

HOONAH CITY SCHOOLS BOARD OF EDUCATION - **Revised**

MISSION STATEMENT

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

October 21, 2021

7:00 PM - REGULAR BOARD MEETING - LIBRARY

Zoom

<https://us06web.zoom.us/j/84140156774?pwd=SXF5N3FqYXVyMUc0dHZlNzVhZDEyQT09>

Meeting ID: 841 040150 6774

Passcode: 815MSA

Phone 1(253)215-8782

Meeting ID: 841 040150 6774

Passcode: 816463

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL (ESTABLISH QUORUM)

CORRESPONDENCE TO THE BOARD

AGENDA REVISIONS

ADOPTION OF AGENDA

APPROVAL OF MINUTES

September 23, 2021

October 14, 2021

BOARD CALENDARS

October 2021

November 2021

PUBLIC COMMENTS (THREE MINUTES PER SPEAKER)

ADMINISTRATIVE REPORTS

- A. Administrator's Report – Norma Holmgaard, Written
- B. Principal's Report – Edward Snow, Written
- B. Grant Report – Norma Holmgaard, Written
- C. Business Manager Report – Amy Stevenson, Written
- D. Maintenance Report – Jeremiah Byers, Written

NEW BUSINESS

- 1.0 Approval of Substitute Wages
- 1.1 Approval of Science Teacher Hire
- 1.2 Approval of First Reading of Policies
- 1.3 FY 21 Financial Statement

DISCUSSION ITEMS

- Principal Evaluation
- Community Input Forms

PUBLIC COMMENTS (THREE MINUTES PER SPEAKER)

EXECUTIVE SESSION – PERSONNEL

FUTURE AGENDA ITEMS

ADJOURNMENT

NEXT MEETING DATES:

- Regular Board Meeting- November 18, 2021

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: October 14, 2021

Hoonah City School District
BOARD OF EDUCATION MEETING
Meeting Minutes – September 23, 2021
7:00 PM

Board		
Status	Name	Role/Title
P	Dillon Styers	President
P	Amy Courtney	Vice President
P**	Karen Hinchman	Board Secretary
P	Harold Houston	Board Member
P	Jamie Erickson	Board Member

Staff		
Status	Name	Role/Title
P	Norma Holmgaard	Superintendent
P	Amy Stevenson	Business Manager
P	Jeremiah Byers	Maintenance Director
P	Joan Martin	1 st Grade Teacher
P	Kathleen VanDusen	SPED Teacher
P	Veronica Dalton	SPED
P	Anne Sharclane	School Secretary
P	Mark Browning	4 th Grade Teacher
P	Elana Cranston	District Office Secretary

P=Present E=Excused A=Absent Without Notice *Mark who is participating via Phone*

Item	Action/Follow-up
Convene	Dillon Styers called the meeting to order at 7:16pm.
Correspondence to the Board	Norma Holmgaard reviewed the Special Education Compliance Letter from the State of Alaska providing information on HCSD now in compliance with State of Alaska SPED Guidelines.

Consent Agenda		
Approve Agenda	Amy Courtney moved to approve the Agenda as presented. Karen Hinchman seconded.	Roll call vote taken. Motion passes unanimously.

		Action/Follow-up
Approval of 7/19 RBM Minutes	Amy Courtney moved to approve the August 19 Board Meeting minutes as presented. Jamie Erickson seconded.	Roll call vote taken. Motion passes unanimously.
Reports		
Administrator's Report	Written Report with a brief explanation of additional documents provided by the superintendent.	X
Grant Report	Written Report provided with a brief explanation given by the superintendent.	X

Financial Report	Written Report provided with additional comments from the Business Manager.	X
Maintenance Report	Maintenance Manager, Jeremiah Byers gave a verbal report.	X

New Business		
1.0	Amy Courtney moves to approve the contract with Marie Fits for counseling services for the 2021-2022 school year not to exceed \$55,000.	Roll call vote taken. Motion passes unanimously.
1.1	Jamie Erickson moves to approve the contract with SERRC in the amount of \$5200.00 for E-Rate Program Management for the 2021-2022 school year.	Roll call vote taken. Motion passes unanimously.
1.2	Amy Courtney moves to approve the MOU with the Hoonah Classified Employees Association to add the Associate Teacher classification to the current Negotiated Agreement.	Roll call vote taken. Motion passes unanimously.

Discussion Items		
•	Superintendent Holmgaard presented a proposal to increase substitute wages and a comparison of current wages to the proposal.	All School Board Members expressed support for the proposed changes.
•	Superintendent Holmgaard presented a summary of the PEAKS scores from FY'21.	School Board Members asked questions about the summary reports and about how teachers might use PEAKS information.

Future Agenda Items		
•	Substitute Pay	Future Agenda Item
•	HCS D Audit – Amy Stevenson	Future Agenda Item
•	Board Elections, The board also agreed to scheduling the reorganization meeting on October 7 th .	Special Board Meeting
•	Policy Updates	Future Agenda Item

Adjournment		
	Dillon Styers called the Regular Board Meeting's adjournment at 8:29pm.	

Hoonah City School District
BOARD OF EDUCATION MEETING
Special Board Meeting - Reorganization
Meeting Minutes – October 14, 2021

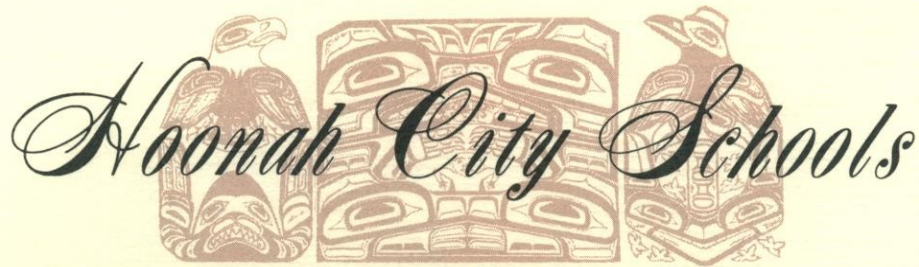
7:00 PM

Board		
Status	Name	Role/Title
P	Dillon Styers	President
P	Amy Courtney	Vice President
P	Karen Hinchman	Board Secretary
P	Harold Houston	Board Member
P	Jamie Erickson	Board Member

Staff		
Status	Name	Role/Title
P	Norma Holmgaard	Superintendent
P	Amy Stevenson	Business Manager
P	Elana Cranston	District Office Secretary
P	Mark Browning	4 th Grade Teacher

P=Present E=Excused A=Absent Without Notice *Mark who is participating via Phone*

Convene	Dillon Styers, Hoonah School Board President called the meeting to order at 7:03pm.	
Oath of Office	Harold Houston raised his right hand and was administered the Oath of Office.	
Oath of Office	Jamie Erickson raised her right hand and was administered the Oath of Office.	
Reorganization of the Board – Office of President	Karen Hinchman nominated Harold Houston. Nominations were closed. The final tally was five (5) votes Harold Houston. Harold Houston is the newly elected Board President.	
Reorganization of the Board – Office of Vice President	Amy Courtney nominated Dillon Styers. Karen Hinchman nominated Amy Courtney. Nominations were closed. The final tally was three (3) votes for Amy Courtney and two (2) votes for Dillon Styers. Amy Courtney is the newly elected Board Vice President.	
Reorganization of the Board – Office of Secretary/Treasurer	Dillon Styers nominated Karen Hinchman. Nominations were closed. The final tally was five (5) votes for Karen Hinchman. Karen Hinchman is the newly elected Board Secretary/Treasurer.	
Adjournment	Harold Houston calls adjournment at 7:15pm.	



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

October 13, 2021

MEMORANDUM

To: HCSD School Board
From: Norma Holmgaard, Superintendent
Re: October 2021 Report to the Board

Tlingit Paraprofessional Intern

Christina Smith has been hired as a half-time language and culture intern. She works with Mrs. Wright each day teaching and assisting in the elementary program. This is a grant funded position recommended by the Federal Programs Committee and the HCSD Language and Culture teachers.

FY'21 School Designation

The State of Alaska is required by the Federal Every Student Succeeds Act (ESSA) to give each school a designation generally arrived at by State assessments. Due to the low assessment participation rates, the FY'21 School Designations are the same as they were in the past 2 years. Hoonah City School is designated for Universal Support which is the highest designation available. A letter was sent home to parents regarding this designation and can also be found on the website and attached to this report.

Covid Testing Plan

The Hoonah Indian Association has been providing screening tests for the school since last year. These whole school screenings are quite expensive and HIA is not always able to provide them when we need them. At this time HIA has asked that the school enter into a contract with them for these services. We have been in communication with DHSS who will provide us with our own tests once we complete all of the paperwork to do this on our own. Currently we are trying to hire 3 people who are interested in temporary work to learn to do this. We have only one more document to submit before we can get these tests from DHSS free of charge.

Temporary Intervention Teacher

Lisa Callahan has been hired as a temporary (7 weeks) intervention teacher targeting grades 1 through 3. This is a grant funded position. Ms. Callahan has a great deal of experience in reading instruction. We are continuing to work to find a permanence teacher for this position.

Superintendent Schedule Change

The Schedule for February and March has changed to accommodate an out-of-state trip.

School Board Annual Conference

The Annual AASB Conference is November 4-7 at the Anchorage Hilton. There is a virtual conference option.

Library Program Supervisor

HCSO has a Head Librarian but the whole library program needs some oversight by someone with specific knowledge and skills to ensure the library operates efficiently with the addition of appropriate resources. The attached extra-duty job description addresses this.

Covid Testing Update

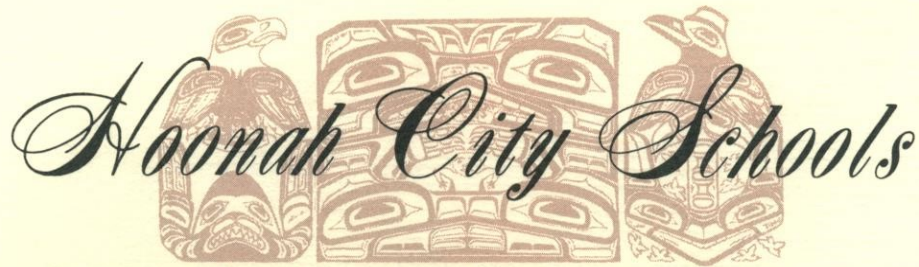
We are in the final stages of getting DHSS approval to be our own Covid screeners. We have 3 temporary positions posted to assist with us. Only one applicant this far.

Covid Committee

Mr. Snow has been added to the Covid Committee set up through the City of Hoonah. He is in regular communication with the City Manager.

Superintendent Schedule

- October 10, 2021 – October 23, 2021
- November 7, 2021 – November 20, 2021
- December 5, 2021 – December 18, 2021
- January 9, 2022 – January 22, 2022
- January 30, 2022 – February 8, 2022
 - Will attend Feb Bd Meeting via Zoom
- February 27, 2022 – March 15, 2022
 - Job Fair March 17-20
 - May need to change March 17 Bd Meeting
- April 10, 2022 – April 23, 2022
- May 8, 2022 – May 21, 2022
- June 5, 2022 – June 18, 2022



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10/13/2021

Dear Parents/Guardians,

Earlier this year, Alaska's Department of Education and Early Development (DEED) received a waiver from producing accountability designations for schools using data from the 2020-2021 school year. When applying for the waiver, DEED assured the US Department of Education that schools, including Hoonah School would maintain their current designation and would continue to receive supports and interventions consistent with their improvement plan. This means that the designation that Hoonah School receives in the 2021-2022 will not change from the designation received in the 2020-2021 school year which was the Universal Support designation.

