

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

November 20, 2018

(The Meeting was rescheduled from November 15th to the 20th due to lack of quorum)

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

SUPERINTENDENT/PRINCIPAL: Ralph Watkins

OTHERS PRESENT: Kelli Deitering, Recording Secretary, Amy Stevenson, Business Manager, Sheryl Ross, Special Education Director, Jeremiah Byers, Maintenance Director, Heather Powell, ANEP Grant Director, Val Buffa, 4/5th grade teacher, and Veronica Dalton, SPED Para.

CALL TO ORDER: Robert Hutton Called the meeting to order at 7:02pm.

ROLL CALL: Three (3) Board Members were present at roll call, a quorum was established.

CORRESPONDENCE TO THE BOARD: Robert Hutton sent a letter to the Student Government on November 12th. He asked Ethan Gray (Student President) for a Student Representative to the Board as well as consideration for one or more joint meetings to discuss student concerns. He also forwarded copies of the letter to Dillon Styers (Student Representative) and Rita Crouch (Student Government Advisor). Robert Hutton is awaiting a response.

AGENDA REVISIONS: Robert Hutton would like to add a Discussion Item: Special Education Facility Needs after he read Sheryl Ross's report.

ADOPTION OF AGENDA: Robert Hutton asked if there were any other additions to the Agenda. There were none. The agenda was adopted as revised.

APPROVAL OF MINUTES: M/S Harold Houston, Dillon Styers, moved to approve the minutes of only Regular Board Meeting on October 15, 2018. Discussion: None. **MOTION CARRIED.**

BOARD CALENDAR: Kelli Gretsinger added to the calendar a Movie Night sponsored by Huna Heritage Foundation & Hoonah City Schools on November 25th in the Alumni Gym. Robert Hutton added that the Hoonah Community Theater will be performing December 6, 7, and 8th at the Abundant Life Church. Ralph Watkins stated that Parent Teacher Conferences will

only be on November 29th and 30th. The conference on November 28th was unnecessary after talking to the teachers. Robert Hutton asked that it be removed from the Board calendar.

PUBLIC COMMENTS (THREE MINUTE TIME LIMIT EACH):

- No Public Comments

ADMINISTRATIVE REPORT:

- **Administrator Report – Ralph Watkins** stated that it was his intent to present the MAP data to the Board tonight. He will wait until the Board Workshop on December 13th so that the entire board will be present. Semester Two of the Elective Phases will begin on February 11th. The simulators are in place and operation so a Heavy Equipment course will be offered. Another course he is considering to offer is Driver's Education. Ralph has been discussing with SERRC on offering the written portion of Driver's Education here in Hoonah. Then have a contract with SERRC to provide the student's 8 hours behind the wheel with an instructor before they take the test. Their quote came back cost at \$465.00 per student. There will be an additional \$70 fee to take the test at the DMV. When Ralph was in Anchorage he met with Silvest at the Department of Motor Vehicles. She recommended that Hoonah City School District become a training school by having one of our own teachers go and take the Triple A training course. It is a 40-hour course in Anchorage and costs \$1,600. This is so the students can receive the written test and the 8-hours of behind the wheel training before they go to Juneau to take the DMV test. Ralph Watkins would like to have a teacher go to this training. He had Coach (Adam Gretsinger) in mind. However, this training is in February which is during Basketball season and he will be unavailable. He is looking at other teachers to do this. Once a teacher has this training, it belongs to them not the school district. They can take it elsewhere. Ralph would like to make that this investment stays with our school district.
Harold Houston mentioned that Dennis Gray is a certified CDL Trainer. Ralph might discuss with him teaching courses. Harold Houston added that this is the second time the MAP testing has been put off. He would like to see a written report on the MAPs testing before the December 13th Board Workshop so he can review the data. This is so, when it comes time for Ralph's presentation, Harold will be able to have good questions. Ralph said he can do that but data without context is just raw data. He is certainly ready to present the data at this meeting but would like to wait until all board members are present. Ralph told Harold that he will send him the data at the end of the meeting tonight so he can review it. He has it in an electronic platform. The Joint Meeting with the City was cancelled due to the Volleyball game. Ralph spoke with the Mayor today and they are interested in rescheduling it.
- **Business Office Report – Amy Stevenson** gave a written attached report. Robert Hutton asked when the Auditor will be calling in. Amy had told him 7:30 pm. Robert

Hutton suggested that the meeting continue until the Auditor calls in. Jonathan never called in.

