

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

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

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

**HOONAH CITY SCHOOLS BOARD OF EDUCATION**

**Thursday, March 7, 2019  
6:00 PM  
Library**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL (ESTABLISH QUORUM)

ADOPTION OF AGENDA

SUPERINTENDENT REPORT: Yearly Calendar

NEW BUSINESS:

1.0 Resolution #2 – Regarding State Education Funding for FY20

DISCUSSION ITEMS:

- Board Input to Superintendent regarding Certified Teacher Hire for FY20
- Weekly President/Superintendent Meetings

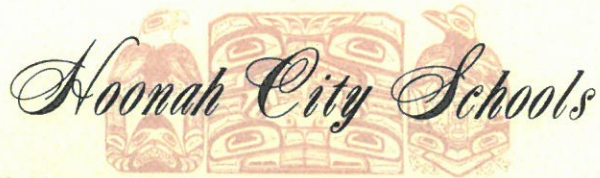
BOARD COMMENTS

ADJOURNMENT

**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.

Posted: March 6, 2019



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## SIGN IN SHEET

Meeting: Special Board Meeting Date: March 7, 2019

### Public Comment and Communications

Name (please print)	Subject	Telephone Number
1. Pearl Miller	Communication	957-4101
2.		
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**Three minutes per speaker.**

# Hoonah School District

## Master Calendar of Annual District Activities

### July

- Submit the school district's budget to DEED by July 15 – Business Manager
- Submit the Summer Oasis report to DEED – School Secretary

### August

- Annual audit if possible conducted by independent auditors – Business Manager/Superintendent
- AASA/ASCA/DEED Superintendents meetings in Juneau – Superintendent
- Review and weed out old District files that are more than five (5) years old. Make sure the retention schedule is followed.
- Finalize back-to-school in-service activities (early August) – Principals
- Touch base with Amy to check on our employees and make sure they are coded properly – Superintendent
- Host annual district wide Title 1 Parent meeting. Do this towards the end of the third week in the month. – Norma
- Set or review School Board's goals at the regular board meeting
- Set National School Lunch Program (NSLP) prices if needed for the new school year before the start of school – Superintendent

### September

- District Test Coordinator meeting/training in Anchorage
- SBA test results review for individual students to assist teacher in knowing what instructional areas to target. – Principal
- Inquire on which members of the Board are interested in attending the November AASB Annual Conference in Anchorage at the September regular board meeting.
- Finalize the annual financial report – Business Manager
- CIP six-year plan due to DEED by September 1<sup>st</sup>.

### October

- Board Elections if needed
- Student count starts the last Monday in September or the first Monday in October, data is used for the Fall Oasis
- Annual principals conference in Anchorage
- District Improvement Plan due if not meeting District's AYP – Superintendent
- Student count end on the 4<sup>th</sup> Friday in October.
- Review current year's budget for validity – adjust for actual hires, possible budget revision to the School Board for action.
- Prior year audited annual financial report due to DEED. – Business Manager

## November

- AASB Board training in Anchorage
- School Improvement Plan if any school has not met AYP for more than one year.
- Fall Oasis Report due 10 days after the close of the 20-day count period. – Business Manager
- Subsequent year's enrollment projections due with the Fall Oasis report. NOTE: DEED is required to withhold funds if the prior year audited financial report has not been received by DEED. – Superintendent/Business Manager
- Begin the superintendent evaluation process – Board information
- Review Indian Policies and Procedures for Impact Aid Application compliance at the school board meeting in November. - Superintendent

## December

- Respond to any OASIS findings – Business manager
- Continued work on superintendent evaluation – School Board
- Next school year calendar work begins – staff, Administration, Business Manager
- Indirect cost rate due to DEED – Business Manager
- Begin work on subsequent year's budget – Superintendent/Business Manager

## January

- E-Rate Form 470 and 471 due – SERRC
- Complete annual Superintendent evaluation and contact if need for next year. – School Board
- Send in drop out info the Alaska Military Youth Academy by January 15. – Principal/school secretary
- Continued Strategic Plan work – School Board, superintendent
- Continued calendar work for next school year. – staff, Administration, Business Manager
- Alaska Legislature convenes
- Impact Aid Application due – Business Manager
- Offer tenured teacher contracts if Board approved - Superintendent

## February

- AASB Legislative Fly-In in Juneau – School Board
- Offer non –tenured teacher contracts if Board approved.
- Continued work on subsequent year's budget. – Superintendent/Business Manager

## March

- ATP Job Fair in Anchorage if needed – Superintendent
- Offer next year exempt contract if Board approved – School Board/Superintendent
- MOAs for next school year itinerants if Board approved – Superintendent/Business Manager
- Next school year's budget for first reading. School Board/Superintendent/business Manager
- Part I of Title VI Indian Education grant due – Business Manager, Indian Grant Ed coordinator

## April

- EASIE Part II opens April 15<sup>th</sup>, Title VI Indian Education grant – Business Manager, Indian Ed Grant coordinator
- Eligibility list to DEED by the end of March for NSLP – Business Manager
- Fall in-service planning
- Draft school calendar for first reading at Regular School Board Meeting – Superintendent/Business Manager
- Next year's school budget for second and final reading to meet the May 1<sup>st</sup> deadline for delivery to the City of Hoonah – School Board/Superintendent/Business Manager
- Year-end closing plan review – Administration team
- High school schedule planning – Administration team
- Superintendent Legislative Fly-in

## May

- Alaska Legislature adjourns (usually)
- E EASIE Part II closes May 15<sup>th</sup>, Title VI Indian Education grant – Business Manager, Indian Ed Grant coordinator
- Next school year's budget to the City of Hoonah
- Graduation and end of school year.
- Begin working of Summer Oasis – School Secretary
- Teachers and classified staff year end and check out – Superintendent/Principal/Business Manager

## June

- Update subsequent year's budget for any funding changes resulting from Legislative action – School Board/Superintendent/Business Manager

AGENDA ITEM    New Business 1.0

  √   ACTION

     DISCUSSION

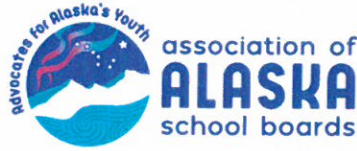
TOPIC: Resolution #2 – Regarding State Education Funding for FY20

Status

AASB has prepared a draft (see attached page) in an effort to provide legislators with the with information they need to assess the needs of school districts within their legislative district. You are encouraged to pass a resolution that expresses your frustration with the proposed FY20 budget.

Recommendation

I move that we approve Board of Education's Resolution #2.



HOONAH CITY SCHOOL DISTRICT  
RESOLUTION # 2

Whereas the Constitution of the State of Alaska in Article 7, Section 1 provides for public schools open to all children;

Whereas the policy of education is defined in Alaska Statute AS 14.03.015;

Whereas the proposed budget for FY20 will cause significant and irreparable harm to school districts, communities, families, and students;

Whereas the Administration has failed to provide any data to determine the effect of the proposed reductions on Alaska's economy through the loss of jobs;

Whereas the budget proposal reduces the Base Student Allocation (BSA) by 22.9%, the largest reduction since statehood;

Whereas the budget proposal eliminates school bond debt reimbursement shifting the liability onto municipalities;


Whereas the proposed budget eliminates early childhood programs harming our most vulnerable population;

Whereas the proposed budget will mean the catastrophic loss of teaching positions, untenable increased class sizes, and complete elimination of academic and extra-curricular programs;

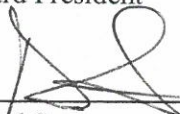
Whereas budget reductions of this magnitude will have significant detrimental effect on student achievement, reverse academic gains, and adversely affect current and future students for many years to come;

Now therefore be it resolved that the Hoonah School District Board of Education is adamantly opposed to reductions in educational funding.

Resolution approved by the Hoonah School District Board of Education.

  
Board President

3/7/19  
Date

  
Board Secretary

3/7/19  
Date

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

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

**Thursday, March 28, 2019  
7:00 PM  
REGULAR BOARD MEETING**

**Located in the School Library**

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**MEETING AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL (ESTABLISH QUORUM)**

**HONORING TESH MILLER-GRAY**

**CORRESPONDENCE TO THE BOARD**

**AGENDA REVISIONS**

**ADOPTION OF AGENDA**

**APPROVAL OF MINUTES**

**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. Maintenance Report - Jeremiah Byers, Written**

**D. SPED Report - Sheryl Ross, Written**

**E. Board & Committee Reports - Robert Hutton**

**NEW BUSINESS**

**1.0 First and Final Reading of BB9320: Changing meeting time to 7 pm.**

**1.1 Purchase Approval of Preschool Playground Equipment (Pre-School Grant)**

**1.2 FY 2019/2020 School Operating Fund Budget 1<sup>st</sup> Reading**

**1.3 FY 2019/2020 New Teacher Contracts**

**DISCUSSION ITEMS:**

- **Playground Bids**
- **Suggested Revisions for Draft Master Calendar of Annual District Activities**
- **April Regular Board Meeting Date**

**PUBLIC COMMENTS (THREE MINUTES PER SPEAKER)**

**COMMENTS FROM BOARD MEMBERS**

**FUTURE AGENDA ITEMS**

**EXECUTIVE SESSION: Personnel**

**ADJOURNMENT**

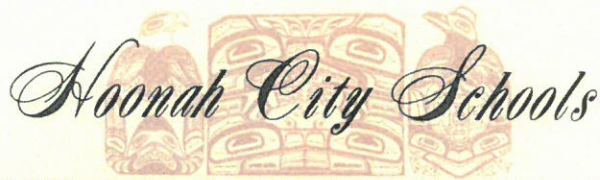
**NEXT MEETING DATES:**

- **Regular Board Meeting - April 18, 2019**

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## SIGN IN SHEET

Meeting: Regular Board Meeting Date: March 28, 2019

### Public Comments

Name (please print)	Subject	Telephone Number
1. Sally Dybdahl	playground	(907)209-9326
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### Public Comment and Communications

Name (please print)	Subject	Telephone Number
13.		
14.		
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21.		
22.		
23.		
24.		

