

RSB Regular Meeting  
Tuesday, May 13, 2025 6:00 PM Alaskan

Administration Building  
500 Big Dog Salmon Way  
Angoon, AK 99820

Elizabeth Hooge: Present  
III Albert Kookesh: Present  
Stacey Proctor: Present  
Jack Strong: Present  
Jen Todd: Present

Present: 5.

1. Call to Order
  - 1.1. Reading of the Mission Statement
2. Flag Salute
3. Roll Call
4. Recognition
5. Approval of the Agenda
6. Opportunity For Public Comment On Non-Agenda Items
7. Consent Agenda
  - 7.1. Approve the Extra duty contract for Tonya Clark for after-school tutoring in the amount of \$500 paid from the Literacy Grant.
  - 7.2. Adopt RSB Minutes from April 8th, and April 22nd, 2025 and
  - 7.3. Accept Resignation from Teacher Tonya Clark, effective at the end of this school year.
  - 7.4. Accept resignation from Paraprofessional Natalia James, effective at the end of this school year.
  - 7.5. Approve Extra Duty Contract for Jolene Watkins for \$1,000 paid by the Farm to School Grant, to train her replacement on-site hydroponic manager in Angoon
  - 7.6. Approve stipends in the amount of \$300 each paid for by FSCS grant to multiple parents for participating in the Angoon Parent/Guardian Site Council Committee, including attending monthly meetings: Albert Kookesh, Shiann Kookesh, Ivan Ramey, Samantha Ramey, Crystal Parkin, James Parkin, Joshua Bowen, Nicole Bowen.
  - 7.7. Approve rescinding of Mary Zika's resignation, and her hire as Sped teacher in Angoon for Fy 2026
  - 7.8. Approve Extra Duty contract to Christine Ramey in the amount of \$8,000 for Summer hydroponic instruction, cultivation, and career pathway in Angoon. Grant funded
  - 7.9. Accept Lori Moore's resignation effective at the end of this school year.
8. Opportunity for Public Comment on Agenda Items
9. Financial Report
10. Action Items
  - 10.1. Approve Classified Staff Contracts for FY 2026 as follows:  
Klukwan- Rita Brouillette, Hali Brownell, Jolene Hotch, Darrel Jerue, (Clara Natonabah grant funded).

Angoon- Natasha Bennum, Sally Joseph, Noelle Willis-Jackson, Ivanette Johnson, Hilda Mendehall, Alvin Johnson, Paul James, Peter Duncan, Stella Estrada.(Tanya Salmi, Frank Coenraad, both grant-funded), Christine Ramey, Georgiann Jim,  
Gustavus- Danielle Patrick, Jeff Irwin, Teresa Terkelson, Denielle Show, Tracey Lowell, Deja Jarvis, Quynn Thomspson.  
District Office- Michelle Shatswell, Raynelle Jack, Sheri Singson

- 10.2. Approve Resolution between Chatham and APEI merging with AMLIJA to become APRA.
- 10.3. Approve Federal Grants Services Proposal as Extra Duty Contract for Wallace "Beau" Abernathy in the amount of \$14,000 for FY 2026
- 10.4. Approve the hire of Wallace "Beau" Abernathy as ELA teacher in Gustavus for FY 2026
- 10.5. Approve FY2026 Psych Services Contract with Jennifer Marschke for \$10,000.
- 10.6. Approve the increase in teacher housing rent by 16.5%, going into effect on July 1st, 2025
- 10.7. Approve the New Negotiated Agreement between Chatham School District and Chatham-NEA effective July 1st 2025 through June 30th 2026.
- 10.8. Approve FY26 contract for Reanna Kookesh as Social Studies/History teacher in Angoon
- 10.9. Approve hire of Michael Akes in Klukwan as Principal Teacher for Fy 2026
11. Special Reports
  - 11.1. Superintendent Report
  - 11.2. ASB Minutes
12. Information/Discussion Items
  - 12.1. Summer Maintenance Projects
13. Communications to the Board
  - 13.1. Multiple letters have been sent to board members expressing support of keeping Tenakee Springs ILC open.
14. Board Member Comments
15. Meetings/Work Sessions/and Other Announcements
  - 15.1. RSB Work Session on Tuesday, May 27th
  - 15.2. The next Budget Committee Meeting is Wednesday, May 14th at 5:00 pm
  - 15.3. The next RSB Regular Meeting is Tuesday,, June 10th, and the June work session will be on Tuesday, June 24th.
  - 15.4. Reminder- there are no regularly scheduled RSB meetings in the month of July
16. Adjournment

RSB Regular Meeting  
Tuesday, April 8, 2025 6:00 PM Alaskan

Administration Building  
500 Big Dog Salmon Way  
Angoon, AK 99820

Elizabeth Hooge: Present  
III Albert Kookesh: Present  
Stacey Proctor: Present  
Jack Strong: Present  
Jen Todd: Present

Present: 5.

We have Quorum

#### 1. Call to Order

Called to order at 6:04 pm

1.1. Reading of the Mission Statement:

**We support students to become independent adults by promoting exceptional educational and cultural experiences.**

Reading of the mission statement done by Jack Strong

#### 2. Flag Salute

Flag Salute

#### 3. Roll Call

Roll call to determine quorum

#### 4. Recognition

Gustavus:  
Karen McSpadden  
Liesl Barker  
Danielle Patrick  
Deja Jarvis  
Jessie Soder  
Quynn Thompson

Angoon:

Fernan Lopez  
Samantha Ramey  
Dorris Williams  
Emma Demmert

Klukwan:

Clara Natonabah  
Justina Hotch

#### 5. Approval of the Agenda

I make a motion to approve the agenda. Roll call vote passed unanimously. Motion carries. This motion, made by Stacey Proctor and seconded by Jack Strong, Carried.

Elizabeth Hooge: Yea, III Albert Kookesh: Yea, Stacey Proctor: Yea, Jack Strong: Yea, Jen Todd: Yea

Yea: 5, Nay: 0

No additions or changes at this time.

#### 6. Opportunity For Public Comment On Non-Agenda Items

Liesl Barker states she follows the budget this year. She would love to see a list of the names of each of the accounts and what the use is for.

Samantha Ramey thanked them for allowing her to speak. Her husband Ivan is a dedicated teacher at the Angoon high school. They are raising five children and had a grave loss of one of their sons last year. He is admired for his dedication and knowledge. He is embedded in the community, and many of them will stand with supporting him. She urges the board to reconsider his non retention. She read a letter from a student which spoke of his inspirational impact on the students.

Dorris supports Samantha with her message regarding Ivan and his teaching at the Angoon school. States that others also received similar letters. States that communications about reason should be clearer.

Fernan Lopez speaks on behalf of the Phillipino teachers in Angoon supporting the teaching that Ivan does with the CTE class in Angoon. The students and community benefit with his knowledge and expertise.

Justina Hotch comments in support of Ivan as well. She states that he brings many skills and knowledge to the whole district. He has had invaluable input to the grant committee, and his presence benefits Angoon and the other sites. She also shares appreciation for being able to have Ralph be in Klukwan.

Elaine Jack speaks in support of Ivan continuing teaching in Angoon. She speaks about his expertise and the benefits he has brought to the school.

Clara Natonanabh comments that if the FSCS grant can help in some way to keep Ivan on she would be willing to help get that figured out.

Azel Galarosa speaks in support of Ivan and his teaching position in Angoon.

#### 7. Consent Agenda

I make a motion to approve the consent agenda. The roll call vote passed unanimously. The motion carries. This motion, made by III Albert Kookesh and seconded by Jen Todd, Carried.

Elizabeth Hooge: Yea, III Albert Kookesh: Yea, Stacey Proctor: Yea, Jack Strong: Yea, Jen Todd: Yea

Yea: 5, Nay: 0

No changes

##### 7.1. Adopt RSB Meeting Minutes from March 11th and 19th, 2025

7.2. Approve Vija Pelekis in Klukwan as the Hydroponics site manager with a stipend of \$3300 paid from the Farm to School Grant.

#### 8. Opportunity for Public Comment on Agenda Items

Teri Hoover the business manager of record, comments about item 12.3 the possibility of transitioning to an internal business manager. She comments that the finances for the Chatham school district can not support this change right now. She understands the desire to do this. She

thinks it should be something that is looked at down the road a bit. She does not think it would be fiscally responsible.

Jennifer Marschke speaks about the agenda item about doing an itinerant sped position. She states that it has been invaluable to have sped on-site in Klukwan. It was really important to have sped teachers on site.

Karen McSpadden agrees with Jennifer's comments.

Justina Hotch comments on how vital it has been to have a special ed teacher in the school. An itinerant model may be very difficult.

## 9. Financial Report

Teri gave a verbal summary of the reports.

## 10. Action Items

### 10.1. Approve Second Reading of BP 5131.5 Vandalism, Theft and Graffiti

I make a motion to approve action items 10.1, 10.2, and 10.3, the second readings of board policies. Roll call vote passed unanimously. The motion carries. This motion, made by Stacey Proctor and seconded by III Albert Kookesh, Carried.

Elizabeth Hooge: Yea, III Albert Kookesh: Yea, Stacey Proctor: Yea, Jack Strong: Yea, Jen Todd: Yea

Yea: 5, Nay: 0

Ralph gave a verbal summary

These policies were reviewed at a work session and had their first reading at the last regular board meeting.

No board member comments

### 10.2. Approve Second Reading of BP 5131.6 Alcohol and Other Drugs

### 10.3. Approve Second Reading of BP 5141.3 Health Examinations

## 11. Special Reports

Any additions, changes or questions on the reports?

### 11.1. Superintendent Report

Ralph gave a verbal summary of his report

He comments that he wants to express his support of Ivan teaching in Angoon. He realizes the letter of non-retention may have sent a mixed signal. His non-retention has nothing to do with his ability or his performance. He asks that everyone just hand in there and let the district figure their stuff out. This is a time that we need grace and understanding as we try to navigate these times.

### 11.2. ASB Minutes

Any questions on the minutes?

## 12. Information/Discussion Items

### 12.1. Itinerant Sped Services Vs. On Site Sped Teachers

Ralph gave a verbal summary

The Sped director spoke about the difficulties this plan could bring to the district, and she would prefer at this time we kept Sped teachers at our sites.

Board member comments

Board discussion around what this would look like and how it would be different from having the teachers on site.

#### 12.2. Negotiations Update

Ralph gave a summary of how the negotiations are going. The next meeting with the NEA is this Friday.

#### 12.3. Possibility of Transitioning to an Internal Business Manager

Ralph gave a verbal summary

Teri spoke of the financial implications

The board members would like to see an implementation plan with numbers and challenges so they can better see what this would look like should they choose to do this.

#### 13. Board Member Comments

Albert comments about the how he supports and is a fan of all the chatham staff members. Funding has been an issue and we have been made to make decisions that we don't really want to be based on the lack of education funding.

Jen comments about the pre covid days when schools were open during meeting nights so that community could come into the buildings for them. She would like to see the budget be more accessible on the website. Encourages people to get involved to help get grants to continue these grant funded positions. She states she is also pro in house business manager if the budget would allow for it.

Stacey seconds what Jen says about having the schools open for public to come into meetings. She also states that making cuts sucks but also asks that community members reach out to legislators and let them know about the funding cuts and how it affects us.

#### 14. Meetings/Work Sessions/and Other Announcements

14.1. RSB Work Session Tuesday April 22nd

14.2. Next RSB Regular Meeting Tuesday May 13th

14.3. Budget Committee Meeting Wednesday April 9th 5:00 pm

14.4. Negotiations convening on April 10th 4:30 pm

#### 15. Adjournment

Jack makes a motion to adjourn

No objections to adjournment

Meeting adjourned at 8:01 pm

RSB Special Meeting  
Tuesday, April 22, 2025 Begin after Work  
Session Ends

ZOOM  
500 Big Dog Salmon Way  
Angoon, AK 99820

1. Call Special Meeting to Order  
Called to order at 7:30 PM

2. Roll call to determine quorum  
Quorum is present

3. Approve Agenda  
I make a motion to approve the agenda as it is drawn. Roll call vote passed unanimously. Motion carries. This motion, made by Jack Strong and seconded by Stacey Proctor, Carried.  
Elizabeth Hooge: Yea, III Albert Kookesh: Yea, Stacey Proctor: Yea, Jack Strong: Yea, Jen Todd: Yea  
Yea: 5, Nay: 0

4. Public comment on agenda or non-agenda items  
None

5. Action Items:

5.1. Executive Session to discuss the Board-Superintendent's Relations with the Incoming Superintendent  
Entered executive session at 7:36 PM.  
Exited executive session at 8:10 PM  
Jack made a motion to exit executive session seconded by Albert  
All board members attest Yay that they only spoke of School board and incoming superintendent relations.

