.S.C. § 1232 g & 34 CFR Part 99 – Family Educational Rights & Privacy Act

Revised 9/2026

9/92

Revised 10/2026

Valdez City Schools

BP 4111/4211/4311 - ALL PERSONNEL - RECRUITMENT AND SELECTION

Note: Effective for the 2016-2017 school year, the federal Every Student Succeeds Act has eliminated the requirement that teachers be "highly qualified." Rather, teachers should be fully licensed and endorsed in each subject they are teaching.

The district shall employ the most qualified person available for each open position. The Superintendent or designee shall develop recruitment and selection procedures to ensure that every effort is made to find and hire fully qualified staff, which include:

1. Assessment of the district's needs to determine those areas where specific skills, knowledge and abilities are lacking.
2. Development of job descriptions which accurately portray the position, including requirements that a employee be qualified in accordance with federal and state law.
3. Dissemination of vacancy announcements to ensure a wide range of candidates, when necessary.
4. Screening procedures which will identify the best possible candidates for interviews.
5. Interview procedures which will determine the best qualified candidate for recommendation to the School Board.

Staff members involved in the selection process shall recommend only those candidates who meet all qualifications established by law and the School Board for a particular position. Nominations for employment shall be based upon appropriate screening devices, interviews, observations, recommendations from previous employers and any requirements of applicable collective bargaining agreements.

No inquiry shall be made with regard to age, race, color, religion, sex or national origin of persons proposed for or seeking employment. Questions regarding disability shall be asked only when directly related to the job and as permitted by law.

Note: The Alaska Professional Teaching Practices Commission recommends that districts develop a policy regarding the procedures to be followed when desiring to hire an educator currently under contract with another school district. The following policy language is based on procedures developed by the Fairbanks North Star Borough School District.

Before considering the hire of an applicant who is currently under contract in another district, the Superintendent or designee will require the certificated staff to provide written documentation that he/she: (1) has made an effort to secure a release from the

employing district thirty calendar days prior to the employing district's first contract day; or, (2) has secured a written release from the employing district.

Note: A subject-matter expert teacher, holding a limited certificate issued by the Department, may be employed to teach subjects in which the person has satisfied the education or experience requirements set out in state statute AS 14.20.022. Before a school district determines whether to hire a person as a subject-matter expert teacher, the school district must administer a competency examination. Additionally, once a subject-matter expert teacher is hired, the district must provide a mentor who is an experienced teacher for the subject-matter expert teacher for at least the first year of the subject-matter expert teacher's employment in the school district. A person employed as a subject-matter expert teacher under this section is considered a certificated employee for purposes of the teachers' retirement system. Finally, employment as a subject-matter expert teacher counts as employment for purposes of acquiring tenure; however, a person holding a subject-matter expert limited teacher certificate is not entitled to tenure until the person receives a teacher certificate under AS 14.20.022.

(cf. 4112.8/4212.8/4312.8 - *Employment of Relatives)*

Note: AS 14.20.020 requires coursework in Alaska studies and multicultural education or cross-cultural communications in order to be eligible for a teacher certificate. Effective June 30, 2017, AS 14.20.020 also requires training on alcohol and drug related disabilities, sexual abuse and sexual assault awareness and prevention, dating violence and abuse awareness and prevention and suicide prevention in order to be eligible for a teacher certification. AS 14.20.035 requires districts to give preference to applicants who demonstrate training or experience that indicates sensitivity to the traditions and cultures represented in the student population.

In evaluating applicants, preference shall be given to those applicants who can demonstrate training and experience related to the traditions and cultures represented in the student population.

(cf. 4030 - *Nondiscrimination in Employment)*

(cf. 4111.2/4211.2/4311.2 - *Legal Status Requirement)*

No person shall be employed by the School Board without the recommendation or endorsement of the Superintendent or designee. The School Board shall be presented with the Superintendent or designee's recommended candidate who may be approved or rejected by the School Board. If the candidate is rejected, the Superintendent or designee shall recommend subsequent candidates until the School Board approves

someone to fill the position. The School Board has the authority over the employment of all employees, however, in specific circumstances, the Board may delegate the Superintendent or designee the prior authority to make staff hires without prior Board approval. If such authority is delegated, the Superintendent or designee shall notify the Board of all hires at a regularly scheduled Board meeting.

