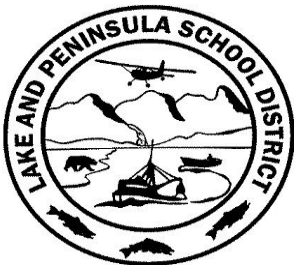


THE LAKE AND PENINSULA SCHOOL DISTRICT
Regular Meeting AGENDA
June 13, 2017, 10:00 AM

Agenda

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a. Board Meeting via teleconference September 7, 2017	
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THE LAKE AND PENINSULA SCHOOL DISTRICT
101 Jensen Drive
P.O. Box 498
King Salmon, Alaska 99613
Phone (907) 246-4280 / Fax (907) 246-4473



Notice is hereby given that the Lake and Peninsula School Board will hold a regular meeting on:

TELECONFERENCE

Meeting:

Tuesday, June 13th, 2017 at 10:00 am

NOTE: the time is subject to change. The meeting will not begin before the posted time, but it is possible the meeting may begin after the posted time due to travel, weather and/or scheduling inconsistencies.

The public is invited and welcome to participate in the Regular Meeting.

Teleconference number: 1-800-315-6338

Enter pass code *96697*

NOTE: Due to telephone service inconsistency inherent to rural Alaska, the Board meeting may not always be audible in all locations.

Any questions, please contact:

Finance Director, Laura Hylton

907-246-4280 (Ext. 6310) or lhylton@lpsd.com

Please visit the OUR BOARD tab at www.lpsd.com to access upcoming meeting dates, agendas, board materials and previous minutes.

The Lake and Peninsula School District
Regular School Board Meeting Minutes

May 11, 2017
Teleconference

1. CALL TO ORDER

Board President Gerda Kosbruk called the Regular Meeting of the Lake and Peninsula School Board to order at 10:01 AM.

2. PLEDGE OF ALLEGIANCE-Not recited--teleconference

3. ROLL CALL

Roll Call: Sue Evanoff, Harry Ricci, Shannon Johnson-Nanalook, Stacy Hill, Gerda Kosbruk, present; Austin Shangin and Patty Alsworth absent and excused.

4. INTRODUCTION OF VISITORS

Ty Mase/Superintendent; Laura Hylton/Business Manager; Kate Cornell/Executive Assistant; Ed Lester

5. ORDERING OF AGENDA

Motion: to approve agenda; moved Hill, second Ricci

Discussion: No changes to be made.

Vote: voice vote; all in favor; motion passed

6. APPROVAL OF CONSENT AGENDA ITEMS

a. Previous Minutes:

Motion: to approve April 13, 2017 minutes as presented; moved Ricci, second Johnson-Nanalook

Discussion: none

Vote: voice vote; all in favor; motion passed

b. Check Registers:

Motion: to approve check registers Payroll: 4/10/2017 to 4/20/17 numbers 40923-40952, Direct Deposits: 18162-18237, General 4/13/17 to 4/28/17: 95739-95795, Vendor Direct Deposits: 1896-1941; moved Ricci, second Hill.

Discussion: Detailed listings attached

Vote: voice vote; all in favor; motion passed

7. COMMUNICATIONS

- a. Site Reports-** There was discussion about any school closures next year, and so far none will be closing. There was also appreciation of the inclusion of culture week photos and information—board members would like to see that at every site, every year. The Igiugig cultural exchange was a great success, but next year should the board look at approving school trips before and after the school year instead of mid-year? It was determined that these experiences are educationally invaluable for students and

that they may be approved at the discretion of the superintendent if in state, and brought before the board for approval if out of state travel is necessary.

- b. **LSAC Minutes**-Board reviewed the LSAC minutes provided by the schools. Iguigig's was fun to read.
- c. **Correspondence**- Mase mentioned that two students, Alison Smith and Sam Blom, received the June Nelson Scholarship award. Mase also spoke to the approval of the Subsistence Calendar by the state—it was asked if anyone else in the state will be going to a shorter calendar this year. Mase responded that it will not be allowed this year, but other districts are interested in trying it out. Ricci noted that it will take everyone stepping up to make this work. Kosbruk believes we will succeed very well as a district with the new calendar.
- d. **Public Comments**-None

8. DELEGATIONS

- a. **Lake and Peninsula Borough**-None
- b. **LSAC Representative**-None
- c. **Student Report**-None.
- d. **Principal/Head Teacher**- Ed Lester shared that from the standpoint of school leadership, there has been good communication between DO and staff of schools. That communication has been much appreciated. Thanks to the board for being proactive about getting out the new calendar.

9. REPORTS

- a. **School Board Committee Reports**- none
- b. **Superintendent's Report**- Mase presented his attached report and spoke to our prospective enrollment for next year—we are holding well in the past few years. Since 1977 we have had 1,250 graduates! He also said we need to be proactive with the subsistence calendar next year. There is a plan to write an ANE grant to support summer programs, BBNC has money available for summer programs, and the plan is to have student advocates (counselors) available to mark students off for standards passed during summer months.
Discussion: The question of whether we're on track with getting kids signed up for migrant education was brought up. Mase said we are on track and the CTE summer fisheries phase will qualify students just by participating. There was also a question of how to make sure kids get credit for their summer standards/work. Mase is hoping that grant money will allow for student advocates (counselors) to provide a contact point for kids. There is nothing in place yet for this summer.
- c. **Facilities/Maintenance Report**-The board reviewed the attached report.
Discussion: What is being done about the PTA sewage issue? Hylton said that there is a design fix in place to extend the vent pipe above the roof. Johnson-Nanalog wanted to know if the PTA and NEW sound systems were working. Hylton said that NEW was fixed, and if there was a problem in PTA, she wasn't aware of it. Ricci was glad to see that local crews were being hired for summer maintenance jobs. Johnson-Nanalog wanted to know if the NEW water system was going to be fixed. Hylton said that they are in the process of designing a replacement system to be put in this summer.

- d. **Curriculum Report-** The board reviewed the attached report.
- e. **Technology Report-** The board reviewed the attached report.
Discussion: There was some concern about the K-5 students being given new I pads. What about giving them the old computers and having them use those? Mase said that the Mac Mini's are pretty spent and this will allow us to go 1-to-1 with ipads and macbooks for middle levels and high school students.
- f. **Activities Report-** Lester spoke to the success of the AA Meet in April and the awesome participation we had. The science fair gets better every year, with more projects being relevant to our place. There was a great career fair put on by Miss Racquel Wright, two students inducted to NHS, a great prom, and really good classes put together by Dr. Mike Mueller from UAA. Eight students qualified for state NYO and Kaia Beebe ended up 4th in one-foot high kick. The students also received the academic award for highest combined GPA!
- g. **Financial Report-** Hylton reported that finances are on track for the year; there will be additional impact aid money coming in as revenue. The software conversion continues to go well.
- h. **Special Education Report-** The board reviewed the attached report.
- i. **Assessment/Preschool-** The board reviewed the attached report.
- j. **Personnel-** The board reviewed the attached report.
- k. **Shining Stars-**The question was raised of how to get these signed and sent as the meeting was a teleconference. It was determined that Mase could write something on behalf of the board and get them sent. This could become more of an issue if we have more teleconference meetings next year.

10. UNFINISHED BUSINESS

- a. **LPSD Mission/Vision** – Mase brought up that we are going to need to rely on our vision to protect our school days next year. It was decided to move forward with the vision and LPSD flyer—have Madison Manning do some graphic design to really make it pop.
- b. **AASB Dues Reduction**
Discussion: Mase is going to try and get this in front of the Delegate Assembly as they are the ones who make these decisions.