**Three minutes per speaker.**

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

**February 25, 2019**

(Budget Revision Workshop from 6:30pm-7:34pm before the Regular Board Meeting.)

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

**SUPERINTENDENT/PRINCIPAL:** Ralph Watkins

**OTHERS PRESENT:** Kelli Gretsinger, Recording Secretary, Amy Stevenson, Business Manager, Heather Powell, ANEP Director, Jeremiah Byers, Maintenance Director, Shawn McConnell, Valerie Houston, Arianna Hinchman, Jonna George, RJ Didrickson, Travis Lewis, and Lora Jett.

**CALL TO ORDER:** Robert Hutton called the meeting to order at 7:34pm.

**ROLL CALL:** Five (5) 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: Timeline for Offering Teachers Contracts.

**ADOPTION OF AGENDA:** Robert Hutton asked if there is any objection for adopting 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 January 24, 2019. Robert Hutton asked for all those in favor to say "Aye." All five board members said "Aye." Motion passes unanimously.

**BOARD CALENDAR:** Principal's Roundtable is at 6:00 pm on February 26, 2019.

**PUBLIC COMMENTS (THREE MINUTE TIME LIMIT EACH):**

- Valerie Gamble Houston spoke about bullying.
- RJ Didrickson, Arianna Hinchman, and Jonna George presented a video of their Tlingit Class.

injuries. Native Youth Olympics are being coached by Jack Diamond. Students are excited about taking Driver's Ed and Yearbook.

- **Grace Villarreal** has been out of town. Next month she will have more to report.
- **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. No HIA report.
- **Harold Houston** finds the news flash emails sent from AASB very interesting.
- **Dillon Styers** reported that he is building an ice skate rink at the park. Anyone is welcome to use it.

## **NEW BUSINESS:**

### **1.0 Tenured Teacher Contract**

M/S Heidi Jewell, Dillon Styers move that the Board of Education offer a 2019/2020 teaching contract to the following tenured teacher: Adam Gretsinger. Discussion: None.

**Roll Call Voice Vote: Representative Preferential Vote: Yes, DS-Yes, GV-Yes, HJ-Yes, HH-Yes, RH-Yes. Motion passes.**

## **DISCUSSION ITEMS:**

- **Board Policy Update:** – **Robert Hutton** asked the Board what month they would like to approach the AASB updates or the annual review of policies. It was decided that the review of policies will be done in the month of June and the Board will address the AASB updates as they come.
- **Legislative Update:** Ralph Watkins passed out a document titled *Legal Services* from the State of Alaska. The Governor is still talking about cutting \$20 million dollars from this year's budget.
- **Superintendent vs Superintendent/Principal Evaluation:** Harold Houston and Dillon Styers volunteered to form a committee that will look into the differences between of a Superintendent Evaluation vs a Superintendent/Principal Evaluation.

## **PUBLIC COMMENTS (THREE MINUTES PER SPEAKER):**

- **Travis Lewis** spoke about Yearbook. He thinks it would be nice if somebody from Yearbook traveled with the sports team to better document them.

## **COMMENTS FROM THE BOARD:**

- **Dillon Styers** thanked Amy for all her hard work on the Budget.

**HOONAH CITY SCHOOLS  
SPECIAL BOARD MEETING**

**Wednesday February 27, 2019  
District Office Conference Room  
5:40 PM**

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

**SUPERINTENDENT:** Not present. He was given permission to go set up for the Joint City Council/School Board Meeting at 6:00 pm.

**OTHERS PRESENT:** Kelli Deitering, Recording Secretary.

**CALL TO ORDER:** Robert Hutton, Board President, called the meeting to order at 5:46 pm.

**ROLL CALL:** Five (5) Board Members were present at roll call, Heidi Jewell, Grace Villarreal, Dillon Styers, Harold Houston and Robert Hutton, a quorum was established.

**NEW BUSINESS:**

**1.0 FY 2019/2020 Non-Tenured Teacher Contracts**

M/S Dillon Styers, Grace Villarreal move that we offer 2019/2020 teaching contracts to the following teachers:

- Christina Carrick
- Lora Jett
- Eli Derenoff
- Renee Gray

**Discussion:** Harold Houston mentioned that these contracts are offered at the recommendation of the Superintendent. What if any of the board members disagreed? Robert Hutton stated that in the past, the Board President would speak with the Superintendent one on one to discuss it before the meeting. Heidi Jewell asked if any of these teachers would be Tenured next year. The consensus was no. Voice Vote: HJ-Yes, GV-Yes, DS-Yes, HH-Yes, and RH-Yes. Motion carried.

**BOARD COMMENTS:** No comments

# HOONAH CITY SCHOOLS SPECIAL BOARD MEETING

Thursday, March 7, 2019  
LIBRARY  
6:00 PM

**BOARD MEMBERS PRESENT:** Heidi Jewell, Grace Villarreal, Dillon Styers, Harold Houston, and Robert Hutton.

**SUPERINTENDENT:** Ralph Watkins

**OTHERS PRESENT:** Kelli Deitering, Recording Secretary, Amy Stevenson, Business Manager, Heather Powell, Cultural Representative, Pearl Miller, Jenny Miller, Tesh Miller, Renee Gray, Lora Jett, Shelly Wilson, Jamie Erickson, James Erickson, and Veronica Dalton.

**CALL TO ORDER:** Robert Hutton, Board President, called the meeting to order at 7:00 PM.

## PLEDGE OF ALLEGIANCE

**ROLL CALL:** Five (5) Board Members were present at roll call, a quorum was established.

**ADOPTION OF THE AGENDA:** Robert Hutton added Public Comments to the agenda. No objections. Passed by unanimous consent.

## PUBLIC COMMENTS:

- **Pearl Miller** spoke about strengthening communication within our school.

**SUPERINTENDENT REPORT: Yearly Calendar** – Ralph presented his yearly calendar to the Board.

## NEW BUSINESS:

### 1.0 Resolution #2 – Regarding State Education Funding for FY20

M/S Grace Villarreal, Heidi Jewell move that we approve Board of Education's Resolution #2. Robert Hutton asked all those in favor to say "Aye". All five members said "Aye". **MOTION CARRIED.**

## DISCUSSION ITEMS:

- **Board Input to Superintendent regarding Certified Teacher Hire for FY20** – Despite the drastic budget cuts, the Board agreed for Ralph Watkins to give Letters of Intent to hire more four more teachers. A special board meeting was requested to discussing outsourcing the Business Office and reconstructing Administration.
- **Weekly President/Superintendent Meetings** – Robert Hutton asked that if any other Board members might like to be part of the weekly President/Superintendent Meetings, please let him know.

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

**February 25, 2019**

(Budget Revision Workshop from 6:30pm-7:34pm before the Regular Board Meeting.)

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

**SUPERINTENDENT/PRINCIPAL:** Ralph Watkins

**OTHERS PRESENT:** Kelli Gretsinger, Recording Secretary, Amy Stevenson, Business Manager, Heather Powell, ANEP Director, Jeremiah Byers, Maintenance Director, Shawn McConnell, Valerie Houston, Arianna Hinchman, Jonna George, RJ Didrickson, Travis Lewis, and Lora Jett.

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**ADOPTION OF AGENDA:** Robert Hutton asked if there is any objection for adopting 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 January 24, 2019. Robert Hutton asked for all those in favor to say "Aye." All five board members said "Aye." Motion passes unanimously.

**BOARD CALENDAR:** Principal's Roundtable is at 6:00 pm on February 26, 2019.

**PUBLIC COMMENTS (THREE MINUTE TIME LIMIT EACH):**

- Valerie Gamble Houston spoke about bullying.
- RJ Didrickson, Arianna Hinchman, and Jonna George presented a video of their Tlingit Class.

- Travis Lewis spoke about sports. He had the opportunity to attend the middle school wrestling tournament. He would like to see corporate sponsors and summer camps in Hoonah.