(cf. 10000 - *Concepts and Roles)*

Note: AS 14.08.111 and AS 14.14.090 require districts to provide prospective employees with information regarding the availability and cost of housing in rural areas to which they may be assigned and when possible assist them in locating housing. The following may be revised or deleted as appropriate.

The School Board recognizes that the district encompasses rural areas and will assist teachers in obtaining information regarding the cost and availability of housing as required by law.

Legal Reference:

ALASKA STATUTES

14.08.111 Duties (regional school boards)

14.14.090 Additional duties

14.20.010 Teacher Certificate Required

14.20.022 Subject-matter expert limited teacher certificate

14.20.035 Evaluation of training and experience

14.20.100 Unlawful to require statement of religious or political affiliation

14.20.110 Penalty for violation of AS 14.20.100

ALASKA ADMINISTRATIVE CODE

4 AAC 04.210, 04.212 and 06.899(6) Highly Qualified Teachers and Objective Uniform Standards

6 AAC 30.810 Employer records

6 AAC 30.840 Retention of records

UNITED STATES CODE

Every Child Succeeds Act, 20 U.S.C. 6301, et. Seq. (P.L. 114-95 December 10, 2015)

Revised 12/2025

9/92

Revised 10/2026

Valdez City Schools

BP 4112.10 - PERSONNEL - EMPLOYMENT OF RETIRED TEACHERS

Note: AS 14.20.136 authorizes schools districts and regional resource centers established under AS 14.12.150 to hire retired teachers in cases of teacher shortages. Retired teachers hired under this statutory provision may elect to continue receiving TRS benefit payments during the period of reemployment. A contract for reemployment of a retired teacher hired under AS 14.20.136 may not be for more than 12 consecutive months. Under AS 14.20.020(g), a retired teacher may teach as a long-term substitute for not more than 165 consecutive days of a school term.

If the teacher retired under the defined benefit retirement system, the teacher must be retired for at least 60 days if 62 years of age or older, or at least six months if under 62 years of age, before reemployment. In addition, if the teacher is reemployed by the same district that employed the teacher upon retirement, the teacher must certify that there was no prearranged agreement with the school district to hire the teacher after retirement.

Prior to the hire of retired teachers under this statute, the school board or regional resource center board must adopt a policy that permits the employment of retired teachers who are qualified to teach in those disciplines or specialties in which a shortage of teachers exists. The policy must describe the circumstances that constitute the shortage.

This optional policy may be utilized by districts desiring to hire retired teachers in cases of teacher shortages, as authorized by AS 14.20.136.

It is the policy of the Board that teacher vacancies be filled in a timely manner by qualified personnel. The District administration is authorized to employ retired teachers in accordance with AS 14.20.136 in cases of teacher shortages, and to notify the Administrator of the Teachers' Retirement System that it is hiring retired teachers pursuant to that statutory provision. This includes the employment of retired teachers at regional resource centers established under AS 14.12.150.

The hiring of retired teachers is authorized in those disciplines or specialties in which a shortage of teachers exists despite active recruitment efforts. A shortage is deemed to exist for those open positions that the administration has been unable to fill with qualified candidates, despite recruitment, public advertising for at least 10 business days, interviews, and the offering of positions to qualified candidates, if any.

(cf. 4111 *Recruitment and Selection)*

Legal Reference

ALASKA STATUTES

14.20.136 Employment of member of teachers' retirement system

14.25.043 Reemployment of retired members

14.20.165 Restoration of tenure rights

Revised 9/2026

9/92

Revised 10/2026

Valdez City Schools

BP 5040 Student Nutrition and Physical Activity

Note: This policy is intended to provide a framework for developing a legally compliant wellness policy. The policy adopted by your school board must be developed with the involvement of the identified advisory group discussed in Section A.

The School Board recognizes that schools are in a position to promote healthy lifestyle choices by students that can affect their lifelong wellness. Therefore the School District will provide environments that promote and protect children's health, well-being, and ability to learn by supporting healthy eating and physical activity.

