

**HOONAH CITY SCHOOLS BOARD OF EDUCATION
MISSION STATEMENT**

To deliver a quality education that inspires and challenges all students to reach their full potential.

**Monday, February 25, 2019
6:30 PM – FY '20 Budget Work Session
Open to Public
REGULAR BOARD MEETING
To follow directly after.
Located in the School Library**

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MEETING AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL (ESTABLISH QUORUM)

CORRESPONDENCE TO THE BOARD

AGENDA REVISIONS

ADOPTION OF AGENDA

APPROVAL OF MINUTES

Regular Board Meeting-January 24, 2019

BOARD CALENDAR

PUBLIC COMMENTS (THREE MINUTES PER SPEAKER)

ADMINISTRATIVE REPORTS

- A. Administrator's Report – Ralph Watkins, Written
- B. Business Office Report – Amy Stevenson, Written
- C. ANEP Grant Director's Report – Heather Powell, Written
- D. Grant Director's Report – Norma Holmgaard, Written
- E. Maintenance Report – Jeremiah Byers, Written
- F. SPED Report – Sheryl Ross, Written
- G. Board & Committee Reports – Robert Hutton

NEW BUSINESS:

1.0 Tenured Teacher Contract

DISCUSSION ITEMS:

- Board Policy Updates
- Legislative Update
- Superintendent vs. Superintendent/Principal Evaluation

PUBLIC COMMENTS (THREE MINUTES PER SPEAKER)

COMMENTS FROM BOARD MEMBERS

FUTURE AGENDA ITEMS

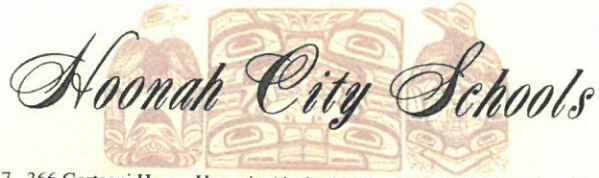
ADJOURNMENT

NEXT MEETING DATES:

- Regular Board Meeting – March 28, 2019

Alaska State Law, 44.62.310 makes all school board meetings open to the public except the following excepted subject may be discussed in executive session if so determined by a majority vote of the government body:

- (1) matters, the immediate knowledge of which would clearly have an adverse effect on the finances of the public entity,
- (2) subjects, that tend to prejudice the reputation and character of any person, provided the person may request a public discussion,
- (3) matters which by law, municipal charter or ordinance are required to be confidential,
- (4) matters involving consideration of government records that by law are not subject to public disclosure.



P.O. Box 157 366 Garteeni Hwy. Hoonah, Alaska 99829 (907) 945-3611 Fax (907) 945-3492

SIGN IN SHEET

Meeting: Regular Board Meeting Date: February 25, 2019

Public Comments

Name (please print)	Subject	Telephone Number
1. Val Houston	Letter	612-1182
2. Tingitlang Glass	video to share	
3. Sports Trans	Sports	945-0532
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		

Public Comment and Communications

Name (please print)	Subject	Telephone Number
13. Val Houston	Letter	612-1182
14. Trans	Year Book	945-0532
15.		
16.		
17.		
18.		
19.		
20.		
21.		
22.		
23.		
24.		

Three minutes per speaker.

**HOONAH CITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING**

January 24, 2019

(Budget Revision Workshop from 6:30pm-7:12pm before the Regular Board Meeting.)

BOARD MEMBERS PRESENT: Harold Houston, Robert Hutton, Heidi Jewell, and Grace Villarreal. Dillon Styers was absent excused. Ethan Gray (Student Representative) was absent excused.

SUPERINTENDENT/PRINCIPAL: Ralph Watkins

OTHERS PRESENT: Kelli Gretsinger, Recording Secretary, Amy Stevenson, Business Manager, Sheryl Ross, Special Education Director, Jeremiah Byers, Maintenance Director, Val Buffa, 4/5th grade teacher, Norma Holmgaard, Grant Director (telephonically), and Shawn McConnell.

CALL TO ORDER: Robert Hutton called the meeting to order at 7:13pm.

ROLL CALL: Four (4) Board Members were present at roll call, a quorum was established.

CORRESPONDENCE TO THE BOARD: No correspondence to the Board.

AGENDA REVISIONS: Robert Hutton added a Discussion Item: Fly-In February 9th-12th.

ADOPTION OF AGENDA: Harold Houston, Heidi Jewell moved to adopt the Agenda as revised. No objection. Approved by unanimous consent.

APPROVAL OF MINUTES: M/S Grace Villarreal, Harold Houston, made a motion to approve the minutes of the Regular Board Meeting on November 20, 2018. Robert Hutton had two typo corrections. On page one of minutes, facility was misused for faculty. On page three of the minutes, complacent was misused for compliance. No other corrections. Robert Hutton asked for all those in favor to say "Aye." All four board members said "Aye." Motion passes unanimously.

BOARD CALENDAR: Harold Houston asked if the Regular Board Meeting on February 21, 2019 should be changed due to conflicting basketball home game schedule. This discussion was deferred to Discussion Item: February Regular Board Meeting Date.

PUBLIC COMMENTS (THREE MINUTE TIME LIMIT EACH): No Public Comments

ADMINISTRATIVE REPORT:

- **Administrator Report – Ralph Watkins** gave a written attached report. Robert Hutton had concerns that Ralph was attending a Driver’s Education Instructor Training in Anchorage. This is not an Administrative function. Ralph explained that he isn’t asking the District to pay for these costs. Because of weekends and afterschool hours, this will not interfere with his Admin duties and responsibilities. Coach Adam cannot go to this training because of prior commitment of coaching basketball. Right now, the only person available is Ralph. He will explain more in detail during the Executive Session. Harold Houston mentioned that the Superintendent is only allowed two trips per year. Who actually approves the travel of the Superintendent? We need to start being more frugal with our budget. Should this be a board decision? Robert Hutton had spoken to Allen Clendaniel about not counting the AASB trip as part of Ralph’s two allowed trips because he was obligated to go. Ralph was also a chaperone for the Student Government boys traveling at the same time for Leadership. Heidi Jewell would like to have a quarterly budget workshops so there are no surprises. Harold Houston, Heidi Jewell made a motion to have the Joint Meeting on February 27th. Robert Hutton asked for all those in favor to say “Aye.” All four board members said “Aye.” Opposed? None. Motion passes unanimously.
- **Business Office Report – Amy Stevenson** gave a written attached report. Amy Stevenson added that the Impact Aid application she submitted was accepted.
- **ANEP Grant Director’s Report – Heather Powell** gave a written attached report. Not present for questions. Ralph Watkins mentioned that there is about \$20,000 left in the ANEP grant. Heather Powell is currently writing the final report.
- **Grant Director’s Report – Norma Holmgaard** gave a written attached report. She called in telephonically and was available for questions. Norma stated that this is the last year of the Early Learning Grant and she doesn’t know if this grant will be available again. The Advisory Committee has one more meeting in the second week of March to discuss possibly combining Early Learning with Title 1. It is a 90-minute meeting. There will be an agenda sent out six days before. She would love to have a school board member present at the meeting. They don’t have to decide who it will be today but maybe by next meeting. Norma is also working on the carry-over from the Demonstration Grant so none of our funds are pulled. We are off to a really great start this year!
- **Maintenance Report – Jeremiah Byers** gave a written attached report. He highlighted his hardship with the snow removal. He was under the assumption that the City had committed to the school’s snow removal but that is not the case. Ralph

