

Yupiiit School District

Box 51190 • Akiachak, AK 99551
Telephone (907) 825-3600 Fax: (877) 825-2404



December 114, 2015

MEMORANDUM

To: Regional School Board
From: Norma Holmgaard, Superintendent
Re: December 17, 2015 Worksession

Worksessions this morning will include a discussion of the 2016-2017 District Calendar. School staff and LASB's have had the opportunity to provide input.

Jim Hartz, Director of Maintenance will discuss the long-range maintenance plan and the 2016 summer projects.

Board members will review the FY'16 Board Goals and establish measures of success.

A final evaluation instrument for the superintendent evaluation will be determined.

Akiak School
P.O. Box 49
Akiak, AK 99552
(907)765-4600

Akiachak School
P.O. Box 51189
Akiachak, AK 99551
(907)825-3616

Tuluksak School
P.O. Box 115
Tuluksak, AK 679
(907)695-5600

Yupit School District 2016-2017 Calendar

Approved By School Board:

Approved by State:

		July/Aug 16							Sep-16							Oct-16													
C	School Closes	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S							
E	End of Quarter	24	25	26	27	28	29	30					1	2	3	2	3	4	5	6	7	1/8							
H	Legal Holiday												I	I															
I	Inservice Day	31	1	2	3	4	5	6	4	5	6	7	8	9	10	9	10	11	12	13	14	15							
PC	Parent-Teacher Conf				NT	NT	I			H	I										E	V							
PCM	Meets Minimum	7	8	9	10	11	12	13	11	12	13	14	15	16	17	16	17	18	19	20	21	22							
O	School Opens		W	W	O/M	M	M																						
X	Emergency Closure Day	14	15	16	17	18	19	20	18	19	20	21	22	23	24	23	24	25	26	27	28	29							
W	Teacher Workday																			PCM	PCI								
V	Vacation Day	21	22	23	24	25	26	27	25	26	27	28	29	30	30	31													
T	Testing																												
M	Minimum Day Parent Conf	28	29	30	31																								
Quarters		# of Inservice Days: : 1							# of Inservice Days: 3							# of Inservice Days: 1													
Qtr 1-43 days		# of Student Days: 16							# of Student Days: 18							# of Student Days: 19													
Qtr 3- 44 days		# of Teacher Days: 19							# of Teacher Days: 22							# of Teacher Days: 20													
		Nov-16							Dec-16							Jan-17							Feb-17						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S		
		1	2	3	4	5					1	2	3	1	2	3	4	5	6	7				1	2	3	4		
														H	V														
6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14	5	6	7	8	9	10	11		
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13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21	12	13	14	15	16	17	18		
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20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28	19	20	21	22	23	24	25		
			V	H	H			V	V	V	V	V																	
27	28	29	30				25	26	27	28	29	30	31	29	30	31					26	27	28						
								H	V	V	V	V																	
# of Inservice Days:		0							0							2							1						
# of Student Days:		19							12							18							19						
# of Teacher Days:		21							13							21							20						
		Mar-17							Apr-17							May-17							Jun-17						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S		
			1	2	3	4							1	30	1	2	3	4	5	6					1	2	3		
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10		
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17		
	V	V	V	V	V							V						C	W										
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24		
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30			
# of Inservice Days:		1							1							0							# of Workdays:						
# of Student Days:		17							18							14							# of Student Days:						
# of Teacher Days:		18							19							15							# of Teacher Days:						
Holidays		Winter Break Dec 19-Jan 3, 2016														Student Days							170						
Independence Day July 4, 2016		New Years Day January 1, 2017														Teacher Days							188						
Labor Day September 5, 2016		Spring Break March 13-17, 2017														Inservice Days							10						
Thanksgiving Nov 24-25, 2016		Memorial Day May 29, 2017														Workdays							3						

What we hope to accomplish over the next year as a Board

(These are not the same as the goals of the YSD Strategic Plan, but are directed directly at the actions of the Board)

Goal # 1: The Board will engage tribal and village-based organizations to get Elders and others involved in schools through IRAs, Village Corps; listen to local advisory school boards; help enlist community support and the Board will visit local schools regularly

Goal #2: The Board will be trained in Governance and Finance and participate in regional, state and national education entities

Goal #3: The Board will become familiar with the facilities plan and continue regular reviews of their policies

Goal #4: The Board will institute and review an annual survey process.