Schools will provide nutrition promotion and education, physical education, and other school-based activities to foster lifelong habits of healthy eating and physical activity, and will establish linkages between nutrition education and school meal programs.

(cf. 1020 - Youth Services)

A. Planning and Periodic Review by Stakeholders

The school district and/or individual schools within the district will create or work with an appropriate existing advisory group that will assist in developing, implementing, monitoring, reviewing and, as necessary, revising school nutrition and physical activity goals. The advisory group should be composed of students, parents, food service personnel, school board, school administration, school health professionals, physical education teachers, and other interested community members. The advisory group should be provided with appropriate information and clear guidelines to assist in the development and/or revision of relevant policies.

(cf. 1000 - Concepts and Roles)

B. Nutrition

All foods available in district schools during the school day shall be offered to students with consideration for promoting student health and reducing childhood obesity. All foods and beverages provided through the National School Lunch or School Breakfast Programs shall meet nutritional requirements of the National School Lunch Act. (7 C.F.R. Parts 210 and 220). To the extent practicable, all schools in the district will participate in available federal school meal programs. Effective January 1, 2028, as part of its breakfast and lunch program, the District may not serve a food or beverage that contains any of the following color additives certified by the United States Food and Drug Administration under 21 U.S.C. 379e:

1. red dye 3 (U.S. Chemical Abstracts Service no. 16423-68-0);
2. red dye 40 (U.S. Chemical Abstracts Service no. 25956-17-6);
3. yellow dye 5 (U.S. Chemical Abstracts Service no. 1934-21-0);
4. yellow dye 6 (U.S. Chemical Abstracts Service no. 2783-94-0);
5. blue dye 1 (U.S. Chemical Abstracts Service no. 3844-45-9);
6. blue dye 2 (U.S. Chemical Abstracts Service no. 860-22-0); or
7. green dye 3 (U.S. Chemical Abstracts Service no. 2353-45-9).

The Superintendent or designee shall develop and implement nutrition guidelines for all foods available on campus.

Foods and beverages provided through the National School Lunch or School Breakfast Programs shall comply with federal nutrition standards. To the maximum extent practicable, all schools in the district will participate in available federal school meal programs.

All other foods and beverages made available on campus (including, but not limited to vending, concessions, a la carte, student stores, classroom parties and fundraising) during the school day will be consistent with nutrition standards developed by the superintendent or designees in administrative regulations based on U.S. Dietary Guidelines for Americans. To the extent feasible, foods grown in the state will be utilized in the meals and snacks provided to students.

Health curricula will include instruction on the benefits of good nutrition and the role nutrition plays in preventing chronic diseases and maintaining a healthy weight.

(cf. 0210 - Goals for Student Learning)

(cf. 3550 - Food Service)

(cf. 3551 - Food Service Operations)

(cf. 3552 - Regular Lunch Program)

(cf. 3553 - Free and Reduced Price Meals)

(cf. 3554 - Other Food Sales)

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

C. Physical Activity

All students in grades K-12 will have opportunities, support and encouragement to be physically active before, during and after school, each school day.

Health curricula will include instruction on the benefits of regular physical activity and the role physical activity plays in preventing chronic diseases and maintaining a healthy weight.

Physical education will be closely coordinated with the overall school health program, especially health education, so that students thoroughly understand the benefits of being physically active and master the self-management skills needed to stay active for a lifetime.

D. Communication with Parents

The district/school will inform and update the public, including students, parents, and the community, about the content and implementation of its policies that promote student wellness.

The district/school will support parents' efforts to provide a healthy diet and daily physical activity for their children. The district/school will send home nutrition information and/or will post nutrition tips on school websites. Schools should encourage parents to pack healthy lunches and snacks and to refrain from including beverages and foods that do not meet nutrition standards established by the district. The district will provide parents with information on healthy foods that meet the district's snack standards and ideas for healthy celebrations/parties, rewards and fundraising activities.