mentioned that the City had committed to was helping remove the “piles” of snow. The City is short staffed as well but they understand our hardship. They can only help us out after they are done with their own duties. One solution could possibly be to purchase a used plow truck. That might make snow removal faster. Another solution is to have a MOA with somebody that owns a snow removal truck. Jeremiah thanked volunteers that have helped shovel snow around the Fire Exits. Playground Report: SERRC is going to prepare all of the documents and oversee the project. They are going to make sure we stay legal and within all of the guidelines of CIP. Next month, it will go out to bid. It is our hope the project will occur over the summer. Harold Houston asked how the Boiler Inspection went. Jeremiah said it went very well. They were impressed with how clean it was.

- **SPED Report – Sheryl Ross** gave a written attached report. Sheryl corrected her report by saying that her staff did not attend the RTI conference. The travel was cancelled due to changing ferry schedule. Ralph Watkins mentioned that instead there will somebody coming from AASB on Monday for an inservice. Sheryl Ross will be attending a mandatory SPED conference in Anchorage. The State is paying for her travel. Eight members of her SPED team will also be attending. Their travel is paid for by a Title 6B grant. This is for their professional development.

- **Board Reports –**
 - o **Robert Hutton** if there is no objection from the board, he will add Superintendent/Principal job description (that Ralph created) to E 2122 as recommended by Lon Garrison. There was no objection. At the March meeting, he would like to recognize Tesh Miller for her Paraprofessional of the Year Award.
 - o **Heidi Jewell** has not met with Norma Holmgaard about Board Goal # 2: Understanding Grants. She plans on meeting with Norma next time she is here.
 - o **Grace Villarreal** wasn't able to be on the Borough Formation Advisory Committee. She didn't get any of the paperwork. Ralph Watkins mentioned that he got it and would happily pass it on to her. Shawn McConnell shared that the borough they are forming is called a Single Site Borough.

NEW BUSINESS:

1.0 Memorandum of Agreement – L. Stephanie Harold

M/S Heidi Jewell, Harold Houston move that we approve the Memorandum of Agreement for L. Stephaine Harold (Learning Arts) for After School Art through the 1% Student Activities Fund. Discussion: Heidi asked if the 1% money can cover salaries? Robert Hutton and Amy Stevenson both said that in the beginning of the 1%, it couldn't cover salaries but it has changed now so that

it can. Mayor Byers would like more student activities for the younger children. Robert Hutton asked for all those in favor to say “Aye”. All four members said “Aye”. Motion passes unanimously.

1.1 Approval of Parent and Family Engagement Plan

M/S Grace Villarreal, Harold Houston move that we approve the Family Engagement Plan as presented. Discussion: Robert Hutton had concerns that the Board was approving this after the December 1st date that was specified on it. Ralph Watkins mentioned that when ESSA monitored us, the Family Engagement Plan was one of their findings. This is just something they told us we need to get done so we are in compliance. Robert Hutton asked for all those in favor to say “Aye”. All four members said “Aye”. Motion passes unanimously.

1.2 FY18 Annual Financial Report

M/S Heidi Jewell, Grace Villarreal move that we accept the FY18 Annual Financial Report as presented. Discussion: None. Robert Hutton asked for all those in favor to say “Aye”. All four members said “Aye”. Motion passes unanimously.

1.3 Long Term Substitute Teacher Contract – Teresa McConnell

M/S Heidi Jewell, Grace Villarreal move that we offer Teresa McConnell a long term substitute teacher contract. Discussion: Heidi Jewell asked if this is normal practice. Amy Stevenson responded that it is normal to have long term substitute contracts. Harold Houston wanted to know why we are approving the contract now when it is almost at the end of it. Amy Stevenson explained that we haven’t had a regular board meeting since November 20th. This contract wasn’t drafted by that meeting. Robert Hutton asked for all those in favor to say “Aye”. All four members said “Aye”. Motion passes unanimously.

1.4 Fiscal Year 2019 Budget Revision

M/S Heidi Jewell, Grace Villarreal move that the Board of Education approved the Fiscal Year 2019 Budget Revisions as presented. Discussion: Heidi Jewell asked Amy if she got the numbers for if all travel were to be cut out of the budget from now on. Amy Stevenson asked if the Board would like to go the Legislative Fly-In? Heidi Jewell asked how much money it would save? Amy replied \$5,250. What about Job Fair? One school board member should attend Job Fair with Mr. Watkins. Amy stated that if she took out all travel for the rest of the year except for the Job Fair, the school would save \$18,042. If we were to keep the school board travel fund in the budget, we would only save \$12,790. The Fund Balance was also discussed. The Fund Balance occurs when our school is fiscally responsible. We were able to not spend all the money in our budget for a couple years now. The school is only allowed to keep 10% of it before the State takes it back. This is why some of the money was transferred to start saving for a new Boiler System last year. Harold Houston asked how long it took to build up the Fund Balance? Amy Stevenson responded this is either year 3 or 4 that we have been in the positive. Robert Hutton asked for all those in favor to say “Aye”. All four members said “Aye”. Motion passes unanimously.