#### **ADMINISTRATIVE REPORT:**

- **Administrator Report – Ralph Watkins** gave a written attached report. He added that even with all the government budget cuts, he is committed to making sure our students get a quality education. On the 27<sup>th</sup> is the Joint City Council/School Board Meeting. He is confident in the City’s support of our school. Ralph had submitted an agenda to the city for the Joint Meeting. They had two additions; the Library and 1% activities/general fund. Ralph had had a conversation with the City Manager on redirecting the balance of the student activity account to be used for general fund. Ralph also spoke about the MOA with UAS that was included in his report. Harold Houston asked to have an annual calendar with the Superintendent/Principal activities (important dates such as events to travel to and when grant reports are due). The deadline for an update on this calendar is next meeting in March.
- **Business Office Report – Amy Stevenson** gave a written attached report.
- **ANEP Grant Director’s Report – Heather Powell** gave a written attached report.
- **Grant Director’s Report – Norma Holmgaard** gave a written attached report. Heidi Jewell asked how many grants Norma is managing. Amy Stevenson believes there are 12.
- **Maintenance Report – Jeremiah Byers** gave a written attached report. Jeremiah told the Board that he has been dealing with snow removal and clogged drains this month. There has been interest in the Playground Project Bid.
- **SPED Report – Sheryl Ross** gave a written attached report. Sheryl is attending a SPED conference in Anchorage. Harold Houston would like to see Jenny Miller and Wilma Davis recognized for their hard work in the SPED program. Robert Hutton put them on his list.
- **Board Reports –**
  - **Robert Hutton** is planning an appropriate recognition for Tesh Miller at the next board meeting. He would like a board member to volunteer to write a letter with Ralph Watkins to the Governor about how the budget cuts affect our school. He would like to have the letter sent off by next week.
  - **Ethan Gray** reported that the basketball teams leave tomorrow on the ferry for the Regional V Tournament in Juneau. The boys team is dealing with

injuries. Native Youth Olympics are being coached by Jack Diamond. Students are excited about taking Driver's Ed and Yearbook.

- **Grace Villarreal** has been out of town. Next month she will have more to report.
- **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. No HIA report.
- **Harold Houston** finds the news flash emails sent from AASB very interesting.
- **Dillon Styers** reported that he is building an ice skate rink at the park. Anyone is welcome to use it.

## **NEW BUSINESS:**

### **1.0 Tenured Teacher Contract**

M/S Heidi Jewell, Dillon Styers move that the Board of Education offer a 2019/2020 teaching contract to the following tenured teacher: Adam Gretsinger. Discussion: None.

**Roll Call Voice Vote: Representative Preferential Vote: Yes, DS-Yes, GV-Yes, HJ-Yes, HH-Yes, RH-Yes. Motion passes.**

## **DISCUSSION ITEMS:**

- **Board Policy Update:** – **Robert Hutton** asked the Board what month they would like to approach the AASB updates or the annual review of policies. It was decided that the review of policies will be done in the month of June and the Board will address the AASB updates as they come.
- **Legislative Update:** Ralph Watkins passed out a document titled *Legal Services* from the State of Alaska. The Governor is still talking about cutting \$20 million dollars from this year's budget.
- **Superintendent vs Superintendent/Principal Evaluation:** Harold Houston and Dillon Styers volunteered to form a committee that will look into the differences between of a Superintendent Evaluation vs a Superintendent/Principal Evaluation.

## **PUBLIC COMMENTS (THREE MINUTES PER SPEAKER):**

- **Travis Lewis** spoke about Yearbook. He thinks it would be nice if somebody from Yearbook traveled with the sports team to better document them.

## **COMMENTS FROM THE BOARD:**

- **Dillon Styers** thanked Amy for all her hard work on the Budget.



- **Harold Houston** would like to have an Executive Session during the Regular Board Meeting on March 28, 2019.

**FUTURE AGENDA ITEMS:**

- **Another Draft of the Budget**

**ADJOURNMENT:** Meeting adjourned at 8:42 pm.

**Respectfully submitted,**

Dillon Styers  
Board Secretary

Kelli D Gretsinger  
School Board Secretary

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

**HOONAH CITY SCHOOLS  
SPECIAL BOARD MEETING**

**Wednesday February 27, 2019  
District Office Conference Room  
5:40 PM**

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

**SUPERINTENDENT:** Not present. He was given permission to go set up for the Joint City Council/School Board Meeting at 6:00 pm.

**OTHERS PRESENT:** Kelli Deitering, Recording Secretary.

**CALL TO ORDER:** Robert Hutton, Board President, called the meeting to order at 5:46 pm.

**ROLL CALL:** Five (5) Board Members were present at roll call, Heidi Jewell, Grace Villarreal, Dillon Styers, Harold Houston and Robert Hutton, a quorum was established.

**NEW BUSINESS:**

**1.0 FY 2019/2020 Non-Tenured Teacher Contracts**

M/S Dillon Styers, Grace Villarreal move that we offer 2019/2020 teaching contracts to the following teachers:

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- Lora Jett
- Eli Derenoff
- Renee Gray

**Discussion:** Harold Houston mentioned that these contracts are offered at the recommendation of the Superintendent. What if any of the board members disagreed? Robert Hutton stated that in the past, the Board President would speak with the Superintendent one on one to discuss it before the meeting. Heidi Jewell asked if any of these teachers would be Tenured next year. The consensus was no. Voice Vote: HJ-Yes, GV-Yes, DS-Yes, HH-Yes, and RH-Yes. Motion carried.

**BOARD COMMENTS:** No comments

**ADJOURNMENT:** Robert Hutton asked if there was any objection to adjournment. No objection. Meeting adjourned at 5:50 PM.

Respectfully Submitted,

Dillon Styers  
Board Secretary

Kelli Deitering  
Recording Secretary

**HOONAH CITY SCHOOLS  
SPECIAL BOARD MEETING**

**Thursday, March 7, 2019  
LIBRARY  
6:00 PM**

**BOARD MEMBERS PRESENT:** Heidi Jewell, Grace Villarreal, Dillon Styers, Harold Houston, and Robert Hutton.

**SUPERINTENDENT:** Ralph Watkins

**OTHERS PRESENT:** Kelli Deitering, Recording Secretary, Amy Stevenson, Business Manager, Heather Powell, Cultural Representative, Pearl Miller, Jenny Miller, Tesh Miller, Renee Gray, Lora Jett, Shelly Wilson, Jamie Erickson, James Erickson, and Veronica Dalton.

**CALL TO ORDER:** Robert Hutton, Board President, called the meeting to order at 7:00 PM.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Five (5) Board Members were present at roll call, a quorum was established.

**ADOPTION OF THE AGENDA:** Robert Hutton added Public Comments to the agenda. No objections. Passed by unanimous consent.

**PUBLIC COMMENTS:**

- **Pearl Miller** spoke about strengthening communication within our school.

**SUPERINTENDENT REPORT: Yearly Calendar** – Ralph presented his yearly calendar to the Board.

**NEW BUSINESS:**

**1.0 Resolution #2 – Regarding State Education Funding for FY20**

M/S Grace Villarreal, Heidi Jewell move that we approve Board of Education's Resolution #2. Robert Hutton asked all those in favor to say "Aye". All five members said "Aye". **MOTION CARRIED.**

**DISCUSSION ITEMS:**

- **Board Input to Superintendent regarding Certified Teacher Hire for FY20** – Despite the drastic budget cuts, the Board agreed for Ralph Watkins to give Letters of Intent to hire more four more teachers. A special board meeting was requested to discussing outsourcing the Business Office and reconstructing Administration.
- **Weekly President/Superintendent Meetings** – Robert Hutton asked that if any other Board members might like to be part of the weekly President/Superintendent Meetings, please let him know.

**BOARD COMMENTS:**

- **Grace Villarreal** asked what date the special board meeting should be. The Board decided on Monday, March 11, 2019 at 6:30 PM. There will be an executive session to discuss Personnel. (This meeting was indefinitely postponed on Monday, March 11, 2019.)

**ADJOURNMENT:** M/S Robert Hutton, Heidi Jewell moved to adjourn the meeting. No objection. Meeting adjourned at 7:06 PM.

Respectfully Submitted,

Dillon Styers  
Board Secretary

Kelli Deitering  
Recording Secretary

# 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 ATP Job Fair (ANC)	15 Teacher Work Day No School for Students ATP Job Fair (ANC)	16 ATP Job Fair (ANC)
17	18 Spring Break	19 Spring Break	20 Spring Break	21 Spring Break	22 Spring Break	23
24 Legislative Fly-In (JNU)	25 PEAKS Testing Elective Phase Schedule until April 5 <sup>th</sup> . Legislative Fly-In (JNU)	26 PEAKS Testing Legislative Fly-In (JNU)	27 PEAKS Testing	28 PEAKS Testing Regular Board Meeting @ 7:00 pm	29 PEAKS Testing	30
31						

# April

# 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Testing	2 Testing	3 Testing	4 Testing	5 Testing	6
7	8	9	10	11 Parent/Teacher Conferences	12 Parent/Teacher Conferences M/S Volleyball (JNU)	13 M/S Volleyball (JNU)
14	15 AD/Superintendent Meeting (Petersburg)	16 AD/Superintendent Meeting (Petersburg)	17	18 Regular Board Meeting 7:00 PM	19	20
21	22	23	24	25 Inservice Day	26 Inservice Day	27
28	29	30 **Tentative Activities Banquet**				

March 28th Regular School Board Meeting  
Superintendent/Principal Board Report

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

**Legislative update**

**Early Funding for Education Guaranteed under New Proposal**

This is legislation we can get behind. Keep looking for opportunities to testify on this resolution.

