



# SOUTHEAST ISLAND SCHOOL DISTRICT BOARD OF EDUCATION Regular Meeting Wednesday, November 19, 2025

## VISION STATEMENT

Students are equipped to realize their dreams and aspirations.

## MISSION STATEMENT

Together we will foster student skills to achieve their goals and thrive in an ever-changing world.

## AGENDA

MEETING: 12:30 PM  
LOCATION: Hollis School and via Audio/Video Conference  
101 School Loop Road  
Hollis, Alaska 99950  
VIRTUAL URL: <https://us02web.zoom.us/j/84024602939?pwd=PhRdkx7UkUu5b3M3YkFCSgT8VvQAF9.1>

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. DISTRICT VISION, MISSION, AND GOALS
5. APPROVAL OF AGENDA
6. WELCOME TO VISITORS
7. PUBLIC COMMENT 5
8. CONSENT AGENDA: (Items listed under CONSENT AGENDA are considered to be routine by the School Board and will be approved in one motion unless a Board Member requests that an item be considered separately.)
  - A. Approval of October 29, 2025, Regular Meeting Minutes 7
  - B. Acceptance of the November 2025 Financial Report 12
  - C. Approval of Employment
    1. FY 2026 Classified Employment: Calvin Slayton (Wood-fired Boiler Operator, Coffman Cove)
9. ADMINISTRATIVE/BOARD REPORTS
  - A. Superintendent Report 21
    1. Area Principal/Dean of Students Report

a.	AK-TRAILS Correspondence/Homeschool	41
b.	Barry Craig Stewart Kasaan School	44
c.	Hollis School	
d.	Howard Valentine Coffman Cove School	48
e.	Naukati School	53
f.	Port Alexander School	54
g.	Thorne Bay School	56
h.	Whale Pass School	59
2.	Activities Report	61
3.	Business Report	62
4.	Child Nutrition Program Report	65
5.	Greenhouse/Agriculture Program Report	
6.	Maintenance Report	
7.	Special Programs Report	66
8.	State & Federal Programs/Grants Report	68
9.	Technology Report	71
B.	Student Board Representative Reports	72
10.	UNFINISHED BUSINESS	
A.	Action on Administrative/Board Reports	
B.	2nd Reading, BP 8110, Membership	75
C.	2nd Reading, AASB Proposed Policy Updates	
1.	BP 4180/4280/4380, Residency and Remote Work	76
2.	BP 5111, Admissions	77
3.	BP 5138, Student Possession and Use of Portable Electronic Devices Including Cell Phones	80
4.	BP 6151, Class Size	

D.	2nd Reading, BP 1260 Visits to the Schools	85
11. NEW BUSINESS		
A.	Memorial Tribute and Proclamation for Debbie Fehr	86
B.	Declaration of Vacancy: Board of Education Seat D	88
C.	1st Reading, Board Policy Review (BP 2210 - BP 2300)	
1.	BP 2210 Administrative Leeway in Absence of Board Policy	91
2.	BP 2230 Representative and Deliberative Groups	92
3.	BP 2250 Teacher-in-charge/Principal/Lead Teacher designee	93
4.	BP 2300 Conflict of Interest	94
D.	1st Reading, BB 9110 Board Membership	95
12. INFORMATION ITEMS		
A.	Letters and Communications	
B.	Reports and Information	
1.	AASB Event Calendar	97
2.	Calendar of Agenda Items	98
3.	Advisory School Council Meeting Minutes	
a.	Howard Valentine Coffman Cove	99
b.	Port Alexander	101
c.	Thorne Bay	105
d.	Whale Pass	115
4.	AASB Updates to Administrative Regulations and Exhibits for Review	
a.	AR 1260 Visits to the Schools	118
b.	AR 4180 Residency and Remote Work	119
c.	AR 5128 Alaska Performance Scholarship Program	121
d.	AR 6146.3 College and Career Readiness Assessment Waivers	129
e.	E 3544.1 Distracted Driving Policy Acknowledgment	

- f. E 5128 Alaska Performance Scholarship 134
- g. E 6146.3 Application for a Waiver from Taking a College or Career Readiness Assessment Due to Late Arrival into the Alaska Public School System 136

13. ADVANCE PLANNING

- A. January 2026 Regular Meeting: 3rd Wednesday is January 21, 2026 (Location: Barry Craig Stewart Kasaan School)
- B. Thanksgiving Break: No school from November 24-27, 2025
- C. Winter Break: No school from December 22, 2025 - January 1, 2026

14. PUBLIC COMMENT 138

15. BOARD COMMENT

16. EXECUTIVE SESSIONS

17. ADJOURNMENT

**MEETING CONDUCT**

The School Board desires to conduct its meetings effectively and efficiently. All Board meetings shall begin on time and shall be guided by an agenda prepared and delivered in advance to all Board members and other designated persons.

**Parliamentary Procedure**

Board meetings shall be conducted by the president in a manner consistent with adopted Board bylaws and generally accepted parliamentary procedures.

**Quorum**

A majority of the number of filled positions on the Board constitutes a quorum.

Unless otherwise provided by law, affirmative votes by a majority of the Board's membership are required to approve any action under consideration, regardless of the number of members present.

**Abstentions**

The Board recognizes that when no conflict of interest requires abstention, its members have a duty to vote on issues before them. A member may only abstain due to a publicly declared conflict of interest. When a member abstains because of a conflict of interest, the abstention shall be considered to concur with the action taken by the majority of those who vote, whether affirmatively or negatively.

*(cf. 9270 - Conflict of Interest)*

**Public Participation**

Because the Board has a responsibility to conduct district business in an orderly and efficient way, the following procedures shall regulate public presentations to the Board.

1. The Board shall give members of the public an opportunity to address the Board either before or during the Board's consideration of each agenda item.
2. At a time so designated on the agenda, members of the public also may bring before the Board matters that are not listed on the agenda of a regular meeting. The Board may refer such a matter to the Superintendent or designee or take it under advisement. The matter may be placed on the agenda of a subsequent meeting for action or discussion by the Board.
3. A person wishing to be heard by the Board shall first be recognized by the president. They shall then identify themselves and proceed to comment as briefly as the subject permits.

**MEETING CONDUCT (continued)**

4. The President may establish rules to govern the procedure whereby persons address the Board.
5. With Board consent, the president may modify the time allowed for public presentation or may rule on the appropriateness of a topic. If the topic would be more suitably addressed at a later time, the president may indicate the time and place when it should be presented.
6. No oral presentation shall include charges or complaints against any employee of the Board, including the Superintendent, regardless of whether or not the employee is identified by name or by another reference which tends to identify. Charges or complaints against employees must be submitted to the Board under the provisions of Board policy and administrative regulations related to such complaints.

*(cf. 1312.1 - Complaints Concerning School Personnel)*  
*(cf. 9312 - Executive Sessions)*

7. No disturbance or willful interruption of any Board meeting shall be permitted. Persistence, by an individual or group, shall be grounds for the chair to terminate the privilege of addressing the meeting. The Board may remove disruptive individuals and order the room cleared if necessary.

*(cf. 9320 - Meetings)*  
*(cf. 9322 - Agenda/Meeting Materials)*

*Legal Reference:*

ALASKA STATUTES  
*29.20.020 Meetings public*

*Review 1/04, 1/05*  
*Revised 6/11*



**SOUTHEAST ISLAND SCHOOL DISTRICT  
BOARD OF EDUCATION  
REGULAR MEETING  
October 29, 2025**

## MINUTES

Location: Howard Valentine Coffman Cove School and via Zoom,  
618 Howard Valentine Drive, Coffman Cove, Alaska 99918

### 1. CALL TO ORDER

Board President Tony Lovell called the meeting to order at 5:30 PM

### 2. OATH OF OFFICE

#### **Seat B: Anthony “Tony” Lovell**

*Superintendent Rod Morrison administered the Oath of Office to Tony Lovell, who was officially sworn in as the Board Member for Seat B.*

#### **Seat C: William Tyrell**

*Superintendent Rod Morrison administered the Oath of Office to William Tyrell, who was officially sworn in as the Board Member for Seat C.*

#### **Seat E: Molly Kimzey**

*Superintendent Rod Morrison administered the Oath of Office to Molly Kimzey, who was officially sworn in as the Board Member for Seat E.*

### 3. ROLL CALL

Members Present: Ben Blair and Tony Lovell (President) attended in person. Molly Kimzey (Clerk) and William Tyrell attended via audio/video conference. Debbie Fehr was absent.

Student Representative: Teagen Taylor was absent.

Quorum: yes

### 4. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

### 5. DISTRICT VISION, MISSION, AND GOALS

The Board reviewed and reaffirmed the District Vision, Mission, and Goals.

### 6. APPROVAL OF AGENDA

**Motion:** *Mr. Blair moved to approve the agenda*

**Second:** *yes*

**Board Vote:** Yea: 4; Nay: 0; Absent: 1  
**Resolved:** motion passed by majority vote (4-0-1)

## 7. WELCOME TO VISITORS

Board President Tony Lovell welcomed all visitors attending in person and via Zoom.

## 8. PUBLIC COMMENT

Superintendent Rod Morrison thanked the Howard Valentine Coffman Cove School for hosting the meeting. Patrick Trischman commented regarding student activities and board meeting location change.

## 9. ELECTION OF OFFICERS

**Board President Nominations:** Tony Lovell  
**Vote for Tony Lovell for the office of board president**  
**Board Vote:** Yea: 4; Nay: 0; Absent: 1  
**Resolved:** Tony Lovell was appointed as board president.

Superintendent Rod Morrison administered the Oath of Office to Tony Lovell, who was officially sworn in as the Board President.

**Board Clerk Nominations:** Molly Kimzey  
**Vote for Molly Kimzey for the office of board clerk**  
**Board Vote:** Yea: 4; Nay: 0; Absent: 1  
**Resolved:** Molly Kimzey was appointed as board clerk.

Superintendent Rod Morrison administered the Oath of Office to Molly Kimzey, who was officially sworn in as the Board Clerk.

## 10. CONSENT AGENDA

**Motion:** Mr. Blair moved to approve the consent agenda, including: approval of the September 17, 2025, regular meeting minutes; acceptance of the October 2025 financial report; and approval of employment including FY 2026 certified administrator contract, pending receipt of required documentation, for Jennifer Andis; FY 2026 classified employment for Michael Dempsey, Robert Deuel, Ji [Yoonjeong] Harrington, Ryan Weaver, and Terry West; FY 2026 extracurricular contracts for Jennifer Andis, Melvin Cook, and Robert Houck; and FY 2026 extra duty contracts for Lauren Lapan and Donna Nixon.

**Second:** yes  
**Board Vote:** Yea: 4; Nay: 0; Absent: 1  
**Resolved:** motion passed by majority vote (4-0-1)

## 11. ADMINISTRATIVE/BOARD REPORTS

Rod Morrison presented the Superintendent's report. He began by introducing Erin Blair, Victim Advocate for the Organized Village of Kasaan, who shared information about presentations available for students. Additional Superintendent report topics included: goals, recent engagements, upcoming events, Superintendent and School Board evaluations, sharable news and updates.

Superintendent Morrison then invited each department and school to share highlights of their reports.

Area Principal/Dean of Students Shaine Nixon shared both district-wide and Thorne Bay School highlights. AK-TRAILS Correspondence/Homeschool Coordinator Cassandra Christopherson shared highlights about AK-TRAILS Correspondence/Homeschool. Lead Teacher Mike Congdon shared highlights from Barry Craig Stewart Kasaan School. Lead Teacher Mackenzie Slayton shared highlights from Howard Valentine Coffman Cove School. Lead Teacher Sharlet Collins shared highlights from Naukati School. Lead Teacher Patrick Trischman shared highlights from Port Alexander School and a video created by the ATTSAA Program students. Business Contractor Lucienne Smith shared highlights from the Business Department. Maintenance Director Scott Randall shared highlights from the Maintenance Department. Special Programs Coordinator Robbin Perkins Askeew shared highlights from the Special Education and Testing Departments.

Reports for the Superintendent, Area Principal/Dean of Students, AK-TRAILS Correspondence Homeschool, Barry Craig Stewart Kasaan School, Howard Valentine Coffman Cove School, Naukati School, Port Alexander School, Thorne Bay School, Whale Pass School, Activities Department, Business Department, Child Nutrition Program, Maintenance Department, Special Programs Department, State & Federal Programs/Grants Department, Technology Department, and Student Representative were included in the board meeting packet for review.

## 12. UNFINISHED BUSINESS

**Motion:** Mr. Blair moved to approve BP 8120 Elections with the new additions that have been done.

**Second:** yes

**Board Vote:** Yea: 4; Nay: 0; Absent: 1

**Resolved:** motion passed by majority vote (4-0-1)

## 13. NEW BUSINESS

**Motion:** Mr. Lovell moved to appoint Ben Blair as the Legislative Liaison.

**Second:** yes

**Board Vote:** Yea: 4; Nay: 0; Absent: 1

**Resolved:** motion passed by majority vote (4-0-1)

**Motion:** Mr. Blair moved to appoint Tony Lovell as the Youth Advocate Liaison

**Second:** yes

**Board Vote:** Yea: 4; Nay: 0; Absent: 1

**Resolved:** motion passed by majority vote (4-0-1)

**Motion:** Mr. Lovell moved to accept both candidates [William Keys and Meliah Cook as Student Representatives to the Board of Education] with intent of having them both submit reports and collaborate together.

**Second:** yes

**Board Vote:** Yea: 4; Nay: 0; Absent: 1

**Resolved:** motion passed by majority vote (4-0-1)

Superintendent Rod Morrison administered the Oath of Office to William Keys and Meliah Cook, who were officially sworn in as the Student Representatives to the Board.

**Motion:** Mr. Blair moved to move BP 8110, Membership to a 2nd reading.

**Second:** yes

**Student Representative (Preferential Vote):** Yea: 2; Nay: 0

**Board Vote:** Yea: 4; Nay: 0; Absent: 1

**Resolved:** motion passed by majority vote (4-0-1)

**Motion:** Mr. Blair moved to move BP 4180/4280/4380 Residency & Remote Work, BP 5111 Admissions, BP 5138 Student Possession and Use of Portable and Electronic Devices Including Cell Phones, and BP 6151 Class Size to a second reading.

**Second:** yes

**Student Representative (Preferential Vote):** Yea: 2; Nay: 0

**Board Vote:** Yea: 4; Nay: 0; Absent: 1

**Resolved:** motion passed by majority vote (4-0-1)

**Motion:** Mr. Blair moved to move BP 1260 Visits to the Schools to a 2nd reading.

**Second:** yes

**Student Representative (Preferential Vote):** Yea: 2; Nay: 0

**Board Vote:** Yea: 4; Nay: 0; Absent: 1

**Resolved:** motion passed by majority vote (4-0-1)

**Motion:** Mr. Blair moved to authorize the Superintendent to negotiate and execute a contract with Shaan Seet, Incorporated, for the 2025-2026 SISD Firewood Supply Project, in an amount not to exceed \$200,000.

**Second:** yes

**Student Representative (Preferential Vote):** Yea: 2; Nay: 0

**Board Vote:** Yea: 4; Nay: 0; Absent: 1

**Resolved:** motion passed by majority vote (4-0-1)

#### 14. INFORMATION ITEMS

The Board reviewed the information items in the packet, including the AASB Event Calendar, the Board's Calendar of Agenda Items, Advisory School Council Meeting minutes for Barry Craig Stewart Kasaan School, Howard Valentine Coffman Cove School, Port Alexander School, and Whale Pass School, and Administrative Regulations and Exhibits including AR 1260 Visits to the Schools, AR 4180 Residency and Remote Work, AR 5128 Alaska Performance Scholarship Program, AR 6146.3 College and Career Readiness Assessment Waivers, E 5128 Alaska Performance Scholarship, and E 6146.3 Application for a Waiver from Taking a

College or Career Readiness Assessment Due to Late Arrival into the Alaska Public School System.

**15. ADVANCE PLANNING**

The next regular Board meeting will be on Wednesday, November 19, 2025 at Whale Pass School. The meeting will be preceded by a work session to review the FY 2025 Financial Audit.

The AASB Annual Conference will be from November 13-16, 2025, in Anchorage, AK.

**16. PUBLIC COMMENT**

No public comment was offered.

**17. BOARD COMMENT**

Ben Blair commented regarding the Kasaan Halloween Carnival, the Whale Pass students visit to Kasaan, and the Songahm Academic Program. Molly Kimzey commented regarding the ATTSAA Program in Port Alexander. Tony Lovell commented his thanks to all for participating.

**18. EXECUTIVE SESSIONS**

The Board did not enter executive session.

**19. ADJOURNMENT**

**Motion:** Mr. Blair moved for adjournment

**Second:** yes

**Student Representative (Preferential Vote):** Yea: 2; Nay: 0

**Board Vote:** Yea: 4; Nay: 0; Absent: 1

**Resolved:** motion passed by majority vote (4-0-1)

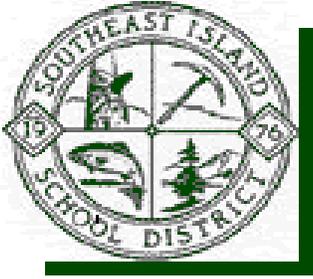
**Time:** 8:39 PM

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Clerk

\_\_\_\_\_  
Date



## SOUTHEAST ISLAND SCHOOL DISTRICT

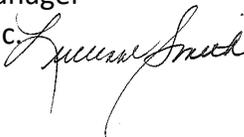
P.O. Box 19569, 1010 Sandy Beach Rd Thorne Bay, Alaska 99919  
(907) 828-8254 Fax: (907) 828-8257 Email: [sisd@sisd.org](mailto:sisd@sisd.org)

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### MEMORANDUM

**TO:** SISD BOARD OF EDUCATION

**THRU:** Rodney Morrison, Superintendent

**FROM:** Lucienne Smith, Contracted Business Manager  
Alaska Education & Business Services, Inc. 

**Date:** November 12, 2025

**SUBJECT: FINANCIAL REPORT NARRATIVE**

The following pages are the monthly November Board Reports.

The format of these monthly revenue and expenditure information reports are presented to the Board of Education to apprise them of the District's financial position in comparison to the respective budgets for all funds as well as a more detailed presentation of the general fund. More detailed information is available at the District office in Thorne Bay, Alaska.

**Statement of Revenue Budget vs. Actual:** This printout recaps fund specific revenue information per the column headings for all funds of the District:

Received current Month	Includes activity for the month noted in the report
Received YTD	Includes year-to-date activity
Estimated Revenue	Reflects the current revenue budget
Revenue to be received	Reflects the amount expected to be received by year end

**Statement of Expenditures Budget vs. Actual:** This printout recaps fund specific expenditure information per the column headings for all funds of the district:

Committed Current Month	Includes activity for the month noted in the report
Committed YTD	Includes year-to-date activity
Original Appropriation	Board of Education and DOEED approved original budgets
Current Appropriation	Includes the original budget amount, budget transfers, budget revisions and rollover encumbrances from prior year
Available Appropriation	Budgeted amounts not yet expended or encumbered but available

**Statement of Revenue Budget vs. Actual for Operating Fund:** This report represents a more detailed view of the operating Fund revenue categories. The columns reflect the same information as noted above for the Statement of Revenue Budget vs. Actuals.

**Statement of Expenditure Budget vs. Actual for Operating Fund:** This report presents a functional recap of the Operating Fund. The columns reflect the same information as noted above for the Statement of Expenditure – Budget vs. Actual.