DISCUSSION ITEMS:

- **February Regular Board Meeting Date:** – It was decided to move the Regular Board Meeting date to Wednesday, February 20, 2019 in the Library at 7:00pm. The original date fell on a Basketball Home Game night. (*February Meeting was later decided to be February 25th because Ralph was traveling on Feb 20th.)
- **March Regular Board Meeting Date:** It was decided to move the Regular Board Meeting date to Thursday, March 28, 2019 in the Library at 7:00pm. The original date was in the middle of Spring Break Vacation.
- **Organizational Chart Exhibit 2110:** If there are no objection Robert Hutton will have this posted as a part of School Board Policy. There was no discussion.
- **Upcoming Job Fairs:** Ralph Watkins wanted to add this as a discussion item because he will have positions that need to be filled. He doesn't want to wait until it's too late. Ralph thinks the Job Fair on Feb 21st in California is a good one to go to. California is a low paying state for teachers in comparison to Alaska. Our starting salary is \$42,000. Ralph Watkin's recommendation is that we have an interview committee ready at the California Job Fair, but not offer any contracts right away. He would like to find quality candidates and then have a longer time to discuss whether to hire them or not. In Anchorage, schools were offering contracts immediately after a short interview. Unfortunately, this is the trend now. He would like to get ahead of the game. Heidi Jewell mentioned that last year in Anchorage, there were more people looking to hire than there were actual job seekers. Robert Hutton would also like to see a faculty member go with the hiring team. Someone that deals with students on a day to day basis. Robert Hutton asked if a board member would be interested in going to the job fair. Grace Villarreal and Heidi Jewell are interested.
- **February Fly-In:** Are we going? Grace Villarreal is going to Juneau for IPEC. While at the Legislative Building, she always talks about Hoonah City School District. It was decided that the Board will not be traveling to the February Fly-In. Ralph will still attend the March Legislative Fly-In with other Superintendents.

PUBLIC COMMENTS (THREE MINUTES PER SPEAKER): No public comments

COMMENTS FROM THE BOARD:

- **Robert Hutton** thanked Sheryl Ross for nominating Tesh Miller as Paraprofessional of the Year.

FUTURE AGENDA ITEMS:

- **Superintended/Principal Position Evaluation Document**

EXECUTIVE SESSION – Superintendent Evaluation: M/S Heidi Jewell, Harold Houston made a motion to extend meeting past the two-hour limit. Robert Hutton asked for all those in favor to say “Aye”. Robert Hutton, Heidi Jewell, and Harold Houston said “Aye”. Grace Villarreal said “Nae”. Three to one. Motion passes. Robert Hutton stated that no business will be acted upon after the Executive Session. Executive Session was entered at 8:44 pm. Gaveled out of executive session at 10:12 pm. Robert Hutton stated, “We have evaluated our superintendent according to our protocol and find his performance to be satisfactory.”

ADJOURNMENT: Meeting adjourned at 10:13 pm.

Respectfully submitted,



Dillon Styers
Board Secretary



Kelli D Gretzinger
School Board Secretary

*Please note that the audio recording of this meeting is available for listening in the District Office.

February

2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
				Basketball Home Games: Angoon	Basketball Home Games: Angoon	
10	11	12	13	14	15	16
	Exploratory Phases Begin					
17	18	19	20	21	22	23
Basketball Home Games: Kake (Senior Night)		Basketball Away Games: Kake	Basketball Away Games: Kake		End of Exploratory Phases	
24	25	26	27	28		
	Core Classes Regular Board Meeting Library @ 7:00 pm	Principal's Round Table Basketball teams travel to Regionals in Juneau	Joint City Council & School Board Meeting @ 6:00 pm	Region V 1 A Tournament in Juneau		

March

2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Region V 1A Tournament in Juneau	2 Region V 1A Tournament in Juneau
3	4	5	6	7	8	9
10	11	12	13	14 End of Quarter	15 Teacher Work Day No School for Students	16
17	18 Spring Break	19 Spring Break	20 Spring Break	21 Spring Break	22 Spring Break	23
24	25 PEAKS Testing Elective Phase Schedule until April 5 th .	26 PEAKS Testing	27 PEAKS Testing	28 PEAKS Testing Regular Board Meeting @ 7:00 pm	29 PEAKS Testing	30
31						

February 25th Regular School Board Meeting
Superintendent/Principal Board Report

Since our last board meeting in January here are a few things that have been taking place in support of our district's strategic plan

Legislative update

As expected, the FY20 Amended Budget proposed by Governor Dunleavy today takes a chainsaw, not a scalpel, to Alaska public education. This is unprecedented. Short version is roughly \$330M or 25% in cuts - \$280M from the BSA, \$20M from the supplemental and then next year's forward funded \$30M - well, you get the picture. For Districts this would reduce the BSA from \$5900 to \$4880. This represents a 17% cut to the BSA.

Goal 2: Stakeholder satisfaction

Objective: Improve communication with all stakeholders

Activity: Principal/Superintendent Roundtable

On February 26th I will hold a Roundtable event. I will review data from PEAKS and MAPS assessments results. We will talk about next year's schedule and have an opportunity for stakeholders to provide input on cultural and Title 1 programming. The invitation will go out in a phone blast as well as personal calls to some community, civic, and tribal leadership members

Activity: Joint meeting with City Council (Draft Agenda Attached)

The Mayor has agreed to a date for our joint meeting. That date is February 27th at 6pm. I will be working on the agenda to have it submitted to the council by the 21st of February. If any board member has items they would like to add please let me know.

Goal 1: Student Learning

Objective 1: Meet every student's learning needs

Activity: CNA Certification

I have been working with the University of Alaska Southeast on the development of a program of study that would provide the opportunity for students to earn a Certified Nurse's Assistant certificate. This is an amazing opportunity as it provides a career or a stepping stone into the nursing program for students. Please see the attached Draft MOA with the university.

Goal 3: Employee Development

Objective: To make every employee feel valued and increase their capacity to make a difference

Activity: Trauma informed Schools Training Report

It was the intent to take our staff to the Alaska RTI conference in Anchorage on January 28th. The staff participated in the Trauma Responsive School Training. The staff work with AASB on developing a common language for understanding trauma responsiveness. Certified and Classified staff participated in the training. The training concluded with the formation of the HCSD Trauma responsive implementation team headed by Rita Crouch. This is the first step in developing or district framework for understanding and responding to trauma within our school setting.

Goal 3: Employee Development

Objective: Educate employees on local and tribal culture

Action 3: AASA Superintendent's conference Report

I wanted to Thank the Board for allowing me to represent Hoonah City School district at the National Council of Superintendents. It was a true learning experience to be in the company of so many dedicated school leaders. I participated in roundtables and discussion that have a direct impact on the work being done in Hoonah. Below is a synopsis of a few of the sessions and discussion I was involved in.

