Chugach School District Board Meeting

Wednesday, November 8, 2023 6:00 PM
Hilton Hotel Anchorage & Teleconference, 9312 Vanguard Dr., Anchorage, AK 99507

1. **CALL TO ORDER**
2. **RECOGNITION OF OUTGOING BOARD MEMBERS. WELCOME AND ROLES OF NEW BOARD MEMBERS.**
3. **SWEAR IN NEW BOARD MEMBERS**
4. **ROLL CALL & ESTABLISHMENT OF QUORUM**
5. **ELECTION OF OFFICERS**
6. **APPROVAL OF AGENDA**
7. **PLEDGE OF ALLEGIANCE**
8. **MISSION/VISION STATEMENT, LAND ACKNOWLEDGEMENT**
9. **APPROVAL OF MINUTES**
10. **INTRODUCTION OF GUESTS and/or ANNOUNCEMENTS**
11. **BOARD OF STARS**
12. **REPORTS & PRESENTATIONS**

a. CSA Report
b. Communications
c. EAC Reports
d. Preschool / CHILD

13. **PUBLIC COMMENT ON AGENDA ITEMS**
14. **BOARD COMMENT**
15. **ITEMS OF BUSINESS**

a. Standard Operating Procedure - Draft Board SOP
b. Impact Aid Tribal Waivers
c. Budget - Informational
d. Appointment of Interim Board Member - Informational
e. Selection of Legal Representation for 23/24
f. Selection of Auditing Firm for 23/24
g. Selection of Banking Institution for 23/24

16. **OLD BUSINESS**

a. Second Reading - Policy Updates

17. **NEXT BOARD MEETING (TBD)**
18. **ADJORNMENT**

Chugach School District

9312 Vanguard Drive, Suite 100
Anchorage, AK 99507-5355
(907) 522-7400 Phone
(907) 522-3399 Fax
chugachschools.com

Code of Ethics
Statement of Beliefs for the Chugach School Board

As a member of the Chugach School District School Board I will strive to improve the public education in our schools, and to that end I will:

Remember always that my first and greatest concern must be the educational welfare of the students attending our district schools.

Recognize that I should endeavor to make policy decisions only after full discussion at publicly held board meetings;

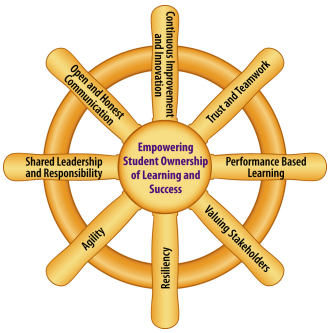
Render all decisions based on the available facts and my independent judgment, and refuse to surrender that judgment to individuals or special interest groups;

Encourage the free expression of opinion by all board members, and seek systematic communications between the school board and members of our communities;

Work with other board members to establish effective board policies and to delegate authority for the administration of the district to the superintendent;

Communicate to other board members and the superintendent, expressions of community members, staff, and public reaction to policies and decisions made by the board;

Inform myself about current educational issues by individual study and through participation in programs providing needed information, such as those sponsored by my state school board association and national school boards' associations;



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Support the employment of those persons best qualified to serve as school district staff, and insist on a regular and impartial evaluation of all staff;

Avoid being placed in a position of conflict of interest, and refrain from using my board position for personal or partisan gain;

My signature below indicates that I have read and agree to abide by the Chugach School District Code of Ethics.

Date _____

Name _____
Board President

Name _____
Vice President

Name _____

Name _____

Name _____

Name _____

BB 9000 ROLE OF BOARD AND MEMBERS (POWERS, PURPOSES, DUTIES)

Powers and Duties

***Note**: Pursuant to A.S. 14.08.021, regional school boards are delegated authority to operate public schools subject to laws and regulations applicable to regional school boards and other school districts.*

The School Board's primary goal is to provide each student with an education of the highest quality in keeping with his/her capacity to learn. This goal shall be the basic factor motivating the Board's execution of its powers and duties.

(cf. 0200 - Goals for the School District)

The Board is responsible for the general control and direction of education in the district and is empowered to carry on and finance any program or activity that is not in conflict with, inconsistent with, or preempted by law. This broad authority shall be exercised in accordance with the State and Federal Constitutions, laws and regulations. The Board may execute any powers delegated by law to it or to the district which it governs, and shall discharge any duty imposed by law upon it or upon the district which it governs.

(cf. 0440 - Advisory School Boards

(cf. 9200 - Board Members)

Governance Functions

The Board shall consider and approve or disapprove matters submitted to it by the Superintendent and the public and is committed to establishing policies to govern district activities. The Board shall prescribe bylaws for its own governance with law or with the rules prescribed by the State Board of Education.

(cf. 9300 - Governance)

Executive Functions

The Superintendent or designee shall serve as the chief executive officer of the Board. The Board delegates to the Superintendent or designee the authority to carry out Board decisions and to make and carry out any decisions which it delegates. The Superintendent or designee shall be fully responsible for the proper use of this authority. The Board retains ultimate responsibility for the performance of any powers or duties delegated.

(cf. 2210 - Administrative Leeway in Absence of Policy)

Judicial Functions

The Board believes that positive personnel and public relations rely upon the ability to hear and resolve grievances, complaints and criticisms. The Board, convened, shall serve as a body of appeal for grievances, complaints and criticisms in accordance with Board policies and negotiated employee agreements.

(cf. 1312 - Complaints Concerning the Schools)

(cf. 4144 - Grievances/Complaints)

Legal Reference:

ALASKA STATUTES

14.08.021 Authority (regional school boards)

14.08.041 Regional school boards

14.08.101 Powers (regional school boards)

14.08.111 Duties (regional school boards)

14.14.060 Relationship between borough school district and borough

14.14.065 Relationship between city school district and city

14.14.130 Chief school administrator

29.35.160 Education (military reservations)

Adopted: March 2, 2006

E 9020 BOARD STANDARDS

The Board Standards developed by the Association of Alaska School Boards and listed below have been adopted by the Chugach School Board as a standard of performance that this school board will constantly strive to meet.

VISION

The Board Creates Shared Vision to Enhance Student Achievement

1.1 Board develops a dynamic shared vision for education that reflects student needs and community priorities.

1.2 Board keeps the district and community focused on educating students.

1.3 Board demonstrates its strong commitment to vision by using the shared vision to guide decision-making.

STRUCTURE

The Board Provides a Structure That Supports the Vision

2.1 Board establishes a management system that results in effective decision making processes and enables all the people to help the district achieve its vision and make the best use of its resources.

2.2 Board ensures that long and short term plans are developed and annually revised through a process involving extensive participation, information gathering, research, and reflection.

2.3 Board sets high instructional standards based on the best available information about the knowledge and skills students will need in the future.

2.4 Board acts to ensure vision and structure comply with federal requirements.

2.5 Board encourages and supports innovative approaches to teaching, learning, and the continuous renewal of education.

ACCOUNTABILITY

The Board Measures District Performance toward Accomplishing the Vision and Reports the Results to the Public.

3.1 Board receives regular reports on student progress and needs based on a variety of assessments to evaluate the quality and equity of the educational program.

3.2 Board evaluates the superintendent and board performance annually and reports the result to the public.

3.3 Board ensures long and short term plans are evaluated and revised with the needs of students in mind.

3.4 Board uses an understandable format to periodically report district performance to the public.

ADVOCACY

The Board Champions the Vision

4.1 Board leads in celebrating the achievements of students and accomplishments of others who contribute to education.

4.2 Board advocates for children and families and establishes strong relationships with parents and other mentors to help support students.

4.3 Board establishes partnerships with individuals, groups, and organizations to promote educational opportunities for all students.

4.4 Board promotes school board service as a meaningful way to make long term contributions to the local community and society.

4.5 The board is proactive in identifying and addressing issues that affect the education of students.

CONDUCT & ETHICS

The Board and Its Individual Members Conduct District Business in a Fair, Respectful, and Responsible Manner

5.1 Board and its individual members act in a manner that reflects service to the community on behalf of students.

5.2 Board demonstrates a commitment to continually improving teamwork, problem solving, and decision-making skills through a conscious program of board development.

5.3 Expenditures for board activities are clearly identified in the budget, related to the district vision, and open to public scrutiny.

Adopted: March 2, 2006

Chugach School District

BB 9200 BOARD MEMBERS

Limits of Board Members Authority

The School Board has broad but, clearly limited powers. The exercise of its authority is restricted to the functions required or permitted by law, and then only when it acts in a legally constituted meeting. Individual Board members shall submit requests for research or administrative studies to the entire Board for consideration.

(cf. 6162.8 - Research)

(cf. 9322 - Agenda/Meeting Materials)

The Board is the unit of authority. The Board member is a part of the governing body which represents and acts for the community as a whole. Apart from the normal function as part of the unit, the Board member has no individual authority. No individual member of the Board, by virtue of holding office, shall exercise any administrative responsibility with respect to the schools; nor, as an individual, command the services of any school employee. Individually, the Board member may not commit the district to any policy, act or expenditure.

No members of the Board shall be asked to perform any routine or clerical duties which may be assigned to an employee, nor shall any Board member become an employee of his/her district while serving on the Board.

A Board member should resign from the Board before seeking to secure district employment. In no event shall a final decision for hire be made prior to receiving the Board member's resignation.

(cf. 9250 - Remuneration, Reimbursement and other Benefits)

(cf. 9270 - Conflict of interest)

Board members who visit schools of their own volition have no more authority than any other citizen. Board members have authority only in regularly called meetings of the Board; or when delegated specific tasks by Board action.

(cf. 1250 - Visits to the Schools)

Obligations of Members

Members of the Board must endeavor to attend all meetings, study all materials presented with the agenda prior to attending the meeting, participate in the discussion of any items which come before the Board, and vote on all motions and resolutions, abstaining only for compelling reasons. This effort to attend and engage in all meetings applies equally to board sponsored trainings and events of which a board member attends on behalf of the board.

The Board member should not subordinate the education of children and youth to any partisan principle, group interest, or the member's own personal interest.

The Board member should be prepared and willing to devote a sufficient amount of time to the study of the problems of education in the district, the state, and the nation in order to interpret them to the people of the district.

(cf. 9230 - Meetings)

Non-Voting Advisory Board Member

In situations in which a community has no representation on the regional school board due to election results, the board may, in order to ensure adequate district-wide input, request that the advisory board of that community submit a nomination from its committee to the board to fill an advisory position on the regional school board. The nominee must be an active member of the advisory board, be a registered voter, and successfully complete a background check. Consistent with BB 9223(a)5 and state law for elected members, the nominee must also reside within the boundaries which he/she was nominated to represent. The nomination must be the result of a formal vote of the approved EAC membership. The term to be filled will be a one-year term that begins January 1 and ends December 31st, and may be shortened if a member of the community is elected or appointed to fill an official voting position of the board.