SOUTHEAST ISLAND SCHOOL DISTRICT  
Statement of Revenue Budget vs Actuals  
For the Accounting Period: 11 / 25

Fund	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
100 GENERAL OPERATING FUND	431,047.00	2,202,024.27	6,152,891.00	3,950,866.73	36 %
205 PUPIL TRANSPORTATION FUND	0.00	73,944.00	262,473.00	188,529.00	28 %
255 FOOD SERVICE FUND	270.85	19,133.33	143,476.16	124,342.83	13 %
256 FRESH FRUIT & VEGETABLES	0.00	1,078.13	8,625.01	7,546.88	13 %
260 TITLE I-A BASIC	0.00	10,435.41	89,872.00	79,436.59	12 %
261 TITLE I-C MIGRANT	0.00	16,481.04	125,636.00	109,154.96	13 %
262 MIGRANT BOOKS	0.00	0.00	3,332.00	3,332.00	0 %
264 Title IVA INNOVATIVE	0.00	0.00	11,538.00	11,538.00	0 %
265 POSITIVE BEHAVIORAL INTERVENTION STRATEGIES	0.00	0.00	31,500.00	31,500.00	0 %
266 TITLE IIA PRINCIPAL/TEACHER RETENTION &	0.00	0.00	24,222.00	24,222.00	0 %
268 TITLE VI-B IDEA	0.00	664.45	54,777.00	54,112.55	1 %
270 TITLE VI-B SEC 619 PRESCHOOL DISABLED	0.00	0.00	4,436.00	4,436.00	0 %
271 CARL PERKINS	0.00	0.00	22,000.00	22,000.00	0 %
272 SAFETY & WELL BEING	0.00	15,277.16	16,000.00	722.84	95 %
273 HUNTER EDUCATION GRANT	0.00	0.00	17,693.90	17,693.90	0 %
280 AK LITERACY	0.00	21,316.91	35,000.35	13,683.44	61 %
281 CLSD 2024 COHORT	0.00	134,384.66	350,000.00	215,615.34	38 %
355 US FOREST SERVICE - TB GARN UNITS	0.00	0.00	373,500.00	373,500.00	0 %
358 SOAR - KLAWOCK	0.00	18,006.47	18,006.47	0.00	100 %
360 INDIAN EDUCATION	0.00	12,452.00	12,452.00	0.00	100 %
361 APEX - USDOE	60,000.00	120,000.00	499,904.00	379,904.00	24 %
363 ARISE - USDOE	60,000.00	120,000.00	499,793.00	379,793.00	24 %
365 REAP	0.00	1,904.00	1,904.00	0.00	100 %
369 UNDESIGNATED	0.00	-3,666.00	0.00	3,666.00	%
370 SUCCEED	0.00	316,197.77	346,766.00	30,568.23	91 %
372 ACHIEVE- PASS THRU FROM HYDABURG CSD	0.00	0.00	60,000.00	60,000.00	0 %

SOUTHEAST ISLAND SCHOOL DISTRICT  
Statement of Revenue Budget vs Actuals  
For the Accounting Period: 11 / 25

Fund	Received		Estimated Revenue	Revenue %	
	Current Month	Received YTD		To Be Received	Received
375 TEACHER HOUSING	6,700.00	24,895.19	110,000.00	85,104.81	23 %
528 AHFC THORNE BAY HOUSING GRANT	0.00	277,724.34	700,000.00	422,275.66	40 %
711 STUDENT AGENCY FUND AGRICULTURE	0.00	1,030.00	1,030.00	0.00	100 %
Grand Total:	558,017.85	3,383,283.13	9,976,827.89	6,593,544.76	34 %

SOUTHEAST ISLAND SCHOOL DISTRICT  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 11 / 25

Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Comm.
100 GENERAL OPERATING FUND	410,115.73	2,042,901.52	6,164,751.00	6,164,751.00	4,121,849.48	33%
205 PUPIL TRANSPORTATION FUND	10,650.64	41,070.88	149,313.00	149,313.00	108,242.12	28%
237 ALASKA PRE ELEMENTARY PROGRAM	1,848.82	3,731.61	17,000.00	17,000.00	13,268.39	22%
255 FOOD SERVICE FUND	19,658.34	134,151.37	304,784.16	304,784.16	170,632.79	44%
256 FRESH FRUIT & VEGETABLES	0.00	9,525.41	1,078.13	8,625.01	-900.40	110%
260 TITLE I-A BASIC	5,769.95	27,589.64	96,279.06	96,279.06	68,689.42	29%
261 TITLE I-C MIGRANT	4,284.97	42,828.10	165,712.68	165,712.68	122,884.58	26%
262 MIGRANT BOOKS	0.00	7.99	3,332.00	3,332.00	3,324.01	0%
264 Title IVA INNOVATIVE	0.00	0.00	11,536.85	11,536.85	11,536.85	0%
265 POSITIVE BEHAVIORAL INTERVENTION	0.00	0.00	31,499.99	31,499.99	31,499.99	0%
266 TITLE IIA PRINCIPAL/TEACHER	0.00	2,414.61	32,401.78	32,401.78	29,987.17	7%
268 TITLE VI-B IDEA	0.00	5,435.65	54,403.77	54,403.77	48,968.12	10%
270 TITLE VI-B SEC 619 PRESCHOOL	0.00	0.00	4,433.62	4,433.62	4,433.62	0%
271 CARL PERKINS	1,463.73	6,895.09	21,998.76	21,998.76	15,103.67	31%
272 SAFETY & WELL BEING	0.00	15,277.16	15,999.95	15,999.95	722.79	95%
273 HUNTER EDUCATION GRANT	79.72	15,550.40	17,693.90	17,693.90	2,143.50	88%
280 AK LITERACY	0.00	31,270.80	34,999.96	34,999.96	3,729.16	89%
281 CLSD 2024 COHORT	0.00	142,028.64	349,995.78	349,995.78	207,967.14	41%
353 RURAL UTILITIES SERVICE	0.00	311,001.70	460,912.00	460,912.00	149,910.30	67%
355 US FOREST SERVICE - TB GARN UNITS	0.00	0.00	373,500.00	373,500.00	373,500.00	0%
358 SOAR - KLAWOCK	150.44	13,940.48	14,065.84	14,065.84	125.36	99%
361 APEX - USDOE	23,650.33	23,993.05	499,962.00	499,962.00	475,968.95	5%
363 ARISE - USDOE	3,270.50	5,292.10	498,571.00	498,571.00	493,278.90	1%
370 SUCCEED	41,097.00	165,283.29	394,723.00	394,723.00	229,439.71	42%
372 ACHIEVE- PASS THRU FROM HYDABURG	20,297.63	22,413.63	60,000.00	60,000.00	37,586.37	37%

SOUTHEAST ISLAND SCHOOL DISTRICT  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 11 / 25

Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Comm.
375 TEACHER HOUSING	-9.01	16,216.44	50,000.00	50,000.00	33,783.56	32%
528 AHFC THORNE BAY HOUSING GRANT	94,548.81	562,995.80	700,000.00	700,000.00	137,004.20	80%
535 COPS SCHOOL VIOLENT PREVENTION- DOJ	0.00	94,634.11	130,855.00	130,855.00	36,220.89	72%
536 20-002 HOLLIS K-12 SCHOOL	0.00	5,500.00	0.00	0.00	-5,500.00	0%
537 AK HOMELAND SECURITY & EMERGENCY	0.00	31,606.00	32,490.23	32,490.23	884.23	97%
711 STUDENT AGENCY FUND AGRICULTURE	222.39	1,075.51	1,030.00	1,030.00	-45.51	104%
Grand Total:	637,099.99	3,774,630.98	10,693,323.46	10,700,870.34	6,926,239.36	35%

SOUTHEAST ISLAND SCHOOL DISTRICT  
Statement of Revenue Budget vs Actuals  
For the Accounting Period: 11 / 25

100 GENERAL OPERATING FUND

Function / Object	Received		Estimated Revenue	Revenue		% Received
	Current Month	Received YTD		To Be Received		
000						
0000						
30 EARNINGS ON INVESTMENTS	0.00	3,110.79	0.00	-3,110.79	** %	
40 OTHER LOCAL REVENUES	300.00	45,153.48	25,000.00	-20,153.48	180 %	
48 STATE BROADBAND ASSISTANT GRANT	0.00	0.00	290,000.00	290,000.00	0 %	
51 STATE-FOUNDATION PROGRAM	430,747.00	2,153,735.00	5,398,262.00	3,244,527.00	39 %	
56 TRS On-Behalf	0.00	0.00	358,515.00	358,515.00	0 %	
57 PERS On Behalf	0.00	0.00	64,252.00	64,252.00	0 %	
250 TRANSFER FROM OTHER FUNDS	0.00	0.00	16,862.00	16,862.00	0 %	
Function Total:	431,047.00	2,201,999.27	6,152,891.00	3,950,891.73	35 %	
Org Total:	431,047.00	2,201,999.27	6,152,891.00	3,950,891.73	35 %	
628 THORNE BAY						
700 STUDENT ACTIVITIES						
40 OTHER LOCAL REVENUES	0.00	25.00	0.00	-25.00	** %	
Function Total:	0.00	25.00	0.00	-25.00	** %	
Org Total:	0.00	25.00	0.00	-25.00	** %	
Fund Total:	431,047.00	2,202,024.27	6,152,891.00	3,950,866.73	35 %	
Grand Total:	431,047.00	2,202,024.27	6,152,891.00	3,950,866.73	35 %	

Funds 100- 100

Program-Function	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 GENERAL OPERATING FUND						
621 HOWARD VALENTINE						
100 REGULAR INSTRUCTION	10,560.05	53,186.28	245,627.00	245,627.00	192,440.72	21
160 VOCATIONAL ED INSTRUCTION	0.00	0.00	1,500.00	1,500.00	1,500.00	0
200 SPECIAL EDUCATION INSTRUC	10,038.16	22,419.05	68,726.00	68,726.00	46,306.95	32
400 SCHOOL ADMINISTRATION	1,216.24	3,648.73	9,981.00	9,981.00	6,332.27	36
600 OPERATIONS & MAINTENANCE	1,292.21	9,257.68	68,917.00	68,917.00	59,659.32	13
700 STUDENT ACTIVITIES	176.38	380.65	7,597.00	7,597.00	7,216.35	5
Org Total:	23,283.04	88,892.39	402,348.00	402,348.00	313,455.61	
624 KASAAN						
100 REGULAR INSTRUCTION	21,675.65	58,442.66	136,066.00	136,066.00	77,623.34	42
160 VOCATIONAL ED INSTRUCTION	332.43	1,003.49	1,500.00	1,500.00	496.51	66
200 SPECIAL EDUCATION INSTRUC	3,816.66	5,772.55	26,855.00	26,855.00	21,082.45	21
400 SCHOOL ADMINISTRATION	1,215.21	3,613.67	9,981.00	9,981.00	6,367.33	36
600 OPERATIONS & MAINTENANCE	986.36	8,907.84	45,800.00	45,800.00	36,892.16	19
700 STUDENT ACTIVITIES	900.47	1,622.47	6,929.00	6,929.00	5,306.53	23
Org Total:	28,926.78	79,362.68	227,131.00	227,131.00	147,768.32	
625 NAUKATI						
100 REGULAR INSTRUCTION	15,861.81	56,876.62	217,710.00	217,710.00	160,833.38	26
160 VOCATIONAL ED INSTRUCTION	0.00	0.00	1,500.00	1,500.00	1,500.00	0
200 SPECIAL EDUCATION INSTRUC	10,549.00	26,552.46	66,379.00	66,379.00	39,826.54	40
400 SCHOOL ADMINISTRATION	1,091.39	2,155.99	9,981.00	9,981.00	7,825.01	21
600 OPERATIONS & MAINTENANCE	224.46	28,334.96	72,671.00	72,671.00	44,336.04	38
700 STUDENT ACTIVITIES	45.90	423.03	6,951.00	6,951.00	6,527.97	6
Org Total:	27,772.56	114,343.06	375,192.00	375,192.00	260,848.94	
628 THORNE BAY						
100 REGULAR INSTRUCTION	41,454.66	123,900.67	488,560.00	488,560.00	364,659.33	25
160 VOCATIONAL ED INSTRUCTION	0.00	0.00	3,000.00	3,000.00	3,000.00	0
200 SPECIAL EDUCATION INSTRUC	23,288.85	58,303.85	261,616.00	261,616.00	203,312.15	22
400 SCHOOL ADMINISTRATION	5,060.13	20,184.68	83,246.00	83,246.00	63,061.32	24
450 SCHOOL ADMIN SUPPORT SRVC	5,142.84	18,882.32	56,402.00	56,402.00	37,519.68	33
600 OPERATIONS & MAINTENANCE	7,100.29	37,378.43	231,059.00	231,059.00	193,680.57	16
700 STUDENT ACTIVITIES	11,337.65	34,583.09	35,287.00	35,287.00	703.91	98
Org Total:	93,384.42	293,233.04	1,159,170.00	1,159,170.00	865,936.96	
632 WHALE PASS						
100 REGULAR INSTRUCTION	15,327.26	79,370.38	137,671.00	137,671.00	58,300.62	57
160 VOCATIONAL ED INSTRUCTION	0.00	0.00	1,500.00	1,500.00	1,500.00	0
200 SPECIAL EDUCATION INSTRUC	2,257.98	6,906.05	73,443.00	73,443.00	66,536.95	9
400 SCHOOL ADMINISTRATION	1,060.06	3,186.53	9,981.00	9,981.00	6,794.47	31
600 OPERATIONS & MAINTENANCE	1,498.32	17,706.25	42,637.00	42,637.00	24,930.75	41
700 STUDENT ACTIVITIES	0.00	904.43	6,451.00	6,451.00	5,546.57	14
Org Total:	20,143.62	108,073.64	271,683.00	271,683.00	163,609.36	
646 ALASKA TRAILS - DW CORRESPONDENCE						
140 CORRESPONDENCE INSTRUC	21,311.41	85,460.67	298,732.00	298,732.00	213,271.33	28
200 SPECIAL EDUCATION INSTRUC	583.81	1,780.55	7,956.00	7,956.00	6,175.45	22
Org Total:	21,895.22	87,241.22	306,688.00	306,688.00	219,446.78	
649 DISTRICT WIDE						

Funds 100- 100

Program-Function	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 GENERAL OPERATING FUND						
100 REGULAR INSTRUCTION	9,239.42	45,272.21	135,198.00	135,198.00	89,925.79	33
160 VOCATIONAL ED INSTRUCTION	0.00	0.00	50,993.00	50,993.00	50,993.00	0
200 SPECIAL EDUCATION INSTRUC	-1,222.56	14,995.90	22,420.00	22,420.00	7,424.10	66
220 SPED SUPPORT SRVCS-STUDNT	7,089.08	40,523.82	154,056.00	154,056.00	113,532.18	26
300 SUPPORT SERVICES-STUDENTS	0.00	3,577.46	15,891.00	15,891.00	12,313.54	22
350 SUPPORT SERVICES-INSTRUCT	1,233.84	1,233.84	0.00	0.00	-1,233.84	***
352 LIBRARY SERVICES	0.00	0.00	645.00	645.00	645.00	0
353 Technology	10,843.38	70,439.33	190,405.00	190,405.00	119,965.67	36
354 INSERVICE	0.00	6,254.49	3,600.00	3,600.00	-2,654.49	173
400 SCHOOL ADMINISTRATION	5,060.10	25,250.03	87,351.00	87,351.00	62,100.97	28
450 SCHOOL ADMIN SUPPORT SRVC	4,436.42	17,399.58	56,277.00	56,277.00	38,877.42	30
511 BOARD OF EDUCATION	12,379.91	45,962.03	118,723.00	118,723.00	72,760.97	38
512 OFFICE OF SUPERINTENDENT	25,144.61	103,612.52	335,683.00	335,683.00	232,070.48	30
550 DISTRICT ADMIN SUPRT SRVC	64,593.83	172,269.73	394,706.00	394,706.00	222,436.27	43
600 OPERATIONS & MAINTENANCE	-13,454.88	483,251.90	807,120.00	807,120.00	323,868.10	59
700 STUDENT ACTIVITIES	5,483.00	13,749.15	104,590.00	104,590.00	90,840.85	13
900 OTHER FINANCING USES	0.00	0.00	65,000.00	65,000.00	65,000.00	0
Org Total:	130,826.15	1,043,791.99	2,542,658.00	2,542,658.00	1,498,866.01	
667 HOLLIS (I)						
100 REGULAR INSTRUCTION	22,612.68	70,137.01	339,731.00	339,731.00	269,593.99	20
160 VOCATIONAL ED INSTRUCTION	0.00	0.00	1,500.00	1,500.00	1,500.00	0
200 SPECIAL EDUCATION INSTRUC	14,442.52	38,759.50	185,937.00	185,937.00	147,177.50	20
400 SCHOOL ADMINISTRATION	1,037.13	3,111.39	9,981.00	9,981.00	6,869.61	31
600 OPERATIONS & MAINTENANCE	222.73	14,607.63	57,506.00	57,506.00	42,898.37	25
700 STUDENT ACTIVITIES	585.67	1,786.92	9,180.00	9,180.00	7,393.08	19
Org Total:	38,900.73	128,402.45	603,835.00	603,835.00	475,432.55	
669 PORT ALEXANDER						
100 REGULAR INSTRUCTION	21,532.30	84,921.40	208,316.00	211,066.00	126,144.60	40
160 VOCATIONAL ED INSTRUCTION	0.00	0.00	1,500.00	0.00	0.00	0
400 SCHOOL ADMINISTRATION	1,214.34	3,643.02	9,981.00	9,981.00	6,337.98	36
600 OPERATIONS & MAINTENANCE	2,236.57	10,916.63	50,499.00	50,499.00	39,582.37	21
700 STUDENT ACTIVITIES	0.00	80.00	5,750.00	4,500.00	4,420.00	1
Org Total:	24,983.21	99,561.05	276,046.00	276,046.00	176,484.95	
0.00Fund Total:	410,115.73	2,042,901.52	6,164,751.00	6,164,751.00	4,121,849.48	33 %
Grand Total:	410,115.73	2,042,901.52	6,164,751.00	6,164,751.00	4,121,849.48	33 %



# Southeast Island School District

## Superintendent's Report

Board Meeting – November 19, 2025  
Prepared: November 15, 2025  
Submitted by: Superintendent Rod Morrison

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### District Goals

#### Collaboration

Strengthen and maintain collaborative relationships with the Board of Education and district team to support student success.

#### Public Trust

Build public trust and confidence through open, honest communication and by fostering positive connections across our communities.

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### Recent Engagements

- **October 30 – Kagan Family Engagement, Thorne Bay**  
Staff and families participated in collaborative Kagan strategies focused on building engagement and strengthening family-school partnerships.
- **October 31 – Islandwide Inservice Day, Craig & Klawock**  
Districtwide professional development featuring Kagan strategies and Paraeducator training. Feedback was overwhelmingly positive, with many staff noting they gained actionable tools to use immediately in their classrooms.
- **November 1 – Brightways Training, Klawock**  
Training focused on enhancing digital learning workflows and improving student support through the Brightways platform.
- **November 13–16 – AASB's 72nd Annual Conference & Youth Leadership Institute**  
Board members and student leaders participated in statewide learning sessions and collaborative leadership opportunities. Brightways supported student travel, enabling

participation in the UAA Flight Training facility tour—including pilot, air traffic control, and aircraft mechanics program strands—as well as a campus tour of UAA.

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## **Upcoming Events**

- **November 18 – Grants Meeting (APEX, ARISE, SOAR, ELEVATE)**
  - **November 19 – United Grant Meeting**
  - **November 24–28 – Thanksgiving Break**
  - **December 10–12 – AML Conference in Anchorage**  
*Renew American Schools: Whale Pass and Port Alexander*
  - **December 11 – Thorne Bay Christmas Dinner**
  - **December 22 – January 2 – Winter Break**
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## **Action Item**

### **Superintendent and School Board Evaluations**

Materials have been provided for board review. Please review all attached evaluation documents in preparation for upcoming discussion and action.

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## **Sharable News & Updates**

### **Islandwide Inservice Day**

The professional development sessions, including Kagan strategies and Paraeducator training, were highly successful. Staff reported gaining practical instructional tools that can be implemented immediately to improve student engagement and classroom management.

### **Thorne Bay Housing Update**

The new staff housing units are currently being placed. Progress has been very positive and reflects strong collaboration between SISD, Samson Tug and Barge, APT, and Tongass Electrical. This project continues to support district efforts to recruit and retain high-quality staff.

## **AASB & Student Leadership Conference**

Board members and students engaged in valuable sessions alongside peers from across Alaska. The partnership with Brightways significantly supported student participation. The group toured UAA's Flight Training facility—highlighting pathways in piloting, air traffic control, and aircraft mechanics—and explored the UAA main campus.

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## **Conclusion**

Southeast Island School District remains dedicated to collaboration, community engagement, and student-centered excellence. With continued support from the Board and our partners, we are building a stronger, more resilient future for our students and the communities we serve.

Thank you for your ongoing commitment to education and for being valued partners in our shared mission.

Respectfully submitted,  
Rod Morrison  
Superintendent, Southeast Island School District

# School Board Evaluation Tool (with Community Input)

Purpose: To help the board reflect on its performance while gathering structured input from the community.

Rating Scale: 1 = Needs Improvement | 2 = Developing | 3 = Effective | 4 = Highly Effective | N/A = Not Observed

## A. Governance & Leadership

- The board sets clear goals and policies aligned with student success.
- The board respects and incorporates cultural and community values in decision-making.
- The board maintains its role (policy/governance) and avoids micromanaging.

## B. Student Focus

- Decisions consistently prioritize student learning and well-being.
- The board supports equitable opportunities for all students, including rural and Alaska Native students.

## C. Communication & Community Engagement

- The board communicates openly and transparently.
- Actively seeks and values input from families, tribes, and community stakeholders.
- Provides opportunities for meaningful community participation.

## D. Fiscal Responsibility & Oversight

- Ensures sound stewardship of public funds.
- Demonstrates accountability and transparency in financial decisions.
- Advocates effectively for adequate resources.

## E. Board Operations & Teamwork

- Functions effectively as a team, even when members disagree.
- Conducts meetings that are productive, respectful, and focused.
- Engages in professional development and continuous improvement.

## Open-Ended Questions

1. What are the board's greatest strengths in serving students and the community?

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2. What are areas where the board could improve?

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3. Additional comments or examples?

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SUPERINTENDENT EVALUATION DOCUMENT

\_\_\_\_\_ SCHOOL DISTRICT

***Board of Education Evaluation of the Superintendent***

**Confidential**

**From: 20\_\_ To: 20\_\_**

As you read through the following list, rank the items 1 - 4.

1- Exceptional / 2- Meets Expectations / 3- Needs Improvement / 4- Unknown.

You are encouraged to place comments in the appropriate area.

**Relationship with the Board:**

- Keeps board informed of organization activities, progress and problems.
- Is receptive to board member ideas and suggestions.
- Makes sound recommendations for board action.
- Accepts board criticism as constructive suggestions for improvement.
- Gives constructive criticism in a friendly, firm and positive way.
- Follows up on all problems and Issues brought to his attention.

Comments:

**Management Skills and Abilities:**

- Maintains a smooth-running administrative office.
- Prepares all necessary reports and keeps accurate records.
- Speaks and writes clearly.
- Proposes organizational goals and objectives prior to each fiscal year.
- Plans well in advance.
- Is progressive in attitude and action.
- Adequately follows through on set plans.

Comments:

**Services to People Served:**

- Understands and stays current with the needs of people served.
- Focuses all activities on servicing peoples' needs.
- Accepts criticism from the people served and responds appropriately.

Comments:

**Fiscal Management:**

- Prepares a balanced budget.
- Completes the year with a balanced budget.
- Displays common sense and good judgment in business.
- Adequately supervises the physical plant.

Comments:

**Personal and Professional Attitudes:**

- Projects professional demeanor.
- Participates in professional activities.

Comments:

**Community and Public Relations:**

- Represents the organization in a positive and professional manner.
- Actively promotes the organization to the public.

Comments:

**Effective Leadership of Staff:**

- Hires and maintains competent staff members.
- Encourages staff development.
- Follows personnel policies closely.
- Maintains high staff productivity.

Comments:

**(enter District)** School District

Performance-Based

Annual Superintendent Summative Evaluation

Date .

*The performance evaluation is an effective tool to ensure the Superintendent will meet the School Board's expectations. Fundamental fairness demands that the Superintendent understand the expectations of the Board and receive feedback regarding how they are performing.*

Recommended by:  
Association of Alaska School Boards



## The Superintendent Evaluation Process

The annual Superintendent evaluation is an essential tool used to ensure a communication link between the responsibility of the School Board and its one direct employee, the Superintendent. An effective and successful evaluation can only occur when combined with an on-going and open communication process between the Board and Superintendent. It is strongly recommended that the Board (or Board Chair) establish a series of “check-ins”, or progress monitoring steps throughout the year. The SUMMATIVE ANNUAL EVALUATION is designed to evaluate the progress and leadership of the Superintendent with regard to the Board’s vision and goals each year. The following list provides the Board with a step-by-step checklist:

- **All Board members** will participate in the Superintendent evaluation process, anonymous responses will be shared.
- The Board will execute the evaluation process utilizing:
  - Board adopted evaluation instrument,
  - Superintendent contract;
  - Superintendent/district performance goals,
  - District strategic plan.
- The Board will periodically review, amend, and **adopt an evaluation instrument** for the Superintendent, aligning the evaluation instrument with the job duties. 30
- The Board will adopt a **timeline** for conducting the Superintendent evaluation.
- The Superintendent will complete a **self-evaluation** along with evidence of progress or evidence of accomplishment of the performance indicator. The Superintendent will provide a copy of their completed evaluation to the Board president.
- The Board president will distribute the Superintendent’s self-evaluation, evaluation instrument, job description, contract, district strategic plan and board goals to all board members. Prior to the evaluation meeting, all Board members will complete the evaluation instrument and return to the Board president by the stated deadline so they may compile the results.

