

HOONAH CITY SCHOOL BOARD OF EDUCATION

MISSION STATEMENT

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

Work Session Meeting
April 18th, 2024 at 6:00 PM
In the Library

Regular Board Meeting
April 18th, 2024 at 7:00 PM
In the Library

MEETING AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL (ESTABLISH QUORUM)

CORRESPONDENCE TO THE BOARD

AGENDA REVISIONS

ADOPTION OF AGENDA

EXECUTIVE SESSION: Budget

APPROVAL OF MINUTES

- RBM 3.28.24 Meeting Minutes

BOARD CALENDAR

- April 2024
- May 2024

PUBLIC COMMENTS (THREE MINUTES PER SPEAKER)

ADMINISTRATIVE REPORTS

- A. Art Grant Director Report – Dianne Zemanek, Written
- B. SpEd Director Report – Sheryl Ross, Written
- C. Counselor Report – Susan McCullough, Written
- D. Maintenance Director Report – Matthew Ebersbach, Written
- E. Business Manager Report – Amy Stevenson, Written
- F. Interim Chief School Administrator Report – Nicolle Egan, Written
- G. Advisor to ICSA/ School Board Report – Howard Diamond, Written

NEW BUSINESS

- 1.0 FY 24/25 School Operating Fund Budget, Final Reading
- 1.1 FY 24/25 Contracts
- 1.2 BB 9200 Board Members
- 1.3 FY 24/25 School Calendar, Final Reading
- 1.4 Turbo Construction Change Order
- 1.5 FY 24/25 Kidability Physical Therapy, LLC MOA
- 1.6 FY 24/25 Rainforest Mediation and Consultation MOA
- 1.7 FY 24/25 Alaska's Midnight Sun Therapy Services, LLC MOA
- 1.8 Greenhouse and Alaska Marine Lines Quote

COMMITTEE REPORTS

DISCUSSION ITEMS

- BP 3300 Expenditures/ Expending Authority
- FY 23/24 Budget Revision, 1st Reading

PUBLIC COMMENTS (THREE MINUTES PER SPEAKER)

COMMENTS FROM BOARD MEMBERS

FUTURE AGENDA ITEMS

ADJOURNMENT

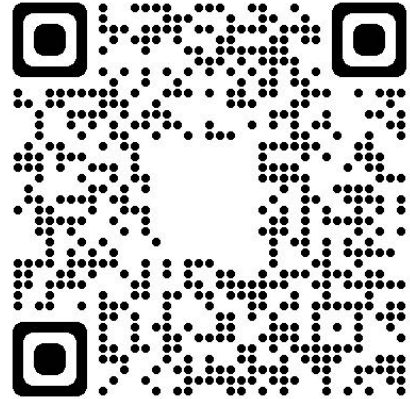
NEXT MEETING DATES:

Regular Board Meeting, Thursday, May 16th, 2024

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

Scan me with your smart phone!



+1 253 215 8782 US (Tacoma)

Meeting ID: 978 7465 7180

Passcode: 111052

Hoonah City School District
BOARD OF EDUCATION MEETING
 Work session meeting – March 28th, 2024 – 6pm
 Meeting Minutes – March 28th, 2024 – 7pm

Board		
Status	Name	Role/Title
P	Harold Houston	President
P	Bryce Tyler	Vice President
P	Heidi Jewell	Secretary/ Treasurer
P	Geraldine Cheslock	Board Member
P	Pearl Miller	Board Member

Staff		
Status	Name	Role/Title
P	Howard Diamond	Consultant to school board and ICSEA
P	Amy Stevenson	Business Manager
P	Jayme Coutlee	District Secretary
P	Matt Ebersbach	Maintenance Director
P	Sheryl Ross	SpEd Director
P	Susan McCullough	Counselor
P	Veronica Dalton	Para Educator

P=Present E=Excused A=Absent Without Notice Z=Present/ Zoom or Conference Call

Item		Action/Follow-up
Convene	7:03 p.m. by H. Houston	
Correspondence to the Board	None	
Agenda Revisions	Move 1.2 FY 24/25 School Operating Fund Budget, First Reading to Discussion Items	
Consent Agenda		
Approval of Agenda		Motion passes unanimously. Aye x 5
Executive Session		
	M/S P. Miller/ H. Jewell move to enter executive session at 7:06pm	Motion passes unanimously. Aye x 5
	Exit Executive session at 7:58pm	Work in progress
Approval of Minutes		
Approval of RBM 2.15.24 Minutes	M/S P. Miller/ H. Jewell move to accept the minutes for the RBM 2.15.24 minutes.	Motion passes unanimously. Aye x 5
Approval of SBM 2.20.24 Minutes	M/S H. Jewell/ G. Cheslock move to accept the minutes for the SBM 2.20.24 minutes.	Motion passes unanimously. Aye x 5
Approval of SBM 2.23.24 Minutes	M/S H. Jewell/ P. Miller move to accept the minutes for the SBM 2.23.24 minutes.	Motion passes unanimously. Aye x 5

Approval of SBM 3.4.24 Minutes	M/S H. Jewell/ P. Miller move to accept the minutes for the SBM 3.4.24 minutes.	Motion passes unanimously. Aye x 5
Public Comments (3 min. each)	None	

Reports		
Art Grant Director Report	Dianne Zemanek - Verbal report given with written	
SpEd Director	Sheryl Ross - Verbal report given with written	
Counselor Report	Susan McCullough - Written report given	
Maintenance Director Report	Matthew Ebersbach- Verbal report given with written	
Business Manager Report	Amy Stevenson – Written report given with written	
Interim Chief School Admin	Nicolle Egan – Written report given	
Advisor to ICOSA/ School Board	Howard Diamond- Verbal report given with written	
New Business		
1.0 Change Signatures on Banks Accounts	M/S H. Jewell/ P. Miller move to approve changing the signers on the accounts from Helen Cheek and Robert Page to Heidi Jewell. Nicollee Egan, Interim Chief Administrator, and Amy Stevenson, business manager.	Motion passes unanimously. Aye x 5
1.1 FY 24/25 Teacher Contracts	M/S H. Houston/ H. Jewell move to approve Cristina Smith, Mae Higgins, Mark Browning, Melissa Thaalesen, and Cassia Coutlee.	Roll call vote taken. Motion passes unanimously.
Committee Report		
	None	
Discussion Items		
FY 24/25 School Year Calendar, First Reading		
Budget Revision		
FY 24/25 School Operating Fund Budget, First Reading		
Public Comments		
	None	
Comments from the Board		
	Pearl Miller, Harold Houston	
Future Agenda Items		
	<ul style="list-style-type: none"> • Policy 9200, 	

	<ul style="list-style-type: none"> • FY 24/25 School Operating Fund Budget, Second Reading • FY 24/25 School Calendar, Second Reading • Budget Revision, New Business • Turbo change order, New Business 	
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Adjournment		
Adjournment	8:38 pm	

Next Meeting		
Regular Board Meeting	April 18th, 2024 at 6pm (work session first, RBM to follow)	

April

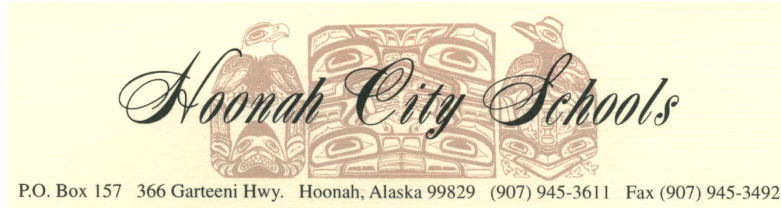
2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 AK Star Testing 1 st -5 th	2	3	4 M.S. VBall travel @ TBD	5	6
7	8	9	10 Clan Workshops	11 Clan Workshops Work Session Meeting @ 6pm	12 Ku.'eex	13
14	15	16	17	18 Regular Board Meeting @ 7pm	19 Teacher In-service	20
21	22 Earth Week/Day Story telling w/ Brett Dillingham 22 nd -26 th Excel trip- 8 th grade 22 nd - 27 th	23	24	25	26 Close-Up trip to Washington D.C. 26 th - 4 th	27
28	29 Activities Banquet	30				

May

2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2 Elem BBall @TBD 2 nd -6 th	3	4
5	6 Beach Day	7	8 Spring Concert K-12 School Movie Day	9	10 8 th Grade Promotion and Graduation	11
12	13 Elementary Field Day	14	15	16 Last Day of School/ School Picnic	17 Teacher Work Day	18
19	20	21	22	23	24	25
26	27	28	29	30	31	



Board Report: April 2024

From: Dianne Zemanek, Art Grant Director Text welcome (253.355.9426)

We have met most of our Year 3 goals and Objectives for the ART Grant!

- Curriculum is being created for 6-8th grade to tie in culture and the arts.
 - 45 lessons have been made.
- AAE technical assistance has requested I present about Hoonah's AAE Art grant at the Practicing the Practice CoP, which is set to occur in May 2024 covering the topic of "Culturally Relevant Arts Programming and Frameworks"
- Mentor Project is well under way with Mentor pairs working together to better understand all things Hoonah.
- 7th graders put on an Easter theater production for our elementary students coordinated by Mae Higgins. It was a hit!
- Guitar class continue on Thursday nights for community members thanks to Ms.Higgins.
- Kiera Budke continues to help with making dance fans with 7th graders.
- All staff Silk Painting was a huge success and we will be unveiling all student and staff work at the Ku'eex thanks to Asley Hutton a Hoonah graduate that has returned to share her art.
- Annual report to Washington DC is Due April 17th.
- Our March Newsletter is out and [digitally live](#) thanks to Daphne Wright.
- Our Website to disseminate lessons and scope and sequence is being developed by Jesse Carnahan and his team of Tech gurus.
- Attached is Year 3 Q2 Report from the evaluator Claudia Dybdahl
- As current Art Grant Project Director, I appreciate the support of the board by offering me a contract and I look forward to another year in Hoonah supporting staff and students while developing great working relationships within the community. Gunalche'esh



Scan for Newsletter

Arts for Alaska Strategies

STRATEGY	WHO	Quarterly Progress Year 3: Q2 (Jan – March24)	Reporting Objective
Delivers at least one hour of coaching and mentoring in every Hoonah classroom each week totaling at least 40 hours of PD each year for each teacher	Director of Cultural Programming Artists in Residence Art Specialists Culture Bearers	Q2 target of 10 hours was met <ul style="list-style-type: none"> • Dianne, art specialists, culture bearers and artists-in-residence all provided coaching and mentoring Q1 and Q2 targets have now been met.	<i>GPRA 2 Objective</i> <i>Target 1: Quarterly, 10 hours of push-in coaching and mentoring will be provided to each teacher.</i>
Provides culturally reflective art experiences during the traditional school day and in the afterschool enrichment program	Artists-In-Residence	Q1 Artists-in-Residence program <ul style="list-style-type: none"> • Ben Mcluckie: technology design; Invertor’s Workshop • Heather Powell and Darlene See designing and sewing regalia • Jeff Skaflestad: form line design, trout head designs • Stephanie Harold, close looking and sketching with pen and ink and some watercolor Q2 <ul style="list-style-type: none"> • Kiara Budke: Working with 7th grade doing dance fans and other regalia; also working with students on Native Youth Olympics activities 	<i>Project Objective 3</i> <i>Annually, Hoonah students will take part in at least 120 hours of instruction featuring the arts and aligned to Alaska State Arts Anchor Standards</i>

		<ul style="list-style-type: none"> • Jeff Skaflestad: drum making, including, drum designs and drum painting • Lisa Anderson and Christina Smith: making dance aprons with 5th grade students. <p>Q3</p> <ul style="list-style-type: none"> • Ashlee Hutton: will be teaching silk painting beginning the first week of April 	
Offers classes in music education, instrumental music and vocal music Establishes a Hoonah chorus and a Hoonah band Project Objective 3	Full-time Music Educator	Music teacher has a full teaching schedule for Qs 1, 2, and 3. In addition to choir and band she also works with the special education program and pushes into each elementary class twice per week. Ms. Higgins also presented a spoof on Mother Goose and Dr. Seuss during a family night. The students sang and served green eggs and ham quiches. Last quarter she also had students put on a Japanese musical performance for the elementary school. This quarter she is having the students perform a musical exploration of Alexander and the Egg Snatcher.	<p><i>Project Objective 3</i></p> <p><i>Annually, Hoonah students will take part in at least 120 hours of instruction featuring the arts and aligned to Alaska State Arts Anchor Standards</i></p>
Push-in to science instruction at least once each month, leading fully integrated, hands-on arts experiences that align directly to content covered in science. Lesson plans will be shared with classroom teachers, building capacity for arts-integrated instruction	STEAM Art Teacher	<p>Q 1: Stephanie Harold</p> <ul style="list-style-type: none"> • One project focused on the life cycles of an animal. Students selected an animal, created illustrations, designed the book and wrote informational text about it. • Staff also collaborated in a Tlingit Picasso Project that involved the kids selecting a berry to focus on and then 	<p><i>Project Objective 3</i></p> <p><i>Annually, Hoonah students will take part in at least 120 hours of instruction featuring the arts and aligned to Alaska State Arts Anchor Standards</i></p>

		<p>using oil pastels to illustrate; the Tlingit name for the berry was then incorporated and added to the design</p> <p>Q2</p> <ul style="list-style-type: none"> Jessie Carnahan is teaching STEAM classes. He is creating a web site with the students so that they can display their artwork. He is also teaching a DigiPho class, which includes photography techniques, such as rules of thirds and blurring backgrounds, as well as how to make music on-line 	
Quarterly Arts and Literacy Events	Director of Cultural Programming and Other Staff	<p>Q1</p> <ul style="list-style-type: none"> Monthly family engagement nights include arts melded with literacy 94 unique families were present at one event, which meets the target set for year 3 of the grant <p>Q2</p> <ul style="list-style-type: none"> Monthly family/community engagement nights continued 	<p><i>Project Objective 4</i></p> <p><i>By the end of the 60-month period, at least 80% of Hoonah families will have attended an Arts Night event with their children.</i></p> <p><i>Y3 target is 60% and has been met and exceeded</i></p>
Establish a Curricular Team to create a vertically aligned Scope and Sequence for the Arts And to create lesson plans for K-12 that provide authentic instruction in Tlingit history, culture and traditions GPRA 3 (See Below) Project Obj 5 (See Below)	Director of Cultural Programming; HCS staff; Native Artists in Residence; National Park Service;	<p>Q1</p> <ul style="list-style-type: none"> Curricular Team (teachers, SHI representative, Park Service Representative) is meeting and will meet each quarter; Lessons are coming in; Lessons designed and/or taught by the artists in residence are also being included 	<p><i>GPRA 3 Objective</i></p> <p><i>Development and Dissemination of an Arts Scope and Sequence</i></p> <p><i>Year 3 target: 20 lessons for grades 6-8 and dissemination to 5 SE school districts</i></p>