- Strategic Priority Funding- this discussion was appropriate as we are faced with shrinking budgets and increased cost. We discussed was to redistribute funding, combine resources, outsourcing, and consolidation. The group that led this discussion provided some tools that can be used in this process as well as made themselves available for further discussion if needed
- Behind every Data Point-A child-A journey-A story. This discussion was a validation for the work we are already doing in Hoonah and our efforts in tracking graduation success through our Early Warning System and Graduation On-Track monitoring. The discussion focused on how districts can do a better job of using data and personal engagement to begin relevant relationships with all students on their pathway to graduation. Using success indicator data along with engagement strategies like graduation invitation magnets, personalized letters, swag, lunch visits by the superintendent, student voice, and personal student highlight documentaries, the district commits to the belief that "behind every data point, there is a child, a journey, and a story."
- How to Personalize Professional Development for Teachers and Principals. We often talk about personalizing learning for students, but how do we ensure that teachers and principals also have personalized pathways for learning and development? Personalized professional development is essential to model the type of teaching and learning we want to see in our classrooms and to ensure each educator gets the customized support they need. implemented district-wide systems to provide customized professional learning based on the individual needs of their teachers and principals. The session provided me with will leave with specific examples of how to personalized professional learning in our district,

from professional development pathways to customized coaching, and micro-credentials.


Upcoming Travel:

March 15th-16th Anchorage Job Fair
March 24th-27th Legislative Fly-in

February Upcoming Events:

February 26th- Principal's Roundtable
February 27th Joint Meeting with City Council
March 15th-16th Anchorage Job Fair
March 24th-27th Legislative Fly-in

School District/City Joint Meeting Agenda

	School District/City Meeting Date: February 27th 2018 Start/End Time: 6:00 Location: City Council Chambers
Purpose of Meeting:	Quarterly meeting
Note Taker:	Kelli Deitering
What to Bring:	Positive Happy Thoughts and a spirit of cooperation
Attendees:	District, Board, and City leadership

— AGENDA —

AGENDA ITEM	WHO	AMOUNT OF TIME
Agenda review	Ralph	1 min
Norms/ Mission Review	Discussion by whole	10 min
SY 2020-21 Budgeting	Ralph & Amy	20 min
Student Activities update	Ralph Watkins	10 min
Grants	Ralph Watkins	10 min
Vocational Education and Partnerships	Ralph	10 min
Question & answers	Discussion by whole	20 min
Next meeting date and time	Ralph	1 min

Mission Statement

Our Mission: To make a difference. To work responsibly, speak honestly, and stand accountable to those who have entrusted their most precious gift to us. To strive to make the difference that promises to create a better tomorrow for our school and community.

ACTION ITEMS:		DEADLINE:

MEMORANDUM OF AGREEMENT (MOA)
BETWEEN
HOONAH SCHOOL DISTRICT
AND
UNIVERSITY OF ALASKA SOUTHEAST, SCHOOL OF CAREER EDUCATION

JANUARY 25, 2019

A. MOA Purpose

The purpose of this MOA between **the Hoonah School District (HSD)** and **The University of Alaska Southeast, School of Career Education (UAS/SCED)** is to deliver Certified Nurse Aide HS105 Distance Accelerated course sponsored through the **UAS/SCED**. This MOA specifies services and reimbursements to be provided by each party.

B. Program Topics

Certified Nurse Aide Training [*Health Science S105 – Accelerated Course created for HSD*]
This course can be listed as Dual Credit, affording participants with both high school and university credit. This course is a (6+6) equating to 9 University credits. Successful students will receive an Occupational Endorsement of completion from the University of Alaska, and be eligible to sit for State CNA Licensing.

Course will provide students with basic skills needed to assist nurses and to be efficient health care team members. Successful students qualify to sit for the Alaska State Nurse Aide certification exam. This course will meet State of Alaska standards encompassing:

- 75 Lecture hours via Distance Web
- 60 Lab simulation hours delivered at the Technical Education Center in Juneau
- 50 Practicum hours at Juneau Pioneers Home and Wild Flower Court in Juneau

Delivery

Students will connect via from **HSD** classrooms to complete the WEB distance hours. HSD will provide equipment and assistance to students on site.

Textbooks – textbooks will be the responsibility of the student prior to class- Current textbook information can be found in the course syllabus.

HSD will facilitate travel costs incurred by students traveling to Juneau to earn lab, practicum and State Testing requirements. This includes all transportation, lodging, meals & chaperone for the group as they travel from Hoonah to Juneau and return.

C. Instructor

The Instructor for this course will be a senior Faculty and Teaching Assistant employed by the University of Alaska Southeast, School of Career Education [UAS/SCED]. It is understood and agreed that **UASSCED** is an independent contractor and its instructor is not an employee of **HSD**.

D. Participant Eligibility

HSD agrees to recruit students for training who meet course eligibility requirements set by UAS standards. Students will abide by the UAS Student code of Conduct policy found at <http://www.uas.alaska.edu/students/guide/conduct.html>

UAS/SCED Course Student Eligibility Requirements & Registration:

- Students will complete CNA prerequisites prior to placement in class and OE;
 - i. Criminal Background Check
 - ii. Health Examination
 - iii. Current TB test and verifications of current immunizations
 - iv. Age of students be the age of 16 within the scope of the course.

- Student Registration Packets
 - i. HSD agrees to facilitate Registration and Admission paperwork, as well as the above CNA student eligibility documents to student participants and submit them to Administrator prior to February 22, 2019.
 - ii. UAS/CED will submit packets containing all items required [sections a & b] to HSD for student distribution.
 - iii. It is incumbent upon HSD to return completed student packets to UAS/SCED prior to February 22, 2019

E. Schedule

In accordance with course and State of Alaska requirements, UAS/SCED proposes the following schedule outline:

- **WEB Lecture hours** [75 hours] will coincide with HSD Exploratory Phase during March 2019. It is incumbent upon HSD to facilitate equipment and class space and schedule to accommodate students.

- **Lab and Practicum hours** [80 hours] will be located in Juneau at the Technical Education Center, Wildflower Court and Juneau Pioneers Home. It is incumbent upon UAS/SCED to facilitate equipment and lab space/instruction and schedule to accommodate students. These hours will be scheduled as needed.

- **State Testing** [6 hours] State of Alaska CNA Licensing must take place upon completion of the above course hour completion.
 - i. State Testing will be located in Juneau at the Technical Education Center.
 - ii. Schedule will be set according State of Alaska Proctor availability. UAS/SCED will make every effort to schedule HSD testing 1-2 weeks post course completion.