6. Board Member Comment

7. Adjournment  
I make a motion to go into executive session to discuss the board and superintendent relations with the incoming superintendent, David Langford. to also include Michelle Shatswell in the session. Roll call vote passed unanimously. motion carries. This motion, made by Stacey Proctor and seconded by III Albert Kookesh, Carried.  
Elizabeth Hooge: Yea, III Albert Kookesh: Yea, Stacey Proctor: Yea, Jack Strong: Yea, Jen Todd: Yea  
Yea: 5, Nay: 0  
Jack moves to adjourn the meeting.  
No objections to adjournment  
Meeting adjourned at 8:11 PM

**Bank Account - Check Details**

Sunday, May 4, 2025

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This report also includes bank accounts that only have balances.

No.: B001, Date Filter: 04/01/25..04/30/25

Check Date	Check No.	Description	Amount	Printed Amount	Voided Amount	Entry Status	Original Entry Status	Bal. Account Type	Bal. Account No.	Entry No.
<b>B001 General Fund Checking</b>										
Phone No.										
04/02/25	33405	Equitable Equi-Vest Unit	4,875.00	4,875.00	0.00	Posted		Vendor	EQUITABLE	53633
04/02/25	33406	NEA - Alaska	1,109.04	1,109.04	0.00	Posted		Vendor	NEA - AK	53634
04/03/25	33407	SERRC	74,541.03	74,541.03	0.00	Posted		Vendor	SERRC	53635
04/11/25	34308	Assoc of Alaska School Boards	16,669.58	0.00	16,669.58	Voided	Printed	Vendor	AASB	53636
04/11/25	34309	AK Communications Systems	482.71	0.00	482.71	Voided	Printed	Vendor	ACS	53637
04/11/25	34310	AK Hydroponic Gardens	5,125.00	0.00	5,125.00	Voided	Printed	Vendor	AK	53638
04/11/25	34311	Alaska Power Company	3,166.75	0.00	3,166.75	Voided	Printed	Vendor	AK POWER	53639
04/11/25	34312	Alaska Seaplanes Service, LLC	672.33	0.00	672.33	Voided	Printed	Vendor	AK SEAPLANE SVC	53640
04/11/25	34313	Alaska Telephone Company	288.87	0.00	288.87	Voided	Printed	Vendor	ALASKA TELEPHONE CO	53641
04/11/25	34314	Altman, Rogers & Co	27,645.46	0.00	27,645.46	Voided	Printed	Vendor	ALTMAN	53642
04/11/25	34315	Alvin Johnson, Jr.	500.00	0.00	500.00	Voided	Printed	Vendor	ALVIN	53643
04/11/25	34316	Angoon Oil	694.47	0.00	694.47	Voided	Printed	Vendor	ANGOON OIL	53644
04/11/25	34317	Berry's Specialty Contracting	246.63	0.00	246.63	Voided	Printed	Vendor	BERRY'S SPECIALTY	53645
04/11/25	34318	Bobcat of Juneau	13,000.00	0.00	13,000.00	Voided	Printed	Vendor	BOBCAT OF	53646
04/11/25	34319	Byte Networking, LLC	729.00	0.00	729.00	Voided	Printed	Vendor	BYTE	53647
04/11/25	34320	Carmen Russo	579.02	0.00	579.02	Voided	Printed	Vendor	CARMEN	53648
04/11/25	34321	City of Angoon	2,320.00	0.00	2,320.00	Voided	Printed	Vendor	CITY OF	53649
04/11/25	34322	Dawn Walker	299.00	0.00	299.00	Voided	Printed	Vendor	DAWN WALKER	53650
04/11/25	34323	Delta Western	8,717.51	0.00	8,717.51	Voided	Printed	Vendor	DELTA	53651
04/11/25	34324	Department of Labor	2,237.33	0.00	2,237.33	Voided	Printed	Vendor	DOL	53652
04/11/25	34325	Duane J. Samato	585.00	0.00	585.00	Voided	Printed	Vendor	DUANE J.	53653
04/11/25	34326	Emma Demmert	695.00	0.00	695.00	Voided	Printed	Vendor	EMMA	53654
04/11/25	34327	Entourage Yearbooks	100.00	0.00	100.00	Voided	Printed	Vendor	ENTOURAGE	53655
04/11/25	34328	Eric Benedict	2,000.00	0.00	2,000.00	Voided	Printed	Vendor	ERIC BENEDICT	53656
04/11/25	34329	Erica Carrington-Loomis	221.65	0.00	221.65	Voided	Printed	Vendor	ERICA	53657
04/11/25	34330	ExploreLearning	274.68	0.00	274.68	Voided	Printed	Vendor	EXPLORELEAR	53658
04/11/25	34331	Fernan Lopez	335.00	0.00	335.00	Voided	Printed	Vendor	FERNAN LOPEZ	53659
04/11/25	34332	Byte Networking, LLC	457.00	0.00	457.00	Voided	Printed	Vendor	FIBRE ALASKA	53660
04/11/25	34333	First Student, Inc.	1,033.02	0.00	1,033.02	Voided	Printed	Vendor	FIRST	53661
04/11/25	34334	Fork Farms LLC	449.95	0.00	449.95	Voided	Printed	Vendor	FORK FARMS	53662
04/11/25	34335	Four Ravens	1,125.00	0.00	1,125.00	Voided	Printed	Vendor	FOUR RAVENS	53663
04/11/25	34336	Frontier Freight	932.32	0.00	932.32	Voided	Printed	Vendor	FRONTIER	53664
04/11/25	34337	GCI	2,378.66	0.00	2,378.66	Voided	Printed	Vendor	GCI/ANCH	53665
04/11/25	34338	Goodheart-Wilcox Publishers	521.73	0.00	521.73	Voided	Printed	Vendor	GOODHEART-WILCOX PUB	53666
04/11/25	34339	Gustavus Dray, Inc.	12,691.40	0.00	12,691.40	Voided	Printed	Vendor	GUSTAVUS	53667
04/11/25	34340	Haines Home Building	30.76	0.00	30.76	Voided	Printed	Vendor	HAINES HOME	53668
04/11/25	34341	Hali Brownell	252.17	0.00	252.17	Voided	Printed	Vendor	HALI	53669
04/11/25	34342	Harmony Educational Services, LLC	850.00	0.00	850.00	Voided	Printed	Vendor	HARMONY EDUCATIONAL	53670
04/11/25	34343	Inside Passage Electric Coop	18,085.42	0.00	18,085.42	Voided	Printed	Vendor	INSIDE PASSAGE ELEC	53671
04/11/25	34344	Inside Passage Electric Cooperative	3,633.39	0.00	3,633.39	Voided	Printed	Vendor	IPEC WASTE HEAT	53672

**Bank Account - Check Details**

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Check Date	Check No.	Description	Amount	Printed Amount	Voided Amount	Entry Status	Original Entry Status	Bal. Account Type	Bal. Account No.	Entry No.
04/11/25	34345	Johnson Controls Fire Protection	11,290.47	0.00	11,290.47	Voided	Printed	Vendor	JOHNSON CONTROLS	53673
04/11/25	34346	Jonathan Wunrow	5,500.00	0.00	5,500.00	Voided	Printed	Vendor	JONATHAN	53674
04/11/25	34347	JEDC	0.00	0.00	0.00	Voided	Printed	Vendor	JUNEAU ECON	53675
04/11/25	34348	Kelley Create	5,519.42	0.00	5,519.42	Voided	Printed	Vendor	KELLEY	53676
04/11/25	34349	Klukwan Mercantile LLC	57.00	0.00	57.00	Voided	Printed	Vendor	KLUKWAN	53677
04/11/25	34350	Kristin Beltran	398.86	0.00	398.86	Voided	Printed	Vendor	KRISTIN	53678
04/11/25	34351	Kylee Larsen	197.15	0.00	197.15	Voided	Printed	Vendor	KYLEE LARSEN	53679
04/11/25	34352	Leland Barker	210.00	0.00	210.00	Voided	Printed	Vendor	LELAND	53680
04/11/25	34353	Megan Moody	144.00	0.00	144.00	Voided	Printed	Vendor	MEGAN MOODY	53681
04/11/25	34354	OETC	75.00	0.00	75.00	Voided	Printed	Vendor	OETC	53682
04/11/25	34355	Olerud's Inc.	1,608.88	0.00	1,608.88	Voided	Printed	Vendor	OLERUDS	53683
04/11/25	34356	Public Education Health Trust	39,379.40	0.00	39,379.40	Voided	Printed	Vendor	PEHT	53684
04/11/25	34357	Pitney Bowes Global Financial Services LLC	201.00	0.00	201.00	Voided	Printed	Vendor	PITNEY BOWES GLOBAL	53685
04/11/25	34358	Rachel Patrick	350.00	0.00	350.00	Voided	Printed	Vendor	RACHEL	53686
04/11/25	34359	Raynelle Jack	360.00	0.00	360.00	Voided	Printed	Vendor	RAYNELLE	53687
04/11/25	34360	Rita Brouillette	225.32	0.00	225.32	Voided	Printed	Vendor	RITA	53688
04/11/25	34361	Scholastic	123.59	0.00	123.59	Voided	Printed	Vendor	SCHOLASTIC	53689
04/11/25	34362	Scott Burton Productions LLC/Authentimedia	9,442.50	0.00	9,442.50	Voided	Printed	Vendor	SCOTT BURTON PROD	53690
04/11/25	34363	Sedor Wedlandt Evans Filippi	869.60	0.00	869.60	Voided	Printed	Vendor	SEDOR WEDLANDT WA	53691
04/11/25	34364	SERRC	30.91	0.00	30.91	Voided	Printed	Vendor	SERRC	53692
04/11/25	34365	Tenakee Fuel Service	5,118.75	0.00	5,118.75	Voided	Printed	Vendor	TENAKEE FUEL	53693
04/11/25	34366	TIDES Education Associates	6,500.00	0.00	6,500.00	Voided	Printed	Vendor	TIDES EDUCATION AS	53694
04/11/25	34367	Trey Schneider	210.00	0.00	210.00	Voided	Printed	Vendor	TREY	53695
04/11/25	34368	Veritiv Operating Company	1,864.24	0.00	1,864.24	Voided	Printed	Vendor	VERITIV - ANCH	53696
04/11/25	34369	Vija Pelekis	380.62	0.00	380.62	Voided	Printed	Vendor	VIJA PELEKIS	53697
04/11/25	34308	Assoc of Alaska School Boards	16,669.58	16,669.58	0.00	Posted		Vendor	AASB	53698
04/11/25	34309	AK Communications Systems	482.71	482.71	0.00	Posted		Vendor	ACS	53699
04/11/25	34310	AK Hydroponic Gardens	5,125.00	5,125.00	0.00	Posted		Vendor	AK	53700
04/11/25	34311	Alaska Power Company	3,166.75	3,166.75	0.00	Posted		Vendor	AK POWER	53701
04/11/25	34312	Alaska Seaplanes Service, LLC	672.33	672.33	0.00	Posted		Vendor	AK SEAPLANE SVC	53702
04/11/25	34313	Alaska Telephone Company	288.87	288.87	0.00	Posted		Vendor	ALASKA TELEPHONE CO	53703
04/11/25	34314	Altman, Rogers & Co	27,645.46	27,645.46	0.00	Posted		Vendor	ALTMAN	53704
04/11/25	34315	Alvin Johnson, Jr.	500.00	500.00	0.00	Posted		Vendor	ALVIN	53705
04/11/25	34316	Angoon Oil	694.47	694.47	0.00	Posted		Vendor	ANGOON OIL	53706
04/11/25	34317	Berry's Specialty Contracting	246.63	246.63	0.00	Posted		Vendor	BERRY'S SPECIALTY	53707
04/11/25	34318	Bobcat of Juneau	13,000.00	13,000.00	0.00	Posted		Vendor	BOBCAT OF	53708
04/11/25	34319	Byte Networking, LLC	729.00	729.00	0.00	Posted		Vendor	BYTE	53709
04/11/25	34320	Carmen Russo	579.02	579.02	0.00	Posted		Vendor	CARMEN	53710
04/11/25	34321	City of Angoon	2,320.00	2,320.00	0.00	Posted		Vendor	CITY OF	53711
04/11/25	34322	Dawn Walker	299.00	299.00	0.00	Posted		Vendor	DAWN WALKER	53712
04/11/25	34323	Delta Western	8,717.51	8,717.51	0.00	Posted		Vendor	DELTA	53713
04/11/25	34324	Department of Labor	2,237.33	2,237.33	0.00	Posted		Vendor	DOL	53714
04/11/25	34325	Duane J. Samato	585.00	585.00	0.00	Posted		Vendor	DUANE J.	53715
04/11/25	34326	Emma Demmert	695.00	695.00	0.00	Posted		Vendor	EMMA	53716