The Board would like a short piece that would allow them to present to IRAs and others that underscore what they are trying to do. Perhaps this could emphasize the goal of local involvement and why it is important.

SUPERINTENDENT EVALUATION BY SCHOOL BOARD

E 2123 (a)

Superintendent Name:

School year evaluation period:

School Board Member Name:

INSTRUCTIONS AND OBJECTIVES OF THIS EVALUATION

In evaluating a superintendent, there are many factors which must be taken into account. The first is to look at the job description and then verify that the individual is, in fact, meeting the requirements which are delineated there. The following questions are intended to generate a "snapshot" of the performance of the individual whom the Board hired to fill this position.

Please rank your response to each group of questions by putting a check mark under the ranking number. The numbers are arrayed as follows:

	<u>Unsatisfactory</u>		<u>Needs Improvement</u>		<u>Satisfactory</u>		<u>Strong</u>		<u>Exemplary</u>	
	1	2	3	4	5	6	7	8	9	10

EVALUATION QUESTIONS

The primary role of the superintendent is to oversee the day-to-day operations of the District and to see that the goal of improving student success remains the foremost function of the schools.

- | | | | | |
|--|----|-----------|---------|-----|
| 1. Are KPBSD schools and programs operating efficiently and smoothly? | NO | SOMETIMES | USUALLY | YES |
| 2. Is the priority of student achievement a clear and observable goal throughout the district? | NO | SOMETIMES | USUALLY | YES |
| 3. Are non-instructional areas of the district managed well? | NO | SOMETIMES | USUALLY | YES |
| 4. Is there a clear grasp of the superintendent's position relative to the Board, staff and community? | NO | SOMETIMES | USUALLY | YES |
| 5. Is process for hiring, advancement, and termination both smooth and well-reasoned? | NO | SOMETIMES | USUALLY | YES |
| 6. Does the superintendent delegate his responsibilities appropriately? | NO | SOMETIMES | USUALLY | YES |

	<u>Unsatisfactory</u>		<u>Needs Improvement</u>		<u>Satisfactory</u>		<u>Strong</u>		<u>Exemplary</u>	
	1	2	3	4	5	6	7	8	9	10
Does the superintendent oversee the day-to-day operations of the District and see that the goal of improving student success remains the foremost function of the schools?										

Comment:

Comment:

Additionally, a superintendent should exhibit some primarily personal qualities which would reflect well upon the District.

- | | | | | |
|---|----|-----------|---------|-----|
| 17. Does the superintendent act ethically? | NO | SOMETIMES | USUALLY | YES |
| 18. Does the superintendent communicate effectively with all stakeholders? | NO | SOMETIMES | USUALLY | YES |
| 19. Does the superintendent handle stressful situations appropriately? | NO | SOMETIMES | USUALLY | YES |
| 20. Does the superintendent maintain an appropriate professional appearance and demeanor? | NO | SOMETIMES | USUALLY | YES |
| 21. Does the superintendent exercise good judgment? | NO | SOMETIMES | USUALLY | YES |

Does the superintendent exhibit personal qualities which reflect well upon the District?	<u>Unsatisfactory</u>		<u>Needs Improvement</u>		<u>Satisfactory</u>		<u>Strong</u>		<u>Exemplary</u>	
	1	2	3	4	5	6	7	8	9	10

Comment:

Generally speaking, a superintendent is a compendium of factors which comprise a whole.

- | | | | | |
|---|----|-----------|---------|-----|
| 22. Is the superintendent someone you trust in all the various roles we assign to our superintendent? | NO | SOMETIMES | USUALLY | YES |
|---|----|-----------|---------|-----|

Comment required:

- | | | | | |
|--|----|-----------|---------|-----|
| 23. Would you recommend this individual for employment in a like position in a different district? | NO | SOMETIMES | USUALLY | YES |
|--|----|-----------|---------|-----|

Comment required:

Revised: 06/2011

Click her >> SUPERINTENDENTS' EVALUATION TOOLBOX

SAMPLE - modify as needed

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SUPERINTENDENT EVALUATION DOCUMENT #2

_____ SCHOOL DISTRICT

Board of Education Evaluation of the Superintendent

Confidential

From: Fall 20__ To: Fall 20__

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

1- Exceptional / 2- Meets Expectations / 3- Needs Improvement / 4- Unknown.
You are encouraged to place comments in the appropriate area.