11. NEW BUSINESS

- a. **Reduction in Board from 7 to 5 members-** Mase shared that there is a possibility to go from 7 to 5 board members through attrition. It would take a vote by the region to change the language. There would be at \$80,000 cost savings and if it's going to happen, it needs to happen soon as there is an election next fall.
Discussion: There was a concern that the board has already have given up quite a bit to help with budget cuts, but they don't necessarily need to have less of a voice. The suggestion was made to look at cost savings by having 7 members still, but perhaps not giving them benefits. However, the discussion also brought up the importance of the board and what it is worth to the district. It was agreed that this decision will be tabled until a future date when it truly becomes necessary. No other action taken.
- b. **FY2018 Grants Application List-for approval-**Hylton shared that there are new federal requirements of sharing information that will be in place for this year. The Title I grant

will be provided once it's complete. This provides some funding for classroom aides, inservices, and grant planning activities. She also noted that there is a new section that calls for Tribal Consultations—this means there is a need to get documented input from tribal leaders. Evanoff asked how the district plans to meet with different villages. Hylton answered that most of the communication will be written or by teleconference. Hylton recommended the board's approval.

Motion: to approve the FY2018 Grants Application list; moved Evanoff, second Ricci

Vote: voice vote; all in favor; motion passed

c. Board Policy Updates-1st reading

Discussion: Hylton stated that these updates are up for approval in the June meeting because of the deadline of June 2017. Because of the short turnaround date, they may be approved after only two readings.

12. PERSONNEL

a. Certified Contract Approval

Motion: to approve the certified contracts of Laura Hylton, Tim McDermott, Jenny Myhand, Sam Rigby, Pat Manning, Jim Dube, Nathan McArthur, and Morgan Murray; moved Hill, second Ricci

Vote: Roll Call Vote: Ricci/Yes, Johnson-Nanalog /Yes, Hill/Yes, Kosbruk/Yes, Evanoff/Yes; all in favor; motion passed

13. MISCELLANEOUS-None

14. FUTURE AGENDA ITEMS AND MEETING DATE

a. Moved teleconference from June 8th to June 13th at 10 AM.

b. Hylton will provide board expenses over the years to really look at cost savings.

15. ADJOURNMENT-11:52 am.

Motion: to adjourn the meeting; moved Ricci, second Hill.

Discussion: None

Vote: voice vote; all in favor; motion passed

PASSED AND APPROVED THIS _____ DAY OF _____, 2017
BY THE LAKE AND PENINSULA SCHOOL BOARD.

Board President

Board Clerk

JUNE 13, 2017
School Board Meeting

PAYROLL
CHECK REGISTERS
5/10/2017 – 6/1/2017

40953 – 40996

Direct Deposits

18238 – 18655

GENERAL
CHECK REGISTERS
5/4/17 – 6/1/17

95796 – 95956

Vendor Direct Deposits

1942 – 2049



Date: June 1, 2017
To: Lake and Peninsula School Board
From: Ty Mase
Re: Superintendent's Report – June 2017

Lake and Peninsula School District's Subsistence Calendar

ANE Grant: We have been working hard trying to assure the success of our new subsistence calendar. We are working with Igiugig Village Council and writing an ANE grant to support summer programs in our villages. The grant will support summer program coordinators in each village and will also support the district in paying for our counselors who will play the role of student advocates. They will be charged with keeping track of activities outside of the school day / week / year and making sure that the kids participating will gain some academic credit. We also want to revise our cultural standards, making them more relevant and better tied to our communities.

We should find out this Fall if we receive the grant.

Evaluation: The Department of Education has agreed to help pay for an outside evaluator to work with LPSD on our new calendar. However, if we receive the above mentioned grant, we will be able to fund the evaluation without the help of the department.

Increasing Intensity: Our plan for next school year will be shaped around the following bullet points:

- Hit the ground running and don't stop!
- Tech Ready at the beginning of the year (computers, tutoring, distance courses, etc.)
- Phones off, social media off, and other distractions off. For students and teachers.
- More efficient use of class time, content and transitions
- Sports and student travel pushed further into weekend

- Cultural programs and other events during the last week of school – April 23 to May 1
- Summer Programs emphasized with the communities
- PE Prep time for teachers becomes intervention time for pull outs (prep at the beginning and end of school day)
- Streamline enrollment and get transfer students rolling sooner
- An increased emphasis on attendance (we will have a district initiative)
- Record keeping kept current so all stakeholders know where they are
- Clear expectations for classrooms school and community
- Credit given for “out of classroom experiences”
- Increase student awareness and ownership of levels and calendar
- Focus on cross curricular units that cover more standards and subjects at one time.
- Use time more efficiently when planning celebrations and things like the Christmas program. (spend less time on them)
- PD will be more specific and focused (to be offered Tuesday afternoons)

Date: June 1, 2017
To: LPSD School Board
From: Laura Hylton, Business Manager
RE: June Board Report

AHFC Duplex Project

Due to complications with legalities of financing we are proceeding with the original funding plan for the duplex. AHFC has granted our request to extend the project through December 31, 2018. The bid package is published and Kathy Christy is coordinating questions. Bids are due by 2 pm, June 13, 2017. The package is posted in the Alaska Plans Room and is also available at <http://www.lpsd.com/news.html>.

Food Service

LPSD qualifies for the Community Eligibility provision with our April 1 enrollment and Free & Reduced data which would provide free meals to all students. It requires a breakfast program which can be grab and go items which we are currently researching and pricing. The application process is not involved and our reimbursement rate would increase. We will do a thorough analysis of this and the Nana purchasing opportunity to endeavor to provide meals for kids and reduce LPSD's contribution to the program.

Audit

The interim audit is scheduled for the week of June 5th and final audit is scheduled for the week of July 31, 2017. Please let me know if you would like to be part of the audit briefing or would like to speak with our audit team.

Board expense summary is attached for your review.

Financial report attached.

DATE - 5/31/17
 TIME - 10:08:46
 PROG - GNL.570
 REPT - ADMIN+BOARD

LAKE AND PENINSULA SCHOOL DISTRICT

May 31, 2017

ACCOUNT NUMBER / TITLE	YTD ACTIVITY	FY2016	FY2015	FY2014	FY2013

FUND 100 GENERAL FUND					
OBJECT 310 CERTIFICATED SALARIES					
100.AKN.511.000.315 CERTIFIED SALARY	16,234.56	27,742.75	27,939.48	.00	.00

100.XXX.XXX.XXX.31X CERTIFICATED SALARIES	16,234.56	27,742.75	27,939.48	.00	.00

OBJECT 320 NON CERTIFICATED SALARIES					
100.AKN.511.000.324 SUPPORT	.00	.00	.00	10,665.90	30,531.20

100.XXX.XXX.XXX.32X NON CERTIFICATED SALARIES	.00	.00	.00	10,665.90	30,531.20

OBJECT 350 FRINGE BENEFITS					
100.AKN.511.000.351 INSURANCE	228,497.62	175,246.89	150,662.06	104,462.02	155,094.45
100.AKN.511.000.352 UNEMP	.00	.00	.00	.13	28.00
100.AKN.511.000.353 WKRS COMP	125.04	208.47	206.55	82.13	266.27
100.AKN.511.000.354 FICA	1,018.93	1,070.83	1,232.41	615.89	643.45
100.AKN.511.000.355 TRS	1,819.32	3,553.27	3,227.51	.00	.00
100.AKN.511.000.356 PERS	1,551.00	1,353.00	2,277.00	4,989.50	8,942.00
100.AKN.511.000.358 PERS ON BEHALF OF	291.87	365.78	4,796.18	3,409.91	5,080.10
100.AKN.511.000.359 TRS ONBEHALF OF	2,509.92	5,040.29	70,181.92	.00	.00