**Bank Account - Check Details**

Sunday, May 4, 2025

Period: 04/01/25..04/30/25

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Check Date	Check No.	Description	Amount	Printed Amount	Voided Amount	Entry Status	Original Entry Status	Bal. Account Type	Bal. Account No.	Entry No.
04/11/25	34327	Entourage Yearbooks	100.00	100.00	0.00	Posted		Vendor	ENTOURAGE	53717
04/11/25	34328	Eric Benedict	2,000.00	2,000.00	0.00	Posted		Vendor	ERIC BENEDICT	53718
04/11/25	34329	Erica Carrington-Loomis	221.65	221.65	0.00	Posted		Vendor	ERICA	53719
04/11/25	34330	ExploreLearning	274.68	274.68	0.00	Posted		Vendor	EXPLORELEAR	53720
04/11/25	34331	Fernan Lopez	335.00	335.00	0.00	Posted		Vendor	FERNAN LOPEZ	53721
04/11/25	34332	Byte Networking, LLC	457.00	457.00	0.00	Posted		Vendor	FIBRE ALASKA	53722
04/11/25	34333	First Student, Inc.	1,033.02	1,033.02	0.00	Posted		Vendor	FIRST	53723
04/11/25	34334	Fork Farms LLC	449.95	449.95	0.00	Posted		Vendor	FORK FARMS	53724
04/11/25	34335	Four Ravens	1,125.00	1,125.00	0.00	Posted		Vendor	FOUR RAVENS	53725
04/11/25	34336	Frontier Freight	932.32	932.32	0.00	Posted		Vendor	FRONTIER	53726
04/11/25	34337	GCI	2,378.66	2,378.66	0.00	Posted		Vendor	GCI/ANCH	53727
04/11/25	34338	Goodheart-Wilcox Publishers	521.73	521.73	0.00	Posted		Vendor	GOODHEART-WILCOX PUB	53728
04/11/25	34339	Gustavus Dray, Inc.	12,691.40	12,691.40	0.00	Posted		Vendor	GUSTAVUS	53729
04/11/25	34340	Haines Home Building	30.76	30.76	0.00	Posted		Vendor	HAINES HOME	53730
04/11/25	34341	Hali Brownell	252.17	252.17	0.00	Posted		Vendor	HALI	53731
04/11/25	34342	Harmony Educational Services, LLC	850.00	850.00	0.00	Posted		Vendor	HARMONY EDUCATIONAL	53732
04/11/25	34343	Inside Passage Electric Coop	18,085.42	18,085.42	0.00	Posted		Vendor	INSIDE PASSAGE ELEC	53733
04/11/25	34344	Inside Passage Electric Cooperative	3,633.39	3,633.39	0.00	Posted		Vendor	IPEC WASTE HEAT	53734
04/11/25	34345	Johnson Controls Fire Protection	11,290.47	11,290.47	0.00	Posted		Vendor	JOHNSON CONTROLS	53735
04/11/25	34346	Jonathan Wunrow	5,500.00	5,500.00	0.00	Posted		Vendor	JONATHAN	53736
04/11/25	34347	JEDC	0.00	0.00	0.00	Posted		Vendor	JUNEAU ECON	53737
04/11/25	34348	Kelley Create	5,519.42	5,519.42	0.00	Posted		Vendor	KELLEY	53738
04/11/25	34349	Klukwan Mercantile LLC	57.00	57.00	0.00	Posted		Vendor	KLUKWAN	53739
04/11/25	34350	Kristin Beltran	398.86	398.86	0.00	Posted		Vendor	KRISTIN	53740
04/11/25	34351	Kylee Larsen	197.15	197.15	0.00	Posted		Vendor	KYLEE LARSEN	53741
04/11/25	34352	Leland Barker	210.00	210.00	0.00	Posted		Vendor	LELAND	53742
04/11/25	34353	Megan Moody	144.00	144.00	0.00	Posted		Vendor	MEGAN MOODY	53743
04/11/25	34354	OETC	75.00	75.00	0.00	Posted		Vendor	OETC	53744
04/11/25	34355	Olerud's Inc.	1,608.88	1,608.88	0.00	Posted		Vendor	OLERUDS	53745
04/11/25	34356	Public Education Health Trust	39,379.40	39,379.40	0.00	Posted		Vendor	PEHT	53746
04/11/25	34357	Pitney Bowes Global Financial Services LLC	201.00	201.00	0.00	Posted		Vendor	PITNEY BOWES GLOBAL	53747
04/11/25	34358	Rachel Patrick	350.00	350.00	0.00	Posted		Vendor	RACHEL	53748
04/11/25	34359	Raynelle Jack	360.00	360.00	0.00	Posted		Vendor	RAYNELLE	53749
04/11/25	34360	Rita Brouillette	225.32	225.32	0.00	Posted		Vendor	RITA	53750
04/11/25	34361	Scholastic	123.59	123.59	0.00	Posted		Vendor	SCHOLASTIC	53751
04/11/25	34362	Scott Burton Productions LLC/Authenticmedia	9,442.50	9,442.50	0.00	Posted		Vendor	SCOTT BURTON PROD	53752
04/11/25	34363	Sedor Wedlandt Evans Filippi	869.60	869.60	0.00	Posted		Vendor	SEDOR WEDLANDT WA	53753
04/11/25	34364	SERRC	30.91	30.91	0.00	Posted		Vendor	SERRC	53754
04/11/25	34365	Tenakee Fuel Service	5,118.75	5,118.75	0.00	Posted		Vendor	TENAKEE FUEL	53755
04/11/25	34366	TIDES Education Associates	6,500.00	6,500.00	0.00	Posted		Vendor	TIDES EDUCATION AS	53756
04/11/25	34367	Trey Schneider	210.00	210.00	0.00	Posted		Vendor	TREY	53757
04/11/25	34368	Veritiv Operating Company	1,864.24	1,864.24	0.00	Posted		Vendor	VERITIV - ANCH	53758
04/11/25	34369	Vija Pelekis	380.62	380.62	0.00	Posted		Vendor	VIJA PELEKIS	53759
04/24/25	33408	Rachel Parks	5,120.70	5,120.70	0.00	Posted		Vendor	RACHEL PARKS	54070

**Bank Account - Check Details**

Sunday, May 4, 2025

Period: 04/01/25..04/30/25

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Chatham School District

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Check Date	Check No.	Description	Amount	Printed Amount	Voided Amount	Entry Status	Original Entry Status	Bal. Account Type	Bal. Account No.	Entry No.
04/24/25	33409	Ralph Watkins	5,240.00	5,240.00	0.00	Posted		Vendor	RALPH	54071
		<b>General Fund Checking</b>	531,050.81	310,968.29	220,082.52					

**Chatham School District**  
**Revenue & Expense Accounts**  
 Budget vs Actual - Actual, Encumbrance  
 For the Period from April 1, 2025 to April 30, 2025

Fund: 100-General Fund (100), Fund Class: Unrestricted (UNRESTRICT)  
 School: Angoon (060)

	Annual Budget	Period To Date - Actual	Year To Date - Actual	Year To Date - Encumbrance	Budget Remaining
Total Revenue					
313-Certified Principal	96,375.00	8,031.22	72,280.98		24,094.02
315-Certified Teacher	376,316.00	37,562.48	300,499.84		75,816.16
316-Certified Extra Duty Pay	6,775.00		6,059.72		715.28
323-Non-Certified Aide	68,136.00	3,254.53	56,390.27		11,745.73
324-Non-Certified Support Staff	42,053.00	2,636.36	38,100.76		3,952.24
325-Non Cert Maintenance Custodial	68,211.00	4,923.96	63,737.80		4,473.20
329-Non-Certified Substitute/Temp	24,975.00	922.63	25,996.05		-1,021.05
361-Life/Health Insurance	75,794.00	5,316.32	47,953.47		27,840.53
362-Unemployment Insurance	3,941.00	588.31	3,873.07		67.93
363-Workers' Compensation	10,356.00	882.47	8,669.12		1,686.88
364-FICA Contribution	22,441.00	1,502.39	19,475.38		2,965.62
365-TRS	137,153.00	5,726.56	47,327.89		89,825.11
366-PERS	49,077.00	2,379.28	33,699.69		15,377.31
369-Other Employee Benefits			98.38		-98.38
410-Professional Technical Service	5,567.00		17,333.08		-11,766.08
420-Staff Travel & Per Diem	13,300.00		13,292.56		7.44
425-Student Travel	35,592.00	4,250.00	47,044.53		-11,452.53
426-Student Transportation			-4,250.00		4,250.00
430-Utility Services	500.00				500.00
431-Water & Sewer	11,520.00	960.00	9,600.00		1,920.00
432-Garbage	2,200.00	200.00	2,000.00		200.00
433-Communications	189,980.00	14,350.00	150,699.49		39,280.51
434-Other Utility Services			41.24		-41.24
435-Energy	30,692.00	3,633.39	24,094.49		6,597.51
436-Electricity	132,173.00	10,500.57	73,784.18		58,388.82
438-Heating Fuel	4,000.00	620.00	1,240.00		2,760.00
440-Other Purchased Services	25.00				25.00
441-Rentals/Leases	10,000.00	1,197.12	9,759.09		240.91
442-Building Repair & Maintenance	8,000.00	6,201.89	12,994.19		-4,994.19
443-Equipment Repair & Maintenance	4,000.00		4,062.33		-62.33
446-Property Insurance	50,045.00		50,043.14		1.86
450-Supplies	8,625.00		7,848.61		776.39
452-Maintenance Supplies	3,000.00		1,504.81		1,495.19
453-Janitorial Supplies	7,500.00		7,274.77		225.23
454-Office Supplies	780.00		773.29		6.71
458-Vehicle Gasoline, Diesel, Oil	2,500.00	74.47	1,122.61		1,377.39
471-Textbooks	245.00	100.00	345.27		-100.27
479-Other Supplies Materials Media	900.00		824.55		75.45
490-Other Expenses	260.00		378.66		-118.66
491-Dues and Fees	895.00		886.60		8.40
<b>Total Expenditures</b>	<b>1,503,902.00</b>	<b>115,813.95</b>	<b>1,156,859.91</b>		<b>347,042.09</b>

**Chatham School District**  
Revenue & Expense Accounts  
Budget vs Actual - Actual, Encumbrance  
For the Period from April 1, 2025 to April 30, 2025

Fund: 100-General Fund (100), Fund Class: Unrestricted (UNRESTRICT)  
School: Angoon (060)

<b>Annual Budget</b>	<b>Period To Date - Actual</b>	<b>Year To Date - Actual</b>	<b>Year To Date - Encumbrance</b>	<b>Budget Remaining</b>
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**Chatham School District**  
**Revenue & Expense Accounts**  
 Budget vs Actual - Actual, Encumbrance  
 For the Period from April 1, 2025 to April 30, 2025

Fund: 100-General Fund (100), Fund Class: Unrestricted (UNRESTRICT)  
 School: Gustavus (062)

	Annual Budget	Period To Date - Actual	Year To Date - Actual	Year To Date - Encumbrance	Budget Remaining
Total Revenue					
313-Certified Principal	94,300.00	7,858.34	70,725.05		23,574.95
315-Certified Teacher	417,057.00	34,969.80	278,389.20		138,667.80
316-Certified Extra Duty Pay	11,400.00		5,200.00		6,200.00
323-Non-Certified Aide	69,312.00	5,494.99	54,154.76		15,157.24
324-Non-Certified Support Staff	24,612.00	1,999.73	23,942.91		669.09
325-Non Cert Maintenance Custodial	50,960.00	2,802.65	40,838.96		10,121.04
329-Non-Certified Substitute/Temp	14,330.00	742.16	13,764.59		565.41
361-Life/Health Insurance	169,000.00	13,729.34	115,185.31		53,814.69
362-Unemployment Insurance	3,713.00	553.86	3,212.63		500.37
363-Workers' Compensation	10,245.00	830.83	7,487.68		2,757.32
364-FICA Contribution	19,802.00	1,487.61	15,465.62		4,336.38
365-TRS	149,056.00	5,532.46	45,727.83		103,328.17
366-PERS	38,771.00	2,265.42	25,939.99		12,831.01
369-Other Employee Benefits	1,000.00				1,000.00
380-Housing Allowance/Subsidy	31,200.00	1,220.00	9,760.00		21,440.00
410-Professional Technical Service	7,400.00		4,449.07		2,950.93
420-Staff Travel & Per Diem	1,858.00		1,203.99		654.01
425-Student Travel	35,000.00	6,802.14	31,774.08		3,225.92
431-Water & Sewer	22,000.00		24,989.06		-2,989.06
432-Garbage	1,460.00		729.20		730.80
433-Communications	103,732.00	7,389.11	36,905.90		66,826.10
436-Electricity	28,142.00	3,166.75	21,682.92		6,459.08
438-Heating Fuel	37,252.00	6,675.98	27,462.00		9,790.00
441-Rentals/Leases	5,000.00	3,041.44	6,133.20		-1,133.20
442-Building Repair & Maintenance	3,000.00		1,127.74		1,872.26
443-Equipment Repair & Maintenance	4,000.00	30.91	3,342.79		657.21
446-Property Insurance	24,275.00		24,275.67		-0.67
450-Supplies	5,125.00	820.22	6,775.55		-1,650.55
452-Maintenance Supplies	2,000.00		899.77		1,100.23
453-Janitorial Supplies	2,000.00	1,439.49	2,875.96		-875.96
454-Office Supplies	1,491.00		1,489.74		1.26
458-Vehicle Gasoline, Diesel, Oil	500.00		355.50		144.50
471-Textbooks	970.00	521.73	1,490.62		-520.62
479-Other Supplies Materials Media			584.10		-584.10
490-Other Expenses	846.00		260.16		585.84
491-Dues and Fees	685.00		185.00		500.00
510-Equipment	26,360.00		26,360.00		
Total Expenditures	1,417,854.00	109,374.96	935,146.55		482,707.45