Legal Reference:

ALASKA STATUTES

14.14.140 Restrictions on employment

Adopted: March 2, 2006

Adopted: January 24, 2017

Chugach School District

BB 9271 CODE OF ETHICS

***Note**: By adopting a code of ethics, the Board expresses the intention that its members will hold themselves to the highest standard of ethical conduct.*

This code of ethics expresses the personal ideals which the School Board believes should guide each school Board member's activities.

In all actions as a school Board member, the member's first commitment is to the well-being of our youth. His/her primary responsibility is to every student in the district.

Board members also have other major commitments to:

- The Community. Each Board member is responsible to all residents of the district and not solely to those who elected him/her; nor solely to any organization to which he/she may belong, or which may have supported his/her election.
- Individuals. Each Board member has a direct concern for every individual in the community. As an integral part of his/her duties, he/she represents the authority and responsibility of government. This authority must be exercised with as much care and concern for the least influential as for the most influential member of the community.
- Employees. The Board member's actions may affect the capability of district employees to practice their trade or profession and should encourage their increasing competence and professional growth.
- Laws. Policies. Each Board member must be aware of, and comply with, the constitutions of State and Nation, the Alaska Education Statutes, other laws pertaining to public education, and the established policies of the district.
- Decision making. Each Board member is obliged by law to participate in decisions pertaining to education in the district. As an elected representative of the people, the Board member can neither relinquish nor delegate this responsibility to any other individual or group.
- Individual Feelings and Philosophy. Every individual Board member has something to contribute to society.

Understanding and acting upon the foregoing premises, each Board member shall:

Consider his/her position on the Board as a public trust and not use it for private advantage or personal gain.

Be constantly aware that he/she has no legal authority except when acting as a member of the Board. Board members shall present their concerns and concepts through the process of Board debate. If in the minority of any decision, they shall abide by and support the majority decision. When in the majority, they shall respect divergent opinions.

Encourage ideas and opinions from the residents of the district and endeavor to incorporate community views into the deliberations and decisions of the Board.

Devote sufficient time, thought, and study to proposed actions so as to be able to base decisions upon all available facts and vote in accordance with honest convictions, unswayed by partisan bias of any kind.

Remember that the basic functions of the Board are to establish the policies by which district schools are administered and to select the Superintendent and staff who will implement those policies.

Promote and participate actively in a concerted program of timely exchange of information with all district residents, parents, employees and students.

Recognize that the deliberations of the Board in executive session may be released 'or discussed in public only with Board approval.

Make use of opportunities to enlarge his/her potential as a Board member through participation in educational conferences, workshops and training sessions made available by local, state and national agencies.

Adopted: March 2, 2006

Before assuming the duties of their office, newly elected board members must take and subscribe to the following oath from Alaska State Statutes:

"I do solemnly swear that I will support and defend the Constitution of the United States and the Constitution of the State of Alaska, and that I will faithfully discharge my duties as a school board member to the best of my ability."

BB 9121 PRESIDENT

The Board president shall preside at all School Board meetings. He/she shall:

1. Call the meeting to order at the appointed time;

2. Announce the business to come before the Board in its proper order;

3. Enforce the Board's policies relating to the order of business and the conduct of meetings;

4. Recognize persons who desire to speak, and protect the speaker who has the floor from disturbance or interference;

5. Explain what the effect of a motion would be if it is not clear to every member;

6. Restrict discussion to the question when a motion is before the Board;

7. Rule on parliamentary procedure;

8. Put motions to a vote, and state clearly the results of the vote.

The president shall have all the rights of any member of the Board, including the right to move, second, discuss, and vote on all questions before the Board.

The president shall also perform other duties as directed by the Board, and state laws, regulations and the Board, including the duty to:

1. Sign all instruments, acts, and orders necessary to carry out state requirements and the will of the Board;

2. Consult with the Superintendent or designee on the preparation of the Board's agendas;

3. Appoint and disband all committees, subject to Board approval;

4. Call such meetings of the Board as he/she may deem necessary,

5. giving notice as prescribe by law;

6. Excuse board member absences from regular board meetings.

(cf. 9223 - Board Vacancies)

7. Confer with the Superintendent or designee on crucial matters which may occur between Board meetings;

8. Be responsible for the orderly conduct of all Board meetings.

9. Share informational mail with other Board members.

When the president resigns or is absent or disabled, the vice president/clerk shall perform the president's duties. When both the president and vice president/clerk are absent or disabled, the Board shall choose a president pro tempore to perform the president's duties.

(cf. 9120 - Officers and Auxiliary Personnel)

(cf. 9320 - Meetings)

(cf. 9322 - Agenda/Meeting Materials)

Legal Reference:

ALASKA STATUTES

14.14.070 Organization of school board

Adopted: March 2, 2006

Chugach School District

BB 9122 VICE PRESIDENT/CLERK

***Note**: A.S. 14.14.070 requires the Board to elect, at a minimum, a president, and a clerk. There is no language prohibiting the election of a vice president.*

The duties of the vice president/clerk shall be to:

1. Certify or attest to actions taken by the Board when required.

2. Maintain such other records or reports as required by law.

3. Sign the minutes of the Board meetings following their approval.

4. Sign documents as directed by the Board on behalf of the district, and sign all other items which require the signature of the vice president

5. Serve as presiding officer in the absence of the president.

6. Submit to Board any correspondence received.

7. Perform any other duties assigned by the Board.

(cf. 9120 - Officers and Auxiliary Personnel)

Legal Reference:

ALASKA STATUTES

14.14.070 Organization of school board

14.14.020 Bond required

Adopted: March 2, 2006

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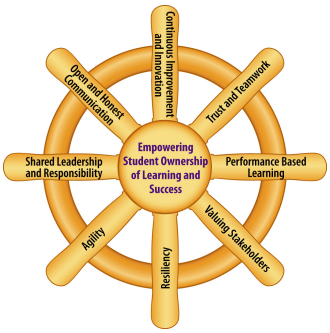

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Date _____

Name _____
Board President

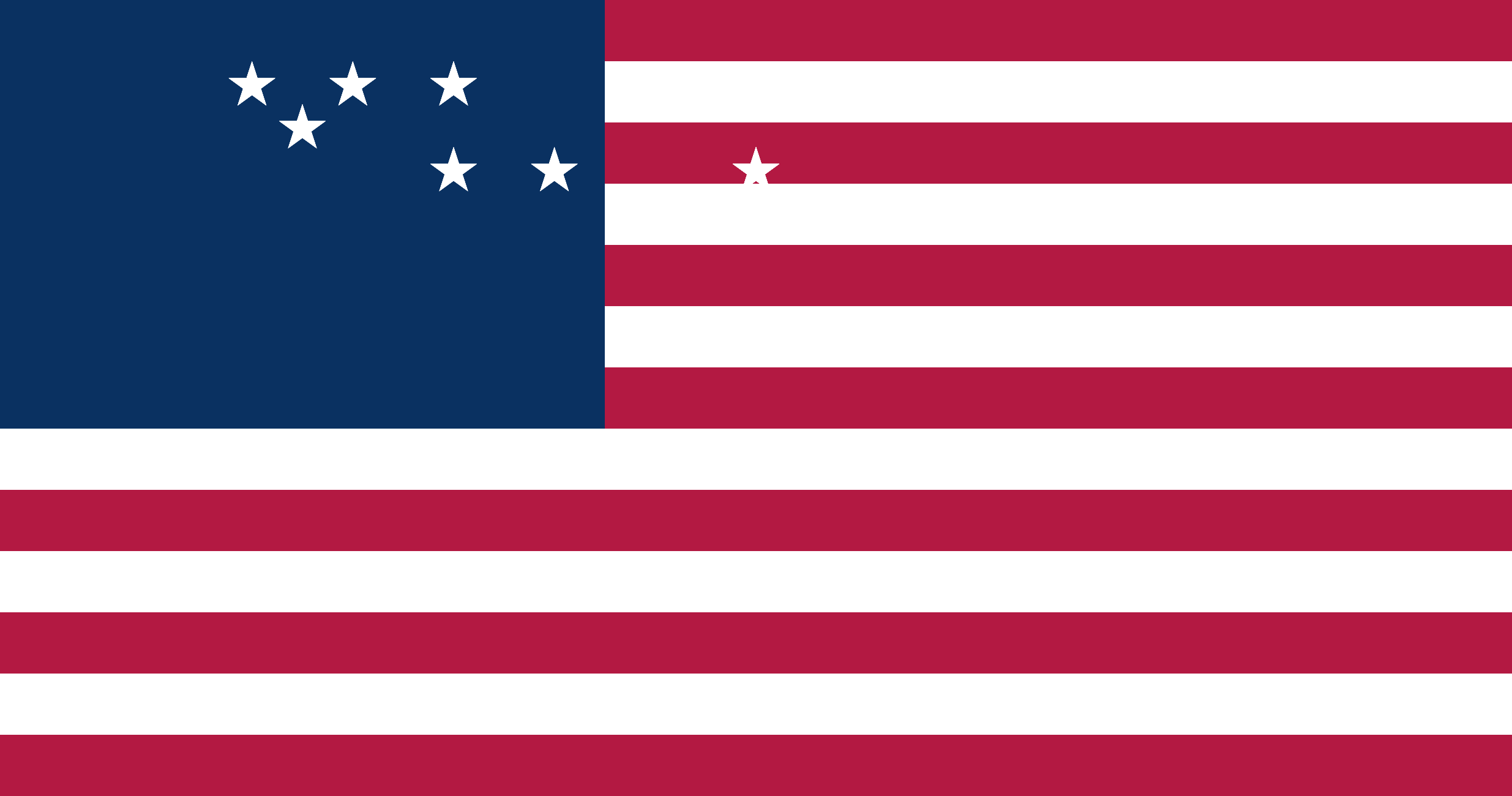
Name _____
Vice President

Name _____

Name _____

Name _____

Name _____



APEX
Alaska Performance Excellence
2009 Award Recipient

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Malcolm Baldrige National Quality Award
2001 Award Recipient

Charlene Arneson, President – Gail Evanoff, Vice President
David Totemoff, Member – Deserae Stellwag, Member – Wayne Shen, Member

CHUGACH SCHOOL DISTRICT BOARD MEETING
UNAPPROVED MINUTES – October 2, 2023 & October 3, 2023

1. CONVENED MEETING OCTOBER 2, 2023 1:18PM

2. MEMBERS PRESENT:
Board Members Present: Charlene Arneson, Board President; Gail Evanoff, Vice President - Zoom; David Totemoff, Board member; Deserae Stellwag, Board Member

3. WORK SESSION:

4. SENIOR PRESENTATIONS

5. STAKEHOLDER SURVERY REVIEW

6. COMING SOON

7. EXECUTIVE SESSION CONVENED AT 2:25PM ADJOURNED AT 4:17PM

8. WORK SESSION CONCLUDED 4:18PM

9. CONVENE REGULAR MEETING OCTOBER 3, 2023 9:06AM
Board Members Present: Charlene Arneson, Board President; Gail Evanoff, Vice President - Zoom; David Totemoff, Board member; Deserae Stellwag, Board Member

10. MISSION/VISION STATEMENT, LAND ACKNOWLEDGMENT
Vision Statement: D. Stellwag
Mission Statement: D. Totemoff
Chugach School District Mission Statement: T. Mase
Land Acknowledgement: G. Evanoff

11. APPROVAL OF AGENDA – October 2, 2023 & October 3, 2023 Action

Moved by G. Evanoff, seconded by D. Totemoff
to approve October 2, 2023/October 3, 2023 agenda with the addition of discussion of information presented by the Scholarship Committee.