100.XXX.XXX.XXX.35X FRINGE BENEFITS	235,813.70	186,838.53	232,583.63	113,559.58	170,054.27

OBJECT 390 TRANSPORTATION ALLOWANCE					
100.XXX.XXX.XXX.39X TRANSPORTATION ALLOWANCE	.00	.00	.00	.00	.00

OBJECT 410 PROFESSIONAL SERVICES					
100.AKN.511.000.410 PROFESSIONAL & TECHNICAL	.00	1,902.50	.00	.00	.00

100.XXX.XXX.XXX.41X PROFESSIONAL SERVICES	.00	1,902.50	.00	.00	.00

OBJECT 420 STAFF TRAVEL					
100.AKN.511.000.420 TRAVEL & STIPENDS	16,898.28	19,467.43	25,588.39	21,414.06	34,621.13
100.AKN.511.000.422 TRAVEL PERDIEM	18,532.96	15,002.87	22,233.06	15,804.30	8,883.31

100.XXX.XXX.XXX.42X STAFF TRAVEL	35,431.24	34,470.30	47,821.45	37,218.36	43,504.44

OBJECT 430 UTILITIES					
100.AKN.511.000.433 COMMUNICATIONS/POSTAGE	.00	.00	.00	40.00	.00

100.XXX.XXX.XXX.43X UTILITIES	.00	.00	.00	40.00	.00

OBJECT 440 PURCHASED SERVICES					
100.XXX.XXX.XXX.44X PURCHASED SERVICES	.00	.00	.00	.00	.00

OBJECT 450 SUPPLIES					
100.AKN.511.000.450 SUPPLIES & MATERIALS	2,600.00	7,135.19	2,786.55	363.90	842.10

100.XXX.XXX.XXX.45X SUPPLIES	2,600.00	7,135.19	2,786.55	363.90	842.10

OBJECT 480 TUITION AND STIPENDS					
100.AKN.511.000.485 STIPENDS	16,050.00	13,650.00	19,200.00	14,400.00	9,150.00

100.XXX.XXX.XXX.48X TUITION AND STIPENDS	16,050.00	13,650.00	19,200.00	14,400.00	9,150.00

OBJECT 490 OTHER EXPENSE & INDIRECT					
100.AKN.511.000.491 DUES & FEES	10,000.00	10,068.00	10,074.00	12,344.00	12,371.00

100.XXX.XXX.XXX.49X OTHER EXPENSE & INDIRECT	10,000.00	10,068.00	10,074.00	12,344.00	12,371.00

OBJECT 510 EQUIPMENT					
100.XXX.XXX.XXX.51X EQUIPMENT	.00	.00	.00	.00	.00

100.XXX.XXX.XXX.XXX GENERAL FUND	316,129.50	281,807.27	340,405.11	188,591.74	266,453.01

REPORT TOTAL	316,129.50	281,807.27	340,405.11	188,591.74	266,453.01

DATE - 6/01/17
 TIME - 14:43:45
 PROG - GNL.570
 REPT - 100 BOARD RPT

LAKE AND PENINSULA SCHOOL DISTRICT
 MONTHLY GENERAL FUND FUNCTION SUMMARY

June 30, 2017

ACCOUNT NUMBER / TITLE	BUDGET	EXPENDED YEAR TO DATE	CURRENT ENCUMBRANCE	UNENCUMBERED BALANCE	% EXPENDED & ENCUMBERED

FUND 100 GENERAL FUND					
100.XXX.10X.XXX.XXX INSTRUCTION	5,244,783.00	4,778,095.39	96,330.53	370,357.08	92.94 %
100.XXX.20X.XXX.XXX SPECIAL EDUCATION	1,073,331.00	1,043,565.80	.00	29,765.20	97.23 %
100.XXX.22X.XXX.XXX SPED SUPPORT SERVICES	145,700.00	107,789.19	.00	37,910.81	73.98 %
100.XXX.30X.XXX.XXX SUPPORT SERVICES PUPILS	105,632.00	59,853.58	.00	45,778.42	56.66 %
100.XXX.35X.XXX.XXX SUPPORT SERVICES INST	2,873,840.00	2,509,793.31	.00	364,046.69	87.33 %
100.XXX.40X.XXX.XXX SCHOOL ADMINISTRATION	684,250.00	640,617.93	.00	43,632.07	93.62 %
100.XXX.45X.XXX.XXX SCHOOL ADMIN SUPPORT	57,747.00	69,333.63	.00	11,586.63-	120.06 %
100.XXX.51X.XXX.XXX DISTRICT ADMINISTRATION	744,739.00	751,351.10	.00	6,612.10-	100.89 %
100.XXX.55X.XXX.XXX ADMIN SUPPORT SERVICES	620,725.00	571,344.68	25,080.00	24,300.32	96.09 %
100.XXX.60X.XXX.XXX OPERATION AND MAINT	2,581,819.00	2,979,203.08	47,681.92	445,066.00-	117.24 %
100.XXX.70X.XXX.XXX PUPIL ACTIVITIES	467,922.00	411,136.54	.00	56,785.46	87.86 %
100.XXX.76X.XXX.XXX PUPIL TRANSPORTAION	.00	.00	.00	.00	.00 %
100.XXX.79X.XXX.XXX FOOD SERVICES	.00	18.72	.00	18.72-	9999.99 %
100.XXX.88X.XXX.XXX CONTRUCTION	.00	.00	.00	.00	.00 %
100.XXX.90X.XXX.XXX TRANSFERS OUT/(IN)	400,000.00	400,000.00	1.00	1.00-	100.00 %

100.XXX.XXX.XXX.XXX GENERAL FUND	15,000,488.00	14,322,102.95	169,093.45	509,291.60	96.60 %

REPORT TOTAL	15,000,488.00	14,322,102.95	169,093.45	509,291.60	96.60 %

PROCUREMENT

Note: This exhibit is a model procurement procedure that may be adopted by the District business office. It includes procurement procedures required by the Office of Management and Budget for contracts made under Federal awards, found in 2 CFR 200.317-326. **Contracts made under Federal awards must contain procedures comparable to those described in this Exhibit**, as well the applicable provisions described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards. A copy of this appendix is found at the end of this Exhibit. The procedures in this Exhibit may be modified so long as the District adopts procedures that meet the requirements of 2 CFR 200.317-326. **The procedures in this Exhibit are not mandatory for contracts not made under Federal awards.** These procedures may be modified as necessary to address District needs.

Competition

All procurement transactions under Federal awards must be conducted in a manner providing full and open competition. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements. Some of the situations considered to be restrictive of competition include but are not limited to:

- (1) Placing unreasonable requirements on firms in order for them to qualify to do business;
- (2) Requiring unnecessary experience and excessive bonding;
- (3) Noncompetitive pricing practices between firms or between affiliated companies;
- (4) Noncompetitive contracts to consultants that are on retainer contracts;
- (5) Organizational conflicts of interest;
- (6) Specifying only a “brand name” product instead of allowing “an equal” product to be offered and describing the performance or other relevant requirements of the procurement; and
- (7) Any arbitrary action in the procurement process.

The District must incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. However, detailed product specifications should be avoided if at all possible. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use.

When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a “brand name or equivalent” description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated and identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.

PROCUREMENT (continued)**Minority Bidding**

When procuring contracts under Federal awards, the District must take affirmative steps to utilize minority businesses, women's business enterprises, and labor surplus area firms when possible. Affirmative steps must include:

- (1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- (2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
- (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
- (4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
- (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
- (6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.