For a brief overview of Alaska's accountability system and what each of the designations mean, please visit the following resources. Note that these resources reflect the date and how the designations were originally determined:

- [Brief Overview of Alaska's Accountability System](https://education.alaska.gov/akaccountability/schoolsuccess/accountabilitysystems.pdf)
(education.alaska.gov/akaccountability/schoolsuccess/accountabilitysystems.pdf)
- [Comprehensive Support and Improvement – Lowest 5%](https://education.alaska.gov/akaccountability/schoolsuccess/CSI_lowest_5.pdf)
(education.alaska.gov/akaccountability/schoolsuccess/CSI_lowest_5.pdf)
- [Comprehensive Support and Improvement – Graduation Rates](https://education.alaska.gov/akaccountability/schoolsuccess/CSI_Graduation_Rate.pdf)
(education.alaska.gov/akaccountability/schoolsuccess/CSI_Graduation_Rate.pdf)
- [Targeted Support and Improvement](https://education.alaska.gov/accountability/schoolsuccess/TSI.pdf) (education.alaska.gov/accountability/schoolsuccess/TSI.pdf)
- [Universal Support](https://education.alaska.gov/akaccountability/schoolsuccess/Universal_Support.pdf)
(education.alaska.gov/akaccountability/schoolsuccess/Universal_Support.pdf)

Please contact the principal or superintendent if you have any questions or if you wish to view or become involved with developing the improvement plan.

As always, thank you for sharing your children with us.

Respectfully,

Norma Holmgaard, Superintendent

Hoonah City School District

Job Description

JOB TITLE: Library Supervisor

SALARY: Extra Duty Stipend
1000.00

REPORTS TO: Principal

LOCATION: Hoonah School

JOB PURPOSE: To provide direction and training to the Librarian/Classified Staff in the following areas:

- Maintenance of books and materials
- Entering new materials in the system
- Check out procedures and protocols
- Maintenance of records and data
- Scheduling of groups
- Working with other school staff
- Maintenance of circulation records
- Training in digital materials use
- How to teach library skills for students
- How to assist students with research

Qualifications:

1. High School diploma or equivalent preferred.
2. Experience in Library Services
3. Ability to work independently.
4. Positive attitude
5. Ability to follow instructions and directives.
6. Good attendance
7. Clean Background Screening if applicable

Employee Printed Name

Employee Signature

Date

Superintendent Printed Name

Superintendent Signature

Date

October 21, 2021 Regular School Board Meeting
Principal Board Report

Goal 1: Support of School and Community

We held COVID-19 testing during the month of September just prior to the school shutting down due to the current outbreak. I have made numerous attempts to keep the staff and community informed on when the school will open back up through texting, zoom meetings, and emails. To continue to facilitate student learning the teachers have been providing distance education packets and online instruction for those students who have electronic devices. I have instructed the teachers to ensure that all instruction is fair and equitable. Once the students return to school, the teaching staff will assist the students in completing any work that was not finished during the time they were absent from school. Some of the secondary students have been resistant to the wear of PPE while attending school. Affective immediately we will enforce a three-strike policy for students who refuse to wear their PPE. They will be asked by staff members no more than three times and after that, the students will be sent home. If the student becomes disrespectful and refuses to comply, the student could be sent home immediately. This rule will be added to the parent-student handbook and also sent home to the parents.

Goal 2: Evaluation of Certified Staff

iObservation has been updated and ready to use. All certified staff will be evaluated a total of twelve time throughout the school year using the Marzano based iObservation evaluation tool. Along with this, all certified staff members will submit a growth plan that will be approved by administration.

Goal 3: Update Power School

Power School is the program that is used to record student attendance and to set up the student's class schedule. The school counselor and myself have been busy placing students in the appropriate classes to ensure that they are able to meet graduation requirements. This process has taken some time, but we now have most of this work complete and will start preparing for 2nd semester 2021/2022 school year. Before the end of the school year, the staff will meet to design student schedules for next school year.

Goal 4: Hire New Personnel

We hired a new Activities Director, Jessie Martin on 8 October, 2021 and a new interventionist, Lisa Callahan who is also working on refurbishing our musical instruments.

Hoonah City School District
State and Federal Grant Report
Hoonah Board of Education
October 13, 2021
Prepared by Norma Holmgaard

Art Assistance Grant Awarded

Hoonah City School District has just been informed that it has been awarded an Art Assistance Program Grant. This is a 5-year program with the first-year award of 500,000.00.

This grant includes the following program activities:

- Director of Cultural Programming and Native Artist in Residence will deliver one hour of embedded coaching and mentoring in every Hoonah classroom each week totaling at least 40 hours of coaching each year.
- Teachers will earn stipends for completing online workshops through the Alaska Arts Education Consortium or Institute of Arts Integration and STEAM
- A full-time music instructor will be hired to lead classes in music education, instrumental music and vocal music-reestablishing a Hoonah Chorus and Band
- The Native Artist in Residence will provide ongoing opportunities for Hoonah students to complete culturally reflective arts experiences during the school day and through after school programming
- A contracted STEAM-art teacher will push into science instruction at least once each month, leading fully integrated hands-on arts experiences that align fully to content covered in science. Lesson plans will be shared with classroom teachers, building capacity for arts-integrated instruction
- Quarterly Arts Nights events will be held, bringing generations together to experience the arts in coordination with the Director of Cultural Programming and Native Artist in Residence. To feature band and chorus presentations, indigenous art creation opportunities, visual art showcases, and drama/theater productions
- The Curricular team will work with the National Parks Service and SeaAlaska Heritage Institute to create a vertically aligned scope and sequence for the arts for statewide dissemination, building a wealth of Arts Education lesson plans for K-12 that provide authentic instruction in Tlingit history, culture and traditions

Several of these activities are already being done in HCSD. New staff will likely need to wait until spring to be hired. Of course, certification requirements will need to be met, job descriptions developed, and a plan for implementation created in the next few months.

Indian Education

The FY'20 Indian Education Grant Annual Performance Report has just been completed. The Office of Indian Education is a little behind in the paperwork.

Partnership Grants (There are no changes to this information at this time.)**Library/SAIL Grant with Hydaburg**

Ends in September 2021.

The SCANS Project (Safe Climate for Alaska Native Schools)

Hydaburg is the holder of the grant. Partners include: HCSD and Kake. This project continues until June 30, 2022. At this time the HCSD Tlingit Language and Culture Intern is funded through this program.

Art and Music consultant funding for each school is available. This is for contracted services rather than FTE employees.

Drug education curriculum will be purchased with training for each school. Also, a kit to teach students about the dangers of prescription drugs is available to schools.

STEPS Partnership Grant

This grant is held by the Association of Alaska School Boards (AASB). Activities in this program include Trauma-Informed Practices training for all staff, Culturally Responsive Practices, Summer Culture Camp, Youth, Family and Community Engagement, Post-Secondary College visits, STEM (Science, Math, and Technology) programs. This grant also funds a school social worker.

Opening Doors Grant

No new activities to report.

October 14, 2021

MEMORANDUM

TO: HCSD Board of Education

FROM: Amy Stevenson, Business Manager

RE: October 2021 Board Report

Current Information:

1. Working with NSLP Admin Review, during conversation with the reviewer, we realized that we charge too little for our adult meals. The amount to charge adults is based on the cost of a student's meal, which is based on the free and reduced breakfast and lunch costs. A student lunch costs \$6.28 and a student breakfast cost \$3.78. The district will increase the cost of an adult lunch to \$7.00 from \$4.50, and the adult breakfast from \$3.50 to \$4.00. The new rates will start November 1, 2021.
2. Payroll and AP checks are up to date.
3. August bank reconciliation is done
4. Deposits done as needed.
5. All journal entries are update.
6. Primero Edge work has been updated.
7. Completed mandated training requirements for the NSLP.
8. Almost all first quarter grant reimbursements have been completed and submitted.
9. Update on the process of our accounting software update, Lisa and I had a long conversation via zoom last week about what the district is looking for in new accounting software. She is working on drafting the Request for Proposal for the District. When completed, she will send it to us for any edits or changes before advertising. After the bids are in, the district will work on deciding what vendor to use. Lisa thinks we will receive at least 4 bids. When this process is complete, the goal is to start the implementation process at least by late January. This will mean, I will start by doing data entry in both the current software and the new software. The hope is to have the new software configured and set up by the end of June. We will have to close the school year audit on the old system. This process will be daunting, but necessary.
10. Classified Staff Accounting was completed and sent to the State before the Oct 15, 2021 deadline
11. Certified Staff Accounting was completed and sent to the State before the Oct 15, 2021 deadline.
12. Norma completed the Educator Evaluation and Support System Data Collection and sent it off to the State before Oct 15, 2021.
13. Completed the first quarter ESD and Form 941 and submitted them.

Next Steps:

1. The bank reconciliation for September needs to be done when the bank statements are received.
2. Enter September 2021 NSLP breakfast and lunch date and send for reimbursement.
3. Set up grant budgets in the computer for all grant funds.
4. Continue prepping for a National School Lunch Program audit. We will have a virtual audit on December 2, 2021.

5. Working on required annual State mandated training.
6. Fall Oasis by November 5, 2021
7. Begin work on a FY 2020/2021 budget revision if needed
8. Begin looking and entering numbers for FY 2021/2022 School Operating Fund Budget for December.
9. Per Pupil Expenditure Report by the middle of November.
10. Civil Rights Data Collection during December.

HOONAH CITY SCHOOLS

SCHOOL OPERATING FUND EXPENDITURES

Account Number / Description	Adopted Budget 7/1/2021 - 6/30/2022	Revised Budget 7/1/2021 - 6/30/2022	Encumbrances 7/1/2021 - 9/30/2021	Reporting Period 7/1/2021 - 9/30/2021	Amt Remaining 7/1/2021 - 9/30/2021	Percent Remaining 7/1/2021 - 9/30/2021
100 SCHOOL OPERATING FUND						
1100 REGULAR INSTRUCTION						
100-1100-01-53100 REGULAR INSTR CERTIF SALARIES	731,834.00	731,834.00	0.00	70,945.44	660,888.56	90.30%
100-1100-01-53170 Regular Instr - Certified Sub Salary	0.00	0.00	0.00	0.00	0.00	---
100-1100-01-53200 NON-CERTIFIED INSTRUCTIONAL PROFESSIONA	0.00	0.00	0.00	2,023.25	(2,023.25)	---
100-1100-01-53220 REGULAR INSTR NON-CERT SPECIAL	0.00	0.00	0.00	0.00	0.00	---
100-1100-01-53230 REGULAR INSTR AIDE SALARIES	0.00	0.00	0.00	0.00	0.00	---
100-1100-01-53240 REGULAR INSTR SUPPORT STAFF	0.00	0.00	0.00	0.00	0.00	---
100-1100-01-53290 SUBSTITUTES/TEMPORARIES	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00%
100-1100-02-53500 REGULAR INST EMPLOYEE BENEFITS	511,143.00	511,143.00	0.00	18,994.87	492,148.13	96.28%
100-1100-00-54250 STUDENT TRAVEL	0.00	0.00	0.00	0.00	0.00	---
100-1100-00-54400 OTHER PURCHASE SERVICES	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00%
100-1100-00-54410 ONLINE COURSES	10,000.00	10,000.00	0.00	3,883.00	6,117.00	61.17%
100-1100-00-54430 EQUIPMENT REPAIR	0.00	0.00	0.00	0.00	0.00	---
100-1100-00-54500 SUPPLIES	15,000.00	15,000.00	0.00	9,292.99	5,707.01	38.04%
100-1100-00-54710 TEXTBOOKS	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%
100-1100-09-54710 TEXTBOOKS	0.00	0.00	0.00	0.00	0.00	---
TOTAL 1100 REGULAR INSTRUCTION	\$1,307,977.00	\$1,307,977.00	\$0.00	\$105,139.55	\$1,202,837.45	91.96%
1600 VOCATIONAL EDUCATION INSTRUCTION						
100-1600-01-53100 VOC ED CERTIFICATED SALARIES	0.00	0.00	0.00	0.00	0.00	---
100-1600-01-53200 CTE Non-Certificated Salaries	0.00	0.00	0.00	0.00	0.00	---
100-1600-01-53290 SUBSTITUTES/TEMPORARIES	0.00	0.00	0.00	0.00	0.00	---
TOTAL 1600 VOCATIONAL EDUCATION INSTRUCTION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
2000 SPECIAL EDUCATION INSTRUCTION						
100-2000-01-53100 SPEC ED CERTIFICATED SALARIES	147,997.00	147,997.00	0.00	7,145.04	140,851.96	95.17%
100-2000-01-53200 AIDES SALARIES	238,710.00	238,710.00	0.00	14,880.07	223,829.93	93.76%
100-2000-01-53240 Non-Certified Temporary Salary	0.00	0.00	0.00	0.00	0.00	---
100-2000-01-53270 SPED ED SCHOOL DRIVER SALARY	0.00	0.00	0.00	0.00	0.00	---