**Chatham School District**  
Revenue & Expense Accounts  
Budget vs Actual - Actual, Encumbrance  
For the Period from April 1, 2025 to April 30, 2025

Fund: 100-General Fund (100), Fund Class: Unrestricted (UNRESTRICT)  
School: Gustavus (062)

<b>Annual Budget</b>	<b>Period To Date - Actual</b>	<b>Year To Date - Actual</b>	<b>Year To Date - Encumbrance</b>	<b>Budget Remaining</b>
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**Chatham School District**  
**Revenue & Expense Accounts**  
 Budget vs Actual - Actual, Encumbrance  
 For the Period from April 1, 2025 to April 30, 2025

Fund: 100-General Fund (100), Fund Class: Unrestricted (UNRESTRICT)  
 School: Correspondence Program (064)

	Annual Budget	Period To Date - Actual	Year To Date - Actual	Year To Date - Encumbrance	Budget Remaining
Total Revenue					
321-Director/Coordinator/Mgr	51,864.00	4,867.52	48,087.52		3,776.48
323-Non-Certified Aide	20,925.00	1,529.25	20,389.35		535.65
324-Non-Certified Support Staff	13,260.00	994.50	12,952.83		307.17
325-Non Cert Maintenance Custodial	11,632.00	767.10	7,607.20		4,024.80
329-Non-Certified Subsitute/Temp	365.00		364.32		0.68
361-Life/Health Insurance	33,000.00	2,834.13	25,507.17		7,492.83
362-Unemployment Insurance	539.00	81.59	752.04		-213.04
363-Workers' Compensation	1,465.00	122.38	1,341.03		123.97
364-FICA Contribution	7,472.00	624.11	6,839.22		632.78
366-PERS	23,026.00	1,626.07	17,914.51		5,111.49
410-Professional Technical Service	3,435.00		3,184.08		250.92
420-Staff Travel & Per Diem	700.00		567.00		133.00
432-Garbage	500.00				500.00
433-Communications	60,356.00	5,025.72	50,254.21		10,101.79
434-Other Utility Services	400.00		1,170.00		-770.00
438-Heating Fuel	21,012.00	5,118.75	12,434.55		8,577.45
440-Other Purchased Services	51,800.00	1,731.81	24,725.40		27,074.60
441-Rentals/Leases	700.00	12.96	31.47		668.53
442-Building Repair & Maintenance	5,400.00		5,888.06		-488.06
443-Equipment Repair & Maintenance	100.00				100.00
446-Property Insurance	14,305.00		14,304.01		0.99
450-Supplies	275.00		270.10		4.90
452-Maintenance Supplies	50.00		22.22		27.78
453-Janitorial Supplies	50.00				50.00
479-Other Supplies Materials Media			584.10		-584.10
490-Other Expenses	2,627.00	-103.14	1,963.91		663.09
491-Dues and Fees	45.00		45.00		
Total Expenditures	325,303.00	25,232.75	257,199.30		68,103.70

**Chatham School District**  
**Revenue & Expense Accounts**  
 Budget vs Actual - Actual, Encumbrance  
 For the Period from April 1, 2025 to April 30, 2025

Fund: 100-General Fund (100), Fund Class: Unrestricted (UNRESTRICT)  
 School: Klukwan (067)

	Annual Budget	Period To Date - Actual	Year To Date - Actual	Year To Date - Encumbrance	Budget Remaining
Total Revenue					
315-Certified Teacher	132,266.00	11,022.20	88,177.60		44,088.40
316-Certified Extra Duty Pay	10,000.00		5,000.00		5,000.00
323-Non-Certified Aide	34,615.00	2,681.28	20,119.38		14,495.62
324-Non-Certified Support Staff	18,480.00	1,369.20	16,468.20		2,011.80
325-Non Cert Maintenance Custodial	29,320.00	3,393.84	34,486.14		-5,166.14
329-Non-Certified Substitute/Temp	52,710.00	2,375.52	52,057.19		652.81
361-Life/Health Insurance	52,650.00	3,349.72	34,414.95		18,235.05
362-Unemployment Insurance	1,630.00	209.93	1,705.16		-75.16
363-Workers' Compensation	4,059.00	314.88	3,294.17		764.83
364-FICA Contribution	12,499.00	775.24	8,838.22		3,660.78
365-TRS	40,674.00	1,384.38	11,703.04		28,970.96
366-PERS	22,053.00	1,637.74	15,686.41		6,366.59
380-Housing Allowance/Subsidy	3,950.00		3,950.00		
410-Professional Technical Service	3,185.00		4,951.29		-1,766.29
420-Staff Travel & Per Diem	33,278.00	2,301.73	28,406.57		4,871.43
433-Communications	94,520.00	7,188.87	70,594.87		23,925.13
436-Electricity	44,121.00	3,004.42	29,383.54		14,737.46
437-Natural or Bottled Gas			150.00		-150.00
438-Heating Fuel	59,795.00	7,034.45	45,347.23		14,447.77
441-Rentals/Leases	4,000.00	754.35	3,730.76		269.24
442-Building Repair & Maintenance	1,500.00	5,088.58	6,542.55		-5,042.55
443-Equipment Repair & Maintenance	200.00		687.52		-487.52
446-Property Insurance	23,759.00		23,758.89		0.11
450-Supplies	7,190.00		6,646.56		543.44
452-Maintenance Supplies	2,500.00	30.76	1,951.85		548.15
453-Janitorial Supplies	4,135.00	424.75	4,557.01		-422.01
454-Office Supplies	1,672.00		1,671.25		0.75
458-Vehicle Gasoline, Diesel, Oil	300.00		118.56		181.44
479-Other Supplies Materials Media			584.10		-584.10
490-Other Expenses	1,048.00		253.15		794.85
491-Dues and Fees	50.00		210.50		-160.50
Total Expenditures	696,159.00	54,341.84	525,446.66		170,712.34

**Chatham School District**  
**Revenue & Expense Accounts**  
 Budget vs Actual - Actual, Encumbrance  
 For the Period from April 1, 2025 to April 30, 2025

Fund: 100-General Fund (100), Fund Class: Unrestricted (UNRESTRICT)  
 School: District Wide (099)

	Annual Budget	Period To Date - Actual	Year To Date - Actual	Year To Date - Encumbrance	Budget Remaining
Total Revenue					
311-Certified Superintendent	121,140.00	7,571.20	83,283.20		37,856.80
316-Certified Extra Duty Pay	21,500.00	5,000.00	16,500.00		5,000.00
324-Non-Certified Support Staff	155,141.00	13,044.97	150,648.68		4,492.32
329-Non-Certified Substitute/Temp	23,800.00	1,485.00	13,530.00		10,270.00
361-Life/Health Insurance	41,300.00	3,307.14	29,825.27		11,474.73
362-Unemployment Insurance	1,511.00	265.17	1,633.12		-122.12
363-Workers' Compensation	4,535.00	397.75	3,916.74		618.26
364-FICA Contribution	15,795.00	1,362.69	14,719.53		1,075.47
365-TRS	40,774.00	1,578.94	12,525.84		28,248.16
366-PERS	44,538.00	2,869.90	33,142.74		11,395.26
369-Other Employee Benefits	2,180.00		1,680.00		500.00
410-Professional Technical Service	237,338.00	170.70	56,379.44		180,958.56
412-Auditing Accounting Service	88,000.00	27,645.46	68,935.46		19,064.54
414-Legal Services	10,000.00	869.60	3,495.72		6,504.28
420-Staff Travel & Per Diem	41,500.00	1,648.44	41,079.97		420.03
433-Communications	17,000.00	100.00	1,827.49		15,172.51
436-Electricity	4,388.00	409.61	3,017.15		1,370.85
440-Other Purchased Services	10,725.00		10,725.51		-0.51
441-Rentals/Leases	2,000.00	590.98	2,716.28		-716.28
447-Liability Insurance	56,525.00		56,525.14		-0.14
450-Supplies	1,800.00		1,820.93		-20.93
452-Maintenance Supplies	100.00				100.00
454-Office Supplies	2,296.00		2,288.75		7.25
458-Vehicle Gasoline, Diesel, Oil			70.25		-70.25
490-Other Expenses	1,860.00		1,602.95		257.05
491-Dues and Fees	19,435.00	16,990.96	31,458.16		-12,023.16
493-Interest Expense	2,000.00		1,451.43		548.57
495-Indirect Cost Recovery	-75,000.00		-39,789.24		-35,210.76
Total Expenditures	892,181.00	85,308.51	605,010.51		287,170.49

**Chatham School District**  
**Revenue & Expense Accounts**  
 Budget vs Actual - Actual, Encumbrance  
 For the Period from April 1, 2025 to April 30, 2025

Fund: 100-General Fund (100), Fund Class: Unrestricted (UNRESTRICT)

	Annual Budget	Period To Date - Actual	Year To Date - Actual	Year To Date - Encumbrance	Budget Remaining
031-Earnings on Investments	-100.00		-42.41		-57.59
040-Other Local Revenues	-42,000.00		-46,641.66		4,641.66
046-Rental Income	-2,000.00	-5,921.51	-6,671.51		4,671.51
047-E-Rate	-357,588.00	-29,799.00	-258,624.00		-98,964.00
051-Foundation Program Revenue	-3,938,820.00	-313,710.00	-3,011,978.00		-926,842.00
056-TRS On-Behalf Revenue	-206,144.00				-206,144.00
057-PERS On-Behalf Revenue	-31,050.00				-31,050.00
090-Other State Revenues	-1,000.00				-1,000.00
110-Impact Aid	-185,654.00	-82,311.00	-182,237.00		-3,417.00
<b>Total Revenue</b>	<b>-4,764,356.00</b>	<b>-431,741.51</b>	<b>-3,506,194.58</b>		<b>-1,258,161.42</b>
311-Certified Superintendent	121,140.00	7,571.20	83,283.20		37,856.80
313-Certified Principal	190,675.00	15,889.56	143,006.03		47,668.97
315-Certified Teacher	925,639.00	83,554.48	667,066.64		258,572.36
316-Certified Extra Duty Pay	49,675.00	6,220.00	42,519.72		7,155.28
321-Director/Coordinator/Mgr	51,864.00	4,867.52	48,087.52		3,776.48
323-Non-Certified Aide	192,988.00	12,960.05	151,053.76		41,934.24
324-Non-Certified Support Staff	253,546.00	20,044.76	242,113.38		11,432.62
325-Non Cert Maintenance Custodial	160,123.00	11,887.55	146,670.10		13,452.90
329-Non-Certified Substitute/Temp	116,180.00	5,525.31	105,712.15		10,467.85
361-Life/Health Insurance	371,744.00	28,536.65	252,886.17		118,857.83
362-Unemployment Insurance	11,334.00	1,698.86	11,176.02		157.98
363-Workers' Compensation	30,660.00	2,548.31	24,708.74		5,951.26
364-FICA Contribution	78,009.00	5,752.04	65,337.97		12,671.03
365-TRS	367,657.00	14,222.34	117,284.60		250,372.40
366-PERS	177,465.00	10,778.41	126,383.34		51,081.66
369-Other Employee Benefits	3,180.00		1,778.38		1,401.62
380-Housing Allowance/Subsidy	35,150.00		3,950.00		31,200.00
410-Professional Technical Service	256,925.00	170.70	86,296.96		170,628.04
412-Auditing Accounting Service	88,000.00	27,645.46	68,935.46		19,064.54
414-Legal Services	10,000.00	869.60	3,495.72		6,504.28
420-Staff Travel & Per Diem	90,636.00	3,950.17	84,550.09		6,085.91
425-Student Travel	70,592.00	11,052.14	78,818.61		-8,226.61
426-Student Transportation			-4,250.00		4,250.00
430-Utility Services	500.00				500.00
431-Water & Sewer	33,520.00	960.00	34,589.06		-1,069.06
432-Garbage	4,160.00	200.00	2,729.20		1,430.80
433-Communications	465,588.00	34,053.70	310,281.96		155,306.04
434-Other Utility Services	400.00		1,211.24		-811.24
435-Energy	30,692.00	3,633.39	24,094.49		6,597.51
436-Electricity	208,824.00	17,081.35	127,867.79		80,956.21
437-Natural or Bottled Gas			150.00		-150.00
438-Heating Fuel	122,059.00	19,449.18	86,483.78		35,575.22
440-Other Purchased Services	62,550.00	1,731.81	35,450.91		27,099.09
441-Rentals/Leases	21,700.00	5,596.85	22,370.80		-670.80
442-Building Repair & Maintenance	17,900.00	11,290.47	26,552.54		-8,652.54
443-Equipment Repair & Maintenance	8,300.00	30.91	8,092.64		207.36