Contract Cost

The District must perform a cost or price analysis in connection with every procurement action under Federal awards in excess of the Simplified Acquisition Threshold, including contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, the District must make independent estimates before receiving bids or proposals.

The District must negotiate profit as a separate element of the price for each contract in which there is no price competition and in all cases where cost analysis is performed. To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.

Costs or prices based on estimated costs for contracts under the Federal award are allowable only to the extent that costs incurred or cost estimates included in negotiated prices would be allowable under Federal law. The District may reference its own cost principles that comply with the Federal cost principles.

The cost plus a percentage of cost and percentage of construction cost methods of contracting must not be used.

PROCUREMENT (continued)

Methods of Procurement

The District must use one of the following methods for procurement under Federal awards:

- (a) Procurement by micro-purchases: Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold in 2 CFR §200.67. To the extent practicable, the District must distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be awarded without soliciting competitive quotations if the District considers the price to be reasonable.

- (b) Procurement by small purchase procedures: Small purchase procedures are those relatively simple and informal procurement methods for securing services, supplies, or other property that do not cost more than the Simplified Acquisition Threshold. If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources.

- (c) Procurement by sealed bids (formal advertising): Bids are publicly solicited and a firm fixed price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is the lowest in price. The sealed bid method is the preferred method for procuring construction, if the conditions in paragraph (c)(1) of this section apply.
 - a. In order for sealed bidding to be feasible, the following conditions should be present:
 - i. A complete, adequate, and realistic specification or purchase description is available;
 - ii. Two or more responsible bidders are willing and able to compete effectively for the business; and
 - iii. The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.
 - b. If sealed bids are used, the following requirements apply:
 - i. Bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids, for local, and tribal governments, the invitation for bids must be publicly advertised;
 - ii. The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;
 - iii. All bids will be opened at the time and place prescribed in the invitation for bids, and for local and tribal governments, the bids must be opened publicly;
 - iv. A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only

PROCUREMENT (continued)

be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and

- (d) Procurement by competitive proposals: The technique of competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. It is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:
 - a. Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;
 - b. Proposals must be solicited from an adequate number of qualified sources;
 - c. The District must have a written method for conducting technical evaluations of the proposals received and for selecting recipients;
 - d. Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered; and
 - e. The District may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.
- (e) Procurement by noncompetitive proposals: Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:
 - a. The item is available only from a single source;
 - b. The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
 - c. The Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the District; or
 - d. After solicitation of a number of sources, competition is determined inadequate.

Procurement of Recovered Materials

The District must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource

PROCUREMENT (continued)

recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

Legal Reference:

CODE OF FEDERAL REGULATIONS
2 C.F.R. 200.317-326, Procurement Standards

Revised 3/17

PROCUREMENT (continued)**APPENDIX II TO PART 200—CONTRACT PROVISIONS FOR NON-FEDERAL ENTITY
CONTRACTS UNDER FEDERAL AWARDS**

In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by the non-Federal entity under the Federal award must contain provisions covering the following, as applicable.

(A) Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

(B) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”

(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person

PROCUREMENT (continued)

employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

(H) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

(I) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for

PROCUREMENT (continued)

influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

(J) See §200.322 Procurement of recovered materials.

Note: The following optional policy may be revised to reflect district philosophy and needs.

The district shall purchase equipment, supplies and services on a competitive bidding basis when required by law and whenever it appears to be in the best interest of the district to do so. The Superintendent or designee shall establish procedures to insure that verbal quotes are obtained for purchases over \$500, that informal written quotes are obtained for purchases between \$2,000 and \$25,000, and that formal advertised bids are solicited for purchases over \$25,000.

To ensure that good value is received for funds expended, specifications shall be carefully designed and shall describe in detail the quality, delivery and service required.

All bids under Federal awards must be made in accordance with the standards set forth in 2 CFR 200.320.

(cf. 9270 - *Conflict of Interest*)

(cf. 4030 - *Nondiscrimination in Employment*)

(e. 3310 – *Purchasing Procedures, Procurement*)

Legal Reference:

ALASKA STATUTES

14.14.060 *Relationship between borough school district and borough*

14.14.060 (h) *Procurement of supplies and equipment*

14.14.065 *Relationship between city school district and city*

14.03.085 *Procurement preference for recycled Alaska products*

29.71.050 *Procurement preferences for recycled Alaska products*

35.15 *Construction Procedures*

36.15.020 *Use of local agricultural and fisheries products required in purchases with state money*

ALASKA ADMINISTRATIVE CODE

4 AAC 27.085 *Competitive pupil transportation proposals*

4 AAC 31.080 *Construction and acquisition of public school facilities*

CODE OF FEDERAL REGULATIONS

2 C.F.R. 200.317-326, *Procurement Standards*

FAIRBANKS NORTH STAR BOROUGH SCHOOL DISTRICT v. BOWERS, 851 P.2d 56 (Alaska 1992)

Revised 3/17

CONTRACTS

BP 3312

The Superintendent or designee may enter into contracts on behalf of the district. All contracts must be approved or ratified by the School Board.

(cf. 3300 - Expenditures/Expending Authority)

Contracts between the district and outside agencies shall conform to standards required by law and shall be prepared under the direction of the Superintendent or designee. Contracts, where appropriate, shall be submitted to the legal advisor of the district for review and approval.

The district shall not enter into any contract with a person, agency, or organization if it has knowledge that such person, agency or organization discriminates on the basis of race, color, creed, sex, religion, ancestry, national origin, age or non job-related handicap or disability, either in employment practices or in the provision of benefits or services to students or employees.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

Legal Reference:

ALASKA STATUTES

14.08.101 Powers

ALASKA ADMINISTRATIVE CODE

4 AAC 27.085 Competitive pupil transportation proposals

4 AAC 27.100 Contractor's duties

4 AAC 31.065 Selection of designers and construction managers

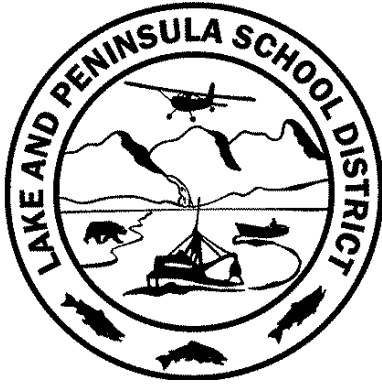
4 AAC 31.080 Construction and acquisition of public school facilities

CODE OF FEDERAL REGULATIONS

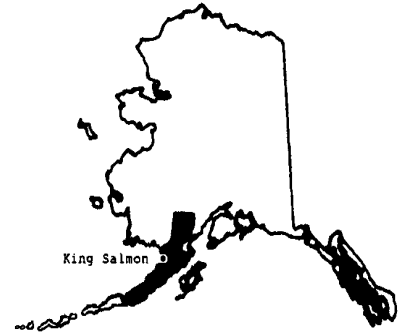
2 C.F.R. 200.317-326, Procurement Standards

Revised 3/17

**AASB POLICY REFERENCE MANUAL
9/92**



THE
 LAKE AND PENINSULA
 SCHOOL DISTRICT
 101 Jensen Drive
 P.O. Box 498
 King Salmon, Alaska 99613
 Phone (907) 246-4280 / Fax (907)
 246-4473



Lake and Peninsula School District
 FY2017 Revised Budget
 July 1, 2016 through June 30 2017

Submitted for Revision – June 13, 2017

Based upon the current available information, estimating State Foundation Revenue and Impact Aid entitlements, overall FY2017 revenue projections (including teacher housing) are as follows:

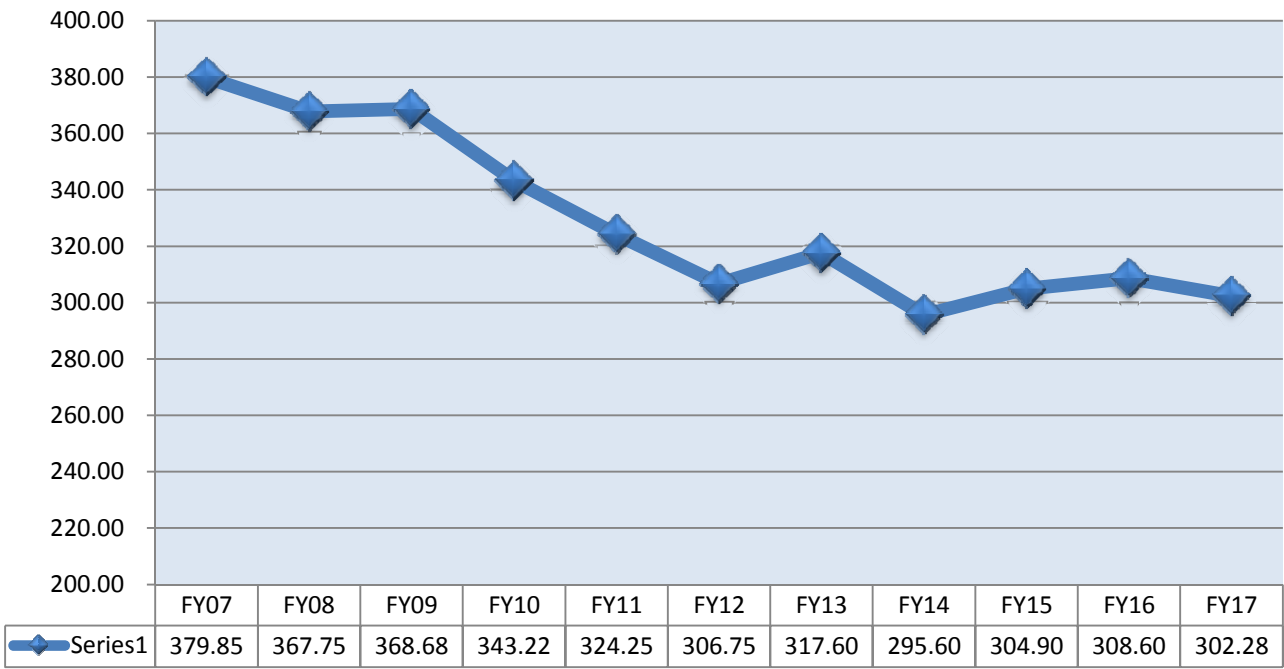
Borough Appropriation	1,347,423
Local Revenue	829,667
State Foundation	9,108,428
State Broadband Support	94,608
Other State	158,213
TRS On Behalf of	564,191
PERS On Behalf of	77,652
Federal Sources	2,854,003
Fund Balance	<u>116,340</u>
Total	\$15,150,525

The School District has prepared a projected expenditure budget in the amount of \$15,150,525 in anticipated expenditures and transfers. The requirement to budget 70% of expenditures for instructional categories was removed by the legislature last session so for the FY 17 budget a waiver was not required..

Due to SB53 the State is contributing directly to the retirement system an amount equal to the difference between our actuarially set contribution rate and the actual set by SB53 for FY2017. For LPSD the TRS is 28.02% vs. 12.56% and for the PERS 26.14% vs. 22%. The revenue amounts listed above for on behalf of contributions reflects management’s estimate of this contribution. The estimated expenses are recorded in this budget by function.

The Alaska State Board of Education adopted a new Chart of Accounts for Alaska School Districts which was effective July 1, 2002. This may limit the usefulness of the historical information for comparison. This reclassification does not represent any change in actual programs but simply a re-ordering of expenditures in some of the functional categories.

LPSD Foundation Average Daily Membership October Count



THE LAKE AND PENINSULA SCHOOL DISTRICT
BUDGET INFORMATION

<u>DESCRIPTION</u>	Revision 1 FY17	Revision 2 FY17	Difference
BOROUGH APPROPRIATION	\$1,347,423	\$1,347,423	\$0
INTEREST	\$45,000	\$25,000	(\$20,000)
OTHER LOCAL	\$560,933	\$804,667	\$243,734
STATE FOUNDATION	\$9,158,362	\$9,108,428	(\$49,934)
OTHER STATE	\$94,608	\$252,821	\$158,213
OTHER STATE - RETIRE OB TRS	\$620,765	\$564,191	(\$56,574)
OTHER STATE - RETIRE OB PERS	\$75,151	\$77,652	\$2,501
ERATE REVENUE	\$1,913,415	\$1,913,415	\$0
FED FUNDS DIRECT	\$935,901	\$940,588	\$4,687
TOTAL	<u>\$14,751,558</u>	<u>\$15,034,185</u>	<u>\$282,627</u>
TOTAL BUDGETED EXPENDITURES	\$14,751,558	\$15,034,185	\$282,627
	Budgeted Fund Balance	<u>\$116,340</u>	
	Total	<u>\$15,150,525</u>	

THE LAKE AND PENINSULA SCHOOL DISTRICT
BUDGET INFORMATION

DESCRIPTION	Revision 1 FY17	Revision 2 FY17	Difference
GENERAL INSTRUCTION			
CERTIFICATED SALARIES	\$2,246,900	\$2,246,900	\$0
NON-CERTIFICATED	\$455,400	\$279,000	(\$176,400)
EMPLOYEE BENEFITS	\$1,125,112	\$1,198,031	\$72,919
PERS OB	\$10,230	\$10,550	\$320
TRS OB	\$342,896	\$322,454	(\$20,442)
HOUSING SUBSIDY	\$305,550	\$305,550	\$0
TRAVEL ALLOWANCE	\$28,400	\$28,400	\$0
PROF AND TECH SERVICES	\$84,200	\$90,400	\$6,200
STAFF TRAVEL	\$28,000	\$28,000	\$0
STUDENT TRAVEL	\$132,000	\$166,400	\$34,400
COMMUNICATIONS	\$218,895	\$218,895	\$0
PURCHASED SERV AND INSURANCE	\$0	\$1,500	\$1,500
SUPPLIES & MATERIALS	\$265,200	\$345,651	\$80,451
TUITION AND STIPENDS	\$0	\$0	\$0
OTHER AND INDIRECT COSTS	\$2,000	\$2,000	\$0
EQUIPMENT	\$0	\$0	\$0
TOTAL GENERAL INSTRUCTION	\$5,244,783	\$5,243,731	(\$1,052)
SPECIAL EDUCATION			
CERTIFICATED SALARIES	\$357,700	\$348,000	(\$9,700)
NON-CERTIFICATED	\$310,700	\$280,000	(\$30,700)
EMPLOYEE BENEFITS	\$254,000	\$298,900	\$44,900
PERS OB	\$5,585	\$10,622	\$5,037
TRS OB	\$55,296	\$48,550	(\$6,746)
HOUSING SUBSIDY	\$57,750	\$57,750	\$0
TRAVEL ALLOWANCE	\$3,300	\$2,500	(\$800)
STAFF TRAVEL	\$15,000	\$37,000	\$22,000
SUPPLIES & MATERIALS	\$14,000	\$22,000	\$8,000
OTHER AND INDIRECT COSTS	\$0	\$0	\$0
TOTAL SPECIAL EDUCATION	\$1,073,331	\$1,105,322	\$31,991
SPECIAL ED-SUPPORT SERV.			
TRS OB	\$0	\$0	\$0
PROF AND TECH SERVICES	\$133,500	\$85,000	(\$48,500)
STAFF TRAVEL	\$12,000	\$25,000	\$13,000
COMMUNICATION	\$200	\$300	\$100
TOTAL SPECIAL ED-SUPPORT SERV.	\$145,700	\$110,300	(\$35,400)
SUPPORT SERVICES-PUPILS			
CERTIFICATED SALARIES	\$28,085	\$6,000	(\$22,085)
NON-CERTIFICATED	\$0	\$0	\$0
EMPLOYEE BENEFITS	\$7,800	\$14,555	\$6,755
PERS OB	\$8,748	\$9,265	\$517
TRS OB	\$29,399	\$27,138	(\$2,261)
HOUSING SUBSIDY	\$21,000	\$0	(\$21,000)
TRAVEL ALLOWANCE	\$2,500	\$1,000	(\$1,500)
STAFF TRAVEL	\$8,000	\$3,000	(\$5,000)
STUDENT TRAVEL	\$0	\$0	\$0
COMMUNICATIONS	\$100	\$400	\$300
SUPPLIES & MATERIALS	\$0	\$0	\$0
TUITION AND STIPENDS	\$0	\$0	\$0
OTHER AND INDIRECT COSTS	\$0	\$0	\$0
TOTAL SUPPORT SERVICES-PUPILS	\$105,632	\$61,358	(\$44,274)
SUPPORT SERV.-INSTRUCTION			
CERTIFICATED SALARIES	\$380,060	\$368,000	(\$12,060)
NON-CERTIFICATED	27 \$161,111	\$160,000	(\$1,111)