Relationship with the Board:

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

Comments:

Management Skills and Abilities:

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

Comments:

Services to People Served:

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

Comments:

Fiscal Management:

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

Comments:

Personal and Professional Attitudes:

- Projects professional demeanor.
- Participates in professional activities.

Comments:

Community and Public Relations:

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

Comments:

Effective Leadership of Staff:

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

Comments:

Click her >> [SUPERINTENDENTS' EVALUATION TOOLBOX](#)

SAMPLE - *modify as needed*

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SUPERINTENDENT EVALUATION DOCUMENT #3

EVALUATION OF THE SUPERINTENDENT (Appraisal Instrument)

I. REVIEW OF SUPERINTENDENT RESPONSIBILITIES

Key:

1. Unsatisfactory - Performance is clearly below the level of acceptability. The Superintendent has not kept pace with changing requirements or job performance is spasmodic or deteriorating seriously.
2. Needs Improvement - Performance is below expected levels of the position and/or lacking in important result areas.
3. Satisfactory - Performance meets expected standards and results are achieved. The required skills and knowledge are in evidence, and occasionally performance exceeds job requirements.
4. Above Average - Performance is consistently above established standards and job knowledge clearly exceeds requirements.
5. Outstanding - Outstanding performance which far exceeds standards.

Rating BOE Supt.

Relationships with the Board

1. Keeps the Board informed on issues, needs, and operation of the school system.
2. Offers professional advice to the Board on items requiring Board action, with appropriate recommendations based on thorough study and analysis.

3. Supports Board policy and actions to the public and staff.
4. Has a harmonious working relationship with the Board.
5. Accepts his responsibility for maintaining liaison between the Board and personnel, working toward a high degree of understanding and respect between the staff and the Board and the Board and the staff.
6. Remains impartial toward the Board, treating all Board members alike.
7. Bases his position with regard to matters discussed by the Board upon principle and is willing to maintain that position without regard for its popularity until an official position has been reached, after which time he supports the decision of the Board, as long as he remains in its employ.

Additional Comments:

Rating
BOE Supt.

Community Relationships

8. Gains respect and support of the community on the conduct of the school operation.
9. Solicits and gives attention to problems and opinions of all groups and individuals.
10. Develops friendly and cooperative relationships with the news media.

Additional Comments:

Rating
BOE Supt.

Staff and Personnel Relationships

11. Develops and executes sound personnel procedures and practices.
12. Delegates authority to staff members appropriate to the position each holds.
13. Recruits and assigns the best available personnel in terms of their competencies.
14. Evaluates performance of staff members, giving commendation for good work as well as constructive suggestions for improvement.

Additional Comments:

Rating
BOE Supt.

Educational Leadership

15. Understands and keeps informed regarding all aspects of the instructional program.
16. Organizes a planned program of staff evaluation and improvement.
17. Inspires others to highest professional standards.

Additional Comments:

Rating
BOE Supt.

Business and Finance

18. Keeps informed on needs of the school program--plant, facilities, equipment, and supplies.
19. Supervises operations, insisting on competent and efficient performance.
20. Evaluates financial needs and makes recommendations for

adequate financing.

Additional Comments:

Rating
BOE Supt.

Personal Qualities

- 21. Defends principle and conviction in the face of pressure and partisan influence.
- 22. Maintains high standards of ethics, honesty, and integrity in all personal and professional matters.
- 23. Devotes his time and energy effectively to his job.
- 24. Demonstrates his ability to work well with individuals and groups.
- 25. Uses language effectively in dealing with staff members, the Board and the public.
- 26. Writes clearly and concisely.

Additional Comments:

II REVIEW OF GOALS

Editor's Note: In this section each district goal from the prior year is listed and the Board rates the Superintendent on "Leadership," "Managed Process," and "Overall Status" in meeting the goal.

EXAMPLES >>>

A. Assess district's space needs based upon anticipated educational program needs, including the long—range technology plan, and make recommendations relative to any additional space requirements.

Provided Leadership Superior Effective Adequate Unsatisfactory

Managed Process	Superior	Effective	Adequate	Unsatisfactory
Overall Status	Completed	In Progress	Action Deferred	

Additional Comments:

B. Evaluate the Special Education program with a focus upon the effectiveness of intervention strategies prior to referral, referral rate trends, compliance with LEPs and the summer program and make appropriate recommendations for improvement.