## Completing this Evaluation

For each of the five standards to be assessed, review each **performance indicator** and check the appropriate level of progress.

- **Interpretation guide for each rating score:**
  - **Excels** – Performance is at a level that exceeds expectations.
  - **Meets** – Performance meets expectations.
  - **Progressing** – Performance is not at the level expected but is progressing in that direction

- **Inadequate** – Performance does not meet expectations.
- **Not Rated** – Board member does not have enough information or experience to rate this indicator.

- Below each indicator statement is a space for the Superintendent to provide their report and evidence to the indicator statement. This should be completed by the Superintendent first and then the document should be distributed to each Board member. (Note: It is strongly recommended that the Superintendent compile evidence and artifact during the course of the year relating these performance indications)
- To the right of each performance indicator is space for Board members to **comment** and note evidence on progress toward achieving the performance indicator.
- At the end of each “**Standard**” section, there is an opportunity to determine whether or not the standard has been met by looking at how many performance indicators have been rated **Meets or Excels**.
- Upon completion of this evaluation, email or return the printed document to the **Board chair** by (date) \_\_\_\_\_ for compilation of all Board member responses prior to the “in-person” evaluation meeting.

## Standard #1: Visionary Leadership

The Superintendent promotes a shared vision to enhance student achievement and learning

Performance Indicators	Rating	Board Comments / Superintendent Evidence
1.1 The Superintendent continues to make progress on <b>implementing the District Strategic Plan</b> and provides regular updates to the Board.	<input type="checkbox"/> Excels <input type="checkbox"/> Meets <input type="checkbox"/> Progressing <input type="checkbox"/> Insufficient <input type="checkbox"/> Not Rated	<b>Board Comments</b>
<b>Superintendent's Response &amp; Evidence:</b>		
1.2 The Superintendent works with <b>district and building leadership</b> to implement the goals of the strategic plan.	<input type="checkbox"/> Excels <input type="checkbox"/> Meets <input type="checkbox"/> Progressing <input type="checkbox"/> Insufficient <input type="checkbox"/> Not Rated	<b>Board Comments</b> <span style="float: right;">32</span>
<b>Superintendent's Response &amp; Evidence:</b>		
1.4 The Superintendent ensures the district provides <b>equitable opportunities for educational and extra-curricular programs</b> in support of student learning and growth.	<input type="checkbox"/> Excels <input type="checkbox"/> Meets <input type="checkbox"/> Progressing <input type="checkbox"/> Insufficient <input type="checkbox"/> Not Rated	<b>Board Comments</b>

Superintendent's Response & Evidence:

The Superintendent Meets or Excels standard No. 1: \_\_\_\_\_ Yes      \_\_\_\_\_ No

### Standard #2: Educational Leadership

The Superintendent hires, assigns, monitors and evaluates instructional and paraprofessional staff to promote a healthy school climate, an outstanding instructional program, and staff professional growth.

Performance Indicators	Rating	Board Comments / Superintendent Evidence
2.1 The Superintendent <b>utilizes data to analyze</b> the district's curriculum, instruction, and school climate in order to improve student learning and promote a healthy educational environment.	<input type="checkbox"/> Excels <input type="checkbox"/> Meets <input type="checkbox"/> Progressing <input type="checkbox"/> Insufficient <input type="checkbox"/> Not Rated	<b>Board Comments</b> 33
Superintendent's Response & Evidence:		
2.2 The Superintendent <b>develops and supports district programs</b> to meet the diverse <b>learning needs and interests</b> of the students.	<input type="checkbox"/> Excels <input type="checkbox"/> Meets <input type="checkbox"/> Progressing <input type="checkbox"/> Insufficient <input type="checkbox"/> Not Rated	<b>Board Comments</b>

<b>Superintendent's Response &amp; Evidence:</b>		
2.3 The Superintendent <b>provides effective professional development and training</b> , to support <b>all</b> staff and increase workforce effectiveness and retention.	<input type="checkbox"/> Excels <input type="checkbox"/> Meets <input type="checkbox"/> Progressing <input type="checkbox"/> Insufficient <input type="checkbox"/> Not Rated	<b>Board Comments</b>
<b>Superintendent's Response &amp; Evidence:</b>		
34		
2.4 The Superintendent ensures all <b>instructional staff are evaluated</b> using the district's evaluation instrument in a fair and timely manner and uses results to promote staff growth.	<input type="checkbox"/> Excels <input type="checkbox"/> Meets <input type="checkbox"/> Progressing <input type="checkbox"/> Insufficient <input type="checkbox"/> Not Rated	<b>Board Comments</b>
<b>Superintendent's Response &amp; Evidence:</b>		

The Superintendent Meets or Excels Standard No. 2: \_\_\_\_\_ Yes      \_\_\_\_\_ No

**Standard #3: Policy and Operational Leadership**

The Superintendent promotes sound management of district operations to ensure a safe, efficient and effective learning environment.

Performance Indicators	Rating	Board Comments / Superintendent Evidence
3.1 The Superintendent works collaboratively with the Board to <b>develop, review and update district policies</b> and procedures for improved student learning and achievement.	<input type="checkbox"/> Excels <input type="checkbox"/> Meets <input type="checkbox"/> Progressing <input type="checkbox"/> Insufficient <input type="checkbox"/> Not Rated	<b>Board Comments</b>
<b>Superintendent's Response &amp; Evidence:</b>		
3.2 The Superintendent <b>ensures the district follows policies, laws and regulations</b> enacted by local, state and federal authorities.	<input type="checkbox"/> Excels <input type="checkbox"/> Meets <input type="checkbox"/> Progressing <input type="checkbox"/> Insufficient <input type="checkbox"/> Not Rated	<b>Board Comments</b>
<b>Superintendent's Response &amp; Evidence:</b>		
3.3 The Superintendent works collaboratively with the Board to <b>develop, monitor and manage a district budget</b> that is designed to ensure the allocation of resources to support student learning.	<input type="checkbox"/> Excels <input type="checkbox"/> Meets <input type="checkbox"/> Progressing <input type="checkbox"/> Insufficient <input type="checkbox"/> Not Rated	<b>Board Comments</b>

<b>Superintendent's Response &amp; Evidence:</b>		
3.4 The Superintendent plans and prioritizes district facilities improvements to <b><u>support safe and productive environments</u></b> for learning.	<input type="checkbox"/> Excels <input type="checkbox"/> Meets <input type="checkbox"/> Progressing <input type="checkbox"/> Insufficient <input type="checkbox"/> Not Rated	<b>Board Comments</b>
<b>Superintendent's Response &amp; Evidence:</b>		

The Superintendent Meets or Excels Standard No. 3: \_\_\_\_\_ Yes      \_\_\_\_\_ No

**Standard #4: Communication Leadership**

The Superintendent promotes collaborating with staff and stakeholders, and responding to diverse community interests and needs.

Performance Indicators	Rating	Board Comments / Superintendent Evidence
4.1 The Superintendent models and supports a climate <b>valuing stakeholders input</b> on improving the district.	<input type="checkbox"/> Excels <input type="checkbox"/> Meets <input type="checkbox"/> Progressing <input type="checkbox"/> Insufficient <input type="checkbox"/> Not Rated	<b>Board Comments</b>

**Superintendent's Response & Evidence:**

<p>4.2 The Superintendent continually evaluates the district's progress based on a variety of <b>assessment data</b> and keeps the Board informed of these results.</p>	<input type="checkbox"/> Excels <input type="checkbox"/> Meets <input type="checkbox"/> Progressing <input type="checkbox"/> Insufficient <input type="checkbox"/> Not Rated	<p><b>Board Comments</b></p>
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**Superintendent's Response & Evidence:**

37

<p>4.3 The Superintendent clearly defines and communicates to staff, students, and families <b>behavioral expectations and discipline policies</b> in a fair and consistent manner.</p>	<input type="checkbox"/> Excels <input type="checkbox"/> Meets <input type="checkbox"/> Progressing <input type="checkbox"/> Insufficient <input type="checkbox"/> Not Rated	<p><b>Board Comments</b></p>
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**Superintendent's Response & Evidence:**

The Superintendent Meets or Excels Standard No. 4: \_\_\_\_\_ Yes      \_\_\_\_\_ No

## Standard #5: Board/Superintendent Relations

The Superintendent works collaboratively with the board, based on a foundation of trust and respect.

Performance Indicators	Rating	Board Comments / Superintendent Evidence
5.1 The Superintendent works to develop an <b>effective relationship with the Board</b> based on trust and frequent and meaningful communication.	<input type="checkbox"/> Excels <input type="checkbox"/> Meets <input type="checkbox"/> Progressing <input type="checkbox"/> Insufficient <input type="checkbox"/> Not Rated	<b>Board Comments</b>
<b>Superintendent's Response &amp; Evidence:</b>		
5.2 The Superintendent <b>provides professional advice</b> and keeps the Board informed and updated on educational issues as they relate to the needs of the district.	<input type="checkbox"/> Excels <input type="checkbox"/> Meets <input type="checkbox"/> Progressing <input type="checkbox"/> Insufficient <input type="checkbox"/> Not Rated	<b>Board Comments</b>
<b>Superintendent's Response &amp; Evidence:</b>		
5.3 The Superintendent works with the Board to ensure a <b>clear understanding of the roles and responsibilities</b> , including the differences between the Board's governance role and the Supt's management role.	<input type="checkbox"/> Excels <input type="checkbox"/> Meets <input type="checkbox"/> Progressing <input type="checkbox"/> Insufficient <input type="checkbox"/> Not Rated	<b>Board Comments</b>

**Superintendent's Response & Evidence:**

**The Superintendent Meets or Excels Standard No. 5: \_\_\_\_\_ Yes      \_\_\_\_\_ No**

Additional/ Final Comments:



## AI Server Hardware – Spreadsheet Style Summary

### ✓ SECTION 1 – INITIAL PURCHASE

Category	Component	Qty	Unit Price	Total	Notes
Motherboard	Supermicro X13SWA-TF	1	\$1,137.04	\$1,137.04	Supports Xeon W-series and dual GPUs
Chassis	Rosewill RSV-L4500U 4U	1	\$249.99	\$249.99	4U rackmount chassis
Power Supply	FSP Cannon Pro 2000W	1	\$828.99	\$828.99	High-capacity power for GPUs and CPU
CPU	Xeon W7-3465X	1	\$3,377.00	\$3,377.00	8-channel memory and PCIe bandwidth
RAM (Initial)	2x 128GB DDR5 ECC (1 kit)	1 kit	\$1,858.99	\$1,858.99	Initial configuration
GPU (Initial)	RTX 6000 Ada 48GB	1	\$7,126.32	\$7,126.32	Primary AI processing GPU
RAID Controller	LSI 9460-16i	1	\$699.99	\$699.99	Provides 16 SAS/SATA lanes
OS SSDs	Samsung 870 EVO 2TB	2	\$129.75	\$259.50	RAID1 OS volume
SATA SSDs (Model/Dev)	Samsung 870 EVO 4TB	2	~\$232.00	~\$464.00	Model and development storage
AI Data RAID1	Samsung 870 QVO 8TB	4	\$606.59	\$2,426.37	Two mirrored RAID1 arrays
Project/Staging SSDs	Kingston A400 480GB	3	~\$28.00	~\$84.00	Project and staging volumes
NVMe (Model Storage)	Samsung 990 PRO 4TB	2	\$319.99	\$639.98	High-speed model storage
NVMe Cache	WD_Black SN850X 2TB	1	\$159.99	\$159.99	High-write temporary storage
SAS Cables	SFF-8643 → 4x SATA	2	\$35.98	\$71.96	Supports RAID controller
NVMe Heatsinks	Sabrent M.2	2	\$26.99	\$53.98	Thermal stabilization
Cooling Fans	Noctua NF-F12 iPPC-2000	3	\$36.34	\$109.02	High-airflow cooling fans
CPU Cooler	SilverStone XE04-4677B	1	\$83.99	\$83.99	LGA4677 server cooler

\*Estimated market value used when invoices were not available.

#### Initial Purchase Total:

≈ \$18,600 – \$19,400

### ■ SECTION 2 – ADDITIONAL PURCHASES

Category	Component	Qty	Unit Price	Total	Notes
GPU (Second Unit)	RTX 6000 Ada 48GB	1	\$7,126.32	\$7,126.32	Added to expand AI processing capacity
Additional RAM	3 kits x 256GB (6x128GB)	3	\$1,858.99	\$5,576.97	Fully populates 8 memory channels

#### Add-On Total:

\$12,703.29

## ★ Grand Total – Complete AI Server Build

≈ \$31,300 – \$32,100



## Project Overview Summary

- The initial configuration established a high-performance AI server suitable for district operations, staff tools, and integrated model hosting.
- Additional GPU and memory expansions were added later to increase processing capability and maximize the value of the system.
- The dual-GPU configuration supports both district-facing AI services and internal development workloads.
- Full 8-channel memory improves model throughput and ensures both GPUs operate at optimal performance.
- Storage includes a combination of SATA SSD arrays and NVMe modules to support a wide range of workloads, including model development, inference, and high-write temporary processing.



## AK-TRAILS BOARD REPORT November 2025



**Enrollment:** Even though the count period has ended, AK-TRAILS continues to grow; we've added a new preschooler in Edna Bay, as well as a student who was part of the Taekwondo program in Whale Pass and has chosen to continue schooling with our district.

**General News:** AK-TRAILS business is continuing as usual. Families are still submitting reimbursement requests for first quarter supplies, and thinking ahead to what they will need for the second part of the school year. Melanie and Cassandra remain busy processing purchase and reimbursement requests, as well as answering questions and communicating with families about a wide range of topics.

**Quarterly Reports & Report Cards:** This semester we debuted a new optional form to help our families organize their information for their quarterly reports. About three quarters of our families used the new form, and the rest provided a written narrative or used another self created reporting method. Report cards have now been completed and issued for all students-a big thank you to Amy Jennings and Everett Cook for making this happen!

**Sports:** 5 AK-TRAILS students are traveling to and competing in the regional tournament in Gustavus. Many students are looking forward to the beginning of archery season!

**Other events:** Local AK-TRAILS students have lots of chances to join in on fun district activities. Over the past month we've had students help with a volleyball fundraiser in Craig, attend fall carnivals throughout the district, and assist with a Veteran's Day Dinner in Naukati (see the photo of the awesome Aurora taken right outside the school!).

**Professional Development:** On Friday, October 31st, Cassandra Christopherson joined other educators on the Island for a Kagan Cooperative Learning Training. Cassandra has also been joining weekly PBIS meetings.

**Social media:** Check out AK-TRAILS on [Facebook](#) and [Instagram](#)!





Report Respectfully Submitted by Cassandra Christopherson

**SISD Vision:**

*"Students are equipped to achieve their dreams and aspirations"*

**SISD Mission:**

*"Set a foundation by cultivating experiences for students to develop goals and thrive in an ever-changing world."*



SOUTHEAST ISLAND SCHOOL DISTRICT  
**Barry Craig Stewart Kasaan School**

BOX KXA, Alaska 99950-0340  
phone: 907-542-2217, fax: 907-542-2219



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**Barry Craig Stewart Kasaan School**  
October, November 2025 Board Report

For the last part of the month of October and first part of November, our students have worked very hard on some great projects.

One Big activity I forgot to put in our Board report last month was our School Chaanuud Festival. This was a huge success!! We partnered with OVK and put on an amazing Halloween Carnival.



Susie and Jerry continue to push their Elementary grade students to excel in math and writing. And they are always cooking tasty desserts for the school.



One of the creative projects this month in our Geology class, kids are building 3D geographical map made from slices of cardboard to teach students how to see geographical layers.



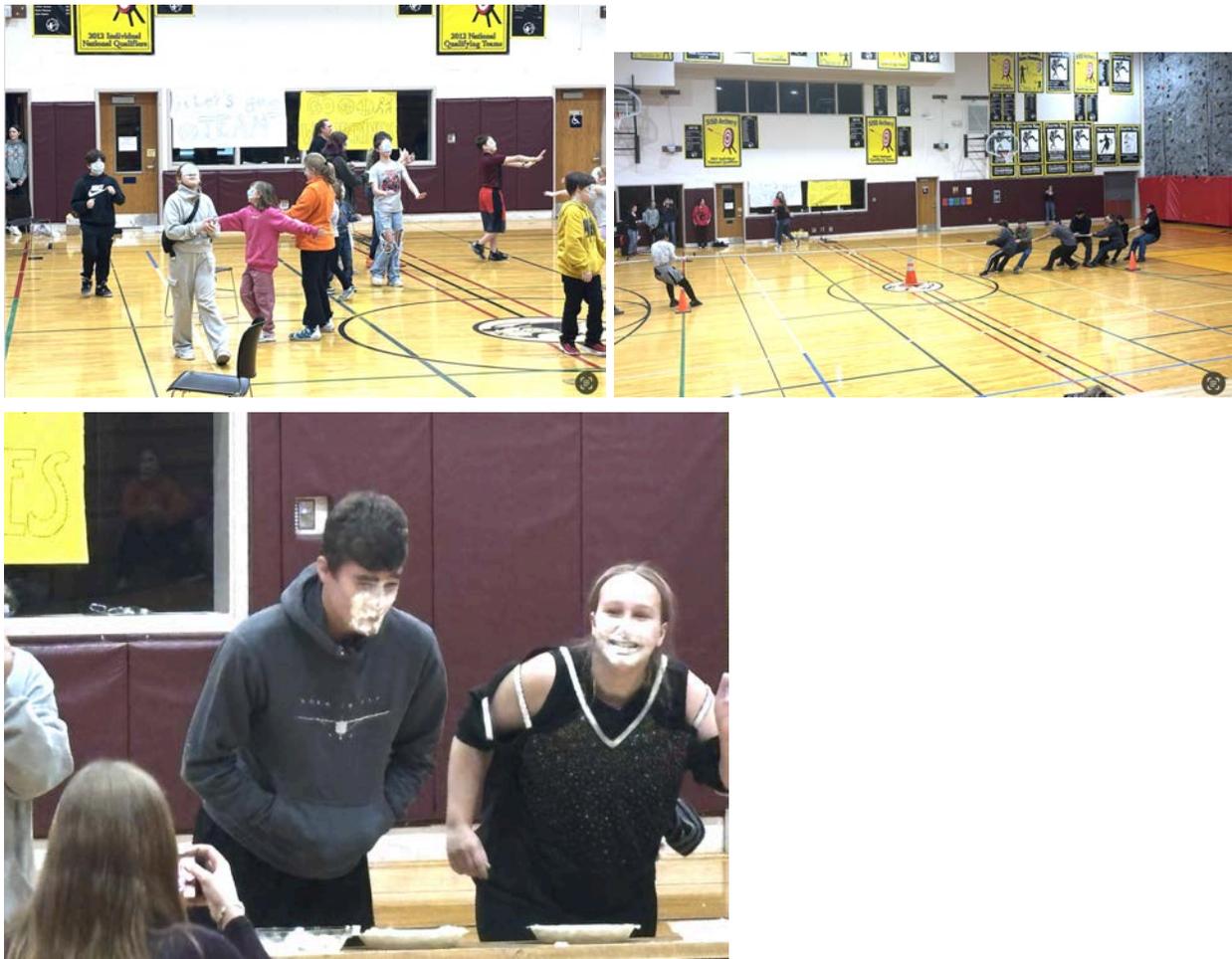
In our shop class, students are still working on our gym storage shed and also helping to make our teaching spaces more efficient by dividing our preschool into two rooms. There is a great need to move our first graders out of the kitchen and into a workable classroom.



With lots of long hours and hard work, we are now starting to use our new ceramic lab. We are hoping to get some light wired to be able to use it in the darker hours of the evenings.



Another activity our students enjoyed this month was the pep rally in Thorne Bay for our volleyball and wrestling teams.





SOUTHEAST ISLAND SCHOOL DISTRICT  
Howard Valentine Coffman Cove School

P.O. Box 18002, Coffman Cove, AK 99918  
phone: 907-329-2244; fax: 907-329-2210



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## Howard Valentine Coffman Cove School Board Update

Over the past few weeks, our students and staff have been busy with a wide variety of exciting activities and accomplishments! 🎉

### Athletics:

Archery season is officially underway! Our students have begun practicing and are already showing great progress and enthusiasm as they prepare for upcoming spring competitions. It's been wonderful to see so many students getting involved and building new skills and confidence through this sport.

### Clubs & Activities:

We've recently launched a Board Game Night on Wednesdays, which has quickly become a favorite weekly event for our students. It's been a great opportunity for social connection, teamwork, and strategic thinking in a fun and relaxed environment.

### Music & Arts:

The Holiday Bazaar, hosted by the Arts in the Cove Festival, was a big success! Five of our students performed during the event and did an amazing job representing our school and community. 🎵 We've also been working hard on fundraising efforts for new musical instruments, which will allow us to expand and enhance our music program for all grade levels.

### CTE & Innovation:

Our 3D printing program has been thriving! Students have been experimenting with new designs, exploring creative applications, and really taking ownership of their projects. It's been inspiring to see their creativity and problem-solving skills grow through hands-on learning.

### Community Connections & Hands-On Learning:

We had a wonderful visit from Pat Tierney, who joined our students for a special yellow cedar tree activity. 🌲 It's always great to see community partnerships come to life in meaningful, educational ways—thank you, Pat, for sharing your time and expertise with our students!

In Home Economics, we've been cooking up something sweet! Students have been making marmalade with the help of community member Tori — thank you so much for coming in and sharing your skills and time with our students! 🍊 These experiences make such a difference and help bring real-world learning into our classrooms.

### Academics:

In the classroom, we've been focused on strong academic review and targeted instruction. We're utilizing Amplify High-Intensity Tutoring to provide focused, high-quality support to each student. In math, we've implemented targeted interventions to strengthen foundational skills and ensure all students have the tools they need for success.