I spoke to the Senator's public relations person to express my support for this resolution. I offered to be a resource for her if necessary to provide the perspective of a rural school and how this resolution would help to support our students, district, and community.

[Senate Joint Resolution 9](#), sponsored by Senator Mia Costello, R-Anchorage, requires the governor to submit a separate appropriation bill, alongside the operating budget, to fund K-12 public education. The Legislature would then be required to approve the education funding bill by day 45 of each legislative session for the upcoming fiscal year.

"Education is one of the state's core constitutional responsibilities," said Sen. Costello. "This amendment will provide stability to Alaska's education community by requiring legislators to act early. For too long, Alaska's teachers and school administrators have been forced to operate under a cloud of uncertain funding when they should be free to focus on providing for a quality education for our students. It's time we put our kids first."

Under Article VII, Section I of the Alaska Constitution, the legislature must maintain a system of public schools open to all children. SJR 9 compliments this section by guaranteeing early-funding for Alaska's public schools.

SJR 9 was referred to the Senate Education Committee, the Senate Judiciary Committee and the Senate Finance Committee.

To be adopted, a constitutional amendment must be approved by two-thirds of each house of the legislature and by a majority of voters during the next general election.

For more information, contact Senate Majority Communications Director [Daniel McDonald](#) at (907) 465-4066.

Goal 2: Stakeholder satisfaction

Objective: Improve communication with all stakeholders

Activity: First reading of the proposed 2019-2020 school academic and elective calendars.

Goal 2: Stakeholder satisfaction

Objective: Improve communication with all stakeholders

**Activity: Principal/Superintendent Roundtable**

The scheduled Principal's round Table took place on February 26<sup>th</sup>. Those that attended had the opportunity to hear our district vision as articulated in our strategic plan. They had the opportunity to review school data and share in setting the direction for next year. We discussed the elective schedule and how parents can have more of an opportunity to participate in the



course selection for their student. The teachers present shared their experience and support for this schedule and offered input as to next steps to improve the experience for students and parents.

**Activity: Joint meeting with City Council**

The February 27<sup>th</sup> Joint meeting took place with the City leadership. We covered the agenda items as well as looked at ways the city and district can work together to support student outcomes. The Mayor proposed additional funding through a reallocation of unused 1% monies. This seemed to have overwhelming support amongst the City Council members. We concluded with an agreement to meet again soon.

**Goal 1: Student Learning**

**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**

We are continuing pursue the implementation of Trauma Informed Practices. This research driven approach to school practices, policies, and procedures we are looking to provide ample training for those that will lead this implementation. April 25<sup>th</sup>-26<sup>th</sup> we will be holding a staff in-service with AASB to look at what that implementation will look like and what our first steps should be. Board members are welcome to participate.

**Goal 3: Employee Development**

**Objective:** Educate employees on local and tribal culture

**Action 3: Scheduling an in-service for new teachers**

Last year as part of teacher in-service we work with Huna Totem to provide information to for incoming staff on the history of our community and the Tlingit people. They shared stories, answered questions, and engaged the staff in an examination of their own culture. This was well received by the staff and Huna Totem. We want to continue this effort of acclimating our new teachers to our community. We have planned another in-service for next years' staff. Board members are welcomed to participate.

**Upcoming Travel:**

March 15<sup>th</sup>-16<sup>th</sup> Anchorage Job Fair

March 24<sup>th</sup>-27<sup>th</sup> Legislative Fly-in

March 14, 2019

## MEMORANDUM

TO: HCS D Board of Education

FROM: Amy Stevenson, Business Manager

RE: March Board Report

### **Current Information:**

1. Extra-Curricular expenses sent to the City of Hoonah for February 2019.
2. FY 2020 budget draft budget completed on a flat funded basis.
3. Deposits up to date.
4. Grant budgets have been entered into ADS.
5. Journal entries are up to date.
6. New non-tenure teacher contracts are drafted.
7. AASB salary survey information completed for certified and classified staff.

### **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. FCC Form 471 was submitted
3. Continued work on the FY20 budget development with work session and legislative information as we receive it. Drafting versions of the FY 2019/2020 school operation fund budget with 5 and 10% cuts in revenue have been started.
4. Deposits done as received
5. February breakfast and lunch reimbursement and FFVP reimbursement to DEED
6. Drafting exempt contracts.
7. Begin working on FY 20 school calendar
8. Quarterly tax forms and ESD to be completed.
9. Completing a Field Review of our 2020 impact aid application
10. Filing
11. Continued audit prep for the last three quarters.
12. Close out the 3<sup>rd</sup> quarter on all grants.
13. 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 - 7/1/2018-2/28/2019

Monthly Revenue Report

Account number	Account Description	Current Approved Budget	YTD Encumb	YTD Revenue	Remaining Balance	Percentage Remaining
100-0000-10-40110	CITY APPROPRIATION	\$314,603.00	\$0.00	\$200,000.00	\$114,603.00	36.42%
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	392.42	1,107.58	73.83%
100-0000-10-40400	OTHER LOCAL REVENUE	10,000.00	0.00	3,184.59	6,815.41	68.15%
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	1,541,552.00	720,626.00	31.85%
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	-55,847.55	
100-0000-30-41100	PUBLIC LAW 81-874	112,125.00	0.00	209,533.58	-97,408.58	-86.87%
<b>Report Total:</b>		<b>\$3,103,990.00</b>	<b>\$0.00</b>	<b>\$2,017,398.14</b>	<b>\$1,086,621.86</b>	

Monthly Expense Report

Accounts summarized by Function	YTD			Remaining		Percent Remaining
	Current Budget	Encombrances	YTD Expenditures	Balance		
1100 REGULAR INSTRUCTION	\$1,083,656.00	\$0.00	\$582,204.47	\$501,451.53		46.27%
2000 SPECIAL EDUCATION INSTRUCTION	631,471.00	239.94	406,690.59	224,540.47		35.55%
2200 SPEC ED SUPPORT SVCS - STUDENTS	153,441.00	480.74	60,482.30	92,477.96		60.26%
3500 SUPPORT SERVICES - INSTRUCTION	30,288.00	1,048.92	9,054.72	20,184.36		66.64%
3510 SUPPORTING SERVICES-TECHNOLOGY	153,225.00	7,009.65	87,994.10	58,221.25		37.99%
4000 SCHOOL ADMINISTRATION - PRINCIPAL	115,804.00	0.00	73,230.27	42,573.73		36.76%
4500 SCHOOL ADMIN SUPPORT SVCS - PRINCIPAL	107,892.00	0.00	74,077.85	33,814.15		31.34%
5100 DIST ADMIN - SUPERINTENDENT	134,354.00	650.08	76,678.06	57,025.86		42.44%
5110 SCHOOL BOARD	49,472.00	678.89	19,077.43	29,715.68		60.06%
5500 DISTRICT ADMINISTRATION SUPPORT SVCS	189,572.00	0.00	140,700.09	48,871.91		25.78%
6000 OPERATIONS AND MAINTENANCE OF PLANT	404,815.00	0.00	243,062.45	161,752.55		39.95%
9000 TRANSFER TO OTHER FUNDS	50,000.00	0.00	0.00	50,000.00		100.00%
<b>Report Total:</b>	<b>\$3,103,990.00</b>	<b>\$10,108.22</b>	<b>\$1,773,252.33</b>	<b>\$1,320,629.45</b>		<b>42.54%</b>

Net YTD-Revenue Minus Expense Total: **\$244,145.81**

**Hoonah City Schools**  
**Grants Year to Date - 7/1/2018-2/28/2019**  
**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	5,638.78	53.48%
282-0000-31-41400	Fund 282 Culturally Responsive Schools FY 18	42,669.00	0.00	0.00	42,669.00	100.00%
350-0000-30-41300	Fund 350 Johnson O'Malley Old Grant	115.08	0.00	115.08	0.00	0.00%
351-0000-30-40180	Fund 351 Title VI, Indian Education	42,176.00	0.00	19,280.84	22,894.16	54.26%
359-0000-30-41300	Fund 359 JOHNSON O'MALLEY FY 18	33,220.00	0.00	0.00	0.00	100.00%
367-0000-30-40180	Fund 367 LINGIT TUNDATA'AN	642,532.00	0.00	203,975.72	923,523.28	81.90%
369-0000-10-40400	Fund 369 STEPS Partnership w/ AASB	295,391.00	0.00	0.00	0.00	100.00%
393-0000-10-40400	Fund 393 ANEP Cultural Approach Local Revenue	13,426.00	0.00	12,660.00	766.00	5.70%
393-0000-30-40180	Fund 393 ANEP CULTURAL APPROACH TO LEARNIN	196,921.00	0.00	175,201.91	21,719.09	11.02%
<b>Report Total:</b>		<b>\$1,731,909.18</b>	<b>\$0.00</b>	<b>\$519,651.99</b>	<b>\$1,368,567.19</b>	