Provided Leadership	Superior	Effective	Adequate	Unsatisfactory
Managed Process	Superior	Effective	Adequate	Unsatisfactory
Overall Status	Completed	In Progress	Action Deferred	

Additional Comments:

C. Assess existing youth development practices and programs, which promote responsible behavior while fostering respect and tolerance for others, and make appropriate recommendations for improvement.

Provided Leadership	Superior	Effective	Adequate	Unsatisfactory
Managed Process	Superior	Effective	Adequate	Unsatisfactory
Overall Status	Completed	In Progress	Action Deferred	

Additional Comments:

D. Develop a process that will assure articulation, consistency and alignment of the instructional program to support New York State Standards and Assessments at grades K4, 5-8 and 9-12 to ensure continuous improvement in student achievement at the proficient and distinction levels.

Provided Leadership	Superior	Effective	Adequate	Unsatisfactory
----------------------------	----------	-----------	----------	----------------

Managed Process Superior Effective Adequate Unsatisfactory

Overall Status Completed In Progress Action Deferred

Additional Comments:

Approved by the Board of Education for discussion with the Superintendent of Schools on _____.

President of the Board

Signature: _____ Date: _____

Discussed with the Superintendent of Schools on _____.

President of the Board

Signature: _____ Date: _____

Superintendent

Signature: _____ Date: _____

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SAMPLE - modify as needed

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_____ SCHOOL DISTRICT

Board of Education Evaluation of the Superintendent

Board Member:

Attached please find the materials needed to complete individual Board Member evaluation of the Superintendent of Schools.

Please complete this task and return the materials to the Board President via the District Office by Noon on Thursday, November __, 20__.

Thank you.

_____ SCHOOL DISTRICT
BOARD OF EDUCATION

EVALUATION OF THE SUPERINTENDENT OF SCHOOLS

Confidential

From: Fall 20__ To: Fall 20__

Procedure: Set forth in Board of Education Policy and the Contract with the Superintendent of Schools.

Key: The superintendent's responsibilities have been organized in seven categories. Each board member is asked to judge the superintendent's performance on each item cited in each of the categories.

***Note:** Any area determined as being performed in a less than satisfactory manner must contain specific recommendations on how the superintendent can improve his performance in that area.

A. RELATIONS WITH THE BOARD

1. Keeps the Board informed on issues, needs and operation of the school system.

___ Satisfactory ___ Needs Improvement (comments expected)

2. Offers professional advice to the Board on items requiring board action, with appropriate recommendations based on study and analysis.

___ Satisfactory ___ Needs Improvement (comments expected)

3. Interprets and executes the intent of Board policy.

___ Satisfactory ___ Needs Improvement (comments expected)

4. Supports Board policy and actions to the public and staff.

___ Satisfactory ___ Needs Improvement (comments expected)

5. Understands his role in administration of Board policy.

___ Satisfactory ___ Needs Improvement (comments expected)

6. Seeks and accepts constructive criticism of his work.

___ Satisfactory ___ Needs Improvement (comments expected)

7. Has a harmonious working relationship with the Board.

___ Satisfactory ___ Needs Improvement (comments expected)

8. Accepts his responsibility for maintaining liaison between the Board and school personnel.

___ Satisfactory ___ Needs Improvement (comments expected)

9. Remains impartial, treating all Board members fairly and equitably.

___ Satisfactory ___ Needs Improvement (comments expected)

10. Refrains from criticism of individual members of the Board.

___ Satisfactory ___ Needs Improvement (comments expected)

11. Goes to the Board when he feels a serious difference of opinion exists between him and the Board, in an earnest effort to resolve such differences immediately.

___ Satisfactory ___ Needs Improvement (comments expected)

12. Bases his position (with regard to matters under discussion by the board) upon

principle and is willing to maintain that position without regard for its popularity until an official Board position has been reached, after which time he supports the decision of the Board.

____ Satisfactory ____ Needs Improvement (comments expected)

13. Is willing to modify proposals and recommendations in light of Board suggestions.

____ Satisfactory ____ Needs Improvement (comments expected)

14. Acts at his own discretion if action is necessary in any matter not covered by Board policy, reports such action to the Board as soon as practicable, and recommends policy in order to provide guidance in the future.