	Sealaska Heritage Institute	<ul style="list-style-type: none"> • A grassroots approach to the dissemination network is being followed; district contacts are being asked to look at lessons to see if they would be of interest and, if they are interested to add a lesson • Informal contacts have been made with the Sitka, Juneau, Angoon, Wrangell, Gustavus, Kake and SE Island School Districts <p>Q2 Update</p> <ul style="list-style-type: none"> • Drafts of 45 lessons have been completed • Dissemination is planned for August at the SHI culturally relevant instruction conference in Juneau 	<p><i>Project Objective 5</i></p> <p><i>Dissemination of the Arts Scope and Sequence</i></p> <p><i>Year 3 target: 5 Districts</i></p>
Teachers will pursue PD in the arts through the Alaska Arts Education Consortium and/or through the Institute for Arts Integration and STEAM	Teachers	<p>Q1, Q2, Q3 and Q4</p> <ul style="list-style-type: none"> • Coaching and mentoring are provided individually to teachers during push-in instruction <p>Q1</p> <ul style="list-style-type: none"> • PD provided by Dianne at various staff meetings <p>Q2</p> <ul style="list-style-type: none"> • Four hours of ‘arts’ PD was presented at the March 8 staff meeting and 28 staff members participated. An additional four hours were presented on March 9 and attended by 20 staff members. <p>Q3</p>	<p><i>GPRA Objective 2</i></p> <p><i>Target 2: Annually, each teacher will participate in at least 8 hours of professional development arts education.</i></p>

		<ul style="list-style-type: none"> Additional PD related to arts instruction is planned 	
Advisory Team		<p>Q1</p> <ul style="list-style-type: none"> An appreciation dinner was held to recognize the mentor program and its contributions to teacher retention. Advisory Team members attended. <p>Q2</p> <ul style="list-style-type: none"> The Advisory Group met on February 28. There are also meetings scheduled for May and August. The committee has two new members: the music teacher and a student. Dianne prepared a slide show and they overviewed the grant and discussed what was working well and what needed improvement. They discussed dissemination and PD. A suggestion was made to try to get additional training for staff during the summer months at some of the Art Institutes that are offered by various organizations. The Board also suggested sharing some of the finished projects via the AKEE network, which would result in information being disseminated statewide. Other means of dissemination that were suggested included Instagram, TikTok and digital podcasts. 	
Partnership Activity		Q1	

		<ul style="list-style-type: none"> • SHI purchased a GlowForge Laser Cutter/Engraver and provided training to the interested staff. During Q1, the Cutter was used to make snowflakes that were designed by the students. • In partnership with Hoonah Totem, an artist visited the school to provide instruction in watercolor. • Planning is ongoing with the Hoonah Indian Association and Hoonah Heritage Foundation to connect HCS students with artifact pictures that are housed in the digital archives of the Smithsonian and National archives. The students will engage in research to connect the pictures with the community and then write up the stories in their LA classes. Final products will be displayed at Hoonah Heritage and at the school. <p>Q2</p> <ul style="list-style-type: none"> • In partnership with the Glacier Bay National Park Service students travelled to the Park via the ferry and engaged in various arts and cultural activities at the Clan House. • Hoonah Heritage Foundation has written a grant to send a group to the Smithsonian to move forward with the project to connect the community 	
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		<p>with artifacts held at the Smithsonian.</p> <ul style="list-style-type: none"> • Both Glacier Bay National Park and Hoonah Totem sent representatives to participate in the School Career Fair. • Hoonah Heritage Foundation put on a two-day workshop to share with students the history and traditions that are associated with various celebrations and rituals. 	
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Other Notes

1. Project Objective 1: Alaska ELA Achievement Test.

Testing will take place in Hoonah during the first week of April.

2. Project Objective 2 sets targets for staff to increase their content knowledge in the arts. The year 3 target is that 80% of the staff will have increased their knowledge. This is measured in a pre posttest that is given at the beginning and at the end of each school year.

In order to more directly respond to the stated objective a Yes/No question will be added to the post test: *My knowledge about arts integration has increased during this school year.*

3. Evaluative measures do not currently include families and community members. In order to provide this important stakeholder group with opportunities to comment on grant activities, a Community Survey is recommended for distribution at Arts and Literacy Events.

Family/Community Survey (True/False or a Five-point Scale)

1. I enjoy coming to family engagement events.

2. My child (children) enjoys the arts opportunities that are offered at school.
3. I think that the arts program is positive for my child (children).
4. I think that the arts program promotes positive feelings by the community towards the school.
5. I support art being taught in the school.

The Special Education Report to the Hoonah City School Board
April 2024



Dear School Board,

This is a snapshot of our work as April and May continue to be busy with schedules, added activities, and fidelity to special education requirements.

Just Completed

Audit for Special Education with Diane George, contracted through the district with colleague Howard Diamond.

The State of Alaska audit is in the Fall 2024.

State Testing, makeups this week and Science 10th Grade this week.

We help to serve students with additional accommodations for testing.

Specialists Qtr. 4 Visits

Last week:

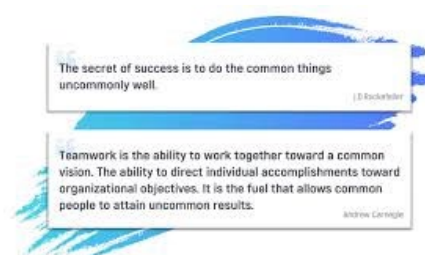
Kristin Bacon, Physical Therapist

Angelica Black, SESA Vision Specialist

Jill Armstrong, Complex Behavioral Collaborative,

CBC, State of Alaska Behavior Health-

Virtual Meetings



This week:

Doug Wessen, School Psychologist

Chelsea Wilburn, Speech & Language Pathologist

Brian Babcock, SESA Autism Specialist

Jessica Williams, SESA Behavior Specialist

Coming Up

Evaluations for Classified and Certified Staff collaborating with Nicolle Egan

Transitional Visit from PreK-Kinder with our PreK-Kinder Teachers (see attached flyer)

Project Child Find (please see attached flyer) with Jackie Bell, Infant Learning Program, Juneau

Screenings for possible sped referrals, hearing and vision screening April 16.

ESY, Extended School Year, 6-Week Summer Program (see attached flyers) is set up June/ July.

Supplemental Workbook documents to the State of Alaska in May after documents are finalized

Assurances documents to the State of Alaska in April

Completing Evaluation Summaries and IEPs

“Growing Our Own”

Another Award! Congratulations, to Zada Michel, Para-Educator, and while working full-time!



Thank you to our Hoonah City School Board, administrative and district staff, our educators, and community members who work together on behalf of our students! For the Special Service Team, Sheryl Ross



Kinder Transitions

10:30-11:00

April 16, 2024

Please join us in the Pre-K/Kindergarten Classroom to celebrate the transition of your child to Hoonah Elementary School.

This fall, Pre-K will be joining the Kindergarteners Mon- Thurs, 1:15 - 3:30, starting Monday, August 26!



LOCATE- IDENTIFY- EVALUATE

CHILD FIND



PROJECT CHILDFIND NOTICE

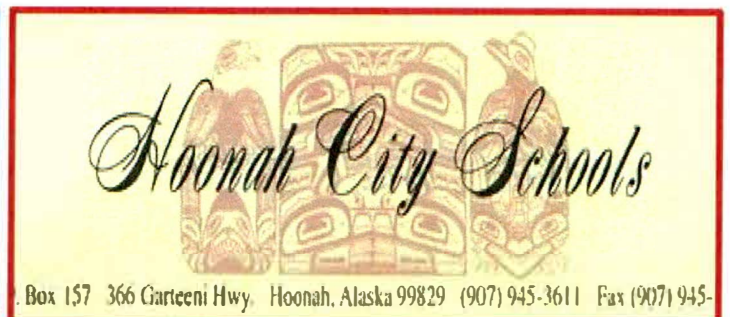
TUESDAY APRIL 16, 2024 9:00AM - 5:00PM
AT HOONAH CITY SCHOOL ELEMENTARY SIDE

Project Childfind includes a screening to identify any educational or physical needs that must be addressed to enable the child to fully benefit from an educational program. Children with disabilities protected under the Individuals with Disabilities Education Act or Section 504 of the Rehabilitation Act may require special support services that can be provided through the Hoonah School District and REACH, ILP. A Childfind team screens the child in areas of speech and language development, pre-academic skills, gross and fine motor skills, vision, hearing, social/emotional development, and general health.

A child can receive the above screening by attending Childfind or contacting one of the agencies listed below. Information regarding the Hoonah School District's procedures for evaluation and placement of students with disabilities may be obtained at the scheduled Project Childfind. Project Childfind is being offered jointly by:

REACH, The Infant Learning Program for children under 3 years of age at 907-586-8228 and;

The Hoonah City School Special Services Director Sheryl Ross at 907-419-0657 for children and adults 3 years old to 21 years old.





Dear Families,

For 6 weeks in the summer, the Extended School Year, ESY services is an **individualized instructional program for eligible students with disabilities that is provided beyond the regular school year.** The need for ESY services must be determined on an individual basis by the IEP Team. The special education team will send this letter to families whose students qualify for the ESY program based on the qualifications in the IEP document.

Extended School Year, ESY
June 10-28 Monday – Thursday
 (One week off in between)
July 8-29 Monday – Thursday

Your child is invited to attend the ESY Summer Program!

Name: _____

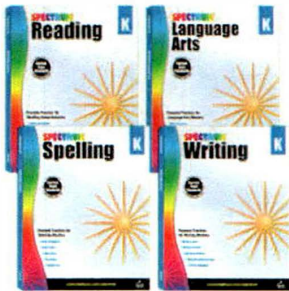
Where: Hoonah Elementary

Time: _____

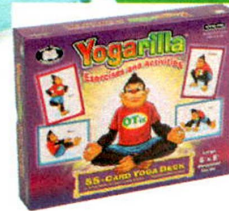


This is not a full-day of school but one-half hour or more each day depending on student services to support student's progression.

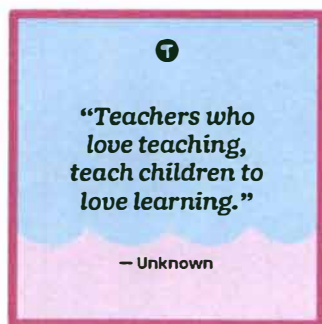
Please let us know if your child will be attending. If you have any questions, please call Sheryl Ross at 907-419-0657.



THE BEST HEALTHY KIDS SNACK



We have so many fun activities! Your teachers are excited to see you this summer! Tesh & Zada



Board Report April 2024

April is a busy month: There are 2-trips for students to attend the Alaska EXCEL program. April 8-April 14, 3-high school Sr. will attend the Career, Training, Military, and Jobs (CTMJ) program.

Thirty-two students from all over Alaska are attending, embarking on a unique journey with the Alaska EXCEL program. After successful completion, these students are not just graduates, but they become eligible for Alaska Excel's Bridge Program, a stepping stone to their future. This is a full month with the Alaska EXCEL Team, a dedicated group of professionals, taking that deep dive into post-secondary life.

On April 22- 27, 4-eighth grade students will attend a week at Alaska EXCEL. These four students will learn about high school expectations and draft plans with the EXCEL team. These students will earn their first .5 Elective credit and will have to complete their Foundation course and be ready to choose and return to the Alaska Excel program in Fall 2024.

The ALASKA EXCEL opportunity, a testament to our commitment to student success, is made possible by generous funding from both the PERKINS-Funds and Kickstarter. Your support and dedication to our students are truly invaluable.

The CTE -Perkins and Kickstarter funds must be allocated and spent **by June 30, 2024**.

Graduation is moving forward, and students are wrapping up their classes. Students have been notified regarding due dates and will continue to receive weekly reminders.

To date, SY 2024/25 student schedules have been drafted. These have been turned over to the principal.

Maintenance Report, April 2024

- Our facility completed a complete fire prevention system inspection a couple weeks ago. I spoke with Matt, a representative from Johnson Controls, the company which services our wet and dry fire prevention systems. I was informed that there are some items that need to be addressed which include “inside the pipe” inspections which have to occur before they can ultimately “pass” certain parts of the system inspections long term. Also, there are some pressure guages in the systems which are due for replacement. Lastly, the 4 inch inbound check valve/backflow preventer on the main line needs to be replaced. A quote is forthcoming from Johnson Controls for the work that needs to be done.
- Attached to this report is an exhibit which breaks down the scope of work that is needed to conclude our HVAC upgrades. Work items in this attachment are above and beyond the scope and sequence of the original contract. This increase in work scope will be discussed just prior to the scheduled board meeting.

April 12, 2024

MEMORANDUM

TO: HCSD Board of Education

FROM: Amy Stevenson, Business Manager

RE: April 2024 Board Report

Current Information:

1. Payroll is up to date.
2. Accounts payables are up-to-date
3. Deposits done as needed.
4. All journal entries are update.
5. NSLP reimbursement done through February 2023
6. Order are up to date. Thank you, Jayme for your help in this.
7. Final draft of FY 24/25 budget is done and on the agenda for final reading.
8. FY 23/24 budget revision is on the agenda for first reading.
9. April 2023 Classified payroll has been processed.
10. AML/JIA insurance survey has been completed.
11. ESD reporting is finished for Qtr 3
12. Deposit up-to-date

Next Steps:

1. Bank reconciliation from July to date still need to be done.
2. Enter the school budget into the State of Alaska form and submit to the City of Hoonah.
3. Finish the Annual Survey of Public Employment and Payroll
4. Drafting next year contracts as needed
5. Working on required annual State mandated training.
6. April 28th Classified and Certified payrolls
7. Grant reimbursements for 3rd quarter – I have one done
8. F941 reporting
9. Accounts payables as needed
10. Orders as needed
11. Many other things that have not come to mind right at this moment.