Overall, it's been a productive and inspiring time at HVCC — full of creativity, learning, and growth across

all areas! 🌟

Thank you for your continued support of our students, staff, and programs!











SOUTHEAST ISLAND SCHOOL DISTRICT

## Naukati School

100 Heather Street P.O. Box NKI  
Naukati, Alaska 99950 907-629-4121



November Naukati Lead Teacher Board Report

November 13, 2025

The 1st quarter of school is in the books.

Naukati's Taekwondo students brought home 13 medals from the Fall Nationals held in Pittsburg, PA last month. We have a Camo belt and 2 Purple belts.

We have a new 11th grade student, making our enrollment to 17.

Took 6 students to Thorne Bay for Picture Day/Retakes on November 11.

Naukati hosted a Veterans Day dinner on November 11 from 5:30-7:00 pm. MS/HS students served approximately 40 people during the dinner, plus sent several to-go plates for those that couldn't make it.

We have 2 HS students traveling for HS Volleyball Regionals on November 16-21.

We will have 2 students traveling to Ketchikan for wrestling on November 21-24.

We will be hosting approximately 14 students and 7 adults on November 17-21 for the Transition Camp. Students will be coming from Petersburg, Hydaburg, and Coffman Cove.

We will draw the winning ticket for the \$2,500 gift certificate to the Waterfall Resort on December 2, during our Holiday Community Dinner.

# November Board Report

## Port Alexander

### Elementary

The students in Port Alexander are enjoying learning in their core reading and math classes. In science they have been enjoying learning physics with a lot of hands-on demonstrations and experiments. In social studies they continue to learn more about world history and culture; currently they are studying central and south american countries. They have also started practicing songs to perform at the December Christmas concert.

The school facilities and utilities have been running smoothly for the most part. The diesel smell from the furnace igniting is not nearly as bad, thanks to Bud Durdles working on it. We have had some generator issues, with our primary generator sometimes shutting down, our backup generator is in good working order.

### Alaska Tides to Tongass Science and Arts Academy (ATTSA)



We officially concluded our 2025 ATTSA program, and students have successfully made it to their respected homes. As you all know, it is difficult to get in-and-out of Port Alexander, especially this time of year with the weather and daylight hours! We ended up leaving Port Alexander a whole week early because that was our weather window to get 5 flights to Sitka! Thank you Baranoudica Air LLC for getting us to town safely! Once we were in Sitka, students enjoyed going on hikes, attending the Sheldon Jackson History Museum, eating restaurant food, walking around Sitka, shopping, competing in the National Ocean Bowl, running a 5K and 10K race, attending high school workshops and the Sitka Whalefest Symposium, and so much more!



For Ocean Bowl, students competed in 4 rounds, and won 3 of the 4 rounds! We practiced and studied our ocean trivia, and it paid off! For the high school workshops, students attended the Raptor



Center and got to pull in a Seine beach set with the Sitka Sound Science Center. We had 9 more amazing expert scientists during the seminar days, and students are still completing their University of Alaska Southeast Dual Credit Course.

When we were in Sitka, we also connected with a previous ATTSAA student from 2023 who is attending the University of Alaska Southeast in the Aquaculture program. The students really enjoyed sharing stories with her and hearing advice for their transition back home.

We had an amazing group of kids this year, we've had great positive feedback from the students, and are looking forward to another great year of ATTSAA next year!



**SOUTHEAST ISLAND SCHOOL DISTRICT**  
**Board Report – Thorne Bay**  
**November 2025**  
**Prepared by: Shaine Nixon**

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## **Overview**

The past few weeks have been very active across the district. Students and staff have been involved in events honoring veterans, promoting literacy and leadership, participating in athletics, and engaging in professional development, with several community-centered activities scheduled in the coming days.

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## **Recent & Ongoing Highlights**

- **Veterans Pancake Breakfast – November 11**
  - Hosted a pancake breakfast in honor of Veterans Day. Thank you Tristy Morrison for purchasing the food.
  - **Ms. Dougherty, Ms. Cook, and Fin Dougherty** assisted with pancakes and setting up juice and coffee – **HUGE THANK YOU! Also, huge thanks to Christy Cunningham and Jack Nicholson for their assistance in the kitchen.**
  - Provided a meaningful opportunity to recognize and appreciate local veterans.
  
- **Veterans Day Observance at the Flagpole – November 11**
  - Met at the flag pole at 8:00 a.m. to raise the colors.
  - **Sarah Garrison** sang the *Star-Spangled Banner* and **Philip Lusted** led the Pledge of Allegiance.
  - Veterans were recognized and honored for their service.
  - Students also created Veterans Day signs and artwork displayed throughout the school.

- **Picture Make-Up Day**
  - Held picture make-up day for students and staff who missed the original date.
  - Ensured updated photos for school records, yearbook, and family orders.
  
- **MS/HS Hunter Safety / Outdoor Education**
  - Middle and high school students in Hunter Safety worked with Mr. Lusted to cape out a deer head.
  - Emphasized safe handling, respect for harvested animals, and hands-on learning.
  
- **MS Basketball – Home Games, November 7**
  - Middle school basketball hosted home games on Friday, November 7.
  - Students participated extremely well and represented the school positively.
  
- **District Phlight Club – Last Week**
  - Students across the district participated in **Phlight Club**, focusing on positive school culture, leadership, and building supportive peer connections.
  
- **Literacy & Academic Enrichment**
  - Students are continuing to read and prepare for **Battle of the Books**, building comprehension and teamwork.
  - Students are also participating in a **vocabulary contest with Ms. Dougherty**, supporting word knowledge and academic language in a fun, competitive format.
  
- **Staff Professional Development – October 31 & November 1**
  - Certified staff attended inservice in Craig on **October 31**. This was Kagan training and Brightways assisted.
  - Para professionals had an additional inservice in Craig on **Saturday, November 1**.
  - Focused on strengthening instruction and support for students across the district.

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## Upcoming Events & Activities

- **Student Travel to Anchorage – November 12**
  - Students **Nash Lovell** and **Meliah Cook** will travel to Anchorage for a school-sponsored opportunity, expanding learning beyond the local community.
- **District-Wide Pep Rally – November 13**
  - District-wide pep rally in the **Thorne Bay Gym at 1:00 p.m.**
  - Builds school spirit and celebrates student participation in activities and athletics.
- **Bazaar & Volleyball Travel – November 15**
  - **Bazaar in the Thorne Bay Gym** on November 15.
  - **The volleyball team will be traveling** that weekend to compete and represent the district.
- **Thanksgiving Turkey Lunch & Covered Dish – Next Week**
  - Schoolwide Thanksgiving turkey lunch will be hosted next week.
  - Staff and families are invited to bring a covered dish and join in the meal together.
  - Designed to build community and celebrate before the holiday break.

Whale Pass School  
Board Report  
November 2025

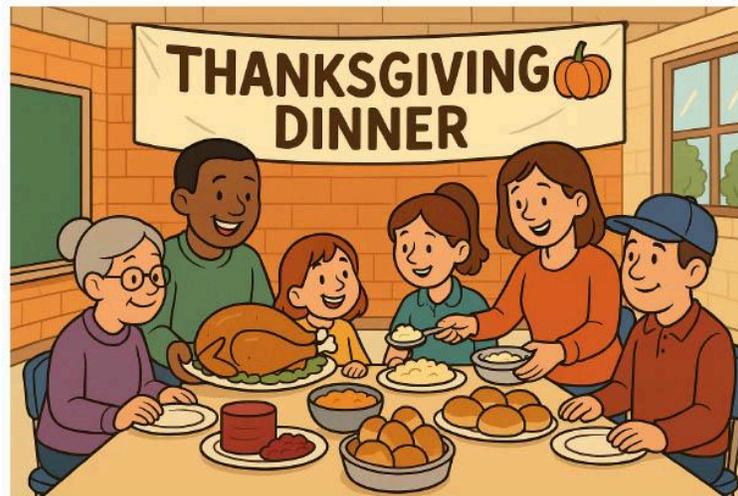
Our students have returned from a successful trip to ATA's Fall Nationals with 36 medals in all representing SISD's Songahm Academic Program! What a wonderful ending to this fall's amazing undertaking. Upon return, Whale Pass staff & students have engaged in completing documentation of their adventures through completing surveys, interviews, and video editing. I believe you will have the opportunity to view these as board and interested community members in this month's packet and meeting. Please contact us with any feedback or followup; we'd love to hear from you.



Back in Whale Pass, we have started a narrative writing unit using the opportunity to both study the features of novels/fiction and to improve students' writing ability. A long time Whale Pass resident shared a detailed power point highlighting local history in October and that has spurred us to want to archive her research properly and also further investigate SISD history, such as the Out of the Woods literary journal. We have already found several local names we recognize, including a parent of a current student.

In science we are investigating chemical reactions, especially exothermic reactions (students were motivated to try to warm the greenhouse so we can keep producing tomatoes). In Social Studies, we are learning about civic roles in relation to voting and government operations. We are continuing to use the online ALEKS math program as it allows our students highly individualized instruction while also providing progress statistics and opportunities for the teacher to create tailored worksheets and quizzes for documentation. I am lucky to have motivated students and a dedicated paraprofessional as in the coming months I will be traveling around the district to serve as an Academic Integration Specialist as well as our Preschool Coordinator. Thank you for this opportunity, Laurie Lapan

PS Our ASC invites you to our Community Thanksgiving on November 21st; please RSVP



**Whale Pass Community**  
**Thanksgiving Potluck Dinner**

At the Whale Pass School

All are welcome!

**Nov. 21st @ 5pm.**

Turkey, stuffing and Mashed Potatoes  
provided by the School.

*Bring your favorite side dish to share.*

**Dessert Auction!**

# ACTIVITIES REPORT

## **Mix 6 Volleyball Team Heads to Regionals**

The Mix 6 Volleyball Team will advance to the Regional Tournament on November 16, where they will compete against Gustavus and Kake for an opportunity to qualify for the State Championships in Dimond. The team has demonstrated outstanding skill and teamwork throughout the season, earning their place among the top contenders in the region.

As the season concludes, the team will bid farewell to seven graduating seniors who have been instrumental to the program's success. Next year will mark a building season as the team transitions and develops a new core of players, continuing the strong tradition of Mix 6 Volleyball.

## **Coaches Emphasize Academics and Athletics**

The Volleyball and Wrestling coaches are reinforcing the importance of academic success alongside athletic performance. In alignment with the school's grading policy, all athletes must now maintain a "C" or higher in each class to remain eligible for competition. This expectation underscores the athletic program's commitment to fostering responsibility, discipline, and excellence both in the classroom and in competition.

## **Thorne Bay Wrestling**

The Thorne Bay Wrestling Team will travel to Ketchikan on November 14-15 to compete against regional opponents. In addition to their athletic commitments, the wrestlers will assist with setup and cleanup for the upcoming Holiday Bazaar and will be selling raffle tickets during the event.

## **Middle School Basketball Wraps Up the Season**

The Middle School Basketball Team will conclude their season with the Island Tournament in Hydaburg on Friday, November 21st. Coach Cook has been working diligently with this new group of athletes and is proud of the progress and growth they've shown throughout the season. The team's hard work and dedication have laid a strong foundation for future success.

## **High School Boys Basketball Prepares for the Season**

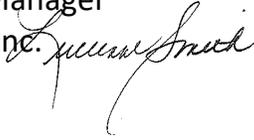
The High School Boys Basketball Team will begin practice on December 1st as they gear up for a busy and competitive season. The team's schedule includes three tournaments and nine games, five of which will be played at home. In addition, they will host an Alumni/Staff game on January 24th, giving the community a fun opportunity to support the program.

Before the season tips off, the players will lend a hand by assisting with setup and cleanup for the upcoming Holiday Bazaar. Their commitment both on and off the court reflects the program's dedication to teamwork, responsibility, and community involvement.



**SOUTHEAST ISLAND SCHOOL DISTRICT**  
P.O. Box 19569, 1010 Sandy Beach Rd Thorne Bay, Alaska 99919  
(907) 828-8254 Fax: (907) 828-8257 [Email: sisd@sisd.org](mailto:sisd@sisd.org)

## **MEMORANDUM**

**TO:** SISD BOARD OF EDUCATION  
**THRU:** Rodney Morrison, Superintendent  
**FROM:** Lucienne Smith, Contracted Business Manager  
Alaska Education & Business Services, Inc.   
**Date:** November 12, 2025  
**SUBJECT:** **BUSINESS MANAGER'S REPORT NARRATIVE**



*Goal #3: Increase Communication District and Community Wide*

**FY 2025 AUDIT** – Our audit is in final draft status and we are still in a holding pattern until the AICPA releases their 2025 Compliance Supplement that is required to be included in the financial statements (see accompanying email from DOEED). Once that occurs, then we can go to publishing. In the meantime our auditors have submitted a list of their school district clients who are in good standing and just awaiting this last section. This will allow the State to release our December foundation payment.

There were no findings, and we will present to the Board in January the final report.

**Enrollment/Foundation**– It appears that our enrollment numbers are less that forecasted at one site, as are the projected correspondence numbers. We have submitted one additional intensive student for count. Initially it appears we will be down \$200K in foundation revenue from what we projected.

**STATE REPORTING:** It is that time of year again to submit, as required by State of Alaska legislature and federal government, additional reporting requirements for school districts. These include:

-  *Fund Balance Reporting – HB 268 – Added as a reporting requirement in FY 2024. It would be good for this to end as the legislation expires. The state receives the financial statements, ensuring years' budget, and calculates the foundation for all*

*districts and can extract this basic information from those documents if needed.*

- *Cash Basis as of October 31<sup>st</sup>; due November 25<sup>th</sup>*
- *Cash Basis as of December 31<sup>st</sup>; due January 20<sup>th</sup>*

 *Correspondence Program Report – HB 202 – Added as a reporting requirement in FY 2025.*

- *A District that provides a correspondence study program shall submit an annual report to the department that includes... an accounting of student allotment funds that has been disbursed... a review of curricula that have been provided by the program or purchased using allotment funds. Prior Fiscal Year data due by December 1<sup>st</sup>.*

 *Per Pupil Expenditure Reporting – The ESEA as amended by ESSA require that per-pupil expenditures be reported on annual State and school district report cards. This was added as a reporting requirement in FY 2019.*

- *Prior Fiscal year Data Due by December 15<sup>th</sup>.*

Please feel free to ask questions.

***Mission:*** *Students are equipped to achieve their dreams and aspirations*

***Vision:*** *Set a foundation by cultivating experiences for students to develop goals and thrive in an ever-changing world.*



THE STATE  
of **ALASKA**  
GOVERNOR MIKE DUNLEAVY

**Department of Education  
& Early Development**

OFFICE OF THE COMMISSIONER

333 Willoughby Ave., 9<sup>th</sup> Floor, SOB  
P.O. Box 110500  
Juneau, Alaska 99811-0500  
Main: 907.465.2800  
TTY/TDD: 907.465.2815  
Fax: 907.465.2806

October 31, 2025

Subject: FY2025 Single Audits and District Funding Continuation

Dear Superintendents,

The Department of Education and Early Development (DEED) would like to provide clarification regarding FY2025 single audits and their relationship to district funding.

The Federal Office of Management and Budget (OMB) has experienced an administrative delay in issuing the 2025 OMB Compliance Supplement. A draft version has been shared with auditors for planning purposes, and no significant changes are anticipated before final release. However, as outlined in GAQC Alert #488, auditors should not issue a June 30, 2025 year-end single audit until the final supplement is formally published.

To ensure this federal delay does not negatively impact Alaska school districts, DEED will not withhold funding under AS 14.14.050 solely due to audit delays resulting from the pending release of the 2025 OMB Compliance Supplement.

DEED will continue to monitor federal guidance and communications closely and share updates as new information becomes available. Thank you for your continued commitment to maintaining strong fiscal stewardship on behalf of Alaska's students and communities.

Sincerely,

A handwritten signature in black ink, appearing to read "Deena Bishop".

Dr. Deena Bishop  
Commissioner

cc: Alaska Business Managers



# SOUTHEAST ISLAND SCHOOL DISTRICT

P.O. Box 19569, 1010 Sandy Beach Road, Thorne Bay, Alaska 99919  
(907) 828-8254 Fax: (907) 828-8257 E-mail: [sisd@sisd.org](mailto:sisd@sisd.org)

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## SISD FOOD SERVICE BOARD REPORT

11/10/2025

SISD participates in NSLP (National School Lunch program), SBP (School Breakfast Program) and FFVP (Fresh Fruit and Vegetable Program).

More sites were having CNP on-site reviews this month: Hollis School – 10.21.2025, Howard Valentine Coffman Cove School – 10.28.2025 and Naukati School – 11.04.2025. All sites brilliantly passed the reviews showing excellent work for following SBP and NSLP requirements and food safety standards and cooking delicious meals for our students.

Thomas Harden (Hollis), Crystal Coley (Coffman Cove), Robert Deuel (Naukati) – thank you so much for your hard work.

Crystal is a new cook in Coffman Cove, and she has been doing amazing work from day one.

Hollis school had visiting students from Klawock school last week, and Tom showed his professional skills cooking and serving lunch for so many students this day.

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## **SOUTHEAST ISLAND SCHOOL DISTRICT Board Report, Assessment and Special Education November 2025**

### **I. FY26 DEED Special Education Monitoring Audit Update**

The Department of Education and Early Development completed its compliance monitoring visit from October 6 through October 10. The results reflect significant success for SISD.

#### **Key Results:**

- SISD is not being moved into intensive or state directed monitoring.
- DEED communicated confidence in SISD's capacity to complete the required corrections independently.
- The monitoring team recognized SISD staff for responsiveness, positive collaboration across general education and special education, and a strong commitment to student growth.

#### **Required Actions:**

- Reconvene identified IEP and ESER meetings to ensure complete documentation, proper signatures, valid consents, and alignment from evaluation to services.
- Provide focused staff training on consent procedures, evaluation to IEP alignment, assessment pages, alternate assessment requirements, transfer of rights, and IEP currency.
- Submit verification that all corrected and newly developed files reflect compliance with federal and state standards.
- Complete all corrections, training, and verification by May 4, 2026.

### **II. CPI Training Update**

Steve Cunningham successfully completed training to become a certified CPI instructor for the district. CPI equips educators with skills for preventing and deescalating challenging behavior. The program focuses on early intervention, supportive communication, and safe responses to escalating situations.

With an in district trainer, SISD can now provide CPI instruction to staff at all sites without relying on external providers.

### III. SISD Transition Camp 2025

Location: Naukati School. Dates: November 17 through November 20, 2025.

The Transition Camp offered students four days of practical experiences focused on career development, independent living, financial literacy, and personalized planning.

- Monday: Learning styles, career clusters, postsecondary options, professionalism, soft skills, job applications, and interview practice.
- Tuesday: Housing basics, amenities, rental searching, lease reading, move in and move out procedures, and DVR overview.
- Wednesday: Smart spending, banking terminology, check writing, budgeting, and personal information protection.
- Thursday: Person centered planning activities and student plan presentations.

### IV. Assessment Updates

Alaska Developmental Profile results indicate strong early learning skills across SISD kindergarten students. DEED provided raw data following the close of the window. Cleaned data will be posted in December.

### V. Amplify Tutoring Progress Update

Most tutoring groups achieved cumulative attendance between the mid 50s and mid 80s. Kindergarten and first grade groups demonstrated the most consistent weekly participation. Several groups improved steadily across the fall cycle, and most groups maintained consistent attendance by early November. Some groups require continued support through communication, scheduling adjustments, and engagement strategies.

### VI. Upcoming Work

- DLM Alternate Assessment preparations are underway.
- Winter training will address ESER to IEP alignment, accommodations, alternate assessment participation, and compliance expectations.

### Closing Statement

SISD continues to demonstrate strong performance in special education compliance, transition programming, assessment, and academic intervention. The district will continue to provide staff training, maintain organized timelines, and support all school sites as the year progresses.



# SOUTHEAST ISLAND SCHOOL DISTRICT

P.O. Box 19569, 1010 Sandy Beach Road, Thorne Bay, Alaska 99919

(907) 828-8254

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Southeast Island School District — Board Report

From: Astrid Richard-Cook

Date: November 2025

Completed this month

- Submitted to DEED:
  - Updated SISD Migrant Program Documents.
  - Fidelity of Strategy Implementation report (migrant program).
  - SISD's ELL guidelines (with emphasis on parent/school collaboration and communication).
- Reports due this month: Two completed by me; one completed by Theresa (all submitted).
- Needs assessments distributed to migrant parents and teaching staff; follow-ups conducted to address concerns.
- Migrant Certificates of Eligibility (COEs): Theresa has been working on missing COEs reconstructed in coordination with former staff (Nick Higson, Abby Twyman); signatures in progress and files queued for upload.
- Migrant Program needs assessment (prepared with Robbin) finalized..

## Outstanding

- District Migrant Education Program Service Delivery Plan (Title I-C) — must explicitly describe:
  1. How Title I-C funds address identified needs.
  2. How Priority for Services (PFS) students will be prioritized.
  3. Whether/how continuation-of-services will be implemented.
  4. How program effectiveness will be measured.

## Immediate Next Steps (through Nov 30)

- Convene recurring team meetings focused on PFS students to develop and implement an improvement plan, with participation from Robbin, Shaine, and program leadership.
  - Collect and upload site documentation (Kasaan, PA, Naukati).
  - Finalize and submit the Service Delivery Plan and any remaining COE files as signatures are completed.
- 

## 3) Migrant Education Program — Services & Outreach

- Student supports: Completed the raingear buy and book buy for migrant students.
  - Enrollment & outreach: Added several migrant families in Kasaan; continuing to spread the word to identify additional eligible families across the district.
- 

## 4) Inter-District & Community Collaboration

- DOJ Security/Training Grant: Collaborative proposal among SISD (primary), Klawock SD, and Craig SD, prepared with Amy McDonald Killian and Tom Mills.

Focus: practical staff training and school security solutions in communities where police and EMS are often unavailable.

- Workforce Pathways — Mining Programs: Application to the Alaska Community Foundation submitted to seed a Mining Programs track for high-school students aligned to regional opportunities.

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#### 5) Looking Ahead (December & Early January)

1. Monitor Homeland Security grant decisions; respond to any requests for supplemental materials.
2. Sustain DEED compliance for ELL and Title I-C, including documentation of parent engagement and service delivery.
3. Migrant Program: Continue outreach (Kasaan and neighboring communities); track distribution and use of purchased raingear and books.
4. DOJ Grant (if awarded): Plan training schedules, staff participation, and timelines across SISD, Klawock, and Craig.
5. Mining Programs Grant: Begin partner engagement (postsecondary/industry) and outline curriculum contingent on funding.