F. Cost

- UAS courses operate with a minimum 8 student enrollment. UAS/SCED will be provide a separate course section exclusively for HSD under this agreement. HSD will reimburse UAS for the tuition and fees for participating students and pay an additional fee to ensure the minimum costs are recovered.
- UAS/SCED anticipates providing at least 80 hours of additional staff time ensuring the success of this agreement. HSD agrees to pay UAS/SCED an additional 25% Administration fee which will be used to cover these costs.

Tuition	\$1908.00
Less OE 25%	-\$477.00
Class Fees	<u>\$ 450.00</u>
UAS Consolidated Fee	\$423.00
UAS Network Fee	<u>\$ 72.00</u>
Total Cost Per Student:	\$2,376.00
<u>Total for 6 Students:</u>	<u>\$14,256.00</u>

UAS/CED Admin Fee [25% surcharge over tuition]	\$470.00X 6 students = \$2820.00
<u>TWO seat buy out to ensure that class runs</u>	<u>\$2376.00+\$470.00 = \$2846.00x2</u>
Total Administrative cost	\$8512.00

G. Cancellation or Rescheduling

If by mutual agreement UAS and HSD agree to cancel this course with less than two weeks' notice. It will be the responsibility of HSD to notify and coordinate with all course participants in the event of cancellation or rescheduling of this course.

H. Payment Terms

UAS/SCED Administrator will facilitate the following processes;

- HSD agrees to pay UAS directly for 6 students in the amount \$2,376.00 each for a total of \$14,256.00 paid directly from HSD to UAS Student Accounts upon the first day of registration.
- UAS/SCED will provide HSD with an invoice for an administrative fee of in the amount of \$8,512.00 upon the first day of registration. This payment will be sent directly to UAS/SCED located at:

UAS, School of Career Education
1415 Harbor Way
Juneau, AK 99801.

I. Administration

UAS/School of Career Education program Administrator for the delivery of this course will be Linda Carroll, Administrative & Operations Manager, School of Career Education, 907-796-6124. **HSD Superintendent**, Ralph Watkins, 907-945-3613 will be the point of contact for this MOA, unless another Administrator is identified.

J. Evaluation

UAS agrees to provide **HSD** with a final written report upon completion of the courses. Aggregate details will include attendance record, participant engagement, State testing results and student/advisor exit interview notes.

K. Insurance

UAS, as a self-insured educational institution, will provide liability coverage for participants in the course covered by this MOA. For this course, students will receive an additional Risk Accident Insurance and Professional Liability Insurance, at UAS/SCED expense.

L. Agreement Integration

This Agreement contains the entire Agreement conditions between the parties. There are no promises, terms, conditions, or obligations other than those contained herein. This Agreement shall supersede all previous communications, representations or agreements, either written or oral between the parties.

Further, all parties agree that this MOA will be fulfilled in compliance with applicable laws and regulations of the State of Alaska. Any amendments to this Agreement need to be presented in writing and signed by all parties for acceptance.

M. Signatures of Acceptance

The University of Alaska Southeast, School of Career Education is pleased to be of service to the Hoonah School District by developing and presenting this educational program. In the interest of workforce development partnership, we hope to provide such services in the future.

After both parties have signed this MOA and the duplicate copy has been returned to **UAS/SCED**, these arrangements are considered acceptable and definite.

Ralph Watkins, HSD Superintendent

Date

Pete Traxler, Executive Dean, UAS School of Career Education

Date

Julie Vigil, Director, UAS Office of Budgets, Grants and Contracts

Date

DRAFT

LEGAL SERVICES

DIVISION OF LEGAL AND RESEARCH SERVICES
LEGISLATIVE AFFAIRS AGENCY
STATE OF ALASKA

(907) 465-3867 or 465-2450
FAX (907) 465-2029
Mail Stop 3101

State Capitol
Juneau, Alaska 99801-1182
Deliveries to: 129 6th St., Rm. 329

MEMORANDUM

February 12, 2019

SUBJECT: Proposed education funding cut
(Work Order No. 31-LS0518)

TO: Senator Scott Kawasaki
Attn: Mercedes Colbert

FROM: Meera Caouette *MC*
Legislative Counsel

You have asked if the governor's proposal to cut the \$20 million in education funding appropriated for the current fiscal year in sec. 21(c), ch. 19, SLA 2018, is legal.

In short, it is legal for the governor to propose repealing the \$20 million previously appropriated for the current fiscal year and for the legislature to include such a repeal in an appropriation bill. The \$20 million appropriation will not be repealed unless the legislature passes an appropriation bill containing the repeal of sec. 21(c), ch. 19, SLA 2018. If the legislature does not do so, the original appropriation will continue to be authorized by law. Article II, sec. 13, Constitution of the State of Alaska, requires that "[b]ills for appropriations shall be confined to appropriations." A repeal of an appropriation can be accomplished in any appropriation bill.

Repealing the previous appropriation in an appropriation bill will end the authority to expend money in accordance with that appropriation. However, the Attorney General has opined that "[u]ntil an appropriation is obligated or lapses, the legislature retains the ability to exercise its legislative powers with respect to the appropriation."¹ Thus, if the appropriation that the governor aims to restrict has already been "obligated," the legislature's ability to amend the appropriation may be limited.

An attempt by the governor to withhold the previously appropriated \$20 million as proposed in the supplemental budget before its passage by the legislature presents a separate legal issue. The Alaska Supreme Court has held that the governor has limited authority to withhold expenditures of or reduce an appropriation during the fiscal year. In 1986, when the state faced a \$400 million deficit due to reduced oil prices, Governor William Sheffield acted under the authority of AS 37.07.080(g)(2) to order the reduction of state spending by restricting the expenditure of different classes of appropriations by different percentages. Expenditure of some appropriations deemed by the governor as

¹ 1983 Op. Att'y Gen. No. 72 (Apr. 19).

necessary to fund critical governmental activities were left unrestricted. AS 37.07.080(g)(2), which has since been repealed, read:

- (g) The governor may direct the withholding or reduction of appropriations to a state agency at any time during the fiscal year only if the governor determines that
- (1) the planned expenditures can no longer be made due to factors outside the control of the state which make the expenditure factually impossible;
 - or
 - (2) estimated receipts and surpluses will be insufficient to provide for appropriations.

