

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

May 17, 2018

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

SUPERINTENDENT/PRINCIPAL: Ralph Watkins

OTHERS PRESENT: Amy Stevenson, Business Manager, Sheryl Ross, Special Education Director, Jeremiah Byers, Maintenance Director, Shawn McConnell, and Glenda Hutton.

CALL TO ORDER: Robert Hutton called the meeting to order at 7:05 pm.

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

CORRESPONDENCE TO THE BOARD: Robert Hutton informed the Board that he had written a letter to the Budke's thanking them for hosting the Activities Banquet. Harold Houston asked Robert Hutton to email him a copy of this letter. Lon Garrison sent an email to the Board but it will be addressed later in Discussion Items.

AGENDA REVISIONS: Robert Hutton asked that the wording for New Business 2.1 to be changed to 2017/2018 Board Policy Review for First Reading.

ADOPTION OF AGENDA: M/S Grace Villarreal, Harold Houston moved to approve the agenda for April 19th. The agenda was adopted.

APPROVAL OF MINUTES: M/S Harold Houston, Heidi Jewell moved to adopt the minutes of April 19, 2018. Robert Hutton spoke about New Business 2.2 Northrim Bank – Account Signature Sheets. There was some confusion about the wording on who can sign gather sheets. For clarification, Dillon Styers, the Board Secretary, is the only individual with authorization to sign checks. Harold Houston found a typing error on page 5 of the minutes. The word "out" was forgotten. The minutes were approved.

BOARD CALENDAR: Robert Hutton asked that the School Board Retreat be added to the August calendar on the 4th and 5th. Harold Houston pointed out that the last day of school was actually May 17th not May 16th.

VOLUNTEER RECOGNITION: Grace Villarreal thanked the volunteers: Mary Beth Moss, Ian Johnson, Diane Bean, and Glenda Hutton. There were awards presented and Grace also made a cake. Glenda Hutton was present to accept her Volunteer Award.

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

ADMINISTRATIVE REPORT:

Administrator Report – Ralph Watkins reported verbally that he had four points to share:

1. He had sincere thanks for all the support he received from his staff and from the school board.
2. He completed the ESSA Title 1 Grant. Amy and Norma helped. They took eight days to put information together. It is monitored every 5 years and documentation must be submitted. The Family Engagement did not fall short. The Principal Round Table was thought very highly of.
3. Filling Vacant Positions at Hoonah City Schools: We are still waiting on Rita to sign her contract. She is waiting to see if her husband has a job here. Ralph would like to keep him but hasn't found the funds to do so. Norma and Ralph are working on relocating money for more teachers. Amalia Queviro understands the situation and is working with Ralph to adjust grant wording to fix this. Ralph is applying for Federal Grants-Carl Perkins to help with CTE funds. Rich and Melody are coming to town to define the moneys. There have been no interviews to replace Kassie Pesch-Johnson. Ralph has spoken to people interested. He would like to hire somebody that can do more than monitor online classes. Sheryl, Mrs. Marti, and Christina are applying for a Preschool Grant. They had a meeting with Carol for direction on writing the grant. PAT has partnered with Juneau. The grant has been sent in and is being reviewed.
4. Data: Spring MAPS Reading Test. Seventy-four students were tested. Kindergarten and 1st graders don't test. There are 12 students in 2nd grade this year. More than ½ are going to enter 3rd grade below grade level. This is concerning because of the combined classes of 2nd and 3rd grade.

Harold Houston asked if there could be money found for another teacher. Or if there was another idea to help boost students that are below grade level. For example, the PAT program. Ralph Watkins suggested that some important things to help are consistency with teachers, reading curriculum that spans K-12, using grant money for an interventionist, utilizing paraprofessional staff, finding ways to get parent volunteers, partnering with the university, teach parents how to teacher their kids, and perhaps using retired teachers in our community. Ralph is most concerned about the 2nd grade. Harold Houston asked if paraprofessionals go to in-services. Are they educated to teach? Ralph Watkins reported that all of our paraprofessionals at HCS have passed the ParaPro Highly Qualified Exam. Heidi Jewell asked if the budget was built with Timber Receipts factored in. Harold Houston suggested reconfiguring how to group the elementary grades together. Ralph Watkins said that the split is difficult because K, 1st, and 2nd are a total of 32 students and grades 3rd, 4th, and 5th have 27 students. He would like to split the 2nd and 3rd grades. There are 8 or 9 IEPs in

the 2nd and 3rd grades. He would happily meet with anyone individually about this.

Business Office Report – Amy Stevenson gave a written attached report. She corrected on error in the grant data. PAT has \$ 2,733.00 not 2 million.

ANEP Grant Director's Report – Heather Powel gave no written report. Not present at meeting. Harold Houston suggested that all reports be written from now on. The other board members agreed.

Maintenance Report – Jeremiah Byers gave a written report at the meeting. There will be a teleconference at 9:00 am tomorrow discussing the playground price estimates for Option 1: The Swing Play Area. The summer maintenance work is almost similar to last year. New areas to consider are the Auto Shop and the Erickson Building. This will add time. He understands there are financial limitation but another cleaning person for the summer would be nice. A conversation with Ralph will happen about this.

