

# Chugach School District Board Meeting

Thursday, June 1, 2023 9:00 AM

District Office & Teleconference, 9312 Vanguard Dr., Anchorage, AK 99507

1. **CALL TO ORDER**
2. **WORK SESSION**
  - a. Scholarship Program Fundraising and Finances
  - b. Scholarship Application Review and Selection
  - c. Board Calendar for the 23/24 School Year
  - d. Review Strategic Plan and Board Goals
3. **ROLL CALL & ESTABLISHMENT OF QUORUM**
4. **APPROVAL OF AGENDA**
5. **PLEDGE OF ALLEGIANCE**
6. **MISSION/VISION STATEMENT, LAND ACKNOWLEDGEMENT**
7. **APPROVAL OF MINUTES**
8. **INTRODUCTION OF GUESTS and/or ANNOUNCEMENTS**
9. **BOARD OF STARS**
  - a. Doug Penn
  - b. Anna Gregorieff
  - c. Jed & Nichole Palmer
  - d. Joseph Cross
  - e. Jaimie Gilson
10. **REPORTS & PRESENTATIONS**
  - a. EAC Minutes
  - b. CSA Report
  - c. Program Lead Reports
    1. Doug Penn Report
    2. Ryan Schmidt Report
    3. Debbi Treece Report
    4. Stephanie Burgoon Report
    5. Tanya Wimer Report
11. **PUBLIC COMMENT ON AGENDA ITEMS**
12. **BOARD COMMENT**
13. **ITEMS OF BUSINESS**
  - a. CSD Budget - Second Reading
  - b. 22/23 Budget and CIP Expenses - Informational
  - c. Deferred Compensation Match
14. **OLD BUSINESS**
15. **NEXT BOARD MEETING - August 17, 2023**
16. **ADJORNMENT**

## **Linda Johnson Memorial Scholarship Online Fundraiser: Part 2**

The Linda Johnson Memorial Scholarship Online Fundraiser: Part 2 is now open and will close at 7pm on Friday April 28, 2023. You can find the items for bid on Newhalen School's facebook --

> <https://www.facebook.com/newhalenschool>

- Click on a photo online to place your bid.
- Highest bid at time of closing (7pm on 4/28) wins the auction item.
- Minimum bids are listed in the description of the pictures.
- Shipping will be provided within Alaska at no additional cost.

Quyana to all who donated!



16" X 24". Vibrant Tundra Cotton aluminum print. Ready to hang with wooden frame and picture wire on back. Aluminum prints are light weight and extremely durable, uv resistant and waterproof. Shipping included.



Salmon

Dungeness  
Crab

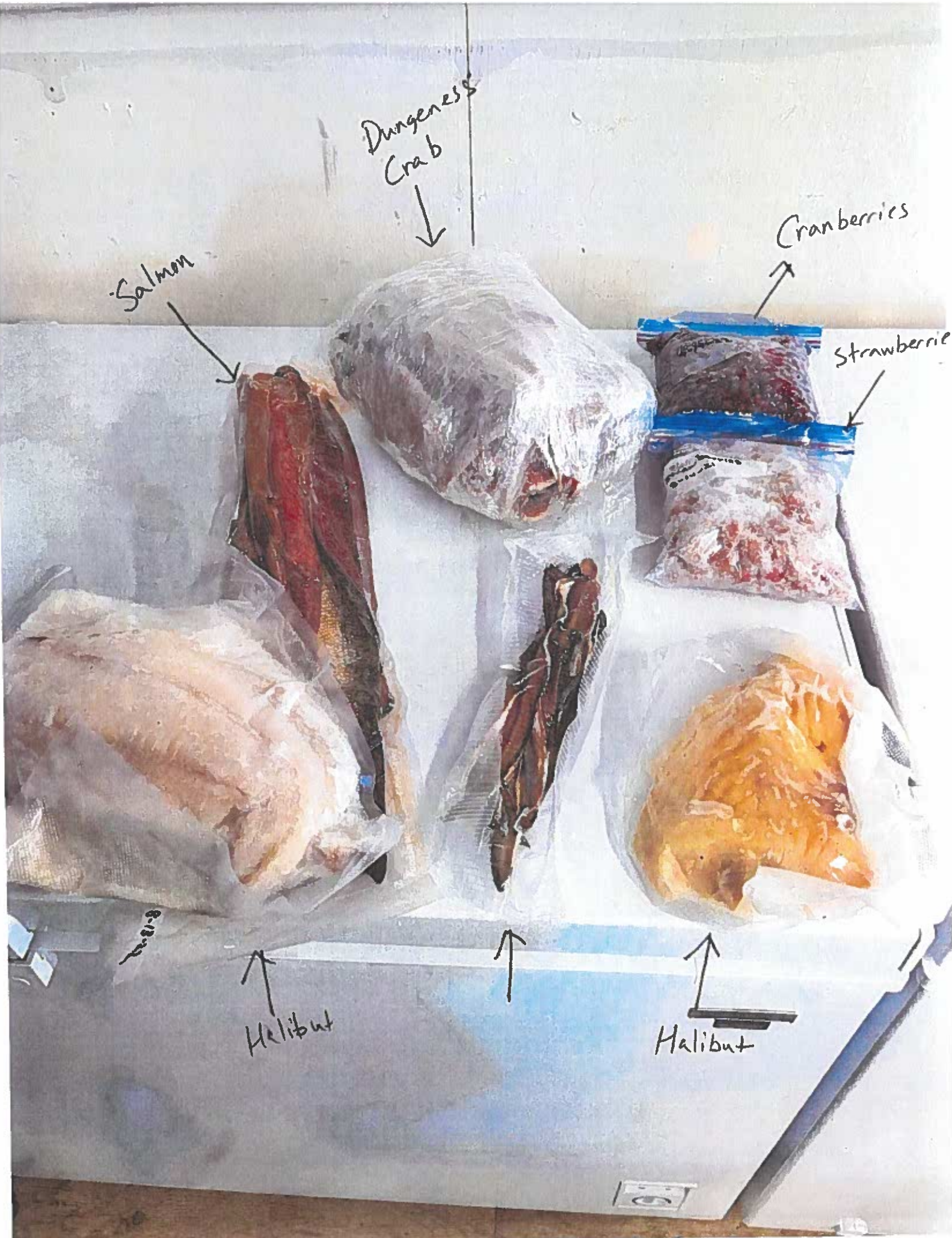
Cranberries

Strawberrie

8-12-22

Halibut

Halibut







**KIRKLAND**  
*Signature*



**CERTIFIED HUMANE**  
BATTERED & BAKED

**CAGE-FREE • EGGS**  
**GRADE AA EXTRA LARGE**  
**24 EGGS**

ITEM / ART. 1029407

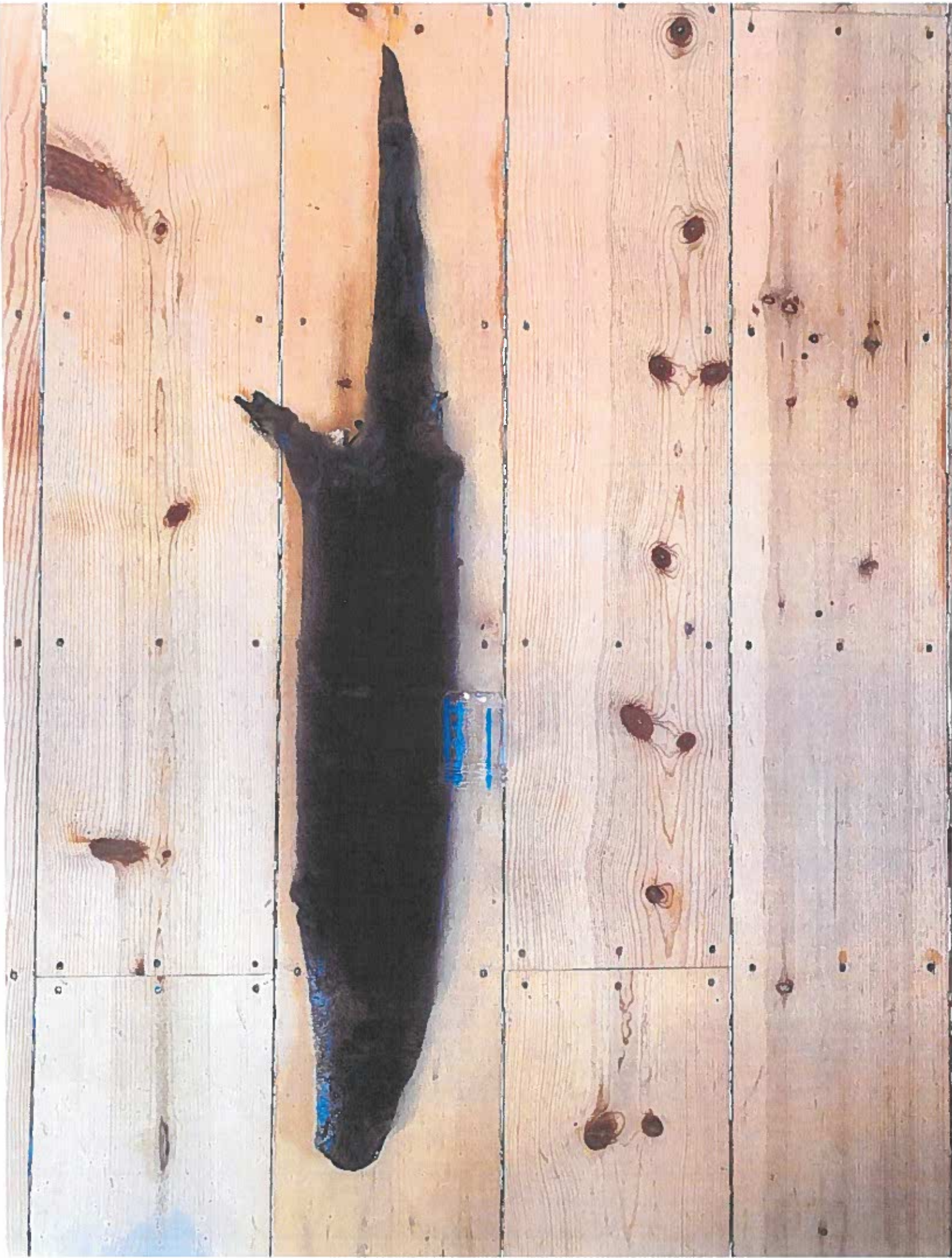


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# **AASB 2023/2024 Schedule**

## **2023**

### **SEPTEMBER**

16-17 Fall Boardsmanship Academy – Hotel Captain Cook, Anchorage

### **OCTOBER**

4-5 Maintenance Conference – Dimond Center, Anchorage

### **NOVEMBER**

9-12 AASB's Annual Conference – Hilton, Anchorage

### **DECEMBER**

7-8 Executive Administrative Assistants Training – Clarion Suites, Anchorage

8-9 School Law & Equity Day – Clarion Suites, Anchorage

## **2024**

### **FEBRUARY**

10-13 Leadership Academy & Legislative Fly-In and Youth Advocacy Institute — Elizabeth Peratrovich Hall, Juneau

### **APRIL**

20-21 Spring Boardsmanship Academy — Anchorage



## **Board Goals 22/23**

1. Understand the Education Foundation Formula and the district's ability to use State funds.
2. Review Strategic Plan.
3. Strengthen relations with CSD staff.