**Chatham School District**  
**Revenue & Expense Accounts**  
 Budget vs Actual - Actual, Encumbrance  
 For the Period from April 1, 2025 to April 30, 2025

Fund: 100-General Fund (100), Fund Class: Unrestricted (UNRESTRICT)

	Annual Budget	Period To Date - Actual	Year To Date - Actual	Year To Date - Encumbrance	Budget Remaining
446-Property Insurance	112,384.00		112,381.71		2.29
447-Liability Insurance	56,525.00		56,525.14		-0.14
450-Supplies	23,015.00	820.22	23,361.75		-346.75
452-Maintenance Supplies	7,650.00	30.76	4,378.65		3,271.35
453-Janitorial Supplies	13,685.00	1,864.24	14,707.74		-1,022.74
454-Office Supplies	6,239.00		6,223.03		15.97
458-Vehicle Gasoline, Diesel, Oil	3,300.00	74.47	1,666.92		1,633.08
471-Textbooks	1,215.00	621.73	1,835.89		-620.89
479-Other Supplies Materials Media	900.00		2,576.85		-1,676.85
490-Other Expenses	6,641.00	-103.14	4,458.83		2,182.17
491-Dues and Fees	21,110.00	16,990.96	32,785.26		-11,675.26
493-Interest Expense	2,000.00		1,451.43		548.57
495-Indirect Cost Recovery	-75,000.00		-39,789.24		-35,210.76
510-Equipment	26,360.00		26,360.00		
<b>Total Expenditures</b>	<b>4,835,399.00</b>	<b>390,072.01</b>	<b>3,479,662.93</b>		<b>1,355,736.07</b>

Dear Superintendent Watkins,

Thank you for the opportunity to join Gustavus School's faculty this fall. While preparing for the move, I read the board's recent budget update and the \$245,000 gap created when Secure Rural Schools funding lapsed, on top of other enrollment-driven reductions. I want to help close that gap.

### **A dual-role proposal**

Alongside my classroom duties, I can serve as **Federal Grants Writer/Manager** for Chatham School District, leveraging 12 years of success winning and managing more than **\$45 million** in federal, state, and tribal awards for rural Alaska.

### **Proven results I can replicate:**

- **Kashunamiut SD** – Directed all federal titles, broadband projects, USDA, and E-Rate; often served as acting superintendent and acting principal.
- **Yukon Flats SD** – Managed **\$15 M** that modernized facilities and delivered 1:1 devices district-wide.
- **Cup'ik Heritage Project** – Wrote and secured funds to digitize language and cultural artifacts for future generations.
- **Y-K Delta Radio Tower** – Won Corporation for Public Broadcasting funds to expand emergency and cultural broadcasting.

### **Why the classroom + grants combo works:**

- **Real-time needs assessment** – Daily contact with students, parents, and staff provides authentic data for every grant narrative.
- **Built-in collaboration** – I can convene rapid after-school "idea sprints" with teachers, community members, and tribal partners before deadlines are due.
- **Cost-effective** – One salary covers two critical functions; the district avoids outside consulting fees.
- **Sustainability** – I will train an internal "grants cadre" so compliance and future writing stay strong even when I'm on class duty.

I am ready to relocate full-time (housing permitting) and can structure my schedule so teaching responsibilities remain first priority while dedicating targeted blocks to grants research, writing, and compliance.

Could we schedule a brief call to discuss how this dual role can help Chatham offset current shortfalls and invest in the programs our students deserve?

I appreciate your consideration. I look forward to serving Gustavus School—and the entire district—with excellence.

All the best,

Dr. Wallace "Beau" Abernathy



**Extra Duty Contract Proposal  
Chatham School District  
School Psychology Intern – 2025–2026 School Year**

**Employee:** Jennifer Marschke, MS, MAT, School Psychology Intern

**Position Title:** School Psychology Intern

**Supervisor:** Douglas Wessen, Ed.S

**School Site:** Klukwan School/Angoon School/Gustavus School/Chatham School District

**Scope of Work:**

This proposal outlines an extra duty contract for Jennifer Marschke to serve as the **School Psychology Intern** under the supervision of licensed school psychologist Douglas Wessen, Ed.S. The intern will provide psychological services and support district-wide in alignment with IDEA and Alaska state regulations.

**Duties Include (but are not limited to):**

- Collaborating and consulting with staff, teachers, administration, and families regarding student needs.
- Providing individual or small group counseling sessions for students as appropriate.
- Administering, scoring, and interpreting psychological and academic assessments to determine eligibility for special education services.
- Writing comprehensive psychoeducational reports, including clear recommendations and accommodations to support learning and student growth.
- Participating in eligibility meetings and IEP teams as needed.
- Supporting social-emotional learning (SEL) initiatives and MTSS processes.
- Assisting with crisis response and behavioral intervention planning as appropriate.
- Maintaining confidentiality, ethical standards, and compliance with district and state procedures.
- Attending supervision meetings with Douglas Wessen, Ed.S., and maintaining required practicum documentation.

**Compensation:**

The proposed compensation for this extra duty assignment is **\$10,000**, to be paid through an extra duty contract.

*This amount does not include or cover travel, lodging (I can sleep at school and have potential for free lodging in Juneau), or per diem expenses.*

**Duration:**

This contract will be valid for the 2025–2026 academic year, beginning August of 2025 and ending May of 2026, or as otherwise agreed upon with Chatham School District.

**Justification:**

Due to the district's remote geography and limited access to school psychology services, this proposal supports both professional development and essential service provision. It enables Jennifer Marschke to complete required internship hours while fulfilling a critical need for psychological services within the district. Online assessments can be completed if necessary.

**NEGOTIATED AGREEMENT  
BETWEEN  
CHATHAM SCHOOL DISTRICT  
AND  
CHATHAM-NEA  
FOR THE SCHOOL YEARS:**

**July 1, 2025- June 30, 2026**

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Ralph Watkins, Superintendent, Chatham School District

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Date

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Mary Zika, President, Chatham-NEA

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Date

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## **NEGOTIATED AGREEMENT PREAMBLE**

This agreement is entered into between the Chatham School District Board of Education, hereafter referred to as the Board, and the Chatham-NEA, hereafter referred to as the Association.

This Agreement is to set forth and record herein the full agreement between these two parties on matters pertaining to salaries and professional duties as employees of the Chatham School District.

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# ARTICLE I GENERAL PROVISIONS

## *Section 1. General Recognition.*

The Board recognizes the Association as the exclusive bargaining agent for all teachers employed by the Chatham School District.

## *Section 2. Conformity to Law.*

If any article or section of this Agreement is found to be contrary to law by a competent jurisdiction, or if compliance with or enforcement or any article or part is restrained by such court, the remainder of the Agreement shall not be effected thereby. The parties to this Agreement shall meet no later than ten (10) days, or by mutual consent, after such finding for the purpose of resolving the affected provision and that provision only if necessary.

## *Section 3. Duration.*

This Agreement and each of its provisions is binding and effective July 1, 2025, upon signing by the President of the Association and the Board. This Agreement shall remain in full force and effect until June 30, 2026.

## *Section 4. Reproduction of Agreement.*

After consulting with the Association regarding format the District shall reproduce and deliver to the Association copies of this agreement in the amount of one (1) per currently employed teacher plus five (5). Cost of reproduction shall be borne by the District. The Association shall deliver a copy to each teacher employed by the District. The District shall deliver a copy of this Agreement to each new hire by the District before each teacher begins teaching in the District.

## *Section 5. Definitions.*

- (1) "Superintendent" shall mean the Superintendent of the Chatham School District or his/her designee.
  - (2) "Teacher" shall mean a person, other than a substitute teacher, holding an Alaska teaching certificate employed to instruct students.
  - (3) "Day" shall mean a work day except as otherwise specified.
  - (4) "Agreement" shall mean this document and all provisions herein.
  - (5) "Board" shall mean the Chatham School District School Board.
  - (6) "District" shall mean the Chatham School District.
  - (7) "Association" shall mean the Chatham-NEA.
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- (8) "Substitute Teacher" shall mean a person employed to replace a teacher on leave and includes teachers employed under 4 ACC 18.021
- (9) "Immediate Family" shall include a spouse, parent, child, brother, sister, grandfather, grandmother, mother-in-law, father-in-law, aunts, uncles and grandchildren.
- (10) "Extended Contract" means a supplemental contract for services by a teacher before the first day of the contract year or after the last day of the contract year.
- (11) "Contract Year" means the period of service covered by a teacher's regular teaching contract with the District.

### ***Section 6. Time Limits.***

Compliance with a time limit shall be excused if compliance is delayed as a result of inclement weather. Inclement weather does not excuse compliance with a time limit to deliver a document if the document can be electronically transmitted. Compliance with the time limit shall be extended by mutual consent for reasons other than weather.

### ***Section 7. Negotiations.***

- (a) Either party may initiate negotiations for a successor agreement by written request to the other on or after November 15, 2025. Upon such initiation, the parties shall exchange proposals no later than January 10, 2026. In no event shall the exchange occur less than ten (10) days after receipt of notice. The initial proposals shall minimally contain all proposed new and/or amended articles or sections.
  - (b) The parties shall establish a mutually convenient date and time on or after February 1 for the first meeting of the negotiation teams.
  - (c) Each team shall have complete authority to reach tentative agreements (TA' s) which shall be signed by both parties upon request. All TA's are subject to ratification by the whole BOARD and bargaining unit and ratification shall be by entire package only
  - (d) In the event that negotiations are not completed by the first day of May, or that a stalemate is reached earlier either team shall have the option to notify the other of impasse in written form stating areas of agreement and disagreement. This deadline shall, by mutual written agreement, be extended. Only those items of disagreement shall be presented to the mediator or the advisory arbitrator.
  - (e) If either party declares an impasse, and calls for a mediator, both parties hereby agree in advance to accept the assistance of a mediator from the Federal Mediation and Conciliation Service. Mediation sessions shall be at the call of the mediator.
  - (f) If mediation fails to bring about an agreement on the items in dispute, then either party
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shall request advisory arbitration, which shall be conducted under the jurisdiction of the American Arbitration Association.

## **ARTICLE II ASSOCIATION RIGHTS**

### ***Section 1. Non-Discrimination.***

The Board agrees that there shall be no discrimination concerning terms and conditions of employment on the basis of membership or participation in the Association.

### ***Section 2. Association Right to Information.***

The District shall provide to the Association, upon request of the person designated by the Association to make such requests, a copy of the board packet the District distributes to members of the public and press prior to each Chatham School Board meeting. The District shall also provide to the Association, upon request of the person designated by the Association to make such requests, additional public information that is relevant and reasonably necessary the bargaining process.

### ***Section 3. Use of Equipment and Facilities.***

The Association shall use school facilities and equipment, including copiers and facsimile machines, and the use of the District's video conference equipment designated by the District for conducting Association business. Such meetings and business shall not interfere with District educational programs and shall be conducted outside of the contracted hours of employment. The Association shall log such use and reimburse the District a mutually pre-agreed fee for any costs resulting from such Association use of a building and equipment and if, while using the equipment, the equipment is damaged, it shall be the Association's responsibility to pay the entire cost to repair the equipment bringing it back to its pre-damaged status (the District shall provide forms).

### ***Section 4. Association Leave.***

The Association may use up to 37.5 hours of leave with pay per year for Association business during the term of this contract. The Association president or designee shall inform the Superintendent and relevant site administrators at least 48 hours in advance, of the dates and general purposes of the business. Unused District contributed association leave shall expire at the end of each year.

The Association may create an Association leave bank containing a maximum of 37.5 additional hours of leave with pay per contract year. The Association leave bank shall consist of transfers of personal leave days by teachers to the Association leave bank in minimum increments of one half (1/2) day of personal leave. The Association shall notify the Superintendent of the names of the teachers contributing to the Association leave bank and the amount of leave contributed by each before October 15 of each contract year. The teacher contributed bank of association leave shall be up to 37.5 hours of non-expiring leave time.