____ Satisfactory ____ Needs Improvement (comments expected)

15. Advises the Board on the need for new and/or revised policies.

____ Satisfactory ____ Needs Improvement (comments expected)

16. Encourages, reinforces and protects the 'Board process.'

____ Satisfactory ____ Needs Improvement (comments expected)

B. COMMUNITY RELATIONS

1 Gains respect and support of the community on the conduct of the school operation.

____ Satisfactory ____ Needs Improvement (comments expected)

2. Solicits and gives attention to problems and opinions brought to him by all groups and individuals.

____ Satisfactory ____ Needs Improvement (comments expected)

3. Develops an open friendly and cooperative relationship with the news media.

____ Satisfactory ____ Needs Improvement (comments expected)

4. Participates actively in community life and affairs.

____ Satisfactory ____ Needs Improvement (comments expected)

5. Works effectively with public and private agencies.

____ Satisfactory ____ Needs Improvement (comments expected)

6. Makes himself available to meet with community and school groups.

____ Satisfactory ____ Needs Improvement (comments expected)

7. Informs the local community about the district's program.

____ Satisfactory ____ Needs Improvement (comments expected)

8. Presents an appropriate role model of behavior to the community.

____ Satisfactory ____ Needs Improvement (comments expected)

C. PERSONNEL MATTERS

1. Develops and executes sound personnel procedures and practices.

____ Satisfactory ____ Needs Improvement (comments expected)

2. Develops good staff morale and loyalty to the organization.

____ Satisfactory ____ Needs Improvement (comments expected)

3. Delegates authority to staff members appropriate to the position each holds.

____ Satisfactory ____ Needs Improvement (comments expected)

4. Recruits and assigns the best available personnel in terms of their competencies.

____ Satisfactory ____ Needs Improvement (comments expected)

5. Makes recommendations for employment or promotion of personnel in writing and with supporting data, and accepts responsibility for his recommendations.

____ Satisfactory ____ Needs Improvement (comments expected)

6. Encourages participation of appropriate staff members and groups in planning programs and services.

____ Satisfactory ____ Needs Improvement (comments expected)

7. Provides for the evaluation of staff members. Accepts the responsibility of maintaining adequate written personnel evaluation records giving commendation for good work as well as constructive suggestions for improvement.

____ Satisfactory ____ Needs Improvement (comments expected)

8. Recommends to the board for final action the promotion, demotion, or dismissal of all employees.

___ Satisfactory ___ Needs Improvement (comments expected)

9. Takes responsibility for the development of salaries for all personnel, and recommends to the Board the levels which, within budgetary limitations, will best serve the interest of the district.

___ Satisfactory ___ Needs Improvement (comments expected)

10. Meets and confers with leaders of the teachers' association, representing to the best of his ability and understanding, the interest and will of the Board.

___ Satisfactory ___ Needs Improvement (comments expected)

11. Receive recommendations for personnel matters from Board members with an open mind.

___ Satisfactory ___ Needs Improvement (comments expected)

D. INSTRUCTIONAL LEADERSHIP

1. Understands and keeps informed regarding all aspects of the instructional program.

___ Satisfactory ___ Needs Improvement (comments expected)

2. Implements the District's philosophy of education.

___ Satisfactory ___ Needs Improvement (comments expected)

3. Implements the District's educational goals.

___ Satisfactory ___ Needs Improvement (comments expected)

4. Participates with staff, Board, and community to study, develop and implement curriculum improvement.

___ Satisfactory ___ Needs Improvement (comments expected)

5. Organizes and implements a planned program of staff development and improvement.

___ Satisfactory ___ Needs Improvement (comments expected)

E. FISCAL RESPONSIBILITIES:

1. Keeps informed on needs of the school program - plant, facilities, equipment, and supplies.

___ Satisfactory ___ Needs Improvement (comments expected)

2. Supervises business operations, insisting on competent and efficient performance.

___ Satisfactory ___ Needs Improvement (comments expected)

3. Determines that funds are spent wisely, and that adequate control and accounting are maintained.

___ Satisfactory ___ Needs Improvement (comments expected)

4. Evaluates financial needs and makes recommendations for adequate financing of the District's programs.

___ Satisfactory ___ Needs Improvement (comments expected)

5. Interprets proposed budgets for the community in order to promote community understanding and support.

___ Satisfactory ___ Needs Improvement (comments expected)

F. LEADERSHIP AND COMMUNICATION QUALITIES

1. Demonstrates his ability to work with individuals and groups.

___ Satisfactory ___ Needs Improvement (comments expected)

2. Maintains poise and emotional stability in the full range of his professional activities.

___ Satisfactory ___ Needs Improvement (comments expected)

3. Is suitably attired and well groomed.

___ Satisfactory ___ Needs Improvement (comments expected)

4. Writes clearly and concisely.

___ Satisfactory ___ Needs Improvement (comments expected)

5. Speaks well in front of large and small groups, expressing his ideas in a logical and forthright manner.

___ Satisfactory ___ Needs Improvement (comments expected)

6. Thinks well on his feet when faced with an unexpected or disturbing turn of events.

___ Satisfactory ___ Needs Improvement (comments expected)

7. Maintains his professional development by reading, course work, conference attendance, work on professional committees, visiting other districts, and meeting with other superintendents.