HOONAH CITY SCHOOLS

SCHOOL OPERATING FUND EXPENDITURES

Account Number / Description	Adopted Budget 7/1/2021 - 6/30/2022	Revised Budget 7/1/2021 - 6/30/2022	Encumbrances 7/1/2021 - 9/30/2021	Reporting Period 7/1/2021 - 9/30/2021	Amt Remaining 7/1/2021 - 9/30/2021	Percent Remaining 7/1/2021 - 9/30/2021
100-2000-01-53290 SPEC ED SUBSTITUTE SALARY	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%
100-2000-02-53500 SPEC ED EMPLOYEE BENEFITS	262,583.00	262,583.00	0.00	9,010.05	253,572.95	96.56%
100-2000-00-54100 PROF & TECHNICAL SERVICES	0.00	0.00	0.00	0.00	0.00	---
100-2000-00-54200 STAFF TRAVEL	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00%
100-2000-00-54400 OTHER PURCHASE SERVICES	500.00	500.00	0.00	1,680.00	(1,180.00)	(236.00)%
100-2000-00-54500 SUPPLIES	5,000.00	5,000.00	0.00	1,327.49	3,672.51	73.45%
100-2000-00-54580 GAS & OIL - COUNSLEING TRANSPORTATION	0.00	0.00	0.00	0.00	0.00	---
100-2000-00-54750 SPED - SUPPLIES TECH RELATED	0.00	0.00	0.00	1,355.95	(1,355.95)	---
TOTAL 2000 SPECIAL EDUCATION INSTRUCTION	\$665,990.00	\$665,990.00	\$0.00	\$35,398.60	\$630,591.40	94.68%
2200 SPEC ED SUPPORT SVCS - STUDENTS						
100-2200-01-53100 SPEC ED DIRECTOR SALARY	0.00	0.00	0.00	0.00	0.00	---
100-2200-01-53170 Certificated Temporary Salary	0.00	0.00	0.00	0.00	0.00	---
100-2200-01-53190 CERTIFIED TEMPORARY SALARY	0.00	0.00	0.00	0.00	0.00	---
100-2200-02-53500 SPEC ED SUPPORT SVCS EMPLOYEE BENE	0.00	0.00	0.00	0.00	0.00	---
100-2200-00-54100 PROFESSIONAL & TECH SERVICES	120,000.00	120,000.00	0.00	90.00	119,910.00	99.92%
100-2200-00-54200 STAFF TRAVEL	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00%
100-2200-00-54500 SUPPLIES	0.00	0.00	0.00	0.00	0.00	---
TOTAL 2200 SPEC ED SUPPORT SVCS - STUDENTS	\$122,000.00	\$122,000.00	\$0.00	\$90.00	\$121,910.00	99.92%
3000 SUPPORT SERVICES - STUDENTS						
100-3000-01-53100 SUPPORT SERVICES CERTIF SALAR	0.00	0.00	0.00	0.00	0.00	---
100-3000-01-53200 Support Svcs. Non-Certified Salaries	0.00	0.00	0.00	0.00	0.00	---
100-3000-02-53500 EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00	---
TOTAL 3000 SUPPORT SERVICES - STUDENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
3500 SUPPORT SERVICES - INSTRUCTION						
100-3500-01-53100 Support Services - Instruction Certified	0.00	0.00	0.00	0.00	0.00	---
100-3500-01-53140 Curr/Staff Devel Director - Cert Salary	0.00	0.00	0.00	0.00	0.00	---
100-3500-01-53150 Instructional Support - Certified Salary	0.00	0.00	0.00	0.00	0.00	---

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100-3500-00-53160 CERTIFICATED EXTRA DUTY PAY	0.00	0.00	0.00	0.00	0.00	---
100-3500-01-53160 Certified Xtra Duty Pay	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00%
100-3500-01-53180 Certified Librarian Salary	0.00	0.00	0.00	0.00	0.00	---
100-3500-01-53200 INSTRUCT SUPPORT NON-CERT SALA	0.00	0.00	0.00	0.00	0.00	---
100-3500-01-53290 SUBSTITUTES/TEMPORARIES	0.00	0.00	0.00	0.00	0.00	---
100-3500-02-53500 INSTRUCT SUPP EMPLOYEE BENEFIT	4,914.00	4,914.00	0.00	0.00	4,914.00	100.00%
100-3500-00-53800 HOUSING ALLOWANCE	0.00	0.00	0.00	0.00	0.00	---
100-3500-00-54100 PROFESSIONAL & TECH	5,000.00	5,000.00	0.00	4,000.00	1,000.00	20.00%
100-3500-05-54100 INSTR SUPPORT LIBR PROF & TECH	0.00	0.00	0.00	0.00	0.00	---
100-3500-00-54200 STAFF TRAVEL	0.00	0.00	0.00	0.00	0.00	---
100-3500-00-54210 TEACHER ENRICHMENT	5,705.00	5,705.00	0.00	0.00	5,705.00	100.00%
100-3500-00-54250 STUDENT TRAVEL	0.00	0.00	0.00	0.00	0.00	---
100-3500-00-54330 COMMUNTICATIONS	0.00	0.00	0.00	0.00	0.00	---
100-3500-99-54330 Instr Supp - Communications	0.00	0.00	0.00	0.00	0.00	---
100-3500-00-54400 OTHER PURCHASE SERVICES	0.00	0.00	750.00	207.75	(957.75)	---
100-3500-00-54500 SUPPLIES	10,000.00	10,000.00	0.00	6,545.33	3,454.67	34.54%
TOTAL 3500 SUPPORT SERVICES - INSTRUCTION	\$40,619.00	\$40,619.00	\$750.00	\$10,753.08	\$29,115.92	71.68%
3510 SUPPORTING SERVICES-TECHNOLOGY						
100-3510-00-54100 PROFESSIONAL/TECH	70,000.00	70,000.00	0.00	47,359.00	22,641.00	32.34%
100-3510-00-54330 COMMUNITICATIONS	45,000.00	45,000.00	0.00	4,256.35	40,743.65	90.54%
100-3510-00-54750 SUPPLIES-TECHNOLOGY RELATED	10,000.00	10,000.00	0.00	6,061.53	3,938.47	39.38%
100-3510-00-54790 OTHER SUPPLY PURCHASES	3,500.00	3,500.00	0.00	256.50	3,243.50	92.67%
TOTAL 3510 SUPPORTING SERVICES-TECHNOLOGY	\$128,500.00	\$128,500.00	\$0.00	\$57,933.38	\$70,566.62	54.91%
4000 SCHOOL ADMINISTRATION - PRINCIPAL						
100-4000-01-53130 SCHOOL ADMIN PRINCIPAL SALARY	143,400.00	143,400.00	0.00	18,545.46	124,854.54	87.06%
100-4000-01-53240 INVALID ACCOUNT	0.00	0.00	0.00	0.00	0.00	---
100-4000-01-53290 SCHOOL ADMIN SUBS/TEMPORARIES	0.00	0.00	0.00	0.00	0.00	---
100-4000-02-53500 SCHOOL ADMIN EMPLOYEE BENEFITS	75,603.00	75,603.00	0.00	5,051.28	70,551.72	93.31%

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100-4000-00-54200 STAFF TRAVEL	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00%
100-4000-00-54500 SUPPLIES	1,000.00	1,000.00	0.00	727.15	272.85	27.28%
100-4000-00-54900 OTHER	650.00	650.00	0.00	0.00	650.00	100.00%
TOTAL 4000 SCHOOL ADMINISTRATION - PRINCIPAL	\$225,653.00	\$225,653.00	\$0.00	\$24,323.89	\$201,329.11	89.22%
4500 SCHOOL ADMIN SUPPORT SVCS - PRINCIPAL						
100-4500-01-53240 PRINCIPAL OFFICE SUPPORT SALAR	41,045.00	41,045.00	0.00	6,484.18	34,560.82	84.20%
100-4500-01-53290 PRINCIPAL OFFICE SUPPORT SUBS/TEMPS	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00%
100-4500-02-53500 PRINCIPAL OFFICE FRINGE BENEFI	28,097.00	28,097.00	0.00	3,878.52	24,218.48	86.19%
100-4500-00-54200 PRINCIPAL SUPPORT - TRAVEL	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00%
100-4500-00-54400 OTHER PURCHASED SERVICES	9,000.00	9,000.00	0.00	7,590.00	1,410.00	15.66%
100-4500-00-54500 SUPPLIES	1,000.00	1,000.00	0.00	199.44	800.56	80.05%
100-4500-00-54750 SUPPLIES, TECH RELATED	0.00	0.00	0.00	107.88	(107.88)	---
TOTAL 4500 SCHOOL ADMIN SUPPORT SVCS - PRINCIPAL	\$81,642.00	\$81,642.00	\$0.00	\$18,260.02	\$63,381.98	77.63%
5100 DIST ADMIN - SUPERINTENDENT/BOARD						
100-5100-01-53110 DIST ADM SUPERINTENDENT SALARY	68,607.00	68,607.00	0.00	15,625.00	52,982.00	77.22%
100-5100-01-53200 SUPERINTENDT MENTOR	0.00	0.00	0.00	0.00	0.00	---
100-5100-01-53240 INVALID ACCOUNT	0.00	0.00	0.00	0.00	0.00	---
100-5100-01-53290 DIST ADM NONCERT SUBS/TEMPS	0.00	0.00	0.00	0.00	0.00	---
100-5100-02-53500 DIST ADM EMPLOYEE BENEFITS	40,909.00	40,909.00	0.00	1,595.32	39,313.68	96.10%
100-5100-01-53520 DIST ADM SUBS/TEMPORARIES	0.00	0.00	0.00	0.00	0.00	---
100-5100-00-53690 OTHER EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00	---
100-5100-00-53800 OTHER STAFF PURCHASED SERVICES	0.00	0.00	0.00	0.00	0.00	---
100-5100-02-53900 DIST ADM TRANSPORTATION ALLOWANCE	0.00	0.00	0.00	0.00	0.00	---
100-5100-00-54100 SUPT PROFESSIONAL/TECH	2,500.00	2,500.00	0.00	269.64	2,230.36	89.21%
100-5100-00-54200 STAFF TRAVEL	48,700.00	48,700.00	0.00	8,166.96	40,533.04	83.23%
100-5100-00-54400 OTHER PURCHASED SERVICES	3,700.00	3,700.00	0.00	500.00	3,200.00	86.48%
100-5100-00-54500 SUPPLIES	1,500.00	1,500.00	0.00	130.00	1,370.00	91.33%
100-5100-00-54900 OTHER	2,500.00	2,500.00	0.00	500.00	2,000.00	80.00%