**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	\$16,179.33	\$0.00	\$67,196.05	80.44%
Fund 203 PRESCHOOL DISABLED	3,116.56	0.00	0.00	3,116.56	100.00%
Fund 245 PRE-ELEMENTARY DEV	240,000.00	81,410.10	1,135.01	157,454.89	65.60%
Fund 263 TITLE I PART A	118,417.40	43,651.62	0.00	74,765.78	63.13%
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 350 Johnson O'Malley Old Grant	115.08	115.08	0.00	105.08	0.00%
Fund 351 Title VII, Indian Education	42,175.00	32,241.06	0.00	9,933.94	23.55%
Fund 359 JOHNSON O'MALLEY	33,220.00	10,368.00	0.00	22,852.00	68.78%
Fund 367 LINGIT TUNDATA'AN	1,127,499.00	267,429.22	15,172.76	844,897.02	74.93%
Fund 369 STEPS	295,391.00	12,433.90	0.00	282,913.10	96.00%
Fund 393 ANEP CULTURAL APPROACH TO LEARNING	210,347.00	191,049.59	0.00	19,297.41	9.71%
<b>Report Total:</b>	<b>\$2,216,875.18</b>	<b>\$667,691.74</b>	<b>\$16,307.77</b>	<b>\$1,532,783.99</b>	

**Net YTD-Rev Minus Expense Total:**

**-\$148,039.75**

## March Maintenance report

I obtained a quote for replacement parts for the existing play structure. One of the stairs has the rubber cover peeling off at a corner and the chain link cargo ladder has a link that is broken. I passed this along to the Superintendent and am waiting a reply.

The coolers are still a daily concern as their temperatures have fluctuated with the outside air temperature.

We are getting together our custodial supply order. We were able to do a big order at the end of last year in which we tried to order enough for at least a year and a half, but with the Erickson building and auto shop additions we are beginning to run low on a few different supplies.(garbage bags, disinfectant and a mild all purpose cleaner) I intend on investigating the price difference in trying to move to more green products.

We have received two bids for the playground both coming in considerably above the estimated cost we received from Corvus Design.

The lack of cleaning and building care over Christmas and Spring break is detrimental to the school facilities. I spent most of Christmas break trying to do the cleaning and shampooing that usually happens over the break. My plan for Spring break is to focus on maintenance and the paperwork associated with it. I also intend to shampoo the entry ways as we have had to use ice melter which is then tracked into the school.

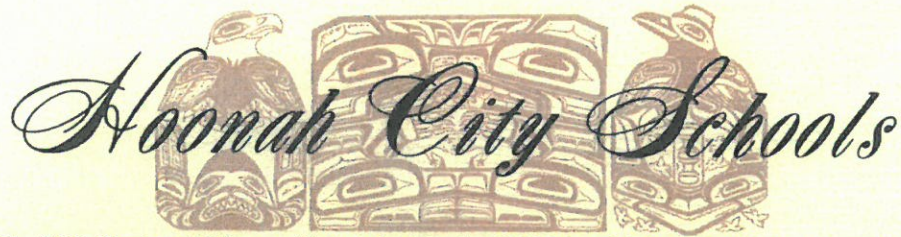
There are a few doors that I have noticed need some adjusting before they do damage to the floor that they drag on.

There is a leak in the connector hallway that I have been investigating and think I have figured out where the leak is in the roof.

I received interest from a gym floor company in repairing the gym floor but I forwarded it to the Superintendent to see if it was worth looking into and received no reply yet.

I have 3 Lights that I need to take apart and order new emergency battery's for in the highschool.

I have a meeting Online meeting with a representative from Verkada on Monday the 18th. They sell security Cameras and solutions. I will have more information on this for the meeting.



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

March 2019

Special Education Report to the Hoonah School District Board

Dear Hoonah City School Board and Superintendent Ralph Watkins,

**Action Items:**

- 1. Requesting board to approve the pre-k playground equipment purchase order.**
- 2. Requesting board to approve the MOAs for the special service providers:**
  - a. Kaye Lawson, OTR, M. ED. (submitted)
  - b. Doug Wesson, ED. School Psychologist (to be submitted)
  - c. Shannon Robels, M.A. CCC-SLP with Alaska's Midnight Sun Therapy Services, owner Chelsea Wilburn-McCarthy, M.A. CCC-SLP Speech-Language Pathologist (to be submitted)
  - d. Working out contracts here still for a PT with Alaska's Midnight Sun Therapy Services (to be submitted).

ASSEC Special Education Conference in Anchorage was information packed. We spread ourselves out among training sessions. The SpEd Team was thankful for this opportunity.

Here are just a few sessions:

Special Education Director:

Special Education Director's mandatory two-day meetings along with sessions I went to throughout the week to include: (There were many more options)

Leveraging Federal Funds for Student Success

Dialogues for Crucial Conversations

Professional Development Training for Rural Alaska

Preparing Your Team to Run the Race

The Brain and Behavior- Brain Science

Staff attended a variety of classes to include: This was the first-day only!

Safe & Civil Schools, Jessica Sprick, M.S. Functional Behavior, PBIS.

Noble Paws, Founder Steve Vick, a non-profit that teaches children with disabilities and at-risk youth how to run a team of sled dogs.

Inclusive Practices, Susan Fitzell M.ED.CSP

Universal Design Technology/Assistive Technology

Intervene with Behaviors

Inclusive PreK Settings

Successful IEP Teams  
Disability Rights  
DVR Pre-Employment Transition Services  
CTE in Special Education Training  
Team Support for Paras & Teachers  
Research-Based Strategies with Students with Autism  
Reconnecting Trauma Disconnects

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- Speech and Language Pathologist, Shannon Robels was here for quarterly visits this week.
- The SpEd Team is completing the State PEAKS Assessment Test Administration Training this week and Test Security Agreements so they can assist students during testing.
- Sheryl has completed the DLM/KITE Alternate Assessment Training and Clark and Sheryl, the State PEAKS Assessment Test Administration Training.
- Clark and Sheryl have ten more ESERS/IEPs to run.
- Sheryl will work on Quarter 3 reports, filing and writing IEPs during Spring Break.
- Please find estimated para needs diagram for the 2019\_2020 school year. If we do not run a preschool program we will still have prek needs in Headstart for ½ day.

We would like to thank the board for acknowledging Tesh Miller's State of Alaska, Governor's Council on Students with Disabilities Para Educator of the Year Award for 2019.

On behalf of the sped team, thank you for the privilege to serve our students and families in this public service arena.

Sheryl Ross for the Team

# SPECIAL EDUCATION SUPPORT STAFF

## Recommendations 2019-2020 School Year

(Does not include Seniors this year-  
estimated need based on 3/19)

High School Students:

- 1 Intensive Need Student- boy
- 4 Non-Intensive SpEd & 504s
- 1 Para Required**

Middle School Students:

- 3 Intensive Need Students:
- 1 boy/2 girls
- 5 Non-Intensive SpEd & 504s
- 2 Paras Required**

Legal Requirements for an  
Intensive Needs Student:

**All day - All activities**  
with a para professional and  
time with the sped teacher

Kindergarten/Grade 1:

- 1 Intensive Need Student-boy
- 5 Non-Intensive SpEd  
Students
- 1 Para Required**

Grade 4/Grade 5

- 2 Intensive Need Student-
- 1 boy/1 girl
- 5 Non-Intensive SpEd  
Students
- 1 Para Required**

Hoonah PreK PM Class

- 1 Intensive Need Student-boy
- 2 Non-Intensive SpEd Students
- 1 Para Required**

HeadStart AM Class

- 2 Intensive Need Student-
- 1 boy/1 girl
- 2 Non-Intensive SpEd Students
- 1 Para Required**

Grade 2/ Grade 3

- 1 Intensive Need Student-  
boy-Resource
- 1 Student significant behavior  
needs- boy may qualify
- 5 Non-Intensive SpEd Students
- 1 Para Required**

Speech & Language/OT:

- 18 Students from 15 minute to
- 45 minute sessions 3-5 times  
weekly
- 1 Para Required Spl Para**



AGENDA ITEM New Business 1.0

  ✓   ACTION

       DISCUSSION

**TOPIC: First and Final Reading of BB 9320: Changing meeting time to 7 PM**

Background

**BB 9320 - MEETINGS**

It was the recommendation of the Board to change the Regular Board Meeting time from 6:30 PM to 7:00 PM.