THE LAKE AND PENINSULA SCHOOL DISTRICT
BUDGET INFORMATION

<u>DESCRIPTION</u>	Revision 1 <u>FY17</u>	Revision 2 <u>FY17</u>	Difference
EMPLOYEE BENEFITS	\$198,400	\$227,600	\$29,200
PERS OB	\$9,343	\$6,017	(\$3,326)
TRS OB	\$67,526	\$67,705	\$179
HOUSING SUBSIDY	\$21,000	\$21,000	\$0
TRAVEL ALLOWANCE	\$6,500	\$6,500	\$0
PROF AND TECH SERVICES	\$0	\$0	\$0
STAFF TRAVEL	\$90,000	\$65,000	(\$25,000)
COMMUNICATIONS	\$1,895,400	\$1,895,400	\$0
SUPPLIES & MATERIALS	\$40,000	\$40,000	\$0
OTHER AND INDIRECT COSTS	\$4,500	\$2,000	(\$2,500)
TOTAL SUPPORT SERV.-INSTRUCTION	\$2,873,840	\$2,859,222	(\$14,618)
SCHOOL ADMINISTRATION			
CERTIFICATED SALARIES	\$393,300	\$398,000	\$4,700
EMPLOYEE BENEFITS	\$135,300	\$145,000	\$9,700
TRS OB	\$67,900	\$50,300	(\$17,600)
HOUSING SUBSIDY	\$26,250	\$26,250	\$0
TRAVEL ALLOWANCE	\$2,500	\$3,000	\$500
STAFF TRAVEL	\$55,000	\$45,000	(\$10,000)
SUPPLIES & MATERIALS	\$500	\$200	(\$300)
OTHER AND INDIRECT COSTS	\$3,500	\$1,100	(\$2,400)
TOTAL SCHOOL ADMINISTRATION	\$684,250	\$668,850	(\$15,400)
SCHOOL ADMIN SUPPORT			
NON-CERTIFICATED	\$35,411	\$35,600	\$189
EMPLOYEE BENEFITS	\$17,700	\$28,000	\$10,300
PERS OB	\$1,136	\$1,200	\$64
COMMUNICATIONS	\$3,000	\$4,600	\$1,600
SUPPLIES & MATERIALS	\$500	\$0	(\$500)
TOTAL SCHOOL ADMIN SUPPORT	\$57,747	\$69,400	\$11,653
BOARD & ADMINISTRATION			
CERTIFICATED SALARIES	\$281,731	\$271,200	(\$10,531)
NON-CERTIFICATED	\$0	\$0	\$0
EMPLOYEE BENEFITS	\$279,420	\$293,900	\$14,480
PERS OB	\$432	\$300	(\$132)
TRS OB	\$43,556	\$40,944	(\$2,612)
TRAVEL ALLOWANCE	\$4,400	\$3,800	(\$600)
PROF AND TECH SERVICES	\$30,000	\$17,000	(\$13,000)
STAFF TRAVEL	\$60,000	\$65,000	\$5,000
COMMUNICATIONS	\$6,500	\$5,800	(\$700)
PURCHASED SERV AND INSURANCE	\$3,700	\$0	(\$3,700)
SUPPLIES & MATERIALS	\$10,000	\$12,300	\$2,300
TUITION AND STIPENDS	\$15,000	\$17,000	\$2,000
OTHER AND INDIRECT COSTS	\$10,000	\$10,000	\$0
TOTAL BOARD & ADMINISTRATION	\$744,739	\$737,244	(\$7,495)
DISTRICT ADMIN SUPPORT SERV.			
NON-CERTIFICATED	\$333,220	\$313,000	(\$20,220)
EMPLOYEE BENEFITS	\$145,300	\$196,800	\$51,500
PERS OB	\$12,705	\$12,705	\$0
TRAVEL ALLOWANCE	\$3,600	\$3,700	\$100
PROF AND TECH SERVICES	\$27,000	\$27,000	\$0
STAFF TRAVEL	\$10,000	\$27,000	\$17,000
COMMUNICATIONS	\$1,200	\$1,400	\$200
PURCHASED SERV AND INSURANCE	\$4,200	\$6,000	\$1,800
PURCHASED SERV AND INSURANCE	\$24,000	\$23,200	(\$800)
SUPPLIES & MATERIALS	\$10,000	\$8,700	(\$1,300)
OTHER AND INDIRECT COSTS	28 (\$30,000)	(\$52,000)	(\$22,000)

THE LAKE AND PENINSULA SCHOOL DISTRICT
BUDGET INFORMATION

<u>DESCRIPTION</u>	Revision 1 <u>FY17</u>	Revision 2 <u>FY17</u>	Difference
EQUIPMENT	\$79,500	\$79,500	\$0
TOTAL DISTRICT ADMIN SUPPORT SERV.	\$620,725	\$647,005	\$26,280
MAINTENANCE			
NON-CERTIFICATED	\$705,600	\$873,100	\$167,500
EMPLOYEE BENEFITS	\$306,100	\$380,000	\$73,900
PERS OB	\$26,669	\$26,669	\$0
TRAVEL ALLOWANCE	\$3,000	\$3,400	\$400
PROF AND TECH SERVICES	\$42,000	\$63,000	\$21,000
STAFF TRAVEL	\$130,000	\$130,000	\$0
UTILITY SERVICES	\$65,000	\$65,000	\$0
UTILITY SERVICES	\$630,000	\$587,000	(\$43,000)
UTILITY SERVICES	\$290,000	\$267,300	(\$22,700)
PURCHASED SERV AND INSURANCE	\$20,000	\$4,000	(\$16,000)
PURCHASED SERV AND INSURANCE	\$144,150	\$114,500	(\$29,650)
SUPPLIES & MATERIALS	\$219,300	\$227,000	\$7,700
TOTAL OPERATION AND MAINTENANCE OF	\$2,581,819	\$2,740,969	\$159,150
PUPIL ACTIVITIES			
CERTIFICATED SALARIES	\$92,750	\$92,000	(\$750)
NON-CERTIFICATED	\$36,850	\$32,000	(\$4,850)
EMPLOYEE BENEFITS	\$49,927	\$43,100	(\$6,827)
PERS OB	\$303	\$324	\$21
TRS OB	\$14,192	\$7,100	(\$7,092)
STAFF TRAVEL	\$4,500	\$4,200	(\$300)
STUDENT TRAVEL	\$262,000	\$221,000	(\$41,000)
PURCHASED SERV AND INSURANCE	\$0	\$0	\$0
PURCHASED SERV AND INSURANCE	\$2,000	\$1,700	(\$300)
SUPPLIES & MATERIALS	\$2,500	\$2,900	\$400
OTHER AND INDIRECT COSTS	\$2,900	\$2,800	(\$100)
TOTAL PUPIL ACTIVITIES	\$467,922	\$407,124	(\$60,798)
TRANSFERS			
TRANSFER OTHER	\$400,000	\$500,000	\$100,000
TOTAL TRANSFERS	\$400,000	\$500,000	\$100,000
TOTAL BUDGETED EXPENDITURES	\$15,000,488	\$15,150,525	\$150,037