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### ***Section 5. Dues Deduction***

Upon the teacher's written authorization on the District's payroll withholding authorization form (which shall be provided to the Union President), the District shall deduct the yearly Association membership dues from the teacher's paycheck in equal monthly installments beginning with the October payroll and concluding with the May payroll. The amount of the dues deducted shall be in accordance with a written notice submitted by the Association President by September 30 of their hire date and provide the Association with relevant contact information of each new hire.

Authorization shall be valid from year to year. Notwithstanding, the District shall discontinue such deductions upon written notice from the teacher to the Association received between June 1 and September 15 of any school year. The District shall deliver the dues collected and an itemized list of teachers paying dues to the Association President or their designee, not later than the tenth day of the following month. The Association agrees to indemnify and hold the Board harmless against any liability and pay all costs and attorney's fees that may arise by reason of any action taken by the Association of Board pursuant to the article. This indemnification shall not apply to any claim, demand, suit or other form of liability that may arise as a result of any negligence or willful misconduct by the Board.

## **ARTICLE III TEACHER RIGHTS**

### ***Section 1. School Year and School Day.***

The standard teacher's contract shall consist of 188 days. These days shall consist of the following:

- (a) One hundred eighty (180) days in session,
- (b) Two (2) or three (3) work days depending upon whether the school calendar encompasses five (5) or six (6) legal holidays as provided in state statutes.

The length of the school day for each teacher shall be seven and one-half (7.5) hours exclusive of a thirty (30) minute duty-free lunch and inclusive of an uninterrupted preparation period of sixty minutes to be taken in the morning unless approved by the Superintendent.

### ***Section 2. Right to Representation.***

A teacher shall, at his/her request, have a representative of the Association present at a meeting when he/she is being reprimanded, warned or disciplined for any infraction of rules, regulation, board policy, Superintendent directives, or delinquency in professional performance. The Association representative shall use association Leave for such meetings when held during the school day. When a teacher desires to have a representative present, the District shall allow up to 24 hours for the representative to be able to be present, unless the District determines that the infraction or delinquency is of such a nature as to require immediate action. A document whose

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content is limited only to a confirmation of a conversation shall not be considered disciplinary in nature, unless such conversation and confirmation thereof included an oral reprimand, or some other form of discipline.

### ***Section 3. Personnel Files.***

- (a) Upon request, the teacher shall be allowed to review and/or have a copy of anything in the teacher' s personnel file, except material that the teacher authorized to be kept confidential during the hiring process. This paragraph does not preclude the use of information from a teacher' s personnel file as evidence in a grievance proceeding, disciplinary, or non-retention proceeding, or lawsuit if the information from the file is relevant to an issue in the proceeding or lawsuit. The review of the file shall be in the Superintendent's or designee's presence.
- (b) Materials derogatory to a teacher's conduct, service, character, or personality shall not be placed in a teacher' s file unless the teacher has had an opportunity to read and sign the material. Such signature does not necessarily indicate agreement with the content of such material. The teacher shall have the right to answer any material within twenty (20) days of the teacher's receipt of the material and this answer shall be attached to the file copy.
- (c) Evaluation forms and other documents pertaining to the teacher's performance and character shall remain a permanent part of the teacher's personnel file.

### ***Section 4. Evaluations (Ref. AS 14.20.149)***

- (a) The District shall prepare a written evaluation of each non-tenured teacher in the District at least twice during each school year and tenured teachers at least once during each school year, except where less frequent evaluation is permitted by law and the District elects that option for a particular tenured teacher in a particular year.
  - (b) The Superintendent shall communicate to each teacher the criteria the District shall employ to evaluate teacher performance by the fall in-service or the teacher' s first work day, whichever date is earlier. The evaluation form to be used to record and summarize evaluation results shall be delivered to each teacher within the same time limit.
  - (c) The completed written evaluation form shall be signed by the evaluator and delivered to the teacher. The teacher shall sign and return the evaluation form to the Superintendent with any comments within fifteen (15) days of such delivery. Failure to sign and return the evaluation form within fifteen (15) days shall constitute a waiver of the teacher's right to comment on the evaluation and a copy of the evaluation may thereafter be placed in the teacher's personnel file without the teacher's signature.
  - (d) A teacher shall be notified of information that is given to the District from outside sources, as per board policy, regarding the teacher' s performance prior to the incorporation of such information in the teacher's evaluation.
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- (e) Support staff such as counselors, school nurse, psychologist, etc., shall be evaluated on an instrument that shall be developed especially for that job description.
- (f) The District shall provide a teacher a copy of his or her personnel file at any time during, or after they have left employment in the district upon the submission of a notarized letter requesting information along with a money order made out to the Chatham School District for \$5.00.
- (g) Evaluations shall be consistent with AS 14.20.149.

### ***Section 5. Release Time for Meetings.***

Whenever any teacher is scheduled by the School Board or the Administration to participate during the school day in conferences, or meetings, he/she shall suffer no loss in pay. Conference and meetings subject to this section shall be scheduled outside the school day whenever possible.

### ***Section 6. Staffing.***

- (a) Posting of Vacancies. Written notice of vacant position(s) that occur during the school year, August 1 to June 1, shall be posted in all school buildings as the vacancy occurs. All vacancies shall be open exclusively to in-district transfers or certified staff for a minimum of ten (10) days, if the vacancy is not filled, it shall be advertised to the general public. The District shall send a copy of this announcement to the Association president. The notice shall state the site of the vacancy, the qualifications needed to fill the position, and the date by which applications must be delivered. If a vacancy occurs after the school year ends, only those teachers who have specifically requested such a position pursuant to (e) (2) of this article shall be contacted in writing or telephone by the District. The teacher shall have a responsibility of notifying the Superintendent of his/her address and telephone number or any change thereto. Upon contact by the district, the teacher shall have five (5) days to indicate interest in said position to the Superintendent.
  - (b) Qualifications: Qualifications that the District shall consider in filling vacancies include.
    - (1) Certification and/or endorsement(s);
    - (2) An appropriate major or minor;
    - (3) Satisfactory evaluation for the year preceding the request for transfer;
    - (4) Training and/or successful experiences related to curricular and/or extracurricular assignments listed in the notice of position vacancy; (5) Tenure and length of teaching experience within the District; (6) Reasonable needs of the District.
  - (c) Vacancy. A position is considered vacant if (1) the administration declares the position to be vacant; (2) the district creates a new teaching position.
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- (d) Transfers. "Transfers" means reassignment of a teacher to a teaching assignment in a school site outside the community of the teacher's then-current teaching assignment. This section does not restrict the District's authority to reassign teachers within a school site or a community.
- (e) Voluntary Transfers.
- (1) The District shall evaluate applications seeking a voluntary transfer to an open teaching position based on the qualifications stated in the notice of the open teaching position. Applicants currently employed by the District shall be preferred to applicants not currently employed by the District if qualification of each, as determined by the District, are equal.
  - (2) A District teacher may deliver a written request for a transfer or change of assignment within the school site where the teacher is employed to the District describing by type or location the transfer or assignment sought. The District shall maintain file of requests so received. On request, a teacher who has been denied a vacant position so requested shall be provided a written statement of the reasons for the denial.
  - (3) The District may pay the cost of a teacher's moving expenses in connection with a voluntary transfer.
- (f) Involuntary Transfers. There is a mutual recognition that some involuntary transfers from one school to another within a school system are unavoidable if all efforts to voluntarily transfer an employee have been exhausted. The Superintendent shall make any involuntary transfer or reassignment decisions. Said transfers or reassignments shall be based on least seniority, educational program and/or enrollment decisions as outlined in CSI Board Policy.
- (1) Any teacher may resign, or if tenured, take a leave of absence for up to one year, without penalty in lieu of accepting an involuntary transfer.
  - (2) The District shall pay the cost of moving a teacher's household goods and family in an involuntary transfer. Costs of a move shall be approved by the Superintendent or his/her designee prior to the move.
  - (3) An involuntary transfer shall be made only after a meeting between the teacher involved and the Superintendent, at which time the teacher shall be notified of the reasons for the transfer. The teacher shall, at his/her option, have a representative present at the meeting. Such meeting may be telephonic.
  - (4) The District shall provide the certified employee fourteen (14) days, exclusive of holidays, notice before the transfer occurs and shall be given seven (7) days on in-service time to prepare for the new position. Any retraining required by the District
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shall be at District expense.

(g) Teacher Exchange.

(1) Pursuant to 4 AAC 30.010.

### ***Section 7. Extended Contracts.***

(a) All contract extensions except those the District give pursuant to early retirement offerings shall be calculated at the teacher's daily rate and applicable benefits shall accrue at the regular rate.

(b) Special project contracts shall be written for amounts not related to the salary schedule.

### ***Section 8. Travel Expenses.***

Teachers who travel at the request of the District shall be assured, prior to travel, of payment for their travel expenses as provided below:

(1) The per diem rate for meals shall be \$75.00 . Except when the District or Conference/Seminar organizer provides meals, per diem is not appropriate. With breakfast being \$15, lunch \$25, dinner \$35 and broken down depending on travel times.

(2) Lodging and commercial air, water and ground transportation shall be reimbursed or, at the option of the District, paid in advance.

### ***Section 9. Non-retention and Dismissal.***

Non-retention and dismissal shall comply with state law (AS 14.20.170-AS 14.20.180). A non-tenured teacher who is not being retained shall receive a notice of non-retention by the April board meeting annually. If possible, non-tenured teachers shall be notified as soon as the Superintendent knows of the fact.

### ***Section 10. Certificated Staff Reduction in Force.***

For the purposes of this article, a reduction in force (RIF) shall be defined as the layoff of a tenured certificated staff member as a result of the need to reduce the total number of certificated staff positions within the District. This article does not cover terminations which occur as the result of some other reason, whether or not the total number of certified staff positions is also reduced at the same time. This section shall be interpreted consistent with AS 14.20.177 and is not intended to restrict the District's ability to lay off staff pursuant to that statute.

Where the Board determines that a reduction may be necessary, it shall first proceed by determining the specific educational program components which are to be eliminated or reduced in size. The Board shall seek and consider public input, including that of certificated staff

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members, in deciding the program components to be eliminated or reduced in size. At the conclusion of this process, the Board shall determine the total number and specific identities of the positions to be eliminated.

Once the specific positions to be eliminated have been determined, the Board shall next proceed to determine whether there is a need to terminate specific tenured staff members in order to achieve the necessary reduction in force.

Attrition in program components not to be eliminated or reduced in size does not affect the need to reduce certificated staff if the certificated staff members employed in program components eliminated or reduced in size are not qualified to transfer to fill the positions vacated by attrition. For the purpose of the paragraph a tenured teacher is "qualified" to fill a position according to criteria set out in AS 14.20.177. If it remains necessary to layoff tenured certificated staff members in order to achieve the necessary reduction in force, the Board shall determine the specific staff members to be laid off by evaluating the educational program needs of the District, the employee's educational background, training, evaluations, length of service in the District, experience, and such other factors as the Board may determine to be relevant to its decision.

Layoffs shall occur in the following order after taking into account the considerations set out above.

- A) Temporary hires
- B) Emergency or provisionally certified teachers
- C) Reverse seniority, unless it results in a position not being filled by a qualified teacher. In addition, a tenured teacher, who because of portability has less seniority than a nontenured teacher, shall be retained in favor of the non-tenured teacher if the tenured teacher is qualified to fill a remaining position. The Board's determination and decision shall be considered final
- D) A teacher laid off pursuant to this clause shall be entitled to a preference for rehire by the District in accordance with the provision of AS 14.20.177

A layoff shall not be considered a break in service. Upon rehire, a teacher who has been subject to layoff shall have restored the rights and benefits accrued as of the date of the layoff.

### ***Section 11. New Teachers.***

New teachers in the district shall be provided at point of hire with the following:

- (1) Certified Staff Handbook
  - (2) Benefits Handbook
  - (3) Negotiated Agreement
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- (4) Voluntary Sick Leave Bank Enrollment Form

***Section 12. District Committees.***

When the District and/or Schools create committees, including, but not limited to, calendar, budget, staffing, curriculum, or student performance assessments, the committee shall have the involvement of certified employees. The association shall be requested to solicit participation from the membership for committees.

For purposes of hiring, the District will reach out to the association site representatives first, then other available teachers, to make all possible efforts to include a teacher in the hiring process. When considering hiring for superintendent, the board will survey or solicit input from staff, which could include surveys, a teacher on the committee as a non-voting member, etc.