The district/school will provide information about physical education and other school-based physical activity opportunities before, during and after the school day; and support parents' efforts to provide their children with opportunities to be physically active outside of school. Such supports will include sharing information through a website, newsletter, or other take-home materials, special events, or physical education homework.

(cf. 6020 - Parent Involvement)

E. Monitoring, Compliance and Evaluation

The superintendent or designee will ensure compliance with established district-wide nutrition and physical activity wellness policies and administrative regulations. Administrative regulations will be developed to ensure that information will be

gathered to assist the Board and district in evaluating implementation of these policies.

The Superintendent or designee will designate one or more persons to be responsible for ensuring that each school within the district complies with this policy, and that school activities, including fundraisers and celebrations, are consistent with district health and nutrition goals.

The school board will receive a summary report *(annually/biannually/triannually)* on district-wide compliance with the established nutrition and physical activity policies, and the progress made in attaining the wellness goals, based on input from the schools within the district. The report will also be distributed to advisory councils, parent/teacher organizations, school principals, and school health services personnel, and will be made available to the public.

Legal References:

ALASKA STATUTES

03.20.100 Farm-to-school program

UNITED STATES CODE

Richard B. Russell National School Lunch Act, 42 U.S.C. 1751-1769j

Child Nutrition Act of 1996, 42 U.S.C. 1771-1793

CODE OF FEDERAL REGULATIONS

7 C.F.R. Parts 210 and 220, National School Lunch Program and Breakfast Program

Revised and Board Approved 4-9-12

ADOPTED: JUNE 2005

Revised 10/2026

Valdez City Schools

BP 5141.21 ADMINISTERING MEDICATION

Note: In 2005, AS 14.30.141 was passed requiring districts to permit the self-administration of medication by students for asthma or anaphylaxis. Self-administration may only be permitted upon a school's annual receipt of written certification by the student's parent/guardian and the student's health care provider. The statute also requires parents to release the school district from liability from any injury that may result from the storage and self-administration of asthma and anaphylaxis medication. Finally, the statute provides that students who use the medication in a manner other than prescribed are subject to disciplinary action.

The School Board recognizes that students sometimes may need to take prescribed medication during the school day in order to be able to attend school without jeopardizing their health. In such cases, when the district has received written statements from the student's health care provider and parent/guardian as required by law, designated personnel shall assist the student in taking the medication.

The written statements provided by the health care provider and parent/guardians must include the information described in AS 14.30.141. The term "health care provider" means a licensed physician, advanced practice registered nurse, respiratory care practitioner, physician assistant, village health aide, or pharmacist operating within the scope of the health care provider's authority.

The Board recognizes that some students have allergies of such severity that they may require an emergency anaphylactic injection during the course of the school day. Parents/guardians who are aware of this foreseeable need may ask the district to store and provide such injections. School staff who may be required to administer anaphylactic injections shall receive appropriate training and will be authorized to administer the injections within the legal provisions of law.

(cf. 5141 - *Health Care and Emergencies)*

Self-Administration of Medication for Asthma or Anaphylaxis

A student may be permitted to carry medication that has been prescribed or ordered by a health care provider to stay on or with the student due to a pressing medical need. Students who have received instruction in the self-administration of asthma or anaphylaxis medication shall be permitted to carry and self-administer the medication upon written authorization of the parent/guardian and health care provider, consistent with law and procedures developed by the [Superintendent/Chief Administrator]. Written authorization must be submitted annually.

By law, neither the District nor its schools are liable for injuries that may result from the storage or self-administration of medication. No student will be permitted to carry or self-administer a prescribed medication without a release of liability for the school, its employees, and agents. The release of liability shall include an agreement to indemnify and hold harmless the school and its employees or agents from claims arising out of the storage or self-administration of medication.

A student who uses the medication in a manner other than prescribed is subject to disciplinary action.

Legal Reference:

ALASKA STATUTES

09.65.090 Civil liability for emergency aid

14.30.141 Self-administration and documentation of medication

Revised 9/2026

9/92

Revised 10/2026

Valdez City Schools

BP 6114 CRISIS RESPONSE PLAN

Note: AS 14.33.100 requires that all school districts develop a model school crisis response plan for use by each school in the district, and each school shall develop a school specific crisis response plan.