Voice Vote: 4 ayes, 0 nays, passed unanimously.

12. PLEDGE OF ALLEGIANCE

13. APPROVAL OF MINUTES – June 1, 2023 Minutes Action

Moved by D. Stellwag, seconded by G. Evanoff
to approve June 1, 2023 Minutes.

Voice Vote: 4 ayes, 0 nays, passed unanimously.

14. INTRODUCTION OF GUESTS and/or ANNOUNCEMENTS
S. Jackson, Board Secretary
S. Burgoon, Whittier and Voyage Principal

15. BOARD OF STARS
Read by S. Jackson
Kevin Enriquez-Baisa by Serena Jackson
Sheryl Sotelo by Doug Penn
Serena Jackson by Doug Penn
Camille Parry by Gail Evanoff

16. REPORTS AND PRESENTATIONS

16.a. Chief School Administrator Report
T. Mase Reported

16.b. COMMUNICATIONS
T. Mase Reported
Welcome Back
Thank You Chugach
Variable Term Count Date

17. EAC REPORTS
Chenega EAC Report September 2023

18. PUBLIC COMMENT ON AGENDA ITEMS
None

19. BOARD REPORTS
Speaker(s): DAVID TOTEMOFF, GAIL EVANOFF, DESERAE STELLWAG, CHARLENE ARNESON

20. ITEMS OF BUSINESS

20.a. MEMO 23-21 VENDOR APPROVALS Action

Moved by D. Stellwag seconded by G. Evanoff
Approving the Vendor List for Chugach School District.

Voice Vote: 4 ayes, 0 nays, passed unanimously.

20.b. 2023/2024 BUDGET Informational
Read by Ty Mase

20.c. CEE CSD MEMBER RENEWAL Informational
Read by Ty Mase

20.d. AASB RESOLUTIONS Informational
20.e. MEMO 23-22 CARL ROSE AWARD Action

Moved by C. Arneson seconded by D. Totemoff
Approving the nomination of Gail Evanoff for the Carl Rose Award.

Voice Vote: 4 ayes, 0 nays, passed unanimously.

20.f. AASB POLICY UPDATES – First Reading Action

20.g. MEMO 23-23 FY24 BUDGET ADJUSTMENT Action

Moved by D. Totemof seconded by G. Evanoff
Approving the proposed FY24 Budget Adjustments for Chugach School District.

Voice Vote: 4 ayes, 0 nays, passed unanimously.

20.h. MEMO 23-24 CSD SCHOLARSHIP Action

Moved by D. Stellwag seconded by G. Evanoff
Approving proposed changes for Chugach School District Scholarship Program.

Voice Vote: 4 ayes, 0 nays, passed unanimously.

22. OLD BUSINESS - None

23. NEXT BOARD MEETING:
November 9, 2023 Evening Business Meeting

24. ADJOURNMENT @ 1:51 PM

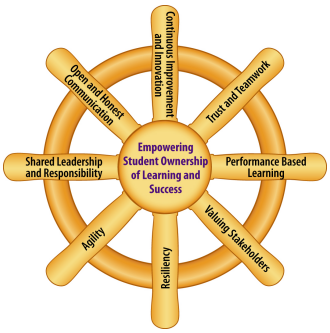
Moved by G. Evanoff, seconded by D. Totemoff to adjourn at 1:51 PM.

Voice Vote: 4 ayes, 0 nays, passed unanimously.

Recorded by: _____
Serena Jackson, Board Secretary Date

Attested to by: _____
Board President or Vice President Date

Attested to by: _____
Ty Mase, Chief School Administrator Date



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Date: November 8, 2023

To: Chugach School Board

From: Ty Mase

RE: Chief School Administrator's Report – November, 2023

Chief Financial Officer:
At the time of this report, we are getting ready to close the application period for our Chief Financial Officer Position. We have had several dozen applicants from across the State and Nation. We currently have it narrowed down to three applicants and are having informal conversations, checking references, and organizing interviews. It is possible that we will have someone for the position by the time of our November 8 meeting.

Capital Projects:
Our Tatitlek and Chenega CIP projects went out to bid on September 7th. There have been a lot of questions and several requests to extend the bidding period so contractors can accurately study the project and source the materials. The bid opening was extended and will be November 2, 3:00pm at BDS Architects. Once awarded, there is a 10-day protest period.

A reminder that we will be bidding the two projects together for logistical and financial efficiency. In addition, CSD is required to comply with the state procurement processes and our selection will need to comply with these processes. The process to select a contractor will be laid out for us and will be fairly black and white.

Student Enrollment – Where we stand after count:

- Whittier - 51
- Chenega – 11
- Tatitlek - 11
- Focus Fairbanks - 289
- Focus Valdez - 66
- Focus Anchorage/Mat Su - 184

CSA Goals:

1. Refine processes, policies, and procedures

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2. Focus on instructional design and innovation
3. Encourage shared leadership
4. Embrace financial and facility efficiencies

Aurora Institute:
Twenty-one certified Chugach staff traveled to the Aurora Institute for a very powerful week of collaboration and professional development. This is the largest competency-based conference in the United States and is rooted in the work Chugach has done with competency-based education.

I personally thought we would go down to explore new innovations, which did happen, but overall I feel like it was a time for staff to reflect on how we are doing with the model and if our classrooms are truly individualized and competency-based. The conversation was powerful and the CSD staff continues to impress me with their willingness to do whatever is best for kids.

We will use our minimum days throughout the year to continue the conversation on how CSD will move forward based on our time at Aurora.

Important Dates to Remember:

- November 9-12 AASB Annual Conference
- December 8-9 AASBs School Law and Equity
- December 15 – Tatitlek's Winter Break (back on 1-11)
- December 22 – Chenega and Whittier's Winter Break (back on 1-11 and 1-8)
- February 10-13: AASB Fly-In (Juneau)
- April 20-21 AASB Spring Boardsmanship Academy

Policy Overview:

<u>BB 9250 REMUNERATION, REIMBURSEMENT, AND OTHER BENEFITS</u>
Note: A.S. 14.14.140 authorizes the Board to compensate its members as provided by board resolution.

<u>Stipend</u>
The School Board recognizes the time and personal effort Board members give to the district. Board Honorarium will be paid to Chugach Board members for the following meetings:
1) Regular Chugach Board Meeting Days

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2) AASB November Training & Conference Days including days directly related to the conference in which school district business is being conducted.
3) NSBA Training & Conference Days
4) Special meetings.
5) Emergency Meetings

Board Honorarium Amount:

1. Daily Board Honorarium amount will be $275 for any meeting.
2. No honorarium will be paid for travel days that don't include Board meetings
3. Travel Expenses for Board members to participate in Board meetings will be reimbursed outside of the Board honorarium payments.

Per Diem

Meal per diem will be paid to Board members when they are required to travel in to school district activities. Per Diem reimbursement rate will be $60 a day.

Reimbursement of Expenses

Board members shall be reimbursed for expenses incurred in attending any meetings or in taking any trips on official business of the school district.

THE STATE of ALASKA
GOVERNOR MIKE DUNLEAVY

Office of the Lieutenant Governor

DIVISION OF ELECTIONS
Office of the Director

240 Main Street, Suite 400
PO Box 110017
Juneau, Alaska 99811-0017
Main: 907.465.4611
Fax: 907.465.3202
elections@alaska.gov

October 13, 2023

REAA 21 Board
9312 Vanguard Dr.
Anchorage, AK 99507

Dear REAA 21 Board,

It has come to the attention of the Division of Elections that Tupe Smith, who ran for Seat A, Chugach School District, REAA 21, in the October 3rd, 2023, election may not be a United States citizen, and therefore not presently qualified for the office to which she was elected.

Alaska Statute 15.05.010 provides that qualified voters must be citizens of the United States. However, Alaska Statute 14.08.045 gives REAA candidates 30 days after certification of the election to qualify for the board:

"AS 14.08.045 (a) The regional school board shall declare a regional school board seat vacant when the person elected

(1) Fails to qualify within 30 days of certification of the election…"

If Tupe Smith fails to provide the Board with proof of citizenship within 30 days of certification of the election, it is recommended that the Board declare a vacancy under AS 14.08.045.

The REAA election is scheduled to be certified on October 20, 2023.

Sincerely,

Carol Beecher
Director
Alaska Division of Elections
907-465-4611

cc: Thomas Flynn, Assistant Attorney General
Tupe Smith

Chenega Bay Community School

P.O. Box 8030
Chenega Bay, Alaska 99574
Office: (907) 573-5123
Fax: (907) 573-5137

October 13, 2023

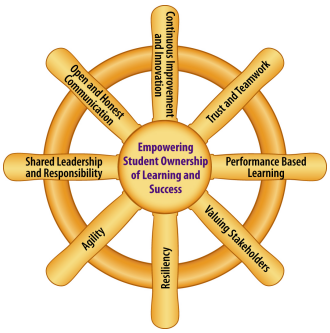
Cama'i,
On behalf of the students of Chenega Community School, we would like to thank you for your support of our first ever Chenega School Heritage Week. Our event was a great success and was enjoyed by all. It is because of your kindness and generosity that this event was able to take place.

Because of the support of Chenega Corporation, Chenega IRA Council, Chugach School District, the Center for Alaskan Coastal Studies, and Chenega's wonderful community members, we were able to participate in many cultural learning activities and events. Some of the highlights of our week included participating in a traditional seal hunt, processing a seal for use for the entire community, learning about the anatomy of the seal, a visit and tour of Armin F. Koernig Hatchery, and a community subsistence potluck. If you would like to see pictures of the event, please visit the Chenega Bay School Facebook page.

We look forward to hosting a similar event next year, and hope you will be willing and able to partner with us, once again to ensure a quality event for our students, school, and community.