## **ARTICLE IV LEAVES**

***Section 1. Personal Leave.***

- (a) Teachers shall be granted up to five (5) days of personal leave per year, which may accumulate from year to year to a maximum of ten (10) days shall be granted to all teachers.
- (b) At the end of the year, at a teacher's option, a teacher may elect to be paid at their current daily rate of pay for each day of accrued but unused personal leave.
- (c) Personal leave shall be granted to teachers with a 48-hour notification to the building principal. This 48-hour notification will be waived when all sick leave has been exhausted and personal leave is being used for sick leave purposes outlined in Section 2.
- (d) If sick leave is exhausted, personal leave can be used if it is noted at the time the absence is entered into Frontline for the waiving of the 48-hour notice.
- (e) If less than 48-hour notification is given the personal leave may be denied and or change to unpaid leave.
- (f) One (1) teacher per site shall be granted personal leave on the day prior and/or the day immediately following the Christmas holiday break on a first come first serve basis.

***Section 2. Sick Leave.***

- (a) Sick leave shall be granted to all certificated staff at the rate of one and one-third (1-1/3) days for each month of service during the school year accumulative to twelve (12) days. All sick leave shall be credited at the beginning of the school year. (4 AAC 15.040)
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- (b) Sick leave may be taken due to illness or temporary disability of the employee or a member of his/her immediate family. Employees shall also be allowed to use sick leave for dental and doctor appointments for themselves or members of their immediate families.
- (c) A teacher may use up to ten (10) days of sick leave for an emergency in the teacher's immediate family. An emergency includes, but is not limited to, death, a missing person, or other critical problems not covered above.
- (d) The District may require the teacher that uses in excess of five (5) consecutive days of sick leave to give to the Superintendent a written certification of serious illness or injury from a doctor, or if a doctor is not available in the teacher's community, another licensed medical professional. If a requested verification note is not provided, the sick leave days may be converted to personal leave or leave without pay.
- (e) Birth and Adoption Leave — Teachers shall be allowed to use sick leave for an extended period of time for the birth or adoption of his or her baby. The leave shall be approved by the Superintendent or his designee consistent with the requirements of state and federal laws relating to such leaves.
- (f) Family Medical Leave — Teachers are entitled to receive family and medical benefits as provided in state law. Paid sick leave shall be substituted for unpaid family and medical leave where the employee is eligible to use sick leave for the purpose for which the leave has been granted. (AS 39.20.500-39.20.550; 29 CFR 825.100-800)

### ***Section 3. Sick Leave Bank.***

A sick leave bank shall be established to enable members, because of unusual circumstances, to draw additional sick leave after their earned sick and personal leave has been exhausted. Teachers may become members of the bank by contributing one day of earned sick leave annually within the first thirty calendar days of the beginning of the school year, or, for new employees, within the first calendar days of commencing employment with the District, and thereafter within the first thirty calendar days of the beginning of the school year. This information will be included with new hire information packets for all new teachers per Article III Section 11.

A member who has exhausted all earned sick leave and personal leave and who requires additional sick leave due to unusual circumstances resulting in the member's illness or disability may apply to the bank for additional sick leave. Members may receive up to twice the number of sick leave days the member had accumulated before the first day of the school year in which the member applies for the leave, or twenty-four days, whichever is greater. In the case of severe illness or extreme hardship, a member may be permitted to withdraw more leave at the discretion of the sick leave bank governing committee, with the consent of the Board.

The process for requesting use of the sick leave bank shall be as follows. The teacher shall complete the sick leave bank request form located in Frontline Central or other Human Resource

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Management Software. This form, once submitted will go to all required parties for approval and processing. Failure to use the proper process may result in denial of sick leave bank request.

A member withdrawing days from the bank is not required to replace the days withdrawn except as a contributing member. Membership in the bank shall be continuous after initial enrollment unless the member provides written notification to the District's business manager of the members' intent to withdraw within fifteen school days of the beginning of the school year in which the member wishes to withdraw. Withdrawing members may not withdraw previously contributed sick leave days.

In the event that the bank's deposits after the annual assessment do not exceed twenty-four days or the deposits are depleted to twenty-four days or less during the school year, each member shall be assessed up to two additional days of leave until a balance of at least twenty-four days is restored; provided, however, that no member shall be assessed more than two additional days in any given school year.

Once the bank's leave balance has reached or exceeded 40 days, assessments other than initial assessments for new members shall be discontinued until the balance falls below 40 days

The sick leave bank shall be administered by a governing committee of 2 bank members elected by the bank membership and one administrator appointed by the Superintendent. The committee shall meet as frequently as is necessary to consider leave requests and to otherwise administer the bank. The committee shall promptly record and report all leave transactions to the District's business manager.

#### ***Section 4. Legal Leave.***

If a teacher misses work because of jury duty, or if a teacher is required by a subpoena to give testimony before a judicial tribunal in a proceeding in which the teacher is not a party (i.e. plaintiff, defendant, etc.), the teacher shall be paid his/her normal compensation for any periods of work so missed.

#### ***Section 5. Leave of Absence.***

- (a) Certificated employees with tenure may request a leave of absence without pay for not more than one (1) year using the following procedures.
    - (1) Teachers anticipating a full school year of leave shall make requests prior to March 15 of the year preceding the school year in which they wish to be on leave; requests for periods of leave that are less than a full year shall be made at least three months prior to the anticipated starting date of the leave. The Superintendent shall consider leave requests made outside of these time lines.
    - (2) A definite plan for the use of such leave shall be made to the Board in writing. The plan must detail the expected value of the leave to the District and the commitment of the teacher to return to the District following the leave of absence.
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- (3) The request shall be considered by the Board and approved or disapproved after considering the request on its merits.
  - (4) Requests for reason of illness shall be accompanied by a doctor's statement.
  - (5) The teacher on leave of absence shall provide the Superintendent with written notice of his/her plan to return to the District by March 1 of the year the teacher is on leave. If the teacher fails such written notice, the District shall treat it as a termination of any rights the teacher had to return to employment with the District.
- (b) The Board shall grant a leave of absence without pay for a period not to exceed one school year for any reason deemed adequate by the Board, including, but not limited to medical reasons, professional growth, Association business, study abroad, travel, or working in a professionally related field. On returning from an approved leave of absence without pay, the teacher shall be assigned back to their original position if available, and if not to any position in the District for which he/she is qualified
  - (c) If the teacher earns at least 24 semester hours of graduate credit from an accredited college or university in (a) education, (b) the teacher's content area and/or (c) related to education (provided that all courses must relate to the teacher's teaching assignment or potential teaching assignment during the leave of absence), the teacher shall advance one year on the salary schedule when the teacher returns to employment with the District at the conclusion of the leave of absence. (d) Within thirty (30) days of the teacher's return to the District, a full written report shall detail the substance of the leave taken, what was gained from the leave, how the teacher intends to use what he/she gained from the leave, and a statement as to the value of the leave to the teacher and to the District.

## **ARTICLE V SALARY AND OTHER MONETARY BENEFITS**

### ***Section 1. Placement on the Salary Schedule.***

- (a) Experience credit.
    - (1) A maximum of ten (10) years of teaching experience inside Alaska is allowed for initial salary placement.
    - (2) The total allowances received under subparts (1) and (2) shall not exceed ten (10) years.
  - (b) Initial Placement. Initial placement on the salary schedule shall be based on the following criteria:
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- (1) Courses counted for credit past the bachelor's or master's degree must be entered after the date of the award of the bachelor's or master's degree.
  - (2) All courses counted for credit past the bachelor's degree shall be semester equivalent courses in (a) education, (b) content area, and/or (c) related to education.
  - (3) Any teacher hired before July 1, 1999 shall be held harmless for past salary payment with respect to step and credit placement; however, the District may make an appropriate adjustment in the event an inadvertent error has been made with respect to counting of credits and/or years of experience for the current and any future period of time or contract.
- (c) To qualify for credit on the salary schedule, experience outside the District shall have been full time employment as a classroom teacher with a public elementary or secondary school.
- (d) Subsequent Placement.
- (1) Courses that teachers take for the purposes of an increased column movement on the salary schedule shall be courses in:
    - (i) education;
    - (ii) content area;
    - (iii) related to education; and/or
    - (iv) District program priorities
  - (2) All courses shall be related to the teaching assignment or potential teaching assignment of the teacher.
  - (3) Course credit used for salary purposes shall be:
    - (i) from the University of Alaska, or
    - (ii) from an institution authorized to operate in the state by the Alaska Commission of Post-Secondary Education, or
    - (iii) at an accredited institution of higher education.
  - (4) Proposals for such courses shall be submitted to the Superintendent for prior approval such approval shall be based on the criteria in (1) (3) of this subsection. A
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teacher shall request approval of a multiyear plan to take courses.

- (5) Applications, transcripts, or other supporting documents must be delivered to the Superintendent by November 1 of the year for which the teacher seeks placement or advancement unless other arrangements have been approved in writing by the Superintendent to the teacher.
- (6) Teachers will notify the District with the form in Appendix A upon completion of coursework that would result in movement between columns on the salary schedule.

***Section 2. 2025-2026 Salary Schedule.***

- (a) Teacher salaries for 2025-2026 shall be calculated on the following salary schedules. If the District continues to receive Federal Forestry Receipts in FY 2026, the District shall award no less than 25% of the Forestry receipts to teacher COLA (cost of living adjustment), here after shall be called stipends. These cost of living stipends are not bonuses and shall not be linked to teacher goals, or performance indicators. The following salary schedules shall be adopted.
- (b) In FY 26, if the Base Student Allocation is permanently increased by at least \$570, the FY 25 salary schedule shall be adjusted by 2% (two percent).
- (c) In FY 26, the steps 4-15 will be renumbered to be 1-12, and salaries will be rounded to the nearest whole dollar.

**Salary Schedule 2025-2026**  
No permanent BSA increase

	Column I	Column II	Column III	Column IV	Column V	Column VI	Column VII
Step	BA	BA+10	BA+20	BA+30	BA+54 or MA	BA+72 or MA+18	BA+96 or MA+36
1	\$52,206.00	\$53,772.00	\$55,385.00	\$57,047.00	\$58,758.00	\$60,521.00	\$62,337.00
2	\$53,772.00	\$55,385.00	\$57,047.00	\$58,758.00	\$60,521.00	\$62,337.00	\$64,207.00
3	\$54,848.00	\$56,493.00	\$58,758.00	\$60,521.00	\$62,337.00	\$64,207.00	\$66,133.00
4	\$55,945.00	\$57,623.00	\$60,521.00	\$62,337.00	\$64,207.00	\$66,133.00	\$68,117.00
5	\$57,064.00	\$58,775.00	\$61,732.00	\$64,207.00	\$66,133.00	\$68,117.00	\$70,161.00
6	\$58,205.00	\$59,951.00	\$62,966.00	\$66,133.00	\$68,117.00	\$70,161.00	\$72,265.00
7		\$61,150.00	\$64,226.00	\$67,456.00	\$70,161.00	\$72,265.00	\$74,433.00
8			\$65,510.00	\$68,805.00	\$71,564.00	\$74,433.00	\$76,666.00
9				\$70,181.00	\$72,995.00	\$76,666.00	\$78,966.00

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10					\$74,455.00	\$78,200.00	\$81,335.00
11						\$79,764.00	\$82,962.00
12							\$84,621.00

**Permanent BSA increase of \$570 or more with 2%**

	Column I	Column II	Column III	Column IV	Column V	Column VI	Column VII
Step	BA	BA+10	BA+20	BA+30	BA+54 or MA	BA+72 or MA+18	BA+96 or MA+36
1	\$53,250.00	\$54,847.00	\$56,493.00	\$58,188.00	\$59,933.00	\$61,731.00	\$63,584.00
2	\$54,847.00	\$56,493.00	\$58,188.00	\$59,933.00	\$61,731.00	\$63,584.00	\$65,491.00
3	\$55,945.00	\$57,623.00	\$59,933.00	\$61,731.00	\$63,584.00	\$65,491.00	\$67,456.00
4	\$57,064.00	\$58,775.00	\$61,731.00	\$63,584.00	\$65,491.00	\$67,456.00	\$69,479.00
5	\$58,205.00	\$59,951.00	\$62,967.00	\$65,491.00	\$67,456.00	\$69,479.00	\$71,564.00
6	\$59,369.00	\$61,150.00	\$64,225.00	\$67,456.00	\$69,479.00	\$71,564.00	\$73,710.00
7		\$62,373.00	\$65,511.00	\$68,805.00	\$71,564.00	\$73,710.00	\$75,922.00
8			\$66,820.00	\$70,181.00	\$72,995.00	\$75,922.00	\$78,199.00
9				\$71,585.00	\$74,455.00	\$78,199.00	\$80,545.00
10					\$75,944.00	\$79,764.00	\$82,962.00
11						\$81,359.00	\$84,621.00
12							\$86,313.00

***Section 3. Head Teacher.***

- (a) The District may assign a Head Teacher to a given site. The Head Teacher shall report to a Type "B" Certificated Administrator or the superintendent. The Head Teacher is responsible for limited administrative duties of the school as outlined in the Head Teacher Job Description of the school and for leadership to the Advisory School Board. The salary of the Head Teacher shall reflect the extra duties inherent in the position. The Head Teacher shall receive a minimum of \$7,000.00 a school year with an additional increase of \$250.00 for each consecutive year in the position not to exceed five (5) years.
- (b) Administrative Duties: the Site Administrator may assign a teacher to be acting site administrator in his/her absence from the school site. The teacher accepting this temporary assignment shall be responsible for maintaining safe and routine school environments for students and staff, and shall be compensated \$50.00 per day while assuming this leadership responsibility

***Section 4. Extra/co-Curricular Activities.***

- (a) Teachers shall receive extra/co-curricular activity pay for designated student activities approved by the site administrator and Superintendent that they advise, sponsor, manage or coach outside the contract day. Teachers who have received extra/co-curricular activity
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contracts shall be paid by separate check for the work within one month of the completion of the activity for which the contract was issued.