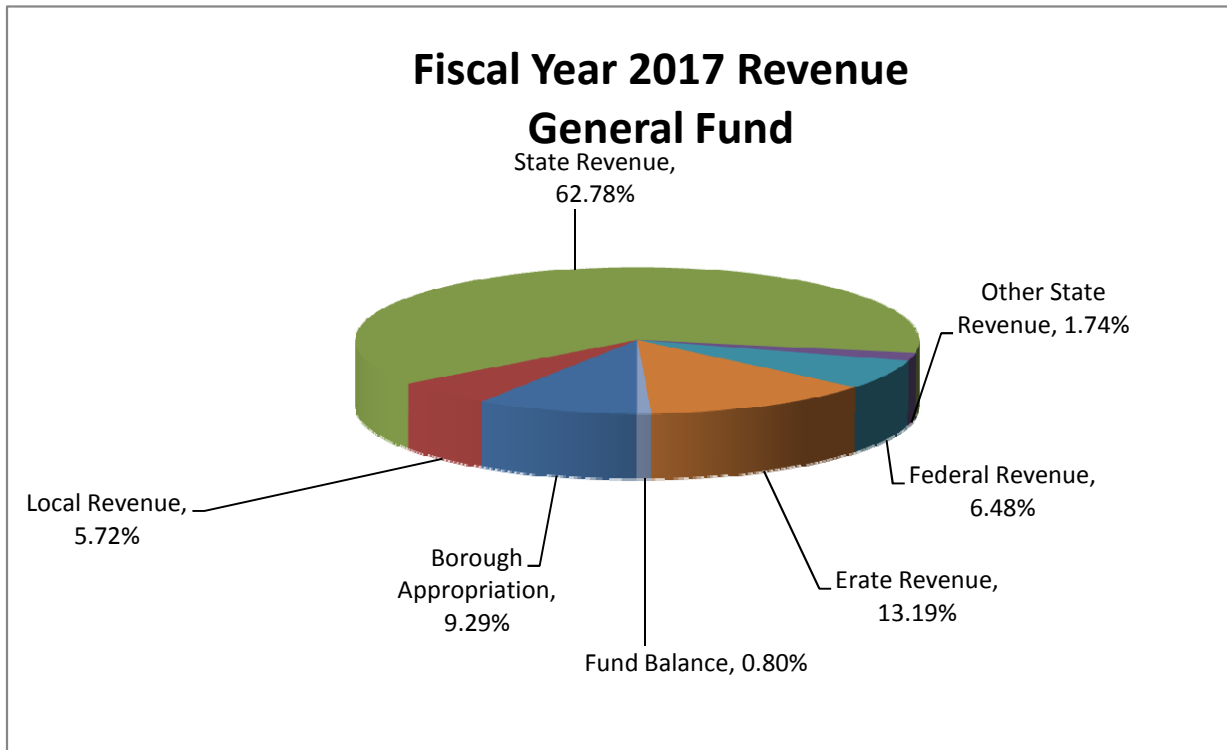
Lake and Peninsula Borough School District

General Fund FY17 Budget
Without PERS & TRS On-Behalf

Revenue

Borough Appropriation	\$ 1,347,423	9.29%
Local Revenue	829,667	5.72%
State Revenue	9,108,428	62.78%
Other State Revenue	252,821	1.74%
Federal Revenue	940,588	6.48%
Erate Revenue	1,913,415	13.19%
Fund Balance	116,340	0.80%
Total Revenue Budget	<u>\$ 14,508,682</u>	<u>100%</u>

As this chart illustrates, the primary source of funding for the Lake and Peninsula Borough School District is the State of Alaska. The Lake and Peninsula Borough funds the District's local contribution, through a funding appropriation. An amount comes from the federal government in the form of Impact Aid.