Recommendation

I move that we approve BB 9320 for First and Final Reading.

## Bylaws of the School Board

### MEETINGS

BB 9320(a)

Meetings of the School Board are conducted for the purpose of accomplishing district business. A meeting of the School Board shall consist of any gathering of the members of the School Board when more than three members of the School Board, or a majority of the members, whichever is less, are present and collectively consider a matter upon which the School Board is empowered to act. As a matter of district policy and state law, meetings ordinarily shall be open to the public. The School Board may meet in closed session only to discuss certain matters as permitted or required by Alaska's Open Meeting Act.

*(cf. 9321 Executive Sessions)*

Reasonable public notice shall be given for all meetings of the School Board in accordance with law and district practice, and shall be posted at all regular district and school sites before the meeting. Such notice shall include the date, time and place of the meeting and, if the meeting is by teleconference, the location of any teleconferencing facilities that will be used. Public meetings may not be held in a private home or private business.

*(cf. 9012 – Communications To and From the School Board)*

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

*(cf. 9323 – Conduct of Meetings)*

### Regular Meetings

The School Board shall adopt a yearly calendar specifying the date, time and place of each regular meeting. The local media shall be provided with the annual calendar of regular School Board meetings and shall be notified of any changes to the calendar.

The School Board shall schedule on regular meeting each month. Unless changed by the School Board, regular meetings shall be held at 7:00 p.m. at the school. Notice of regular meetings shall be posted at least five (5) days prior to the meeting.

### Special Meetings

Special meetings of the School Board may be called by the presiding officer or a majority of the School Board members.

Except in the case of an emergency, notice of special meetings shall be provide at least 24 hours before the meeting. This notice shall specify the date, time and place and, if the meeting is by teleconference, the location of any teleconferencing facilities that will be used. Such notice shall be given to all School Board members, the superintendent and to the local news media. This notice also shall be posted at all regular district and school sites at least 24 hours before the meeting.

## Bylaws of the School Board

### MEETINGS (continued)

BB9320(b)

Notice of a special meeting shall include a statement of the purpose of the meeting. No business may be transacted at this special meeting, other than that which is specifically stated in the notice of the meeting.

### Emergency Special Meetings

The School Board president or designee shall give notice of an emergency special meeting to the local media by telephone before the meeting. If telephone services are not functioning, the notice requirement is waived. In that event, as soon after the meeting as is practicable, the School Board shall notify the local media that the meeting was held and shall describe the purpose of the meeting and any action taken by the School Board.

### Teleconferences

Recognizing the inherent responsibility and statutory duties of School Board members, the School Board strongly encourages School Board members to attend and participate at meetings of the School Board. Though great importance is given to the physical presence of School Board members at meetings, the attendance and participation of members by teleconference is authorized whenever physical presence is not practicable. All votes at a meeting of members attending by teleconference shall be taken by roll call.

The School Board also authorizes the use of teleconferences for School Board meetings when receiving public comment or testimony, and during School Board deliberations.

Whenever possible, meeting agendas and supporting materials shall be available at all teleconference facilities used for the School Board meeting.

#### *Legal Reference:*

#### *ALASKA STATUTES*

*14.08.091 Administration*

*14.14.070 Organization of school board*

*14.14.080 Declaring a school board vacancy*

*29.20.020 Meetings public*

*44.62.310 Agency meetings public*

*44.62.312 State policy regarding meetings*

*Revised 2/06*

*Revised 1/07*

*Revised 4/14*

*Revised 3/16*

**HOONAH CITY SCHOOL DISTRICT**  
**Adopted November 17, 1998**

AGENDA ITEM New Business 1.1

ACTION

DISCUSSION

**TOPIC:** Approval of Preschool Playground Equipment Purchase

Background: Ralph Watkins and Sheryl Ross would like to use the Preschool Grant funds to purchase Preschool Playground Equipment.

Recommendation:

I move that we purchase the Preschool Playground Equipment using Preschool funds.



A PLAYCORE Company

GameTime, C/O SiteLines Park & Playground Products, Inc. Corporate & Billing Office: 4818 Evergreen Way, #200, Everett WA 98203 800-541-0869 | 425-355-5655 | fax 425-347-3056

QUOTE #66646

03/08/2019

Hoonah City Schools / Twin Towers Play Structure

Hoonah City School District
Attn: Sheryl Ross
366 Garteeni Hwy
P.O. Box 157
Hoonah, AK 99829
Phone: 541-613-7374
rosss@hoonahschools.org

Project #: P56615
Ship To Zip: 99829

Table with 7 columns: Qty, Part #, Description, List \$, % Disc., Selling \$, Ext. Selling \$. Rows include Game Time - Owner's Kit, Game Time - PS17016 Twin Towers, and GT-Impax - 24" x 24" x 2.5" Black Interlocking Tiles with Adhesive.

Shipping Straight Through to Hoonah AK 99829.
Transit time for tiles is approximately 15 days. These will arrive later than the play equipment.

SubTotal: \$50,687.00
Estimated Freight: \$10,950.00
Total Amount: \$61,637.00

SANDY BURLESON
SiteLines Park & Playground Products, Inc.

\*\*\*\*\* PLEASE MAKE YOUR ORDER PAYABLE TO "GAMETIME" \*\*\*\*\*

---- RUBBER TILE SPECIAL CONDITIONS ----

The following items apply unless otherwise noted:

- \* GTImpax Rubber Tile Safety Surfacing is IPEMA-certified and meets the requirements of ASTM and CPSC for impact attenuation and ADA accessibility.
\* Subbase must meet GTImpax Architectural Specification for appropriate preparation.
\* Tiles are 24" x 24" square; tile thickness is as specified on quotation.
\* Materials arrive wrapped and palletized. Pallets are extremely heavy (up to 2000 pounds each); a forklift is required for offloading. Liftgate service may be available for an additional charge.
\* Standard Tiles are designed for glue-down installation over a hard surface (concrete or asphalt). Interlocking tiles and geotextile are required if tiles are being installed over a compacted crushed rock subbase. Crushed rock should be compacted 95% WITH WATER USED DURING COMPACTING. For proper surfacing drainage, a 1% slope on the subbase is required.
\* Adhesive quantity is based on a coverage rate of 40 square feet per gallon, for adhesion of bottoms of tiles to subsurface. Rough surfaces, Porous Asphalt or porous concrete will need 2x the adhesive. Notify SiteLines if these conditions exist for a requote with proper adhesive quantities.
\* Installation of tiles is weather-sensitive and requires dry, 45-degree temperatures. The optimal time of year to install them in most areas is April 15th through October 15th.
\* Current lead times for tiles are approximately 10-12 weeks manufacturing time, plus shipping time.

## Hoonah City Schools / Twin Towers Play Structure

QUOTE  
#66646

03/08/2019

### ---- GAMETIME GENERAL TERMS & CONDITIONS ----

**QUOTATION ACCEPTANCE:** This quotation is subject to the policies in the current GameTime Park and Playground catalog and the terms and conditions stated herein. Acceptance of this proposal indicates your agreement to these terms and conditions, regardless of form of your purchase order, unless otherwise agreed to in writing by both parties.

**PRICING:** We will be pleased to honor this quote for **30 DAYS** after issue date, for fabrication and shipment immediately following your order. (see estimated delivery lead time below). Orders placed after this date or requested for delayed delivery are subject to possible pricing increase.

**ORDER PLACEMENT FOR TAX SUPPORTED AGENCIES:** Requirements for order placement are a signed purchase agreement or signed quote acceptance and color selections.

### ORDER PLACEMENT FOR NON-TAX SUPPORTED AGENCIES:

**PAYMENT WITH ORDER IS REQUIRED FOR ALL ORDERS UNDER \$10,000.00 (Shipping costs excluded) along with a fully-executed purchase agreement and color selections. CREDIT APPROVAL IS REQUIRED FOR ORDERS OVER \$10,000 unless payment is sent with order.** To request credit approval, please submit a **fully-executed purchase agreement, color selections (if applicable), a completed GameTime credit application, and a completed project information sheet.**

Forward all information it to SiteLines' corporate office for fastest processing. Once ordered, any items cancelled, returned, or refused are subject to a 25% restocking fee; all freight from & to factory is Buyer's responsibility. Partial cancellations and/or modifications may also result in increased per-unit prices on remaining items. Some products are made-to-order and are not subject to cancellation or return. Buyer shall verify all quantities prior to order placement; SiteLines bears no responsibility for incorrect quantities.

**EXCLUSIONS:** Unless specifically included herein, this quotation excludes the following: building permits, site prep work and landscaping; removal of existing equipment; receiving, offloading, & inventory of equipment; storage of goods prior to installation; transfer of equipment from storage site to installation site; equipment assembly and installation; mounting hardware; safety surfacing; containment borders; drainage provisions.

Performance and payment bonds are NOT included on this quote unless otherwise noted; if a bond is required, bonding costs are 3% of the contract amount (after taxes, if applicable) and the bond cost will be added to the final invoice.