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TOTAL 5100 DIST ADMIN - SUPERINTENDENT/BOARD	\$168,416.00	\$168,416.00	\$0.00	\$26,786.92	\$141,629.08	84.09%
5110 SCHOOL BOARD						
100-5110-00-54100 PROFESSIONAL TECHNICAL	20,000.00	20,000.00	0.00	157.50	19,842.50	99.21%
100-5110-00-54200 TRAVEL	12,000.00	12,000.00	0.00	0.00	12,000.00	100.00%
100-5110-00-54400 OTHER PURCHASE SERVICES	2,900.00	2,900.00	0.00	0.00	2,900.00	100.00%
100-5110-00-54500 SUPPLIES	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00%
100-5110-00-54900 OTHER	5,000.00	5,000.00	0.00	885.00	4,115.00	82.30%
100-5110-00-54910 SCHOOL BOARD - DUES AND FEES	8,072.00	8,072.00	0.00	0.00	8,072.00	100.00%
TOTAL 5110 SCHOOL BOARD	\$48,972.00	\$48,972.00	\$0.00	\$1,042.50	\$47,929.50	97.87%
5500 DISTRICT ADMINISTRATION SUPPORT SVCS						
100-5500-01-53240 SUPT'S OFC/SUPPORT STAFF	104,015.00	104,015.00	0.00	22,979.46	81,035.54	77.90%
100-5500-01-53290 DIST ADM SUPPORT STAFF SUBS/TEMPS	0.00	0.00	0.00	0.00	0.00	---
100-5500-02-53500 SUPT'S OFC/SUPPORT FRINGE BENE	77,701.00	77,701.00	0.00	13,147.96	64,553.04	83.07%
100-5500-01-53690 SUPT'S OFC/SUBS AND TEMPS	0.00	0.00	0.00	0.00	0.00	---
100-5500-00-54100 PROFESS/TECH SERVICES	30,000.00	30,000.00	0.00	17,407.82	12,592.18	41.97%
100-5500-00-54200 STAFF TRAVEL	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00%
100-5500-00-54330 COMMUNICATIONS	4,500.00	4,500.00	0.00	0.00	4,500.00	100.00%
100-5500-00-54400 OTHER PURCHASED SERVICE	18,500.00	18,500.00	0.00	223.88	18,276.12	98.78%
100-5500-00-54470 LIABILITY INSURANCE	20,000.00	20,000.00	0.00	14,798.81	5,201.19	26.00%
100-5500-00-54500 SUPPLIES	2,500.00	2,500.00	0.00	405.85	2,094.15	83.76%
100-5500-00-54750 SUPPLIES - TECHNOLOGY RELATED	0.00	0.00	0.00	323.64	(323.64)	---
100-5500-00-54900 OTHER EXPENSES	180.00	180.00	0.00	10,542.66	(10,362.66)	(5,757.03)%
100-5500-00-54910 DUES & FEES	0.00	0.00	0.00	0.00	0.00	---
100-5500-00-54950 INDIRECT COST REIMBURSEMENT	(72,000.00)	(72,000.00)	0.00	0.00	(72,000.00)	100.00%
TOTAL 5500 DISTRICT ADMINISTRATION SUPPORT SVCS	\$188,396.00	\$188,396.00	\$0.00	\$79,830.08	\$108,565.92	57.62%
6000 OPERATIONS AND MAINTENANCE OF PLANT						
100-6000-01-53250 MAINTENANCE/CUSTODIAN SALARIES	92,252.00	92,252.00	0.00	27,295.30	64,956.70	70.41%

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100-6000-01-53290 SUBSTITUTES/TEMPORARY SALARIES	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00%
100-6000-02-53500 MAINTENANCE EMPLOYEE BENEFITS	69,896.00	69,896.00	0.00	16,712.23	53,183.77	76.08%
100-6000-00-54100 PROESSIIONAL & TECHNICAL SERVICES	6,700.00	6,700.00	0.00	0.00	6,700.00	100.00%
100-6000-00-54200 STAFF TRAVEL	1,800.00	1,800.00	0.00	0.00	1,800.00	100.00%
100-6000-00-54310 WATER, SEWER & GARBAGE	6,745.00	6,745.00	0.00	1,084.32	5,660.68	83.92%
100-6000-00-54320 WSG IN-KIND SERVICES	33,014.00	33,014.00	0.00	0.00	33,014.00	100.00%
100-6000-00-54360 ELECTRICITY	107,000.00	107,000.00	0.00	16,055.79	90,944.21	84.99%
100-6000-00-54380 HEATING FUEL	55,000.00	55,000.00	0.00	1,497.86	53,502.14	97.27%
100-6000-00-54400 OTHER PURCHASE SERVICES	12,000.00	12,000.00	0.00	6,753.00	5,247.00	43.72%
100-6000-00-54430 EQUIPMENT REPAIR & MAINTENANCE	22,000.00	22,000.00	0.00	3,264.41	18,735.59	85.16%
100-6000-00-54450 PROPERTY INSURANCE	35,000.00	35,000.00	0.00	40,058.19	(5,058.19)	(14.45)%
100-6000-00-54520 MAINTENANCE SUPPLIES	6,000.00	6,000.00	0.00	1,540.52	4,459.48	74.32%
100-6000-00-54530 JANITORIAL SUPPLIES	10,000.00	10,000.00	0.00	7,942.37	2,057.63	20.57%
100-6000-00-54580 GAS & OIL	1,000.00	1,000.00	0.00	82.62	917.38	91.73%
100-6000-00-54900 OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00	---
100-6000-00-55100 MAINTENANCE - EQUIPMENT	0.00	0.00	0.00	0.00	0.00	---
100-6000-00-55310 OTHER LIABILITY	0.00	0.00	0.00	0.00	0.00	---
TOTAL 6000 OPERATIONS AND MAINTENANCE OF PLANT	\$460,407.00	\$460,407.00	\$0.00	\$122,286.61	\$338,120.39	73.43%
7000 STUDENT ACTIVITIES						
100-7000-01-53160 EXTRACURRIC EXTRA-DUTY PAY	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00%
100-7000-01-53200 EXTRACURRIC NONCERTIF EXTR DUT	11,000.00	11,000.00	0.00	0.00	11,000.00	100.00%
100-7000-02-53500 EXTRACURRIC EMPLOYEE BENEFITS	16,032.00	16,032.00	0.00	0.00	16,032.00	100.00%
100-7000-00-54200 STUDENT ACT FUND -STAFF TRAVEL	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00%
100-7000-00-54250 STUDENT ACT FUND - STUDENT TRAVEL	45,968.00	45,968.00	0.00	0.00	45,968.00	100.00%
100-7000-00-54500 STUDENT ACT FUND - SUPPLIES	0.00	0.00	0.00	0.00	0.00	---
100-7000-00-54900 XTRA CURR - OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00	---
TOTAL 7000 STUDENT ACTIVITIES	\$108,000.00	\$108,000.00	\$0.00	\$0.00	\$108,000.00	100.00%

7021 Middle School Girls Basketball

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100-7021-00-54250 MS GIRLS BB - STUDENT TRAVEL	0.00	0.00	0.00	0.00	0.00	---
100-7021-04-54250 MS Girls BB Student Travel	0.00	0.00	0.00	0.00	0.00	---
100-7021-07-54500 MS Girls BB Supplies	0.00	0.00	0.00	0.00	0.00	---
100-7021-99-54900 MS Girls BB Other Expenses	0.00	0.00	0.00	0.00	0.00	---
TOTAL 7021 Middle School Girls Basketball	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
7023 Boys' Varsity Basketball						
100-7023-00-54250 VARSITY BOYS BBALL- STUDENT TRAVEL	0.00	0.00	0.00	0.00	0.00	---
100-7023-04-54250 Boys' Varsity BB Student Travel	0.00	0.00	0.00	0.00	0.00	---
100-7023-07-54500 Boys' Varsity BB Supplies	0.00	0.00	0.00	0.00	0.00	---
100-7023-00-54900 VARSITY BOYS BBALL - OTHER	0.00	0.00	0.00	0.00	0.00	---
100-7023-99-54900 Boys' Varsity BB Other Expenses	0.00	0.00	0.00	0.00	0.00	---
TOTAL 7023 Boys' Varsity Basketball	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
7025 Girls' Varsity Basketball						
100-7025-00-54250 VASRITY GIRLS BBALL - STUDENT TRAVEL	0.00	0.00	0.00	0.00	0.00	---
100-7025-04-54250 Girls' Varsity BB Student Travel	0.00	0.00	0.00	0.00	0.00	---
100-7025-07-54500 Girls' Varsity BB Supplies	0.00	0.00	0.00	0.00	0.00	---
100-7025-00-54900 VARSITY GIRLS BBALL - OTHER	0.00	0.00	0.00	0.00	0.00	---
TOTAL 7025 Girls' Varsity Basketball	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
7026 Girls' Volleyball						
100-7026-00-54250 VARSITY MIX 6 VB - STUDENT TRAVEL	0.00	0.00	0.00	0.00	0.00	---
100-7026-00-54500 VARSITY MIX 6 VB - SUPPLIES	0.00	0.00	0.00	0.00	0.00	---
100-7026-00-54900 VARSITY MIX 6 VB - OTHER	0.00	0.00	0.00	0.00	0.00	---
TOTAL 7026 Girls' Volleyball	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
7027 Middle School Boys Basketball						
100-7027-00-54250 MS BOYS BBALL - STUDENT TRAVEL	0.00	0.00	0.00	0.00	0.00	---
TOTAL 7027 Middle School Boys Basketball	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---

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7029 High School Student Government						
100-7029-00-54250 STUDENT GOV - TRAVEL	0.00	0.00	0.00	0.00	0.00	---
100-7029-00-54500 STUINET GOV - SUPPLIES	0.00	0.00	0.00	0.00	0.00	---
TOTAL 7029 High School Student Government	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
7034 Close-Up						
100-7034-00-54250 CLOSE UP - STUDENT TRAVEL	0.00	0.00	0.00	1,951.20	(1,951.20)	---
TOTAL 7034 Close-Up	\$0.00	\$0.00	\$0.00	\$1,951.20	\$(1,951.20)	---
7043 Athletic Fund						
100-7043-01-53200 Athletic Fund - Non Cert Extra Duty Pay	0.00	0.00	0.00	0.00	0.00	---
100-7043-02-53500 Athletic Fund Employee Benefits	0.00	0.00	0.00	0.00	0.00	---
100-7043-00-54200 ACT FUND - STAFF TRAVEL	0.00	0.00	0.00	0.00	0.00	---
100-7043-03-54200 Athletic Fund Staff Travel	0.00	0.00	0.00	0.00	0.00	---
100-7043-00-54500 ATHLETIC FUND - SUPPLIES	0.00	0.00	0.00	0.00	0.00	---
100-7043-11-54500 ACT FUND - SUPPLIES	0.00	0.00	0.00	0.00	0.00	---
100-7043-00-54900 ACT FUND - OTHER	0.00	0.00	0.00	1,035.00	(1,035.00)	---
TOTAL 7043 Athletic Fund	\$0.00	\$0.00	\$0.00	\$1,035.00	\$(1,035.00)	---
7044 MS Wrestling						
100-7044-00-54250 MS WRESTLING - STUDENT TRAVEL	0.00	0.00	0.00	0.00	0.00	---
TOTAL 7044 MS Wrestling	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
7057 MS VOLLEYBALL						
100-7057-00-54250 MS VOLLEYBALL - STUDENT TRAVEL	0.00	0.00	0.00	0.00	0.00	---
TOTAL 7057 MS VOLLEYBALL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
7062 HS Robotics Club						
100-7062-00-54250 ROBOTICS - STUDENT TRAVEL	0.00	0.00	0.00	0.00	0.00	---
100-7062-00-54500 ROBOTICS - SUPPLIES	0.00	0.00	0.00	0.00	0.00	---