All district staff and students must be prepared to respond quickly and responsibly to emergencies, disasters, or other crisis which create distress, hardship, fear or grief. The Superintendent or designee shall develop and maintain a crisis response plan for handling all foreseeable emergencies and disasters. This plan shall be reviewed and updated at least annually.

A crisis response team for each school shall augment the district plan with working plans and procedures specific to each school building. The crisis response team must include the principal, one certificated and one classified member of the school staff, and one parent whose child attends the school. Additionally, the team may include a school board or advisory school board member, a school counselor, a member of local law enforcement, and a student in grade 10 or higher.

All students and employees shall receive instruction regarding these plans. Employees shall be trained in crisis response, including evacuation and lock down drills. New employees shall complete the training within their first two years of employment. Disaster simulation exercises may be held annually at each school site and shall demonstrate how safety procedures may be applied to various types of emergencies.

The Superintendent or designee shall consult with local social service agencies and law enforcement authorities so that district and site plans may provide the best possible way of handling each situation and also provide for emergency communications systems between these agencies and each district school.

Note: Effective July 1, 2027, DEED shall adopt curricula to instruct public school students on hands-only Cardiopulmonary resuscitation. This curricula shall determine what grade levels are required to receive instruction and what is appropriate for each grade level. Upon DEED's issuance of the curricula, the district shall implement it as required.

The crisis response plan must include the following information. Districts should add to this list as appropriate.

The crisis response plan for each school must:

a. identify the person in charge and a designated substitute;

b. identify the crisis response team members and their specific job functions relating to a crisis;

c. include a communication plan;

d. implement a Cardiopulmonary resuscitation education plan under AS 14.30.363, with appropriate training, as required;

e. include protocols for responding to immediate physical harm of students, faculty, or staff and to traumatic events, including the period after the events have concluded;

f. include disaster and emergency procedures to respond to earthquakes, fire, flood, explosions, or other events or conditions in which death or serious injury is likely;

g. include crisis procedures for safe entrance to and exit from the school by students, parents, and employees, including an evacuation and lock down plan; and

h. include policies for enforcing school discipline and maintaining a safe and orderly environment during the crisis.

(cf. 3514 - *Safety)*

(cf. 3515 – *School Safety & Security)*

(cf. 5142 - *Student Safety)*

The crisis response plans shall be reviewed annually and updated as appropriate. A copy of each school's crisis response plan shall be retained by the district and a copy provided to each local agency that has a role in the plan. Notice of completion of the annual review and update and the location of a school's crisis response plan shall be posted at each school in the district. Each school's crisis response plan shall be printed and available for inspection by the public.

Note: The following language may be revised to reflect district philosophy and needs

The School Board shall grant the use of school buildings, grounds and equipment to public agencies, including the American Red Cross, for mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare. The School Board shall cooperate with such agencies in furnishing and maintaining whatever services it deems necessary to meet the community's needs.

The School Board encourages all employees to become proficient in first aid and cardiopulmonary resuscitation. Each principal shall ascertain that at least one staff

member at each school holds a valid certificate in these areas. The Superintendent or designee shall provide for CPR inservice training to be offered to district staff annually.

Legal Reference:

ALASKA STATUTES

14.03.030 School term

14.03.140 Emergency drills

14.30.363 Cardiopulmonary resuscitation education

14.33.100 Required school crisis response planning

18.70.080-18.70.300 Fire protection

Revised 9/2026

9/92

Revised 10/2026

Valdez City Schools

BP 6146.1 High School Graduation Requirements

Note: *Transfer students who have earned 13 unit credits in another district may, at the district's discretion, be excused from the district's subject area units-of-credits requirements. 4 AAC 06.075.*

Failure to take a college and career readiness assessment shall not be grounds for withholding a diploma from an otherwise qualified student. At the request of a student, the district shall retroactively issue a high school diploma to a student who did not receive on because of failure to pass all or a portion of the previously required High School Graduation Qualifying Exam and instead received a certificate of achievement, provided the person takes a college and career readiness assessment. AS 14.03.075. A person may satisfy the assessment pursuant to the regulations in 4 AAC 06.718. The district is to mail a notice of this option to each such student who qualifies for a diploma to the student's last known address.