Quyanaa,

Chenega Community School Student Council
and Staff



Chugach School District

9312 Vanguard Drive, Suite 100
Anchorage, AK 99507-5355
(907) 522-7400 Phone
(907) 522-3399 Fax
www.chugachschooldistrict.com

November 1, 2023

Aurora Institute
1100 N. Glebe Road, Suite 1010
Arlington, VA 22201

Dear Dr. Loretta Goodwin,

I hope this letter finds you in good health and high spirits after your recent successful Aurora Symposium in Palm Springs. I know for our school district we have a renewed sense of purpose and great energy coming off of our time at Aurora. Thank you! With this said, Chugach School District would like to formally invite the Aurora Symposium to Anchorage, Alaska for the Fall Symposium, 2025. With the name "Aurora" and Alaska being one of the founders of Competency-Based Education, it seems like a natural fit.

Alaska is home to Anchorage School District's (ASD) Highland Tech High School, Lake and Peninsula School District, and Chugach School District (CSD), all long-time competency-based organizations. It is also home to the University of Alaska Anchorage which, in preliminary conversations, would welcome the conference and support and share out their quest to embrace experiential learning in any way they can. Preconference opportunities to visit UAA, Whittier School (CSD), Voyage School (CSD) and Highland Tech High (ASD) could also be possibilities to provide actual real-life competency-based experiences.

Anchorage is a vibrant and culturally rich city known for its diverse culture, innovative spirit, and top-tier facilities. The event could be hosted at the Dena'ina Civic and Convention Center, a world-class facility that offers state-of-the-art amenities and a great environment for meaningful discussions and networking. The center is located in beautiful downtown Anchorage and is surrounded by all of the amenities to make a conference such as the Aurora, successful.

We are excited about the possibility of hosting the Aurora Symposium in Alaska and if it is even a remote possibility, we would like to discuss the details further, please do not hesitate to contact me at tmase@chugachschools.com or 907-522-7400 to arrange a meeting or to address any questions or concerns you may have. Thank you for your consideration.

Sincerely,

Ty Mase, Chief School Administrator

Chenega School
PO Box 8030
Chenega, Alaska 99574

Education Advisory Committee (EAC) Unofficial Agenda 10/05/2023

1. Call to Order at 3:50pm
2. Attendees
    - Camille, Sue, Gail, Joey, Ayeisha
3. Head Teacher Report:
    - We have reached the number of students that we need to meet the enrollment criteria. However, many of out students are out of the village right now with affects our attendance, which is also a part of the count. We ask that parents try not to take their children out of school during the month of October, if at all possible.
    - Students leaving the village can be marked as present if they take homework with them AND return the completed homework to the teachers upon return to school. If homework is not complete, the student will be marked as absent.
    - Please ask for homework for your child 5 days in advance. We understand that emergencies happen, and we will be flexible in those circumstances. We ask that parents be considerate of the teachers time, as we generally do not have lesson plans and materials ready 5 days in advance that we send home last minute.
    - Engineers visited the school yesterday. They are just one team submitting a quote to the School Board for the renovation project.
    - Older students are studying Ecology in science, They have covered Biotic and Abiotic faros with an ecosystem, Symbiotic Relationships, and food webs. Next week they will begin focusing on our local habitat and build a food web of the organisms within our local habitats.
    - Gothic unit will be wrapped up by the end of the quarter. Students learning the different literary elements. Will began focusing on foreshadowing and flashbacks as literally elements next week.

- Civics- finished up studying the Bill of Rights. They will begin discussing the various levels of government next week, starting with the IRA Council

4. Mrs. Parker Teacher Report

    - This week we are learning about bats. They have been able to incorporate preschool skills such as fine motor skills, art, reading, grass motor skills.
    - They are learning to sit and listen. Next week they will be learning about spiders. They have been doing a lot of counting and ABCs.
    - The older students have their math in the afternoon so it less distracting for the students. Science is in morning. Things are going good.
    - Focusing on phonics instruction and spelling, as we have seen that many students have missed that instruction and are struggling spellers.
    -

5. Seal Week-

    - Gail is ready to start planning for next year. She said there was a lot of positive comments about the event.
    - We will begin planning for the next event in January.
    - Students ask that if there is another animal hunts that it be one that all the students can hunt. Does not have to be focused around and animal, but having a central focus helps plan the even a lot easier.
    - Camille asked that the Chenega IRA Council or Chenega Corp take over the entire responsibility of planning and executing a hunt., if they decide to go that route.
    - Sue and Camille also ask that we either hire a cook or get more volunteers for cooking from community members. Teachers spent too much time in the kitchen and it did not allow them to fully participate with the students. Most days the teacher were at the school for 14-16 hours.

6. Student Council Report (decided on Bear logo? For NYO Banner): This will be discussed at a later date (when the older students get back from trips)

7. Open Discussion

- Gail asked about the student store as a way to teach kids the value of a coin. Sue and Camille Agree that this is good and idea and will be willing to implement after the first quarter is complex.
- Joey will begin teaching NYO for the students starting
- Gail and the school board members from Tatitlek are advocating for the funding for a student council representative to attend the School Board meetings.
- Doug is working with Chugachmiut to get language instruction back in the school.
- Gail reported that Chenega is the only community that holds regular EAC meetings.
- Joey would like see a School Newsletter sent out to the community once or twice a week.
- Larry is going to bring up the idea of a council Facebook page so that the community can keep up with what is going on in the village.
- Ayeisha is working on her GED and asked if she could come up to the school and use the internet. She also wondered if one of the teachers would be willing to tutor her in Math and Language Arts. Camille agreed to let her use the internet during school hours, and would be willing to tutor her after school hours.

8. Next EAC Meeting 11/2/23
9. Meeting Adjourned at 4:36 p.m.

EAC Meeting Agenda
October 4, 2023

Members present:
Millie Suli, Jane Alzner, Tim Bloodgood, Andrea Korbe, Scott Korbe, Carter Briggs, Stephanie Atonio, Jesaiah Atonio, Charity Atonio, Sia Smith, Max Pese, Ross Carlson, Shelby Carson, Bonifacio Rojas, Stacy Korbe, Megan Maloney, Bibo Chung, Porter Shen, Jasper Shen, Clover Shen, Bookie Pese, Katriona Suli, Kaitlyn Macaltao, MJ Nonog, Kelsey Korbe, Chloe Cardenas

I. Call to Order at 5:35pm

II. Old Business

III. New Business
- a. Membership and Officers
  - i. Decision to forgo officers and work together as a team
- b. Beginning of Year
  - i. Staffing (4 teachers, 2 aides, custodian, breakfast cook)
  - ii. Field trips – Portage Glacier, Victor (kayaking, bike trip, hiking)
- c. Close Up
  - i. HS trip to DC/NYC (March 9-17)
  - ii. Fundraisers (movie night, Halloween carnival, delivery dinners, vball and bball games)
  - iii. Donations letters to Whittier businesses
  - iv. $500 deposit due 10/24
  - v. Balance due 1/25 ($3724 per student)
  - vi. Fundraiser ideas
    1. Garbage pick up
    2. Shoveling snow
    3. Stickers
    4. Laundry room jars
    5. Charge for open gym
- d. October Count Month
  - i. Please make sure all students are present
- e. Maintenance position
  - i. Position is still open
- f. Preschool position
  - i. Ms. Stacy has been doing a fantastic job
  - ii. Position is still open

IV. Announcements
- a. Students would like after school activities
  - i. Kids Gym (Millie will volunteer to work after school gym on Monday from 3:30-4:30)

Next meeting: Wednesday, November 1st at 5:30pm

Chenega EAC Meeting
November 2, 2023

In attendance: Sue Parker, Camille Parry, Mike Vigil, Norma Selanoff, Gail Evanoff, Terri Michener, Steve and Melonie Kasheveroff, Gabriella Parry, Joey Cross.

1. Call to order at 3:56 p.m.
2. Head Teacher Report:
    a. Older kids just finished the Gothic unit and will begin a Unit on "the meaning of life", Unit will include short stories and short novels
3. Mrs. Parker Report
    a. Survived Halloween- had some dragging kids the day after
    b. Focusing on phonics, a lot breaking up words and spelling.
        i. Trying to get everyone reading. Working on syllables.
        ii. Using the Heggerty program for all levels at this point
    c. Math: Working on time, money
    d. Reading: short sentences, punctuation, sentence structure, and parts of speech.
4. Halloween Carnival Discussion:
    a. What would the community like to see in the future
        i. There was plenty of food- Joey
        ii. The number of games was gun- Terri
        iii. Good Menu- Mike
        iv. Better prizes for the whole community games
    b. Gabby's student council report on Halloween:
        i. We will get rid of Plinko
    c. Michael suggested that we have the carnival on a different day that Halloween Day. It was agreed on by the community. He suggested temporary tattoos.
    d. Melonie like the donut eating contest. Melonie wants to donate caramel apples.
    e. Community liked the community participation games.
5. Thanksgiving: we will have some kind of desert and coffee. No to Turkey bowling but maybe a game where the prize is a turkey. Celebration will be the Saturday before Thanksgiving. Bingo, yes! Issue gift cards for prizes.
6. Chenega Banner: Michael Said that Chenega Heritage has funds that they need to spend by December. They would like to provide for a banner and NYO Gear.
    a. Melonie: the last banner disappeared. Maybe we could have one banner for the school and one for traveling.
7. Christmas: Big meal for Christmas.
    a. Community Christmas tree crafts once a week
    b. Kids want to buy a tree. Michael suggested that the kids put together a proposal for a tree.
    c. Student labor auction
    d. More Bazaar and less auction
    e. Bake sale

8. Preschool for next year: We will be looking for a preschool teacher next year. Sue and Camille would be willing to mentor anyone that would like try being a preschool teacher
    a. Student Council Report: Gabby has been giving reports throughout the meeting
9. Open Discussion: Gail School Board Report
    a. Gail reported that the school district is focusing on homegrown teaching for the preschool teacher. They would like to a community have the opportunity to grow up through the system and hopefully they will, at some point, become teachers.
    b. There is a system that will allow a member from our small communities to go to school in Sitka that will help with tuition and transportation for the student.
    c. Prince William Sound Health Fair will take place the week after Spring Break (March 18-20, 2024)
    d. CSD is in the process of offering contract to the winning bid for the school.
    e. Alaska Reads Act: The state has been pushing literacy
    f. Chugachmiut and CSD are working together to look for
    g. November is Alaskan Native Heritage Month: we invite all community membors to come and play their part in making sure the heritage is passed on. Camille will ask for new frames for the picture in the entry way, as well as a new school mission statement
    h. First CSD board meeting on November, 2024.
    i. School board would like to the community to look into brining an artist in residence into the communities. Gail will look to see how the board will help in making that happen. The artists are in high demand, so we need to get those requests in NOW for the spring semester.
    j. Board members would like CSD to rotate their meetings and not always have the meetings in Anchorage.
    k. Construction of the school should be done in one construction season, but that doesn't mean that we cannot come up with other projects. She mentioned the school playground being unprotected from bears/it is wide open and bears could wander in at any time.
10. Next EAC Meeting:
11. Meeting Adjourned At:

child newsletter



SCHOOL YEAR 2023/2024

OVERVIEW/INNITIATIVES

The CHILD grant continues to support teachers and students through several initiatives including:

- Family engagement kits
- Elder story books
- CHILD Alaska Native Language App
- BRIDGE check out bags
- Alaskan Literature check out kits
- IPads and Yoto audio books

We supported 50+ family engagement activities last year.

child

Cultural Heritage Improves Learning & Development

SITE ENROLLMENT

Chenega.....2
Chignik Lagoon.....3
Chignik Lake.....3
FOCUS Homeschool - Anchorage...11
FOCUS Homeschool - Fairbanks.....5
FOCUS Homeschool - Matsu Valley....14
FOCUS Homeschool - Valdez.....5
Kokhanok.....8
Naknek Elementary.....19
Newhalen.....13
Nondalton.....2
Perryville.....5
Tanalian.....4
Tatitlek.....2
Whittier.....6

15 sites and 102 students

The CHILD Grant is a partnership between Bristol Bay Borough School District, Chugach School District, and Lake & Peninsula School District. We are grateful for our grant applying tribal partners: King Salmon Tribal Council, Naknek Native Village Council, Levelock Village Council, Newhalen Tribal Council, Nondalton Village, Native Village of Port Heiden, Chignik Lake Village, Native Village of Chenega, and Native Village of Tatitlek IRA.

child newsletter

MAT-SU PRESCHOOLERS MET WITH RANGERS

This month, valley preschoolers met at Reflections Lake to learn about animal tracks and safety. They used components from our Alaskan Culture buckets

ALASKAN CULTURE BUCKETS

Our culture buckets are being revamped! Preschool teachers have been sent surveys to help guide our process.





Mushing and traditional foods kits

Animal Tracks at Reflections Lake



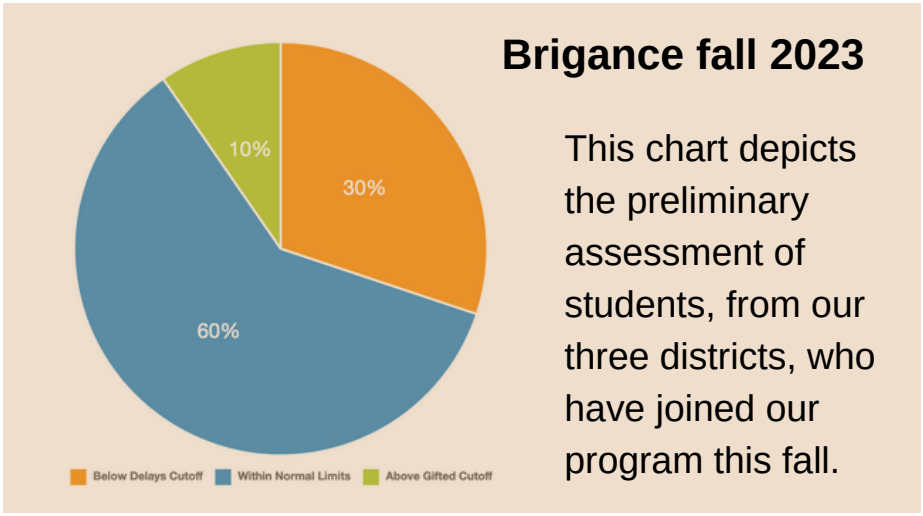
child newsletter



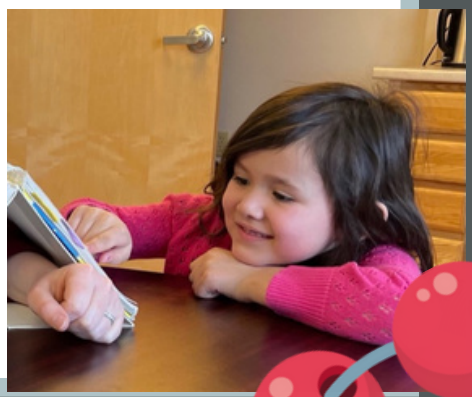
ABOUT BRIGANCE DEVELOPMENTAL SCREENING

The Brigance screening tool has been integrated into our district's academic calendar in the first and third quarters annually. Its primary purpose is to establish a baseline for student development, enabling educators to tailor lesson plans to individual student needs.

Additionally, educators receive an extensive list of engaging and informative activities that parents can utilize at home to enhance specific skills identified in the screening.



This chart depicts the preliminary assessment of students, from our three districts, who have joined our program this fall.



Link to Reimagining Education in Alaska https://www.nativefederation.org/education/

FNA, OCTOBER 19-21

Dena'ina Civic & Convention Center
(600 W 7th Avenue) in Anchorage, Alaska
https://www.nativefederation.org/convention/



child newsletter

ALASKA READS ACT & THE SCIENCE OF READING

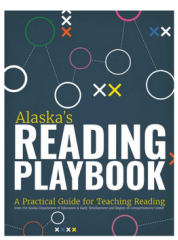
What does it mean for our preschools?

Extensive research in the field of reading instruction has shaped the development of the Alaska Reads Act. To gain a more comprehensive understanding of the act, I recommend downloading a digital copy of Alaska's Reading Playbook.
For an in-depth look at the Science of Reading and the need for reform, try listening to Emily Hanford's Sold a Story podcast.
Future newsletters will feature information on Learn & Grow, Heggerty, and other initiatives we're introducing in our classrooms to encourage early literacy skills.



Fairbanks hosted a literacy event focused on the Alaska Reads Act and the Science of Reading. Students were able to adopt plush reading pets and choose from a large selection of books to take home. Parents shared their favorite ways to encourage reading. Here are some of their most popular suggestions:

- Modeling reading
- Create a cozy reading space.
- Use dramatic voices when reading
- Use a colorful reading chart
- Turn off the volume, reading subtitles is reading!



LEARN MORE ABOUT THE ALASKA READS ACT

What & Why - 1 Page

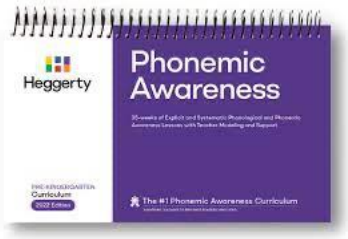
Early Childhood – PEG Grant
October 2023

GOAL 1: Elevate Early Literacy for 3 through 5-year-olds

Student Numbers: Total- 47 (9 half-day PreK and 38 Homeschool Students) Site Schools: 3, Homeschool Hubs: 4			
FOCUS Homeschool (Anch) – 14	FOCUS Homeschool (Fbks) – 5	FOCUS Homeschool (MatSu) – 14	
FOCUS Homeschool (Valdez) – 5	Chenega Bay – 2	Tatitlek – 1	Whittier – 6

Heggerty Daily Phonemic Awareness Instruction

- **Classroom teachers deliver daily instruction in Phonemic Awareness.**
- **Homeschool families have access to daily lessons online as well as allotment funds to purchase Heggerty for at home use.**
- **All families have access to daily lessons online when out of school.**

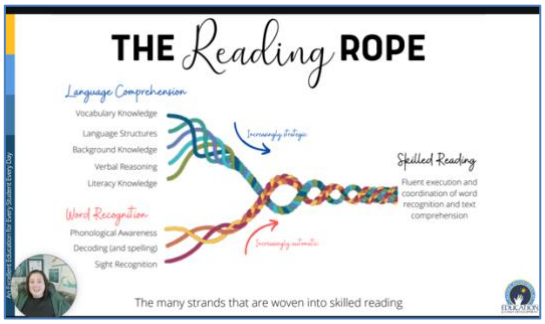


GOAL 2: Develop and Retain High Quality Educators

Certified Teachers: 4
Teachers Preparing for Certification: 1
Classified Staff: 4

Fall Inservice Agenda:
Science of Reading
Heggerty Onboarding
Learn & Grow 101
Tech in PreK
Coaching Overview
Family Event Training
Family Resources





Amber Kresl, Early Childhood Specialist
Certified CLASS Observer

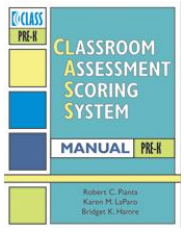
Pyramid Model, to be implemented FY25.



Training in CLASS Tool

TWO CLASS observations per year minimum for classroom teachers.

Coaching sessions available for all teachers.



Learn & Grow, SEED, and Teacher Certification

- **Incentives up to $2000 provided for growth on SEED Ladder.**
- **Teachers are offered and encouraged to complete 40+ hours of PD during the year.**
- **Stipends available for certification process costs.**

Learn & Grow

SEED
System for Early Education Development

ALASKA DEPARTMENT OF EDUCATION & EARLY DEVELOPMENT

Early Childhood – PEG Grant
October 2023

Goal 3: Foster Family and Cultural Connections

Family Event Kits

- **Family Events 4-9 times/year:**
- **Kits available with supplies at teacher request.**
- **Library of kits being developed with online catalog.**





Culture Clips

Culture Clips
Short, developmentally appropriate videos (1-2 minutes) with information to enhance the culture units. Will be available via app in FY24.





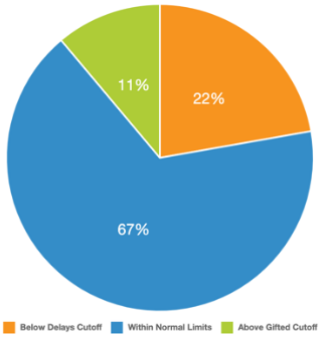
GOAL 5: Ensure Kinder Readiness and Streamline Kindergarten Transition

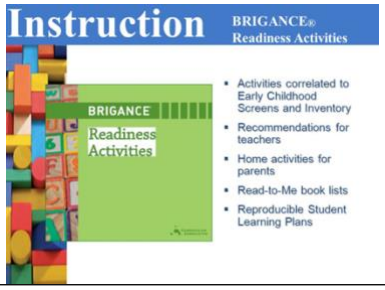
Brigance Screening

78% of preschool students developing at or above normal limits in fall screening



Fall Screening





Family individual learning plans created for each student using Brigance Screening results.