___ Satisfactory ___ Needs Improvement (comments expected)

G. PLANNING AND PROCESSING

1. Develops appropriate models of organization for the District.

___ Satisfactory ___ Needs Improvement (comments expected)

2. Implements appropriate models of organization for the District.

___ Satisfactory ___ Needs Improvement (comments expected)

3. Works with the Board to develop appropriate annual organizational goals of the District.

___ Satisfactory ___ Needs Improvement (comments expected)

4. Plans and structures the activities of the Board to meet the goals of the District.

___ Satisfactory ___ Needs Improvement (comments expected)

5. Plans and structures the resources of the organization to meet the goals of the District.

___ Satisfactory ___ Needs Improvement (comments expected)

6. Over the past year has demonstrated appropriate effort and progress towards meeting the District Goals.

___ Satisfactory ___ Needs Improvement (comments expected)

7. Develops appropriate annual Superintendents goals.

___ Satisfactory ___ Needs Improvement (comments expected)

8. Plans and structures his activates to meet the Superintendent's goals.

___ Satisfactory ___ Needs Improvement (comments expected)

9. Over the past year has demonstrated appropriate effort and progress towards meeting the Superintendent's Goals.

___ Satisfactory ___ Needs Improvement (comments expected)

H. SUMMARY

Comments:

BOARD OF EDUCATION	DATE	SUPERINTENDENT	DATE
--------------------	------	----------------	------

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

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**YUPIIT SCHOOL DISTRICT
Superintendent's Job Performance Evaluation**

Every school administrator, regardless of assignment, must recognized that there are many qualifications and characteristics which must be exhibited if success is to be achieved in the performance of their professional responsibilities as educational leaders.

An enumeration and appraisal of the more significant qualifications and characteristics are included within this appraisal instrument. These qualifications and characteristics are included within this appraisal within eleven Administrator Performance Areas with a performance scale ranging from 1 to 5. The ratings are to be interpreted as follows:

1 VERY POOR 2 WEAK 3 ADEQUATE 4 COMMENDABLE 5 OUTSTANDING	<u>VERY POOR</u> , and should definitely be improved <u>WEAK</u> , but not necessarily detrimental to leadership <u>ADEQUATE</u> , over-all satisfactory accomplishment <u>COMMENDABLE</u> , performing strongly, positively <u>CLEARLY OUTSTANDING</u> , qualities considered unique
--	--

1. ORGANIZATION AND ADMINISTRATION

- ___ A. Assigns to people capable of completing tasks on schedule
COMMENTS: _____
 - ___ B. Uses administrative team wisely.
COMMENTS: _____
 - ___ C. Shows willingness to try new methods or ideas.
COMMENTS: _____
 - ___ D. Supports policies, procedures, and philosophy of the Board.
COMMENTS: _____
- ___ **SUBTOTAL** divided by 4 = _____ Average Score.

2. COMMUNICATIONS

- ___ A. Expresses ideas smoothly.
COMMENTS: _____
- ___ B. Accurately expresses written ideas and directions.
COMMENTS: _____
- ___ C. Keeps Board and community informed regarding school activities.
COMMENTS: _____

1 VERY POOR	2 WEAK	3 ADEQUATE	4 COMMENDABLE	5 OUTSTANDING
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_____ D. Makes effective use of humor in communicating.
 COMMENTS: _____

_____ **SUBTOTAL** divided by 4 = _____ Average Score

3. PERSONNEL MANAGEMENT

_____ A. Conducts himself in a professional manner in dealing with all people involved in schools.
 COMMENTS: _____

_____ B. Develops and executes sound personnel procedures and practices.
 COMMENTS: _____

_____ C. Fosters good staff morale and loyalty to the organization.
 COMMENTS: _____

_____ D. Treats all personnel fairly, without favoritism or discrimination, while insisting on performance of duties.
 COMMENTS: _____