# Technology Department

Board Report - November 19, 2025

## Updates

### Devices:

- (14/17) Promethean Boards deployed in TNB, CC, NKI, WP, HL, KA.
- Widespread Kyocera printing issues, solution found that works
- 3D Printer set up in Kasaan
- Troubleshooting Promethean loss of usb connections

### Grants

- E-RATE CAT2: USAC approved extensions waiting on SPIN for purchase
- Daanish working to get SPIN number to USAC for funds release.

### Powerschool:

- Temporary fix for Report Cards(now reflects correct absence and tardy)
- Learning Object Reports and data mapping for new report cards
- Talent Ed staff export working for dynamic data implementation
- Investigating School Messenger blocked emails and staff login issues

### Network:

- Avaya Phone system for DO not working properly investigating issue
- Mapping out new network gear prepping for CAT2 equipment
- Learning to use cable testing gear to find short causing phone issue

### Rostering:

- Ongoing rostering for various sites
- Amplify issues solved by using safari instead of chrome

### Website:

- Progressing but slowly due to higher priority tasks.

### Misc:

- Scheduling sports camera for games
- Prepping, preparing and deploying various student and staff devices
- General assistance to staff and students

SISD Technology Director  
Everett Cook

## **Student Representative Report – Board Meeting**

### **1. Student Leadership Youth Institution**

A few days ago, four students from our district attended the Student Leadership Youth Institution. All participants reported that they gained valuable insights and learning experiences from the event.

### **2. Student Concerns and Feedback – Thorne Bay**

Students have increasingly started voicing issues and suggesting potential solutions, particularly at the Thorne Bay site.

#### Detention System:

Some students have expressed concerns that the current detention system is unfair because quote,” For context, some of these complaints come from students not following the sign out sheet properly (e.g., walking in the halls, using phones, or socializing in bathrooms during detention).

#### School Environment and Activities:

Several students have shared that they miss the way Thorne Bay school used to operate and feel that the overall environment has declined. For example, this year the fall festival did not occur. A few students attempted to propose ideas to staff and event organizers, but their suggestions were turned down, reportedly because they were “not adults.” This indicates that, even when students are encouraged to share their voices, some still feel unwelcomed or dismissed.

#### Stealing Issue:

A couple of students have expressed a stealing issue in our school in which students are taking items and either keeping them or putting them in other people’s lockers.

### **3. Feedback from Other Sites**

While my communication with other sites has been limited, I have received reports regarding Hollis:

Sanitation: There is a persistent cleanliness issue due to the absence of janitorial support, leaving floors dirty.

Service Dog Concerns: Students have noted that a service dog is roaming freely, which may contribute to hygiene challenges.

### **4. Next Steps**

To better capture student feedback, I plan to:

Continue the monthly email updates.

Introduce a monthly survey for students to share both positive and constructive feedback. This survey aims to provide a more structured and comfortable avenue for students to express their concerns and ideas.

In conclusion, students are eager to contribute their ideas and help improve school life, but some still feel that their voices are undervalued. By creating consistent feedback opportunities, we hope to foster a more inclusive and responsive student environment.

11/14/2025

**Report:** The trip to Anchorage was a good experience. All students had fun on the trip there were I believe no complaints on the Anchorage trip. Students learned how to be more efficient leaders

## BP 8110 Membership

Note: The school board establishes the composition of advisory school boards. The following sample policy is based largely on material from the Alaska Gateway and Lower Yukon School Districts and may be revised as desired.

Each school attendance area shall be served by an elected advisory school council. All other areas would be served by state or district correspondence. Any change in a school attendance boundary, such as caused by a change in bus route due to decrease or increase in student enrollment, may affect the local Advisory School Council boundary.

*(cf. 5116 - School attendance Boundaries)*

Each Advisory School Council shall consist of a minimum of three members. The Advisory School Council may increase the number of members serving on the Advisory School Council to a maximum of five members. Members shall serve a term of one year.

~~Advisory School Council Members may not be employed by the district without approval by the School Board.~~

The School Board encourages Advisory School Councils to appoint a nonvoting student member to the Advisory School Council.

*Legal Reference:*

### ALASKA STATUTES

[14.08.115](#) *Advisory school boards in REAA*

[14.12.035](#) *Advisory school boards in borough school districts*

*Reviewed 1/05*

*Revised 09/17/2025*

Adoption Date: 04/09/98

**Southeast Island School District**

## **BP 4180/4280/4380 RESIDENCY AND REMOTE WORK**

Note: This model policy is adopted from a policy created by the Dillingham City School District.

The Board recognizes the educational and economic benefits that result from district personnel residing within the boundaries of the school district. The Superintendent or designee may determine that the best candidate for certificated or administrative position does not plan to maintain primary residency within the boundaries of the school district. In order to hire or continue the employment of such a candidate, the Superintendent or designee shall seek approval from the Board. The Superintendent or designee shall develop procedures to implement this policy.

## BP 5111 Admission

Note: Pursuant to 4 AAC 06.060, authority to deny admission to a student is vested with the School Board. The following sample policy authorizes the Superintendent or designee to deny admission to children who don't meet established entrance requirements.

The School Board believes that all children should have the opportunity to receive a free appropriate public education. Staff shall encourage parents/guardians to enroll all school-aged children in school.

The Board reserves the right to verify the validity of any affidavit of guardianship and the residency or anticipated residency of any student. These admission policies are not intended to be a barrier to the enrollment and ~~education~~ retention of homeless children and youth.

The Superintendent or designee shall verify compliance with all entrance requirements established by law or Board policy.

~~(cf. 5112.6 - Education for Homeless Children and Children in Foster Care)~~

*(cf. 5112.1 - Exemptions from Attendance)*

*(cf. 5112.2 - Exclusions from Attendance)*

~~*(cf. 5112.6 - Education for Homeless Children and Youths)*~~

*(cf. 5116 - School Attendance Boundaries)*

*(cf. 5117 - Interdistrict Attendance)*

*(cf. 5141.3 - Health Examinations)*

*(cf. 5141.31 - Immunizations)*

~~Note: Pursuant to~~ Note: A child who is six years of age on or before September 1 following the beginning of the school year, and who is under the age of 20 and has not completed the 12<sup>th</sup> grade, is of school age. AS 14.03.070, a child who is between six years of age on or before September 1, following the beginning of the school year and who is under the age of 20 and has not completed the 12<sup>th</sup> grade is of school age. The school year begins on July 1 and ends June 30. Pursuant to AS 14.03.080, the School Board may admit children under school age who meet School Board standards of mental, physical, and emotional capacity necessary to perform satisfactorily in school and may admit children under school age to kindergarten, as provided below. In 2003, the legislature amended the early entrance statute for the purpose of clarifying that

~~two-year kindergarten programs are not authorized. Districts with early entry into kindergarten must have an educational program prescribing that under school age students advance through the curriculum or grade level by the following school year. This is a programmatic requirement and is not meant to limit individualized student assessment. In 2004, the early entrance statute was again amended to provide school boards with the option of delegating early entrance decisions to the Superintendent or designee. The Board may establish a kindergarten class for children who are five on or before September 1 following the beginning of the school year; must admit children under school age who move into the district and who were previously enrolled in public school in another district or state; and may admit students over school age and charge them tuition.~~ The school year begins on July 1 and ends June 30.

A child five years of age on or before September 1 may be admitted to kindergarten. The School Board authorizes the admission of students under school age who are at least four years of age at the beginning of the school year, provided they exhibit the ability mental, physical, and emotional capacity to perform satisfactorily, including advancement through the curriculum or grade level by the following year. The Superintendent or designee is delegated authority to make early-entrance determinations. Students under school age who were previously enrolled in public school shall be admitted to school at the grade level determined by the Superintendent or designee. ~~(AS 14.03.080)~~

### **Early Entrance Assessment**

~~The Board realizes there are no preschool programs in most of Southeast Island School District's sites. However, it recognizes an obligation, through Child Find, to provide pre-school services to children with disabilities beginning at age three. Therefore, the board approves pre-school programs at any site within Southeast Island School District. Our schools strive to provide educational experiences for all students who are developmentally ready to enter school. Students enter into our school system at level one in all content areas and progress through our curriculum model as is developmentally appropriate. When parents request early admission for their children, each four-year-old will be tested using the current version of The Brigance Early Childhood Screen, which may be administered by a Southeast Island School District Special Education or trained general education teacher.~~

~~The Brigance Early Childhood Screen was designed for use with children below the developmental level of seven years. The assessment instrument provides the following:~~

- ~~1. Determines the developmental or performance level of the child.~~
- ~~2. Identifies areas of strength and weakness.~~
- ~~3. Serves as an on-going record-keeping system.~~

~~The Superintendent or designee is delegated authority to make early-entrance determination. Criteria for children entering the program will follow the guidelines for four-year-old children provided in the current version of the Brigance Early Childhood~~

~~Screen. The Brigance Early Childhood Screen screens children in the following areas: fine motor and gross motor skills, vocabulary, number concepts, prerequisites of school and school readiness.~~

Students subject to suspension or expulsion under AS 13.03.160 in the District or another district are not guaranteed admission.

*Legal Reference:*

ALASKA STATUTES

[14.30.010](#) *When attendance compulsory*

[14.03.020](#) *School year*

[14.03.070](#) *School age*

[14.03.080](#) *Right to attend school*

[14.30.045](#) *Grounds for suspension or denial of admission*

[14.03.160](#) *Suspension or expulsion of students for possessing weapons*

ALASKA ADMINISTRATIVE CODE

[4 AAC 06.055](#) *Immunizations required*

~~[United States Code, Title 42](#)~~

UNITED STATES CODE

[42 U.S.C. 11432 - 11433](#) *McKinney-Vento Homeless Assistance Act*

*Revised 5/04, 3/05, 8/05, 6/09, 9/11, 9/12, 9/13, 10/2017, 8/29/18*

Adoption Date: 04/09/98

**Southeast Island School District**

## **BP 5138 Student Possession & Use of Portable Electronic Devices, Including Cellular Phones**

The Board recognizes that many students possess and use cell phones and other portable electronic devices. These devices serve an important purpose in facilitating communication between the student and ~~his or her~~their family, as well as serving as tools to access electronic information. In the school setting, portable electronic devices are permitted so long as their use is consistent with this policy and does not interfere with the educational process or with safety and security.

*(cf. 5030 – School Discipline and Safety)*

### **Educational Uses**

In many instances, there is educational value in utilizing portable electronic devices in the classroom when such devices deliver content, and extend, enhance, and/or reinforce a ~~student's~~student's learning process related to the ~~student's~~student's learning style, the instructional objectives of the class and/or the learning environment. The appropriateness of in-class use of these devices consistent with the instructional objectives within instructional time will be determined by the classroom teacher with the approval by the building administrator.

Use of portable electronic devices for students with disabilities will be outlined in a ~~student's~~student's Individualized Education Program (IEP) or Section 504 plan, as determined appropriate by the IEP or 504 Team.

*(cf. 6159 – Individualized Education Program)*

If use of a portable electronic device is required in individual instances (not provided for in an IEP or 504 plan) to assist a student with the ~~student's~~student's education, permission must be obtained in writing from a building administrator prior to use of the portable electronic device at any time when such use would otherwise be prohibited by this policy. In case of an emergency, verbal permission by a teacher or administrator is required in situations where permission can be obtained.

### **Conditions of Use – Cellular Phones**

~~Students may possess and use portable electronic devices including, but not limited to, cell phones, smartphones, music players, tablets, laptops, etc., subject to limitations of this and other policies of the district.~~

~~Portable electronic devices shall not be turned on or used in any way: (1) during other school sponsored~~

Note: School boards may select one of the two options for the use of cellular phones in schools. These conditions may be modified as desired.

(Option 1): High school students (grades 9 - 12) may use cellular phones and other personal portable electronic devices before and after school, during passing periods, and during the student's lunch period. Elementary and middle school students (grades K-8) may use such devices only before and after school. Devices should be powered off and put away at all other times.

Commented [CP1]: This reflects our current policy (see section deleted below the note lower on this page)

(Option 2): Students may use cellular phones and other personal portable electronic devices only before and after school. Such devices should be powered off and put away at all other times.

Cellular phones shall be powered off during instructional time and supervised group activities during the school day (for example, student assemblies, awards, or other public ceremonies, etc.); or (2) when their use is otherwise prohibited by school unless authorized by supervising personnel.

Commented [CP2]: AASB does not have this section. I believe we added it to clarify expectations

*(cf. 6116 – Classroom Interruptions)*

Instructional time includes the entire period of a scheduled class and other time when students are directed to report to and participate in any instructional activity. The principal may establish, and school personnel may enforce, additional guidelines limiting or prohibiting the possession and use of portable electronic devices as appropriate to campus needs. The learning environment includes all times that a student is on school grounds during the school day and when school sponsored and supervised group activities are held.

No student may use a cellular phone or portable electronic device in a manner, or at a time, that interferes with or is disruptive of another student's learning environment. The learning environment includes all times that a student is on school grounds during the school day and when school sponsored and supervised group activities are held.

~~Note: The following optional paragraph reflects the guidelines used by the Anchorage School District to specify permitted uses based on grade level. It may be revised or deleted as appropriate.~~

~~No student may use a cellular phone or portable electronic device in a manner, or at a time, that interferes with or is disruptive of other student's instructional time. High school students may use cellular phones and other portable electronic devices before and after school and during the student's lunch period. Elementary and middle school students (grades K-8) may use such devices only before and after school. Additionally, no student may use a cellular phone or portable electronic device in a manner, or at a time, that interferes with or is disruptive of other students' instructional time.~~

*(cf. 6116 – Classroom Interruptions)*

During the school day and ~~school sponsored activities~~instructional time, students will comply with this policy and with administrative and staff member directives regarding

use. Students are required to turn cell phones and other portable electronic devices over to school personnel when requested. Students who refuse to do so are subject to disciplinary action.

A cellular phone or portable electronic device that has been confiscated by the district and not turned over to law enforcement will be released/returned to the parent/guardian when no longer necessary for investigation or disciplinary proceedings. As appropriate, the cellular phone or portable electronic device may be returned directly to the student.

The district assumes no responsibility for loss or damage to personal property of students, including cell phones and other portable electronic devices, whether in the possession of students or if confiscated by school personnel pursuant to this policy.

### Prohibited Conduct

Possession of a cellular ~~telephone~~ phone or other portable electronic device by students is a privilege. This privilege will be forfeited by any student who fails to abide by the terms of this policy, or otherwise engages in misuse of the device so as to violate the law or any other school or district rule. In addition to those conduct rules set forth elsewhere, the following actions are strictly prohibited and may result in disciplinary action:

1. Accessing and/or viewing an Internet site that is otherwise blocked to students at school.
2. Sending an e-mail, text message or other communication that harasses, intimidates, threatens, bullies, or discriminates against another individual.
3. Taking, sending, downloading or uploading a harassing, threatening, or inappropriate photograph of anyone.
4. Using a cell phone/smartphone, camera or other recording device to take photos or videos in a restroom, dressing room, or locker room, or to take a photo or video of any person who has requested that you not do so.
5. Using a camera or other recording device to record or capture the content of tests, assessments, homework, or class work without express prior permission from the instructor.
6. Hacking or intentionally obtaining, accessing, or modifying files, passwords, or data belonging to others.
7. Taking, using, or accessing another individual's cell phone or other portable electronic device without their permission.

Commented [CP3]: AASB does not have this wording. I believe we added it to clarify expectations

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Commented [CP5]: AASB does not have this wording. I believe we added it to clarify expectations

### Exceptions and Permitted Use

Nothing in this policy shall be interpreted to prohibit the use of cellular phones or other electronic devices when used for medical or translation purposes, or when a teacher or administrator of the school grants permission for a student to use a cellular phone or electronic device for educational purpose.

(cf. 5131 – Conduct)

(cf. 5131.4 – Campus Disturbances)

(cf. 5131.41 – Violent and Aggressive Conduct)

(cf. 5131.42 – Threats of Violence)

(cf. 5131.43 – Harassment, Intimidation and Bullying)

(cf. 5131.9 – Academic Honesty)

(cf. 5137 – Positive School Climate)

(cf. 6161.4 – Internet)

(cf. 6161.5 – Web Sites/Pages)

#### **Searches**

The contents of a cell phone/smartphone, camera, or other portable electronic device may be searched to determine ownership, to identify emergency contacts, or upon reasonable suspicion that a school or district rule or the law has been violated.

(cf. 5145.12 – Search and Seizure)

~~Added 10/27/10~~

#### Legal Reference:

ALASKA STATUTES

14.33.300 Wireless telecommunications device policy

Revised 3/2012, 09/2024

**Southeast Island School District**

## **BP 6151 CLASS SIZE**

The Superintendent or designee shall establish and make available to the public a target average class size for each grade level. The target average class size may not exceed the following:

- **Pre-Kindergarten through Grade 6: 23 students**
- **Grade 7 through Grade 12: 30 students**

The class size targets may exclude mixed grade classes and courses in art, library, music, computer science, vocational-technical, and physical education.

The Superintendent or designee shall also establish a procedure to reduce class sizes when possible and appropriate.

Legal Reference:

### ALASKA STATUTES

14.03.065 Maximum classroom size

## **BP 1260 VISITS TO THE SCHOOLS**

The School Board encourages parents/guardians and interested members of the community to visit the schools to learn about, observe, or partner in educational and extracurricular programs. The Superintendent or designee shall invite parents/guardians and the community to open house activities, specific volunteer roles, and other special events. Announcements of these events shall have wide dissemination in the community.

*(cf. 1110 – Media Relations)*

Visitors are encouraged to demonstrate the highest standard of conduct and courtesy to help create positive learning environments and to comply with all policies within the school.

The Superintendent or designee shall establish procedures to facilitate visits during regular school days and ~~register~~ ensure all visitors ~~at the school office~~ complete a sign-in sheet when entering school grounds. Procedures for school visits will be posted in readily available locations such as the district website and in parent newsletters.

*(cf. 0411 – Service Animals)*

The Board recognizes the staff time and commitment required for school visits and encourages the staff to develop practices to support community participation and to accommodate as many requests for visits as possible. To ensure minimum interruption of the instructional program, visits during school hours should be first arranged with the teacher and principal/lead teacher or designee. If a conference is desired, an appointment should be set with the teacher during noninstructional time.

*(cf. 3515 – School Safety and Security)*

*(cf. 3515.2 – Intruders on Campus)*

*Formerly BP 1250; Revised 09/2019; Removed 10/30/2024*

# PROCLAMATION

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WHEREAS, the Southeast Island School District, its Board of Education, staff, students, and communities join together in mourning the loss of Board Member Debbie Fehr, who passed away while faithfully serving her term on the Board of Education; and

WHEREAS, Debbie dedicated herself to improving educational opportunities for all students across the District's diverse island communities, consistently advocating for their well-being, safety, and academic success; and

WHEREAS, Debbie served the Board with integrity and purpose, including one year as the Legislative Liaison, where she worked to elevate the needs of rural schools, promote equitable funding, and ensure that the voices of Southeast Island School District were heard at the state level; and

WHEREAS, Debbie served on the Teacher Collective Agreement Negotiation Committee, bringing fairness, respect, and thoughtful deliberation to an essential process that supports the educators who shape the lives of students every day; and

WHEREAS, Debbie was a steadfast supporter of District staff, recognizing the importance of strong, committed educators and advocating for the resources and working conditions necessary for them to thrive; and

WHEREAS, Debbie's dedication to serving others extended beyond the school district, most notably through her work as the founder and director of the Prince of Wales Island Food Bank, where she provided essential support and nourishment to families in need and strengthened the resilience and well-being of the community; and

WHEREAS, Debbie's compassion, leadership, and unwavering commitment to students, staff, and families have left a lasting legacy that will continue to benefit the Southeast Island School District and the Prince of Wales Island communities for years to come; and

WHEREAS, Debbie will be remembered for her kindness, her advocacy, her generosity of spirit, and her deep belief in the power of community and education;

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The Southeast Island School District Board of Education does hereby issue this Memorial Proclamation honoring and celebrating the life, service, and enduring contributions of Board Member Debbie Fehr; and

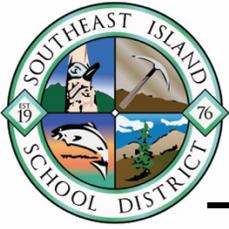
BE IT FURTHER PROCLAIMED, that this Proclamation be entered into the official records of the Board of Education and presented to the family of Debbie Fehr as a sincere expression of the Board’s profound respect, gratitude, and sympathy.



**Signed**

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**Anthony Lovell**  
Board President



**SOUTHEAST ISLAND SCHOOL DISTRICT**  
P.O. Box 19569, 1010 Sandy Beach Road, Thorne Bay, Alaska 99919  
(907) 828-8254 Fax: (907) 828-8257 E-mail: [sisd@sisd.org](mailto:sisd@sisd.org)

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## **VACANCY SOUTHEAST ISLAND SCHOOL DISTRICT (SISD) SCHOOL BOARD SEAT D**

**The SISD Board of Education is looking for candidates for vacant  
Seat D.**

**To be eligible**, a candidate must reside and be registered to vote in one of the towns within Section II, which includes the following communities and areas:

Area East of Craig, Hollis, Areas South of Hollis, Edna Bay, Area North of Edna Bay, Naukati Bay, Areas Northwest of Naukati Bay, Areas East of Naukati Bay

**Length of Term:** Per Alaska Statute 14.12.070, the person selected to fill Seat D will serve until a successor is elected in the next regular election (10/06/2026).

**Interested individuals:** complete the attached application form and submit it to the District Office, Attn: Board of Education, by:

**Friday, December 12, 2025**

Applications can be hand delivered, faxed,  
emailed, or mailed  
(see letterhead for addresses/numbers).