# Chugach School District Strategic Plan

*Focusing on Today...and the Future*







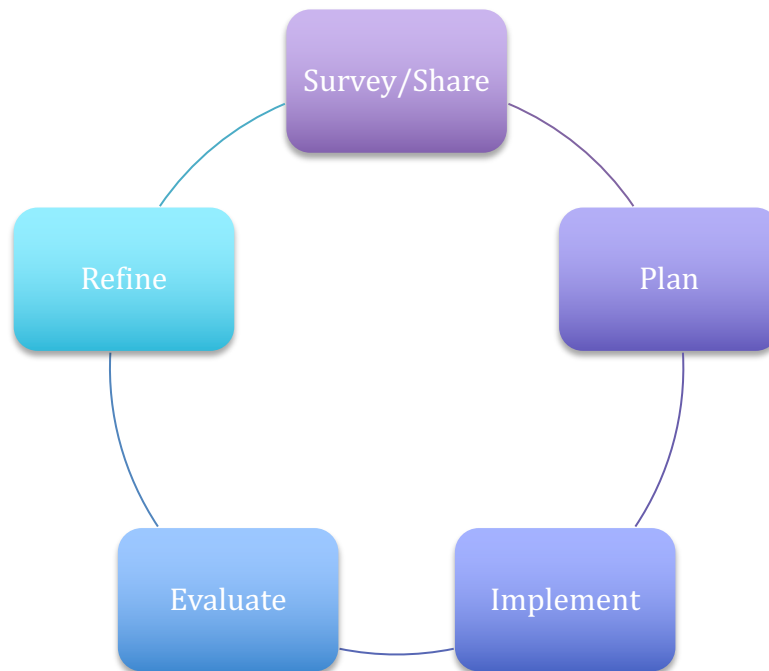
***CHUGACH SCHOOL DISTRICT SHARED PURPOSE***  
***Empowering Student Ownership for Learning and Success***

***CHUGACH SCHOOL DISTRICT SHARED VALUES***  
~Agility...Resiliency...Valuing Stakeholders...Performance Based  
Learning...Trust and Teamwork... Continuous Improvement and  
Innovation...Open and Honest Communication...Shared Leadership and  
Responsibility~

# Mission

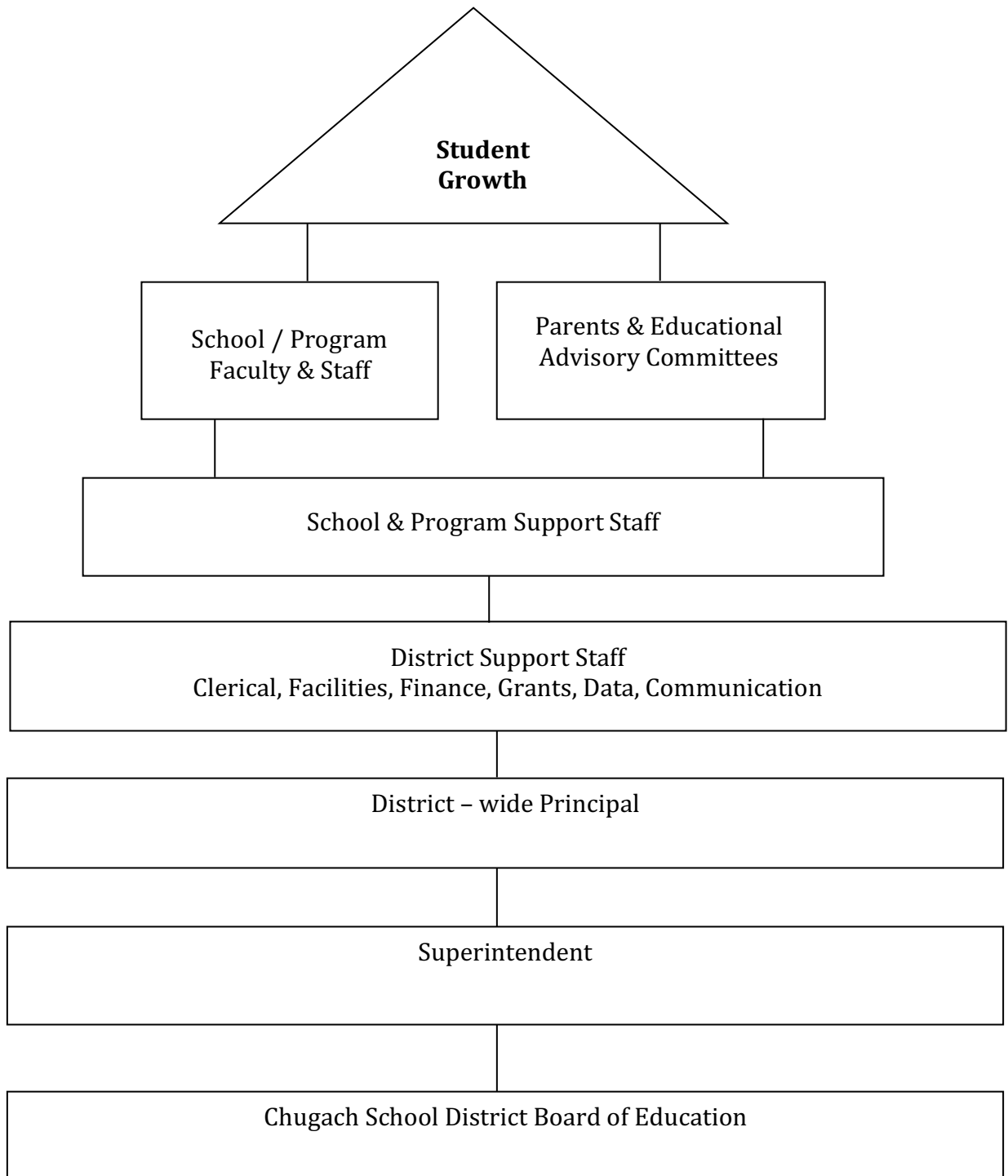
*The Chugach School District is committed to developing and supporting a partnership with students, parents, community and business which equally shares the responsibility of empowering students to meet the needs of the ever changing world in which they live. Students shall possess the academic and personal characteristics necessary to reach their full potential. Students will contribute to their community in a manner that displays respect for human dignity and validates the history and culture of all ethnic groups.*

## Strategic Planning Process & Cycle





# Organization Chart Chugach School District



## *Development of Chugach School District's dynamic Strategic Plan:*

In the past decades, the Chugach School District has had traditional strategic plans, which have been placed in binders on shelves and not utilized as they should be. In recent years, a series of steps has been taken to gather input from all stakeholders in an effort to develop a "Working" strategic plan. We want a plan that we use on a routine basis to guide our efforts and decisions for current focus and future planning.

The first step was the development of our District Shared Purpose, Core Values, and Mission, which was adopted in 2009. Each school then aligned and developed their site's Shared Purpose and Core Values to the District Shared Purpose and Mission. .

Following steps included staff representative teams who worked for entire years gathering input and collecting data to complete our 2009 APEX application. This application gave us foundational information about how we operate, and how we are performing. The APEX report was then used to develop a strategic planning cycle and our strategy maps.

The CSD Strategic Plan's key features include:

- 1 Strategic Plan Development and Input processes
- 2 Shared Purpose, Core Values & Mission
- 3 Strategy Map
- 4 Organizational Chart
- 5 PIER plans and Action Plans
- 6 Communication Documents for a variety of audiences

Today, schools and programs use these strategic planning tools to develop school and individual PIER plans on an annual basis. This ensures that all of our plans are aligned with our Shared Purpose, Core Values and Mission.

The updated Chugach School District Strategic Plan is intended to be a working document: a document that provides guidance for staff and the School Board when making decisions and developing instructional plans for operational efficiency and innovation. As CSD values organizational flexibility, it is expected that some changes to this document will occur from time to time. That said, it's important to have a document that is in place as our next starting point, in order to clearly articulate the direction that CSD is headed.



## CHUGACH SCHOOL DISTRICT STRATEGIC FOCUS AREAS

- Engage all **students** to embrace their education through effective relevant instruction, performance-based curriculum, and individualized education; to empower student ownership of their learning.
- Provide effective professional development and training, encourage collegiality, accountability, and the valuing of all staff members to increase **workforce** effectiveness and ownership.
- Encourage **shared leadership** throughout all levels of the school district: Student VOICE teams; Staff Leadership; Administrator Capacity Growth; and Board Leadership Trainings.
- Embrace **financial and facility efficiencies** through conservative budgeting, assertive fund-seeking, and proactive maintenance and renovation of facilities.
- Valuing all **stakeholders** and their input on improving the Chugach School District through open and honest communication.

### ***CSD Strategy Map ~ Current Focus Strategies***

<b>Focus Goal I: Student Focus</b>	Engage all <b>students</b> to embrace their education through effective relevant instruction, performance-based curriculum, and individualized education; to empower student ownership of their learning.
<b>Student Focus Strategy A</b>	Engage and empower students through Individualized Education strategies.
Strategy A.1	Student Learning Profiles
Strategy A.2	Individualized Learning Plan
Strategy A.3	Personal Graduation Plan
Strategy A.4	Performance-based advancement in each content area
Strategy A.5	Developmental Standards from preschool through post-graduation
<b>Student Focus Strategy B</b>	Engage and empower students through Effective Relevant Instructional strategies.
Strategy B.1	Relevant / Local Standards
Strategy B.2	Balanced Instructional Model
Strategy B.3	Thematic Units
Strategy B.4	Holistic Education: Equally valued content areas
Strategy B.5	Engaging opportunities tied to Standards (Sports, Student VOICE, Voyage to Excellence, Further Education opportunities, etc.)
<b>Student Focus Strategy C</b>	Utilize appropriate student accountability measures to engage and empower students.
Strategy C.1	Authentic Standard Assessments
Strategy C.2	Districtwide Assessment Inservices for Inter-rater reliability
Strategy C.3	Multiple Format Assessments
Strategy C.4	Web-based Aligned Information Management System (AIMS) for students, parents and staff
Strategy C.5	Alaska State Exams: Standards-based Assessments; High School Graduation Qualifying Exam; English Language Proficiency Assessment; Alternate and Alternative Assessments; Terra-Nova and NAEP Assessments