Note: For students who enter grade nine on or after July 1, 2027, they must complete the comparative government and civics education assessment(s) set forth in AS 14.03.076. The District shall utilize the curricula provided by DEED to provide these assessments. To receive a diploma, a student must meet the requirements of AS 14.03.076(c) unless: 1) they transferred into the District after completing grade 10 at a school in another state, 2) received alternative instruction as set forth in AS 14.03.076(d)(2), or 3) is a student with a disability who receives a waiver from the School Board. The District shall affix a seal of civic readiness, as developed by DEED, to the transcript and diploma of a student who has attained a high proficiency in the above.

Graduation with a Valdez High School Diploma will be predicated on successful completion of 24 credits. The specific minimum requirements are:

Note: College credits can be substituted for high school credits with approval from the building administrator.

Four (4) credits of English from any combination of the following list are required.

- English 9
- English 10
- English 11
- English 12

- Applied Communications

Three (3) credits of Math are required while enrolled in High School (one of which must be Algebra I or above) (To take affect at the initiation of the 2023-2024 school year for the graduating class of 2025 and all classes following).

Three (3) credits of Science are required. Physical Science and Biology are required.

Three and a half (3.5) credits of Social Science are required

- Government/Economics
- U.S. History
- Alaska History
- World History

All students are required to take 1.5 credits (three semesters) of Physical Education and .5 credit (one semester) of Health while attending high school. Two semesters (one credit) of Physical Education requirements can be earned by fully participating in sanctioned Valdez High School athletics. Students may obtain .5 credits of Physical Education for two (2) full seasons of Valdez School District sports participation. They will receive this credit as determined by their coach. A maximum of 1.0 credit of the Physical Education requirement is available upon successful completion of 4 seasons of sanctioned Valdez City Schools Athletics.

8.5 credits of Electives are required.

Students are required to enroll in and complete at least six credits during each of their four years of high school. (To take effect at the initiation of the 2023-2024 school year for the graduating class of 2025 and all classes following)

Students who have successfully completed the course of study required by the Valdez Board of Education will be eligible to receive a VHS diploma and participate in graduation exercises. Any student wishing to graduate less than 8 semesters must petition the Superintendent for early graduation at least one full semester before they wish to graduate.

The Superintendent will establish administrative regulations for exemptions to graduation requirements.

***Note:** Beginning January 1, 2009, the three units of credit in social studies must include one-half unit in Alaska History or demonstration that the student meets the

Alaska History performance standards. This requirement will not apply to a student who (1) transfers into your school after the student's second year of high school; or (2) has already successfully completed a high school state history course in another state. 4 AAC 06.075.

Reference:

(BB 1110.10)

(cf. 5127 - Graduation Ceremonies and Activities)

(cf. 6164.2 - Guidance and Counseling Services)

(cf. 6146.3 - Competency Testing)

(cf. 6184 - Virtual/Online Courses)

LEGAL REFERENCE:

ALASKA STATUTES

14.03.075 Secondary pupil competency testing

ALASKA ADMINISTRATIVE CODE

4 AAC 06.075 High school graduation requirements

4 AAC 06.717 College and career readiness assessments

4 AAC 06.718 College and career readiness assessment after student received a certificate of achievement

4 AAC 06.721 College and career readiness assessment waivers

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

Board Revised and Approved: 04/08/2019

Board Revised and Approved: 12/09/2019

Board Revised and Approved: 02/24/2020

AASB Revised: 3/2017

Adopted: June 2005

Revised: 10/2024

Revised 10/2026

Valdez City Schools

BP 6146.4 Reciprocity On Graduation Requirements

Note: *4 AAC 06.075 authorizes the district to exempt transfer students with at least 13 units of credit from graduation credit requirements.*

Credit Requirements

The Superintendent or designee may exempt students transferring into the district from meeting district credit requirements for graduation upon verification of equivalent credits received elsewhere, in accordance with law.