In the lawsuit challenging the governor's impoundment plan, the court held that AS 37.07.080(g)(2) was an unconstitutional delegation of the legislative power of appropriation to the governor.² In support of its decision that AS 37.07.080(g)(2) was an unconstitutional delegation of legislative power to the executive branch, the Alaska Supreme Court found that the statute would permit the governor to cut the entire budget for a particular department or project and the governor could effectively veto a project by using the process in AS 37.07.080(g)(2) even when the legislature had overridden the governor's veto.³ After the court's ruling, the legislature responded to the impending fiscal crisis by adopting curative legislation with the express intent of validating the governor's impoundment orders, which had become void under the court decision.⁴ On remand, the trial court held that these curative legislative actions successfully reduced the state budget and the Alaska Supreme Court affirmed the ruling on appeal.⁵ The *Fairbanks North Star Borough* case demonstrates that, while the governor undoubtedly has some latitude to withhold expenditure of appropriations, the extent of this latitude is limited. AS 37.07.080(g)(2) was subsequently repealed and AS 37.07.080(g) now reads as follows:

- (g) The governor may direct the withholding or reduction of appropriations to a state agency at any time during the fiscal year only if the governor determines that the planned expenditures can no longer be made due to factors outside the control of the state which make the expenditure factually impossible.

² *State v. Fairbanks North Star Borough*, 736 P.2d 1140 (Alaska 1987).

³ *Id.* at 1143.

⁴ The "curative legislation" referenced is ch. 9, SLA 1987 (HB 132), which ratified the governor's specific expenditure reductions.

⁵ *Fairbanks North Star Borough v. State*, 753 P.2d 1158 (Alaska 1988).

Senator Scott Kawasaki
February 12, 2019
Page 3

I am not aware whether the governor has directed that expenditures be withheld as proposed in the supplemental budget before its passage by the legislature. If he does so, he may seek to rely on the current version of AS 37.07.080(g) for authority, however, current subsection (g) requires a determination that making the expenditure is factually impossible due to factors outside of the state's control. This provision has not been tested by a court since 1986. Until more facts become available, it is difficult to predict how a court might decide if the governor attempts to withhold this education expenditure.

If I may be of further assistance, please advise.

MBC:boo
19-080.boo

February 18, 2019

MEMORANDUM

TO: HCSD Board of Education

FROM: Amy Stevenson, Business Manager

RE: February Board Report

Current Information:

1. Extra-Curricular expenses sent to the City of Hoonah for January 2019.
2. The bank reconciliation for December and January are done.
3. Impact aid was submitted and accepted on January 23,2019.
4. January NSLP breakfast and lunch reimbursement along with January FFVP reimbursement was submitted.
5. FY 2020 budget draft budget completed, but remains unbalanced awaiting suggestions on where to start looking for areas we can cut from.
6. Deposits up to date.
7. Most grant budgets have been entered into ADS.
8. Journal entries are up to date.
9. Tenure teacher contract is drafted.
10. NEA request for information on classified employees completed and sent.
11. All 2nd quarter grant reimbursement have been completed.

Next Steps:

1. The bank reconciliation for February needs to be done when bank statements are received.
2. Continued work on E-Rate with Kela Halfmann with SERRC
3. Continued work on the FY20 budget development with work session and legislative information as we receive it.
4. Deposits done as received
5. February breakfast and lunch reimbursement and FFVP reimbursement to DEED
6. Drafting non-tenured teacher, administrative and exempt contracts.
7. Begin working on FY 20 school calendar
8. Put updated grant budgets into ADS.
9. Filing
10. Audit prep for first two quarters.
11. Work on destruction of old records per the State of Alaska's School District Model Records Retention and Disposition Schedule.

Hoonah City Schools
Year to Date - 7/1/2018-1/31/2019

Monthly Revenue Report

Account number	Account Description	Current Approved			YTD Revenue	Remaining Balance	Percentage Remaining
		Budget	YTD Encumb	YTD Revenue			
100-0000-10-40110	CITY APPROPRIATION	\$314,603.00	\$0.00	\$0.00	\$314,603.00	100.00%	
100-0000-10-40120	CITY - IN-KIND SERVICES	29,391.00	0.00	0.00	29,391.00	100.00%	
100-0000-10-40300	AVAILABLE FUND BALANCE	151,931.00	0.00	0.00	151,931.00	100.00%	
100-0000-10-40300	EARNINGS ON INVESTMENTS	1,500.00	0.00	92.42	1,107.58	73.83%	
100-0000-10-40400	OTHER LOCAL REVENUE	10,000.00	0.00	2,435.11	7,564.89	75.64%	
100-0000-10-40470	E-RATE REVENUE	33,600.00	0.00	0.00	33,600.00	100.00%	
100-0000-20-40510	STATE FOUNDATION	2,262,178.00	0.00	1,348,858.00	913,320.00	40.37%	
100-0000-20-40556	TRS ON-BEHALF RELIEF	155,726.00	0.00	0.00	155,726.00	100.00%	
100-0000-20-40557	PERS ON-BEHALF RELIEF	26,078.00	0.00	0.00	26,078.00	100.00%	
100-0000-20-40940	QUALITY SCHOOLS	6,858.00	0.00	6,858.00	0.00	0.00%	
100-0000-30-41090	PRIOR YR PL81-874	0.00	0.00	55,877.55	0.00	0.00%	
100-0000-30-41100	PUBLIC LAW 81-874	112,125.00	0.00	209,533.58	0.00	0.00%	
Report Total:		\$3,103,990.00	\$0.00	\$1,623,654.66	\$1,633,321.47		

Monthly Expense Report

Accounts summarized by Function	YTD			Remaining Balance	Percent Remaining
	Current Budget	Encumbrances	YTD Expenditures		
1100 REGULAR INSTRUCTION	\$1,083,656.00	\$0.00	\$498,690.04	\$584,965.96	53.98%
2000 SPECIAL EDUCATION INSTRUCTION	631,471.00	239.94	327,948.70	303,282.36	48.02%
2200 SPEC ED SUPPORT SVCS - STUDENTS	153,441.00	776.68	52,193.09	100,471.23	65.47%
3500 SUPPORT SERVICES - INSTRUCTION	30,288.00	960.00	8,939.73	20,388.27	67.31%
3510 SUPPORTING SERVICES-TECHNOLOGY	153,225.00	7,278.60	83,149.00	62,797.40	40.98%
4000 SCHOOL ADMINISTRATION - PRINCIPAL	115,804.00	0.00	60,144.50	55,659.50	48.06%
4500 SCHOOL ADMIN SUPPORT SVCS - PRINCIPAL	107,892.00	475.00	62,086.60	45,330.40	42.01%
5100 DIST ADMIN - SUPERINTENDENT	134,354.00	0.00	67,119.92	67,234.08	50.04%
5110 SCHOOL BOARD	49,472.00	0.00	17,492.43	31,979.57	64.64%
5500 DISTRICT ADMINISTRATION SUPPORT SVCS	189,572.00	0.00	125,583.72	63,988.28	33.75%
6000 OPERATIONS AND MAINTENANCE OF PLANT	404,815.00	0.00	214,864.61	189,950.39	46.92%
9000 TRANSFER TO OTHER FUNDS	50,000.00	0.00	0.00	50,000.00	100.00%
Report Total:	\$3,103,990.00	\$9,730.22	\$1,518,212.34	\$1,576,047.44	50.77%