Grant Expenditure and Revenue
Year-To-Date FY 2023/2024

	<u>Expenses to-date</u>	<u>Revenue to-date</u>
Fund 202, Title 6 B	\$30,198.94	\$254.21
Fund 203, Title 619, Presch.	\$0.00	\$0.00
Fund 212, Title 6 B, ARP	\$0.00	\$0.00
Fund 213, Title 619, ARP	\$0.00	\$0.00
Fund 231, Carl Perkins	\$2,515.82	\$0.00
Fund 250, ESSER II	\$83,719.32	\$83,719.32
Fund 252, CTEPS Grant	\$4,992.06	\$0.00
Fund 255, Food Service	\$94,824.57	\$69,156.45
Fund 260, ESSER III	\$320,987.09	\$188,560.60
Fund 263, Title IA	\$35,533.69	\$1,470.85
Fund 268, CLSD	\$14,892.59	\$0.00
Fund 278, Title IIA	\$10,195.81	\$13,393.21
Fund 282, NSP	\$90,238.73	\$20,462.40
Fund 350, Johnson O'Malley	\$741.93	\$49.68
Fund 351, Indian Ed	\$9,800.00	\$11,401.75
Fund 353, Arts in Ed.	\$526,498.49	\$542,963.97
Fund 355, CERSA	\$5,625.60	\$0.00
Fund 369, STEPS	\$71,153.43	\$21,883.79
Fund 387, Tech Replacement Fund	\$65,674.27	\$0.00
Total Grant Funds:	\$1,367,592.34	\$953,316.23

Hoonah City Schools
Year to Date - 7/1/23-4/12/24

Monthly Revenue Report

Account number	Account Description	Current Approved				Percentage
		Budget	YTD Encumb	YTD Revenue	Remaining Balance	Remaining
100-0-11	CITY APPROPRIATION	\$700,000.00	\$0.00	\$506,136.70	\$193,863.30	27.69%
100-0-12	CITY - IN-KIND SERVICES	\$33,014.00	\$0.00	\$0.00	\$33,014.00	100.00%
100-0-830	AVAILABLE FUND BALANCE	\$604,495.00	\$0.00	\$0.00	\$604,495.00	100.00%
100-0-30	EARNINGS ON INVESTMENTS	\$1,500.00	\$0.00	\$0.00	\$1,500.00	100.00%
100-0-40	OTHER LOCAL REVENUE	\$4,000.00	\$0.00	\$3,326.75	\$673.25	16.83%
100-0-11	MUSIC RECEIPTS	\$1,000.00	\$0.00	\$880.00	\$120.00	12.00%
100-0-40-43	ACTIVITIES RECEIPTS	\$0.00	\$0.00	\$2,153.07	(\$2,153.07)	
100-0-47	E-RATE REVENUE	\$32,400.00	\$0.00	\$0.00	\$32,400.00	100.00%
100-0-51	STATE FOUNDATION	\$2,316,368.00	\$0.00	\$2,194,064.00	\$122,304.00	5.28%
100-0-56	TRS ON-BEHALF RELIEF	\$262,869.00	\$0.00	\$0.00	\$262,869.00	100.00%
100-0-57	PERS ON-BEHALF RELIEF	\$38,911.00	\$0.00	\$0.00	\$38,911.00	100.00%
100-0-53	ADJUSTMENT PRIOR YRS FOUN	\$0.00	\$0.00	\$0.00	\$0.00	
100-0-90	OTHER STATE REVENUE	\$0.00	\$0.00	\$889.00	(\$889.00)	
100-0-94	QUALITY SCHOOLS	\$6,926.00	\$0.00	\$7,540.00	(\$614.00)	-8.87%
Report Total:		\$3,516,043.00	\$0.00	\$2,714,989.52	\$1,872,432.28	

Year to Date Expense Report

Accounts summarized by Function	Current Budget	YTD Encombrances	YTD Expenditures	Remaing Balance	Percent Remaining
100 - REGULAR INSTRUCTION	\$1,229,036.00	\$0.00	\$740,970.98	\$488,065.02	39.71%
200 - SPECIAL EDUCATION INSTRUCTION	\$706,872.00	\$0.00	\$432,811.62	\$274,060.38	38.77%
220 - SPEC ED SUPPORT SVCS - STUDENTS	\$135,988.00	\$0.00	\$88,535.48	\$47,452.52	34.89%
300 & 350 - SUPPORT SERVICES - INSTRUCTION & COUNSELOR	\$169,748.00	\$0.00	\$187,803.00	(\$18,055.00)	(10.64%)
351 - SUPPORTING SERVICES-TECHNOLOGY	\$128,500.00	\$0.00	\$70,125.41	\$58,374.59	45.43%
400 - SCHOOL ADMINISTRATION - PRINCIPAL	\$159,511.00	\$0.00	\$112,459.82	\$47,051.18	29.50%
450 - SCHOOL ADMIN SUPPORT SVCS - PRINCIPAL	\$93,289.00	\$0.00	\$71,297.59	\$21,991.41	23.57%
510 - DIST ADMIN - SUPERINTENDENT	\$255,921.00	\$0.00	\$187,038.52	\$68,882.48	26.92%
511 - SCHOOL BOARD	\$48,972.00	\$0.00	\$52,845.34	(\$3,873.34)	(7.91%)
550 - DISTRICT ADMINISTRATION SUPPORT SVCS	\$249,334.00	\$0.00	\$179,999.66	\$69,334.34	27.81%
600 - OPERATIONS AND MAINTENANCE OF PLANT	\$597,445.00	\$0.00	\$380,296.47	\$217,148.53	36.35%
700 - STUDENT ACTIVITIES	\$300,000.00	\$0.00	\$332,205.89	(\$32,205.89)	(10.74%)
900 - TRANSFER TO OTHER FUNDS	\$50,000.00	\$0.00	\$0.00	\$50,000.00	100.00%
Report Total:	\$4,124,616.00	\$0.00	\$2,836,389.78	\$1,288,226.22	31.23%

Net YTD-Revenue Minus Expense Total: (\$121,400.26)

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
-99920	E	167 Howard Diamond	6750.00	04/03/24	4/24	CL 1650	6750.00
-99919	E	126 Kristen O. Kloechner	4440.00	04/03/24	4/24	CL 1651	4440.00
61367	S	1431 ALASKA AIRLINES, INC.	1823.50	04/01/24	_____	CL 1631	1823.50
61368	S	26 BEST WESTERN - JUNEAU	135.00	04/01/24	_____	CL 1632	135.00
61369	S	5609 BSN SPORTS	1648.36	04/01/24	_____	CL 1633	1648.36
61370	S	5609 BSN SPORTS	3227.12	04/01/24	_____	CL 1634	3227.12
61371	S	5609 BSN SPORTS	1523.20	04/01/24	_____	CL 1635	1523.20
61372	S	412 CAPITAL COPY, LTD	892.50	04/01/24	_____	CL 1636	892.50
61373	S	4499 IPEC - INSIDE PASSAGE	742.06	04/01/24	_____	CL 1637	742.06
61374	S	4499 IPEC - INSIDE PASSAGE	11480.26	04/01/24	_____	CL 1638	11480.26
61375	S	4499 IPEC - INSIDE PASSAGE	367.31	04/01/24	_____	CL 1639	367.31
61376	S	5580 JOHNSON CONTROLS FIRE PROTECTION LP	3264.41	04/01/24	_____	CL 1640	3264.41
61377	S	46 KCDA	448.27	04/01/24	_____	CL 1641	448.27
61378	S	1388 NSBA	375.00	04/01/24	_____	CL 1642	375.00
61379	S	5577 SUPER DUPER PUBLICATIONS	114.85	04/01/24	_____	CL 1643	114.85
61380	S	3032 US FOODS	595.85	04/01/24	_____	CL 1644	595.85
61381	S	3032 US FOODS	115.56	04/01/24	_____	CL 1645	115.56
61382	S	3032 US FOODS	78.75	04/01/24	_____	CL 1646	78.75
61383	S	3032 US FOODS	41.02	04/01/24	_____	CL 1647	41.02
61384	S	3032 US FOODS	457.06	04/01/24	_____	CL 1648	457.06
61385	S	3032 US FOODS	155.57	04/01/24	_____	CL 1649	155.57
61386	S	4179 THREE WOLVES DEN	750.00	04/01/24	_____	CL 1652	750.00
61387	S	3032 US FOODS	404.91	04/01/24	_____	CL 1653	404.91
61388	S	99 Susan McCullough	375.00	04/03/24	_____	CL 1654	375.00

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
61389	S	99 Susan McCullough	90.00	04/03/24	_____	CL 1655	90.00
61390	S	5632 CLOSE UP FOUNDATION	150.00	04/03/24	_____	CL 1656	150.00
61391	S	55 Keira Budke	2000.00	04/03/24	_____	CL 1657	2000.00
61392	S	3094 HEIDI JEWELL	105.00	04/04/24	_____	CL 1658	105.00
61393	S	170 Howard Diamond	105.00	04/04/24	_____	CL 1659	105.00
61394	S	5718 NICOLLE EGAN	105.00	04/04/24	_____	CL 1660	105.00
61395	S	1517 AML-ALASKA MARINE LINES	830.29	04/04/24	_____	CL 1661	830.29
61396	S	1517 AML-ALASKA MARINE LINES	244.36	04/04/24	_____	CL 1662	244.36
61397	S	5609 BSN SPORTS	307.33	04/04/24	_____	CL 1663	307.33
61398	S	5609 BSN SPORTS	618.74	04/04/24	_____	CL 1664	618.74
61399	S	5609 BSN SPORTS	1925.00	04/04/24	_____	CL 1665	1925.00
61400	S	624 DAPHNE B. WRIGHT	1250.00	04/04/24	_____	CL 1666	1250.00
61401	S	4205 MARK BROWNING	23.82	04/04/24	_____	CL 1667	23.82
61402	S	172 Phyllis Snively	86.00	04/04/24	_____	CL 1668	86.00
61403	S	173 Mary Erickson	20.00	04/04/24	_____	CL 1669	20.00
61404	S	174 Jamie Jack	45.00	04/04/24	_____	CL 1670	45.00
61405	S	781 LJ ANSWERING & ALARM	142.00	04/04/24	_____	CL 1671	142.00
61406	S	97 Sheryl Ross	426.44	04/04/24	_____	CL 1672	426.44
61407	S	5506 SNOW CLOUD SERVICES, LLC	1050.00	04/04/24	_____	CL 1673	1050.00
61408	S	5766 Dianne Zemanek	25.00	04/04/24	_____	CL 1674	25.00
61409	S	5766 Dianne Zemanek	367.23	04/04/24	_____	CL 1675	367.23
61410	S	5766 Dianne Zemanek	740.80	04/04/24	_____	CL 1676	740.80
61411	S	5766 Dianne Zemanek	100.00	04/04/24	_____	CL 1677	100.00
Total for Claim Checks			50962.57				
Count for Claim Checks			47				

* denotes missing check number(s)

of Checks: 47 Total: 50962.57

Hoonah City School
Board Meeting
April 18, 2024
Interim Chief School Administrator

- **Gunalchéesh to all staff and community members** who continue to support each other and go above and beyond to provide a quality education to Hoonah students.
- **Staff Recruitment, Retention and Recognition** is a year-round focus. We are currently recruiting for the following:
 - Elementary School Teacher (K-5)
 - Middle School Generalist
 - Secondary Special Education Teacher
 - Secondary English Language Arts Teacher
 - Secondary School Math Teacher
 - Secondary Math Teacher
 - Secondary Social Studies Teacher
 - Career and Technical Education Teacher
- **The AK STAR (Alaska System of Academic Readiness) and the Alaska Science Assessments** have been completed. The AK STAR is designed to streamline the testing experience for grades 3–9 in the areas of English language arts (ELA) and mathematics. Alaska Science Assessment includes 5th, 8th and 10th grade students. Results for these assessments are released in the fall.
- **Sports seasons** are wrapping up including elementary basketball, middle school volleyball and middle school cross country. Jessie Dybdahl, our Activities Director must be commended for the quality and quantity of work that she does daily to provide safe and meaningful opportunities for kids through sports. She works tirelessly with coaches, business, vendors, students and the community.
- **Huna Heritage hosted 2 days of Clan Workshops** for our students, and community on April 10 and 11th, 2024. Elders, Clan Leaders and Culture Bearers shared their knowledge regarding the importance of oratory in Tlingit culture. We also participated in the T'akdeintaan Totem Pole Ceremony at City Hall. Thank you Huna Heritage, Amelia Wilson, Rebekah Contreras and so many more people who made this happen.
- **The Hoonah City Schools 31st Annual Heritage Celebration Ku.éex'** was held on Friday April 12, in the Alumni Gym. Staff member, Cristina Smith, was the primary school leader in this event. Daphne Wright supported Cristina. The entire Hoonah and school community worked together to make this event a success for everyone involved.
- **Hoonah has been "awarded" a Reading Specialist** for the 24/25 School Year. This position is fully funded by AkDEED. It is an itinerant position and is designed to provide virtual support and direction at a minimum of 10 hours per week to staff. The Specialist will also travel to Hoonah this spring and then again in the fall.
- **The Hoonah School Webpage** update is in its final stage. Our facebook page is down currently, and we are working on getting it back up.
- **School events will continue through the end of the year** – reading, art, music/choir, Earth Week (April 22), Sports and Activities banquet, end of the year picnic (May 16), 8th grade promotion (May 10), High School Graduation (May 10) and more!
- **Current vendor contracts** are being reviewed for renewal or replacement for the 24/25 school year.
- **2024/25 School Year Professional Development is being determined over the next 6 weeks.** Topics will include reading instruction and intervention, math instruction and intervention, academic achievement and assessment scores, school safety, and overall child health and wellness.

Howard Diamond, Consultant ICSA and Hoonah City School Board
April 12th, 2024

Our mission states, "to deliver a quality education that inspires and challenges all students to reach their full potential." Last week was an example of students participating and excelling in ways few Alaskan schools can provide. When a community and school work together the end results are rewarding for everyone. I was proud to be a member of HCS and able to see how much "real" education took place. I have two reports from our SPED and Business consultants for Board review. These will be available upon request. Feel free to stop by the office anytime or call, I appreciate your service to our school and community.

April 12, 2024

MEMORANDUM

TO: Hoonah Board of Education

FROM: Amy Stevenson, Business Manager

RE: FY 25 Budget – School Operating Fund, Final Reading,

******Note: FY 2024/2025 Budget numbers are now based on the FY 2023/2024 Budget Revision being put forth for action by the Board tonight also.**

PURPOSE

Per AS 14.14.060, the Hoonah City School District (HCSD) Board of Education is required to approve a balanced budget that is then transmitted to the City of Hoonah by May 1st. This budget must then be submitted to the Department of Education and Early Development by July 15th annually.

The preliminary draft budget has been developed for recommendations from the Board of Education, staff, and community members.

The attached budget recaps are an integral part of this budget memo.

PERTINENT INFORMATION - OPERATING FUND

Revenue Budget

The FY 25 enrollment projections is based on 107 students, with 13 intensives generating **\$2,699,795.00**. As of now, it is our understanding that the Governor plans to flat fund education, with no reduction or increase to the BSA (Base Student Allocation).

The FY 25 required minimum local effort in the funding formula is **\$ 273,113**; whereas the maximum amount the City of Hoonah may contribute is **\$ 958,717**. The City has projected the amount of **\$750,000** to the District consisting of funds for Small Rural Schools in the form of timber taxes and projected 1 %.

The FY 25 budget goal is to operate within the available revenues. To do this this year with additional staff, it is the suggestion of Administration to use fund balance in the amount of **\$ 673,270** to balance the FY 2024/2025 Operating Fund Budget.

Expenditure Budget

Staffing: The FY 25 draft budget includes 13 regular instructional teachers in general fund, 2 special education teachers, 1 SPED director, a full-time principal, .39 Consultant to the Board and ICOSA, a full-time business manager, a Board clerk/District secretary, a school secretary, 1.5 custodians, maintenance supervisor, and 9 para-professional.

Classified/exempt staff are status quo with their number of days budgeted as follows based on a teacher's contract year of 190 days.

Para-professionals	185 days per year
School Secretary	220 days per year
Custodian	244 days per year
Adm Assist/Board Sec.	220 days per year
Maintenance Supervisor	260 days per year
Business Manager	260 days per year

Administration in this budget consist of a part time consultant to the Board, a full-time principal (ICSA), and a full time SPED director.

Benefits: Health care has been budgeted with a projected 6 % increase.