**FREIGHT CHARGES:** Line item prices are **FOB: FACTORY** unless otherwise noted. Freight costs are based on weight, volume, & destination, for combined shipment of all items to a single destination. Split shipments or revised quantities may result in increased freight charges. If the destination zip code differs from the one listed or if one was not supplied at time of quote, the cost of freight may change.

**SHIPMENT:** Including transit time, the current estimated lead time is **8 WEEKS** from receipt of your completed order (slightly longer for Alaska deliveries). Lead times do not begin until all required order information is received and accepted by SiteLines and after credit has been approved by GameTime. All equipment is delivered unassembled unless otherwise noted.

**RECEIPT OF GOODS: IMPORTANT: Offloading, inventory, inspection, and storage shall be the responsibility of the Buyer.** Freight carrier will call 24 hours in advance to notify you of your delivery date. Upon arrival, truck driver will bring goods to the end of the truck container; offloading to ground is Buyer's responsibility. For large or bulky orders, Buyer may wish to have a forklift and/or additional manpower on hand. For delivery in a truck equipped with a liftgate, call for revised quote prior to submitting order; additional charges will apply. Once offloaded, Buyer shall check the delivered items against the delivery receipt provided by the driver, noting any shortages or damages on the receipt before signing for the delivery. **IMPORTANT! Any shortages or damages not noted on the delivery receipt shall be the Buyer's responsibility.** SiteLines can assist you with your claim against the carrier; please notify SiteLines of any shortages or damages within three business days following delivery.

**SAFETY COMPLIANCE:** All eligible GameTime equipment and GT-Impax safety surfacing has been designed to meet US CPSC and ASTM safety standards, and has been awarded third-party IPEMA certification for compliance. Validation of compliance can be found at [www.IPEMA.org](http://www.IPEMA.org).

**WARRANTIES:** Manufacturers' standard product warranties apply and cover equipment replacement and freight costs only; labor is not included. SiteLines offers no additional warranties.

**TAXES:** All orders delivering in Washington are subject to applicable sales tax unless a tax exempt certificate or reseller permit is provided at the time of order placement.

**PAYMENT TERMS:** Tax-supported Government Agencies: Payment due net 30 days after ship date. All other organizations: Payment required with order by check or credit card (VISA, MC and American Express accepted). Payment terms may be granted to some customers with excellent credit history **FOR ORDERS WITH A MINIMUM OF \$5,000 (NOT INCLUDING SHIPPING)**; completion of GameTime's credit application, project information sheet, copy of payment/performance bond and approval by GameTime's credit manager is required. 50% deposit will be required for made-to-order custom products and Dynamo products; a 50% deposit will be required for PlayWorx products. A 1.5% per month finance charge will be imposed on all past due accounts. GameTime products may be invoiced separately from other products & services and shall be payable separately from those services and in advance of project completion. Retainage may not be withheld.

Should you have any questions, please call our office at 800-541-0869 (AK & WA only) or 425-355-5655 or contact your local sales representative. Thank you for choosing SiteLines, and we look forward to the opportunity to serve you.

Hoonah City Schools / Twin Towers Play Structure

QUOTE  
#66646

03/08/2019

**QUOTE ACCEPTANCE:** *Acceptance of this proposal shall be made by an authorized agent of your company and indicates your agreement to the terms and conditions stated herein. Please complete and return all pages to SiteLines' corporate office for order processing.*

**ACCEPTANCE OF QUOTATION:**

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

P.O. #: \_\_\_\_\_

**Order Information:**

**Bill To:** \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Billing Contact: \_\_\_\_\_

Billing Phone: \_\_\_\_\_

Billing Fax: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Federal Tax ID #: \_\_\_\_\_

**Ship To:** \_\_\_\_\_

Attn: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

Cell phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

**Project Owner:** \_\_\_\_\_

Organization: \_\_\_\_\_

Attn: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

**Jobsite Location:** \_\_\_\_\_

Organization: \_\_\_\_\_

Attn: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

SEND OWNER'S MANUAL TO (no P.O. boxes):  BILLING ADDRESS  SHIPPING ADDRESS  OWNER

DESIRED EQUIPMENT DELIVERY DATE (subject to current delivery lead times): \_\_\_\_\_

## Hoonah City Schools / Twin Towers Play Structure

QUOTE  
#66646

03/08/2019

### ---- COLOR SELECTIONS: ----

Colors can be viewed in the current GameTime catalog or by going online to "<http://www.gametime.com/products/colors/playPalettes.asp>" for pre-designed color palettes or "<http://www.gametime.com/products/colors/colors.asp>" for individual colors. If you'd like to preview your color scheme, use the online color wizard tool at "<http://www.gametime.com/products/colors/chooser.asp>".

Enter desired color palette name: \_\_\_\_\_

- or -

Enter individual color selections for checked options:

(Not all orders will require all of the following selections. Fill in the appropriate color choices for your order)

- \_\_\_ Upright posts (metal): \_\_\_\_\_
- \_\_\_ Decks & steps (TuffClad): \_\_\_\_\_
- \_\_\_ Accent rails & climbers (metal): \_\_\_\_\_
- \_\_\_ Rock Climber (plastic, Deep Granite, or Sandstone): \_\_\_\_\_
- \_\_\_ Rock Climber handholds: Primary (red/green/blue), Natural (green/beige), All Red, All Green, or All Blue: \_\_\_\_\_
- \_\_\_ Roofs (metal or plastic): \_\_\_\_\_
- \_\_\_ Crawl tubes & tube slides (plastic): \_\_\_\_\_
- \_\_\_ Slides & panels (plastic): \_\_\_\_\_
- \_\_\_ HDPE panels (polyethylene): \_\_\_\_\_
- \_\_\_ Talk Tubes (metal): \_\_\_\_\_
- \_\_\_ Swing frames (metal): \_\_\_\_\_
- \_\_\_ Swing hangers - 5" O.D. frames only (metal): \_\_\_\_\_
- \_\_\_ Other Free-standing item(s): \_\_\_\_\_
- \_\_\_ Colored PlayCurbs (plastic): \_\_\_\_\_





A PLAYCORE Company

# Twin Towers



PowerScape commercial playgrounds use our largest uprights and decks for maximum strength and capacity. PowerScape also offers the widest range of outdoor playground equipment of any kids play structure in its class to give you more options to create a great play experience in your park or playground.

## Features and Benefits:

Model: PS17016  
Use Zone: 42' X 35'  
Fall Height: 5'  
Age Group: 2 to 5 Years  
Age Group: 5 to 12 Years  
Number of Children: 40-45

Limited Lifetime Warranty on uprights, hardware and connections. Visit [gametime.com/warranty](http://gametime.com/warranty) for full warranty information



Designing award-winning playgrounds since 1929.



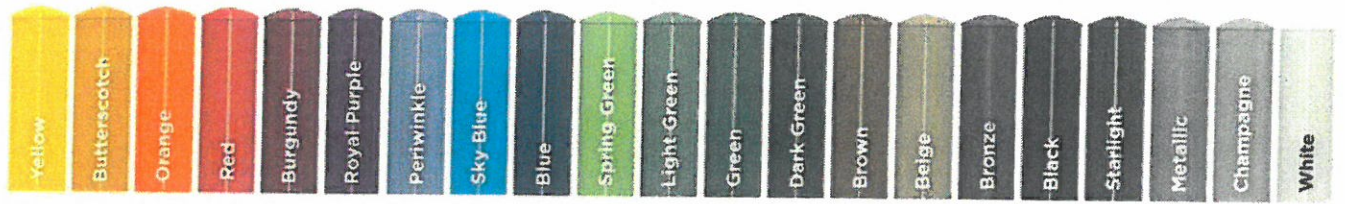
Certified Installer Network - GameTime trained for GameTime playgrounds.



Complies with ASTM standards before it leaves the factory.