Net YTD-Revenue Minus Expense Total: \$105,442.32

Hoonah City Schools

Grants Year to Date - 7/1/18-2/28/19

Monthly Revenue Report

Account number	Grants	Current Approved Budget	YTD Encumb	YTD Revenue	Remaining Balance	Percentage Remaining
202-0000-20-41810	Fund 202 SPED PART B, TITLE VIB	\$83,528.14	\$0.00	\$2,355.66	\$81,172.48	97.17%
203-0000-20-41810	Fund 203 PRESCHOOL DISABLED	3,116.56	0.00	0.00	3,116.56	100.00%
245-0000-20-40900	Fund 245 PRE-ELEMENTARY DEV	240,000.00	0.00	57,365.81	182,634.19	76.09%
263-0000-20-41810	Fund 263 TITLE I PART A	118,417.40	0.00	35,883.13	82,534.27	69.69%
278-0000-20-41810	Fund 278 TITLE II PART A	8,770.00	0.00	7,870.62	899.38	10.25%
280-0000-10-40400	Fund 280 Cult. Resp Schools - Local Revenue	1,000.00	0.00	0.00	1,000.00	100.00%
280-0000-31-41400	Fund 280 Culturally Responsive Schools	10,627.00	0.00	4,943.22	6,683.78	57.48%
282-0000-31-41400	Fund 282 Culturally Responsive Schools FY 18	42,669.00	0.00	0.00	42,669.00	100.00%
351-0000-30-40180	Fund 351 Title VI, Indian Education	42,176.00	0.00	19,280.84	22,894.16	54.28%
359-0000-30-41300	Fund 359 JOHNSON O'MALLEY FY 18	33,220.00	0.00	5,250.00	27,970.00	84.19%
367-0000-30-40180	Fund 367 LINGIT TUNDATA'AN	1,127,499.00	0.00	203,975.72	923,523.28	82.00%
369-0000-10-40400	Fund 369 STEPS Partnership w/ AASB	203,359.42	0.00	0.00	0.00	100.00%
393-0000-10-40400	Fund 393 ANEP Cultrual Approach Local Revenue	13,426.00	0.00	13,426.00	0.00	0.00%
393-0000-30-40180	Fund 393 ANEP CULTURAL APPROACH TO LEARNIN	196,921.00	0.00	175,201.91	21,719.09	11.02%
Report Total:		\$2,124,729.52	\$0.00	\$525,552.91	\$1,396,816.19	

Monthly Expense Report

Expenditures summarized by Grants	Current Budget	YTD Expenditu	YTD Encumb	Remaining Balance	Percent Remaining
Fund 202 SPED PART B, TITLE VIB	\$83,528.14	\$11,382.03	\$1,651.92	\$70,494.19	84.39%
Fund 203 PRESCHOOL DISABLED	3,116.56	0.00	0.00	3,116.56	100.00%
Fund 245 PRE-ELEMENTARY DEV	240,000.00	71,541.51	424.94	168,033.55	70.01%
Fund 263 TITLE I PART A	118,417.40	40,306.81	0.00	78,110.59	65.96%
Fund 278 TITLE II PART A	8,770.00	7,870.62	0.00	899.38	10.25%
Fund 280 Culturally Responsive Schools	11,627.00	4,943.22	0.00	6,683.78	57.48%
Fund 282 Culturally Responsive Schools FY 18	42,669.00	0.00	0.00	42,669.00	100.00%
Fund 351 Title VII, Indian Education	42,175.00	24,152.90	0.00	18,022.10	42.73%
Fund 359 JOHNSON O'MALLEY	33,220.00	5,250.00	0.00	27,970.00	84.19%
Fund 367 LINGIT TUNDATA'AN	1,127,499.00	240,239.94	20,055.97	887,259.06	79.00%
Fund 369 STEPS	203,359.42	12,433.90	0.00	190,925.52	90.00%
Fund 393 ANEP CULTURAL APPROACH TO LEARNING	210,347.00	186,742.90	0.00	23,604.10	11.22%
Report Total:	\$2,124,728.52	\$604,863.83	\$22,132.83	\$1,517,787.83	

Net YTD-Rev Minus Expense Total:

-\$79,310.92

Heather
Powell's
written report
will be
provided at a
later date.

Hoonah City School District
 State and Federal Grant Report
 Hoonah Board of Education
 February 2019

Prepared by Norma Holmgaard

State Grant Programs

Early Learning 240,000.00

Department of Education Approved.

This is the final year of this program which supports the half day preschool program. With the governor's massive cuts to the budget it is questionable if this will survive. WE will apply if this program continues.

Consolidated Grant Programs 109,061.00

A final review of our responses to the FY'18 ESSA monitoring report has been received. Most of our responses were accepted. The major issue that remains is the school report card to the public. This cannot be completed until the Department of Education finishes their part of the template.

The Federal Programs Advisory Committee will be making final recommendations for Title IA, Title IIA and Title IV in March or April. WE may wait until the Alaska State Budget is closer to finalized in order to proceed. The preschool program could be in this grant if necessary and a priority for HCSD.

Federal Programs Advisory Committee

The final meeting will be scheduled in March or April in which the Committee will set priorities for Consolidated Plan activities.

Lingit Tundata'ani – Demonstration Grant

A revision for year 2 (October 1, 2018 through September 30, 2019) has been submitted and approved. This revision included unspent funds from year 1 bringing the year 2 total to \$1,127,499.00. It is vital that we spend these funds.

In the last report it was shared that a summer program was being considered. The U.S. Department of Education has strictly forbidden the scope of the grant to increase and this was denied.

The Auntie and Uncle classroom and after school support program began in January. Teachers report positive interactions. This program targeted grades 3 through 8.

The Culture Committee has been given a budget and is developing school and community activities.

Ms. Crouch has been traveling with students to expand their career options and peak interest.

February 2019 Maintenance Report

The playground Invitation to Bid was posted in the Juneau Empire on February 13th and has a deadline of March 7th. A big thank you to Kelli for all she did to make that happen. I apologize that we did not meet the previously discussed deadlines but there were miscommunications or misunderstandings within our staff that caused delays.