- **ANEP Grant Director's Report – Heather Powell** gave a written attached report. Heather arrived later in the meeting and gave a verbal report during Comments from Board Members.
- **Grant Director's Report – Norma Holmgaard** did not provide a written report. She was not present for questions. Amy Stevenson mentioned that Norma has been having medical issues and not available at current time.
- **Maintenance Report – Jeremiah Byers** gave a written attached report. He added that he had concerns of how the Erickson Building is locked up. Right now the doors are open to the public with nobody to monitor who comes or goes. There were also modifications done to the Erickson Building while occupied by HIA. Jeremiah mentioned that there may be complaisance issues with the fire marshal because there was a wall with a door put right in the middle of the hallway. In the case of a fire, this makes an issue with evacuating. Your maximum capacity for a building is determined by how wide the exit is and how many people can get out in a certain amount of time. He is unsure how to find this out without putting his foot in his mouth. Perhaps asking somebody that isn't an employee of the state that can give us advise. Jeremiah is thinking that with PAT, Art class, Robotics, Kassie's online classes, and Kenya's EMT course, we may be getting close to maximum capacity in the Erickson Building. Ralph told Jeremiah he will have a conversation with him to brainstorm about how to handle this. Robert Hutton asked what the situation was with the Playground. Jeremiah is looking into putting an RFP and Bid Packet together. Robert Hutton understood that the RFP and Bid Packet would be going out at the beginning of the new year. He asked if this still is the plan? Jeremiah got a copy of the last two bid packets that the city did for examples. From their last conversation, Jeremiah was to contact SERRC to put together the Bid Packet. SERRC asked to have a copy of our Board Policy on Bids and then they will try to put something together. Amy asked if this is going to be a CIP project? Robert Hutton would like this conversation to happen at a later time. Harold Houston asked about the attached Self Inspection – When is it? Jeremiah answered that it is mostly a guideline so you can keep your own school fire safe it isn't due or turned in. Another concern Harold Houston had was somebody mentioned to him that a certain section down in the Erickson Building did not hear the fire alarm go off in the monthly fire drill. They stayed in the building until somebody came down to tell them to exit the building. Jeremiah has an extra buzzer and strobe in his supply area. He will take care of that. Harold's last concern was the security cameras that were mentioned in Jeremiah's written report. Harold was wondering if he was looking into doing the cameras with the police. If we had cameras last summer, we would know who broke

the window and the police could have responded. Jeremiah needs to see what the cost would be. Ralph Watkins asked to comment on a couple of things that were mentioned. During a fire drill, each of the buildings are cleared by a designated staff member. We don't just rely on a student or staff member hearing the alarm or seeing the strobe, a person with a radio goes through each room and clears it. Security Cameras are needed in the gym, exits, and hallways especially since we have such a small office staff. Times are changing and wireless camera are affordable. Their data can be stored on our own servers where we can view the footage as we need to.

- **SPED Report – Sheryl Ross** gave a written report. Harold Houston noted in Sheryl's report there was an increase in the Special Need population. He was wondering what Sheryl's opinion on why that is? Robert Hutton asked to save this conversation until the Discussion Item.
- **Board Reports –**
 - o **Robert Hutton** gave an attached written report on travel to AASB. No questions or comments.
 - o **Grace Villarreal** gave an attached written report on her travel to AASB. She also included a packet from Navigate North Consultants: Update of Community Discussions Around Advantages & Disadvantages of Potential Borough Formation October 2018. This packet was given to Grace by John Murray.
 - o **Dillon Styers** added that he was proud our volleyball team was region champs and made it to state.
 - o **Harold Houston** is going to get together with Grace to discuss and compare notes about Legislative workshop they attended up at AASB. Grace was previously a Legislative Liaison to the Board. Harold thanked the District for letting him attend. It was a great learning experience. The Boot Camp for New Board Members gave him very good information. It was very interactive.