Teaching Strategies GOLD

- **6 Teachers with IRR**
- **All observations and scoring overseen by an IRR teacher.**

TeachingStrategies® GOLD®



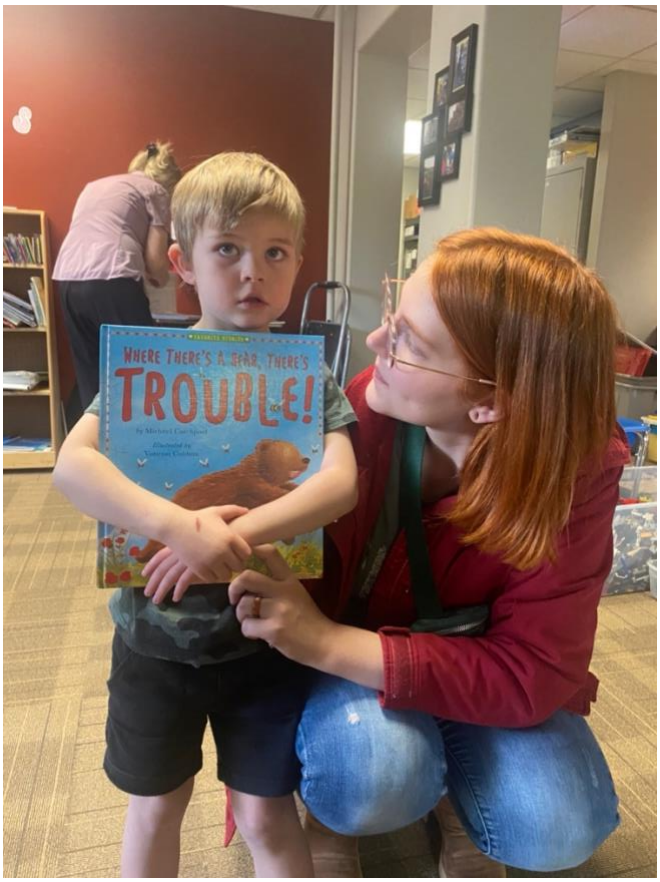
Early Childhood – PEG Grant
October 2023

Program Spotlights

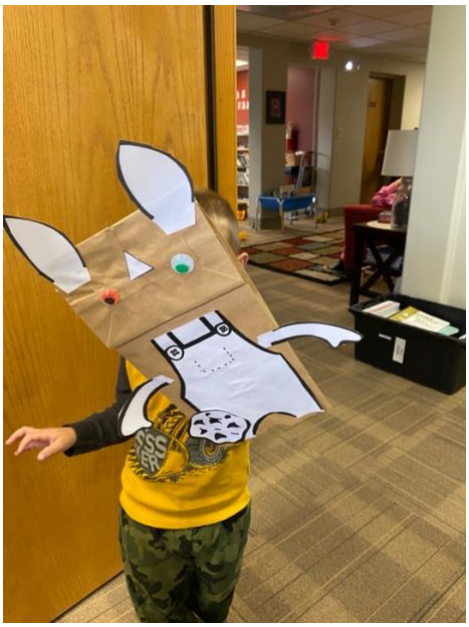
New Office Space for MatSu FOCUS!



Book Distribution for At-Home Libraries



Give a Mouse a Cookie PK Family Event



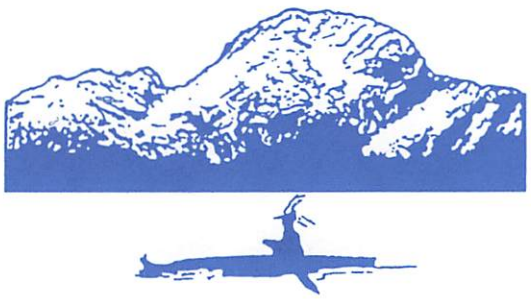
Animal Tracks Family Event at Reflections Lake



Chugach School Board Standard Operating Procedure (SOP) Timeline

JULY	- No Meeting - Board Election Seat Applications
AUG.	- Aug. 6: Board Seat Apps. Due - Approve Budget Transfers - Approve % match of staff retirement funds - Set Annual Calendar - Review Student Handbook - CIPs Review / Update - Back to School Events - Approve CSA Evaluation Document
SEPT.	- Set Board Goals - Review CSA's Goals - Student Performance Review - Review State Testing – AK STAR - Climate Survey Review - Review & Update Strategic Plan - Select Services, Legal, Audit Banking, Accounting - Tax Credit Donation Proposals & Reports - Scholarship Committee Meets - Focus Vendors Approved
OCT.	- No Meeting - Chenega Cultural Heritage Week - Student Count Period - Board Seat Election - AFN
NOV.	- Swear in new board - Board Officer Selection - Annual Conference - New Board Training - Select Rep for NSBA Amer. Ind. And AK Native Committee - Review Policy Updates – 1st Read - Board Scholarship window opens – 1st semester
DEC.	- Approve Policy Updates – 2nd Read - Approve Board Scholarships - Health Insurance Contract - Department Head Reports - Winter AASB Boardsmanship - New Grant Applications - Audit Report – Altman and Rogers - Audit Adoption -Spring Trip Proposals
JAN.	- No Meeting - Russian Orthodox Holidays
FEB.	- CSA PEP - Board PEP - Legislative Fly-In - Request Fuel Bids - Approve Certified Contracts
MAR.	- 1st Reading Budget - NSBA Conference - Fuel Bid Approved - Spring Board Newsletter - Request School Calendars from EACs - Scholarship Committee Meets
APR.	- Next Year Service Contracts - Review Strategic Plan - Next FY budget 2nd Read - Approval - Community Input Survey - Board Scholarship window opens
MAY	- Graduations - Award Board Scholarships - Grant Reports - Summer Facility Projects - Approve School Calendars - Tatitlek Cultural Heritage Week
JUNE	- No Meeting

AASB - Alaska Association of School Boards
ADM - Average Daily Membership
AFN - Alaska Federation of Natives...
AIMS - Aligned Information Management System
APEI - Alaska Public Entity Insurance
CHE - Chenega Bay
CHW - Cultural Heritage Week
CIP - Capital Improvement Plan
EAC - Education Advisory Committee
FY - Fiscal Year
NSBA - National School Board Association
NYO - Native Youth Olympics
OASIS - Online AK School Info System
PEP - Performance Evaluation Process
PIER - Plan, Implement, Evaluate, Refine
SOY - Start of Year
TAT - Tatitlek
WHT - Whittier



Tatitlek Village IRA Council

"God's Country, USA"

October 31, 2023

Chief School Administrator Ty Mase
Chugach School District
9312 Vanguard Drive
Anchorage, Alaska 99507

Dear Chief School Administrator Ty Mase,

The Tatitlek IRA Council has a positive working relationship with the public school in our area. The Tatitlek IRA Council is satisfied with the educational services and programs provided by the Chugach School District. The Chugach School District has provided the tribe with a copy of the regulations 34 CFR 222.91-94 pertaining to our rights under the Indian consultation process. We understand our rights and offer this letter as a waiver of the Impact Aid Indian Policies and Procedures requirements for the FY 2023 Impact Aid application year.

If you have any questions or concerns relating to this waiver, please contact Nanci Robart at 907.325.2311 or nanci@tatitlekira.com

Sincerely,

Nanci Robart, President



CHUGACH SCHOOL DISTRICT GENERAL FUNDS 10/31/23

Current Year-To-Date Budget & Expenditures

From July 1, 2023 - October 31, 2023

Fund #	Description		Revised Budget	Year-To-Date	% Spent
100-100	Instruction	Teachers Salaries, Travel, Supplies	$ 3,132,812.00	$ 765,194.94	24.43%
100-200	SPED Instruction	Special Ed. Teacher & Travel	$ 196,484.00	$ 30,081.45	15.31%
100-220	SPED Support	Pyschological & Speech Therapist + Travel	$ 333,038.00	$ 90,574.52	27.20%
100-350	Support Services-Instruction	Staff Salaries, Travel, Supplies (copiers/phones, internet)	$ 1,527,224.00	$ 122,398.09	8.01%
100-400	School Adminstration	School Adminstration Salary + Benefits	$ 123,871.00	$ 56,529.99	45.64%
100-510	District Administration	District Administration Salary, Benefits, Travel, Utilities	$ 198,835.00	$ 72,378.66	36.40%
100-511	Board Of Education	Board Travel, Stipends & Dues	$ 77,000.00	$ 4,040.07	5.25%
100-550	District Administration Suppc	District Administration Salary, Benefits, Insurance	$ 265,053.00	$ 210,229.51	79.32%
100-600	Operations & Maintenance	Classified Salary, Benefits, Travel, Energy, Insurance	$ 531,935.00	$ 139,138.57	26.16%
100-600	Other Financing Issues	Interfund Transfers (Breakfast)	$ 55,275.00	$ 14,410.40	26.07%
100-780	Other Expenses	Scholarship	$ 5,000.00	$ -	0.00%
		TOTAL	**$ 6,446,527.00**	**$ 1,490,565.80**	**23.12%**
390-540	VTE Residential Stipend	State Stipend as $1,200/per student for 9 months	$ -	$ 133,491.10	#DIV/0!

Interested earned in Savings thru September 29, 2023 = $78,523.60

BB 9223 BOARD VACANCIES

***Note**: The following provisions apply to school boards pursuant to A.S. 14.08.045. Item below could apply to a write-in candidate whose qualifications were not verified prior to election or to a district employee who fails to resign her/her employment after election.*

The School Board may declare a regional school board seat vacant if the person elected:

1. fails to qualify for Board membership within 30 days of certification of the election,

2. refuses to take office,

3. resigns,

4. is convicted of a felony involving moral turpitude or a violation of the oath of office while serving as a School Board member,

5. no longer resides within the boundaries which he/she was elected to represent and a two-thirds vote of the Board declares the seat vacant.

(cf. 9220 - School Board Election)

The school board shall declare a vacancy on the Board for any actions which disqualify a member from service in accordance with state laws and local ordinances.

***Note**: A.S. 14.14.080 allows a school board to declare a board vacancy when a member fails to attend three consecutive regular board meetings without being excused by the Board President.*

Three consecutive unexcused absences from regular board meetings shall be sufficient cause for the Board to declare a Board vacancy.

(cf. 9121 - President)

(cf. 9320 - Meetings)

Appointment to the Board

A vacancy on the Board shall be filled within 30 days of the vacancy by Board appointment. When making an appointment to the Board, the Board desires to draw from the widest possible number of candidates.

The Board shall:

1. Advertise the vacancy in suitable local media.

2. Solicit applications or nominations of any legally qualified citizen interested in serving on the Board.

3. Provide candidates with appropriate information regarding Board member responsibilities.

4. Announce names of candidates.

5. Select the provisional appointee by majority vote at a public meeting.

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

Legal Reference:

ALASKA STATUTES

14.08.041 Regional school boards

14.08.045 Vacancies

14.08.081 Recall

14.12.070 Vacancies

14.14.080 Declaring a school board vacancy

29.26.240 - 29.26.360 Recall

Adopted: March 2, 2006

The Chugach School Board seeks a qualified applicant to fill School Board Seat A, for Whittier. The Board asks for letters of interest from Whittier residents in order to appoint an individual to fill the vacancy during their December Board Meeting. The Board desires to draw from the widest possible number of candidates.

The Board shall:
1. Advertise the vacancy in suitable local media.
2. Solicit applications or nominations of any legally qualified citizen interested in serving on the Board.
3. Provide candidates with appropriate information regarding Board member responsibilities.
4. Announce names of candidates.
5. Select the provisional appointee by majority vote at a public meeting.