### ***CSD Strategy Map ~ Current Focus Strategies***

<b>Focus Goal II: Staff Focus</b>	Provide effective professional development and training, encourage collegiality, accountability, and the valuing of all staff members to increase <b>workforce</b> effectiveness and ownership.
<b>Staff Focus Strategy A</b>	Incorporate effective staff training with teambuilding strategies to increase staff ownership and collegiality
Strategy A.1	Provide up to 30 days individual and group trainings in a variety of locations.
Strategy A.2	Districtwide training for Generalist Teachers
Strategy A.3	Individual Training Proposal Process
Strategy A.4	Process Training: Outrageous Thinking; Balanced Instructional Model; Thematic Units; Individual Learning Plans; Student Learning Profile Assessment
Strategy A.5	Teambuilding Strategy Training
Strategy A.6	Staff Ownership of Standards Revision Process
<b>Staff Focus Strategy B</b>	Utilize appropriate staff accountability measures to engage and empower the Chugach workforce.
Strategy B.1	Performance Evaluation Process
Strategy B.2	Highly Qualified Process
Strategy B.3	Performance Pay
Strategy B.4	Staff PIER Plans: Plan ~ Implement ~ Evaluate ~ Revise ~ Share/Survey
Strategy B.5	School and Program PIER Plans: Plan ~ Implement ~ Evaluate ~ Revise ~ Share/Survey
<b>Staff Focus Strategy C</b>	Value Chugach staff through a variety of strategies and supports to increase job satisfaction and effectiveness.
Strategy C.1	Consistent hiring processes and retention efforts
Strategy C.2	Provide Deferred Compensation to encourage increased retention
Strategy C.3	Provide a variety of benefits to meet the needs of staff (retirement, medical/dental, life insurance, personal and sick leave, etc.)
Strategy C.4	Performance Pay based upon Performance Evaluation Process



### ***CSD Strategy Map ~ Current Focus Strategies***

Focus Goal III: Shared Leadership Focus	Encourage <b>shared leadership</b> throughout all levels of the school district: Student VOICE teams; Staff Leadership; Administrator Capacity Growth; and Board Leadership Trainings.
Shared Leadership Focus Strategy A	Provide Staff Leadership Opportunities at all levels within Chugach School District
Strategy A.1	School Site Leadership and Leadership Team
Strategy A.2	Mentorship Opportunities
Strategy A.3	Performance Evaluation Process Leadership component
Strategy A.4	Program Directors Leadership Roles
Shared Leadership Focus Strategy B	Provide opportunities for Chugach School Board and Administrator Capacity Growth
Strategy B.1	School Board Retreat Training and AASB Trainings
Strategy B.2	Chugach Leadership Stability / Grow our own Leaders
Strategy B.3	Formalize and update Strategic Plan; School Board Policy Updates
Strategy B.4	School Board and Administrator 360 <sup>o</sup> Evaluation Process
Shared Leadership Focus Strategy C	Provide student leadership opportunities through Student VOICE site and district team involvement
Strategy C.1	Outdoor Leadership Opportunities
Strategy C.2	VOICE Leadership Standards
Strategy C.3	VOICE Leadership Training Opportunities
Strategy C.4	Student member of School Board; Student member of Community Councils; Student member of Educational Advisory Councils

## ***CSD Strategy Map ~ Current Focus Strategies***

Focus Goal IV: Financial & Facilities Focus	Embrace <b>financial and facility efficiencies</b> through conservative budgeting, assertive fund-seeking, and proactive maintenance and renovation of facilities.
Financial & Facility Focus Strategy A	Encourage excellent stewardship of funding streams through conservative budgeting, as well as assertive grant seeking efforts in meeting the goals of the CSD Strategic Plan.
Strategy A.1	Annual Budget Process
Strategy A.2	Development of Competitive Grant Applications
Strategy A.3	Grant Management Alignment
Financial & Facility Focus Strategy B	Employ efficient and timely maintenance and renovation of school facilities.
Strategy B.1	Annual CIP Proposal Development Process
Strategy B.2	SERRC Preventative Maintenance Process
Financial & Facility Focus Strategy C	Ensure efficient supply order and usage processes are in place.
Strategy C.1	Annual "Next Year" Order Process complete by April
Strategy C.2	Annual Fuel and Air Charter Process
Strategy C.3	Streamline process for payables and payroll

## ***CSD Strategy Map ~ Current Focus Strategies***

<b>Focus Goal V: Community &amp; Communication Focus</b>	Valuing all <b>stakeholders</b> and their input on improving the Chugach School District through open and honest communication.
<b>Community &amp; Communication Focus Strategy A</b>	Activate and sustain Education Advisory Committees (EAC) for all sites and programs
Strategy A.1	EAC Membership: Recruitment and Approval process
Strategy A.2	Alignment of Educational and Community Services
Strategy A.3	Emulate Community Good Neighbor Spirit
<b>Community &amp; Communication Focus Strategy B</b>	Provide communication through Student VOICE site and district team involvement
Strategy B.1	Outdoor Leadership Opportunities
Strategy B.2	VOICE Leadership Standards
Strategy B.3	VOICE Leadership Training Opportunities
<b>Community &amp; Communication Focus Strategy C</b>	Create and foster partnerships with community, regional, and statewide businesses and organizations that are aligned with, and support, Chugach School District's Shared Purpose and Mission.
Strategy C.1	Partner with like-minded school districts for increased opportunities for students and staff, and grant funding collaboration efforts
Strategy C.2	Foster business partnerships for seamless transition opportunities for all students
<b>Community &amp; Communication Focus Strategy D</b>	Provide Regular Stakeholder Input and Communication Opportunities
Strategy D.1	Community and Stakeholder Input Surveys and Communication Process
Strategy D.2	School, District and Program Newsletters to Community and Stakeholders



# Future Focus



### ***CSD Strategy Map ~ FUTURE Focus Strategies***

Future Focus Goal I: Student Focus	Engage all <b>students</b> to embrace their education through effective relevant instruction, performance-based curriculum, and individualized education; to empower student ownership of their learning.
Student Future Focus Strategy A	Increase student enrollment and attendance rates
Strategy A.1	FOCUS Homeschool recruitment and application process
Strategy A.2	Monitor and resist Borough and District Consolidation efforts
Student Future Focus Strategy B	Develop AIMS into a revenue source product
Strategy B.1	Copyright AIMS
Strategy B.2	Negotiate Agreement with AIMS Development Team Corporation
Student Future Focus Strategy C	Discover and encourage Innovative Learning Strategies
Strategy C.1	Year Round School/Education opportunities
Strategy C.2	Parallel Curriculum/Co-Curriculum Models of Instruction
Strategy C.3	Effective Student Learning Profile Deployment



### ***CSD Strategy Map ~ FUTURE Focus Strategies***

Future Focus Goal II: Staff Focus	Provide effective professional development and training, encourage collegiality, accountability, and the valuing of all staff members to increase <b>workforce</b> effectiveness and ownership.
Staff Future Focus Strategy A	Empowerment of all staff for equal ownership and true collaborative efforts
Strategy A.1	Turn Negotiated Agreement into Collaborated Agreement
Strategy A.2	New Teacher Training Facility
Strategy A.3	Collaboration on Health Insurance and Benefits
Staff Future Focus Strategy B	Renovation and acquisition of Teacher Housing in each school community
Strategy B.1	Successfully pursue funding streams and processes for teacher housing renovation or acquisition

### ***CSD Strategy Map ~ FUTURE Focus Strategies***

Future Focus Goal III: Shared Leadership Focus	Encourage <b>shared leadership</b> throughout all levels of the school district: Student VOICE teams; Staff Leadership; Administrator Capacity Growth; and Board Leadership Trainings.
Shared Leadership Future Focus Strategy A	Provide Staff Leadership Opportunities to be an Institutional Change Leader
Strategy A.1	Work with school districts, universities, and businesses to develop schools that work for all students
Shared Leadership Future Focus Strategy C	Provide student leadership opportunities through Student VOICE site and district team involvement
Strategy C.1	Board Membership by student VOICE Representative
Strategy C.2	Community Council Membership by student VOICE Representative



### ***CSD Strategy Map ~ FUTURE Focus Strategies***

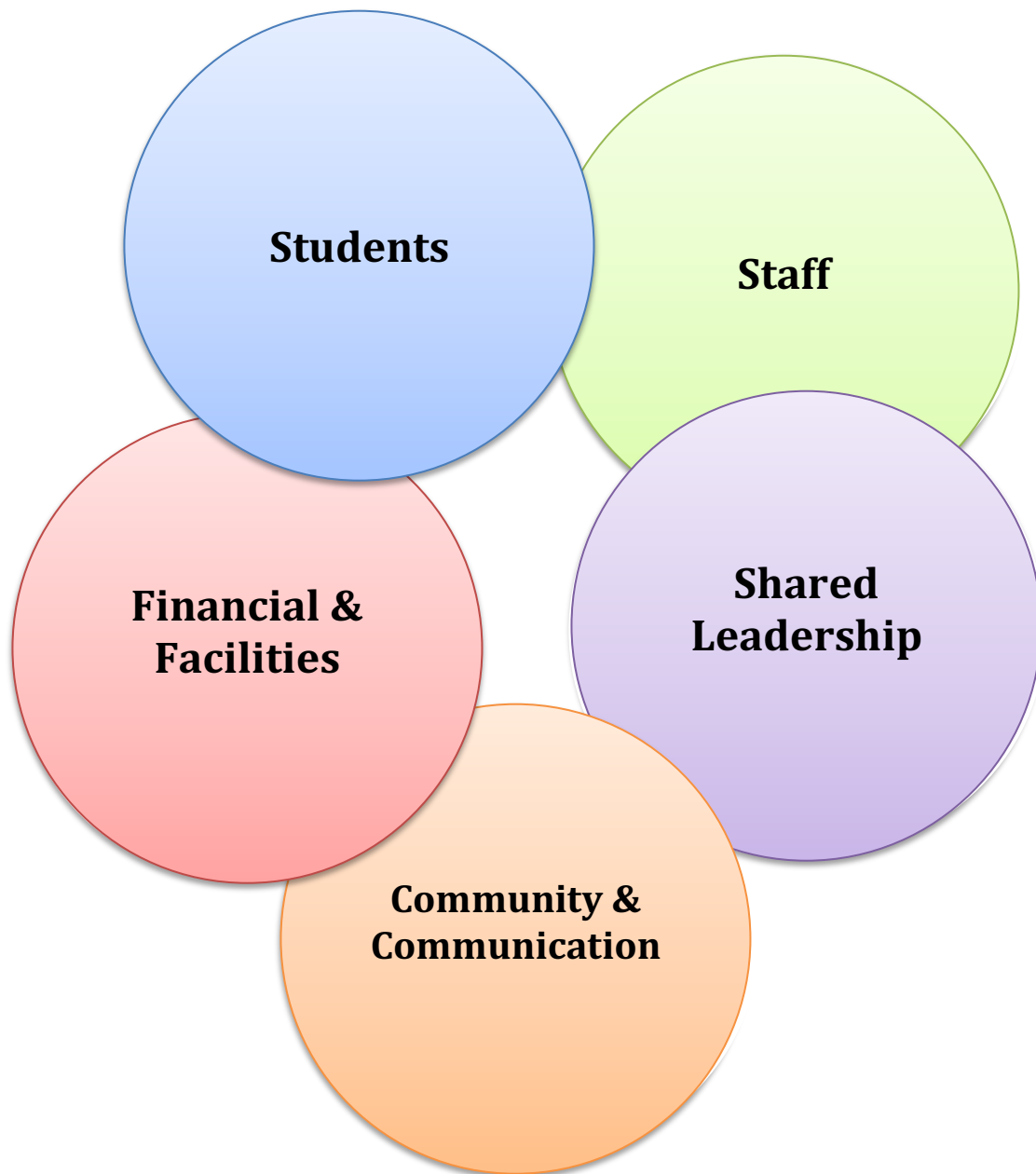
Future Focus Goal IV: Financial & Facilities Focus	Embrace <b>financial and facility efficiencies</b> through conservative budgeting, assertive fund-seeking, and proactive maintenance and renovation of facilities.
Financial & Facility Future Focus Strategy A	Encourage development of Alternative Energy Sources for Schools
Strategy A.1	Successful submission of previously submitted proposal
Financial & Facility Future Focus Strategy B	Acquisition of Chugach Campus Facilities
Strategy B.1	Chugach Campus to include facilities for District Office, FOCUS Homeschool Branch Offices; and Voyage to Excellence facilities