Other Expenditure Budget Categories: All budgets that have been included in the FY 25 draft budget, have been increased or decreased in categories that statistic showed underspent for the past 5 years.

FY 25 Draft Budget Expenditure Function Changes Relative to the FY 24 Revised Budget are:

<u>Function Description</u>	<u>Budget Change</u>	<u>Amount</u>
100 Regular Instruction	Salary Schedule and Step increases for returning staff	\$108,005
200 Special Education	2.0 special education teachers, 9 PARAs and projected salary & benefits	\$ 43,324
220 Special Education Support	1.0 special education director and other pertinent SPED itinerants	\$ 1,851
300 Support Service – Students	1.0 school/SEL counselor	\$134,066
350 Supporting Services	Salary and benefits, staff supply budgets	\$ 121
351 Supporting Services-Tech	Technology purchases amount, tech contract changes	\$ 1,800
400 School Administration	Full time principal	\$ 4,207
450 School Adm. Support Staff	Salary step and benefits for secretary as a classified employee	\$ 2,473
510 District Administration (& Board)	Part Time Consultant to the Board, .39%, 140 days	\$ 81,404
550 District Admin Support Staff	Step and projected benefit increases, District/Board secretary and business manager	\$ 18,354
600 Operation & Maintenance	Step and projected benefit increase for 1.5 custodians and a maintenance director	\$ 55,568

Total Expenditure Changes \$451,173.00

*****All Functions include a projected 6% increase to health insurance.*****

LEGISLATIVE SESSION

The governor vetoed Sb 140 which include a BSA increase of \$680 per student to help maintain operations for school district.

FOOD SERVICE AND PUPIL ACTIVITY FUNDS

Food service have been budgeted status quo based on the FY 24 budget revision. There is a \$50,000 transfer built into the general fund budget for food service if needed.

Pupil activities has been budgeted to the remainder of the projected local contribution.

RECOMMENDATION

I move that the Board approve the FY 25 School Operating Fund Budget in the amount of **\$4,383,281** for final reading.

			FY 24	FY 25					
			Draft Budget	Draft					
	EXPENDITURES		Revision	Budget	Difference				
17	100 Regular Instruction								
18	310 Certified Salaries		788,875	873,359	84,484	13 teachers - 6 Elementary, 7 MS/HS			
19	320 Non-Certified Salaries		5,000	5,000	-	teacher subs for year			
20	350 Employee Benefits		446,092	483,710	37,618	Benefits include a projected 6% increase to health insurance			
21	420 Travel		-	-	-				
22	440 Other Purchased Services		25,000	25,000	-				
23	441 Online Classes		10,000	10,000	-				
24	443 Music Equipment Repair		-	-	-	Grant funded until Sept 30, 2026			
25	450 Teaching Supplies		20,000	20,000	-				
26	451 Music Supplies		-	-	-				
27	471 Textbooks		60,000	60,000	-	Lauguage Arts/Reading Curriculum for Elementary			
28	Total Regular Instruction		1,354,967	1,477,069	122,102				
29	200 Special Education Instruction								
30	310 Certified Salaries		122,993	122,992	(1)	2 SPED teachers			
31	320 Non-Certified Salaries		319,870	340,725	20,855	**\$20,000 SPED Substitutes, Bonus for full time staff, leave cash out			
32	350 Employee Benefits		256,501	273,808	17,307	Also and additional Intensive SPED Para			
33	420 Staff Travel		1,200	1,200	-				
34	440 Other Purchased Services		1,700	1,700	-				
35	450 Teaching Supplies		5,000	5,000	-				
36	Total Special Education Instruction		707,264	745,425	38,161				
37	220 Special Ed Supporting Services								
38	310 Certified Salaries		47,500	97,850	50,350				
39	350 Employee Benefits		27,861	58,438	30,577				
40	410 Professional & Technical		60,000	60,000	-	Contracted Speech, OT, physicologist, Contracted SPED Support			
41	420 Staff Travel		2,000	2,000	-				
42	Total Special Ed Supporting Services		137,361	218,288	80,927				

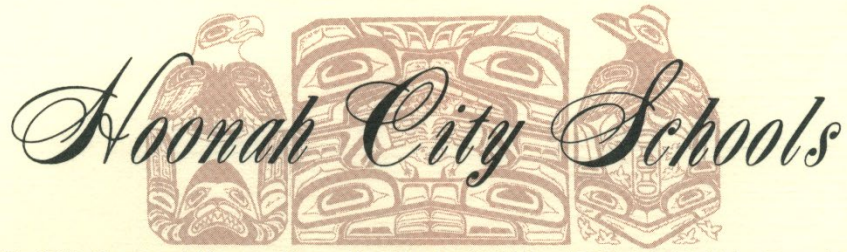
		FY 24	FY 25						
		Draft Budget	Draft						
		Revision	Budget	Difference					
43	300 Supporting Services - Students								
44	310 Certified Salaries	80,561	85,000	4,439					
45	350 Employee Benefits	37,112	39,066	1,954					
46	410 Professional & Technical	-	10,000	10,000					
47	Total Supporting Services - Students	117,673	134,066	16,393					
48	350 Supporting Services - Instruction								
49	310 Certified Salaries	15,000	15,000	-	Teacher stipends				
50	320 Non-Certified Salaries	-	-	-					
51	350 Employee Benefits	5,052	5,052	-					
52	410 Professional & Technical	5,000	5,000	-					
53	420 Staff Travel	-	-	-					
54	425 Student Travel	-	-	-					
55	421 Teacher Enrichment	6,023	6,144	121	Increased with Salary increase 12% of \$51,198.22 Base Salary				
56	433 Communications	-	-	-					
57	440 Other	11,000	11,000	-	Teacher evaluation tool, Temp Housing for incoming teachers				
58	450 Supplies	10,000	10,000	-					
59	Total Supporting Services - Instruction	52,075	52,196	121					
60	351 Supporting Services - Technology			-					
61	410 Professional & Technical	70,000	70,000	-					
62	433 Communications	45,000	46,800	1,800	Increase cost 25 Mbgs to 100 Mbgs				
63	475 Technology Purchases	13,500	13,500	-					
64	Total Supporting Services - Instruction	128,500	130,300	1,800					
65	400 School Administration								
66	310 Certified Salaries	103,000	106,090	3,090	1 FTE Principal				
67	350 Employee Benefits	50,328	52,215	1,887	& Benefits including Health				
68	410 Professional and Technical Services	-	-	-					
69	420 Staff Travel	5,000	5,000	-					
70	450 Supplies	1,500	1,500	-					
71	491 Dues and Fees	650	650	-					
72	Total School Administration	160,478	165,455	4,977					

		FY 24	FY 25						
		Draft Budget	Draft						
		Revision	Budget	Difference					
73	450 School Administration Support Serv								
74	320 Non-Certified Support Staff	46,322	48,062	1,740	Step, leave cash out, bonus				
75	350 Employee Benefits	29,467	30,200	733					
76	420 Staff Travel	1,500	1,500	-					
77	440 Other Purchases Services	15,000	15,000	-					
78	450 Supplies	1,000	1,000	-					
79	Total School Administration Support Services	93,289	95,762	2,473					
80	510 District Administration								
81	310 Certified Salaries	127,992	-	(127,992)					
82	320 Non-Certified Support Staff		-	-					
83	350 Employee Benefits	50,595	-	(50,595)					
84	380 Housing Allowance	12,000	-	(12,000)					
85	410 Professional & Technical	2,500	107,500	105,000					
86	420 Staff Travel	10,000	10,000	-					
87	440 Other Purchases Services	3,700	3,700	-					
88	450 Supplies	1,500	1,500	-					
89	490 Other Expenses	11,308	15,000	3,692	Moving Expense and Internet				
90	490 Dues & Fees	2,500	2,500	-					
91	Total District Administration	222,095	140,200	(81,895)					
92	511 Board of Education								
93	410 Professional & Technical	20,000	20,000	-					
94	420 Staff Travel	12,000	12,000	-	Added AASB Annual Conference cost in person				
95	440 Other Purchases Services	2,900	2,900	-					
96	450 Supplies	1,000	1,000	-					
97	490 Other Expenses	5,000	5,000	-					
98	490 Dues & Fees	9,058	9,058	-					
99	Total District Administration	49,958	49,958	-					

		FY 24	FY 25						
		Draft Budget	Draft						
		Revision	Budget	Difference					
100	550 District Admin Support Services								
101	320 Non-Certified Support Staff	123,091	141,630	18,539	2 FTE District Office employees, Business Manager				
102	350 Employee Benefits	82,243	87,058	4,815	District/Board Secretary				
103	410 Professional & Technical	35,000	35,000	-	Annual Audit cost				
104	420 Staff Travel	3,000	3,000	-					
105	433 Communications	-	-	-					
106	440 Other Purchased Services	7,500	7,500	-					
107	445 Liability Insurance	25,000	30,000	5,000					
108	450 Supplies	2,500	2,500	-					
109	490 Other Expenses	25,000	15,000	(10,000)	Estimated Cost of New Software				
110	491 Dues & Fees	180	180	-					
111	495 Indirect Cost Reimbursement	(40,000)	(40,000)	-					
112	510 Equipment								
113	Total District Admin Support Services	263,514	281,868	18,354					
114	600 Operation & Maintenance of Plant								
115	320 Non-Certified Support Staff	150,662	142,404	(8,258)	1 Maintenance Supervisor, 1.5 custodians, Custodian bonuses				
116	350 Employee Benefits	97,998	89,661	(8,337)					
117	410 Professional & Technical	47,950	47,950	-					
118	420 Staff Travel	1,800	1,800	-					
119	430 Utility Services	8,557	8,557	-					
120	In-Kind Services (water, sewer, garbage)	33,014	33,014	-					
121	435 Electricity	107,000	150,000	43,000					
122	436 Heating Fuel	65,000	65,000	-					
123	440 Other Purchased Services	12,000	12,000	-					
124	443 Repair & Maintenance	22,000	22,000	-					
125	445 Property Insurance	42,000	42,000	-					
126	452 Maintenance Supplies	12,000	6,000	(6,000)					
127	453 Janitorial Supplies	15,000	15,000	-					
128	458 Gas & Oil	1,000	1,000	-					
129	491 Dues and Fees			-					
130	Total Operation & Maintenance of Plant	615,981	636,386	20,405					

		FY 24	FY 25						
		Draft Budget	Draft						
		Revision	Budget	Difference					
131	700 STUDENT ACTIVITY FUND								
132	Equipment			-					
133	Certificated Salaries	40,747	40,747	-					
134	Non-certificated salaries	15,000	15,000	-					
135	Employee benefits	20,000	20,000	-					
136	Staff travel	5,000	5,000	-					
137	Student travel	147,000	147,000	-					
138	Other purchased services	12,253	12,253	-					
139	Supplies	30,000	30,000	-					
140	Other expenses	30,000	30,000	-					
				-					
141	Total Expenditures	300,000	300,000	-					
142	900 Tranfer of Funds								
143	Transfer to Technology Replacement Fund								
144	Transfer to Student Activity Fund								
145	Transfer to Food Service Fund	50,000	50,000	-					
146	Transfer of Funds	50,000	50,000	-					
147	Total Expenditures and Transfer of Funds	4,253,155	4,476,973	223,818					
148	Excess of Revenues over Expenditures								
149	Beginning Unrestricted/Unassignend Fund Balance	1,831,180	1,262,374	(568,806)					
150	Fund Balance, End of Year	1,262,374	589,104	(673,270)					

				FY 24	FY 25					
				Draft Budget	Draft					
				Revision	Budget	Difference				
150	FOOD SERVICES FUND									
151	Revenue			90,000	90,000	-				
152	Expenditures									
153	Non-certificated salaries			56,000	56,000	-				
154	Employee Benefits			32,500	32,500	-				
155	Staff Travel			1,000	1,000	-				
156	Other Purchased Services			500	500	-				
157	Supplies			50,000	50,000	-				
158	Total Expenditures			140,000	140,000	-				
159	Funds needed from operating fund			(50,000)	(50,000)	-				



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

April 12th, 2024

Memorandum – Action Item 1.1

To: Hoonah School Board
From: Howard Diamond, Consultant to School Board and ICOSA
RE: FY 2024/2025 Contracts

Hoonah City School District would like to offer Nicolle Egan and Matthew Ebersbach a contract for the FY 2024/2025 school year.

Recommended Motion:

I move to approve the 2024/2025 contracts for Nicolle Egan and Matthew Ebersbach.

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

Limits of Board Members Authority

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

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

Optional:

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

(cf. 1250 - Visits to the Schools)

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

Board Member Requests for Information

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

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

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

WORKSHEETS for the district policy committee:

DISCARD WHEN FINISHED

Bylaws of the Board

BOARD MEMBERS (continued)

BB 9200(b)

3. Complaints regarding personnel. Board members may have their own complaints regarding District personnel ~~or may hear such complaints from the community~~. These concerns should be privately communicated to the Superintendent.

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

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

5. Requests for legal advice or legal opinions by a Board member that will incur a cost for the District must be approved by a majority of the Board before the request is made to legal counsel. In emergencies, the Board President or his designee may seek legal advice from legal counsel without obtaining prior approval from the Board. (as recommended by Allen Clendaniel)

(cf. 6162.8 - Research)

(cf. 9322 - Agenda/Meeting Materials)

Obligations of Members

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

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

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

(cf. 9230 - Meetings)

Legal Reference:

ALASKA STATUTES

14.14.140 Restrictions on employment

Revised ~~4/2022~~ 2023

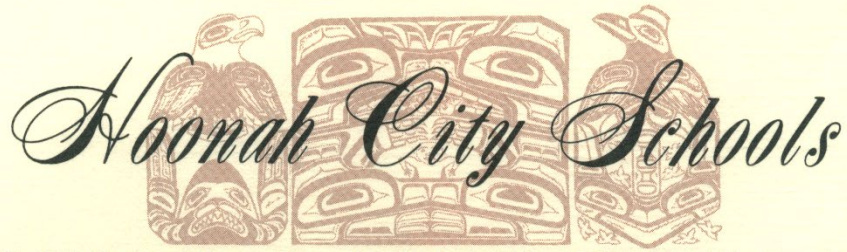
WORKSHEETS for the district policy committee:

DISCARD WHEN FINISHED

Bylaws of the Board

AASB POLICY REFERENCE MANUAL

9/92



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April 12th, 2024

Memorandum – Action Item 1.3

To: Hoonah School Board
From: Howard Diamond, Consultant to School Board and ICOSA
RE: FY 2024/2025 School Calendar, Final Reading

Hoonah City School District would like to approve the final reading for FY 2024/2025 School Calendar.

Recommended Motion:

I move to approve the 2024/2025 School Calendar for final reading.