_____ E. Delegates authority to staff members appropriate to the position each holds.
 COMMENTS: _____

_____ F. Recruits and assigns the best available personnel.
 COMMENTS: _____

_____ G. Encourages participation of appropriate staff members and groups in policy interpretation, planning, and program implementation.
 COMMENTS: _____

_____ H. Evaluation performance of staff members giving commendation for good work as well as constructive suggestions for improvement.
 COMMENTS: _____

_____ I. Organizes staff duties, and responsibilities to take advantage of the staff's special competencies and interests.
 COMMENTS: _____

_____ J. Organizes and implements a planned program of staff evaluation and improvement.
 COMMENTS: _____

_____ K. Supervises personnel to assure consistently high quality of performance.
 COMMENTS: _____

1 VERY POOR	2 WEAK	3 ADEQUATE	4 COMMENDABLE	5 OUTSTANDING
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____ L. Provides for a sound program of in-service at all levels.
 COMMENTS: _____

____ **SUBTOTAL** divided by 12 = _____ Average Score

4. SCHOOL CLIMATE

____ A. Deep-seated belief that the Yupiit Schools are operated for the benefit of the children enrolled in them – not the Boards, Administrators, Teachers or Parents.
 COMMENTS: _____

____ B. Aggressive about upgrading and improving the schools.
 COMMENTS: _____

____ C. An open mind about the status quo and the many changes facing public education in Alaska and throughout the nation.
 COMMENTS: _____

____ D. Unquestioned courage, integrity and honesty to act for the good of the students in all situations.
 COMMENTS: _____

____ **SUBTOTAL** divided by 4 = _____ Average Score

5. RELATIONSHIP WITH STUDENTS

____ A. Is responsive to student problems and moves quickly and forcefully to develop and apply solutions.
 COMMENTS: _____

____ B. Carry's out administrative role in style which elicits positive respects from students.
 COMMENTS: _____

____ C. Demonstrates appropriate sensitivity, patience and firmness in dealing with the Yupiit School District's student population.
 COMMENTS: _____

____ D. Is visible in the schools.
 COMMENTS: _____

____ **SUBTOTAL** divided by 4 = _____ Average Score

1 VERY POOR	2 WEAK	3 ADEQUATE	4 COMMENDABLE	5 OUTSTANDING
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6. INSTRUCTIONAL MANAGEMENT

- _____ A. Is knowledgeable about current trends and issues in education.
COMMENTS: _____
 - _____ B. Makes sound recommendations to the Board that will improve the school system.
COMMENTS: _____
 - _____ C. Provides teachers with modern equipment, materials, and textbooks to ensure student opportunity.
COMMENTS: _____
 - _____ D. Sets high performance expectations for teachers.
COMMENTS: _____
 - _____ E. Reviews curricular offerings and revises to meet student needs.
COMMENTS: _____
 - _____ F. Provides teacher in-service to improve teaching techniques.
COMMENTS: _____
 - _____ G. Evaluates all administrative personnel to insure adequate job performance.
COMMENTS: _____
 - _____ H. Insures development of curriculum to include cultural activities within the classroom and assures the teaching thereof.
COMMENTS: _____
- _____ **SUBTOTAL** divided by 8 = _____ Average Score

7. FICAL MANAGEMENT

- _____ A. Follows proper procedures in securing and expanding District funds.
COMMENTS: _____
- _____ B. Provides accurate reports to the Board regarding all funds and contracts.
COMMENTS: _____
- _____ C. Works diligently to discover additional grants and funds for the District.
COMMENTS: _____
- _____ D. Works closely with the assistant superintendent, principals and local advisory school board in planning budget.
COMMENTS: _____

1 VERY POOR	2 WEAK	3 ADEQUATE	4 COMMENDABLE	5 OUTSTANDING
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____ E. Seeks advice from Board on questionable finance matters.
 COMMENTS: _____