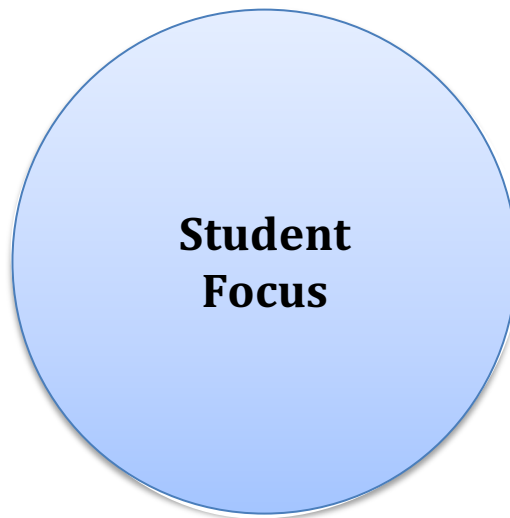
### ***CSD Strategy Map ~ FUTURE Focus Strategies***

Future Focus Goal V: Community & Communication Focus	Valuing all <b>stakeholders</b> and their input on improving the Chugach School District through open and honest communication.
Community & Communication Future Focus Strategy A	Activate and sustain Education Advisory Committees (EAC) for all sites and programs
Strategy A.1	Develop HB 61 Proposals for all local Corporations

## **Chugach School District's Balanced Scorecard**

*~Indicators of Goal Performance and Success  
in order to focus key decision making efforts~*





*Engage all **students** to embrace their education through effective relevant instruction, performance-based curriculum, and individualized education; to empower student ownership of their learning.*

<b>Student Focus Indicators</b>	<b>Monthly</b>	<b>Quarterly</b>	<b>Annually</b>
Attendance/Truancy data (site and districtwide)	√	√	√
Co-Curricular Performance Level Data		√	√
Enrollment Trends		1 <sup>st</sup>	√
Graduate Longitudinal Survey Results			√
Individual Learning Plan Completion		√	√
Personal Graduation Plan Progress		√	√
State Exam Results and AYP Status			√
State Exam Results vs. CSD Levels			√
Student Learning Profile Completion		√	√
Ultimate Graduation Rate			√



Voyage to Excellence Participation		√	√
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*Provide effective professional development and training, encourage collegiality, accountability, and the valuing of all staff members to increase **workforce** effectiveness and ownership.*

<b>Staff Focus Indicators</b>	<b>Monthly</b>	<b>Quarterly</b>	<b>Annually</b>
Deferred Compensation Participation & Trends			√
Certified Staff Highly Qualified Attainment		√	√
Classified and Certified Performance Pay Trends			√
Performance Evaluation Process		√	√
PIER Action Plan Content and Completion (individual staff; site; strategic planning)	√	√	√
Salary & Benefits (trends; comparative analysis)			√

Staff Development - Individual Training Proposals		√	√
Staff Development – Content & Participation		√	√
Staff Surveys		√	√



*Encourage **shared leadership** throughout all levels of the school district: Student VOICE teams; Staff Leadership; Administrator Capacity Growth; and Board Leadership Trainings.*

<b>Shared Leadership Focus Indicators</b>	<b>Monthly</b>	<b>Quarterly</b>	<b>Annually</b>
Administration 360 ° Evaluation Process			√
Administration Training		√	√
Leadership Team Progress	√	√	√
Mentorships		√	√
School Board Meetings and PIER plans	√	√	√
School Board Trainings (Retreat; AASB)		√	√
School Board 360 ° Evaluation Process			√
Strategic Plan Process and Progress	√	√	√

Student VOICE Participation (Outdoor Leadership; Leadership Standards; Leadership Trainings)	√	√	√
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*Embrace **financial and facility efficiencies** through conservative budgeting, assertive fund-seeking, and proactive maintenance and renovation of facilities*

<b>Financial and Facility Focus Indicators</b>	<b>Monthly</b>	<b>Quarterly</b>	<b>Annually</b>
Alternative Energy Proposal			√
Annual Ordering Process			√
Audit Process (preparation; completion)		√	√
CIP Application Process and Current Plans	√	√	√
Cost per student (trends; comparative analysis)		√	√
Energy Costs analysis		√	√
Fuel Bids; Air Charter Process			√
Financial Update Report to School Board	√	√	√

Preventative Maintenance Reports/Fire Marshall Reports (School and Program Facilities)	√	√	√
Payables and Payroll Process	√	√	√
Pupil: Teacher Ratio		√	√

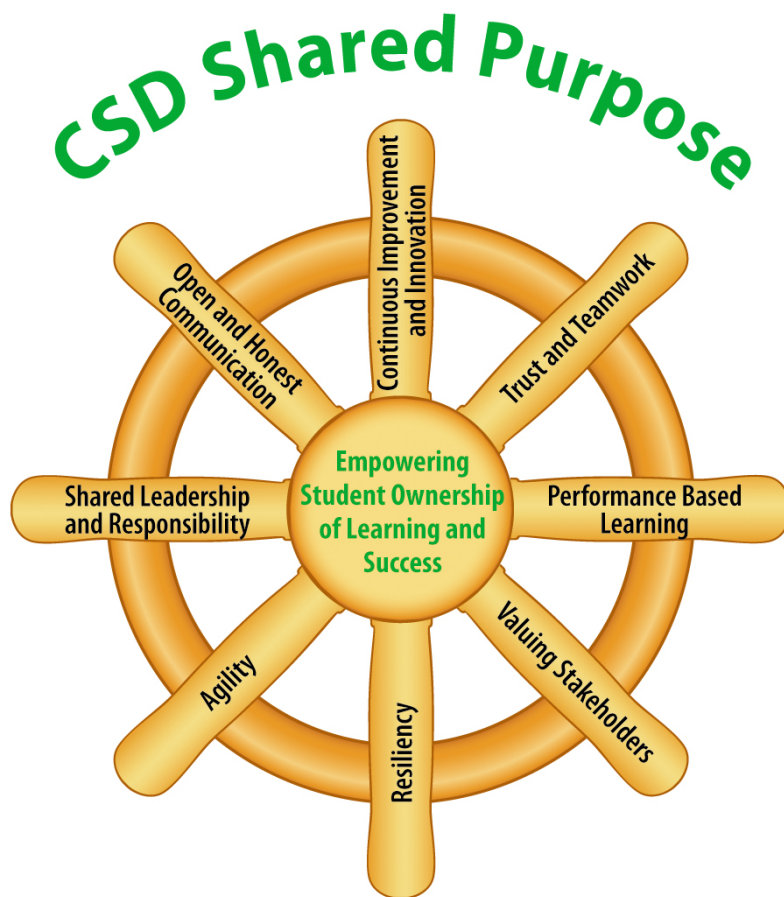


*Valuing all **stakeholders** and their input on improving the Chugach School District through open and honest communication.*

<b>Community &amp; Communication Focus Indicators</b>	<b>Monthly</b>	<b>Quarterly</b>	<b>Annually</b>
Active Partnerships: districts; local councils; corporations; businesses	√	√	√
Board of Stars Nominations	√	√	√
Community Input Survey			√
Educational Advisory Boards: Schools and Programs	√	√	√
Parent/Student/Teacher Conferences		√	√



Stakeholder Communication Tools (site and program newsletters; website usage; Social Media)	√	√	√
Student VOICE Community Engagement Opportunities	√	√	√







# ***Chugach School District***

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Anchorage, AK 99507-5355  
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(907) 522-3399 Fax  
[www.chugachschools.com](http://www.chugachschools.com)*



*Charlene Arneson, President – Gail Evanoff, Vice President  
David Totemoff, Member – Deserae Stellwag, Member – Wayne Shen, Member*

## **CHUGACH SCHOOL DISTRICT BOARD MEETING** **UNAPPROVED MINUTES – April 13, 2023 and April 14, 2023**

### **1. CONVENED MEETING APRIL 13, 2023 9:08AM**

### **2. MEMBERS PRESENT:**

**Board Members Present:** Charlene Arneson, Board President; Gail Evanoff, Vice President - Zoom; David Totemoff, Board member; Deserae Stellwag, Board Member

### **3. WORK SESSION:**

**4. ENTER EXECUTIVE SESSION for the purpose of Board relations and, in addition, for the purpose of Board/CSA relations and note that this executive session is appropriate under Alaska law, AS 44.62.310(c)(2). (subject that tends to prejudice the reputation and character of any person): 9:08am**

**Moved by C. Arneson, seconded by D. Totemoff**  
to approve entering Executive Session April 13, 2023.

**Voice Vote: 5 ayes, 0 nays, passed unanimously.**

### **5. EXIT EXECUTIVE SESSION: APRIL 13, 2023 12:00pm**

**Moved by C. Arneson, seconded by W. Shen**  
to approve exiting Executive Session April 13, 2023.

**Voice Vote: 5 ayes, 0 nays, passed unanimously.**

### **6. MOTION TO RECESS MEETING UNTIL 1:00pm: 12:00pm**

**Moved by D. Stellwag, seconded by D. Totemoff**  
to approve entering Executive Session April 13, 2023.

**Voice Vote: 5 ayes, 0 nays, passed unanimously.**

### **7. RECONVENE SUSPENDED MEETING APRIL 13, 2023 1:06pm**

**Moved by G. Evanoff, seconded by W. Shen**  
to approve reconvening Board Meeting April 13, 2023.

**Voice Vote: 5 ayes, 0 nays, passed unanimously.**

**8. ROLL CALL & ESTABLISHMENT OF QUORUM –**

**Board Members Present:** Charlene Arneson, Board President; Gail Evanoff, Vice President - Zoom; David Totemoff, Board member; Deserae Stellwag, Board Member

**9. APPROVAL OF AGENDA – April 13, 2023**

Action

**Moved by D. Totemoff, seconded by D. Stellwag**

to approve April 13, 2023 agenda with the addition of CIP Discussion and Action Item, and Chenega EAC Minutes discussion as requested by T. Mase.

**Voice Vote: 5 ayes, 0 nays, passed unanimously.**

**10. PLEDGE OF ALLEGIANCE**

**11. MISSION/VISION STATEMENT, LAND ACKNOWLEDGMENT**

Vision Statement: W. Shen

Mission Statement: D. Totemoff

Chugach School District Mission Statement: T. Mase

Land Acknowledgement: D. Stellwag

**12. APPROVAL OF MINUTES – March 16, 2023 Minutes**

Action

**Moved by G. Evanoff, seconded by D. Totemoff,**

to approve March 16, 2023 Minutes with the removal of Gail Evanoff to reflect she was excused.