**If no applications have been received by 12/12/2025, the deadline will be  
extended until one or more applications have been received.**

**Information will be posted on [www.sisd.org](http://www.sisd.org)**

**Candidates will be interviewed during a special board meeting on or about  
December 19, 2025.**

Note: a map of Southeast Island School District (REAA 19) sections can be viewed at this link:  
<https://www.elections.alaska.gov/wp-content/uploads/formidable/19/REAA19-1.pdf>



# SOUTHEAST ISLAND SCHOOL DISTRICT

P.O. Box 19569, 1010 Sandy Beach Road, Thorne Bay, Alaska 99919  
(907) 828-8254 Fax: (907) 828-8257 E-mail: [sisd@sisd.org](mailto:sisd@sisd.org)

## Application for Board of Education Seat D

Submit to SISD District Office or [sisd@sisd.org](mailto:sisd@sisd.org) by December 12, 2025

Name (First, Last)	Phone Number	Email
Physical Address	Mailing Address	

Reason(s) you would like to serve on the Board of Education

Qualifications and experience relevant to the position

**Submit to:** [sisd@sisd.org](mailto:sisd@sisd.org) ~OR~ 907-828-8257 (fax) ~OR~ PO Box 19569, Thorne Bay, AK 99919 (mail) ~OR~ 1010 Sandy Beach Road, Thorne Bay, AK (hand delivery)

Availability for Board duties (work sessions, meetings, committees, conferences, etc.)

General views regarding the role of the Board and the role of the Superintendent

Oath
<p>I, the undersigned, am willing to be considered for selection to the office of school board member, as an appointee to fill a vacancy and certify that I meet the applicable age, citizenship, residency, and voting qualification requirements prescribed by the constitutions and laws of the United States and the State of Alaska, and that I will otherwise qualify for the office if I am appointed by the School Board of the Southeast Island School District.</p> <p>I further certify that I am a qualified voter, that I have not been convicted of a felony involving moral turpitude in any court within the United States for which I have not been pardoned, and that I know of no reason that would otherwise make me ineligible to hold the above-identified office.</p>

Signature	Date

## **BP 2210 Administrative Leeway in Absence of Board Policy**

The Superintendent or designee shall have the power to act, within the parameters of law, in cases where action must be taken and where the School Board has not provided guidelines for administrative action. If the action necessitates the addition or revision of policies, the Superintendent or designee shall make the necessary recommendations to the Board.

It shall be the duty of the Superintendent or designee to keep the Board president apprised of any action taken in emergency situations as soon as practicable after its occurrence. The president shall use his/her discretion in informing the School~~make every attempt to inform the~~ Board before its next regular meeting.

*(cf. 9314 - Suspension of Policies, Bylaws, Administrative Regulations)*

*(cf. 9320 - Meetings)*

Adoption Date: 04/09/98

**Southeast Island School District**

## BP 2230 Representative and Deliberative Groups

The Superintendent or designee may establish a management team, administrative councils, task forces, cabinets, or committees as needed to properly administer Board policies, improve the educational program and assist in district communication. The membership, composition, and responsibilities of these advisory groups shall be defined by the Superintendent or designee and may be changed at the Superintendent's discretion. Advisory groups shall channel their advice and recommendations through the Superintendent or designee to the School Board.

Expenses incurred for consulting services, materials and travel may be paid from the district's general operating funds only when ~~those expenses are~~ within budgetary allotments and approved by the Superintendent or designee ~~before incurring expenses~~.

*(cf. 0420 - School-Based Management/Site Councils)*

*(cf. 1220 - Citizen Advisory Committees)*

*(cf. 8000 - Advisory School Boards~~school councils~~)*

*Revised 3-18-99*

Adoption Date: 04/09/98

**Southeast Island School District**

## **BP 2250 Teacher-in-Charge/Principal/Lead-Teacher's Designee**

The School Board recognizes that the principal/lead-teacher may be absent from the school site in the course of the principal/lead-teacher's professional duties or for other reasons. Therefore, the Board authorizes the position of designated teacher-in-charge in order to provide proper supervision and maintain the continuity of the instructional program and school operations.

In the absence of the principal/lead-teacher, the designated teacher-in-charge shall administer the school in accordance with Board policy, administrative regulations and procedures, and the law. The delegation of school site duties shall not relieve the principal/lead-teacher of the responsibility for actions by the designated teacher-in-charge.

The name of the designated teacher-in-charge shall be kept on file in the school office. A second person may be designated to serve in this capacity when both the principal/lead-teacher and primary designee are absent.

Adoption Date: 04/09/98

**Southeast Island School District**

## **BP 2300 Conflict of Interest**

The School Board recognizes that certain positions may involve an employee's participation in decisions affecting that employee's financial interests. Employees shall refrain from participating in official district financial decisions in which they have a substantial financial ~~or personal~~ interest.

*(cf. 3315 - Relations with Vendors)*

*(cf. 4112.8 - Employment of Relatives)*

*(cf. 9270 - Conflict of Interest Code)*

*Legal Reference:*

### ALASKA STATUTES

[29.20.010](#) *Conflict of Interest*

[14.12.090](#) *Oath*

Adoption Date: 04/09/98

**Southeast Island School District**

## BB 9110 Board Membership

### Regular Members

The School Board shall consist of five (5) members elected or appointed in accordance with law. ~~Of the five (5) seats in the Southeast Island School District Board of Education, one (1) must be filled by a resident from Section 19-I of the Southeast Island School District. Section I includes that area within the municipal boundaries of the City of Thorne Bay. Seats B, C, D, and E represent Section 19-II, and must be filled by a resident of Section 19-II.~~

### Student Board Members

The Board believes it is important to seek out and consider students' ideas, viewpoints and reactions to the educational program. In order to provide student input and involvement, the Board shall appoint student Board members as deemed necessary.

Student Board members shall have the right to attend public meetings of the Board, be recognized at meetings, participate in questioning witnesses and discussing issues and shall receive all materials presented to Board members except those related to executive sessions.

Student Board members may cast preferential votes on all matters except those subject to executive session discussion. Preferential votes shall be cast prior to the official Board vote and shall not affect the outcome of a vote. Preferential votes shall be recorded in the Board minutes.

*Legal Reference:*

#### ALASKA STATUTES

[14.08.041](#) *Regional school boards*

[14.08.091](#) *Administration*

[14.12.030](#) *School boards*

[14.12.040](#) *Transition from five to seven member board*

[14.12.110](#) *Single body as assembly and school board*

[14.14.070](#) *Organization of school board*

[14.14.120](#) *Inoperative district*

[14.14.250 - 14.14.310](#) *Involvement of young people in government*

[29.20.300](#) *School boards*

*Revised 4/04*

*Revised 8/07*

Adoption Date: 04/09/98

**Southeast Island School District**



## 2025

### SEPTEMBER

- 12-13** Alaska Charter School Academy — Anchorage
- 18-19** Executive Administrative Assistants Training — Marriott Anchorage Downtown
- 20-21** Fall Boardsmanship Academy — Marriott Anchorage Downtown

### OCTOBER

- 8-9** Maintenance Employees Conference — Clarion Suites, Anchorage

### NOVEMBER

- 13-16** AASB's 72nd Annual Conference & Youth Leadership Institute — Egan Civic & Convention Center, Anchorage
  - 17** AASB Board of Directors Meeting — Egan Civic & Convention Center, Anchorage
- 

## 2026

### FEBRUARY

- 7-10** Leadership Academy & Legislative Fly-In and Youth Advocacy Institute — Elizabeth Peratrovich Hall, Juneau

### APRIL

- 18-20** Spring Boardsmanship Academy — Hilton Anchorage

### JULY

- TBD** AASB's Summer Board of Director Meeting — TBD

# SISD BOARD MEETINGS CALENDAR OF AGENDA ITEMS

<b>August</b>	<ul style="list-style-type: none"> <li>• Welcome Staff and Students</li> <li>• Crisis Response Plan Review</li> <li>• Student Handbook Review</li> <li>• Parent Involvement Policy and Handbook Review</li> <li>• Annual Public Notices to Parents</li> <li>• Six Year Capital Improvement Plan Approval</li> <li>• Board Policy Updates</li> <li>• Title I District and School-Wide Plans</li> </ul>
<b>September</b>	<ul style="list-style-type: none"> <li>• Site Enrollment</li> <li>• Review Student Assessment Data</li> <li>• Graduation Date Approvals</li> <li>• SISD Resolutions (AASB Call for Resolutions)</li> <li>• Plan AASB Leadership Conference Attendance</li> <li>• Annual Progress &amp; Summary Report for Student Nutrition and Physical Activity</li> <li>• Work Session: ASC Officer Election Certification; ASC Training &amp; School Year Goals/Objectives Development</li> </ul>
<b>October</b>	<ul style="list-style-type: none"> <li>• New Board Member Orientation Work Session/Oath of Office</li> <li>• Board President and Clerk Elections</li> <li>• Appoint Legislative Liaison &amp; Advocate for AK Youth Liaison</li> <li>• Appoint Student Board Representative(s)</li> <li>• Review AASB Resolutions</li> <li>• Report Student Count</li> <li>• Board Public Opinion Survey</li> </ul>
<b>November</b>	<ul style="list-style-type: none"> <li>• Audit Review/Budget Revisions</li> <li>• Annual audit of student organization accounts (ASC)</li> <li>• AASB Conference</li> <li>• Review and Refresh Strategic Plan/timeline</li> </ul>
<b>December</b>	No Scheduled Meeting
<b>January</b>	<ul style="list-style-type: none"> <li>• Budget Revisions</li> <li>• Plan for February Legislative Visits</li> <li>• ID Lobbying Strategies &amp; Issues for Legislative Visits</li> <li>• Superintendent Evaluation</li> </ul>
<b>February</b>	<ul style="list-style-type: none"> <li>• Plan for AASB Spring Fly-In (if attending)</li> <li>• Board Self-Evaluation/Goal Update and Review</li> </ul>
<b>March</b>	<ul style="list-style-type: none"> <li>• Budget Development</li> <li>• Teacher Contracts</li> <li>• AK STEPP Needs Assessments</li> <li>• School Calendar Adoption</li> </ul>
<b>April</b>	<ul style="list-style-type: none"> <li>• Graduation Attendees</li> <li>• Budget Development</li> <li>• Teacher Contracts</li> <li>• Capital Improvement Plan/Facility Needs Report</li> </ul>
<b>May</b>	<ul style="list-style-type: none"> <li>• Budget Development</li> <li>• School District Report Card to the Public</li> <li>• Bruce Hill Scholarship</li> </ul>
<b>June</b>	<ul style="list-style-type: none"> <li>• Budget Adoption</li> <li>• Board Policy Updates from AASB</li> <li>• Disciplinary Action Data Review</li> <li>• Curriculum Quarterly Reports</li> </ul>
<b>Every Month</b>	<ul style="list-style-type: none"> <li>• Policy Review</li> <li>• Stipend and Mileage Forms <sup>98</sup></li> <li>• Exemplary Stakeholder Nominations</li> </ul>



# Howard Valentine Coffman Cove School

618 Howard Valentine Drive  
Coffman Cove, AK 99918  
(907) 329-2244



## Advisory School Council Meeting Notes

**Wed Nov 12th, 2025**

**3:45 pm @ HVCC School**

- I. **Call to order at 3:45 pm** - Mrs. Judy called Meeting to order at 3:39 pm; seconded by Crystal Coley , motion carried
- II. **Approval of minutes-** Motioned by Mackenzie Slayton , seconded by Crystal Coley; motion carried
- III. **Treasurer's Report- Total** - 22,394 dollars; Holiday Bizarre about 420; October carnival 1,037; spent 366.24; Motion by Mackenzie Slayton to cancel the ring doorbell for now; seconded by Judy Adamson.
- IV. **Correspondence - None**
- V. **People to be Heard/Public Comment- None**
- VI. **District Administration Reports - None**
- VII. **School Staff**
  - A. Lead Teachers' Report -
  - B. President's Report/Vice Presidents Report - None
  - C. Secretary Report - None
  - D. Student Report -
  - E. Greenhouse Report -
  - F. Committee Report -
  - G. Coaches Report -Archery started
- VIII. **Old Business**
  - A. Title 1-A and Title 1-C grants & Emergency Drill-
  - B. SERPA – Install playground equipment
  - C. Snack Budget- Played for Oct carnival
  - D. Fundraising updates - Spring college trips and archery need to start.
- IX. **New Business**
  - A. Senior Trip Fundraising- Motion to create line finance line item for senior to start fundraising for college expenses made by Mackenzie Slayton; Austin Keys seconds; motion carried.
  - B. Review of test score meanings- see teacher
  - C. Thanksgiving meal- Menu looks good; parents welcome at meal, asking for desserts
  - D. College trip travel costs
  - E. Dual Enrollment Classes Cost for Spring for HS students; moved to vote Dec with final totals
  - F. Home Economics Supplies; ask for donations; motion by Mackenzie for 100 dollars for supplies; Austin Key's seconded; motion carried.
  - G. Holiday event at HVCC funding and funding ask - motion to set aside 500 + 300 for food dollars for Holiday event and approve of city ask by Judy adamason; seconded by Austin Keys, motion carried

- H. PBIS Update- use of class bank and use of student store update from LT.
- I. Fundraising for Student Government items - Presentation by Austin and Oxjer; Motion for 1600 for music Judy Adamason; seconded by Oxjer Coley; motion carried - Also ask for donations for instruments.
  - 1. Musical instruments
  - 2. 3d Printer
- X. Items for next meeting's agenda**
- XI. Adjournment - Mackenzie Slayton** motioned to adjourn at 4:22pm; seconded by Austin Keys ; motion carried
  - A. Next meeting is scheduled for** (the 2nd Wednesday of each month at 3:45 pm)

# Port Alexander ASC

## Month of October Meeting

\*This color indicates meeting notes

Patrick Trischman is inviting you to a scheduled Zoom meeting.

**Topic:** Port Alexander ASC Meeting

**Time:** Oct 2, 2025 03:30 PM America/Sitka

Every month on the First Thu, 36 occurrence(s)

Please download and import the following iCalendar (.ics) files to your calendar system.

**Monthly:**

[https://us05web.zoom.us/meeting/tZ0qdOCtrDwuGtIkPffwuDJBCHjjNnqBxSM\\_/ics?icsToken=DC9dFulKe9hCvGZa9QAALAAAADDlo2VXqyLvTdkq0VjnHxLhIKIrijnAFVy8i3cEy\\_HOIZfyDKIQH4MekO\\_sAMHXIjHfzvUjgnJf9hDIxTAwMDAwMQ&meetingMasterEventId=Tsz34VpTSG60rx3eA-ASfA](https://us05web.zoom.us/meeting/tZ0qdOCtrDwuGtIkPffwuDJBCHjjNnqBxSM_/ics?icsToken=DC9dFulKe9hCvGZa9QAALAAAADDlo2VXqyLvTdkq0VjnHxLhIKIrijnAFVy8i3cEy_HOIZfyDKIQH4MekO_sAMHXIjHfzvUjgnJf9hDIxTAwMDAwMQ&meetingMasterEventId=Tsz34VpTSG60rx3eA-ASfA)

**Join Zoom Meeting**

<https://us05web.zoom.us/j/89739527406?pwd=pbdbzMQa4F6a889WZMcHXPagCxEhoQ.1>

**Meeting ID:** 897 3952 7406

**Passcode:** 3NEVsx

**Date/Time:** Oct. 2 at 3:30PM

**Attendance:** Molly Kimzey, Michaela Larsen, Patrick Trischman Zoom: Rod Morrison, Shaine Nixon

**Meeting Called to Order:** ASC President Molly Kimzey called the meeting to order at 3:36PM

**Motion to approve Agenda and September Meeting notes:** Michaela made a motion, Patrick seconded, all were in favor.

**Reports:**

**District Office: Shaine/Rod-** Superintendent Rod Morrison reported that the district received three new grants. One is focused on place based learning and history and will help pay for things like Close-up. The second is a CTE grant that will give students opportunities for hands on skills such as welding. The third will help support curriculum and academic material. Rod also informed us that the Renew America grant is back and that someone may be coming out to assess how they can use that grant to help revamp our school's energy efficiency.

Rod also spoke about the diesel smell for our furnace and assured us that head of maintenance, Scott Randall, will likely be flying out with parts to work on it, and they have backup plans of getting a couple of Toyostoves if the issue can not be resolved.

**Teachers -** Patrick reported that overall things are going well at the school. We were able to complete our testing and are doing the reading tutoring. With the support of our team with Michaela as student teacher and Laura working as a paraprofessional, students are enjoying learning in school.

**Treasurer:** Treasurer was not present. We have not tallied it up, but lots of concessions were sold at community bingo. We are currently waiting on log in information from our previous treasurer.

**Old Business:**

- Testing Sept. 8-11
- Community Bingo was held on Sept. 19

**New Business:**

- Bingo planned for Oct. 10th at 2:00PM We rescheduled for Oct. 17th due to community event on the 10th
- School board meeting scheduled in PA on Oct. 29 We may provide a community lunch with a spaghetti
- Halloween Friday Oct. 31 A school party event on Friday afternoon from around 2:00-4:00, planned by the ATTSAA students was tentatively planned. Michaela motioned to appropriate \$200 of ASC funds to be spent on halloween, Patrick Seconded and all were in favor.
  - Parent input-What would you like? Parents mentioned that we should try to minimize sugary treats/snacks at the party, and that they would like to trick or treat in the dark. Community trick or treating from 5:30-7:30
  - Attsaa students have some ideas
    - Touch and feel spooky story
    - Pumpkin/ buoy pumpkin decorating
    - Apple bobbing
    - Spooky boardwalk/forest walk with photo booth
    - Flashlight egg hunt (plastic easter egg hunt, fill tattoos/stickers, etc.)
- Fire drill and Tsunami drill-Let's schedule them Fire drill scheduled for Monday, Oct. 6th, Molly will sound the siren. A-side Tsunami drill scheduled Thursday, October 9th at 3:00PM.
- Austin Sotherlund Teaching aquaculture through watercolor
  - Her proposed dates Nov. 21-Dec. 1 (this is over SISD's Thanksgiving break from Nov. 21-30)
  - Housing for Austin and her boyfriend? We decided that having them stay at teacher housing will be best, and Patrick will talk to Bud about it and see if he can winterize the housing after they leave.

**Next Meeting:** 11/06/2025 at 3:35 PM

**Comments:** Michaela wanted to know if anyone had an update for Battle of the Books, and where books are for us. Rod offered to investigate and get back to us to ensure that they will get books here in the soonest way.

**Adjournment:** Michaela motioned to adjourn the meeting, Patrick seconded. All were in favour. At 4:05PM

# Port Alexander ASC

## Month of November Meeting

\*This color indicates meeting notes

Patrick Trischman is inviting you to a scheduled Zoom meeting.

Topic: Port Alexander ASC Meeting

**Join Zoom Meeting**

<https://us05web.zoom.us/j/89739527406?pwd=pbdbzMQa4F6a889WZMcHXPagCxEhoQ.1>

**Meeting ID: 897 3952 7406**

**Passcode: 3NEVsx**

**Date/Time:** Nov. 13, at 3:30PM

**Attendance:** In person: Michaela Larsen, Laura Pollard, Trevor Pollard, Patrick Trischman Zoom: Julia Trischman

**Meeting Called to Order:** Called to order at 3:34PM by vp Michaela Larsen

**Motion to approve Agenda and October Meeting notes:** Julia motioned, Patrick seconded. Michaela added a possible school trip to the agenda.

**Reports:**

**District Office:** Shaine/Rod- N/A

**Teachers -**  Board Report November Port Alexander

**Treasurer:** PA ASC currently has \$8789.20. SISD will reimburse \$11,000 as soon as they process the invoice that was sent to them on November 10th. Total income from ATTSA with tuition and SISD reimbursement was \$22,300. Total cost of the program (minus Sheldon Jackson Dorm fees, and reimbursement to Julia for Halloween supplies) was \$12,996.80. So, our program is making money for our community/school. :)

**Old Business:**

**New Business:**

- Austin Sotherlund Teaching aquaculture through watercolor
  - Her dates Nov. 21-Dec. 1
- Christmas party/concert/gifts We chose Dec. 18 for our School/community Christmas party. Patrick made a motion for our ASC to purchase ham and turkey for the event, Michaela seconded.
- Do we want to plan any fundraisers? Not at this time.

- School trip: Michaela would like us to look at the budget and start thinking about the possibility of traveling to Juneau during folk fest. Around April 6-12. We all agreed this would be a positive educational trip and we are going to look at our budget and see if we can make this happen.

**Next Meeting:** 12/04/2025 at 3:30 PM

**Comments:** Julia brought up the community Christmas Bazaar and wreath making. While this is a city Art's Council event, we all agreed that it would be good to have one and include wreath making at the event.

**Adjournment:** 3:50PM Michaela moved to adjourn, Patrick seconded



# Thorne Bay School

1010 Sandy Beach Road  
Thorne Bay, AK 99919  
(907) 828-3921



## Advisory School Council (ASC) Regular Meeting Minutes

**Date:** Wednesday, October 8, 2025

**Time:** 4:00 p.m.

- I. Call to order at 4:10 p.m.**
  - A. Individuals Present: Amanda Allard, Tristy Morrison, Jennifer Andis, Sonya Cook, Christi Nixon, Melissa Dougherty, and Mel Cook
- II. Approval of Agenda**
  - A. Motion to approve - Melissa
  - B. Seconded - Tristy
  - C. Motion Passed? Yes
- III. Approval of minutes from the prior meeting**
  - A. Motion to approve - Jennifer
  - B. Seconded - Melissa
  - C. Motion Passed? Yes
- IV. Treasurer's Report**
  - A. Current finances as of October 8, 2025 (breakdowns attached)
    1. ASC Accounts balance: \$34,619.27
    2. Sports/Activity Account Funds: \$34,714.24
    3. Financial Certificates (invested Funds): \$34,283.99
    4. Balance for all accounts: \$103,617.50
- V. People to be Heard/Public Comment**
  - A. Public Comment - Amanda Allard inquired about the Presidential responsibilities, and the group provided her with an overview. She is considering running for the position.
- VI. District Administration**
  - A. Superintendent - Rod is traveling; no report
  - B. Principal - Shaine is traveling, but a report was sent in writing. Holiday door decorating contest and Spirit Week for Halloween is coming up. Kagan and Brightways training for staff in Craig HS during the next in-service.
  - C. Board Member(s) - none present; no report

D. Others - n/a

**VII. School Staff**

- A. Teachers' Report - Melissa, Sonya, and Christi reported that the Harvest Days field trip to Coffman Cove was amazing!
- B. Coaches' Report - SISD A.D., Jennifer Andis, reported that MS Basketball is starting this week and that the schedule is being finalized. She does not have access to Facebook to post updates. HS Basketball and Volleyball (already practicing) are coming up, and wrestling has its first meet next week.