School Year Calendar 2024-2025

Updated Draft District Calendar

Approved 4/18/24

District Name: Hoonah City School District School: Hoonah City School

Approved By: Hoonah City School Board Superintendent:

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

NT	New Teacher
H	Legal Holiday
W	Work Day
O	School Opens
E	End of Quarter
I	Inservice
C	School Closes
G	Graduation
M	Minimal
S	Last day Seniors
V	Vacation
EC	
C	

# of Inservice Days:	# of Inservice Days: 2	# of Inservice Days: 0	# of Inservice Days: 1
# of Student Days:	# of Student Days: 14	# of Student Days: 20	# of Student Days: 21
# of Teacher Days:	# of Teacher Days: 16	# of Teacher Days: 21	# of Teacher Days: 22

Nov-24							Dec-24							Jan-25							Feb-25								
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	1	2	3	4	5	6	7						1	2	3	4							1
3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	11	12	2	3	4	5	6	7	8		
10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18	9	10	11	12	13	14	15		
16	17	18	19	20	21	22	22	23	24	25	26	27	28	19	20	21	22	23	24	25	16	17	18	19	20	21	22		
23	24	25	26	27	28	29	29	30	31					26	27	28	29	30	31	23	24	25	26	27	28				

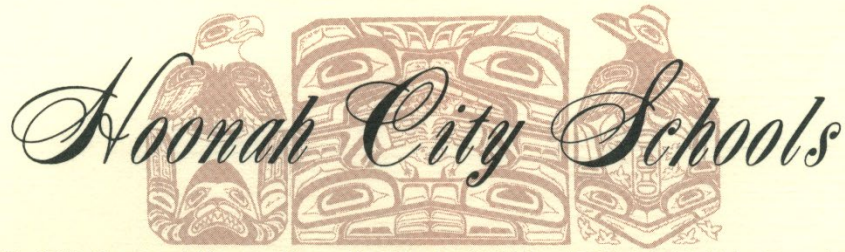
	Teach	Stud
Aug	20	16
Sept	21	20
Oct	22	22
Nov	19	18
Dec	17	14
Jan	21	18
Feb	20	20
March	16	15
April	22	22
May	12	12
June		
TOTAL:	190	177

# of Inservice Days: 1	# of Inservice Days: 0	# of Inservice Days: 2	# of Inservice Days: 0
# of Student Days: 17	# of Student Days: 14	# of Student Days: 18	# of Student Days: 20
# of Teacher Days: 19	# of Teacher Days: 17	# of Teacher Days: 21	# of Teacher Days: 20

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

student days	
Q1	Q2
46	46
Q3	Q4
46	43

# of Inservice Days: 0	# of Inservice Days: 0	# of Inservice Days: 0	# of Inservice Days: 0
# of Student Days: 15	# of Student Days: 22	# of Student Days: 12	# of Student Days: 0
# of Teacher Days: 16	# of Teacher Days: 22	# of Teacher Days: 12	# of Teacher Days: 0



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April 12th, 2024

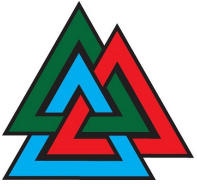
Memorandum – Action Item 1.4

To: Hoonah School Board
From: Howard Diamond, Consultant to School Board and ICOSA
RE: Turbo Construction Change Order

Hoonah City School District would like to approve the change order with Turbo Construction in the amount of \$89,500.

Recommended Motion:

I move to approve the change order with Turbo Construction in the amount of \$89,500.



Turbo Construction, LLC
 PO Box 80250
 Fairbanks, AK 99708

Estimate

Date	Estimate #
2/27/2024	6850

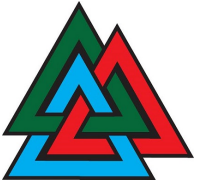
Name / Address
Hoonah City School PO Box 157 Hoonah, AK 99829

P.O. No.
Additional Heating Repair

Description	Total
<p>The original scope of work was primarily updating, replacing, and reprogramming the heat controls/ thermostats in the entire school, as well as correcting the system fluid. Many heating components were offline, did not receive commands from the controls, or electrical power to operate. Only when a component is operated, do we have the opportunity to discover if it does so satisfactorily. This was the case in most of the items listed below. In addition, maintenance director Matt requested security covers for thermostats, boiler services, and repair of the ceiling in the rooms off the library hallway.</p> <p>Repairs requested and/or discovered, beyond the original scope of work:</p> <ul style="list-style-type: none"> • Remove and replace glycol feeder tank w/pump for heating system. 55 gallon. Includes piping modifications. \$5500 • Remove and replace glycol feeder pump/tank for Erickson Snowmelt. 17 gallon. Includes piping modifications. \$4500 • Remove and replace Erikson tubing manifold. Remove and replace circulation pump. Acid-flush heat exchanger. \$12,500 • Boiler services: Cleaning , nozzles, electrodes, fuel filter replacement, tuning, and safety-component inspections. \$11,500 • Remove and replace unit heater fan motor for Erikson maintenance shop. \$1500 • Repair leak from Erikson bldg. west, upper-level, cabinet heater. \$500 • Replace the missing ceiling tiles in 2 rooms off library hallway. \$3500 	89,500.00

We appreciate the opportunity to bid this work.	Total
-------------------------------------------------	--------------

#907-371-6444	Davesavesenergy@gmail.com
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Turbo Construction, LLC
 PO Box 80250
 Fairbanks, AK 99708

Estimate

Date	Estimate #
2/27/2024	6850

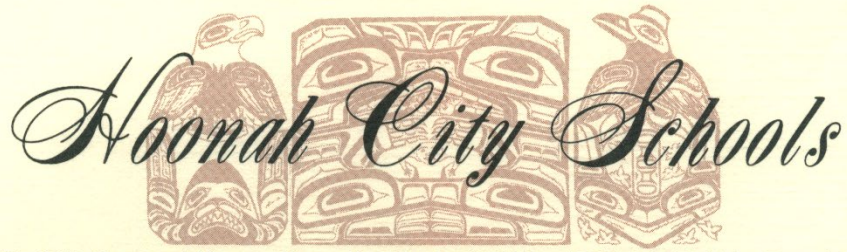
Name / Address
Hoonah City School PO Box 157 Hoonah, AK 99829

P.O. No.
Additional Heating Repair

Description	Total
<ul style="list-style-type: none"> • Duct damper motor and control for freezer-compressor heat-recovery in kitchen storage room. \$ 2000 • Waste-bin outside-storage area snowmelt system: remove and replace piping with new valve, motor and control. \$7500 • Remove and replace Hot water recirculation pump #2. \$2000 • Install wire cage protectors for thermostats. \$8000 • Remove and replace heat valve actuator motor on cafeteria air handler AHU-2. \$ 1000 • Remove and replace outside-air damper actuator for high school air handler AHU-4. \$3500 • Remove and replace zone valve actuator in room 403B. Provide 11 spare actuators for future maintenance needs. \$1500 • Install drain valves for boiler water level piping. \$500 • Install safety caps for open hose-bibbs throughout heating system. \$500 • Lodging, meals, truck rental, freight, airfare, and travel expenses.- \$23,500 	

We appreciate the opportunity to bid this work.	Total Adjusted total 76,500.00 \$89,500.00
-------------------------------------------------	---------------------------------------------------

#907-371-6444	Davesavesenergy@gmail.com
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P.O. Box 157 366 Garteeni Hwy. Hoonah, Alaska 99829 (907) 945-3611 Fax (907) 945-3492

April 12th, 2024

Memorandum – Action Item 1.5

To: Hoonah School Board
From: Howard Diamond, Consultant to School Board and ICSEA
RE: FY 2024/2025 Kidability Physical Therapy, LLC

Hoonah City School District would like to offer Kidability Physical Therapy, LLC a contract for the FY 2024/2025 school year.

Recommended Motion:

I move to approve the 2024/2025 Kidability Physical Therapy, LLC Contract.

Memorandum of Agreement

2024-2025 School Year

DISTRICT: Hoonah City Schools

AND

CONTRACTOR: Kristin Bacon, PT

DBA: Kidability Physical Therapy, LLC

BUSINESS LICENSE NO: 419964

Insurance Policy NO: HPSO 0252226613

Mailing address: PO Box 521504 Big Lake, AK 99652

Phone: 907.230.0402

AK PT License NO: 1159

Through this agreement Kristin Bacon dba Kidability Physical Therapy, LLC will provide the following contracted services for the 2024-2025 school year:

1. Screenings and evaluations for appropriate students as requested by school staff from Hoonah
2. Direct and consultative physical therapy with students from Hoonah, specified in their Individualized Educational Plan (IEP)
3. Consultations and training with the student's parents and/or teacher(s), as appropriate
4. Participation in the development of applicable IEP goal(s) and objectives as determined necessary by the student's team. This service may be provided through telephone consultation or video conference, if needed.
6. Completion of necessary documentation of services for inclusion in the student's school record.
7. Billing for services and expenses will be submitted once student's paperwork is submitted to the District.
8. Current State license and liability coverage will be provided to the District.
9. Contractor is responsible for paying all taxes related to payment of these provided services.

Hoonah City Schools agrees to provide the following:

1. Assistance with coordination and scheduling of parent and student participation as requested by Kristin Bacon
2. Appropriate space for confidential therapy sessions, as needed
3. Compensation for on-site quarterly visits at a rate of \$1100/day.
4. Compensation for off-site work at a rate of \$110/hr (evaluations, distance service delivery, service preparation, emails, phone calls, video conferences, IEP meetings, report writing, student recommendations, travel time, etc)
5. Mileage will be reimbursed at the annual federal mileage reimbursement rate
6. Lodging will be reimbursed at cost; receipts to be provided to the District
7. Per diem will be paid per District rate when on-site visits are required
8. Travel expenses (airplane ticket, ferry fare, airport parking, etc) will be reimbursed at cost; receipts provided to the District

This agreement shall be in effect until the final day of the 2024-2025 school year, and can be modified only with consent of both parties. Furthermore, either party can cancel this agreement with 30 days written notice.

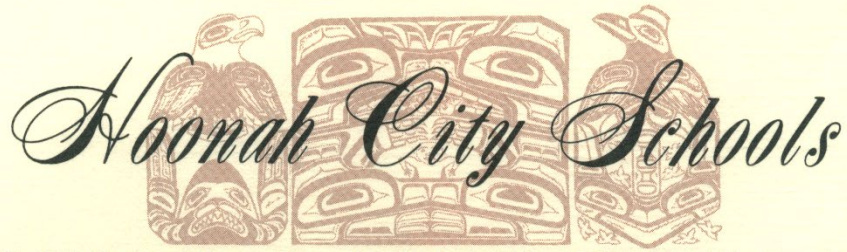
Kristin Bacon

Date

Kidability Physical Therapy, LLC

Special Education Director / Superintendent

Date



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

April 12th, 2024

Memorandum – Action Item 1.6

To: Hoonah School Board
From: Howard Diamond, Consultant to School Board and ICOSA
RE: FY 2024/2025 Rainforest Mediation and Consultation

Hoonah City School District would like to offer Rainforest Mediation and Consultation a contract for the FY 2024/2025 school year.

Recommended Motion:

I move to approve the 2024/2025 Rainforest Mediation and Consultation Contract.



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

Memorandum of Agreement- Independent Contractor

Name: Doug Wessen, Rainforest Mediation and Consultation

Address: PO Box 21282 Juneau, Alaska 99802

300 W 9th St Juneau, Alaska 99801

Phone: cell (907) 321-1567 Email: dougwessen@gmail.com

Purpose:

To provide School Psychology services to include, but not limited to:

- Conducting observation and/or evaluations for eligibility for special services or 504 for K-12 students.
- Developing reports that include assessments and recommendations to be completed within two weeks of the evaluation.

Period Covered/Time Frame:

Hoonah City Schools from August 2024 - May 2025.

- Up to 4 visits (number of days to be determined by special education director) per school year 2024-2025 for on-site School Psychology as needed per ESER and IEP.

Terms:

Daily rate of \$850 per day for onsite School Psychology services to equal:

Plus: Report writing @ \$525 a day.

Per Diem for overnight trips include \$80 a day on full days. For day trips there is no per diem charge.

Charge to: Hoonah City Schools

Hoonah City Schools will reimburse expenses for airfare or ferry, parking when necessary, overnight accommodations, when needed.

Mr. Wessen is responsible for making arrangements for travel and will submit receipts for reimbursement, along with the payment invoices that document the types of monthly services rendered.

This contract may be terminated any any time by either party for cause upon written notification to the other party.

Approval:

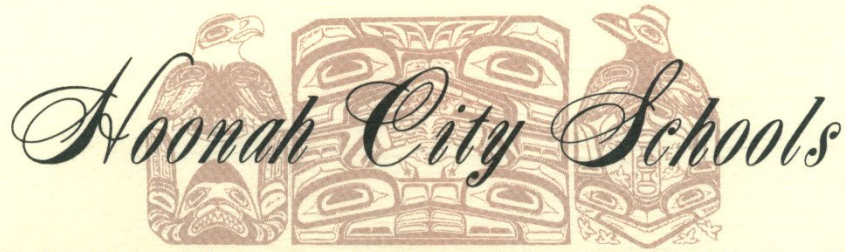
Business Manager: _____ **Date:** _____

Superintendent: _____ **Date:** _____

Independent Contractor: _____ **Date:** _____

Board: _____ **Date:** _____

Thank you.



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April 12th, 2024

Memorandum – Action Item 1.7

To: Hoonah School Board
From: Howard Diamond, Consultant to School Board and ICOSA
RE: FY 2024/2025 Alaska’s Midnight Sun Therapy Services, LLC

Hoonah City School District would like to offer Alaska’s Midnight Sun Therapy Services, LLC a contract for the FY 2024/2025 school year.

Recommended Motion:

I move to approve the 2024/2025 Alaska’s Midnight Sun Therapy Services, LLC Contract.

Chelsea Wilburn, M.A. CCC-SLP,
D.B.A. Alaska's Midnight Sun Therapy Services, LLC

Private Contracting Speech-Language Pathologist
Alaska Type C Certified, ASHA Certified

P.O. Box 240034
Douglas, AK, 99824
970-217-6359 (phone)
chelsea_wilburn@yahoo.com (email)

CONTRACTUAL GUIDELINES (**Hoonah School District**):

It is mutually understood and agreed upon as follows:

1. **Contractual Agreement:**

- a) Hoonah City School District, in Hoonah, Alaska agrees to contract a minimum of up to 15 (fifteen) onsite days throughout the school calendar year of 2024/2025, with Alaska Midnight Sun Therapy Services, LLC.
- b) Alaska Midnight Sun Therapy Services, LLC covenants that it provides speech language pathologists that have been trained, engaged in, and are experienced in the field of Speech-Language Pathology as detailed in its curriculum vitae and that statements and representations made in the curriculum vitae are current, true and accurate. Alaska Midnight Sun Therapy Services represents that it is currently licensed and approved to practice Speech-Language Pathology in Alaska, and agrees to secure and maintain any and all additional licensing necessary to provide the Speech-Language Pathology services.