Please send letters of interest to the School Board Secretary, Serena Jackson at secretary@chugachschools.com.

MEMORANDUM # 23-24

DATE: November 8, 2023

TITLE:

SELECTION OF LEGAL REPRESENTATION FOR FY23/24

BACKGROUND:

Each year the Board is required to select an individual or firm to provide for the District's legal needs. The District moved from its past legal counsel provider to Sedor, Wendlandt, Evans, Filippi when John Sedor opened his own firm in 2004. Approximate Cost for 22/23: $32,538 (down from 21/22: $61,687)

SUPERINTENDENT RECOMMENDATION:

It is recommended the Chugach School Board approve Memo #23-24 keeping Sedor, Wendlandt, Evans, Filippi as the District's Legal Representation for FY23/24.

MEMORANDUM # 23-25

DATE: November 8, 2023

TITLE:

SELECTION OF AUDITING FIRM FOR FY23/24

BACKGROUND:

Board Policy requires the Board to select an accounting firm for the purpose of conducting the mandatory audit as outlined in the State Regulations. The accounting firm of Altman, Rogers & Company has provided this function for the past several years for the District. Approximate Cost: $31,000

We have just completed the FY22/23 financial audit process and are pleased with the services provided.

SUPERINTENDENT RECOMMENDATION:

It is recommended the Chugach School Board approve Memo #23-25 choosing Altman, Rogers & Company as the District's accounting firm for FY23/24.

MEMORANDUM # 23-26

DATE: November 8, 2021

TITLE:

SELECTION OF BANKING INSTITUTION FOR FY23/24

BACKGROUND:

The Board is required to select at least one banking institution annually for the purpose of conducting district banking and investing needs. The district has been with First National Bank of Alaska since 2018.

SUPERINTENDENT RECOMMENDATION:

It is recommended the Chugach School Board approve Memo #23-26 keeping First National Bank of Alaska as the District's banking institution for FY23/24.

POLICY	OVERVIEW	CONSIDERATIONS
BP 3311	This update includes a list of items that are exempt from normal purchasing procedures. Items on this list may be removed (and be subject to normal purchasing procedures) at a Board's discretion.	Adding a list of exemptions gives the dist. flexibility in purchasing process. Recommended approval.
BP 3312	This update includes a provision that states an agreement or a contract may not be enforced by a district unless it was validly entered into under District policy. It also requires that the Superintendent or designee sign all contract entered into by the District.	Clarifying language on terms of contracts for services. Recommended approval.
BP 3270	This update provides that surplus equipment purchased with a federal fund in the amount of $5,000 or greater must be disposed of in accordance with federal Uniform Administrative Requirements.	Clarifying language to comply with federal law. Recommended approval.
BP 5124.1	This new board policy and administrative regulation address family engagement and efforts districts should take to coordinate with parents. The policy and regulation are broad based and may be edited based on specific district need.	Policy supports CSD's efforts in engaging parents. Recommended approval.
BP 5131.9	This update is a substantial revision to the model academic honesty policy, incorporating modern best practices and addressing the use of artificial intelligence programs.	A solid update providing the district with academic honesty guidelines. Recommended approval.
BR 5141.43	This policy establishes a model investigative policy for professional boundaries violations. It does not supersede current investigatory procedures, but provides best practices when conducting investigations under various existing policies.	This policy will help guide district admin. and legal when investigations are necessary. Recommended approval.
BP 6112	This update includes a new provision that requires a kindergarten day in session to include at least two hours of instruction.	This policy doesn't really help or hurt us. Really doesn't apply.
BP 6147	This policy implements the reading intervention plans required by the new Alaska Reads Act. It addresses what must be included in the intervention program, individual reading plans, notification requirements, and progression goals.	Already in statute – policy seems redundant.
BP 6148	This policy implement the early education grant program under the Alaska Reads Act. It sets forth the compliance requirements for a district that opts for an early education grant under the Alaska Reads Act.	Already in statute – policy seems redundant.
BB 9200	This bylaw adds further clarity to how complaints brought to the board should be addressed, and requires board approval for legal opinions.	Clarifies complaint process and seeking legal advice for Board. Recommended approval.

BIDS BP 3311(a)

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 to do so. 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, set forth below. One of the following five methods of procurement shall be used for each purchase under a federal award:

1. Micro-purchases: Less than $3,000 ($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 $3,000 and $150,000
    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 $150,000
    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 $150,000
    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 following 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

To ensure that good value is received for funds expended, specifications shall be carefully designed and shall describe in detail the quality, delivery and service required.

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.

Exemptions

The following items are exempted from formal purchasing procedures:

A. Instructional materials for which purchasing guidelines have been established by School Board Policy in BP 6161.1(a); or
B. In-service presenters, speakers, or curriculum, instruction, or staff development experts selected for particular and unique expertise; or
C. Professional or consultant services such as medical, legal, negotiation, technical, or educational, not including architectural/engineering design services; or
D. Professional or consultant services (such as property and casualty insurance) purchased jointly with Local, State, or Federal agencies; or
E. 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
F. 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
G. Purchases involving replacement of equipment where similar equipment is being traded in; or
H. Purchases involving items regulated by Fair Trade Statutes; or

BIDS (continued) BP 3311(c)

I. 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
J. 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.
K. Proprietary (sole-source) items or services or items that are only available from a single source.

When applicable, prior to any purchase, the District should review the federal funding award or grant to determine if it requires compliance with Uniform Guidance OMB's procurement procedures.

(cf. 9270 - Conflict of Interest)
(cf. 4030 - Nondiscrimination in Employment)
(e. 3310 – Purchasing Procedures, Procurement)

Legal Reference:

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

FAIRBANKS NORTH STAR BOROUGH SCHOOL DISTRICT v. BOWERS, 851 P.2d 56 (Alaska 1992)

Revised 9/2023

CONTRACTS BP 3312

The Superintendent or designee may enter into contracts on behalf of the district. All contracts must be approved or ratified by the School Board.

(cf. 3300 - Expenditures/Expending Authority)

Contracts between the district and outside agencies shall conform to standards required by law and shall be prepared under the direction of the Superintendent or designee. Contracts, where appropriate, shall be submitted to the legal advisor of the district for review and approval.

A contract for professional and technical services or other purchases services or any amendment to a professional and technical services or other purchased services contract may not be enforced against the District unless its terms have been approved in accordance with Board Policy and Administrative Regulations and unless the contract or amendment(s) to the contract has been verified in writing that there are sufficient funds for the term of the contract.

All contracts, leases, and agreements shall be signed by the Superintendent or designee. The District shall execute all contracts, leases, and agreements.

The district shall not enter into any contract with a person, agency, or organization if it has knowledge that such person, agency or organization discriminates on the basis of race, color, creed, sex, religion, ancestry, national origin, age or non job-related handicap or disability, either in employment practices or in the provision of benefits or services to students or employees.

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

Legal Reference:

ALASKA STATUTES
14.08.101 Powers

ALASKA ADMINISTRATIVE CODE
4 AAC 27.085 Competitive pupil transportation proposals
4 AAC 27.100 Contractor's duties
4 AAC 31.065 Selection of designers and construction managers
4 AAC 31.080 Construction and acquisition of public school facilities

CODE OF FEDERAL REGULATIONS
2 C.F.R. 200.317-326, Procurement Standards

Revised 9/2023

SALE AND DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES (Personal Property) BP 3270

Note: Borough and city districts should check city and borough ordinances for requirements, if any, regarding sale of equipment.

The School Board recognizes that the district may own personal property which is unusable, obsolete, or no longer needed by the district and that the disposal of such property may be in the best interests of the district. Inoperable items remaining after a sale may be disposed of properly.

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

Surplus equipment $5000 or greater, purchased with Federal Fund must comply with Uniform Administrative Requirements - 2 CFR 200.313.

Disposal of items with an estimated value of less than $5,000 will be left to the discretion of the Superintendent or designee.

(cf. 3440- Inventories)

Revised 9/2023

FAMILY ENGAGEMENT BP 5124.1

Note: This is not a required policy and may updated at the discretion of the Board.

The Board recognizes families provide early and ongoing education to their children, and a strong collaboration between families and schools will ensure students continue to receive the supports they need to thrive and be prepared in school and beyond. The board also believes that partnerships with parents, guardians, and families are an important part of the educational program. Current research indicates a home to school partnership and greater involvement on the part of parents and families in the education of their children generally result in higher achievement scores, improved student behavior and reduced absenteeism. All parents, guardians, family members and foster caregivers have clear and active roles to contribute to the education of their children or foster children. All students can be successful when schools and families partner in children's education.

The District is committed to promoting family engagement as an integral part of the educational experience. Through family engagement we will:

1. Establish a welcoming and inclusive environment that actively encourages family involvement in their child's education.
2. Foster effective communication and collaboration between families, schools, and the community to support student success.
3. Provide resources, training, and opportunities for families to enhance their capacity to support their child's learning and well-being.
4. Provide resources, training, and opportunities for school staff to enhance their capacity to engage in meaningful partnerships with families.
5. Recognize and respect the diverse cultures, backgrounds, and perspectives of all families in our district.

By implementing this Family Engagement Policy, the District aims to strengthen the partnership between parents, guardians, families, schools, and the community, ultimately enhancing student achievement and fostering a supportive educational environment.

In addition, building administrators/designees of schools receiving Title I funds will jointly develop with and distribute to parents of children participating in Title I programs a written parent and family involvement policy and guidelines that increases family interest in partnership and involvement. The requirements of the policy and guidelines are consistent with Federal and State law.

(cf. 6171 – Title I Programs)

Created 9/2023

ACADEMIC HONESTY BP 5131.9

Note: This optional policy may be revised or deleted as desired.

Academic honesty and personal integrity are foundational components of a student's education in both the process of learning, and individual character development.

The Board expects that students will be truthful in all academic endeavors, and likewise, experience the requisite honor of proving their capabilities to themselves and the world.

The learning community of students, parents/guardians, staff and administrators shall be responsible for creating and maintaining a positive school climate that encourages honesty.

The Board expects that students will not cheat, lie, plagiarize, or commit other acts of academic dishonesty. Students found to have committed an act of academic dishonesty shall be subject to district and school sanctions.

The Board recognizes that the advancement and availability of artificial intelligence/generative technology (AI/GT), means the learning community is very likely to utilize this new technology. Such use must meet the requirements of academic honesty and yet allow for its application as a new tool for instruction, critical thinking, exploration, and development of original thought and material. It is expected and required that use of AI/GT will be appropriately referenced and noted.

(cf. 5144 - Discipline)

Revised 9/2023

AASB POLICY REFERENCE MANUAL
9/92

UNIFORM INVESTIGATIONS BP 5141.43(a)

The purpose of this policy is to provide guidance and procedures for conducting fair, thorough, and consistent investigations within the District. This policy is designed to ensure the safety, well-being, and rights of all students, staff, and stakeholders involved in the investigative process. It aims to foster a safe and inclusive learning environment where concerns and allegations are taken seriously, investigated promptly, and resolved appropriately.