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TOTAL 7062 HS Robotics Club	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
7067 Swim Club						
100-7067-00-54100 SWIM CLUB - PROF/TECH	0.00	0.00	0.00	0.00	0.00	---
TOTAL 7067 Swim Club	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
7069 HS CROSS COUNTRY						
100-7069-00-54250 HS CROSS COUNTRY - STUDENT TRAVEL	0.00	0.00	0.00	150.00	(150.00)	---
100-7069-00-54900 HS CROSS COUNTRY - OTHER	0.00	0.00	0.00	0.00	0.00	---
TOTAL 7069 HS CROSS COUNTRY	\$0.00	\$0.00	\$0.00	\$150.00	\$(150.00)	---
7078 NASP ARCHERY						
100-7078-00-54500 NASP ARCHERY - SUPPLIES	0.00	0.00	0.00	0.00	0.00	---
TOTAL 7078 NASP ARCHERY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
7800 COMMUNITY SERVICES						
100-7800-01-53200 POOL/COMMUN SERV MGR.	0.00	0.00	0.00	0.00	0.00	---
100-7800-01-53230 COMMUN SERVICES POOL PERSONNEL	0.00	0.00	0.00	0.00	0.00	---
100-7800-01-53240 COMMUN SERVICES SUPPORT SALARY	0.00	0.00	0.00	0.00	0.00	---
100-7800-01-53290 Substitutes - Pool/Community Svc.	0.00	0.00	0.00	0.00	0.00	---
100-7800-02-53500 COMMUN SERV EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00	---
TOTAL 7800 COMMUNITY SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
7900 FOOD SERVICES						
100-7900-00-54590 XTRA CURRICULAR - FOOD PURCHASE	0.00	0.00	0.00	0.00	0.00	---
TOTAL 7900 FOOD SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
9000 TRANSFER TO OTHER FUNDS						
100-9000-00-55500 TRANSFER TO OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	---
100-9000-99-55500 Transfer to Other Fund	0.00	0.00	0.00	0.00	0.00	---
100-9000-99-55520 TRANSFER TO MUNICIPAL BOND RESERVE	0.00	0.00	0.00	0.00	0.00	---

HOONAH CITY SCHOOLS

SCHOOL OPERATING FUND EXPENDITURES

Account Number / Description	Adopted Budget	Revised Budget	Encumbrances	Reporting Period	Amt Remaining	Percent Remaining
	7/1/2021 - 6/30/2022	7/1/2021 - 6/30/2022	7/1/2021 - 9/30/2021	7/1/2021 - 9/30/2021	7/1/2021 - 9/30/2021	7/1/2021 - 9/30/2021
100-9000-99-55530 TRANSFER TO LOCAL MI ED	0.00	0.00	0.00	0.00	0.00	---
100-9000-99-55540 TRANSFERS TO CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	---
100-9000-99-55560 TRANSFER TO MUNICIPAL BOND RES	0.00	0.00	0.00	0.00	0.00	---
100-9000-99-55570 TRANSFER TO STUDENT ACTIVITIES	0.00	0.00	0.00	0.00	0.00	---
100-9000-99-55590 TRANSFERS TO SCHOOL LUNCH	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%
TOTAL 9000 TRANSFER TO OTHER FUNDS	\$50,000.00	\$50,000.00	\$0.00	\$0.00	\$50,000.00	100.00%
TOTAL 100 SCHOOL OPERATING FUND	\$3,596,572.00	\$3,596,572.00	\$750.00	\$484,980.83	\$3,110,841.17	86.49%
GRAND TOTAL	\$3,596,572.00	\$3,596,572.00	\$750.00	\$484,980.83	\$3,110,841.17	86.49%

HOONAH CITY SCHOOLS

SCHOOL OPERATING FUND REVENUE

Account Number / Description	Adopted Budget 7/1/2021 - 6/30/2022	Revised Budget 7/1/2021 - 6/30/2022	Encumbrances 7/1/2021 - 9/30/2021	Reporting Period 7/1/2021 - 9/30/2021	Amt Remaining 7/1/2021 - 9/30/2021	Percent Remaining 7/1/2021 - 9/30/2021
100 SCHOOL OPERATING FUND						
0000 UNDESIGNATED						
40110 CITY APPROPRIATION						
100-0000-10-40110 CITY APPROPRIATION	(214,560.00)	(214,560.00)	0.00	0.00	(214,560.00)	100.00%
TOTAL 40110 CITY APPROPRIATION	\$(214,560.00)	\$(214,560.00)	\$0.00	\$0.00	\$(214,560.00)	100.00%
40120 CITY IN-KIND SERVICES						
100-0000-10-40120 CITY - IN-KIND SERVICES	(33,014.00)	(33,014.00)	0.00	0.00	(33,014.00)	100.00%
TOTAL 40120 CITY IN-KIND SERVICES	\$(33,014.00)	\$(33,014.00)	\$0.00	\$0.00	\$(33,014.00)	100.00%
40130 AVAILABLE FUND BALANCE						
100-0000-10-40130 AVAILABLE FUND BALANCE	(361,698.00)	(361,698.00)	0.00	0.00	(361,698.00)	100.00%
TOTAL 40130 AVAILABLE FUND BALANCE	\$(361,698.00)	\$(361,698.00)	\$0.00	\$0.00	\$(361,698.00)	100.00%
40300 EARNINGS ON INVESTMENTS						
100-0000-10-40300 EARNINGS ON INVESTMENTS	(1,500.00)	(1,500.00)	0.00	(217.96)	(1,282.04)	85.46%
TOTAL 40300 EARNINGS ON INVESTMENTS	\$(1,500.00)	\$(1,500.00)	\$0.00	\$(217.96)	\$(1,282.04)	85.46%
40400 OTHER LOCAL REVENUE						
100-0000-04-40400 STUDENT ACTIVITIES EXTRA-CURR REV	(108,000.00)	(108,000.00)	0.00	0.00	(108,000.00)	100.00%
100-0000-10-40400 OTHER LOCAL REVENUE	(5,000.00)	(5,000.00)	0.00	(4,000.00)	(1,000.00)	20.00%
100-0000-11-40400 MUSIC RENTAL RECEIPTS	0.00	0.00	0.00	0.00	0.00	---
100-0000-12-40400 SPELLING BEE REVENUE	0.00	0.00	0.00	0.00	0.00	---
100-0000-13-40400 XTRA CURRICULAR REVENUE	0.00	0.00	0.00	0.00	0.00	---
100-0000-14-40400 CTE RECEIPTS	0.00	0.00	0.00	0.00	0.00	---
100-0000-15-40400 LEASED SPACE REVENUE	0.00	0.00	0.00	0.00	0.00	---
100-0000-16-40400 POOL RECEIPTS	0.00	0.00	0.00	0.00	0.00	---
100-0000-17-40400 WEIGHT ROOM RECEIPTS	0.00	0.00	0.00	0.00	0.00	---
100-0000-19-40400 GREAT STORIES REVENUE	0.00	0.00	0.00	0.00	0.00	---
TOTAL 40400 OTHER LOCAL REVENUE	\$(113,000.00)	\$(113,000.00)	\$0.00	\$(4,000.00)	\$(109,000.00)	96.46%

HOONAH CITY SCHOOLS

SCHOOL OPERATING FUND REVENUE

Account Number / Description	Adopted Budget 7/1/2021 - 6/30/2022	Revised Budget 7/1/2021 - 6/30/2022	Encumbrances 7/1/2021 - 9/30/2021	Reporting Period 7/1/2021 - 9/30/2021	Amt Remaining 7/1/2021 - 9/30/2021	Percent Remaining 7/1/2021 - 9/30/2021
40470 E-RATE REVENUE						
100-0000-10-40470 E-RATE REVENUE	(32,400.00)	(32,400.00)	0.00	0.00	(32,400.00)	100.00%
TOTAL 40470 E-RATE REVENUE	\$(32,400.00)	\$(32,400.00)	\$0.00	\$0.00	\$(32,400.00)	100.00%
40500 REVENUE FROM STATE SOURCES						
100-0000-20-40500 REVENUE FROM STATE SOURCES	0.00	0.00	0.00	0.00	0.00	---
TOTAL 40500 REVENUE FROM STATE SOURCES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
40510 STATE FOUNDATION						
100-0000-20-40510 STATE FOUNDATION	(2,538,561.00)	(2,538,561.00)	0.00	(439,762.00)	(2,098,799.00)	82.67%
TOTAL 40510 STATE FOUNDATION	\$(2,538,561.00)	\$(2,538,561.00)	\$0.00	\$(439,762.00)	\$(2,098,799.00)	82.67%
40530 ADJUSTMENT TO FOUNDATION						
100-0000-20-40530 ADJUSTMENT TO FOUNDATION	0.00	0.00	0.00	0.00	0.00	---
TOTAL 40530 ADJUSTMENT TO FOUNDATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
40550 STATE SUPPLEMENTAL AID						
100-0000-20-40550 STATE SUPPLEMENTAL AID	0.00	0.00	0.00	0.00	0.00	---
TOTAL 40550 STATE SUPPLEMENTAL AID	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
40556 TRS ON-BEHALF RELIEF						
100-0000-20-40556 TRS ON-BEHALF RELIEF	(240,670.00)	(240,670.00)	0.00	0.00	(240,670.00)	100.00%
TOTAL 40556 TRS ON-BEHALF RELIEF	\$(240,670.00)	\$(240,670.00)	\$0.00	\$0.00	\$(240,670.00)	100.00%
40557 PERS ON-BEHALF RELIEF						
100-0000-20-40557 PERS ON-BEHALF RELIEF	(53,741.00)	(53,741.00)	0.00	0.00	(53,741.00)	100.00%
TOTAL 40557 PERS ON-BEHALF RELIEF	\$(53,741.00)	\$(53,741.00)	\$0.00	\$0.00	\$(53,741.00)	100.00%
40590 TUITION						
100-0000-20-40590 TUITION	0.00	0.00	0.00	0.00	0.00	---
TOTAL 40590 TUITION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---

HOONAH CITY SCHOOLS

SCHOOL OPERATING FUND REVENUE

Account Number / Description	Adopted Budget 7/1/2021 - 6/30/2022	Revised Budget 7/1/2021 - 6/30/2022	Encumbrances 7/1/2021 - 9/30/2021	Reporting Period 7/1/2021 - 9/30/2021	Amt Remaining 7/1/2021 - 9/30/2021	Percent Remaining 7/1/2021 - 9/30/2021
40900 QUALITY SCHOOLS						
100-0000-20-40900 SCHOOL IMPROVEMENT GRANT	0.00	0.00	0.00	0.00	0.00	---
TOTAL 40900 QUALITY SCHOOLS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
40910 ADJUSTMENT PRIOR YR FOUNDATION						
100-0000-20-40910 ADJUSTMENT PRIOR YR FOUNDATION	0.00	0.00	0.00	0.00	0.00	---
TOTAL 40910 ADJUSTMENT PRIOR YR FOUNDATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
40920 OTHER STATE REVENUES						
100-0000-20-40920 OTHER STATE REVENUES	0.00	0.00	0.00	0.00	0.00	---
TOTAL 40920 OTHER STATE REVENUES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
40940 QUALITY SCHOOLS						
100-0000-20-40940 QUALITY SCHOOLS	(7,428.00)	(7,428.00)	0.00	0.00	(7,428.00)	100.00%
TOTAL 40940 QUALITY SCHOOLS	\$(7,428.00)	\$(7,428.00)	\$0.00	\$0.00	\$(7,428.00)	100.00%
41090 PRIOR YR PL 81-874, FEDERAL IMPACT AID						
100-0000-30-41090 PRIOR YR PL81-874	0.00	0.00	0.00	0.00	0.00	---
TOTAL 41090 PRIOR YR PL 81-874, FEDERAL IMPACT AID	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
41100 PUBLIC LAW 81-874, FEDERAL IMPACT AID						
100-0000-30-41100 PUBLIC LAW 81-874	0.00	0.00	0.00	0.00	0.00	---
TOTAL 41100 PUBLIC LAW 81-874, FEDERAL IMPACT AID	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
41120 PL 81-874, FED IMPACT AID - SPED REVENUE						
100-0000-30-41120 PL81-874 SPED REVENUE	0.00	0.00	0.00	0.00	0.00	---
TOTAL 41120 PL 81-874, FED IMPACT AID - SPED REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
42500 TRANSFER FROM OTHER FUNDS						
100-0000-10-42500 TRANSFER FROM OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	---
TOTAL 42500 TRANSFER FROM OTHER FUNDS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---