# Color Choices ?

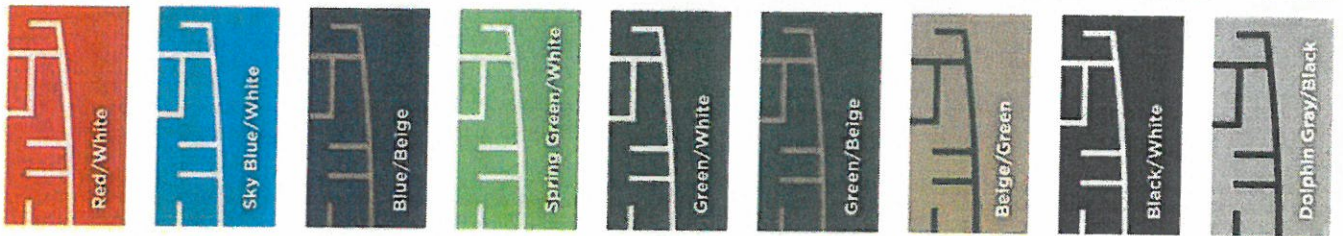
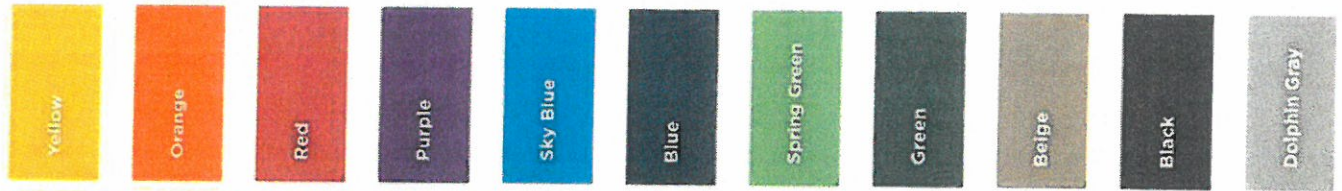
## METAL



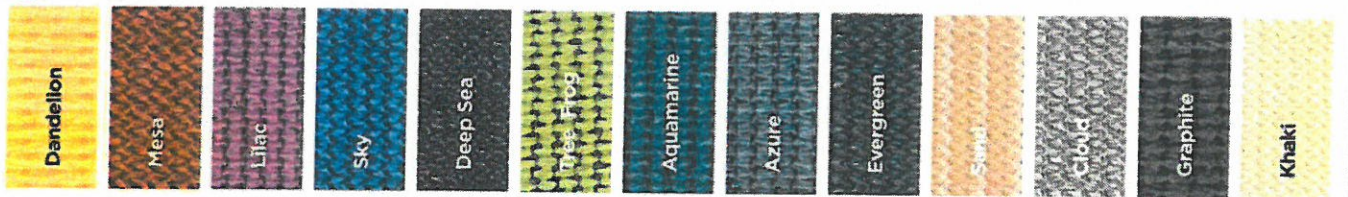
## PLASTIC



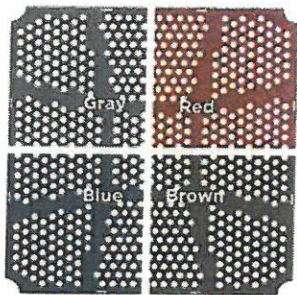
## POLYETHYLENE (HDPE)



## NEW! CANOPY & SHADE



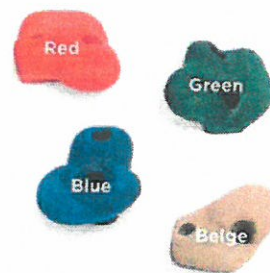
## DECKS



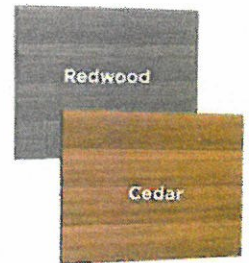
## SPECIAL ROCK



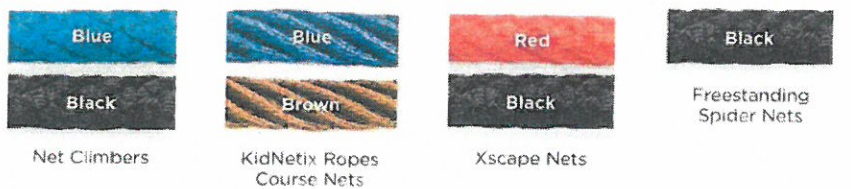
## WALLCANO® HANDHOLDS



## TIMBER DECOR



## NETS



## Submarine

Uprights <b>Champagne</b>	Plastic <b>Dark Blue</b>	HDPE <b>Sky Blue</b>
Metal <b>Burgundy</b>	Decks <b>Blue</b>	2 Color HDPE <b>Sky Blue/White</b>

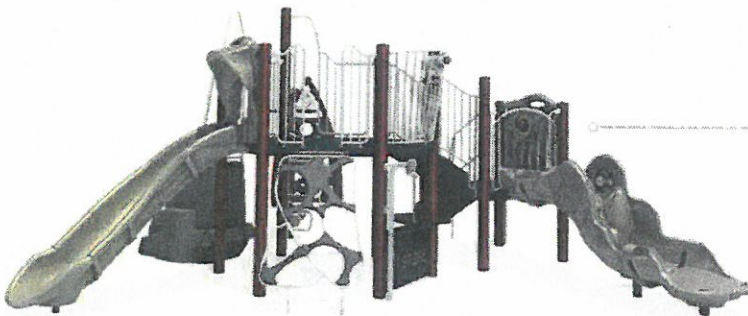


## Jovial

Uprights <b>Burgundy</b>	Plastic <b>Spring Green</b>	HDPE <b>Gray</b>
Metal <b>Butterscotch</b>	Decks <b>Blue</b>	2 Color HDPE <b>Gray/Black</b>

## Shine

Uprights <b>Sky Blue</b>	Plastic <b>Orange</b>	HDPE <b>Orange</b>
Metal <b>Spring Green</b>	Decks <b>Gray</b>	2 Color HDPE <b>Spring Green/White</b>



## Patriotic

Uprights <b>Burgundy</b>	Plastic <b>Champagne</b>	HDPE <b>Blue</b>
Metal <b>White</b>	Decks <b>Blue</b>	2 Color HDPE <b>Blue/Beige</b>

## Jellybean

Uprights <b>Burgundy</b>	Plastic <b>Blue</b>	HDPE <b>Blue</b>
Metal <b>Butterscotch</b>	Decks <b>Blue</b>	2 Color HDPE <b>Red/White</b>





## Carnival

Uprights <b>Spring Green</b>	Plastic <b>Sky Blue</b>	HDPE <b>Blue</b>
Metal <b>Butterscotch</b>	Decks <b>Red</b>	2 Color HDPE <b>Sky Blue/White</b>

## Papaya

Uprights <b>Orange</b>	Plastic <b>Yellow</b>	HDPE <b>Sky Blue</b>
Metal <b>Spring Green</b>	Decks <b>Brown</b>	2 Color HDPE <b>Sky Blue/White</b>



## Wisteria

Uprights <b>Spring Green</b>	Plastic <b>Periwinkle</b>	HDPE <b>Blue</b>
Metal <b>Champagne</b>	Decks <b>Gray</b>	2 Color HDPE <b>Spring Green/White</b>

## Deep Space

Uprights <b>Starlight Black</b>	Plastic <b>Sky Blue</b>	HDPE <b>Red</b>
Metal <b>Yellow</b>	Decks <b>Blue</b>	2 Color HDPE <b>Red/White</b>



## Emerald

Uprights <b>Metallic</b>	Plastic <b>Spring Green</b>	HDPE <b>Yellow</b>
Metal <b>White</b>	Decks <b>Blue</b>	2 Color HDPE <b>Red/White</b>

## Bayou

Uprights <b>Spring Green</b>	Plastic <b>Champagne</b>	HDPE <b>Green</b>
Metal <b>Bronze</b>	Decks <b>Brown</b>	2 Color HDPE <b>Green/Beige</b>



## Riverbank

Uprights <b>Champagne</b>	Plastic <b>Green</b>	HDPE <b>Blue</b>
Metal <b>Sky Blue</b>	Decks <b>Blue</b>	2 Color HDPE <b>Sky Blue/White</b>

## Malibu

Uprights <b>Bronze</b>	Plastic <b>Spring Green</b>	HDPE <b>Spring Green</b>
Metal <b>Beige</b>	Decks <b>Brown</b>	2 Color HDPE <b>Spring Green/White</b>



## Rainforest

Uprights <b>Bronze</b>	Plastic <b>Light Green</b>	HDPE <b>Gray</b>
Metal <b>Butterscotch</b>	Decks <b>Brown</b>	2 Color HDPE <b>Gray/Black</b>

## Atlantic

Uprights <b>Metallic</b>	Plastic <b>Sky Blue</b>	HDPE <b>Sky Blue</b>
Metal <b>Spring Green</b>	Decks <b>Blue</b>	2 Color HDPE <b>Sky Blue/White</b>



AGENDA ITEM    New Business 1.2

  √   ACTION

       DISCUSSION

TOPIC: FY 20 School Operating Fund Budget for First Reading

Background

1. The attached budget cover memo describes this board agenda item. There were no changes made.

Recommendation

I move that we approve the FY 20 School Operating Fund Budget in the amount of \$2,979,588 for first reading.

AGENDA ITEM    New Business 1.3

  √   ACTION

     DISCUSSION

TOPIC: FY 20 New Teacher Contracts

Status

Due to the large number of teachers not returning next year, we have posted and interview numerous candidates for various positions. A group of teachers with Mr. Watkins selected the following applicants to offer positions at the Hoonah City Schools.

1. Carolyn Kramlich - 1/2 SPED Director, 1/2 SPED Teacher
2. Rachel Priser - Elementary Teacher
3. Joan Martin - SPED Teacher
4. Alexandria Tannehill-Smith - Secondary Science Teacher
5. Ben Mettling - Elementary Teacher

Recommendation

I move that the Board of Education offer the following teachers 2019/2020 teaching contracts.