**VIII. Old Business**

- A. Snacks for secondary students - ASC thanked for providing snacks for the secondary students and was asked to provide funding for one additional month. Amy made a motion to provide funding of \$300 for one more month's worth of snacks. (After this, the ASC will not fund secondary snacks.) Sonya seconded the motion. All in favor? Yes, Motion passes.
- B. Student store - Rent a vending machine? AC might have an old one? Northern Sales in Ketchikan? They could be used to earn money back into the ASC account, which could then be used to purchase more snacks. Melissa will look into the machines.
- C. Student/Team Financial Accounts - Update: See attached report from Treasurer
- D. Black-tail Dinner - Jennifer: Jennifer said that the HS Volleyball team would work this event since they are in the red with their account. She will talk to Stephanie. Coach Mel and Rob as well?

**IX. New Business**

- A. Harvest festival committee update: Run this as a carnival; sell tickets and work it as a fundraiser. Cake walk, various teams running the different events, sell tickets for \$1 each. The gym is reserved from 12:00 to 7:00 p.m. for setup and teardown. The carnival will take place between 3:30 and 5:30. A flyer will be made and distributed. Jennifer makes a motion to approve up to \$300 to purchase supplies and prizes for the event. Tristy seconded the motion. All in favor? Yes. Motion passes. Melissa and Jennifer will work with Tristy on this event.
- B. Concessions (procedures, ordering, etc):
  - 1. So far this year, we've been ordering locally (e.g., TB, Craig), but that is expensive. Amy suggested opening a Walmart account. This would be cheaper and faster. Also, we could use Ryan for the October 13th transport from Ketchikan, and Amy will be traveling through there in November. Concession prices were raised to make a profit. Teagen and Zoe are working as paid employees in the concession stand and are doing a great job! Amy makes a motion to keep 5% of the fundraising money earned in the concession

stand. Sonya seconded the motion. All in favor. Yes. Motion passes.

2. Discussion about how much to spend on concessions for this school year. Amy makes a motion to cap the spending on supplies at \$3,000 for the 2025-2026 school year. Jennifer seconded the motion. All in favor? Yes. Motion passes.
- C. Veteran's Day - Mr. Nixon: Maybe Ryan can transport groceries/supplies from Ketchikan so that we can save money? Amy makes a motion to approve up to \$250 for supplies for this event. Christi seconded the motion. All in favor? Yes. Motion passes.
- D. Gaming license: Amy researched and sent information to the ASC Board. Pursue? We need a person to monitor this process and activity. It will need a separate checking/savings account, and accounting records will need to be kept. Two people take the gaming permit test yearly in order to stay current on requirements. Gaming permit # has to be on tickets. A yearly report must be submitted. Amanda has volunteered to take this on and will report back to us next meeting.
- E. Bowls, plates, and plasticware for the teacher's lounge - Amy will donate \$50 of her own money to purchase these supplies.
- F. ASC Meeting Times - Amy has requested that meetings be held on the second Tuesday of each month from 6 to 7 p.m. The next meeting would be on November 11th. Amy makes a motion to set regular ASC monthly meetings on the second Tuesday of each month, beginning at 6:00 p.m. Tristy seconded the motion. All in favor? Yes. Motion passes.
- G. Dual Enrollment Invoice for Teagan Taylor - We have an invoice from UAS Ketchikan Campus for \$3,036.00 for Teagen's Dual Enrollment CNA Program. The ASC has been asked to pay this invoice and then they will be reimbursed by grant monies upon successful completion of the program by Teagen. Melissa will draft a form for Teagen's parent to sign stating that the student must pay back the funds for this course if they do not pass. The parent must sign the form. Melissa will send the draft to the ASC board for review before giving it to Teagen. Melissa makes a motion to pay \$3,036.00 to UAS Ketchikan for Teagan Taylor's Dual Enrollment CNA program, contingent on receiving an invoice and a signed agreement by her and her parent that they will repay the ASC if Teagen does not pass the course. The board has pushed this motion to next month so that paperwork can be signed and received.
- H. Resignation of ASC President - The ASC Board Members hereby accept the resignation of Board President Brandy Schmitz-Prefontaine effective September 18, 2025 (see attached email from Brandy).
- I. Christmas Program - Sonya is chairing the "Christmas Around the World" program. There will be a time limit for each performance (of not more than

10 minutes each). The event will occur on December 11, 2025. She needs help! Sonya can ask for help on her personal Facebook account. Amanda and Amy have volunteered to help. Toys for Tots? Ask Tony and Brandy if they're doing this again this year.

J. NHFS Subscription - Amy makes a motion to renew this subscription and then cancel at the end of the SISD sports season. Christi seconded the motion. All in favor? Yes. Motion passes.

**X. Next meeting scheduled for Tuesday, November 11, 2025, at 6:00 p.m. AKST**

**XI. Adjournment**

- A. Motion to Adjourn - Amy
- B. Seconded - Melissa
- C. Meeting adjourned at 5:03 p.m.

Signature\_\_\_\_\_

Date\_\_\_\_\_



# Thorne Bay School

1010 Sandy Beach Road  
Thorne Bay, AK 99919  
(907) 828-3921



## Advisory School Council Regular Session Minutes

**Date:** Monday, September 15, 2025

**Start Time:** 6:00 p.m.

**Time Zone:** Alaska Standard Time (AKST)

### I. Call to order at 6:12 p.m.

- A. Individuals Present: Brandy Schmitz-Prefontaine, Melissa Dougherty, Shaine Nixon, Christi Nixon, Tristy Morrison, Rod Morrison, Terri Kohn, Nick Reynolds, Jennifer Andis

### II. Approval of Agenda

- A. Motion to approve - Terri
- B. Seconded - Tristy
- C. All in favor; motion passed

### III. Approval of minutes from prior meeting

- A. Motion to table the regular meeting minutes - Christi
- B. Seconded - Tristy
- C. All in favor; motion passed
- D. Motion to table work session meeting minutes - Tristy
- E. Seconded - Chrsti

- F. All in favor; motion passed (Melissa needs to email minutes to the coaches)

**IV. Treasurer's Report**

- A. Most recent bank statement is attached. There are (unexpected) pending invoices yet to pay. Wrestling accounts to be combined per Coach Rob's request. Coaches can contact Tristy with questions about their team accounts.

**V. People to be Heard/Public Comment**

- A. n/a

**VI. District Administration**

- A. Superintendent - It has been a very busy start to the school year with technology and various activities. The fire suppression system is still in lingo. Rod is working with the board to get a resolution sent to the state. A second resolution is also being voted on this week by the board about requesting that excess money left unspent be transferred to projects in need instead of returned to the State general fund.
- B. Principal - Next week is the cold water and land survival classes, district-wide for grades 6-12. School pics on Monday (all students); packets sent out today. Lot of opportunities for student involvement, scholarships, contests, habitat restoration projects that kids can attend, cross country starting on Saturday (we are hosting ~24 students and adults from Ketchikan and Metlakatla).
- C. Board Members - Melissa stated that the work session was good.

- D. Others - Nick's students have commented on the good school food this year, and that the communication is good with the newsletter.
- E. Note that the meeting was paused here from 6:35 - 6:40 to finalize the silent dessert auction.

## **VII. School Staff**

- A. Teacher's Report - Christi says that the year is going well. A field trip is planned. Pre-K started today! Melissa talked about how the journalism and Alaska Flora & Fauna classes are going well.
- B. Coaches' Report - Sports are coming together. Scheduling, gym time, and other details are working themselves out.

## **VIII. Old Business**

- A. ASC/City Relationship - The group continued the discussion on how to keep building relationships with the city. Have students attend city meetings. Invite city to a roundtable discussion with Journalist students. Have students ask how we can help them. Perhaps this could count as a work study for high school students.
- B. ASC Policies - Robert's Rules of Order were discussed in work session last month. There is a copy in the ASC Binder.
- C. Open Gym - Athletic Director says that this is going well. The monthly session is posted.
- D. Back to School Night and BBQ - Teagen needs to make the t-shirts for people who signed up to volunteer; Tristy has the list. Thank you cards for volunteers need to be mailed out; Tristy is working on this. Around 60 people showed up for this event.

- E. Committees - 8 people signed up to help with the November 1st Harvest Festival. Brandy and Tristy can head up the committee. Work it as a fundraiser. Would coaches and players be available to fundraise?  
Veteran's Day breakfast, on November 11th, will be headed by Mr. Nixon.
- F. Student Financial Accounts - All invoices and requisition forms must have project codes when they are submitted! Everyone will continue to work together and communicate.
- G. ASC Goals for the School Year - Hold separate meeting and dinner times to minimize interruptions and to help ensure that people can attend both. Stay on point (shorter meetings). Reconciliation of financial accounts. Consistency with procedures. Running concessions well (streamline and be fiscally responsible; documented procedures). Run things well and be organized. Be happy, upbeat, and have good teamwork. Positive thoughts. Be positive role models.

## **IX. New Business**

- A. Snacks for secondary students - Secondary students are hungry. Perhaps we could have a student store after 3:30 p.m. each school day? A&P points need tracked and used in a timely manner; maybe these could be used to purchase snacks. Would the ASC be willing to spend \$300 to purchase a month's worth of snacks for the secondary students (and then reapprove as necessary)?
  1. Motion to approve - Tristy
  2. Seconded - Jennifer
  3. All in favor; motion passed

- B. Travel Invoices - codes must be used on everything. Terri pays travel invoices in advance and then the coaches submit actual expenses to Terri. She then puts the expenses on a report that we can see. Lucienne invoices the ASC as needed. The ASC pays out of each teams' account as necessary.
- C. Change Concessions Vendor? - this item is being tabled until October meeting.
- D. Gaming License - There is a lot of interest in this. Amy is looking into this; table this item until October's meeting.
- E. CTA Event - Jennifer is asking coaches if there is any interest in fundraising at the 1st annual Black-tail Dinner (e.g., help with banquet, sell raffle tickets, etc.). Steve Beichel and Amy Jennings are the point people on this. The event is being held on October 24th in Craig.
- F. Advertisement - Any flyers or public announcements/paperwork with the ASC's name on it should be reviewed and approved by the ASC group before going public. This way we can double check the information and all be on the same page.
- G. Feeding Cross Country Athletes - Meal tickets? Hospitality room? Ask community? For the upcoming meet, we will supply hot dogs, nachos, and leftover spaghetti. In the future, the team hosting the event helps to feed the guests.
- H. Meeting times - To better accommodate meals and participation, meeting times are being changed to the second Wednesday of each month and

will run from 4:00 - 5:00 p.m. Dinner and dessert auction will run from 5:00 - 6:00 p.m. Meetings will be recorded for those who can't attend.

1. Motion to approve - Tristy
2. Seconded - Christi
3. All in favor; motion passed

**X. Next meeting scheduled for Wednesday, October 8th, at 4:00 p.m.**

**XI. Adjournment**

- A. Motion to Adjourn - Brandy
- B. Seconded - Rod
- C. Meeting adjourned at 7:55 p.m.

Signature\_\_\_\_\_

Date\_\_\_\_\_

# Whale Pass School

## Advisory School Council Minutes

Tuesday, October 28 · 3:30 – 4:30pm

Video call link: <https://meet.google.com/kyp-dsmf-wfd>

Or dial: (US) +1 682-305-0451 PIN: 266 577 905#

### I. Call to order:

- A. Time: 3:35
- B. Individuals Present: Pam Beck (VP), Dolorus Loucks, Peggy Dempsey, Michelle Dempsey (treasurer), Laurie Lapan (secretary), Elisa Rosier (virtual), students Ralleigh Harrigan, Jesse Dempsey, Joseph Hillis  
(In the absence of Matt Gore, President, due to personal illness, Pam Beck ran this meeting)

### II. Approval of agenda:

- A. Motion to approve: Joseph
- B. Seconded: Jesse
- C. Any Discussion? none
- D. All in Favor? yes
- E. Any Opposed? no
- F. Motion Passed? yes

### III. Approval of minutes from prior meeting ([link to minutes](#)):

- A. Motion to approve: Joseph
- B. Seconded: Ralleigh
- C. Any Discussion? none
- D. All in Favor? yes
- E. Any Opposed? no
- F. Motion Passed? yes

### IV. People to be Heard/Public Comment

- A. Any advance requests: none
- B. Other: from Michelle - just back from taking 12 students to nationals, 36 medals awarded. All had a great time and want to come back. The program saved the school and we learned a lot. Thanked Rod; outstanding job. Students & chaperones fantastic job. Represented WP & the TaeKwonDo community;

competed well - learn from challenges & grow. From Joseph: it was fun. Ralleigh: sad to leave. Peggy commented on the need to clean up housing. Pam mentioned the road crew's work.

**V. Administrative Reports:**

- A. Lead Teacher Report - Welcome Back students! When you were gone, I stayed busy visiting our preK programs, catching up on grading, and submitting maintenance requests.
- B. Administrative Report (Principal/Superintendent) board mtg now in Coffman
- C. Treasurer Report
  - 1. See attached Treasurer's Report (link to report):
  - 2. Period for which report covers:
  - 3. Cash balance at beginning of period:
  - 4. Income received during the period:
  - 5. Expenses paid during the period: Pumpkins purchased for \$341/AC Klawock donated the rest of the cost
  - 6. Cash balance at end of period:

Discussed creating an email for WP ASC to begin the set up for venmo capabilities. Noted there will be a bill from the district for travel expenses. Discussed the possibility of creating distinctions in the treasurer's report to show more clearly the ATA/Songahm Academic Program money being kept in the WP ASC account at the request of the school district.

**VI. Old Business:**

- A. Discussion items only. Recommended motion:
  - 1. When should we Trick or Treat in WP? Saturday? Reach out to families - Michelle will call Kayleena & post the plan on FB.
  - 2. November/December events Thanksgiving? School will do turkey, potatoes, & stuffing w/ dessert auction; community provides sides 11/21 at 5 . Michelle will get a flyer together for FB & mailbox distribution. Dolorus says follow up too. Check with the church about cookie exchange in December.
  - 3. Funding/repaying for items purchased for bbq (ie meat, items for sides & desserts) and the start of funding a practice to keep a stock on hand - table for November

**B. New Business-**

1. [Request](#) from Astrid & Andy Cook for additional payment for their donation of greenhouse supplies. Pam asked Rod for his feedback; Rod stated it was for the ASC to decide. Proposal from Pam to write a letter thanking them for their donation instead. Peggy motions Pam's proposal, Raleigh seconds. The vote was 8 for, 1 opposed. Laurie will draft a letter.

**VII. Schedule Next Meeting:** November 18th instead of 25th (due to holiday). All in favor.

**VIII. Adjournment:**

- A. Motion to Adjourn by: Peggy 4:15
- B. Seconded by: Michelle
- C. All in Favor? all
- D. Any Opposed? none
- E. Motion Passed? Yes

## **AR 1260 VISITS TO THE SCHOOLS**

Building administrators shall ensure that prominent notices directing all visitors to sign in at the administrative office are posted at each entrance to the school building. Anyone who is not a regular staff member, approved volunteer, or student at the school is a visitor.

Visitor access to school buildings may be temporarily limited during emergency or safety drills, situations outlined in school safety plans, an emergency lockdown, periods of statewide testing, or other specific situations listed in District policy or building rules.

### **Conduct on School Property**

The District expects civility, mutual respect, and orderly conduct among all individuals on District property or at a school event. No person on District property or at a school event shall:

1. Injure, threaten, harass, or intimidate a staff member, student, sports or activities official or coach, or any other person;
2. Damage or threaten to damage District property or another's property;
3. Violate any state or federal law or regulation, or district policy.
4. Consume, possess, distribute, or be under the influence of alcoholic beverages or illegal substances;
5. Impede, delay, disrupt, or otherwise interfere with any school activity or function, including using cellular phones in a disruptive manner;
6. Make a video recording in the classroom without prior approval of the building principal and classroom teacher.

The principal, lead teacher, or designee has authority to request that any unauthorized person, or visitor engaging in unacceptable conduct, leave the school grounds or school event. The principal, lead teacher, or designee further has authority to request assistance from law enforcement if any person refuses to leave school grounds upon request, or creates a disruption. The principal, lead teacher, or designee shall notify the Superintendent's office immediately if such a situation develops.

## **AR 4180/4280/4380 RESIDENCY AND REMOTE WORK**

### **Purpose**

To establish a process by which the District may allow an employee to work from home or another approved location on a full-time or part-time basis, hereafter referred to as “remote work” or “telecommuting.”

The District requires its employees to report to their designated work location. However, the Superintendent may decide that the best candidate for a certificated or administrative position may not reside or plan to reside within the boundaries of the district. Pursuant to BP 4180/4280/4380, the Superintendent may seek approval from the Board to hire or continue the employment of such a candidate.

### **Procedure**

Any employee seeking to remote work or telecommuting must enter into a written remote work agreements. A request for remote work or telecommuting will be evaluated based upon the following factors:

- The essential job duties of the employee’s position;
- The employee’s reasonable likelihood to be able to successfully perform the essential job duties and responsibilities from an alternate work site; and
- The supervisor’s reasonable likelihood to ensure the employee completion of the essential job duties and responsibilities at an alternate worksite.

Remote work or telecommuting is not designed to be a substitute for childcare or care of a dependent family member. Any employee approved for remote work or telecommuting is obligated to perform the essential job duties and responsibilities of the employee’s position.

A remote work agreement must be in writing, and signed by the employee, their immediate supervisor, and be approved by the Superintendent. The agreement must specify the number of days and hours worked each week. During working hours, the employee shall be accessible by phone and email within a reasonable time period during the agreed upon work schedule based on Alaska Standard Time. The district will not pay for voice and/or data communication charges incurred on personal devices unless otherwise specified in the written agreement.

Unless otherwise specified in the written agreement, a remote work employee is responsible for providing office equipment and workspace and is responsible for maintenance and repair of any office equipment. Any district materials in the alternate work site remain the property of the district and must be kept secure and confidential. Any materials containing student records or personnel records must be maintained in a lockable file cabinet or other location that cannot be accessed by any family, guests, or other occupants at the approved alternate worksite.

The district retains the right to inspect remote work site locations for the purpose of determining that the site is secure and safe, and that the employee is performing the essential job duties and responsibilities of the employee's position and complying with the terms of the remote work agreement.

Out-of-pocket expenses for office supplies will not be reimbursed unless the employee obtains prior, written authorization from a supervisor.

The district assumes no liability for injuries occurring in the employee's approved alternate worksite outside the agreed-upon work hours. The district is not liable for loss, destruction, or injury that may occur in or to a remote work employee's alternate work site. This includes family members, visitors, or others that may become injured within or around a remote work employee's alternate work site.

It is the responsibility of a remote work employee to determine any income tax implications of a remote work agreement. The district will not provide tax guidance to remote work employees and does not assume any additional tax liabilities through the approval of a remote work agreement. All employees are encouraged to consult with a qualified tax professional to discuss any potential income tax implications from remote work agreements.

## AR 5128 Alaska Performance Scholarship Program

The Alaska Performance Scholarship Program provides scholarships for high school graduates who are Alaska residents to attend a qualified postsecondary institution in the State of Alaska. The district is required to determine student eligibility for the three levels of scholarships available. The district must then notify the Alaska Department of Education and Early Development of each qualifying student's eligibility.

### Eligibility Determinations

The principal or designee of each high school shall determine scholarship eligibility for each graduating student by application of the following criteria.

#### A. Course Work Requirements

~~Note: The following curriculum requirements are in place for students graduating in 2011. These requirements will be increased in later years to comply with AS 14.43.810. Specifically, scholarship eligibility will require either: A) four years each of math, language arts, science, and social studies, one year of which may be a foreign language, Alaska Native language, fine arts, or cultural heritage; or B) three years of math, four years of language arts and social studies, three years of science, and two years of a foreign language or an Alaska Native language.~~ Note: The following curriculum requirements are in place for students graduating from high school in and after 2024. Qualifying units of credit shall include a student's completion of a high school level course in an earlier grade if: 1) the course meets content standards for a grade 9-12 course; 2) is within a qualifying curriculum (math, science, language arts, etc.); and 3) appears on the student's high school transcript. A course does not satisfy the requirements of this section, regardless of the course name unless it is: 1) a college or industry preparatory course; and 2) meets or exceeds the standards and grade level expectations in *Alaska Standards: Content and Performance Standards for Alaska Students*. An advanced placement and international baccalaureate course meets curriculum requirements and is considered an approved course as fully stated in 4 AAC 43.030.

~~To qualify for any of the three levels of award under the~~ The Alaska Performance Scholarship Program, may be awarded based on a student's completion of either a math and science curriculum track, or a social studies and language curriculum track.

#### Curriculum Requirements

Graduating students in 2024 and beyond must meet state the following curriculum requirements for graduation plus to qualify for all scholarship levels (Achievement, Performance, and Honors):

~~-additional coursework.~~

~~1. Graduation Requirements~~

- ~~a) language arts – four units of credit~~
- ~~b) social studies – three units of credit~~
- ~~c) mathematics – two units of credit~~
- ~~d) science – two units of credit~~
- ~~e) health/physical education – one unit of credit~~

~~2. Additional Requirements for Scholarship Eligibility~~

~~One additional unit of credit from any of the following:~~

- ~~a) mathematics – one unit of credit~~
- ~~b) science – one unit of credit~~

~~c) mathematics and~~

~~-Math and Science Curriculum:~~

- ~~1. Math – 4 units of credit, consisting of either four units selected from the following courses or a combination of three units selected from the following courses and an additional course approved by the department:~~
  - ~~i. algebra I;~~
  - ~~ii. algebra II;~~
  - ~~iii. geometry;~~
  - ~~iv. trigonometry;~~
  - ~~v. pre-calculus;~~
  - ~~vi. calculus;~~
  - ~~vii. calculus II;~~
  - ~~viii. statistics.~~
- ~~2. Science – 4 units of credit, consisting of either four units selected from the following courses or a combination of two units selected from the following courses and two additional courses approved by the department:~~
  - ~~i. physical science;~~
  - ~~ii. earth science;~~
  - ~~iii. biology;~~
  - ~~iv. chemistry;~~
  - ~~v. physics;~~
  - ~~vi. marine biology;~~

- vii. anatomy and physiology.
- 3. Language arts – 4 units of credit, consisting of either four units selected from the following courses or a combination of three units selected from the following courses and an additional course approved by the department:
  - i. composition;
  - ii. American literature;
  - iii. world literature;
  - iv. speech and debate;
  - v. advanced composition;
  - vi. creative writing;
  - vii. British literature.
- 4. Social studies – 4 units of credit, one unit of credit in a foreign or Alaska Native language, fine arts, or cultural heritage may substitute for one of the four units of credit of social studies; at least two units of credit must be from the following courses, with any remaining credits from courses approved by the department:
  - i. World history;
  - ii. American history;
  - iii. geography;
  - iv. American government/civics;
  - v. economics;
  - vi. Alaska history;
  - vii. western or eastern civilization;
  - viii. psychology;
  - ix. sociology.