HOONAH CITY SCHOOLS
SCHOOL OPERATING FUND REVENUE

Account Number / Description	Adopted Budget 7/1/2021 - 6/30/2022	Revised Budget 7/1/2021 - 6/30/2022	Encumbrances 7/1/2021 - 9/30/2021	Reporting Period 7/1/2021 - 9/30/2021	Amt Remaining 7/1/2021 - 9/30/2021	Percent Remaining 7/1/2021 - 9/30/2021
TOTAL 0000 UNDESIGNATED	\$(3,596,572.00)	\$(3,596,572.00)	\$0.00	\$(443,979.96)	\$(3,152,592.04)	87.65%
TOTAL 100 SCHOOL OPERATING FUND	\$(3,596,572.00)	\$(3,596,572.00)	\$0.00	\$(443,979.96)	\$(3,152,592.04)	87.65%
GRAND TOTAL	\$(3,596,572.00)	\$(3,596,572.00)	\$0.00	\$(443,979.96)	\$(3,152,592.04)	87.65%

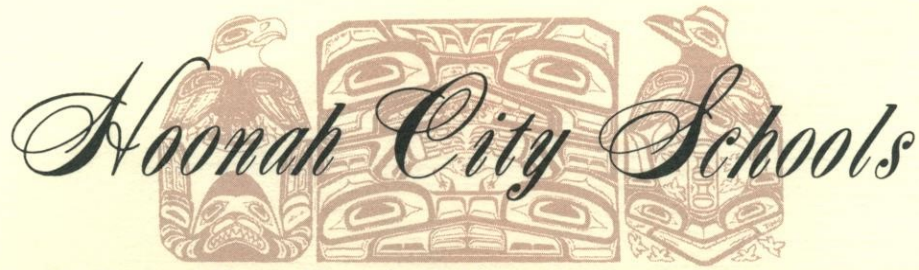
October 2021 maintenance report

Being that the school was closed to students we were able to focus on some other tasks such as:

- A roof inspection on the auto shop
 - cleaning mechanical rooms
 - organizing the furniture and cultural storage areas
 - clean the school vehicles
 - regular scheduled maintenance
 - Mandatory trainings
 - continuing to disinfect periodically anytime staff was in the buildings
- the elevator inspections
 - The Thyssenkrupp inspector wasn't able to come

Custodial

- On regular school days our custodial schedules are tight on time and I have still been helping with some of the daily cleaning tasks but considerably less than when we had only had one custodian. I've had time to keep up on the preventative maintenance tasks and more importantly when other daily needs arise that we take care of its not interrupting the daily high use area disinfecting.



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

September 9, 2021

MEMORANDUM

To: Hoonah City School Board
From: Norma Holmgaard, Superintendent
Re: Substitute Pay Discussion

Hoonah City School has very few people willing to substitute in the building when staff member is absent. This causes significant disruptions to learning as other teachers and paraprofessionals must do double duty to keep things going during the absence. We will work to recruit willing individuals for substitute work. However, low pay may be a factor. Because substitutes aren't regularly in the building, they may only earn a meager wage for one or two days of service. Efforts to sign up substitutes might be enhanced with a higher wage.

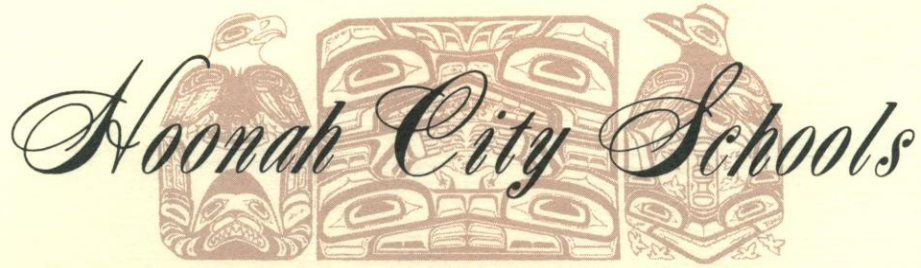
Currently Hoonah City School District pays substitutes the following:

Substitute for a Classified Position	12.00/hour
Substitute for a Certified Position w/o certificate	13.33/hour
Substitute for a Certified Position with a certificate	16.67/hour

Perhaps the following would provide financial incentive for people to consider being a substitute:

	Current Pay	Recommended Pay
Substitute for a Classified Position	12.00/hour	14.00/hour
Substitute for a Certified Position w/o certificate	13.33/hour	15.00/hour
Substitute for a Certified Position with a certificate	16.67/hour	18.00/hour

Recommended Motion: Move to approve the increase in substitute wages as presented.



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October 13, 2021

MEMORANDUM

To: Hoonah City School Board
From: Norma Holmgaard, Superintendent
Re: Recommendation for Science Teacher Hire

Darcy Higgins has applied and interviewed for the position of secondary science. References have been checked and it has been determined that she should be recommended for hire. It is expected she would be able to begin in December pending finding housing and securing her provisional certificate.

Darcy Higgins: Step 0/ColumnMa-BA30 35,860.00

Recommended Motion: Move to approve the hire of Darcy Higgins as secondary science teacher for the remainder of the 20231-2022 school year.

DARCY HIGGINS

• Educator •

EDUCATION

M.A.T. in Biological Sciences (12/2020) • Miami University: Project Dragonfly

Final Portfolio: "Restoring Place-Based Knowledge to Education & Citizenship" (bit.ly/2ZJKcGP).

Field methods courses in Baja California and Thailand

B.A. in Political Science (06/2011) • Ohio University, Honors Tutorial College

Russian and French minors. Undergraduate thesis: "Marked Space: Public Art & the Public Sphere."

Summa Cum Laude

EXPERIENCE

Rural Action, Athens, Ohio

2019-present • Environmental Education Program Manager

- Create and teach science curriculum based on local ecology that meets K-12 standards, and partner with public school teachers to deliver lessons in-classroom and on field trips.
- Organize our annual Appalachian Green Teachers' Conference.
- Mentor rural high schoolers by organizing our regional Youth Climate Action Teams.
- Supervise 5 environmental educator AmeriCorps members directly, and train and support an additional 26 regional AmeriCorps members in education methods.
- Grew community participation in our programs by 24% from 2018 to 2020.
- Manage risk, logistics, grant reporting, and program and staff evaluation.

2012-2014 • Environmental Education AmeriCorps Member

- Taught standards-aligned environmental education lessons in schools, camps, and libraries.
- Built trails and gardens with students on school grounds.
- Planned and cooked lunches for 25 children and staff at weeklong day camps.

Katmai National Park, Brooks Camp, Alaska

Summer 2018 • Park Ranger (Interpretation)

- Trained visitors in bear safety in English and Russian, and across language barriers.
- Developed and led educational programs on edible plants, Sugpiaq culture, & volcanoes.
- Made quick decisions to manage daily bear-human encounters, while minimizing stress and impact on bears, and maximizing visitors' experiences.

Wild Folk Learning Community, Columbia, Missouri

2015-2018 • Co-founder and Lead Teacher

- Co-founded a democratic forest school for mixed ages 5-14, emphasizing student-directed and project-based learning with ample differentiation.
- Taught interdisciplinary units developed responsively to student interests in primarily outdoor setting year-round, ranging from outdoor skills to watersheds to theatre.

- Facilitated student decision-making councils, conflict resolution circles, and socio-emotional learning goals.
- Managed risk and maintained children's safety in situations with knives, fire, climbing, hand-built shelters, and other demanding conditions.
- Worked with co-teachers & families to improve program methods based on student assessment and feedback.

Northern Susitna Institute (now Denali Education Center), Talkeetna, Alaska

Summer 2017 (During Wild Folk's summer break) • Seasonal Programs Director

- Developed and coordinated eight camps for Talkeetna youth on ecology, survival skills, and outdoor leadership. Adapted plans as necessary when facing changes in enrollment, transportation, and weather.
- Led 2 overnight excursions for 10-14 year-olds, organizing food, supplies, and safety.
- Managed camp registration, administered scholarships, and communicated with families.
- Trained instructors in developmentally appropriate, scientifically sound teaching.

Missouri River Relief, Columbia, Missouri

2017-2018 (contract work during Wild Folk years) • Program Instructor

- Collaboratively developed 4th grade curriculum on Missouri River stewardship, using backward design and aligned to Next Generation Science Standards.
- Led school lessons that modeled techniques to participating teachers, and revised lessons in response to assessments of student learning.
- Taught field science on the river, including on boats and the banks.

Center for Agroforestry, University of Missouri, Columbia, Missouri

2014-2015 • Field and Lab Technician

- Collected and analyzed samples of run-off water from corn/soy fields to evaluate impact of agroforestry buffers, cover crops and terracing on soil erosion and nutrient loss.
- Maintained and repaired data collection equipment, requiring hiking through difficult terrain with tools and troubleshooting erosion and physical damage.
- Managed lab space, university vehicle use, and undergraduate assistants.

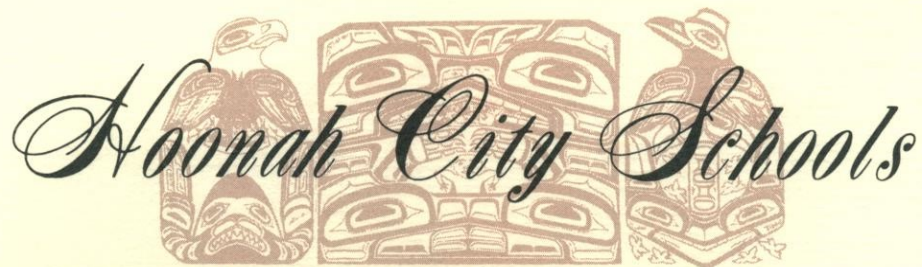
The American Home, Vladimir, Russia

2011-2012 • English As a Foreign Language teacher

- Taught beginning-intermediate English to diverse ages (12 to 60 years) in Russia, emphasizing experiential conversational skills.
- Organized cultural events and presentations for English language learners to nurture personal connections to English-speaking culture.

SKILLS AND CERTIFICATIONS

- Place-, project- and inquiry-based education
- Ecology of Alaska and Appalachia
- Russian language (advanced proficiency)
- Teaching English as a Foreign Language, 40-hr Certificate (i-to-i, 2011)
- Wilderness First Responder (SOLO, expires 03/2022)
- Project Learning Tree/Project WET Workshop Facilitator (Ohio Department of Natural Resources, 2012)



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October 13, 2021

MEMORANDUM

To: Hoonah City School Board
From: Norma Holmgaard, Superintendent
Re: First Reading of Board Policies

Attached, please find proposed revisions to the following Hoonah City School District Board Policies:

BP 0520(a)(b)(c)	School Accountability/School Improvement
BP 1340	Access to District Records
BP 6143.3	College and Career Readiness Assessments

The Administration recommends approval of the first reading of these policies.

Recommended Motion: Move to approve the first reading of Board Policies BP 0520(a)(b)(c), BP 1340, and BP 6143.3

WORKSHEETS for the district policy committee:

DISCARD WHEN FINISHED

Philosophy-Goals-Objective and Comprehensive Plans

SCHOOL ACCOUNTABILITY/SCHOOL IMPROVEMENT

BP 0520(a)

Note: ~~Since 2013, Alaska has been operating under a flexibility waiver of certain ESEA/NCLB requirements, including school accountability. All flexibility waivers are void as to August 2016. However, under the Every Student Succeeds Act, which amended the ESEA in December 2015, schools identified as priority or focus schools must continue to implement improvement plans and interventions through the 2016-2017 school year.~~ The following policy reflects the Alaska Accountability System which measures both school performance and school progress and results in a school designation of Priority, Focus, or Reward. The school rating may result in required interventions as well as specific supports.

The School Board is committed to the successful performance of the district and its schools. Successful performance is indicated through student academic achievement, student progress over prior year performance, strong attendance and graduation rates, and participation and achievement in college and career readiness exams. The [Superintendent/Chief School Administrator] shall implement requirements for school and district accountability as determined by the Department of Education and Early Development.

Note: The Alaska School Performance Index measures schools by a combination of data: student achievement on SBAs in reading, writing and math; growth in the school's student body in those assessments from the prior year; and attendance. Schools with high school students are also measured by graduation rates; and student performance on college-readiness assessments, including SAT, ACT, and WorkKeys. ASPI points will result in a Star Rating for a school from 1-5 stars, the higher number representing stronger school performance.