(cf. 5118 - Transfers; Withdrawals)

Legal Reference:

ALASKA ADMINISTRATIVE CODE

4 AAC 06.075 High school graduation requirements

4 AAC 06.777 Students that have passed another state's competency examination

Revised 11/2015

ADOPTED: JUNE 2005

Revised 10/2026

Valdez City Schools

BP 6172 SPECIAL EDUCATION

Note: The following sample policy addresses education provided under the Individuals with Disabilities Education Act.

The School Board desires children with and without disabilities to share an interactive educational environment which nurtures understanding, cooperation and mutual respect.

A student's IEP team shall determine the content of the student's individualized educational program (IEP) and make placement decisions for the least restrictive environment that is educationally appropriate.

All students, without regard to race, ethnicity, national origin or gender, shall have equitable access to general education interventions, to timely referral for an evaluation for disability, and to equitable treatment in the evaluation process, in the quality of special education and related services provided, and in the degree of restrictiveness of their educational environment.

Note: 4 AAC 52.590 requires districts to establish written procedures for the identification of children in need of a surrogate parent and for the appointment and removal of surrogate parents. AS 14.30.272 requires the district to inform parents/guardians of children with disabilities of the procedural safeguards provided by law. 4 AAC 52.190 requires written notice before initiating or changing a child's identification, evaluation or placement and when refusing a parent's request to initiate or change a child's identification, evaluation or placement.

The Superintendent or designee shall establish written procedures required by law and shall ensure district compliance with procedural safeguards, including appropriate notices to parents/guardians established by state and federal laws and regulations.

Note: 4 AAC 52.115 requires evaluation and placement within 90 calendar days of obtaining parental consent for evaluation. However, completion of an individualized education plan must occur within 30 days after determining a child's eligibility.

Services will be provided in accordance with a student's IEP once parental consent or administrative or judicial proceedings authorize the provision of special education and related services.

The District shall, in collaboration with the Department of Education and Early Development, ensure to the maximum extent possible that the parents of children who are deaf or hard of hearing (or the District suspects of being deaf or hard of hearing) are

provided with comprehensive, neutral, and unbiased information in accordance with AS 14.30.272(c)(1) and other applicable law. The District shall also allow the parent of the child to choose the method of communication the parent determines is most appropriate for the child and provide services using the parent's chosen method of communication, as required by law.

If the District operates residential services as part of its deaf and hard of hearing program as described in AS 14.30.276, the District shall annually submit a plan of operations to DEED as required by the statute.

(cf. 3541.2 - *Transportation for Special Education Students)*

(cf. 5144.2 - *Suspension and Expulsion (Individuals with Exceptional Needs)*

(cf. 6146.4 - *Differential Graduation and Competency Standards for Individuals with Exceptional Needs)*

(cf. 6164.4 – *Child Find)*

Legal Reference:

ALASKA STATUTES

14.30.180-14.30.350 Education for children with disabilities

ALASKA ADMINISTRATIVE CODE

4 AAC 52.010-4 AAC 52.990 Education for children with disabilities

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act of 1974

1400 et seq. Individuals with Disabilities Education Act

CODE OF FEDERAL REGULATIONS, TITLE 34

99.10-99.22 Inspection, review and procedures for amending education records

300.340-349 Individualized education programs

300.500-300.514 Due process procedures for parents and children

300.550-300.553 Least restrictive environment; alternative placements; placement; nonacademic settings

Revised 9/2026

9/92

Revised 10/2026

BP 7310 Methods Of Financing

The purchase of school sites and the construction of buildings may be financed by any legally provided means which the District is qualified to employ, including state-financed assistance.

Note: *4 AAC 31.060 requires districts using state aid granted under AS 14.11.020 to comply with all pertinent laws and regulations related to the construction of a public school facility.*

The Superintendent shall determine the anticipated share of the School District's participation in the cost of any proposed school construction or major maintenance project, and shall evaluate available means of making the local contribution required by law. These alternatives may include the sale of capital bonds, the use of available federal funds or funds from other sources and, where applicable, locally contributed labor, material or equipment.