NEW BUSINESS:

1.0 Memorandum of Agreement – L. Stephanie Harold

M/S Dillon Styers, Harold Houston move that we approve the Memorandum of Agreement for L. Stephaine Harold. No Discussion. Passed by unanimous consent. **MOTION CARRIED.**

1.1 2018/2019 Kassandra Pesch-Johnson Teaching Contract

M/S Harold Houston, Dillon Styers move that we approve a 2018/2019 teaching contract to Kassandra Pesch-Johnson. No Discussion. Passed by unanimous consent. **MOTION CARRIED.**

1.2 First and Final Reading of Indian Policies and Procedures- E 6174.1 (a-d)

M/S Dillon Styers, Harold Houston move that we approve Indian Policy and Procedures – E 6174.1 (a-d) for First and Final Reading. Discussion: Robert Hutton clarified that this that our school needs to do in conjunction with HIA annually. It has already been approved by Bob Starbard, Tribal Administrator. Amy Stevenson added that it is also for Impact Aid. Harold Houston asked who would be doing the quarterly meetings that are requirement in Procedures 1.1. Norma Holmgaard, our Grant Director, would be that person and she has already reached out to them. Passed by unanimous consent. **MOTION CARRIED.**

DISCUSSION ITEMS:

- **December Workshop Meeting Date** – Topics – Testing Results of the MAP Testing and a general Testing Overview (at Robert Hutton’s request so the board can better understand how all the different testing fits together. Also whether they be required by the state or federal...). Harold would like to discuss how the board can help the Superintendent with his workload. He is wondering how he can best assist Ralph. Harold would like to see a copy of Ralph’s job description. This is so he can better support the Superintendent/Principal. The Board’s only employee is the Superintendent. He wants Ralph to succeed. Robert Hutton gave a deadline for the job description and additional administrative duties to be done by the December Workshop Meeting. It was decided that the Workshop Meeting date would be December 13, 2018. There will not be a Regular Board Meeting in the month of December. A quick Special Board Meeting can be done if there is any necessary business to pass after the workshop.
- **Joint Meeting City Council – Planning Discussion** Ralph Watkins would like help from the Board with the agenda for the next Joint Meeting with the City. He would like to share how the elective phases are going and maybe give a tour of the simulator room and robotic room. Another discussion would be a introduction of Amanda Eubanks, the third grade teacher, who was hired with the funds the city provided us. Also, the continuous discussion of the Library. Ralph will check with Dennis Gray and the Mayor if they have any additional items for discussion. Harold would like to see a brief overview of how students are doing. Dillon Styers would add Borough Formation to the agenda. Robert Hutton asked Ralph to also check with Grace and Heidi if they have anything to add to the agenda. As soon as Ralph gets the Joint Meeting rescheduled, please let the Board know.
- **SPEC Ed Staffing Needs** – Sheryl Ross shared with the Board her concerns with the growing number of SPED students. There are more incoming intensive students that need one on one support. Our school district is having to do more and more with less

money. Ralph mentioned that Sheryl is doing the work load for three people. Sheryl and Clark Brown are the only ones that can provide the one on one service minutes for SPEC students that are required by the state. Rita Crouch is a counselor but that is for Social/Emotional not for SPEC Ed. Sheryl Ross has no lunch break or prep period, she has reading and social language groups throughout the day. She does her IEP paperwork on the weekends. Unfortunately, additional staffing requires more money. Sheryl has submitted the intensive count to the state but will not receive the funding for the count until next school year. Harold Houston applauded the SPEC Ed department for doing more with less. He again asked why Sheryl thinks the SPED population is increasing? Her response was Prenatal Care.

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

COMMENTS FROM THE BOARD:

- **Harold Houston** thanked Ralph Watkins for allowing him to do a walk through the school. Harold welcomed back ANEP Grant Director, Heather Powell. He has been hearing very good things about her cultural addition to the Hunter Safety Course. There are life being lessons being taught. Heather Powell mentioned that Levi and Cody Mills donated two deer to the class. They explained how to skin and process the deer. The class made over 60 pounds of deer jerky.

FUTURE AGENDA ITEMS:

- **Budget Revision**

ADJOURNMENT: Robert Hutton asked if there was any objection to adjournment. No objections. Meeting adjourned at 8:32 pm.

Respectfully submitted,



Dillon Styers
Board Secretary



Kelli D Gretsinger
School Board Secretary