2. **Compensation and Reimbursement Expenses:**

- i. Alaska Midnight Sun Therapy Services, LLC shall be paid for Speech-Language Pathology services at the following rate: \$850.00 (U.S.) dollars per contract day. **Five** trips total, **2-3** days per trip will be provided throughout the school district calendar year August 2024 through June 2025.
 - a) 1-2 paperwork day(s) will be billed per trip at \$350.00/day throughout the school year, depending on evaluations/progress reports.
 - b) Travel expenses will either be paid for **or** reimbursed by the school district. Travel to and from Hoonah, AK, from either Denver, Co or Anchorage, AK, (along with from Juneau, AK on AK Sea Planes), tickets will be purchased 21 days in advance, and will be covered by the **Hoonah School District**, along with lodging and transportation while onsite and weathered in, in Hoonah.
3. **Travel/Weather:** If Alaska Midnight Sun Therapy Services. LLC is to stay past the contracted two day trip due to weather or other unplanned circumstances that

prevent it's employee from returning home to Juneau, those days will be paid at a daily rate, equaling \$850.00/day. If Alaska Midnight Sun Therapy Services is unable to make the trip to Hoonah due to weather, those days will be coordinated as teletherapy days and coordinated onsite and billed at the daily rate.

4. **Independent Contractor Status and Obligations:**

- a) For purposes of this Agreement and the performance of all duties, responsibilities, and obligations described herein, Speech-Language Pathologist shall at all times be acting and performing as an independent contractor and shall not be considered an employee of **Hoonah School District** for any purpose. Speech-Language Pathologist shall exercise her professional judgment free of any direction or control by **Hoonah School District**. However; state mandated regulations will be upheld per district requirements.
- b) Each party hereby agrees that adequate and proper insurance coverage shall be in existence and coordinated, as necessary, at all times during the term of the Agreement, so that all potential liability with regard to malpractice or general liability are covered. Contractor shall maintain or cause to be maintained at all times during the term of this Agreement, malpractice coverage of not less than one million dollars (\$1,000,000) per occurrence, and three million dollars (\$3,000,000) in the aggregate. Copies of the certificates of insurance shall be provided by each party to the other party to this Agreement upon request. In addition, Contractor providing services under this Agreement will maintain the appropriate levels of coverage as noted above.

5. **Confidentiality.** All records and information relating to the business of **Hoonah School District**, including but not limited to speech-language pathology services delivered to children, which the Speech-Language Pathologist may receive or learn during the course of performing services for **Hoonah School District**, are confidential and proprietary information. Speech-Language Pathologist shall not communicate or disclose, directly or indirectly, orally or in writing, any record or information learned in the performance of this Agreement for any purpose other than for a purpose directly related to the performance of services on behalf of **Hoonah School District** or pursuant to the express written direction of **Hoonah School District**.

6. **Cancellation Policy:**

- a) If for any reason a contracted trip is cancelled by the district for any specific reason, the contracted trip of (2) days may be billed at the discretion of the Speech-Language Pathologist for that particular trip. If the cancelled trip is able to be made up at another agreed upon time or supplemented by another contract that Speech-Language Pathologist holds; then the trip may or may not be billed for services. This contracted therapist depends on contractual agreements for intent of employment throughout the year and a cancelled trip may be detrimental to this therapist's line of work and income. It needs to be

noted that the contracted and agreed upon days/per trip could have been contracted elsewhere for the reliability of constituent income.

b) This contract between Alaska Midnight Sun Therapy Services, LLC and Hoonah School District after signed and agreed upon may be cancelled with 60 days notice.

The above contractual terms are agreed upon and understood by both parties involved: Chelsea Wilburn-McCarthy owner of Alaska Midnight Sun Therapy Services and **Hoonah School District**.

Alaska Midnight Sun Therapy Services,
Chelsea Wilburn-McCarthy

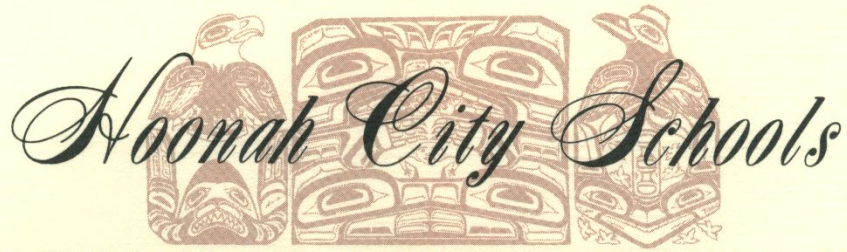
Date

Signature

Date

Printed Name

Date



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April 12th, 2024

Memorandum – Action Item 1.8

To: Hoonah School Board
From: Nicolle Egan, Interim Chief School Administrator
RE: Greenhouse and Alaska Marine Line Quote

Recommended Motion:

I move to approve the greenhouse and Alaska Marine Line quotes in the amount of \$56,268.53.

Requisition for Purchase Order



Vendor: Gothic Arches Greenhouses **Date:** 3/27/24
PO BOX 1564 **Ordered By:** _____
Mobile, AL 36633

Telephone #: 907-222-0798 **Fax #:** 251-274-5465

	Quantity	Item Number	Name of Item/Description	Price Each	Total
1	1		Greenhouse		\$46,874.69
2			Kick Starter Grant		
3			request reimbursment		
4					
5					
6					
7					
8					
9					
10					
11					
12					\$46,874.96

Acct. Code:

Superintendent's Authorization:

Business Manager:

Principal's Authorization (if applicable)

I certify that there is an expendible balance to cover expenditures under this account code.

Planned Sustainability (25 points)

Kickstarter will revitalize Hoonah City School's Career and Technical Education program; in the past, Hoonah schools had a comprehensive "Vo. Tech" program. The local Tribal organization, Hoonah Indian Association (HIA), has asked the Hoonah City School District to partner with them. This was the optimal time to develop the career and technical pathway and build capacity. Our program will allow students to learn about agriculture through applied science and CTE courses, serve their community, complete an internship, and work in their community well beyond the 2024 -2025 school year. Partnering with the Hoonah Indian Association (HIA) and students able to apprenticeship in their year-round hydroponic greenhouse, our role as the school is to educate students through the greenhouse pathway, starting now as the feeder program to their industry for years to come. Students will manage an annual plant sale and weekly Farmers' market and use profits to sustain the program.

Our program is unique in that it will run on a flipped calendar, providing courses from February through November. The program will offer a science class, greenhouse management, and small business for the farmer's market. Students in grades 7-12 can participate in the two summer sessions. High school students will have the opportunity to earn up to two credits toward graduation. Offering courses on this cycle decreases the summer learning loss seen in fall MAP Scores. The Hoonah CTE program will offer a safe place for many students whose parents work for the large hospitality industry, Icy Strait Point.

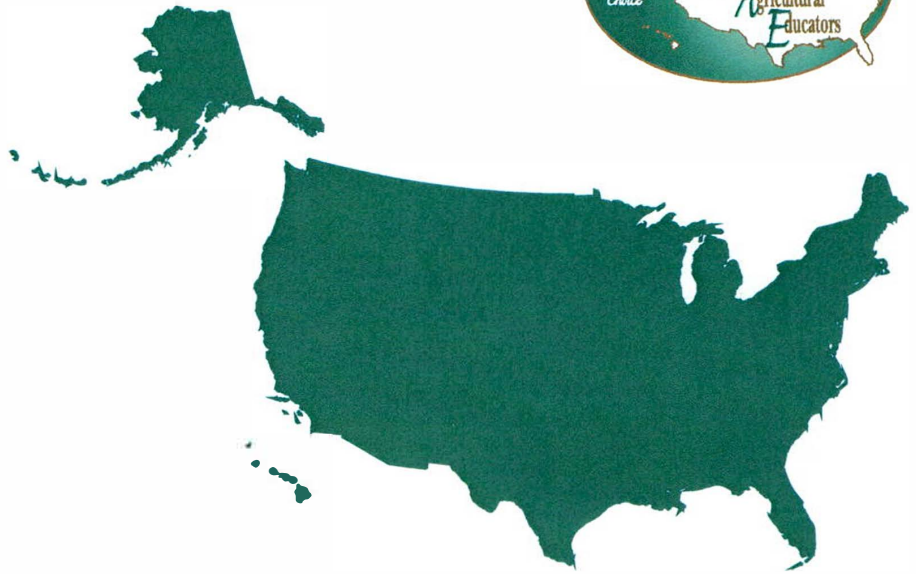
This new opportunity for students will bring awareness to the local agricultural industry, provide a credit recovery, and elevate the academics in both CORE and CTE. The Career and Technical Student Organization, CTSO, is the National FFA Organization; FFA is an intra-curricular component of the Agricultural courses. Students in this pathway will experience applied agriscience classes, learn about various careers, leadership development, and career development education, and submit a project to the state agriscience fair through their FFA program.

Hoonah students are ready for a new start with CTE and the FFA leadership program. This agriculture pathway is growing Alaska's next generation of agriculturalists! *Kickstarter* will strengthen Hoonah school and community beyond the 2024-25 school year. In partnership with HIA, this opportunity will be sustainable for years to come in Hoonah.

Agricultural Education in the United States

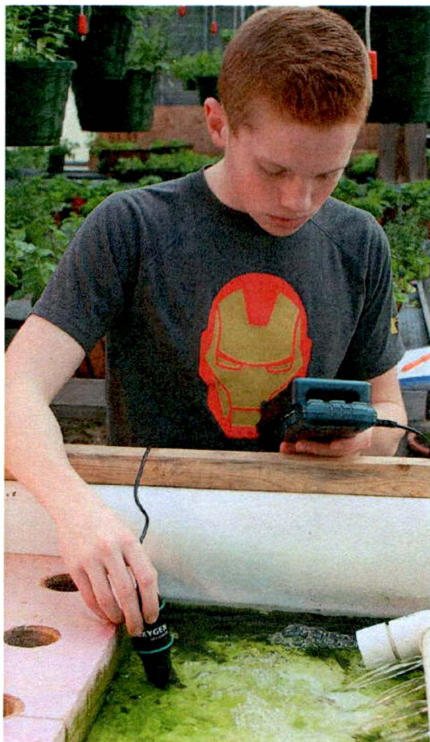
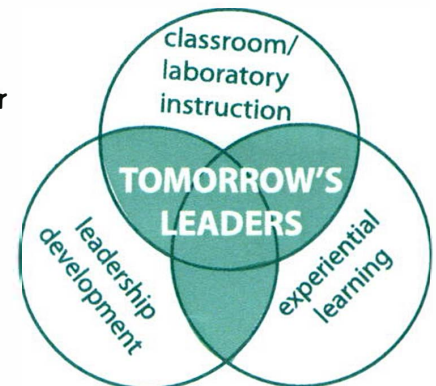


Agricultural education is an important component of public school instruction in every state of the United States and in five U.S. Territories. There are approximately 1,000,000 agricultural education students in the nation who are taught by nearly 12,000 secondary and two-year postsecondary teachers. It is estimated that the contact hours of in-school instruction in and about agriculture exceed 10 million annually.



School-based agricultural education in the United States consists of three closely related components, including **classroom/laboratory instruction, experiential learning/education, and leadership development.**

The interaction of these three components helps to ensure students' career success or continuation with higher education related to agriscience and/or agribusiness following high school graduation.



Classroom/Laboratory Instruction

Organized instruction is the classroom and laboratory component of agricultural education. This instruction may be carried out in a classroom, laboratory, greenhouse or outdoor setting. Classroom and laboratory instruction includes units based on natural and social sciences such as environmental science, agribusiness, natural resources, aquaculture, food science and safety, animal and plant sciences, entrepreneurship, and many other areas.

Students enrolled in these courses have the unique opportunity to apply their core content concepts in an agriculturally-related context. For example, when using the STEM model, a student learning about hydrogen and covalent bonding in chemistry is able to apply these concepts when examining the chemistry of food processing. By enhancing their core content knowledge base with agriculture, students gain the real-world experiences that enhance college and career readiness.

Experiential Learning/Education

One example of experiential education in agricultural education are supervised agricultural experience (SAE) programs. These projects allow students apply what they learn outside the classroom environment. An SAE is under the supervision of the agriculture teacher, and employer or parents. There are various categories of SAE's from which students may choose. These include owning and operating their own business; working at a business, farm or organization to learn employability and industry skills; or engaging in independent research projects. The interaction of the student, teacher, business site, and parent helps ensure instruction is relevant to each individual student in his/her own learning environment. Agricultural education is preparing students for both college and careers far beyond the classroom.



Leadership Development

Leadership development is provided through student organizations such as FFA. Student organization activities are designed to enrich the classroom/laboratory and SAE instructional components and provide students opportunities for leadership, personal growth, and career success. Through participation in this part of agricultural education, students develop leadership and personal skills that will help them succeed in the future.

Students are also encouraged to participate in activities that highlight the success of their classroom and SAE experiences. These may include public speaking events, agriculture sales and marketing, agricultural issues, food science, meat science, livestock judging, and proficiency contests. Many members also have the opportunity to give back through service projects.

Legislative Support for Agricultural Education

The Carl D. Perkins Career and Technical Education Act provides authorization and subsequent appropriations for CTE programs. Agricultural education, as part of our nation's career and technical education system, is supported through this act. To continue support for agricultural education, please support Perkins authorizations and appropriations.



For More Information

Dr. Wm. Jay Jackman, CAE
National Association of Agricultural
Educators
300 Garrigus Bldg.
Lexington, KY 40546-0215
(w) 800-509-0204
(m) 859-619-4990
jjackman.naae@uky.edu



Gable A-Frame GA-C-75-21 Series Greenhouse Proposal ~ B

Date: 3/25/2024
 Presented By: WHS
 Proposal Valid: 45 days
 Customer #: **S.McCullough-AK.99829**
 Proposal #: KG02062401-01

Susan McCullough
 PO Box 157
 Hoonah AK. 99829
 Phone: 907-388-8831
 Email: mcculloughs@hoonahschools.org



Note: In as much as GAG's has tried to anticipate the design our engineer will require we cannot confirm with certainty that the structures listed in this offer will in fact meet the desired loadings until such time as it has been certified by a qualified structural engineer.

*Primary Structure ~ Frame & Covering (Single Unit Package)		\$ 23,807.69
Greenhouse Type	Gable A-Frame ~ GA-C-75-21 Series Commercial Greenhouse	
Total Square Ft.	504 s.f.	
Width	21'	
Length	24'	
Sidewall Height	8' under gutter eave height	
Load	50 lbs. Ground Snow Load & 132 mph Wind Load Rating	
Bays	One (1) x 21' 0" wide bay	
12 ea	Convert 4.0" Round Pipe Columns to 4.0" Square with Press Formed Pins	ADD \$ 705.00
Features	Heavy-Duty 4" Square columns - 8' o.c. w/Press Formed Pins	
Anchoring	Square Columns to fit over and bolt to 'Stub-Ups' embedded in Concrete filled caissons.	
Coverings - Roof/Sides/Ends		included
Roof / Sides /Ends	8mm Rigid Twin-Wall Clear Polycarbonate with connecting extrusions	
Doors -		included
2 ea.	3'W x 6'8" Tall ~ Single Out-Swing Storm Door Unit ~ Centered in each Gable Endwall.	