If the district is unable to provide the required participatory share through federal, local or other funding sources, and is unable to satisfy its participatory share through local contributions, and it can be demonstrated that the required participatory share will jeopardize receipt of federal assistance, the Superintendent may request in writing from the Alaska Department of Education a full or partial waiver of the local contribution.

Legal Reference:

ALASKA STATUTES

14.11.005 - 14.11.135 Construction, rehabilitation, and improvement of school and education-related facilities.

43.50.010 - 43.50.180 Cigarette Tax Act

ALASKA ADMINISTRATIVE CODE

4 AAC 31.010 - 4 AAC 31.090 School facility planning and construction

4 AAC 36.010 Cigarette tax distribution

4 AAC 57.200 - 4 AAC 57.300 Library construction grants

Revised 9/97

ADOPTED: JUNE 2005

BB 9012 Communications To and From the Board

The Board recognizes that appropriate communication procedures must be adhered to when communicating among Board members, and between Board members, district administration, and members of the public. Public communication by the Board should reflect positively on the district and serve the community by keeping it informed about the goals, programs, and achievements of the district and its schools.

Board members' concerns regarding staff or programs will be channeled through the Superintendent's office. When contacted individually, Board members will refer the person to the appropriate channel of authority, except in unusual situations. Board members will not take private action that might compromise the Board or administration.

(cf. 9200 - *Board Members)*

Board Member Use Of Electronic Communications

Electronic communications are an efficient and convenient way to communicate and can expedite the exchange of information. Board members shall exercise caution so as to ensure that these communications are not used to discuss, deliberate, or take action on Board business outside of a properly scheduled meeting. To ensure compliance with the Open Meetings Act, electronic communications by and between members, shall not be used to conduct Board business. But shall be limited to:

1. Disseminating information; and
2. Messages not involving deliberation, debate, or decision-making.

Board members may properly use electronic communications to provide:

1. Agenda item suggestions;
2. Reminders regarding meeting times, dates, and places;
3. Board meeting agenda or public record information concerning agenda items; or
4. Responses to questions posed by the community, administrators, or school staff, subject to the requirements of this policy.

Board members shall make every effort to ensure that their electronic communications conform to Board Bylaw 9010, Public Statements. Unless authorized to speak on behalf of the full Board, a Board member should clarify that the member is speaking as an individual member, and not as an official Board or district spokesperson.

A Board member sending an electronic communication concerning the district shall copy the Superintendent or designee, who shall store the message consistent with the

district's practice of record retention. Board members shall abide by the District's acceptable use policy when using district-issued devices or technology resources, including district Internet access on a personal device. There is no expectation of privacy for any messages sent or received by e-mail or other electronic communication, and these communications may be subject to public disclosure. Board members should keep public and personal communication totally separate.

Board Member Use Of Social Media

Social media can be a positive tool for fostering community engagement with the district but this form of communication carries unique responsibilities. Board members desiring to utilize social media to communicate on matters of the district must adhere to the rules above. In addition, Board members must be cognizant to:

1. Keep public and personal social media accounts totally separate;
2. Post only content that the district has already released to the public;
3. Clarify that the posting is not an official record of Board meetings or Board business;
4. Conduct yourself online in a manner that reflects well on the district and on you as a publicly elected official;
5. Do not post anonymously about school business;
6. Immediately report harassing or defamatory communications to the Superintendent if they involve the District, its employees, or students;
7. Retain a copy of your posts and what others post on your account t if required by the district's records retention procedures; and
8. Immediately report to the district any potential security breach.

Board members should not use social media as a vehicle for communicating with each other outside of properly noticed meetings.

(cf. 3523 - *E-Mail)*

(cf. 9010 - *Public Statements)*

(cf. 9320 - *Meetings)*

(cf. 9322 - *Agenda/Meeting Materials)*

Legal Reference:

ALASKA STATUTES

40.25.110-.220 - Alaska's Public Records Act

44.62.310-.312 - Alaska's Open Meetings Act

AASB Revised 3/2017

Revised/Board Approved 11/27/2017 (BB 9012)

ADOPTED: JUNE 2005

Revised 11/2024

Revised 10/2026

Valdez City Schools