By implementing the Administrative Regulation associated with this uniform investigation policy, the district is committed to maintaining a safe, respectful, and inclusive learning environment for all. Through fair and thorough investigations, we strive to address concerns, promote accountability, and protect the rights and well-being of our students and staff.

(cf. 5141.42 – Professional Boundaries of Staff with Students
(cf. 1312 – Public Complaints Concerning the Schools
(cf. 1312.3 – Public Complaints Concerning Discrimination
(cf. 4118 – Certificated Personnel – Suspension/Disciplinary Action
(cf. 4119.11 – All Personnel – Sexual Harassment
(cf. 4144/4244/4344 – Complaints

This policy is designed to supplement and reinforce the mandatory reporting requirements of AS 47.17, the reporting requirements of AS 14.33.210, and the concepts of Professional Boundaries of Staff with Students. This policy is not designed to replace or impact investigations conducted by the Professional Teaching Practices Commission pursuant to AS 14.20.

The associated Administrative Regulation has been developed to assist school administrators when it is necessary to investigate complaints or allegations of misconduct against school staff, including volunteers. These investigations are referred to as administrative investigations.

Legal Reference:

ALASKA STATUTES

AS 14.20 *Teacher and School Personnel*
AS 40.25 *Public Record Disclosure*
AS 47.17 *Child Protection*
AS 14.33.210 *Reporting of Incidents of Harassment, Intimidation, or Bullying*

ALASKA ADMINISTRATIVE CODE

4 AAC 12.210 *Reporting Instances of Prohibited Sexual Conduct*
4 AAC 12.220 *Failure to Report Instances of Prohibited Sexual Conduct*
20 AAC 10.020(b)(4)(A) *Code of Ethics and Teaching Standards*
20 AAC 10.020(b)(4)(B) *Code of Ethics and Teaching Standards*

Created 9/2023

SCHOOL DAY BP 6112

Note: Pursuant to AS 14.03.040, the school board may approve Saturday as a day in session. The following sample policy may be revised or deleted to reflect district philosophy and needs.

The School Board shall fix the length of the school day subject to the provisions of law.

The school day shall be arranged and scheduled by the administration so as to offer the greatest return educationally for the time spent, within the limitations of school facilities and requirements of state law and regulations.

A school that offers kindergarten shall provide a kindergarten day in session that consists of at least two hours of instructional time. A kindergarten student who attends school for less than four hours per day, exclusive of intermissions, will be counted for funding purposes under 4 AAC 09.040, *Counting of correspondence students and part-time public school students*.

Legal Reference:

ALASKA STATUTES
14.03.40 Day in session

ALASKA REGULATIONS
4 AAC 05.100 Kindergarten day in session
4 AAC 09.040 Counting of correspondence students and part-time public school students

Revised 9/2023

ALASKA READS ACT INTERVENTION PROGRAMS BP 6147

Note: The purpose of this policy is to implement the intervention programs set forth in the Alaska Reads Act, HB 114.

The Superintendent shall coordinate the establishment of a District-wide reading intervention program in accordance with AS 14.30.765. The services provided under this program must, to the extent practicable:

1. Be provided by a district reading teacher, or paraprofessional under the supervision of a reading teacher, to all students in grades kindergarten through three who are determined to have a reading deficiency based on the statewide screening tool provided by the Department.
2. Provide explicit and systematic instruction in phonemic awareness, phonics, vocabulary development, reading fluency, oral language skills, and reading comprehension, as necessary.
3. Use evidence-based reading intervention methods that have shown proven results in accelerating student reading achievement within a single school year.
4. Include instruction with detailed explanations, extensive opportunities for guided practice, and opportunities for error correction and feedback.
5. Incorporate daily targeted small group reading instruction based on student needs, either in person or online.
6. Monitor the reading progress of each student's reading skills throughout the school year and adjust instruction according to student needs.
7. Be implemented during regular school hours through any available method, including in person or through online delivery by teachers or specialty reading coaches.
8. Be implemented outside of regular school hours, as directed in the student's individual reading improvement plan, for a student who scores at the lowest achievement level on the statewide screening tool.
9. Be reviewed based on a department-approved response to intervention or multi-tiered system support models, addressing additional support and services needed to remedy identified needs.
10. Support reading intervention at home by parents or guardians by offering a list of adult literacy resources and organizations, providing opportunities for parent or guardian participation in training workshops, and encouraging regular parent or guardian-guided home reading activities.

Individual Reading Improvement Plans

The District shall provide each student in grades kindergarten through three who is determined to have a reading deficiency based on the statewide screening tool an individual reading improvement plan. This plan must be in accordance with the provisions set forth in AS 14.30.765(b).

Notice Requirements

If at any time during the school year a student in grades kindergarten through three demonstrates a reading deficiency, a District representative shall notify the student’s parent or guardian. This notification must be not later 15 days after identification of the reading deficiency and include the information described in AS 14.30.765(c).

Progression

Students identified with a reading deficiency shall progress through grades as set forth under AS 14.30.765(d) – (m).

Legal Reference:

ALASKA STATUTES

AS 14.30.760 *Statewide screening and support*

AS 14.30.765 *Reading intervention services and strategies; progression*

ALASKA ADMINISTRATIVE CODE

4 AAC 06.400 *Statewide literacy screening and support*

4 AAC 06.405 *Reading intervention services and strategies*

4 AAC 06.410 *Individual reading improvement plan*

4 AAC 06.415 *Student Progression*

4 AAC 06.490 *Definitions*

Created 9/2023

EARLY EDUCATION PROGRAMS BP 6148

Note: The purpose of this policy is to implement early education programs established by the Alaska Reads Act, HB 114. Early education programs are voluntary, and grant funds can be used to either develop a Pre-K program or improve upon an existing program.

The Superintendent, in consideration of appropriate District need, may seek a grant for an early education program under AS 14.03.410 and 4 AAC 60.200. Before applying for a grant, the District shall, to avoid duplicate programs and facilitate resource sharing to improve early education within the district, consult with each local and tribal head start program within the district's boundaries. The Superintendent must ensure that the District has the resources and intent to create an early education program.

The District-wide early education program must:

1. Adopt an evidence-based program of learning.
2. Have a certificated teacher in charge of the program.
3. Implement the guidelines for an early education program described in the department's *State of Alaska Early Learning Guidelines* under 4 AAC 60.170.
4. Have a minimum day in session of two hours per day, five days per week.
5. Accommodate the early education needs of district children and their families, regardless of socioeconomic circumstances.

The District shall provide an annual ADM assurances report regarding its early education program in a format prescribed by the Department of Education and Early Development.

During the grant period, a school district that receives a grant award under 4 AAC 60.200 must demonstrate progress towards meeting or exceeding the standards for a high quality early education program under AS 14.07.165(a)(5) and 4 AAC 60.190 by complying with the department's grant reporting requirements and submitting a year-end report to the department.

The District's early education program must also comply with the requirements under 4 AAC 60.205.

Legal References:

ALASKA STATUTES

AS 14.03.410 *Early education programs; grants*

ALASKA ADMINISTRATIVE CODE

4 AAC 60.190 *High quality early education program standards*

4 AAC 60.195 *District accountability; revocation of approval of district-wide early education program*

4 AAC 60.20 *District-wide early education program grants; applications; duration; award determinations*

4 AAC 60.205 *District-wide early education program grant recipient obligations*

4 AAC 60.210 *Criteria for inclusion of district-wide early education program students within a district's ADM*

Instruction

4 AAC 60.990 *Definitions*

Created 9/2023

AASB POLICY REFERENCE MANUAL
9/92

BOARD MEMBERS BB 9200(a)

Note: The following sample bylaw may be revised to reflect district philosophy and needs.

Limits of Board Members Authority

The School Board has broad but clearly limited powers. The exercise of its authority is restricted to the functions required or permitted by law, and then only when it acts in a legally constituted meeting. Board members have authority only in regularly called meetings of the Board, or when delegated specific tasks by Board action.

The Board is the unit of authority. The Board member is a part of the governing body which represents and acts for the community as a whole. Apart from the normal function as part of the unit, the Board member has no individual authority. No individual member of the Board, by virtue of holding office, shall exercise any administrative responsibility with respect to the schools; nor, as an individual, command the services of any school employee. Individually, the Board member may not commit the district to any policy, act or expenditure.

Optional:

School visits by Board members are encouraged. Principals should receive a courtesy call in advance of a visit. Board members, as with all visitors, must check in with the school office. Board members who visit schools of their own volition have no more authority than any other citizen.

(cf. 1250 - Visits to the Schools)

Note: The following is an optional process for Board members to make information requests.

Board Member Requests for Information

Board members should make informed decisions on matters before them for a vote. The Superintendent or designee is responsible for providing the Board with relevant materials to inform the Board on those matters on which it is to act. If Board members desire further information, a request for information shall be directed to the Superintendent, pursuant to the following guidelines:

1. Requests for simple facts. Any Board member may make a request for simple facts to the Superintendent who will forward the request to the appropriate staff member. All responses to requests for simple facts will be provided to the requesting Board member, and copied to the Board President.

2. Requests for reports, research, administrative studies, detailed information, or for information relating to a problem or a potential problem in the District. Some information requests require significant administrative time and explanation to provide the requested response. Individual Board members shall submit such requests to the full Board for consideration. Upon [concurrence of the other board members/majority request of the Board], the request shall then be forwarded to the Superintendent for response.

BOARD MEMBERS (continued) BB 9200(b)

3. Complaints regarding personnel. Board members may have their own complaints regarding District personnel. These concerns should be privately communicated to the Superintendent.

4. When Board members receive complaints or requests for action from staff, students or members of the public, the Board members will direct the staff, students, members of the public to the appropriate complaint policy. Such information will be conveyed to the superintendent.

5. Requests for legal advice or opinions by a Board member that will incur a cost for the district must be approved by a majority vote of the Board before the request is made to legal counsel. Legal counsel is responsible to the Board.

(cf. 6162.8 - Research)
(cf. 9322 - Agenda/Meeting Materials)

Obligations of Members

Members of the Board must endeavor to attend all meetings, study all materials presented with the agenda prior to attending the meeting, participate in the discussion of any items which come before the Board, and vote on all motions and resolutions, abstaining only for compelling reasons. If no compelling reason requires abstention, members of the Board shall not abstain.

The Board member should not subordinate the education of children and youth to any partisan principle, group interest, or the member's own personal interest.

The Board member should be prepared and willing to devote a sufficient amount of time to the study of the problems of education in the district, the state, and the nation in order to interpret them to the people of the district.

(cf. 9230 - Meetings)

Legal Reference:
ALASKA STATUTES
14.14.140 Restrictions on employment

Revised 9/2023