### Social Studies and Language Curriculum

- 1. Math - 3 units of credit, consisting of either three units selected from the following courses or a combination of two units selected from the following courses and an additional course approved by the department:
  - i. algebra I;
  - ii. algebra II;
  - iii. geometry;
  - iv. trigonometry;
  - v. pre-calculus;
  - vi. calculus;
  - vii. calculus II;
  - viii. statistics.
- 2. Science – 3 units of credit consisting of either three units selected from the following courses or a combination of two units selected from the following courses and an additional course approved by the department:
  - i. physical science;
  - ii. earth science—~~one half unit~~;
  - iii. biology;
  - iv. chemistry;

- v. [physics](#);
- vi. [marine biology](#);
- vii. [anatomy and physiology](#);
- 3. [Language arts – 4 units of credit consisting of either four units selected from the following courses or a combination of three units selected from the following courses and an additional course approved by the department:](#)
  - i. [composition](#);
  - ii. [American literature](#);
  - iii. [world literature](#);
  - iv. [speech and debate](#);
  - v. [advanced composition](#);
  - vi. [creative writing](#);
  - vii. [British literature](#);
- 4. [Social studies – 4 units of credit, consisting of either four units selected from the following courses or a combination of three units selected from the following courses and an additional course approved by the department:](#)
  - i. [world history](#);
  - ii. [American history](#);
  - iii. [geography](#);
  - iv. [American government/civics](#);
  - v. [economics](#);
  - vi. [Alaska history](#);
  - vii. [western or eastern civilization](#);
  - viii. [psychology](#);
  - ix. [sociology](#).
- 5. [Foreign, Alaska Native or American sign language – 2 units](#) of credit in ~~each~~ [the same language](#).

**B.**

[Note: A district that offers courses meeting the requirements for APS but that do not clearly fall within the course names found above may seek approval from the Department to have those courses approved for APS purposes. 4 AAC 43.030\(j\).](#)

**B. Grade Point Average and Standardized Examination Scores**

In addition to the curriculum requirements above, students must meet certain GPA ~~and~~[or](#) standardized examination score requirements. It is the ~~student's~~[student's](#) responsibility to provide proof of results achieved on one of the standardized examinations required for scholarship eligibility. GPA ~~and~~[or](#) test scores determine a ~~student's~~[student's](#) level of eligibility for each of the three scholarships set forth below:

1. [Alaska Performance Honors Scholarship](#)

Grade Point Average: [3.5 or higher](#)

or

Test Scores: ACT composite score of 25 or higher; or

- \_\_\_\_\_ SAT combined score of ~~1680~~1210 or higher; or

- \_\_\_\_\_ A combined WorkKeys score of ~~518~~ or higher, with no single score lower than 6, in each of the following:

1. applied mathematics
2. reading for information
3. locating information

Note: The Alaska Performance Honors Scholarship has an award level of ~~\$4,755~~7,000.

2. Alaska Performance Achievement Scholarship

Grade Point Average: 3.0 or higher

or

Test Scores: ACT composite score of 23 or higher; or

- \_\_\_\_\_ SAT combined score of ~~1560~~1130 or higher; or

- \_\_\_\_\_ A combined WorkKeys score of ~~515~~ or higher, with no single score lower than 5, in each of the following:

1. applied mathematics
2. reading for information
3. locating information

Note: The Alaska Performance Achievement Scholarship has an award level of ~~\$3,566~~5,250.

3. Alaska Performance Opportunity Scholarship

Grade Point Average: 2.5 or higher

or

Test Scores: ACT composite score of 21 or higher; or

- \_\_\_\_\_ SAT combined score of ~~1450~~1060 or higher; or

– A combined WorkKeys score of 512 or higher, with no single score lower than 4, in each of the following:

1. applied mathematics
2. reading for information
3. locating information

Note: The Alaska Performance Opportunity Scholarship has an award level of ~~\$2,378~~ 3,500.

Note: A student who qualifies for one of the above scholarships using the WorkKeys examination must use the scholarship award in a career and technical program that results in the award of a certificate. 4 AAC 43.020.

## Notice to Parents/Guardians of Eligibility Determination

### Option 1:

The principal or designee shall provide written notice to all parents/guardians, or to students if 18 or older, of the eligibility determination, or how they may learn the eligibility determination. The notice should also explain how a parent/guardian or eligible student may challenge this determination.

~~Note: The AASB Model Policies provide for scholarship eligibility challenges to be handled through the procedures for Challenging Student Records found at BP 5125.2. Utilization of this specific process is not required and different procedures can be developed and utilized by a district. The district's notice to parents should include the appropriate procedures as adopted by the district.~~

## Permanent Record

Once eligibility levels are determined, the district will record the level of eligibility on each qualifying ~~student's~~ student's permanent record. No notation should be made for those students who are not eligible for a scholarship award.

## Annual Transmittal of Records

No later than July 15 of each year, the district will transmit an electronic version of each graduating ~~student's~~ student's permanent record that describes the ~~student's~~ student's eligibility for the Alaska Performance Scholarship Program. This is a mandatory reporting obligation and parents/students may not opt out of this disclosure.

## Appeal Procedures

The district provides the following appeal process for students who believe an error has been made regarding a student's eligibility for an Alaska Performance Scholarship. A student can request that the district review the determination of whether or not he or she is eligible or, if eligible, the level of scholarship available.

### A. Appeal Form

To request an appeal, a student must complete the Alaska Performance Scholarship Appeal Form for Public School Students. [E 5128] The form requires:

1. Name, mailing address, and contact information;
2. Eligibility information in the form of official examination scores and an official transcript indicating courses taken and GPA and/or test scores;
3. A statement explaining why the student believes the eligibility determination is in error; and
4. All documents, papers, or other materials that support a reversal or modification of the eligibility determination.

Students who have questions about the form or require assistance should contact a counselor or principal at the student's high school.

Students must complete the Appeal Form and provide supporting documents as soon as possible after receiving notice of his or her eligibility determination. No appeals will be considered unless submitted within thirty (30) days of receiving the district's eligibility determination, absent unusual circumstances that prevented a timely appeal.

### B. Appeal Process

1. Student submits the completed Appeal Form and supporting documentation to \_\_\_\_\_ [identify appropriate school official to process appeals].
2. The district will designate a reviewer to review and decide the appeal.
3. The reviewer will consider all information submitted and issue a determination of whether or not the student meets scholarship eligibility, and if eligible, the student's level of eligibility.
4. The reviewer's determination is the final decision of the district.
5. Notice of the district's decision will be sent to the student no later than thirty (30) days after the student submits a timely appeal.
6. If the reviewer determines that scholarship eligibility was incorrect, the district will notify the Alaska Performance Scholarship Program of the correct eligibility determination and revise the student's transcript to correctly identify APS eligibility.

Note: Effective June 6, 2015 the regulation providing for a grace period and waiver of curriculum requirements was repealed and a new section added to provide for students to request a scholarship eligibility extension. 4 AAC 43.035 (repealed); 4 AAC 43.045 (extensions of eligibility period). An extension of scholarship eligibility does not permit a student to receive a scholarship for more semester hours than is permitted under AS 14.43.825.

### **Extension of Scholarship Eligibility**

The district should notify appropriate students about the availability of a scholarship eligibility extension that may be granted by the Alaska Commissioner of Education. Upon request, the Commissioner may grant a student who has previously been determined eligible for a scholarship under APS, a scholarship eligibility extension. Such an extension allows a student to remain eligible for a scholarship for longer than six years after the date of the student's graduation from high school.

To qualify for an extension of scholarship eligibility, a student must:

1. Submit a written request to the Commissioner *no later than 30 days* before the student's period of scholarship eligibility under 14.43.825(b) is set to expire; and
2. Submit with the request a signed statement from the institution of higher learning in which the student is admitted or enrolled attesting that the student has experienced or is experiencing an enrollment delay due to the availability of coursework required by the degree program the student is pursuing, and that the enrollment delay is beyond the student's control.

*Added 2/12*

Adoption Date: 04/09/98

**Southeast Island School District**

## **AR 6146.3 College and Career Readiness Assessment Waivers**

Note: While taking a college and career readiness assessment is no longer a condition to a student receiving a secondary school diploma, school district's shall require all students in grade 11 and all students in grade 12 who have not previously done so, to take one of the assessments described in [4 AAC 06.717](#). Regulations governing waivers of this requirement are found at [4 AAC 06.775](#).

Students are required to take a college and career readiness assessment, unless a waiver is approved. "Taking" this assessment means the student has received a valid score as reported by the assessment vendor. A college and career readiness assessment means the SAT, ACT or certain sections of the WorkKeys assessment. If a student takes the WorkKeys assessment, he or she must take the following sections: applied mathematics; reading for information; and locating information.

The Department of Education and Early Development will provide for the college and career readiness assessment to be administered one time per year at no charge to students. A student may take the assessments additional times at the student's expense.

A waiver may be granted in two instances: 1) when a student has arrived late into the Alaska public school system; or 2) in rare and unusual circumstances as defined by the Department of Education and Early Development.

### **Procedures for Requesting A Waiver**

The district shall maintain in the district office and the office of its high schools a Department approved form for requesting a waiver of the college and career readiness assessment. A student must complete this form and include all required documentation. The waiver request will be considered by the Superintendent or designee who shall make a recommendation to the School Board for approval or denial of the waiver. The recommendation shall be based solely on whether the criteria for granting a waiver under state law has been met for the individual student. The School Board may not grant a waiver unless the student has demonstrated that all other state and district requirements for graduation will be met.

#### **A. Waiver for Late Arrival Into the School System**

A student arrives late into the state public school system if the student arrives in Alaska after the completion of all scheduled college and career readiness assessments in the student's year of intended graduation. A student who resides in the state but attends a private school or is home schooled and then transfers to the district after the completion of all scheduled administrations in the student's year of intended graduation may also be eligible for a waiver.

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~~A student's request for a waiver must be submitted on the approved form, must demonstrate that the student has met all other requirements for graduation, and must include the following:~~

- ~~1. Documentation from the school in which the student is currently enrolled which identifies the student's initial enrollment date;~~
- ~~2. Documentation from the out-of-state school district, Alaska private school or home school program from which the student transferred, which includes both the enrollment date and exit date; and~~
- ~~3. Documentation that verifies the date of the student's physical presence in Alaska prior to enrollment in any of the schools in the state. Verification may include: records or receipts of airlines, the Alaska Marine Highway System, or other carriers; hotel receipts; or affidavits or certifications by persons acquainted with or related to the applicant who have personal knowledge of the applicant's physical presence in Alaska.~~

### **~~B. Waiver for Rare and Unusual Circumstances~~**

~~A waiver may be granted for a rare and unusual circumstance only if the circumstance is beyond the control of the student, the student's parents, and the school. Additionally, the timing of the circumstance must be such that no other recourse or remedy exists to address the situation before the student's expected graduation date.~~

~~A waiver may be granted only for the following reasons:~~

- ~~1. The death of the student's parent or legal guardian occurring within the last semester of the student's year of intended graduation.~~
- ~~2. A medical condition that is a serious and sudden illness or physical injury that prevents the student from taking the college and career readiness assessment and occurs in the last semester of the student's year of intended graduation. The waiver request must be supported by an affidavit or certification from the student's treating licensed medical provider that the diagnosed condition prevented the student from taking the assessment and was beyond the control of the student or parents. The condition cannot be: 1) pregnancy or childbirth, unless the affidavit or certification verifies that an emergency occurred; 2) treatable depression, stress, or stress-related conditions, unless the affidavit or certification verifies that a qualifying emergency occurred; or 3) a condition caused by illegal alcohol or substance abuse.~~
- ~~3. A disability arising in the student's high school career that arises too late to apply for a meaningful accommodation from the testing vendor. A waiver may be granted only if consistent with the student's IEP team recommendations and the student's principal and the district's superintendent support the waiver request.~~
- ~~4. A significant and uncorrectable system error, including one of the following:~~

## Remove AR from policy manual

- ~~a. Completed exams are lost in transit between the school district and the testing vendor.~~
- ~~b. The student's school or district failed to administer the assessment on a scheduled administration date.~~
- ~~c. The student was unable to take an assessment or received an invalid score because of a technology failure.~~
- ~~d. The student received an invalid score because the assessment was improperly administered or test security requirements were violated.~~

### **School Board Action Approving or Denying A Waiver**

~~The School Board's decision approving or denying the request for a waiver will be in writing and delivered to the student by registered mail. The reasons for approving or denying the waiver will be stated in the written decision. The School Board may deliver courtesy copies of the decision to the student or the student's parents/legal guardians by other methods. The School Board will also provide a copy of the decision to the Department. The School Board's written decision will notify the student that denial of the waiver may be appealed to the Department of Education and Early Development.~~

~~Note: The following language can be used by the School Board in its written notice to comply with the requirement that the student be notified of the right to appeal in the event the School Board denies a waiver. [4 AAC 06.721](#) and [06.724](#). Any form of notification should include notice that the student only has thirty (30) days to appeal: "This decision may be appealed by the student, or student's parent or legal guardian, to the State of Alaska Department of Education and Early Development. Enclosed is the required form that must be used for an appeal. This appeal form must be postmarked no later than thirty (30) days from your receipt of this decision. State law requires that an appeal request state the grounds for the appeal, including a brief summary of the nature of the original waiver request and an explanation of how the School Board erred in denying the waiver. Also enclosed is a copy of [4 AAC 06.724](#) which further explains the appeal procedures."~~

~~Within twenty (20) days of an appeal being filed, the School Board shall forward to the Department the entire record of the student's waiver request, including the following documents:~~

- ~~1. The student's waiver application and any supporting documents included in support of the waiver request;~~
- ~~2. A copy of the School Board's graduation requirements; and~~
- ~~3. A copy of the student's most current official transcript.~~

*Added 9/15*

*Revised 10/2017*

Adoption Date: 04/09/98

Remove AR from policy manual

**Southeast Island School District**

## E 3544.1 Distracted Driving Policy Acknowledgement

At Southeast Island School District, we deeply value the safety and wellbeing of all employees, students, and stakeholders, and are committed to ensuring a safe working and learning environment. With the proliferation of electronic device and in-vehicle infotainment system use while driving, coupled with the myths surrounding a person's ability to multitask, we enforce the following distracted driving policy.

Hands-free is not risk free. The science is crystal clear on this fact and numerous studies have demonstrated that the use of handheld and hands-free devices while driving pose a significant safety risk to motorists, their passengers and others on the road.

Southeast Island School District employees shall:

- Not use handheld or hands-free mobile electronic devices or voice features in vehicles while operating a motor vehicle.
- ~~Turn on the "Do Not Disturb" feature on smartphones and other mobile devices. If the feature is not available, turn off or silence mobile devices to prevent distraction.~~
- Pull over to a safe place out of traffic lanes and put the vehicle in "Park" a call must be made or received, if a text must be made or read, or if mobile electronic device must be used in any other way. ~~if a call or text must be made.~~
- Inform clients, associates and business partners of this company policy to explain why calls, texts or emails may not be returned immediately.
- Program any global positioning system (GPS), music device, or dashboard/voice infotainment system prior to departing. If adjustments are needed while driving, pull over to a safe place out of traffic lanes and put the vehicle in "Park" to make the appropriate adjustment.

Electronic distractions are only one type of distraction. Drivers should also refrain from eating, drinking, reading and other activities that may divert attention away from the task of driving.

Southeast Island School District is committed to keeping our workers, students, and stakeholders safe and holding our employees to the highest standard of safety. This is so important that violations of this policy may result in disciplinary action, up to and including termination.

**Your signature below certifies your agreement to comply with this policy.**

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Employee Signature

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Date

**Southeast Island School District**



ALASKA PERFORMANCE SCHOLARSHIP (APS)
Appeal Form for Public School Students
School Year Only

AS 14.03.113. District determination of scholarship eligibility.

A district shall provide a student with an opportunity to request that the district correct an error in the eligibility determination.

The following information is required for the school district to evaluate your appeal to receive an APS scholarship. Complete this form and return it to your school district. Please print to ensure information is legible.

Last Name First Name M.I. DOB AKSID
Permanent Mailing Address City State
Zip Home Phone Cell Phone Email

Did you meet the minimum GPA of 2.5, or test scores of ACT 21 or SAT of 1060 or WorkKeys Level 12 (no score below a 4 in each subject area)? Yes No

My ACT score is My SAT score is My WorkKeys score is My GPA is

Did you meet the curriculum requirements for your class year? Yes No

Were your requirements met by high school graduation? Yes No

Provide a concise statement identifying the reasons supporting a reversal or modification of the school district's eligibility determination. Note: Failure to meet APS requirements for reasons other than those allowed for under the statutes and regulations governing the APS does not entitle the applicant to a reversal or modification of eligibility. You may use a separate sheet of paper.

Provide documents, papers, or other materials that support a reversal or modification of the districts eligibility determination. This may include:

- ACT and/or SAT score report (s) (an official copy from the ACT/SAT )
WorkKeys score (if taken outside of the school district)
Statement
Transcript

Student Signature Date

School District Review and Signature Date

School District should submit this Signature form and record change to:



ALASKA PERFORMANCE SCHOLARSHIP (APS)  
Appeal Form for Public School Students  
\_\_\_\_\_ School Year Only

ACPE@alaska.gov

Remove exhibit from policy manual

### ~~E 6146.3 Application for a Waiver from Taking a College or Career Readiness Assessment Due to Late Arrival into the Alaska Public School System~~

~~State of Alaska regulation [4 AAC 06.721](#) allows students to request a waiver from participating in the college and career readiness assessments (CCRA) if the student arrives late into the Alaska public system. The student must submit a waiver request to the local school board for consideration. A Student who receives a waiver from taking a CCRA must meet all other state and school district requirements for graduation in order to receive a high school diploma. **If the student does not meet all the school district requirements within the year of intended graduation (i.e., by June 30), the waiver expires and the student is no longer eligible.**~~

~~Complete all items below and attach support documents as necessary before submitting this waiver request to the local school board.~~

Current School District		
Student's Name		
Student Ten-Digit State ID Number		
Student's Grade Level		
Date Enrolled In District		
Date & Name of Last School CCRA Administration		
Intended Year of Graduation		
		Provided
Documentation from current school	Enrollment records from <i>(school name)</i> :	
	Enrollment date:	
Documentation from previous private school, home school, or out-of-state school	Enrollment records from <i>(school name and state)</i> :	
	Enrollment date:	
	Exit date:	
Documentation that verifies student's physical presence in Alaska	Indicate type of documentation presented:	

Remove exhibit from policy manual

	<p>Transportation (airline tickets, etc.)</p> <p>Lodging receipts (hotels, etc.)</p> <p>Affidavit/certification (signed by relative or other person who can verify this student's presence in Alaska)</p>	
<p><del>_____ Waiver is: _____</del></p> <p><del>Approved: _____ Denied: _____</del></p> <p>_____</p> <p>_____</p> <p><del>_____ Signature of Local School Board Authority _____ Date</del></p>		
<p><del>The governing body's decision approving or denying the request for a waiver must be in writing and shall be delivered by registered mail. The governing body shall also provide a copy of the decision to the department. The governing body shall state the reason for its decision in the written decision. In the event that a local school board denies a student's waiver from taking a college or career readiness assessment, the student may appeal the denial to the Department of Education &amp; Early Development under <u>4 AAC 06.724</u>.</del></p>		

~~Added 10/2017~~

~~Adoption Date: 04/09/98~~

**Southeast Island School District**

## **BB 9323 Meeting Conduct**

The School Board desires to conduct its meetings effectively and efficiently. All Board meetings shall begin on time and shall be guided by an agenda prepared and delivered in advance to all Board members and other designated persons.

### **Parliamentary Procedure**

Board meetings shall be conducted by the president in a manner consistent with adopted Board bylaws and generally accepted parliamentary procedures.

### **Quorum**

A majority of the number of filled positions on the Board constitutes a quorum.

Unless otherwise provided by law, affirmative votes by a majority of the Board's membership are required to approve any action under consideration, regardless of the number of members present.

### **Abstentions**

The Board recognizes that when no conflict of interest requires abstention, its members have a duty to vote on issues before them. A member may only abstain due to a publicly declared conflict of interest. When a member abstains because of a conflict of interest, the abstention shall be considered to concur with the action taken by the majority of those who vote, whether affirmatively or negatively.

*(cf. 9270 - Conflict of Interest)*

### **Public Participation**

Because the Board has a responsibility to conduct district business in an orderly and efficient way, the following procedures shall regulate public presentations to the Board.

1. The Board shall give members of the public an opportunity to address the Board either before or during the Board's consideration of each agenda item.
2. At a time so designated on the agenda, members of the public also may bring before the Board matters that are not listed on the agenda of a regular meeting. The Board may refer such a matter to the Superintendent or designee or take it under advisement. The matter may be placed on the agenda of a subsequent meeting for action or discussion by the Board.
3. A person wishing to be heard by the Board shall first be recognized by the president. They shall then identify themselves and proceed to comment as briefly as the subject permits.
4. The President may establish rules to govern the procedure whereby persons address the Board.
5. With Board consent, the president may modify the time allowed for public presentation or may rule on the appropriateness of a topic. If the topic would be more suitably addressed at a later time, the president may indicate the time and place when it should be presented.
6. No oral presentation shall include charges or complaints against any employee of the Board, including the Superintendent, regardless of whether or not the employee is identified by name or by another reference which tends to identify. Charges or complaints against employees must be submitted to the Board under the provisions of Board policy and administrative regulations related to such complaints.

*(cf. 1312.1 - Complaints Concerning School Personnel)*

*(cf. 9312 - Executive Sessions)*

7. No disturbance or willful interruption of any Board meeting shall be permitted. Persistence, by an individual or group, shall be grounds for the chair to terminate the privilege of addressing the meeting. The Board may remove disruptive individuals and order the room cleared if necessary.

*(cf. 9320 - Meetings)*

*(cf. 9322 - Agenda/Meeting Materials)*

*Legal Reference:*

ALASKA STATUTES

[29.20.020 Meetings public](#)

*Review 1/04, 1/05*

*Revised 6/11*

Adoption Date: 04/09/98

**Southeast Island School District**

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