- (b) Coaching Activities shall be paid according to set amounts. A salary schedule for coaching positions shall be included in this Agreement as follows.

Extra/Co-curricular Schedule

Experience	1-4 Years	5-8 Years	9-12 Years	12+ Years
Basketball	\$3200	\$3300	\$3500	\$3700
Track/Cross Co.	\$1700	\$1750	\$1800	\$1850
Volleyball	\$1950	\$2000	\$2050	\$2100
Wrestling (3+)	\$1950	\$2000	\$2050	\$2100
Drama/Debate	\$1450	\$1500	\$1550	\$1600
Archery	\$1450	\$1500	\$1550	\$1600

- (c) The total amount of the stipend to be paid for any extra/co-curricular activity shall not
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exceed the amount budgeted for the stipend for that activity by the site administrator and the Superintendent.

***Section 5. Order of Assignment or Extra/Co-curricular Activities.***

- (a) Compensated extra co-curricular activities beyond the seven and a half (7.5) hour contract day shall be awarded in the following order.
  - (1) The certified employee incumbent in an extra/co-curricular activity shall be given preference for reassignment to the same position when the extra/co-curricular position is assigned for the following year, provided that the incumbent's performance is satisfactory to the District.
  - (2) Any qualified teacher in the building who volunteers.
- (b) If the Board chooses not to rehire a teacher for an extra/co-curricular activity for a subsequent year, the teacher shall be notified on or before the last day of the school year. At the teacher's request, a written explanation for the Board's decision shall be provided.
- (c) Nothing in this section obligates the District to award any extra/co-curricular contract to any teacher. Certified staff shall not be involuntarily assigned extra/co-curricular activities

***Section 6. Payroll Deductions and Direct Deposit.***

- (a) District employees may choose to have only three (3) payroll deductions for a tax-sheltered annuity, I.R.A. accounts and/or mutual funds of their choice. The teacher can only make one change per year.
- (b) Rent for all staff housing shall be deducted from monthly paychecks.
- (c) District employees shall have their Association and/or National Education Association dues withheld from their monthly paychecks.

***Section 7. Compensatory Time.***

Compensatory time shall be granted throughout the calendar year with the approval of the Superintendent. Compensatory time shall only be earned if the Superintendent requires the attendance of the teacher and the work is performed outside the regular contract day. Comp time earned must be redeemed within 90 days of the time it was earned and shall not be redeemed prior to or immediately after holiday breaks, parent-teacher conferences or in-service days. Any comp time earned and not used prior to the end of the year does not carry over to the new school year and is payable in the same manner as unused personal leave days.

***Section 8. Method of Payment.***

By notifying the Superintendent of Schools prior to September 12, any teacher may elect to

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receive his/her salary in 10 equal installments rather than 12. However, any remaining salary earned shall be paid to the employee on the last day of the regular 180 day school term, except for delays caused by emergency. The June, July, and August paychecks may be deposited in three successive payments beginning June 25, 26, and 27<sup>th</sup> before the end of the fiscal year.

### ***Section 9. Medical Insurance.***

- (a) The parties agreed to the Public Education Health Trust Medical Plan C / Dental Plan A.
- (b) The District will pay 86.4% towards the monthly premium with the employee paying 13.6%.
- (c) The monthly premium shall be the tiered rate.
- (d) Employees shall be allowed to receive coverage both as an employee and as a dependent of another employee. Dependents shall be allowed to be claimed by more than one employee for purposes of insurance coverage.
- (e) The employee, in lieu of accepting District health insurance coverage may elect to receive a payment of \$300.00 per month to be paid to the employee monthly. Once this option is selected, the employee shall only change their election to receive District health insurance coverage at the beginning of a new school fiscal year.
- (f) The District and the Association shall form a committee for the purpose of studying alternative health insurance programs and proposals.

### ***Section 10. District Housing Rentals.***

Any monthly rental increases shall only occur during a new school year beginning on July 1 of a year and shall not exceed the percentage of the monthly salary increase for teachers for that year when applied to the previous year's amount. Rental amounts shall be equal across the District and shall be based on the number of bedrooms, e.g., all two bedrooms shall rent for the same amount, etc., and not the overall size or square footage of the apartment. Adjustments may be made from site to site to reflect utilities which may be electric or water for which there are no meters in place. Teachers will be notified of rental increases by April 1.

Teachers who rent housing where there is no district housing available may be eligible for a housing stipend pursuant to the following terms:

- (a) Teachers will be eligible for a monthly stipend to cover rent costs (excluding utilities).
  - (b) Teachers shall be eligible for a monthly stipend for monthly rent payments greater than \$740. There will be a cap of \$500 per month.
  - (c) For example, if a teacher's monthly rent is \$1,000 the teacher would receive a \$260 monthly stipend. If the teacher's monthly rent is \$1240, the teacher would receive a
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\$500 monthly stipend. If the teacher's monthly rent is \$1,500, the teacher would still receive a \$500 monthly stipend.

- (d) To be eligible for the housing stipend, the teacher must provide a copy of their rental agreement or lease to the District. If utilities are included in the rent charged, the teacher must provide a letter from the landlord documenting the monthly cost of utilities, and that would be deducted from the amount of the stipend.

Teachers who own a house will not be eligible for the stipend. The amounts listed here will change depending upon the teacher housing rental cost changes, if any.

### ***Section 11. District Mileage Reimbursement***

Most of our teachers live within 1-3 miles of the school they work in. However, sometimes teachers are only able to obtain housing options in other towns like Haines or at the farthest points in our communities like Glacier Bay National Park and Rink Creek Residences in Gustavus.

Chatham School District shall do a mileage reimbursement for travel to and from school Monday through Friday for employees living 10 or more miles away from the school site at a rate outlined in Standard Operating Procedures Number 7. A mapquest or other map application shall document miles from the school to their home address with the monthly request.

## **ARTICLE VI GRIEVANCE PROCEDURE**

### ***Section 1. General Provision.***

- (a) The purpose of this procedure is to secure the lowest possible administrative level and equitable solution to problems that may arise affecting the welfare or working conditions of employees. Both parties agree that these proceedings shall be informal and confidential as shall be appropriate at any level of the procedure.
  - (b) Grievance; any claim by a teacher or group of teachers that there has been an alleged violation, misinterpretation, or misapplication of the specific terms of this Agreement.
  - (c) Instances where more than one employee is eligible to file a grievance, all testimony and evidence generated by the eligible grievant shall be presented in one hearing at each level. The resolution of the grievance shall apply to all eligible signatories to the grievance.
  - (d) A grievance shall be initiated as soon as possible but not to exceed twenty-five (25) days after the grievant knew of the act or condition upon which the grievance is based. Failure of a grievant to comply with this or any other time limited specified herein shall operate as a waiver of the grievance.
  - (e) Neither the Board nor the Association shall take reprisals against anyone participating in or utilizing the grievance procedure.
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- (f) The grievant shall have the right to be represented at all stages of the grievance procedure, including appeals, by a representative of the Association.
- (g) Specified time limits may be extended or reduced by mutual consent.
- (h) Failure of the grievant to satisfy any requirement or abide by any procedure made mandatory under this Article shall result in forfeiture of the pending grievance.
- (i) Failure of the grievant to participate in any informal meeting or any hearing required by the Article shall result in a waiver of the grievance at that level and forfeiture of any right to appeal to a higher level
- (j) The filing or pending filing of any grievance under provisions of this Article shall in no way operate to impede, delay, or interfere with the right of the Board to take action complained of, subject, however to the final decision of the grievance
- (k) Any arbitrator appointed pursuant to this Article shall be without power or authority to add to, subtract from, or amend any of the terms of this Agreement, award damages or make any decision that requires commission of an act prohibited by law. The arbitrator shall not rule on any matter involving retention or non-retention of non-tenured staff.
- (l) As long as the Association fulfills its responsibilities to screen grievances, as evidenced by a written statement of screening, dated and signed off on, by the existing executive committee, including a written authorization indicating who has the authority to proceed with grievances on behalf of the Chatham-NEA, e.g., Alaska-NEA for timeliness, so that alleged violations of this agreement are not inappropriately processed through the grievance procedure, questions of grievability and arbitrability shall be resolved simultaneously with the merits of a grievance.
- (m) The District and Association shall equally bear the costs for any arbitrator appointed pursuant to this Article. Each party shall bear its own costs associated with the arbitration.
- (n) All grievance hearings shall be in the District Office unless another venue is mutually acceptable.
- (o) Prior to filing a formal grievance at Level I, the teacher shall meet informally with the Principal (in person or by telephone) to discuss the matter of the grievance. The teacher shall advise the Principal at least four (4) days in advance of the meeting that the purpose of the informal meeting is to discuss a possible grievance and to attempt to informally resolve the grievance.

## ***Section 2. Initiation and Processing.***

- (a) Level 1
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- (1) If the disposition at the informal level pursuant to Section I (o) is not acceptable to the grievant, he/she may submit a written grievance to the Superintendent within five (5) days in session of the issuance of the disposition. Immediately, but not more than fifteen (15) days of the Superintendent's receipt of the grievance, the Superintendent shall provide an opportunity for the grievant to meet with the Superintendent. As soon as possible but not to exceed ten (10) days after the meeting, the Superintendent shall provide the grievant with a written disposition of the grievance. It is mutually understood by the District and the Association that the resolution to grievances shall occur in the shortest time possible with additional time used for fact-finding situations.
- (2) The written grievance shall state at least the following:
  - (i) The nature of the grievance.
  - (ii) Reference to the Article and/or Section of this Agreement allegedly violated.
  - (iii) The remedy that is sought.
  - (iv) A statement of facts reflecting compliance with applicable Section I and Level I time requirements, including time limits established for the filing and appeal of grievances.

(b) Level 2.

If the disposition of the grievance at Level 1 is not acceptable to the grievant, he/she may submit an appeal to the Superintendent, within ten (10) days after issuance of the Principal's disposition at the Level 1. Immediately, but no more than fifteen (15) days after the Superintendent's receipt of the grievance, the Superintendent shall provide an opportunity for the grievance to meet with the Superintendent. As soon as possible but not to exceed ten (10) days after the meeting, the Superintendent shall provide the grievant with a written disposition of the grievance. The Superintendent shall provide the grievant a written disposition of the grievance within ten (10) days after the conclusion of the meeting.

(c) Level 3

If the disposition of the grievance at Level 2 is not acceptable to the grievant, he/she may submit an appeal to the Board by submitting a written request of appeal to the Superintendent, addressed to the Board President, within ten (10) days after issuance of the Superintendent's disposition at the Step 2. The Board shall conduct a hearing on the grievance immediately but not to exceed thirty (30) days of receipt of the written request. Both the grievant and the Administration shall have the right to record the hearing, to call witnesses and to cross-examine witnesses called by the other. The grievant shall be notified at least ten (10) days prior to the date of the hearing as to the time and place of the hearing. The Board shall provide the grievant a written disposition of the grievance within ten (10) days after the conclusion of the hearing.

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(d) Level 4

If the disposition of the grievance at Level 3 is not acceptable to the grievant, the Association may, within ten (10) days after issuance of the Board's decision at Level 4 request binding arbitration of the grievance pursuant to the Voluntary Labor Arbitration Rules of the American Arbitration Association.

To the extent reasonably possible, all grievance hearings shall be conducted outside the normal workday. Should it become necessary to conduct a hearing during the workday, the grievant shall be released from work without loss of pay for a period of time necessary to attend the hearing. When it is necessary at any level for the representative designated by the Association to attend a grievance hearing during the workday, the Superintendent shall be notified at least three (3) days prior to the hearing. Upon timely notification, one representative shall be released for the period during which a representative's attendance is required at the hearing. The Association representative shall use Association leave for such attendance.