**Voice Vote: 5 ayes, 0 nays, passed unanimously.**

**13. INTRODUCTION OF GUESTS and/or ANNOUNCEMENTS**

S. Jackson, Board Secretary

**14. BOARD OF STARS**

Read by S. Jackson

Outdoor Leadership Staff by Ty Mase

Whittier Teachers by Stephanie Burgoon

Victor Shen by Stephanie Burgoon

Nick Swain by Wayne Shen

Cassie Huang by Stephanie Burgoon

Officer Butler & Officer Sargeant by Stephanie Burgoon

**15. REPORTS AND PRESENTATIONS**

**15.a. CHIEF SCHOOL ADMINISTRATOR'S REPORT**

T. Mase reported

**15.b. EAC Minutes**

Whittier EAC Minutes

Chenega EAC Minutes

**16. PUBLIC COMMENT ON AGENDA ITEMS**

None

**17. BOARD REPORTS**

Speaker(s): DAVID TOTEMOFF, GAIL EVANOFF, DESERAE

**18. ITEMS OF BUSINESS**

**18.a. MEMO #23-15** Administrative Regulations – CSD Scholarship Action

**Moved by D. Stotemoff, seconded by W. Shen**  
to approve Administrative Regulations – CSD Scholarship.

**Voice Vote: 5 ayes, 0 nays, passed unanimously.**

**18.b. FY2024 Budget** First Reading  
Read by Amanda Trangmoe

**18.c. April 2023 Budget Overview** Informational  
Board Budget as of 4-5-23 Read by Ty Mase

**18.d. Communications (Informational)**  
Board budget 2/1/23 information by T. Mase, D. Totemoff request to revisit at the end of second semester.

**19. OLD BUSINESS**

**19.a. MEMO 23-12 BB 9250** Second Reading

**Moved by C. Arneson, seconded by D. Totemoff,**  
to approve proposed amendments to Board Bylaw 9250.

**Voice Vote: 5 ayes, 0 nays, passed unanimously.**

**27. NEXT BOARD MEETING:**

**April 27, 2023 Special Meeting held remotely to approve ECLC Building Contractor**  
**June 1, 2023 at 10:30 A.M. Work Session and Business Meeting at 1:00 P.M. at the District Office in person.**

**August 17, 2023 10:30 A.M. Work Session and Business Meeting at 1:00 P.M. at the District Office in person.**

**28. ADJOURNMENT @ 4:18 PM**

**Moved by W. Shen, seconded by D. Stellwag to adjourn at 4:18 PM.**

**Voice Vote: 5 ayes, 0 nays, passed unanimously.**

Recorded by: \_\_\_\_\_  
Serena Jackson, Board Secretary Date

Attested to by: \_\_\_\_\_  
Board President or Vice President Date



Attested to by:

---

Ty Mase, Chief School Administrator

Date



# Chugach School District

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*Charlene Arneson, President – Gail Evanoff, Vice President*  
*David Totemoff, Member – Deserae Stellwag, Member – Wayne Shen, Member*  
**CHUGACH SCHOOL DISTRICT BOARD MEETING**  
**UNAPPROVED MINUTES – April 27, 2023**

**1. CONVENED MEETING APRIL 27, 2023 10:02AM**

**2. MEMBERS PRESENT:**

**Board Members Present:** Charlene Arneson, Board President - Zoom; Gail Evanoff, Vice President - Zoom; David Totemoff, Board member - Zoom; Deserae Stellwag, Board Member – Zoom; Wayne Shen, Board Member - Zoom

**3. WORK SESSION:**

**9. APPROVAL OF AGENDA – April 27, 2023**

Action

**Moved by G. Evanoff, seconded by W. Shen**

to approve April 27, 2023 agenda with the removal of April 13, 2023 Minutes Approval and Reports and Presentations as requested by G. Evanoff.

**Voice Vote: 5 ayes, 0 nays, passed unanimously.**

**10. PLEDGE OF ALLEGIANCE**

**11. MISSION/VISION STATEMENT, LAND ACKNOWLEDGMENT**

Vision Statement:

Mission Statement: G. Evanoff

Chugach School District Mission Statement

Land Acknowledgement: D. Stellwag

**13. INTRODUCTION OF GUESTS and/or ANNOUNCEMENTS**

S. Jackson, Board Secretary – Zoom, R. Schmidt, Head of Maintenance & Technology - Zoom

**16. PUBLIC COMMENT ON AGENDA ITEMS**

None

**18. ITEMS OF BUSINESS**

**18.a. MEMO #23-17 Site Calendars**

Action

**Moved by G. Evanoff, seconded by D. Totemoff**

to approve Memo 23-17, approving site calendars for 2023/2024 school year.

**Voice Vote: 5 ayes, 0 nays, passed unanimously.**

**19.a. MEMO 23-18 ELC Building Contractor Approval**

Action

**Moved by G. Evanoff, seconded by C. Arneson,**  
to amend to include the verbiage “not to exceed \$650,000” and approve Memo 23-18, approving  
Wolverine Construction as the contractor/vendor and the related expenditures to the project.

**Voice Vote: 5 ayes, 0 nays, passed unanimously.**

**27. NEXT BOARD MEETING:**

**June 1, 2023 at 10:30 A.M. Work Session and Business Meeting at 1:00 P.M. at the District Office in person.**

**August 17, 2023 10:30 A.M. Work Session and Business Meeting at 1:00 P.M. at the District Office in person.**

**28. ADJOURNMENT @ 11:05 AM**

**Moved by D. Stellwag, seconded by G. Evanoff to adjourn at 11:08 AM.**

**Voice Vote: 5 ayes, 0 nays, passed unanimously.**

Recorded by: \_\_\_\_\_  
Serena Jackson, Board Secretary Date

Attested to by: \_\_\_\_\_  
Board President or Vice President Date

Attested to by: \_\_\_\_\_  
Ty Mase, Chief School Administrator Date

# Chenega Educational Advisory Committee

## Meeting Agenda

Date: Wednesday, May 3, 2023

Time: 4:00 p.m.

Attendees: Sue Parker, Clint Sullivan, Lisa Lane, Gail Evanoff, Melonie Kashevarof (Zoom)

### 1. Teacher Report

Lisa: Received renovation schedule from Ty. The preliminary work is done and bidding will start in May. Schedule is attached. Ty also wanted the EAC to review two possible color schemes, also attached, and give him our preference. The EAC wanted more time to decide and talk to other people. Members will let Lisa know by this Friday.

Clint: His class is studying AK Native groups, making rockets, MAP testing for students who did not do state testing. Saturday May 13: ice cream and movie. May 27: school sleepover, bonfire and hot dogs. May 31: jump off the dock, and have cookout if the school can find a grill.

Sue: Brigrance done. Soaked bean seed and studentss are watching them grow roots. Many Mother's Day projects.

### 2. Board Report

Gail: June 1 budget meeting (preschool area and surrounding area). Ty and Doug want to attend every graduation. Choose Respect March changed to this Saturday 12-1 with cookout afterward.

### 3. Student Council Report:

Clint: There is \$185 in the student account. Several people owe the school money which we hope to collect by the end of the year.

Melonie: the EAC/Student Council wants to have a summer fundraiser selling Indian tacos/fry bread.

### 3. Upcoming Events

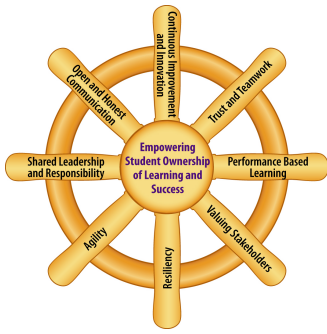
Melonie: The IRA "owes us a potluck" and suggested we have it to recognize NYO coach and athletes. Members agreed on Friday the 26<sup>th</sup>. Melonie will relay the date to the IRA.

### 4. Additional Comments

NYO Banner: Melonie volunteered to head a project to create a vinyl banner.

Greenhouse: Melonie is interested in obtaining a grant for the greenhouse to buy a snowplow so seeds can be planted earlier. Sue said they can also be started inside the school. Sue will look after it this summer except for June, when Melonie /Camille will.

### 5. Adjourn 4:45p.m.



# Chugach School District

9312 Vanguard Drive, Suite 100

Anchorage, AK 99507-5355

(907) 522-7400 Phone

(907) 522-3399 Fax

[www.chugachschooldistrict.com](http://www.chugachschooldistrict.com)

Date: June 1, 2023

To: Chugach School Board

From: Ty Mase

Re: Chief School Administrator's Report – June, 2023

## I. Superintendent's Proposed Goals / Focus Areas

- a. **Communication:** Increase communication through site visits, updates, meetings and other forms of outreach. Communications will be forthright and honest, in hopes of heading off misconceptions and rumors.

**Self Eval.:** I feel like this year was a learning curve, getting to know the district and learning people's communication styles. Next school year I would like to get out to the sites more often and be more present at Focus activities. I feel like this should be an ongoing goal for me.

- b. **Recruitment and Retention:** Simply put, staffing is the key to CSD's success. Student achievement starts with excellent educators and we will make every effort to recruit and retain high-caliber educators for CSD.

**Self Eval.:** This goal went well for us this year. We didn't have to look far to find our teacher candidates (two were local hires and one from a partner district). The "In Lieu Of Program," approved by the Board, has already played a key role in retaining and recruiting this year.

- c. **Processes / Policies / Procedures:** We need to align, refine, update, adhere to, and create new processes, policies and procedures to assure the district runs smoothly and efficiently so we can focus our resources on students.

**Self Eval.:** Much work was done in the area but I feel there is even more work to be done next year. This goal needs to continue to be a focus for the 23/24 school year.

- d. **Instructional Design / Innovation:** Our model is world-class but there is always room for evaluation and refinement. We will also look for innovations that can help us move our programs forward.



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(907) 472-2575

Tatitlek Community School  
(907) 325-2252

Chenega Bay Community School  
(907) 573-5123

Valdez FOCUS  
Homeschool  
(907) 835-5528

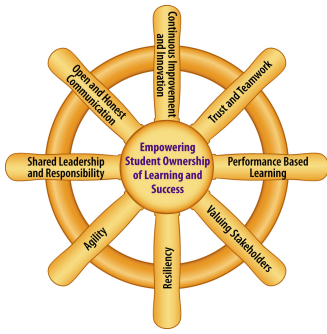
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**Self Eval.:** When the Board approved the Aurora Institute for all staff, we kick-started this idea into action. I also believe there was some valuable input that came out of our 2-2-2 survey along with feedback during staff inservices. Our vice chair mentioned a few meetings back that we need to “revitalize” our competency-based model and I feel like the staff feel the same way.

- e. **Work / School Culture:** Our workplaces (schools and offices) need to be ones where folks want to stay. Our schools need to be an Oasis for our students, where adults put aside their differences and leave their baggage at the door in order to create the best learning environment possible for our students. Big people problems should not affect the education that we owe to our children.

**Self Eval.:** While I think I can do better on keeping the focus on kids, we did make strides in the fact that our schools were relatively quiet this year. Quiet schools, without a lot of problems, are the best learning environments where staff want to stay and students thrive.