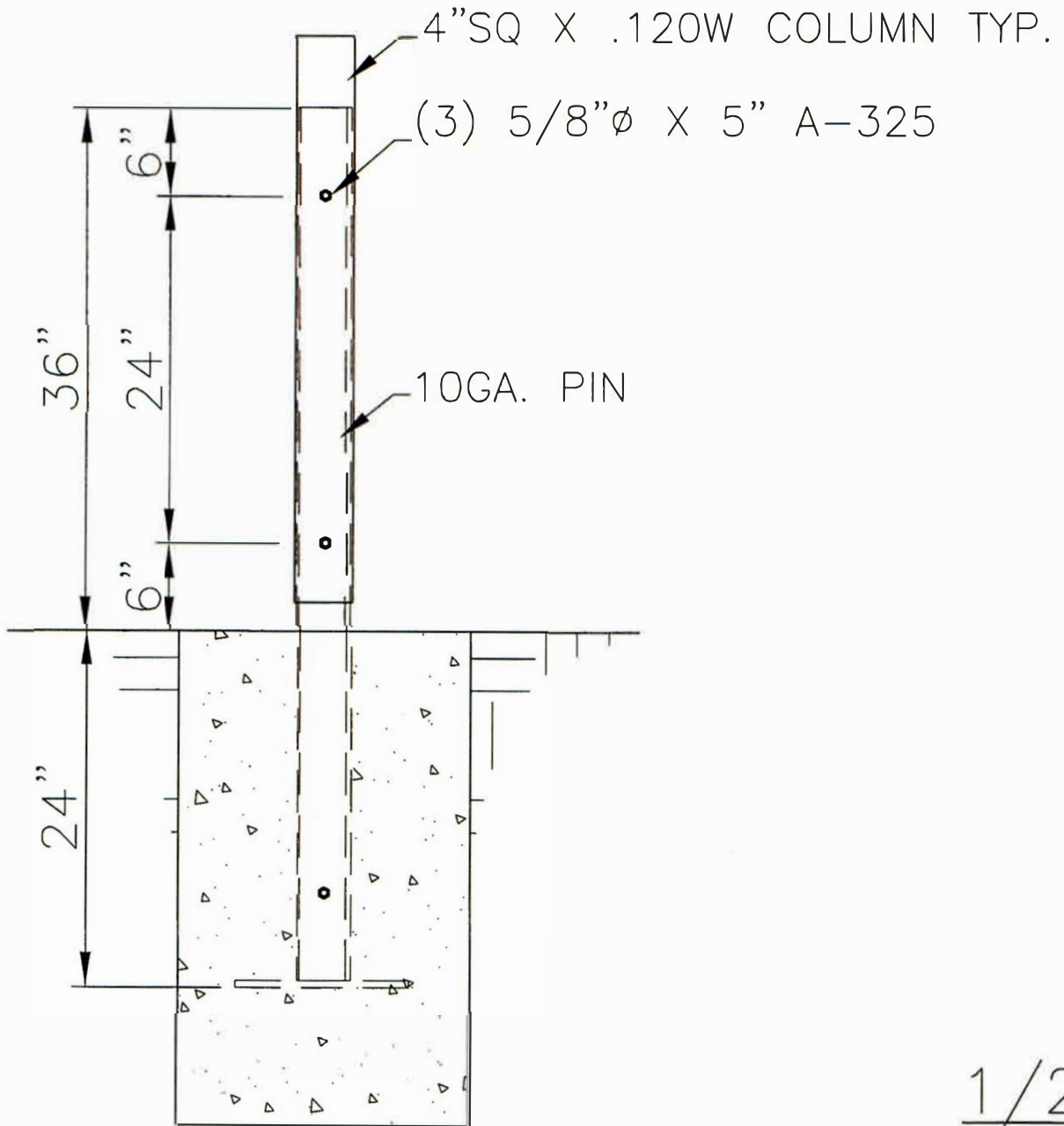
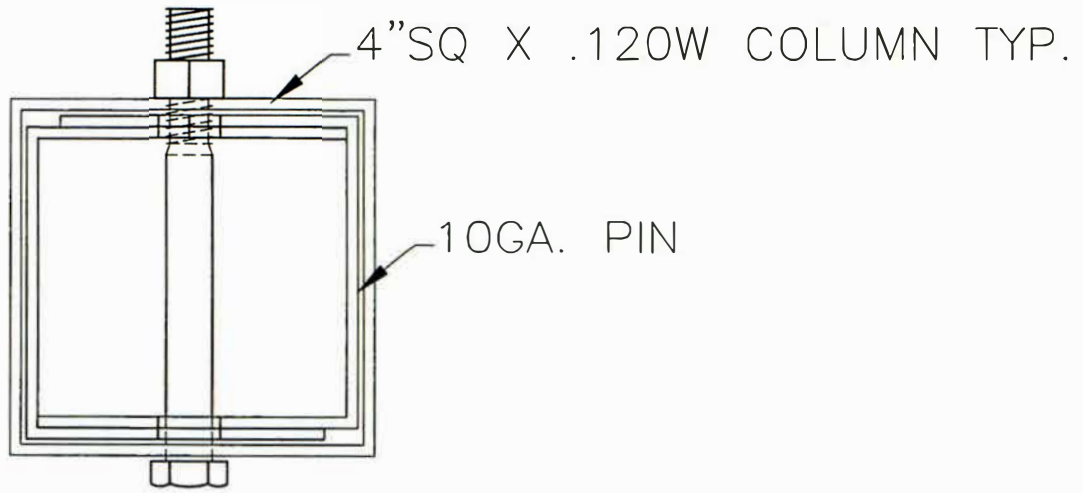
Ventilation System & Evaporative Cooling System - as follows:		
Ventilation Fans & Air Intake Shutters	ADD	\$3,778.67
2 ea. Fans	24" - Galv. Exhaust Fan: 1-Spd. 1/4 hp, 1 PH, 115V, w/Blade Guard & Frame Kit	
2 ea. Intake Shutters	39" Sq. Air Inlet Louver Vent w/Motor & Insect screens	
Heating & Air Circulation System - as follows:		
Heating System & HAF Circulation System	ADD	\$ 7,985.00
Heating System		
2 ea.	Washdown Heater HD3D 10KW Washdown Heater 240V-1ph	
2 ea.	USB2 SPECIAL INSTRUCTIONS: mounting bracket	
2 ea.	Thermostat for heater	
HAF Circulation System		
2 ea.	12" Dia. HAF Circulation Fans, 115V 1PH,	
Overhead Light Bars	ADD	\$ 668.00
4 Runs	24' of 9-1/2" Galv. Supports attached to bottom cord of trusses to mount Lights, HAF fans, CO2 generators, De-Humidifiers, Irrigation, Electrical conduit, etc.	
Benching - Fixed Legs - Stationary - Galv. Frames & Expanded Metal Tops		
2 ea.	4' x 18' - Side Benches	
1 ea.	6' x 16' - Center Benches	
Environmental Control Systems: Depends on the final array of Systems		
1 ea.	Link4 - I-Grow800 multi-functional Controller to operate all environmental systems	
	- includes custom wiring diagram and contactor panel	
	970-3108-09 iGrow 800 integrated with Link4 Standard Panel with three 3x22 amp 3-	
		<i>Inquire</i>

TOTAL FOR SINGLE UNIT ~ Materials:		
Greenhouse (one Unit)	\$	23,807.69
4.0" Square with Press Formed Pins	\$	705.00
Ventilation System		\$3,778.67
Heating & Air Circulation System - as follows:	\$	7,985.00
Overhead Light Bars	\$	668.00
Benches ~ Stationary Fixed Legs - Galv. Frames & Expanded Top	\$	2,903.32
Environmental Controller		Inquire
Freight -Approx. To Port of Departure ~ WA Only		Included
Sub-Total	\$	46,874.69
2% Discount for Full Payment by Wire Transfer or Cert Ck.		TBD
50% Deposit w/Balance Due Prior to Shipping		TBD
Total		TBD
Engineer Stamped Drawings - if required	\$	5,000.00

TERMS:
 2% discount is offered if payment in full of order total is paid by Cert. Check or Bank Wire Transfer (T-T). * Alternately, payment of a 50% deposit is required, with balance due 4 weeks prior to ship date. * Gothic Arch Greenhouses will provide a set of drawings and installation instructions. * Cancellations which occur after approval of drawings will be eligible for a refund of 70% of total quoted costs only. 30% of total order costs will be retained to compensate for design period, materials planning, purchased raw materials, and drawings costs. * Custom greenhouses will not be refunded after fabrication has begun. * All items are shipped FOB factory location. *Customer will be responsible for the scheduling any receiving appointments with our freight carrier. Unloading services are not included. Contact Gothic Arch for additional offloading options which may be available.* Allow approx. 10-14+ weeks for production after approval of final Eng. Drawings. *Due to the custom nature of our greenhouses, possible design changes and differing local permit requirements, we are unable to guarantee shipping date estimates. * Gothic Arch requires building permits to be confirmed or a waiver of permit requirement in order to provide an estimated shipping date.

DISCLAIMER: PRICE GIVEN EXCLUDES: INSTALLATION, TAX, UNLOADING OF FREIGHT, PERMITS, BONDING, SITE PREPARATION, CAULK, ANCHORS, MASONRY, PE STAMP, ELECTRIC WIRING & HOOKUPS, PLUMBING & DUCTING, FINAL CLEANING/WASHING, AND ANY OTHER ACCESSORIES/SERVICES NOT SHOWN IN QUOTE. PRICES SUBJECT TO CHANGE WITHOUT NOTICE. CHECK LOCAL BUILDING CODES PRIOR TO ORDERING.

We hope this quotation meets with your approval, but should you have any questions or comments, please feel free to contact our sales office (800-531-4769). We are looking forward to getting started on your project.
 Best Regards,
 W H 'Buzz' Sierke - President ~ GothicArchGreenhouses Inc.



1/2
SCALE:
72

Requisition for Purchase Order



Vendor: Alaska Marine Lines Inc **Date:** 4/2/24
5615 W Marginal Way **Ordered By:** susan mccullough
Seattle WA 98124

Telephone #: 1-800-326-8346

Fax #: _____

	Quantity	Item Number	Name of Item/Description	Price Each	Total
1	1		40ft Shipping container min. wt in estimate		
2			12K pounds		
3			ESTIMATE		\$9,393.57
4					
5			ESSER- Learning Loss		
6			Kick Starter-balance		
7					
8					
9					
10					
11					
12					

Acct. Code: _____

Superintendent's Authorization: _____

Business Manager: _____

Principal's Authorization (if applicable) _____

I certify that there is an expendible balance to cover expenditures under this account code.



Alaska Marine Lines, Inc.
5615 W. Marginal Way S.W.
Seattle, WA 98124
www.lynden.com/aml

Rate Quote AML240402038
Quote Date 02 Apr 2024

Requested by:
Suzanne Mccullough
Phone: (907) 388-8831
Email: mcculloughs@hoonahschools.org

Prepared by:
Kelsie Parsons
Email: kelsie@lynden.com

Description: Greenhouse

Greenhouse

Origin	ORG	DST	Destination	Routing	Mode						
Seattle, WA	SEATTLE	HOONAH	Hoonah, AK	Dock - Dock	Water - Barge						
Qty	Commodity	Pkg Type	Description	Dimensions (LxWxH)	Weight	Total Wt	Min Qty	Rate	Basis	Rated As	Charge
1	1190-000	EACH	40' Container - Greenhouse		12,000	12,000	12,000	66.94	CWT	12,000.00	\$8,032.80
			Transfer: 40' Container					416.00	EACH	1.00	\$416.00
			Wharfage: Hoonah, AK					3.50	STON	6.00	\$21.00
			Fuel Surcharge; subject to the rate in effect at the time of shipment.					11.5%	PCT		\$923.77
Subtotal						12,000 lbs					\$9,393.57
BUILDINGS or HOUSES KD, floor, roof, or wall sections, insulated										1190-000	
1.	Rates also apply on the following commodities when shipped in the same shipment as the KD building or house: Accompanying hardware, nails, fasteners, electric wiring, heating equipment, air conditioning equipment, plumbing equipment, interior fixtures, paints, household appliances, cabinets, floor/wall ceiling coverings, fireplaces, wood stoves, insulation, roofing and miscellaneous furnishings.										
2.	Glazed surfaces must be fully protected.										
Estimated Total						12,000 lbs					\$9,393.57

General Quote Notes

Next Steps:

- Make a booking:** If you are ready to schedule your shipment, please complete a shipping request on our website.
[Book a Shipment | Alaska Marine Lines \(lynden.com\)](http://www.lynden.com)
- Deliver your cargo in Seattle:**

Breakbulk / Full Shipper Loaded Containers & Platforms:
Alaska Marine Lines - Terminal Y1
5600 W. Marginal Way SW
Seattle, WA 98106

LCL Shipments & Full Container Transloads:
Alaska Marine Lines - Terminal Y3
5615 W. Marginal Way SW
Seattle, WA 98106

Dropoff Instructions: www.lynden.com/aml/about/locations/

For shipments requiring pre-payment, please remit check payments to:

AML
P.O. Box 34026
Seattle, WA 98124-1026

Online payments can be made at <http://www.lynden.com/pay/>

Fuel Surcharge: Rates are subject to Carrier's applicable fuel surcharge in effect at the time of shipment.

ESTIMATE: Rates and charges stated herein are estimates only based on the shipment specifications provided, including, but not limited to, cargo description, dimensions, and weight, as well as requested origin and destination points, and shall not be construed as a tariff. Freight charges shall be assessed based on the actual weight, dimensions and services provided as verified when cargo is received.

Carrier's liability shall be limited as outlined in Alaska Marine Lines's STB AKMR RULES TARIFF 100 (available online at www.lynden.com); cargo valued at \$75,000 or greater will be assessed an additional charge of 2% of the total value as declared on the bill of lading.

CREDIT: Until you have been approved for credit with Alaska Marine Lines, you will be required to pre-pay your freight charges in full.

Containers, platforms and chassis will be allowed 5 days free time beginning the following day after the vessel arrives at the destination port. Please refer to AML Rules Tariff AKMR 100, series (available at <http://www.lynden.com/aml/tools/tariffs-and-forms.html>) for applicable rates.

Rates herein are valid for 30 days from the date shown above.

Machinery items deemed by Carrier to be deck stow cargo shall be shipping on a space available basis only.

Diesel powered vehicles or machinery transported during the cold weather months will need to be winterized for shipment. Carrier has no liability for this cargo if the customer fails to properly winterize their vehicle or machinery.