If any district school receives a star rating of one, two, or three stars, the [Superintendent/Chief School Administrator] or designee shall develop and implement a school improvement plan in accordance with state law. School improvement plans shall be presented to the Board for approval. If the plan is for a school that receives one or two stars, the plan will be submitted to the Department. If the school has been designated as a priority or focus school, the plan will be prepared in consultation with the Department and subject to Department approval.

The [Superintendent/Chief School Administrator] or designee shall develop and implement a school improvement plan for schools receiving a four or five star rating when necessitated due to failure to meet annual measurable objectives, a decline in the school's growth and proficiency, a decline in graduation rate, or insufficient participation in standards-based assessments.

The [Superintendent/Chief School Administrator] or designee shall develop and implement a district improvement plan when required due to the number of one- or two-star schools; the number of students who attend one- or two-star schools; deficiencies in curriculum, assessment practices, instruction, learning environment, professional development, or leadership; or lack of progress by a subgroup towards annual measurable objectives. The District improvement plan shall be approved by the School Board and submitted to the Department.

SCHOOL ACCOUNTABILITY/SCHOOL IMPROVEMENT (continued) BP 0520(b)

School Interventions

The [Superintendent/Chief School Administrator] or designee shall implement comprehensive interventions for any school identified as a priority school by the Department. The comprehensive interventions will use turnaround principles that accomplish the following: provide strong leadership; ensure effective teachers; redesign the school calendar to include additional time for student learning and teacher collaboration; improve the instructional program; use student data to inform instruction; establish a school environment that improves safety and discipline; and provide mechanisms for family and community involvement.

Targeted interventions will be implemented to meet the specific needs of schools identified by the Department as focus schools. A plan and timeline to implement the targeted interventions shall be created by the [Superintendent/Chief School Administrator] or designee. Interventions should consider each of the turnaround principles for priority schools, some or all of which may be appropriate for the school or targeted subgroups. Decisions should be data-driven.

The district will utilize state provided supports in implementing comprehensive or targeted interventions.

School Success

The Board believes that all of its schools can be high performing and high progress schools. The district will annually recognize those schools identified as reward schools by the Department.

Parent Notification

The [Superintendent/Chief School Administrator] or designee shall communicate with the parents of children attending schools designated as one- or two-star schools. The information should be in an understandable and uniform format, and, to the extent practicable, in a language the parents can understand. Parents should be promptly advised of:

1. What the star designation means, and how the school compares in terms of academic achievement to other schools in the district and state;
2. The reasons for the designation;
3. Information about how the parents can become involved in addressing the academic issues that led to the designation; and

WORKSHEETS for the district policy committee:

DISCARD WHEN FINISHED

Philosophy-Goals-Objective and Comprehensive Plans

SCHOOL ACCOUNTABILITY/SCHOOL IMPROVEMENT (continued) BP 0520(c)

4. Any action taken to address the problems that led to the designation, including: an explanation of what the school is doing to address low achievement; an explanation of what the district and Department are doing to help; and a description of interventions being taken by the district.

The information in item 4 above shall also be disseminated to the public. Information provided to parents will be sent through direct means such as mail or email. Communications must respect the privacy of students and their families.

Legal Reference:

ALASKA STATUTE

14.03.123 School and District Accountability

ALASKA ADMINISTRATIVE CODE

4 AAC 06.800 - .899 School and District Accountability

UNITED STATES CODE

Elementary and Secondary Education Act, 20 U.S.C. §§ 6301, et. seq., as amended by the Every Student Succeeds Act (P.L. 114-95, December 10, 2015)

Revised 10/20162021

ACCESS TO DISTRICT RECORDS

BP 1340

Note: AS 40.25.120 sets forth the right of the public to access public records. There is strong public policy favoring inspection of public records and any exceptions to disclosure based on need should be construed narrowly.

The School Board recognizes that state policy provides broad public access to district records. Public access shall not be given to records exempt from public disclosure by state or federal law or by the Board based on the need of the district to maintain confidential information.

(cf. 3580 – District Records)

(cf. 4112.6/4212.6/4312.6 – Personnel Records)

(cf. 4119.23/4219.23/4319.23 – Unauthorized Release of Confidential Information)

(cf. 5125 – Student Records; Confidentiality)

(cf. 9011 – Disclosure of Confidential Information)

(cf. 9321 – Closed Sessions)

Note: 14.14.090, in addition to other duties, provides that the Board shall keep records and files open to public inspection at the district office during reasonable business hours.

Any person shall have reasonable access, during regular business hours, to the public records of the schools and district. The Superintendent or designee shall establish regulations to authorize and facilitate public access to district records in accordance with law, to protect the security of district records, and to prevent interference with regular district operations. Records shall be maintained in accordance with the State of Alaska Model Records Retention Schedule for Alaska School Districts.

The district may charge for copies of public records or other materials requested by individuals or groups. The charge, based on actual costs of duplication, shall be determined by the Superintendent or designee.

Legal Reference:

ALASKA STATUTES

40.25.120 - .220 Public Records Act

14.03.115 Access to school records by parent, foster parent, or guardian

14.14.090 Additional duties

14.20.149 Employee evaluation

14.43.930 Scholarship program information

23.40.235 Public involvement in school district negotiations

City of Kenai v. Kenai Peninsula Newspapers, 642 P2d 1316 (Alaska 1982)

Anchorage School District v. Anchorage Daily News, 779 P2d 1191 (Alaska 1989)

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act of 1974

Revised ~~4/09~~10/2021

WORKSHEETS for the district policy committee:
DISCARD WHEN FINISHED
Community Relations

9/92

WORKSHEETS for the district policy committee:
DISCARD WHEN FINISHED

Instruction

COLLEGE AND CAREER READINESS ASSESSMENTS

BP 6146.3

Note: Effective June 30, 2016, the requirement that no secondary student be issued a diploma unless he or she has taken a college and career readiness assessment is repealed. ~~However, school districts still shall require all students in grade 11 and all students in grade 12 who have not previously done so, to take one of the assessments described in 4 AAC 06.717. Students may seek waivers of the requirement under 4 AAC 06.721-.724.~~

The School Board shall provide for students to take college and career readiness assessments, as required by law and regulation. The exams shall be administered in accordance with state law and regulations. The taking of an assessment is not a requirement for a diploma.

(cf. 5127 - *Graduation Ceremonies and Activities*)
(cf. 6146.1 - *High School Graduation Requirements*)
(cf. 6146.4 - *Reciprocity on Graduation Requirements*)
(cf. 6146.5 - *Differential Requirements for Individuals With Exceptional Needs*)
(cf. 6162.5 - *Standardized Testing*)

The IEP team for a student with a significant cognitive disability may determine whether the student will take the assessment. The IEP team's determination should consider whether the assessment supports the transition plan set forth in the student's IEP.

Legal Reference:

ALASKA STATUTES

14.03.075 *College and career readiness assessment*

ALASKA ADMINISTRATIVE CODE

4 AAC 06.710 *Statewide student assessment system*

~~4 AAC 06.717 *College and career readiness assessment*~~

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

4 AAC 06.765 *Test Security; Consequences of Breach*

~~4 AAC 06.721 *College and career readiness assessment waivers*~~

~~4 AAC 06.775 *Statewide assessment program for students with disabilities*~~

~~4 AAC 06.790 *Definitions*~~

Revised 10/2021

HOONAH CITY SCHOOL DISTRICT
Hoonah, Alaska

Certificated Administrator Performance Evaluation

For School Year: _____

Administrator Name: _____ **Job Title:** _____

Self-Evaluation Date of Completion: _____

Pre-Evaluation Conference Date: _____

Note: "Below Proficient" ratings must be accompanied by comments and a Plan for Improvement. The comment section may also be used for exemplary details.

Alaska Administrative Standard #1 – An administrator provides leadership for an educational organization.	Proficient	Support Needed	Below Proficient
a. The administrator works with and through individuals and groups.			
b. The administrator facilitates teamwork and collegiality, including treating staff as professionals.			
c. The administrator provides direction, formulating plans and goals, motivating others, and supports the priorities of the school in the context of community and district priorities and staff and student needs.			
d. The administrator focuses on high priority issues related to student learning and staff competence.			
e. The administrator recognizes and acknowledges outstanding performance.			
f. The administrator solves or convenes others to solve problems and makes sound judgments based on problem analysis, best practice, and district goals and procedures.			
g. The administrator takes action to carry out plans and accomplishes goals.			
STANDARD 1 Comments:			

Alaska Administrative Standard #2 – An administrator guides instruction and supports an effective learning environment.	Proficient	Support Needed	Below Proficient
a. The administrator supports the development of a schoolwide climate of high expectations for student learning and staff performance.			
b. The administrator ensures the effective instructional methods are in use.			
c. The administrator maintains school or program level records of student learning and communicates student progress to the appropriate individuals or entities.			
d. The administrator facilitates the establishment of effective learning environments.			
Standard 2 Comments:			

Alaska Administrative Standard #3 – An administrator oversees the implementation of curriculum	Proficient	Support Needed	Below Proficient
a. The administrator demonstrates knowledge of current major curriculum design models.			
b. The administrator facilitates staff's alignment of materials, curricula, methods, and goals and standards for student performance.			
c. The administrator monitors social and technological developments as they affect curriculum			
Standard 3 Comments:			

Alaska Administrative Standard #4 – An administrator coordinates services that support student growth and development	Proficient	Support Needed	Below Proficient
a. The administrator implements and oversees student behavior and discipline procedures that promote the safe and orderly atmosphere of the school.			
b. The administrator provides for student guidance, counseling, and auxiliary services as they are available.			
c. The administrator coordinates outreach for students, staff, and school programs, community organizations, agencies, and services. learning, and outreach assistance.			
d. The administrator is responsive to parent and family requests for information and involvement in student			
e. The administrator supports the development and oversees the implementation of a comprehensive program of student activities.			
Standard 4 Comments:			

Alaska Administrative Standard #5 – An administrator provides for staffing and professional development to meet student-learning needs.	Proficient	Support Needed	Below Proficient
a. The administrator supervises or arranges for the supervision of staff for the purpose of improving their performance.			
b. The administrator works with faculty and staff to identify individual and group professional needs and to design appropriate staff development opportunities.			
c. The administrator evaluates staff for the purpose of making recommendations about retention and promotion.			
d. The administrator participates in the hiring of new staff based upon needs of the school and district priorities.			
Standard 5 Comments:			

Alaska Administrative Standard #5 – An administrator provides for staffing and professional development to meet student-learning needs.	Proficient	Support Needed	Below Proficient

Alaska Administrative Standard #6 – An administrator uses assessment and evaluation information about students, staff and the community in making decisions.	Proficient	Support Needed	Below Proficient
a. The administrator develops tools and processes to gather needed information from students, staff, and the community.			
b. The administrator uses information to determine whether student, school, or program goals have been met and implements changes where appropriate.			
c. The administrator interprets assessment information and evaluations for others.			
d. The administrator relates programs to desired standards or goals			
Standard 6 Comments:			

Alaska Administrative Standard #7 – An administrator communicates with diverse groups and individuals with clarity and sensitivity	Proficient	Support Needed	Below Proficient
a. The administrator communicates clearly, effectively, and with sensitivity to the needs and concerns of others, both orally and in writing.			
b. The administrator recognizes the influence of culture on communication style and communicates with sensitivity to cultural differences.			
c. The administrator communicates a positive image of the school in the community.			

Alaska Administrative Standard #7 – An administrator communicates with diverse groups and individuals with clarity and sensitivity	Proficient	Support Needed	Below Proficient
Standard 7 Comments:			

Alaska Administrative Standard #8 – An administrator acts in accordance with established laws, policies, procedures and good business practices.	Proficient	Support Needed	Below Proficient
a. The administrator acts in accordance with federal and state statutes, regulations, and other law.			
b. The administrator works within local policy, procedures, and directives.			
c. The administrator administers contracts and financial accounts responsibly, accurately, efficiently, and effectively.			
Standard 8 Comments:			

Alaska Administrative Standard #9 – An administrator understands the influence of social, cultural, political and economic forces on the educational environment and uses this knowledge to serve the needs of children, families and communities	Proficient	Support Needed	Below Proficient
a. The administrator acts with awareness that schools exist in a political environment and are affected by other systems with which they intersect and interact.			
b. The administrator identifies relationships between public policy and education.			