## II. Important Dates to Remember:

- July 12-15 AASB Board of Directors Meeting at Voyage
- August 4 – Filing Deadline for Board Candidacy
- August 17 – Board Meeting
- August 21 – Final Audit
- August 23 – Chenega Starts School
- August 24 – Whittier Starts School
- September 5 – Tatitlek Starts School
- September 16 – AASB’s Fall Boardsmanship Academy

## III. Policy Highlight:

### BP 3290 GIFTS, GRANTS AND BEQUESTS

The School Board greatly appreciates the support of community members and may accept suitable donations on behalf of the district. To be acceptable, a gift must satisfy the following criteria:

1. Not begin a program which the Board would be unwilling to continue when the donated funds are exhausted.
2. Not entail undesirable or hidden costs, such as additional staff workload.



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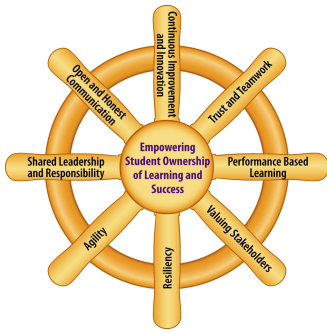
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3. Place no restrictions on the school program.
4. Not be inappropriate or harmful to the best education of students.
5. Not imply endorsement of any business or product.
6. Not conflict with any provision of the Board policy or public law.
7. Have a purpose consistent with those of the district.

The Board discourages any gifts which may directly or indirectly impair its commitment to providing equal educational opportunities for all district students. Use of a gift shall not be impaired by restrictions or conditions imposed by the donor. The Board will try to follow the donor's wishes insofar as they do not conflict with district philosophy or operations

## BB 9320 MEETINGS

Note: Alaska's Open Meetings Act [A.S. 44.62.310-.312](#) requires meetings of the Board to be open to the public except as allowed by law and requires reasonable public notice of such meetings. 1994 revisions to the Act are reflected in this sample policy.

Meetings of the Board are conducted for the purpose of accomplishing district business. A meeting of the Board shall consist of any gathering of the members of the Board when more than three members of the Board, or a majority of the members, whichever is less, are present and collectively consider a matter upon which the Board is empowered to act. As a matter of district policy and state law, meetings ordinarily shall be open to the public. The Board may meet in closed sessions only to discuss certain matters as permitted or required by Alaska's Open Meetings Act.

Reasonable public notice shall be given for all meetings of the Board in accordance with law and district practice, and shall be posted at all regular district and school sites before the meeting. Such notice shall include the date, time and place of the meeting and, if the meeting is by teleconference the location of any teleconferencing facilities that will be used. Public meetings may not be held in a private home or private business.

**Regular Meetings :** The Board shall adopt a yearly calendar specifying the date, time and place of each regular meeting to the best of their ability. Stakeholders will be notified if the annual schedule changes as soon as feasible but not less than 5 days prior to any regular meeting.

Notice of regular meetings shall be posted at least five (5) days prior to the meeting.



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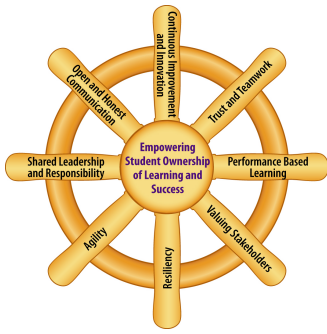
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**Special Meetings:** Special meetings of the Board may be called by the presiding officer or a majority of the Board members.

Except in the case of an emergency, notice of special meetings shall be provided at least 24 hours before the meeting. This notice shall specify the date, time, place and, if the meeting is by teleconference, the location of any teleconferencing facilities that will be used. Such notice shall be given to all Board members, the superintendent and to the local news media. This notice also shall be posted at all regular district and school sites at least 24 hours before the meeting.

Notice of a special meeting shall include a statement of the purpose of the meeting. No business may be transacted at this special meeting, other than that which is specifically stated in the notice of the meeting.

**Emergency Special Meetings:** The Board president or designee shall give notice of an emergency special meeting to the local media by telephone before the meeting. If telephone services are not functioning, the notice requirement is waived. In that event, as soon after the meeting as is practicable, the Board shall notify the local media that the meeting was held and shall describe the purpose of the meeting and any action taken by the Board.

**Teleconferences:** Recognizing the inherent responsibility and statutory duties of Board members, the Board strongly encourages Board members to attend and participate at meetings of the Board. Though great importance is given to the physical presence of Board members at meetings, the attendance and participation of members by teleconference is authorized whenever physical presence is not practicable. All votes at a meeting of members attending by teleconference shall be taken by roll call.

The Board also authorizes the use of teleconferences for Board meetings when receiving public comment or testimony, and during Board deliberations.

Whenever possible, meeting agendas and supporting materials shall be available at all teleconference facilities used for the Board meeting.



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MEMORANDUM # 23-19

TITLE: FY24 CSD Operating Budget – 2<sup>nd</sup> Reading

REASON: Per state law, the CSD Board approves the district's annual budget each spring.

DATE: June 2023

---

BACKGROUND:

We waited until June in hope that the State budget being finalized which, at the time of this document, has yet to be approved by our Governor. However, the Legislature did approve a one time 175 million dollar increase to Alaska education or \$680 to the BSA. This budget will be based on these preliminary numbers.

CHIEF SCHOOL ADMINISTRATOR RECOMMENDATION:

The CSA recommends the Board approve memo 23-19, CSD's FY24 Operating budget.

SUGGESTED MOTION:

A motion to approve memo 23-19, approving the FY24 operating budget for Chugach School District.

**Alaska Department of Education & Early Development - School Finance  
FY2024 District Operating Fund Budget  
Instructions**

- ☐ **Completing the workbook** - In order to use the spreadsheet capabilities, save this internet version to your computer and open the saved document through your Excel program. This spreadsheet automatically calculates totals after each activity, then automatically fills the operating fund budget summary on page 2. Many cells are protected against input because they have formulas. Use the Tab key to navigate through the document to complete the budget.
- ☐ **Uniform Chart of Accounts** - Please code according to the required codes AND DESCRIPTIONS in the State of Alaska Uniform Chart of Accounts 2018 Edition so your budget will not have to be returned to you. The Chart of Accounts is on our website at: [https://education.alaska.gov/publications/chart\\_of\\_accounts.pdf](https://education.alaska.gov/publications/chart_of_accounts.pdf) Effective 7/1/2018.
- ☐ **Do NOT include cents** when entering balances.
- ☐ **Include personnel full-time equivalents (FTE's)** for each salary listed in the expenditure functions.
- ☐ **Fund balances** - please manually enter the beginning and ending unreserved and reserved fund balances.
- ☐ **Leave blank** any required fund, function, or object code that is not applicable to your district.
- ☐ **ADM** - The district ADM for FY2024, upon which the budget is based, may or may not be the same as submitted for the initial projections. Please breakout the projected ADM as brick & mortar and then correspondence.
- ☐ **TRS/PERS On-behalf** - The full amount of the TRS and PERS on-behalf from all funds must be recorded in the operating fund using object revenue codes 056 and 057. The district is to calculate the functional break-out in order to allocate the related on-behalf expenditures.
- ☐ **Proofread and check for accuracy** the final workbook before submitting to the department.

**Questions? Please contact:**

School Finance  
Linda Hall, Audit & Review Analyst  
(907) 465-2748 or [linda.hall2@alaska.gov](mailto:linda.hall2@alaska.gov)

[Microsoft Word - HB0076Z.DOC \(akleg.gov\)](#)

**Note: Sec 10, Ch 2, SLA 21, Pg 10, Ln 10-15 and Pg 14, Ln 23 (HB 76)**

\* Sec. 10. The uncodified law of the State of Alaska is amended by adding a new section to read:

SCHOOL OPERATING FUNDS. (a) Notwithstanding AS 14.17.505(a), a school district may accumulate in a fiscal year an unreserved portion of its year-end fund balance in its school operating fund, as defined in regulation by the Department of Education and Early Development, in any amount.

(b) Notwithstanding AS 14.17.505(b), the unreserved portion of the year-end operating fund balance of a school district for the preceding fiscal year may not be used to reduce the state aid paid to that school district in the current fiscal year.

\* Sec. 21. (d) Section 10 of this Act is repealed June 30, 2025.

**THIS REPORT IS DUE JULY 15TH  
OF THE FISCAL YEAR FOR WHICH IT APPLIES  
PER REGULATION 4 AAC 09.110.**



**Alaska Department of Education & Early Development - School Finance**  
**FY2024 School Operating Fund Budget**  
**Signature Page**

Page 1

School District Name: Chugach School District

Proj. District ADM: 65 + 540 = 605  
brick & mortar ADM + correspondence ADM

Proj. Intensive count: 0

Proj. SPED count: 7  
Total SPED student count

Prepared by: Signature/Title Date

Phone Number: \_\_\_\_\_

Approved by: Superintendent's Signature Date

Approval of City/Borough Official of Local Contribution designated on Page 3:

Official Signature/Title Date

**Alaska Department of Education & Early Development - School Finance  
FY2024 School Operating Fund Budget Summary**

Chugach School District  
District Name

Page 2

<b>Beginning Fund Balance: July 1, 2023 - (Subject to 10% Limit-per AS 14.17.505(a))*</b>	<u>\$400,000</u>
<b>(Excluded from the 10% Limit)</b>	<u>\$1,200,000</u>
<b>Total Beginning Fund Balance</b>	<u><u>\$1,600,000</u></u>

**Revenue**

010 City/Borough Appropriations	(1) <u>\$0</u>
030 Earnings on Investments	(2) <u>12,000</u>
040 Other Local Revenues	(3) <u>10,000</u>
041 Tuition from Students	(4) <u>0</u>
042 Tuition - Other Districts	(5) <u>0</u>
047 E-Rate Program	(6) <u>1,051,013</u>
050 State Sources	(7) <u>5,187,696</u>
100 Federal Sources - Direct	(8) <u>187,306</u>
150 Federal Sources - Through the State	(9) <u>59,376</u>
190 Federal Sources - Other Agencies	(10) <u>0</u>
250 Transfers From Other Funds	(11) <u>0</u>
<b>Total Revenue</b>	<u><u>\$6,507,391</u></u>

**Expenditures**

100 Instruction	(12) <u>\$3,132,812</u>
200 Special Education Instruction	(13) <u>196,484</u>
220 Special Education Support Services	(14) <u>333,038</u>
300 Support Services - Students	(15) <u>0</u>
350 Support Services - Instruction	(16) <u>1,527,224</u>
400 School Administration	(17) <u>123,871</u>
450 School Administration Support Services	(18) <u>0</u>
510 District Administration	(19) <u>275,835</u>
550 District Administration Support Services	(20) <u>265,053</u>
600 Operations and Maintenance of Plant	(21) <u>531,935</u>
700 Student Activities	(22) <u>0</u>
780 Community Services	(23) <u>5,000</u>
900 Other Financing Uses	(24) <u>55,275</u>
<b>Total Expenditures</b>	<u><u>\$6,446,527</u></u>

<b>Ending Fund Balance: June 30, 2024 (Subject to 10% Limit-per AS 14.17.505(a))*</b>	<u>\$560,864</u> **
<b>(Excluded from the 10% Limit)</b>	<u>\$1,100,000</u>
<b>Total Ending Fund Balance</b>	<u><u>\$1,660,864</u></u>