2024 Math Curriculum Adoption - Committee Report
April 18, 2024

COMMITTEE

Geri Cheslock, Board Member
Nicolle Egan, Principal
Mark Browning, elementary teacher
Darcy Higgins, secondary teacher
Cassia Coutlee, elementary teacher
Kristi Styers, parent
Glenda Hutton, community

MEETING DATES

Tuesday April 5, 3:45, Library
Tuesday, April 16, 3:45 Library
Tuesday, April 30, 3:45 Library. (**IF NEEDED**)

Communication over the summer

May 10
June 10
Aug 10

Priority curriculum this year is Math.
Budget-dependent - Math K-12 or Math K-5, Math 6-12
Timeline for making a decision and order product: *August 30, September 30
Also researching Science and Writing (Raven Writes training this summer)

Timeline - April 16-*Aug 30

committee meetings (virtual for some over the summer)
research
narrow down to 3 preferred
selection
board approval (*July meeting? August meeting?)
purchase product
professional development/training

Considerations (AMS = Alaska Math Standards)

- Refer to Dept of Ed Adoption Rubrics
- Alignment with AMS Standards
- Alignment with AMS Math Practices
- Instructional Supports
- Assessments
- Culturally Responsive

- Incoming teachers/frequent turnover
- Digital component
- Manipulatives
- Professional Development ops/frequency
- Storage
- Access to updates

Four to research

Bridges

Zearn

Eureka Math

Savvas

BP 3300 EXPENDITURES/EXPENDING AUTHORITY

Note: The following sample policy should be revised as appropriate to reflect district philosophy and needs. [A.S. 14.14.060](#) and [14.14.065](#) provide that the borough assembly/city council, with the consent of the borough/city school district, may by ordinance delegate to the school district responsibility for a centralized treasury and/or accounting system. [A.S. 14.08.101](#) empowers regional school boards to establish their own fiscal procedures and exempts them from [A.S. 36.30](#) (State Procurement Code) and [A.S. 37.05](#) (Fiscal Procedures Act). [A.S. 14.08.111](#) requires the regional school board to designate employees authorized to direct disbursements from school funds of the School Board.

The Superintendent or designee may purchase supplies, materials and equipment in accordance with law. Prior School Board approval is required for purchases over ~~\$25,000~~ \$10,000.

(cf. 3310 - Purchasing Procedures)

(cf. 3311 - Bids)

(cf. 3312 - Contracts)

(cf. 3460 - Financial Reports and Accountability)

Note: [A.S. 14.17.225](#) requires districts to operate under a balanced budget and provides that the state is not responsible for the debts of school districts.

The Superintendent or designee shall not authorize any proposed expenditure which exceeds the major budget classification allowance against which the expenditure is the proper charge unless an amount sufficient to cover the purchase is available in the budget for transfer.

(cf. 3100 - Budget)

(cf. 3110 - Transfer of Funds)

The School Board shall not recognize obligations incurred contrary to School Board policy and administrative regulations.

Legal Reference:

ALASKA STATUTES

[14.08.101](#) Powers (Regional school boards)

[14.08.111](#) Duties (Regional school boards)

[14.14.060](#) *Relationship between borough school district and borough*

[14.14.065](#) *Relationship between city school district and city*

[14.17.190](#) *Restrictions governing receipt and expenditure of money from public school foundation account*

[36.30.](#) *State Procurement Code*

[37.05](#) *Fiscal Procedures Act*

Revised 11/17/2022

Revised 9/21/2023

Hoonah City School District

April 12, 2024

MEMORANDUM

TO: Hoonah Board of Education

FROM: Amy Stevenson, Business Manager

RE: FY 24 Budget Revision – School Operating Fund

PURPOSE

A budget is a spending plan based on what is financially known at a given point in time. An annual review of this budget happens after the final State foundation reports are received. Our final student count decreased from the projected ADM of 110 to 107.1. The proposed revised FY24 budget has been adjusted to reflect the corrected expenditures for each category of the approve school budget.

Information about the general fund budget recommendations is described below with detailed information included in the attached FY24 budget revision spreadsheet for the general fund.

PERTINENT INFORMATION - OPERATING FUND

The budget revision before the board will show an increase in foundation funds in the amount of **\$263,237** and an increase amount of **\$614** in quality schools. With these number, the district will use **\$568,806** in fund balance. This reflects a reduction in the use of fund balance in the amount of **-\$41,149**.

Revenue Budget

The FY24 enrollment is based on 107.1 students generating \$2,579. These number are based on the Fall Oasis report.

The FY24 required minimum local effort in the funding formula is \$2163,537; whereas the maximum amount the City of Hoonah may contribute is \$858,508. The amount they have committed to the district is \$700,000 for FY 2024. Breakdown: \$400,000 into general fund with \$300,000 to student activities.

The changes to the revenue budget are:

- Foundation Funds: \$263,537
- Quality School Grant: \$ 614
- Unassigned Fund Balance **-\$ 41,149**
\$223,002

Expenditure Budget

Staffing: The FY 24 revised budget reflects 113 regular instructional teachers in general fund, 1.5 special education teachers, a half-time contracted sped director, a full-time principal, a full-time superintendent, a full-time business manager, a full-time district office/board secretary, a school secretary, 2 custodians, and a full-time maintenance director.

Classified staff are status quo with their number of days budgeted as follows based on a teacher’s contract year of 190 days.

Para-professionals	185 days per year
School Secretary	220 days per year
Custodian	244 days per year
District/Board Secretary	220 days per year
Maintenance Director	260 days per year
Business Manager	260 days per year

Administration staffing is: full time superintendent and a full-time principal.

Other Expenditure Budget Categories:

Salaries, benefits, leave cash outs, including up to 100 hrs of sick leave for classified employees, and bonuses have been added to the salary and benefits for all employees.

Added the guidance/SEL counselor to the general fund as there is not a grant that covers this position.

The Teacher Enrichment Fund remains the same.

There was an increase in water, sewer and garbage mid-year.

FY 23 Budget Expenditure Function Changes Relative to the FY 21 Revised Budget are:

<u>Function Description</u>	<u>Budget Change</u>	<u>Amount</u>
100 Regular Instruction	13 teacher w/ correct salaries & benefits	\$ 87,927
200 Special Education	Add Funds for SPED Teacher (not hired as of yet)	\$ 392
220 Special Education Support	Change in Salary and benefits	\$ 1,373
300 Supporting Services, Students	Added cost of counselor	\$ 117,673
350 Supporting Services		\$ 0
351 Supporting Services-Tech		\$ 0
400 School Administration	Corrected salary and benefits	\$ 967
450 School Adm. Support Staff	Updated leave cash out and bonus	\$ 1,132
510 District Administration (& Board)	Correct salary and benefit for FT Supt.,	-\$ 32,840
550 District Adm. Support Staff	Estimated Cost of new software	\$ 14,180
600 Operations & Maintenance	Increase to property insurance and janitorial supplies.	<u>\$ 18,536</u>
	Total Expenditure Changes	<u>\$ 76,355</u>

STUDENT ACTIVITY & FOOD SERVICE FUND

These funds have been budgeted status quo for student activities and Food Service.

RECOMMENDATION

I move that the Board approve the FY 24 Revised Operating Fund Budget in the amount of \$4,253,155 for first reading.

		FY 24	FY 24						
		Board Approved	Draft Budget						
	EXPENDITURES	Budget	Revision		Difference				
17	100 Regular Instruction								
18	310 Certified Salaries	700,948	788,875		87,927	13 teachers - 6 Elementary, 7 MS/HS			
19	320 Non-Certified Salaries	5,000	5,000		-	teacher subs for year			
20	350 Employee Benefits	408,088	446,092		38,004	Benefits include a projected 6% increase to health insurance			
21	420 Travel	-	-		-				
22	440 Other Purchased Services	25,000	25,000		-				
23	441 Online Classes	10,000	10,000		-				
24	443 Music Equipment Repair	-	-		-	Grant funded until Sept 30, 2026			
25	450 Teaching Supplies	20,000	20,000		-				
26	451 Music Supplies	-	-		-				
27	471 Textbooks	60,000	60,000		-	Language Arts/Reading Curriculum for Elementary			
28	Total Regular Instruction	1,229,036	1,354,967		125,931				
29	200 Special Education Instruction								
30	310 Certified Salaries	124,517	122,993		(1,525)	2 SPED teachers			
31	320 Non-Certified Salaries	319,870	319,870		-	**\$20,000 SPED Substitutes, Bonus for full time staff, leave cash out			
32	350 Employee Benefits	254,585	256,501		1,916	Also and additional Intensive SPED Para			
33	420 Staff Travel	1,200	1,200		-				
34	440 Other Purchased Services	1,700	1,700		-				
35	450 Teaching Supplies	5,000	5,000		-				
36	Total Special Education Instruction	706,872	707,264		392				
37	220 Special Ed Supporting Services								
38	310 Certified Salaries	52,024	47,500		(4,524)				
39	350 Employee Benefits	21,964	27,861		5,897				
40	410 Professional & Technical	60,000	60,000		-	Contracted Speech, OT, psychologist, Contracted SPED Support			
41	420 Staff Travel	2,000	2,000		-				
42	Total Special Ed Supporting Services	135,988	137,361		1,373				

	FY 24	FY 24							
	Board Approved	Draft Budget							
	Budget	Revision			Difference				
43	300 Supporting Services - Students								
44	310 Certified Salaries	-	80,561		80,561				
45	350 Employee Benefits	-	37,112		37,112				
46	410 Professional & Technical	-	-		-				
47	Total Supporting Services - Students	-	117,673		117,673				
48	350 Supporting Services - Instruction								
49	310 Certified Salaries	15,000	15,000		-	Teacher stipends			
50	320 Non-Certified Salaries	-	-		-				
51	350 Employee Benefits	5,052	5,052		-				
52	410 Professional & Technical	5,000	5,000		-				
53	420 Staff Travel	-	-		-				
54	425 Student Travel	-	-		-				
55	421 Teacher Enrichment	6,023	6,023		-	Increased with Salary increase 12% of \$51,198.22 Base Salary			
56	433 Communications	-	-		-				
57	440 Other	11,000	11,000		-	Teacher evaluation tool, Temp Housing for incoming teachers			
58	450 Supplies	10,000	10,000		-				
59	Total Supporting Services - Instruction	52,075	52,075		-				
60	351 Supporting Services - Technology								
61	410 Professional & Technical	70,000	70,000		-				
62	433 Communications	45,000	45,000		-	Increase cost 25 Mbgs to 100 Mbgs			
63	475 Technology Purchases	13,500	13,500		-				
64	Total Supporting Services - Instruction	128,500	128,500		-				
65	400 School Administration								
66	310 Certified Salaries	103,000	103,000		-	1 FTE Principal			
67	350 Employee Benefits	49,361	50,328		967	& Benefits including Health			
68	410 Professional and Technical Services	-	-		-				
69	420 Staff Travel	5,000	5,000		-				
70	450 Supplies	1,500	1,500		-				
71	491 Dues and Fees	650	650		-				
72	Total School Administration	159,511	160,478		967				

		FY 24	FY 24						
		Board Approved	Draft Budget						
		Budget	Revision			Difference			
73	450 School Administration Support Serv								
74	320 Non-Certified Support Staff	46,322	46,322			-			
75	350 Employee Benefits	29,467	29,467			-			
76	420 Staff Travel	1,500	1,500			-			
77	440 Other Purchases Services	15,000	15,000			-			
78	450 Supplies	1,000	1,000			-			
79	Total School Administration Support Services	93,289	93,289			-			
80	510 District Administration								
81	310 Certified Salaries	127,000	127,992			992			
82	320 Non-Certified Support Staff					-			
83	350 Employee Benefits	84,721	50,595			(34,126)			
84	380 Housing Allowance	24,000	12,000			(12,000)			
85	410 Professional & Technical	2,500	2,500			-			
86	420 Staff Travel	10,000	10,000			-			
87	440 Other Purchases Services	3,700	3,700			-			
88	450 Supplies	1,500	1,500			-			
89	490 Other Expenses		11,308			11,308			
90	490 Dues & Fees	2,500	2,500			-			
91	Total District Administration	255,921	222,095			(33,826)			
92	511 Board of Education								
93	410 Professional & Technical	20,000	20,000			-			
94	420 Staff Travel	12,000	12,000			-			
95	440 Other Purchases Services	2,900	2,900			-			
96	450 Supplies	1,000	1,000			-			
97	490 Other Expenses	5,000	5,000			-			
98	490 Dues & Fees	8,072	9,058			986			
99	Total District Administration	48,972	49,958			986			

Note: This will need to be increased for 2nd reading for Attorney Fees

		FY 24	FY 24						
		Board Approved	Draft Budget						
		Budget	Revision		Difference				
100	550 District Admin Support Services								
101	320 Non-Certified Support Staff	123,091	123,091	-		2 FTE District Office employees, Business Manager			
102	350 Employee Benefits	82,243	82,243	-		District/Board Secretary			
103	410 Professional & Technical	35,000	35,000	-		Annual Audit cost			
104	420 Staff Travel	3,000	3,000	-					
105	433 Communications	-	-	-					
106	440 Other Purchased Services	7,500	7,500	-					
107	445 Liability Insurance	25,000	25,000	-					
108	450 Supplies	2,500	2,500	-					
109	490 Other Expenses	10,820	25,000	14,180		Estimated Cost of New Software			
110	491 Dues & Fees	180	180	-					
111	495 Indirect Cost Reimbursement	(40,000)	(40,000)	-					
112	510 Equipment								
113	Total District Admin Support Services	249,334	263,514	14,180					
114	600 Operation & Maintenance of Plant								
115	320 Non-Certified Support Staff	140,475	150,662	10,187		1 Maintenance Supervisor, 3 Custodians, Custodian bonuses			
116	350 Employee Benefits	97,461	97,998	537					
117	410 Professional & Technical	47,950	47,950	-					
118	420 Staff Travel	1,800	1,800	-					
119	430 Utility Services	6,745	8,557	1,812		Increase of \$301.96 per month Jan on *****			
120	In-Kind Services (water, sewer, garbage)	33,014	33,014	-					
121	435 Electricity	107,000	107,000	-					
122	436 Heating Fuel	65,000	65,000	-					
123	440 Other Purchased Services	12,000	12,000	-					
124	443 Repair & Maintenance	22,000	22,000	-					
125	445 Property Insurance	42,000	42,000	-					
126	452 Maintenance Supplies	6,000	12,000	6,000					
127	453 Janitorial Supplies	15,000	15,000	-					
128	458 Gas & Oil	1,000	1,000	-					
129	491 Dues and Fees								
130	Total Operation & Maintenance of Plant	597,445	615,981	18,536					

		FY 24	FY 24							
		Board Approved	Draft Budget							
		Budget	Revision			Difference				
131	700 STUDENT ACTIVITY FUND									
132	Equipment					-				
133	Certificated Salaries	40,747	40,747			-				
134	Non-certificated salaries	15,000	15,000			-				
135	Employee benefits	20,000	20,000			-				
136	Staff travel	5,000	5,000			-				
137	Student travel	147,000	147,000			-				
138	Other purchased services	12,253	12,253			-				
139	Supplies	30,000	30,000			-				
140	Other expenses	30,000	30,000			-				
141	Total Expenditures	300,000	300,000			-				
142	900 Tranfer of Funds									
143	Transfer to Technology Replacement Fund									
144	Transfer to Student Activity Fund									
145	Transfer to Food Service Fund	50,000	50,000			-				
146	Transfer of Funds	50,000	50,000			-				
147	Total Expenditures and Transfer of Funds	4,006,943	4,253,155			246,212				
148	Excess of Revenues over Expenditures									
149	Beginning Unrestricted/Unassigend Fund Balan	1,210,234	1,831,180			620,946				
150	Fund Balance, End of Year	600,279	1,262,374			662,095				