SPED Report – Sheryl Ross reported verbally that ESSA interviewed two paras and they are waiting for the end report. She has been working on a preschool grant. Sheryl has supplemental workbooks for state-IEPs. She has been working on Extra Cost Analysis for SPEC Ed and School Wide. There are 29 students with IEPs (12 intensive) and 6 students with 504s. This year six students were exited from her program. Five little ones are about to enter it. Sheryl has formed a social language group to help prepare children for school. Some people wonder why Sheryl has to work with students that don't attend HCS. It is the school's responsibility to work together with homeschooled students, Head Start, and PAT.

Board Reports- Harold Houston: Harold Houston had nothing to report about the City Council.

Robert Hutton: Robert had nothing more to add to the playground report that Jeremiah had just given.

OLD BUSINESS:

1.0 2018 Board Policy Update for 2nd and Final Reading

M/S Grace Villarreal, Heidi Jewell move that we approve 2018 Board Policy Update for second and final reading. No discussion. **Robert Hutton said all those in favor say "Aye."** Those opposed **say "No."** In announcing the voice vote, the chair stated: The ayes have it, and the motion is carried.

NEW BUSINESS:

2.0 FY 2018/2019 MOAs Spec Education and Itinerants

M/S Heidi Jewell, Dillon Styers move that we approve the Memorandum of Agreement for: Chelsea Wilburn, Alaska's Midnight Sun Therapy Services, LLC, Four Ravens Occupational Therapy, LLC, and Doug Wessen, Rainforest

Mediation and Consultation for the 2018/2019 school year. Discussion: Harold Houston asked if there was a formal process for hiring these itinerants. How did we come up with these three? Sheryl Ross explained that two have been with the district for years. They are out of Juneau so it's the cheapest travel. They haven't raised their prices in years. They could have but chose not to. The other is from Haines and began last year. Robert Hutton said all those in favor say "Aye." Those opposed say "No." In announcing the voice vote, the chair stated: The ayes have it, and the motion is carried.

2.1 2017/2018 Board Policy Review for First Reading

M/S Heidi Jewell, Grace Villarreal move that we approve Chapters 0-3 for review. Discussion: Robert Hutton appreciated the help from Amy Stevenson and Harold Houston reviewing the chapters. There are no substantive changes, only grammatical formatting. Robert Hutton said all those in favor say "Aye." Those opposed say "No." In announcing the voice vote, the chair stated: The ayes have it, and the motion is carried.

2.2 FY 2017/2018 MOA for Daphne Wright in Retrospect

M/S Harold Houston, Heidi Jewell move to adopt the 2017/2018 MOA for Daphne B Wright. No discussion. Robert Hutton said all those in favor say "Aye." Those opposed say "No." In announcing the voice vote, the chair stated: The ayes have it, and the motion is carried.

DISCUSSION ITEMS:

Board Assignments: Harold Houston will continue as City Liaison. Grace Villarreal would love to but until her husband recovers, she cannot do it. Board Assignments will be on the agenda for the School Board Retreat in August as well as Board Self-Assessments, Annual Assessment of Ralph as Principal/Superintendent, Board Handbook, and Board Goals.

Grant Reporting to the Board: Lon Garrison wrote an email to the Board about Grant Reporting to the Board. He mentioned that it is important to set clear expectations of Grant Reporting and to stay informed. Ralph Watkins stated that he and Norma are putting together Grant Reporting details for the Board that will align with Amy's budget. Norma will start writing Grant Reports every month to the board in August because she isn't under contract until July 1st. Heidi Jewell wondered if the Cultural Paras positions for ANEP that were hired this year were posted. Amy and Kelli did post the Cultural Paraprofessional positions.

Date for Workshop- Year In Review: Robert Hutton explained that this workshop will be a debriefing for Ralph Watkins to explain how his year as Superintendent/Principal went. It will be open to the public. Ralph Watkins would like the date to be May 31st. Heidi Jewell would like a text reminder.

PUBLIC COMMENTS (THREE MINUTE TIME LIMIT EACH):

Ralph Watkins – People from the University of Alaska have noticed something happening with our program. Hoonah has the most students in SE that are dual enrolled in college classes. We are trendsetters.

COMMENTS FROM THE BOARD:

Harold Houston – Kudos to the Spec Ed Department. This is the reason why he moved to Hoonah. Sheryl is known state-wide.

Heidi Jewell – This has been a good year. Thank you to admin, staff, and school board members.

Grace Villarreal – Feels bad for not being for not being here. She called in as much as much as she could. Thank you to Bob for keeping her updated. She talked to her husband's nurses about our school. She is proud to say she is from Hoonah.

Harold Houston - Publically thanked City Council member, Shawn McConnell, for coming to the school board meetings.

FUTURE AGENDA ITEMS:

- MOA for Lon Garrison
- FY19 MOA for Duffy Wright
- Hopefully a MOA for Physical

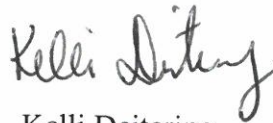
ADJOURNMENT:

Robert Hutton asked if there were any objections to adjournment. No objections. Meeting adjourned at 8:42 pm.

Respectfully submitted,



Dillon Styers
Board Secretary



Kelli Deitering
School Board Secretary