Ralph and I have yet to meet on the Parking lot snow removal.

I have had to spend more time than usual on custodial duties while we have been having the Sports teams here. In the past we have had the custodian get overtime and that was why it was thought that having a half maintenance half custodial personal would work but now since I have been informed to avoid use of overtime I now just reallocate my time to come and clean around teams and other events.

The extra cleaning along with the snow removal which I also perform is causing me to fall behind in my work orders and data entry. This has been an issue for most of the winter.

There is some sort of funding for a pre school aged playground. It was supposed to be done by march and nothing has come of it. I was not instructed to put time into it and feel I have enough to do already but it would be a shame to let this opportunity fall through. I sent an email to Ralph and the preschool staff supplying an example playground set that the funds would be able to afford.

The exhaust from the autoshop was coming out black for part of 2/15 I was only changing the filter every other month but with the increased usage coming with the cold weather that wasn't enough. I replaced the filter and nozzle and cleaned out the chimney. It seems to be running fine now.

The small freezer and the walk in cooler seem to be reacting to the outside air temperature which has resulted in needing to be checked on a daily basis.



Hoonah City Schools

P.O. Box 157 366 Garteeni Hwy. Hoonah, Alaska 99829 (907) 945-3611 Fax (907) 945-3492

February 2019

Special Education Report to the Hoonah School District Board

Dear Hoonah City School Board and Superintendent Ralph Watkins,

The Post-School Outcomes Survey; Indicator 14 and the Parent Involvement Survey; Indicator 8 have been submitted to DEED. These reports will show next year on the DEED website. In February we ran five IEPs. In March we will be running ESERS/IEPs for eight students and by the end of April our hope is have all the IEPs completed for the year, as well as new contracts for specialists for the coming year. In May we will be completing all the filing to maintain compliance of special education records.

February 4-8: Brian Babcock, Autism specialist with SESA was here to provide materials and support to our students and staff. The comprehensive reports we receive back help us to further support our students and provide information to families. Brian told Sheryl, "I am amazed at the model and practice that Wilma Davis and Jenny Miller provide to our students. I have never seen anything like it!" There is nothing like coming back to school in the morning and seeing notes such as the one attached below.

February 12: Sheryl completed the DLM, (Returning Test Administrator) for the State of Alaska Alternate Assessment Training. This test is administered to students who do not qualify to take the State PEAKS Assessment.

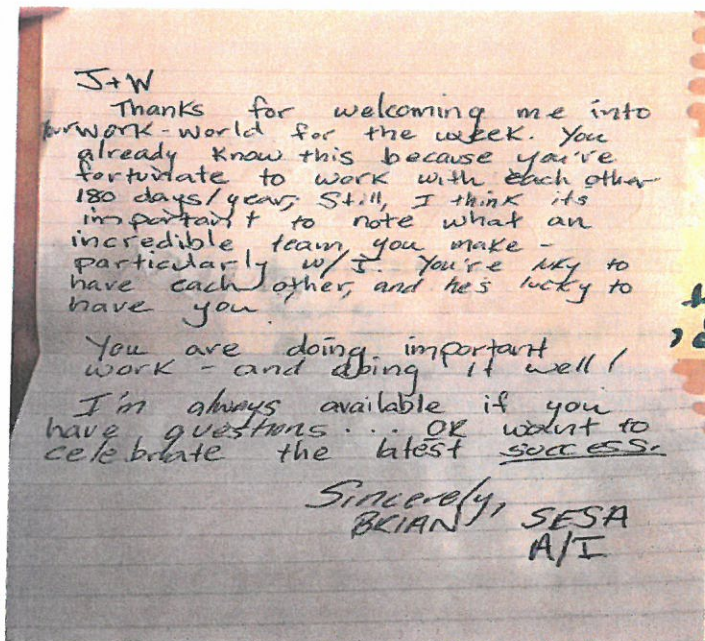
February 12-14: Doug Wessen, School Psychologist, and Maggie Hotch, OT were here this week for evaluations for Gifted & Talented, Special Education, and quarterly visits. They will return in March and in April. They are actively seeking a new OT for the coming year with us.

February 22: Sheryl will attend the mandatory Special Ed Director's Conference over the weekend. Then, Clark and most of the para team will be attending the ASSEC, Special Education conference of multiple classes from the 25-28. Tesh Miller-Gray will also be recognized at an awards luncheon for Alaska's Para-Educator of the Year.

Each week we continue to run groups, run evaluations, or individual services throughout each school day, while continuing to enjoy and support each student, teacher, and whole classrooms of students. Thank you to the tireless staff who have specialists follow students in and out of

classrooms, taking notes, offering on-site recommendations, and on. We have a remarkable staff. Once again, thank you for the opportunity to service our students.

Sheryl Ross for the SpEd Team!



J+W
Thanks for welcoming me into
work-world for the week. You
already know this because you've
fortunate to work with each other
180 days/year. Still, I think it's
important to note what an
incredible team you make -
particularly w/ J. You're lucky to
have each other, and he's lucky to
have you.

You are doing important
work - and doing it well!

I'm always available if you
have questions... OR want to
celebrate the latest success.

Sincerely,
BRIAN, SESA
A/I

AGENDA ITEM New Business 1.0

 ✓ ACTION

 DISCUSSION

TOPIC: 2019/2020 Tenured Teacher Contracts

Background

The Board of Education is required to issue contracts to tenured teachers annually by the 15th day of May.


Status

The following teacher has tenured teacher status in the Hoonah School District for the 2019/2020 school year: Adam Gretsinger.

Recommendation

I move that the Board of Education offer 2019/2020 teaching contract to the following tenured teacher: Adam Grestinger

School District/City Joint Meeting Agenda

	School District/City Meeting Date: February 27th 2018 Start/End Time: 6:00 Location: City Council Chambers	
Purpose of Meeting:	Quarterly meeting	
Note Taker:	Kelli Deitering	
What to Bring:	Positive Happy Thoughts and a spirit of cooperation	
Attendees:	District, Board, and City leadership	
----- AGENDA ---		
AGENDA ITEM	WHO	AMOUNT OF TIME
Agenda review	Ralph	1 min
Norms/ Mission Review	Discussion by whole	5 min
SY 2020-21 Budgeting & Staffing	Ralph & Amy	30 min
Student Activities update	Ralph Watkins	5 min
Library	Jerry	10 min
Governor's Budget	Jerry	10 min
Vocational Education and Partnerships	Ralph	5 min
Question & answers	Discussion by whole	10 min
Next meeting date and time	Ralph	1 min
Mission Statement		