\*\* Must be greater than or equal to zero

**\*Note regarding Fund Balance--**please see the excerpt from HB 76 on the instructions page.

**Alaska Department of Education & Early Development - School Finance**  
**FY2024 School Operating Fund Budget Revenues**

Page 3

Chugach School District  
District Name

**010 City/Borough Appropriations**

Amount

011 City/Borough Direct Appropriation

012 City/Borough "In-Kind"

(detail descriptions & dollar amts required for in-kind or budget will be returned)

_____	_____
_____	_____
_____	_____

**Total City/Borough Appropriations**

\$0

Transferred to (1) on page 2

**030 Earnings on Investments**

030 Earnings on Investments

12,000

**Total Earnings on Investments**

\$12,000

Transferred to (2) on page 2

**040 Other Local Revenues**

040 Other Local Revenues - Identify:

(provide detail descriptions & dollar amts for local revenues)

**Fee for services and local donations**

10,000

_____	_____
_____	_____
_____	_____

**Total Other Local Revenues**

\$10,000

Transferred to (3) on page 2

**041 Tuition from Students**

041 Tuition from Students

**Total Tuition from Students**

\$0

Transferred to (4) on page 2

**042 Tuition - Other Districts**

042 Tuition

**Total Tuition - Other Districts**

\$0

Transferred to (5) on page 2

**047 E-Rate Program**

047 E-Rate Program Revenue

1,051,013

**Total E-Rate Program**

\$1,051,013

Transferred to (6) on page 2

**Alaska Department of Education & Early Development - School Finance**  
**FY2024 School Operating Fund Budget Revenues**

Page 4

Chugach School District  
District Name

**050 State Sources** (051 includes quality schools grants)

051 Foundation Program	4,436,835	
055 Supplemental Aid		
056 TRS On-Behalf Payments	197,373	
057 PERS On-Behalf Payments	15,674	
059 Tuition		
090 Other State Revenues - <u>Identify</u>		
Quality Schools	12,364	
One-time funding = BSA Increase of \$680	525,450	
<b>Total State Sources</b>		<b>\$5,187,696</b>

Transferred to (7) on page 2

**100 Federal Sources - Direct**

110 Impact Aid (Public Law 874 (100%))	187,306	
140 Other Federal Revenue - <u>Identify</u>		
<b>Total Federal Sources - Direct</b>		<b>\$187,306</b>

Transferred to (8) on page 2

**150 Federal Sources - Through the State of Alaska - Identify:**

ESSER Fund for retention bonus	59,376	
<b>Total Federal Sources - Through the State</b>		<b>\$59,376</b>

Transferred to (9) on page 2

**190 Federal Sources - Other Agencies - Identify:**

<b>Total Federal Sources - Other Agencies</b>		<b>\$0</b>

Transferred to (10) on page 2

**250 Transfers From Other Funds - Identify:**

<b>Total Transfers From Other Funds</b>		<b>\$0</b>

Transferred to (11) on page 2

<b>Total Projected Revenues</b>	<b>\$6,507,391</b>
---------------------------------	--------------------

Alaska Department of Education & Early Development - School Finance  
FY2024 School Operating Fund Budget Expenditures

Page 5

Chugach School District

District Name

**Function 100 Instruction**

Amount

Personnel FTE

Salaries

310 Certificated Salaries

1,053,364

13.50

320 Non-Certificated Salaries

185,120

3.75

**Total Salaries**

\$1,238,484

Employee Benefits

360 Employee Benefits

739,328

380 Housing Allowance/Subsidy

390 Transportation Allowance

**Total Employee Benefits**

\$739,328

**Total Salaries & Employee Benefits**

\$1,977,812

Non-Personnel

410 Professional and Technical Services

550,000

419 Chief Administrator Contract Services

420 Staff Travel

40,000

425 Student Travel

430 Utility Services

80,000

435 Energy

440 Other Purchased Services

15,000

445 Insurance and Bond Premiums

450 Supplies, Materials and Media

440,000

480 Tuition and Stipends

490 Other Expenses - Identify:

510 Equipment

30,000

**Total Non-Personnel**

\$1,155,000

**Total Salaries, Benefits, Non-Personnel**

\$3,132,812

Transferred to (12) on page 2



Alaska Department of Education & Early Development - School Finance  
FY2024 School Operating Fund Budget Expenditures

Page 6

Chugach School District  
District Name

**Function 200 Special Education Instruction**

	Amount	Personnel FTE
Salaries		
310 Certificated Salaries	134,615	2.00
320 Non-Certificated Salaries		
<b>Total Salaries</b>	\$134,615	
Employee Benefits		
360 Employee Benefits	61,869	
380 Housing Allowance/Subsidy		
390 Transportation Allowance		
<b>Total Employee Benefits</b>	\$61,869	
<b>Total Salaries &amp; Employee Benefits</b>	\$196,484	
Non-Personnel		
410 Professional and Technical Services		
420 Staff Travel		
425 Student Travel		
430 Utility Services		
435 Energy		
440 Other Purchased Services		
445 Insurance and Bond Premiums		
450 Supplies, Materials and Media		
480 Tuition and Stipends		
490 Other Expenses - Identify:		
510 Equipment		
<b>Total Non-Personnel</b>	\$0	
<b>Total Salaries, Benefits, Non-Personnel</b>	\$196,484	

Transferred to (13) on page 2

Alaska Department of Education & Early Development - School Finance  
FY2024 School Operating Fund Budget Expenditures

Page 7

Chugach School District  
District Name

**Function 220 Special Education Support Services - Students**

	Amount	Personnel FTE
Salaries		
310 Certificated Salaries	158,985	1.10
320 Non-Certificated Salaries		
<b>Total Salaries</b>	\$158,985	
Employee Benefits		
360 Employee Benefits	79,053	
380 Housing Allowance/Subsidy		
390 Transportation Allowance		
<b>Total Employee Benefits</b>	\$79,053	
<b>Total Salaries &amp; Employee Benefits</b>	\$238,038	
Non-Personnel		
410 Professional and Technical Services	50,000	
419 Chief Administrator Contract Services		
420 Staff Travel	45,000	
425 Student Travel		
430 Utility Services		
435 Energy		
440 Other Purchased Services		
445 Insurance and Bond Premiums		
450 Supplies, Materials and Media		
480 Tuition and Stipends		
490 Other Expenses - Identify:		
510 Equipment		
<b>Total Non-Personnel</b>	\$95,000	
<b>Total Salaries, Benefits, Non-Personnel</b>	\$333,038	

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Alaska Department of Education & Early Development - School Finance  
FY2024 School Operating Fund Budget Expenditures

Chugach School District  
District Name

Function	300	Support Services - Students	Amount	Personnel FTE
Salaries				
	310	Certificated Salaries		
	320	Non-Certificated Salaries		
		<b>Total Salaries</b>		\$0
Employee Benefits				
	360	Employee Benefits		
	380	Housing Allowance/Subsidy		
	390	Transportation Allowance		
		<b>Total Employee Benefits</b>		\$0
		<b>Total Salaries &amp; Employee Benefits</b>		\$0
Non-Personnel				
	410	Professional and Technical Services		
	420	Staff Travel		
	425	Student Travel		
	430	Utility Services		
	435	Energy		
	440	Other Purchased Services		
	445	Insurance and Bond Premiums		
	450	Supplies, Materials and Media		
	480	Tuition and Stipends		
	490	Other Expenses - Identify:		
	510	Equipment		
		<b>Total Non-Personnel</b>		\$0
		<b>Total Salaries, Benefits, Non-Personnel</b>		\$0

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**Alaska Department of Education & Early Development - School Finance  
FY2024 School Operating Fund Budget Expenditures**

Page 9

Chugach School District  
District Name

**Function 350 Support Services - Instruction**

Amount

Personnel FTE

Salaries

310 Certificated Salaries

320 Non-Certificated Salaries

152,960

3.25

**Total Salaries**

\$152,960

Employee Benefits

360 Employee Benefits

111,251

380 Housing Allowance/Subsidy

390 Transportation Allowance

**Total Employee Benefits**

\$111,251

**Total Salaries & Employee Benefits**

\$264,211

Non-Personnel

410 Professional and Technical Services

50,000

420 Staff Travel

12,000

425 Student Travel

430 Utility Services

1,191,013

435 Energy

440 Other Purchased Services

445 Insurance and Bond Premiums

450 Supplies, Materials and Media

10,000

480 Tuition and Stipends

490 Other Expenses - Identify:

510 Equipment

**Total Non-Personnel**

\$1,263,013

**Total Salaries, Benefits, Non-Personnel**

\$1,527,224

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**Alaska Department of Education & Early Development - School Finance**  
**FY2024 School Operating Fund Budget Expenditures**

Page 10

Chugach School District  
District Name

**Function 400 School Administration**

	Amount	Personnel FTE
Salaries		
310 Certificated Salaries	79,825	0.50
<b>Total Salaries</b>	<u>\$79,825</u>	
Employee Benefits		
360 Employee Benefits	38,046	
380 Housing Allowance/Subsidy		
390 Transportation Allowance		
<b>Total Employee Benefits</b>	<u>\$38,046</u>	
<b>Total Salaries &amp; Employee Benefits</b>	<u><u>\$117,871</u></u>	
Non-Personnel		
410 Professional and Technical Services		
419 Chief Administrator Contract Services		
420 Staff Travel	5,000	
425 Student Travel		
430 Utility Services		
435 Energy		
440 Other Purchased Services		
445 Insurance and Bond Premiums		
450 Supplies, Materials and Media	1,000	
480 Tuition and Stipends		
490 Other Expenses - Identify:		
510 Equipment		
<b>Total Non-Personnel</b>	<u>\$6,000</u>	
<b>Total Salaries, Benefits, Non-Personnel</b>	<u><u>\$123,871</u></u>	

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Alaska Department of Education & Early Development - School Finance  
FY2024 School Operating Fund Budget Expenditures

Chugach School District  
District Name

Function 450 School Administration Support Services	Amount	Personnel FTE
Salaries		
320 Non-Certificated Salaries		
Total Salaries		\$0
Employee Benefits		
360 Employee Benefits		
380 Housing Allowance/Subsidy		
390 Transportation Allowance		
Total Employee Benefits		\$0
Total Salaries & Employee Benefits		\$0
Non-Personnel		
410 Professional and Technical Services		
420 Staff Travel		
425 Student Travel		
430 Utility Services		
435 Energy		
440 Other Purchased Services		
445 Insurance and Bond Premiums		
450 Supplies, Materials and Media		
480 Tuition and Stipends		
490 Other Expenses - Identify:		
510 Equipment		
Total Non-Personnel		\$0
Total Salaries, Benefits, Non-Personnel		\$0

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**Alaska Department of Education & Early Development - School Finance**  
**FY2024 School Operating Fund Budget Expenditures**