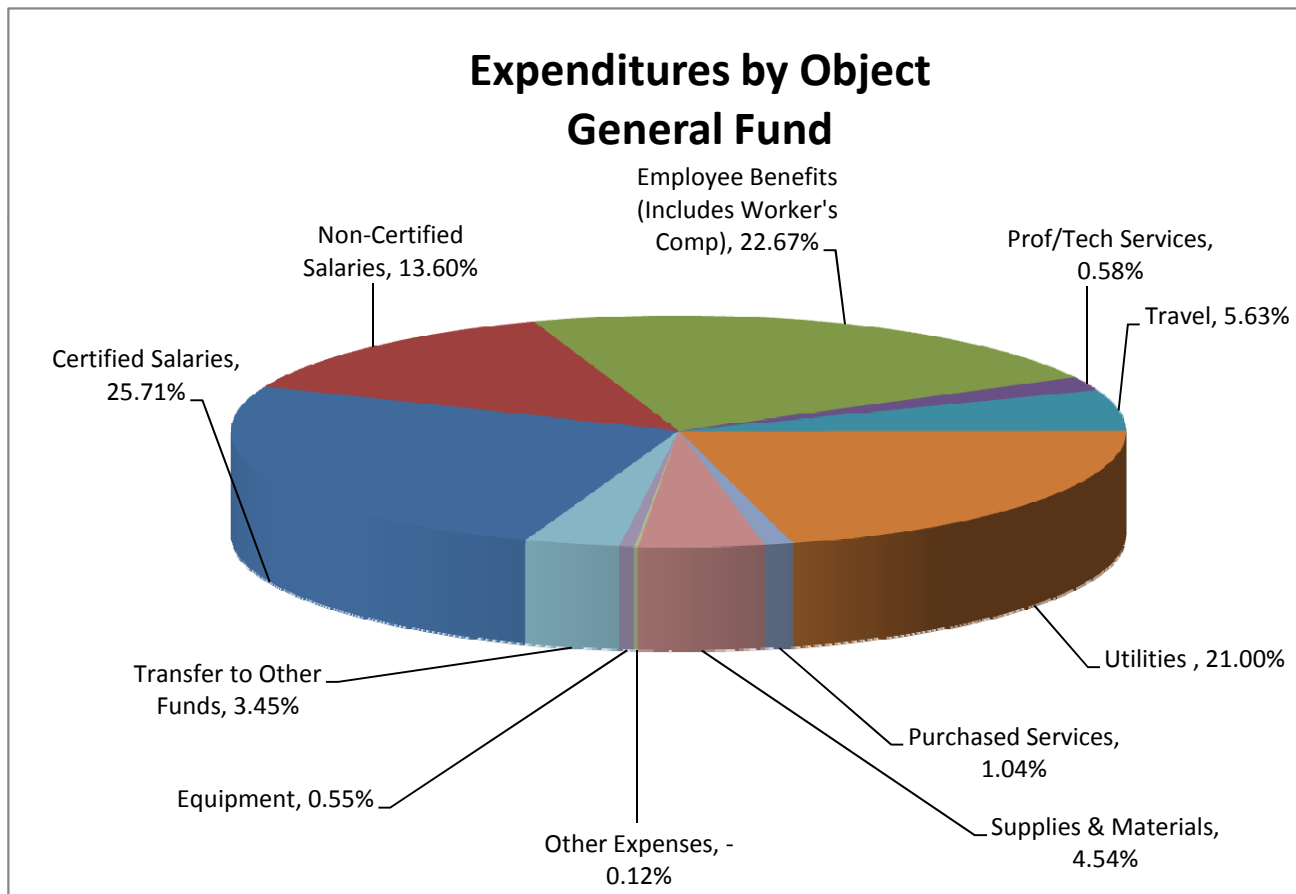


Lake and Peninsula Borough School District

General Fund FY17 Budget
Without PERS & TRS On-Behalf

Expenditures by Object

Certified Salaries	\$ 3,730,100	25.71%
Non-Certified Salaries	1,972,700	13.60%
Employee Benefits (Includes Worker's Comp)	3,288,736	22.67%
Professional/Technical Services	282,400	1.95%
Travel	816,600	5.63%
Utilities	3,046,095	21.00%
Purchased Services	150,900	1.04%
Supplies & Materials	658,751	4.54%
Other Expenses	(17,100)	-0.12%
Equipment	79,500	0.55%
Transfer to Other Funds	500,000	3.45%
	<u>\$ 14,508,682</u>	<u>100%</u>



LAKE AND PENINSULA SCHOOL DISTRICT

RESOLUTION 18-01

COMMIT FUND BALANCE FOR TECHNOLOGY REPLACEMENTS

WHEREAS, the Governmental Accounting Standards Board Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions requires formal action of the governing board to commit fund balance; and

WHEREAS, the Lake and Peninsula School District wishes to commit funds for future technology device replacement; and

WHEREAS, the District received fund from Anglo American to assume administration of their scholarship program which provided for District use of residual fund up scholarship completion; and

WHEREAS, the District needs to maintain a cash flow to provide financial reserves for technology device replacement; and

WHEREAS, State and Federal revenues are either flat funded or declining; and

WHEREAS, the technology devices are five years old and in need of replacement; and

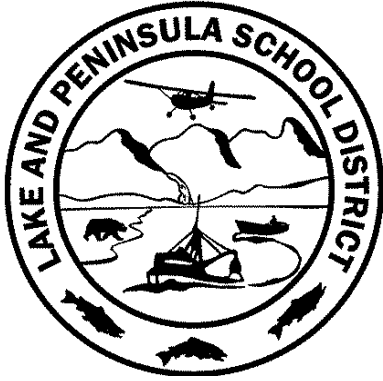
THEREFORE BE IT RESOLVED, that the Lake and Peninsula School District commits the following residual Anglo American funds to technology replacement.

BE IT RESOLVED, the District commits \$52,500 of unrestricted fund balance for technology device replacement.

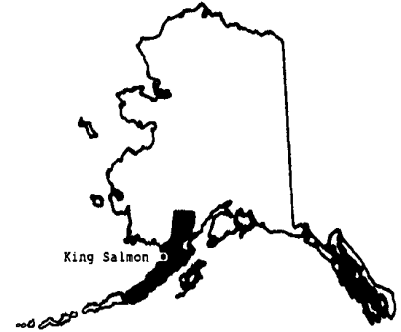
PASSED AND ADOPTED BY A DULY CONSTITUTED QUORUM OF THE LAKE AND PENINSULA SCHOOL BOARD THIS 13TH DAY OF JUNE, 2017.

Board President

Board Clerk



THE
LAKE AND PENINSULA
SCHOOL DISTRICT
 101 Jensen Drive
 P.O. Box 498
 King Salmon, Alaska 99613
 Phone (907) 246-4280 / Fax (907)
 246-4473



2017/2018 Board Meeting Dates

Month	Dates	Location	Time
September	Sept. 7	Teleconference	10am
October	Oct. 18/19	King Salmon - Inservice	1pm and 8am
November	Nov. 9	Teleconference	10am
December	Dec. 14	Anchorage - Altman Rogers	1pm to 6pm
February	Feb. 8	Teleconference	10am
March	March 7/8	Port Heiden	TBD
April	April 11/12	King Salmon	1pm and 8am
June	June 7	Teleconference	10am

LAKE AND PENINSULA SCHOOL DISTRICT
Series 3000 – Business and Non-Instructional Operations
BP 3555 Unpaid Meal Charge

BP 3554 Unpaid Meal Charges

The National School Lunch and School Breakfast Programs are integral in ensuring that students have access to nutritious meals to support their academic success. It is also imperative to protect the financial stability of school nutrition program.

The intent of this policy is to establish a process and procedure to handle situations when children eligible for reduced-price or full-price meal benefits have insufficient funds to pay for school meals; as well as for the collection of unpaid meal.

The Board believes students should not be denied meals for any reason including inability to pay:

1. Students can charge meals at the point of service, charges are billed to parent or guardians at the end of each month, payment may be made at the school, by check or money order via mail to District office, or on-line by echeck or credit/debit card at [MySchoolBucks](#) no fees are charged for using this service.
2. Students are all offered reimbursable meals in accordance with USDA requirements; special dietary situations are defined in accordance with USDA requirements and State Agency assistance.
3. Access to Alaska direct certification information and categorical eligibility programs have greatly reduced the occurrence of unpaid meals.
4. As part of application outreach families who complete Free & Reduced Lunch applications account balances are considered for forgiveness.
5. Adult lunch charge accounts are suspended when the unpaid balance exceeds \$50.00 and are not reauthorized until the outstanding balance is paid.

Communicating the Policy

1. The written meal charge policy will be communicated to the household by posting on the District website at [LPSD Information](#) , including in the student information packet distributed on the first day of school and to all transfer students during the school year, and attaching to the Meal Benefits Application.
2. The written meal charge policy will be communicated to all division staff prior to the first day of school.
3. Child Nutrition Program staff will receive training on meal charge policy and record of training will be maintained as part of the professional development portfolio.
4. Documentation of the communication and training plan will be maintained for the Federal Program Administrative Review.

Notifying the Household of Balance in Student Cafeteria Account

1. Student lunch bills are mailed to households as soon as practical after the first of each month. Balances are also available in [MySchoolBucks](#) on demand, parents may setup balance alerts notifications.

2. District employees may also request lunch bills be paid via payroll deductions on a monthly basis based on monthly invoice.
3. When accounts are 30-days past due Free & Reduced applications and MySchoolBucks online payment system information are included in monthly invoices.
4. District food service staff initiate outreach to school principals and head teachers to insure outreach and assistance is provided to families with accounts 30-days past due.

Collections:

LPSD has determined the cost to accrue and collect delinquent lunch accounts in time, effort and community relations, exceeds the amount of actual unpaid bills.

Assistance to Households

Households with questions or needing assistance may contact the school office where their student attends or the School Nutrition Program office at: 907 246-4280 x6313 or at accountspayable@lpsd.com.

Free and Reduced Lunch applications can be completed electronically through State of Alaska's Primero Edge program at [Free & Reduced Meal Application](#).

Legal References:

CODE OF FEDERAL REGULATIONS:

2 CFR Part 200 Section 143 of the Healthy, Hunger-Free Kids Act of 2010.

Added: 6/2017