Alaska Administrative Standard #9 – An administrator understands the influence of social, cultural, political and economic forces on the educational environment and uses this knowledge to serve the needs of children, families and communities	Proficient	Support Needed	Below Proficient
c. The administrator recognizes the appropriate level at which an issue should be resolved, including home, classroom, building, and district levels, and taking appropriate action			
d. The administrator addresses ethical issues that arise in the educational environment, acting with care and good judgment within appropriate time frames			
e. The administrator enlists public participation in and supports for school programs, student achievement, and the schoolwide climate for learning.			
Standard 9 Comments:			

Alaska Administrative Standard #10 – An administrator facilitates the participation of parents and families as partners in the education of children.	Proficient	Support Needed	Below Proficient
a. The administrator supports and respects the responsibilities of parents and families, recognizes the variety of parenting traditions and practices in the community.			
b. The administrator ensures that teachers and staff engage parents and families in assisting student learning.			
c. The administrator maintains a school or program climate that welcomes parents and families and invites their participation.			
Standard 10 Comments:			

An administrator works cooperatively with district curriculum, goals, and guidelines in a timely manner.	Proficient	Support Needed	Below Proficient
a. The administrator submits required paper work in a timely and consistent manner.			
b. The administrator dresses in a professional manner appropriate to the occasion.			
c. The administrator keeps sensitive information confidential. The administrator respects confidentiality and privacy of student and teacher discipline and student and teacher records.			
d. The administrator abides by the code of ethics according to the PTPC in Alaska. The administrator refrains from gossip and harassment in the workplace.			
e. The administrator is prompt to work. The administrator demonstrates that attendance is a priority.			
f. The administrator ensures that teachers follow district curriculum, enters records into the record keeping system, and that grades are properly recorded by a certified teacher of record.			
Comments:			

Evaluation Summary Comments:

The administrator's signature indicates that the evaluation has been completed and discussed.

I understand that I have the right to respond in writing within five (5) days and to have these comments attached to this form prior to the evaluation being placed in my personnel file. I also understand that my signature below does not necessarily mean that I agree with the evaluation, but does indicate that I acknowledge that I received this evaluation document.

Evaluators Signature

Date

Administrator's Signature

Date

**Hoonah City School District
Principal Performance Survey
Please return to Hoonah School by December 10.
For the 2021-2022 School Year**

Principal Edward Snow

Surveys are confidential. Names are not required.
Your honest responses will help us improve.

Which of the below characterizes your role:

Parent

Student

Community Member

Staff Member

Name: (optional) _____

Please select all that apply

1. I have met and interacted with the principal the following number of times:

_____ 0-5 _____ 6-10 _____ 11-15 _____ more than 15 times

2. The principal makes me feel welcome:

_____ Definitely _____ Most of the Time _____ Sometimes _____ Seldom _____ Don't know

3. The principal takes my concerns seriously.

_____ Definitely _____ Most of the Time _____ Sometimes _____ Seldom _____ Don't know

4. The principal is accessible via email, phone calls or personal visits.

_____ Definitely _____ Most of the Time _____ Sometimes _____ Seldom _____ Don't know

5. The principal is visible and a positive educational leader in the school.

_____ Definitely _____ Most of the Time _____ Sometimes _____ Seldom _____ Don't know

6. The principal communicates effectively with all stakeholders providing helpful and timely information.

_____ Definitely _____ Most of the Time _____ Sometimes _____ Seldom _____ Don't know

7. The principal lets stakeholders know how the school is doing with student achievement and school safety during COVID.

_____ Definitely _____ Most of the Time _____ Sometimes _____ Seldom _____ Don't know

8. The principal sets high expectations for staff and students.

_____ Definitely _____ Most of the Time _____ Sometimes _____ Seldom _____ Don't know

9. The principal embraces the rich diversity of the community.

_____ Definitely _____ Most of the Time _____ Sometimes _____ Seldom _____ Don't know

10. The principal helps sustain a schoolwide focus on instruction and learning.

_____ Definitely _____ Most of the Time _____ Sometimes _____ Seldom _____ Don't know

11. The principal celebrates accomplishments.

_____ Definitely _____ Most of the Time _____ Sometimes _____ Seldom _____ Don't know

12. The principal recognizes community efforts to support students and the school.

_____ Definitely _____ Most of the Time _____ Sometimes _____ Seldom _____ Don't know

13. The principal consistently and fairly handles problems, rewards, etc.

_____ Definitely _____ Most of the Time _____ Sometimes _____ Seldom _____ Don't know

14. The principal fairly and efficiently manages school resources.

_____ Definitely _____ Most of the Time _____ Sometimes _____ Seldom _____ Don't know

15. The principal complies with laws, policies, regulations, handbooks.

_____ Definitely _____ Most of the Time _____ Sometimes _____ Seldom _____ Don't know

16. The principal maintains a safe and secure school.

_____ Definitely _____ Most of the Time _____ Sometimes _____ Seldom _____ Don't know

Areas of strength for the principal.

Areas for improvement.

Thank you for helping us to improve.

Responses will be tallied without names and shared with the principal..

Hoonah City School District
Teacher Performance Survey
Please return to Hoonah School by December 10.
For the 2021-2022 School Year

Teacher Name: _____

Surveys are confidential. Names are not required.

Your honest responses will help us improve the educational programs for Pelican City School students. Thank you for participating.

Which of the below characterizes your role:

Parent

Student

Community Member

Staff Member

Name: (optional) _____

1. The teacher makes me feel comfortable in contacting him/her.

___ Yes

___ No

___ Sometimes

Comments:

2. The teacher communicates in an understandable way.

___ Yes

___ No

___ Sometimes

Comments:

3. The teacher addresses my concerns.

___ Yes

___ No

___ Sometimes

Comments:

4. The teacher communicates with me concerning my child's progress in a timely manner.
(If applicable)

___ Yes

___ No

___ Sometimes

Comments:

5. The teacher assigns relevant homework/assignments.

Yes No Sometimes

Comments:

6. The teacher works well with my child (if applicable).

Yes No Sometimes

Comments:

7. I visited the teacher's classroom during the school day.

Yes No Sometimes

Comments:

I see the following areas of strength.

Areas for Growth

Thank you for sharing your thoughts.

Responses will be tallied without names and shared with teachers.

Hoonah City School District
School Survey for the 2021-2022 School Year

Surveys are confidential. Names are not required.

Your honest responses will help us improve the educational programs for Hoonah City School students. Thank you for participating.

Please check the appropriate Box:

Which of the below characterizes your role:

Parent

Student

Community Member

Staff Member

Name: (optional) _____

1. I am greeted when I visit this school.

Yes No Sometimes

2. The staff listens to me when I have concerns.

Yes No Sometimes

3. My student has positive learning experiences in this school (if applicable).

Yes No Sometimes

Things I like about this school are:

I would like to see the following changes to educational experiences at this school.

Other comments I have that would help improve this school are:

How many times have you visited/observed the school's programs beyond activities?

___ 1-5 ___ 5-10 ___ 10-15 ___ 15-20 ___ more than 20

Thank you for your assistance in making Pelican City School a better place.

Responses will be tallied without names and shared with staff.

Hoonah City School District Board of Education Meetings

<u>Meeting Date</u>	<u>Packet Information Due</u>	<u>Packet Distributed*</u>
Aug 19, 2020	Aug 11, 2021	Aug 13, 2021
Sept 16, 2021	Sept 8, 2021	Sept 10, 2021
Oct 21, 2021	Oct 13, 2021	Oct 15, 2021
Nov 18, 2021	Nov 10, 2021	Nov 12, 2021
<u>Dec 16, 2021</u>	<u>FY 23 Budget Work Shop</u>	
Jan 20, 2022	Jan 12, 2022	Jan 14, 2022
Feb 17, 2022	Feb 9, 2022	Feb 11, 2022
Mar 17, 2022	Mar 9, 2022	Mar 11, 2022
Apr 21, 2022	Apr 13, 2022	Apr 15, 2022
May 19, 2022	May 11, 2022	May 13, 2022
Jun 16, 2022	Jun 8, 2022	Jun 10, 2022

BB 9320 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 one regular meeting each month***. Unless changed by the School Board, regular meeting shall be held at 7:00 PM at the school. Notice of regular meeting shall be posted at least five (5) days prior to the meeting.

*Packets are posted at www.hoonahschools.org when distributed to the Board of Education.

**The Board of Education may opt to hold a budget work session in lieu of a board meeting in December.

***The Hoonah City School District Board of Education established the third Thursday of each month as the designated board meeting date.

School Year Calendar 2021-2022

District Approved Calendar

District Name: Hoonah City School District	School: Hoonah City School
Approved By: Hoonah School Board	Superintendent: Norma Holmgaard

Jul-21							Aug-21							Sep-21							Oct-21													
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S							
				1	2	3	1	2	3	4	5	6	7				1	2	3	4						1	2							
4	5	6	7	8	9	10	8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9							
														H	I	I	I	W																
11	12	13	14	15	16	17	15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16							
														W	C																			
18	19	20	21	22	23	24	22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23							
25	26	27	28	29	30	31	29	30	31					26	27	28	29	30								24	25	26	27	28	29	30		
																												31						

# of Inservice Days: 1	# of Inservice Days: 1	# of Inservice Days: 3	# of Inservice Days: 1
# of Student Days: 19	# of Student Days: 13	# of Student Days: 13	# of Student Days: 21
# of Teacher Days: 22	# of Teacher Days: 16	# of Teacher Days: 18	# of Teacher Days: 21

Nov-21							Dec-21							Jan-22							Feb-22							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	Th	F	S	S	M	T	W	T	F	S	
	1	2	3	4	5	6				1	2	3	4							1				1	2	3	4	5
7	8	9	10	11	12	E	5	6	7	8	9	10	11	2	3	4	5	6	7	8	6	7	8	9	10	11	12	
	I																											
14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15	13	14	15	16	17	18	19	
21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22	20	21	22	23	24	25	26	
				H	H		V	V	V	H	H					I												
28	29	30					26	27	28	29	30	31	23	24	25	26	27	28	29	27	28							
							V	V	V	V	H					E	W											
													30	31														

# of Inservice Days: 1	# of Inservice Days: 1	# of Inservice Days: 1	# of Inservice Days: 1
# of Student Days: 19	# of Student Days: 13	# of Student Days: 19	# of Student Days: 20
# of Teacher Days: 22	# of Teacher Days: 16	# of Teacher Days: 21	# of Teacher Days: 20

Mar-22							Apr-22							May-22							Jun-22									
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	Th	F	S	S	M	T	W	T	F	S			
	1	2	3	4	5						1	2	1	2	3	4	5	6	7				1	2	3	4				
6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	I	13	14	5	6	7	8	9	10	11		
13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18			
20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25			
	V	V	V	V	V																									
27	28	29	30	31	24	25	26	27	28	29	30	29	30	31							26	27	28	29	30					
													H																	

# of Inservice Days: 1	# of Inservice Days: 1	# of Inservice Days: 1	# of Inservice Days: 1
# of Student Days: 18	# of Student Days: 20	# of Student Days: 20	# of Student Days: 10
# of Teacher Days: 18	# of Teacher Days: 21	# of Teacher Days: 22	# of Teacher Days: 11

total of 173 student days
total of 190 teacher days

total of 7 inservice days
total of 4 work days

snow days will come out of inservice
total of 7 legal holidays

NT	New Teacher Inservice
H	Legal Holiday
W	Work Day
C	School Closes
G	Graduation
PT	Parent Teacher Conf
S	Last day Seniors
E	Elective Phase
V	Vacation

	Teach	Stud
Sept	22	13
Oct	21	21
Nov	22	19
Dec	16	13
Jan	21	19
Feb	20	20
March	18	18
April	21	20
May	22	20
June	11	10
TOTAL:	194	173
Q1 Q2 Q3 Q4		
44 46 44 46		180