Page 12

Chugach School District  
District Name

**Function 510 District Administration**

	Amount	Personnel FTE
Salaries		
310 Certificated Salaries		
320 Non-Certificated Salaries	168,300	1.00
<b>Total Salaries</b>	\$168,300	
Employee Benefits		
360 Employee Benefits	46,535	
380 Housing Allowance/Subsidy		
390 Transportation Allowance		
<b>Total Employee Benefits</b>	\$46,535	
<b>Total Salaries &amp; Employee Benefits</b>	\$214,835	
Non-Personnel		
410 Professional and Technical Services	20,000	
419 Chief Administrator Contract Services		
420 Staff Travel	30,000	
425 Student Travel		
430 Utility Services		
435 Energy		
440 Other Purchased Services		
445 Insurance and Bond Premiums		
450 Supplies, Materials and Media	1,000	
480 Tuition and Stipends		
490 Other Expenses - Identify:		
AASB Dues	10,000	
510 Equipment		
<b>Total Non-Personnel</b>	\$61,000	
<b>Total Salaries, Benefits, Non-Personnel</b>	\$275,835	

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**Alaska Department of Education & Early Development - School Finance  
FY2024 School Operating Fund Budget Expenditures**

Page 13

Chugach School District  
District Name

**Function 550 District Administration Support Services**

	Amount	Personnel FTE
Salaries		
310 Certificated Salaries		
320 Non-Certificated Salaries	92,560	1.00
<b>Total Salaries</b>	<b>\$92,560</b>	
Employee Benefits		
360 Employee Benefits	38,493	
380 Housing Allowance/Subsidy		
390 Transportation Allowance		
<b>Total Employee Benefits</b>	<b>\$38,493</b>	
<b>Total Salaries &amp; Employee Benefits</b>	<b>\$131,053</b>	
Non-Personnel		
410 Professional and Technical Services	150,000	
420 Staff Travel		
425 Student Travel		
430 Utility Services	10,000	
435 Energy		
440 Other Purchased Services	9,000	
445 Insurance and Bond Premiums	47,500	
450 Supplies, Materials and Media	10,000	
480 Tuition and Stipends		
490 Other Expenses - Identify:		
Dues and membership fees - CEE, Aurora, ACSA	7,500	
495 Indirect Costs	(100,000)	
510 Equipment		
<b>Total Non-Personnel</b>	<b>\$134,000</b>	
<b>Total Salaries, Benefits, Non-Personnel</b>	<b>\$265,053</b>	

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Alaska Department of Education & Early Development - School Finance  
FY2024 School Operating Fund Budget Expenditures

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Chugach School District  
District Name

**Function 600 Operations and Maintenance of Plant**

Amount

Personnel FTE

Salaries

310 Certificated Salaries

101,157

1.00

320 Non-Certificated Salaries

45,930

1.00

**Total Salaries**

\$147,087

Employee Benefits

360 Employee Benefits

59,848

380 Housing Allowance/Subsidy

390 Transportation Allowance

**Total Employee Benefits**

\$59,848

**Total Salaries & Employee Benefits**

\$206,935

Non-Personnel

410 Professional and Technical Services

30,000

420 Staff Travel

425 Student Travel

430 Utility Services

20,000

435 Energy

175,000

440 Other Purchased Services

10,000

445 Insurance and Bond Premiums

75,000

450 Supplies, Materials and Media

15,000

480 Tuition and Stipends

490 Other Expenses - Identify:

510 Equipment

**Total Non-Personnel**

\$325,000

**Total Salaries, Benefits, Non-Personnel**

\$531,935

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Alaska Department of Education & Early Development - School Finance  
FY2024 School Operating Fund Budget Expenditures

Chugach School District  
District Name

Function 700 Student Activities	Amount	Personnel FTE
Salaries		
310 Certificated Salaries		
320 Non-Certificated Salaries		
Total Salaries		\$0
Employee Benefits		
360 Employee Benefits		
380 Housing Allowance/Subsidy		
390 Transportation Allowance		
Total Employee Benefits		\$0
Total Salaries & Employee Benefits		\$0
Non-Personnel		
410 Professional and Technical Services		
420 Staff Travel		
425 Student Travel		
430 Utility Services		
435 Energy		
440 Other Purchased Services		
445 Insurance and Bond Premiums		
450 Supplies, Materials and Media		
480 Tuition and Stipends		
490 Other Expenses - Identify:		
510 Equipment		
Total Non-Personnel		\$0
Total Salaries, Benefits, Non-Personnel		\$0

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Alaska Department of Education & Early Development - School Finance  
FY2024 School Operating Fund Budget Expenditures

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Chugach School District  
District Name

**Function 780 Community Services**

Amount

Personnel FTE

Salaries

310 Certificated Salaries

320 Non-Certificated Salaries

**Total Salaries**

\$0

Employee Benefits

360 Employee Benefits

380 Housing Allowance/Subsidy

390 Transportation Allowance

**Total Employee Benefits**

\$0

**Total Salaries & Employee Benefits**

\$0

Non-Personnel

410 Professional and Technical Services

420 Staff Travel

425 Student Travel

430 Utility Services

435 Energy

440 Other Purchased Services

445 Insurance and Bond Premiums

450 Supplies, Materials and Media

480 Tuition and Stipends

490 Other Expenses - Identify:

Scholarships

5,000

510 Equipment

**Total Non-Personnel**

\$5,000

**Total Salaries, Benefits, Non-Personnel**

\$5,000

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Alaska Department of Education & Early Development - School Finance  
FY2024 School Operating Fund Budget Other Financing Uses

Chugach School District  
District Name

Function 900 Other Financing Uses		Amount
Transfers To:		
550 Transfer to Other Funds		
Breakfast Program - Salaries/benefits only		40,275
Breakfast Program - Food		15,000
Total Other Financing Uses		\$55,275

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**Alaska Department of Education and Early Development - School Finance  
FY2024 School Operating Fund Budget TRS/PERS Functional Breakdown**

Page 18

Chugach School District  
District Name

The department uses two required revenue object codes, 056 and 057, for the purpose of recording TRS and PERS on-behalf revenue. The full amount of the TRS and PERS on-behalf from all funds must be recorded in the operating fund. The district is to calculate the functional break-out in order to allocate the related on-behalf expenditure.

The district is to use the following allocation method for breaking out the TRS by function.

- 1) To calculate the TRS on-behalf amount take the difference between the Board Recommended Rate and the Effective Rate and multiply the difference by the total district wide TRS payroll from all funds. You will now have the total dollar amount of the TRS on-behalf for all funds.
- 2) Divide the (total district wide TRS payroll by function from all funds) by the (total district wide TRS payroll from all funds) to derive a percentage of total district wide TRS payroll by function.
- 3) The total district wide TRS payroll by function percentage is multiplied by the total TRS on-behalf to come up with the total TRS on-behalf by function to be recorded in the operating fund.

The district is to use the same methodology for recording total PERS on-behalf. The TRS and PERS on-behalf allocations are to be recorded in the schedule below and also included in the employee benefits in each function. The total on-behalf employee benefits by function should reconcile to the total on-behalf revenues recorded from page 4.

**Note: TRS on-behalf rate for FY2024 is 12.96% and PERS on-behalf rate for FY2024 is 3.10%**

	TRS	PERS
<b>Total On-Behalf Revenue from page 4</b>	<u>197,373</u>	<u>15,674</u>
Function 100 On-Behalf Expenditures	<u>136,516</u>	<u>6,639</u>
Function 200 On-Behalf Expenditures	<u>17,446</u>	
Function 220 On-Behalf Expenditures	<u>19,956</u>	
Function 300 On-Behalf Expenditures		
Function 350 On-Behalf Expenditures		<u>4,742</u>
Function 400 On-Behalf Expenditures	<u>10,345</u>	
Function 450 On-Behalf Expenditures		
Function 510 On-Behalf Expenditures		
Function 550 On-Behalf Expenditures		<u>2,869</u>
Function 600 On-Behalf Expenditures	<u>13,110</u>	<u>1,424</u>
Function 700 On-Behalf Expenditures		
Function 780 On-Behalf Expenditures		
<b>Total On-Behalf Employee Benefits by Function</b>	<u>197,373</u>	<u>15,674</u>

Note: TRS and PERS on-behalf for Pupil Transportation and Food Service should be included in function 300 and TRS and PERS on-behalf for Construction & Facilities Acquisition should be included in function 600.



# Chugach School District

*Voyage to Excellence*



**CHUGACH SCHOOL DISTRICT GENERAL FUNDS**  
**Current Year-To-Date Budget & Expenditures**  
**From July 1, 2022 - May 28, 2023**

5/28/23

Fund #	Description		Revised Budget	Year-To-Date	% Spent
100-100	Instruction	Teachers Salaries, Travel, Supplies	\$ 3,392,201.00	\$ 2,285,737.52	67.38%
100-200	SPED Instruction	Special Ed. Teacher & Travel	\$ 115,200.00	\$ 90,534.03	78.59%
100-220	SPED Support	Pyschological & Speech Therapist + Travel	\$ 327,727.00	\$ 284,716.03	86.88%
100-350	Support Services-Instruction	Staff Salaries, Travel, Supplies (copiers/phones, internet)	\$ 1,448,497.00	\$ 430,638.52	29.73%
100-400	School Adminstration	School Adminstration Salary + Benefits	\$ 122,289.00	\$ 150,553.44	123.11%
100-510	District Administration	District Administration Salary, Benefits, Travel, Utilities	\$ 246,450.00	\$ 193,045.13	78.33%
100-511	Board Of Education	Board Travel, Stipends & Dues	\$ 80,000.00	\$ 74,149.70	92.69%
100-550	District Administration Supp	District Administration Salary, Benefits, Insurance	\$ 354,580.00	\$ 348,586.04	98.31%
100-600	Operations & Maintenance	Classified Salary, Benefits, Travel, Energy, Insurance	\$ 570,696.00	\$ 502,697.94	88.09%
100-600	Other Financing Issues	Interfund Transfers (Breakfast)	\$ 45,000.00	\$ 47,153.59	104.79%
<b>TOTAL</b>			<b>\$ 6,702,640.00</b>	<b>\$ 4,360,658.35</b>	<b>65.06%</b>
390-540	VTE Residential Stipend	State Stipend as \$1,200/per student for 9 months	\$ 363,648.00	\$ 363,648.00	100.00%

**Interested earned in Savings thru May 28, 2023 = \$25,249.33**

## **MEMORANDUM #23-20**

**Title: Deferred Compensation**

**Reason: Encourage Staff Retention**

**Date: 6-1-23**

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### **BACKGROUND:**

The Chugach School District implemented a deferred compensation program in 1996. The program was initiated to encourage staff to participate in a retirement savings plan as well as to increase staff retention. In 2021 Empower Retirement acquired the current plan and now manages the program for CSD.

With the CSD financial landscape specifics somewhat unknown until after the financial audit, the Superintendent recommends the CSD Board approve contributing 1.5% for all eligible staff accounts. If it is determined after audit that we can financially contribute more to the plan, we will revisit and possibly increase our contribution in the Fall.

### **SUPERINTENDENT RECOMMENDATION:**

It is the recommendation of the Superintendent that the Chugach School District School Board pass Memorandum #23-20 as presented.

**SUGGESTED MOTION:** I move that the Chugach School District Board authorize an FY23 Empower CSD contribution of 1.5% to eligible CSD employee accounts.