____ SUBTOTAL divided by 5 = _____ Average Score

8 FACILITIES MANAGEMENT

____ A. Seeks to improve physical conditions of District buildings.
 COMMENTS: _____

____ B. Inspects buildings frequently and makes recommendations for improvement.
 COMMENTS: _____

____ C. Prevents vandalism by installing a sense of pride in students.
 COMMENTS: _____

____ D. Plans effectively for future renovation and replacement of facilities.
 COMMENTS: _____

____ E. Provides the Board with adequate justification for all projects.
 COMMENTS: _____

____ F. Oversees timely requisitions of supplies.
 COMMENTS: _____

____ SUBTOTAL divided by 6 = _____ Average Score

9. BOARD RELATIONS

____ A. Interprets and executes Board policy.
 COMMENTS: _____

____ B. Makes provisions for others to have policy input.
 COMMENTS: _____

____ C. Makes policy recommendations to the Board.
 COMMENTS: _____

____ D. Keeps the Board informed on issues, needs, and the operation of the school system.
 COMMENTS: _____

____ E. Is receptive to advice from the Board in matters pertaining to the operation of the school system and responds to objective differences of opinion in an earnest attempt to resolve them.

1 VERY POOR	2 WEAK	3 ADEQUATE	4 COMMENDABLE	5 OUTSTANDING
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COMMENTS: _____

____ F. Takes a stand when the Board gets into the area of administration.
COMMENTS: _____

____ G. Keeps confidential the confidential matters which Board members share with him.
COMMENTS: _____

____ H. Executes his responsibilities for maintaining an effective liaison between the Board and school personnel.
COMMENTS: _____

____ I. Provides the Board with a written agenda and appropriate back-up material by the determined data before each board meeting.
COMMENTS: _____

____ J. Feels free to maintain his own position on matters under discussion by the Board until an official decision has been reached, after which time he subordinates his views to those of the Board.
COMMENTS: _____

____ K. Is impartial in his relationships with individual Board members.
COMMENTS: _____

____ L. Has harmonious working relationship with the Board.
COMMENTS: _____

____ M. Supports Board policy and actions to the public and staff.
COMMENTS: _____

____ N. Accurately interprets and executes the intent of Board policy.
COMMENTS: _____

____ O. Offers professional advice to the Board on items requiring Board action, with appropriate recommendations based on careful study and analysis.
COMMENTS: _____

____ **SUBTOTAL** divided by 15 = _____ Average Score

10. COMMUNITY RELATIONS

____ A. Demonstrates sound public relations practices.
COMMENTS: _____

____ B. Serves as a positive representative for education in the district.

1 VERY POOR	2 WEAK	3 ADEQUATE	4 COMMENDABLE	5 OUTSTANDING
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COMMENTS: _____

____ C. Solicits ideas from and gives attention to problems and opinions of groups and individuals.

COMMENTS: _____

____ D. Develops and maintains friendly and cooperative relationships with news media.

COMMENTS: _____

____ E. Achieves status as a community leader in public education.

COMMENTS: _____

____ F. Works effectively with public and private agencies.

COMMENTS: _____

____ **SUBTOTAL** divided by 6 = _____ Average Score

11. PERSONAL CHARACTERISTICS

____ A. Shows mutual confidence and respect for others.

COMMENTS: _____

____ B. Defends principle and conviction in the face of pressure and partisan influence.

COMMENTS: _____

____ C. Maintains high standards of ethics, honesty, and integrity in all personal and professional matters.

COMMENTS: _____

____ D. Earns respect and standing among his professional colleagues.

COMMENTS: _____

____ E. Devotes his time and energy effectively to his job.

COMMENTS: _____

____ F. Demonstrates his ability to work well with individuals and groups including local government officials.

COMMENTS: _____

____ G. Exercises good judgment and practices democratic processes in arriving at decisions.

COMMENTS: _____

____ H. Possesses and maintains the health and energy necessary to meet the responsibilities of his position.

COMMENTS: _____

- _____ I. Maintains poise and emotional stability in the full range of his professional activities.
 COMMENTS: _____
- _____ J. Presents and conducts himself in a professional manner commensurate with his position in the school system.
 COMMENTS: _____
- _____ K. Articulates effectively.
 COMMENTS: _____
- _____ L. Writes clearly and concisely.
 COMMENTS: _____
- _____ M. Speaks well in front of large and small groups, expressing his ideas in a logical and forthright manner.
 COMMENTS: _____
- _____ N. Thinks well on his feet when faced with an unexpected or disturbing turn of events in a large group meeting.
 COMMENTS: _____
- _____ O. Engages in activities to promote his own professional growth and development.
 COMMENTS: _____
- _____ P. Seeks and accepts constructive criticism of his work.
 COMMENTS: _____
- _____ Q. Has a sound philosophy of education and its role in life.
 COMMENTS: _____
- _____ R. Exhibits a proper degree of idealism.
 COMMENTS: _____
- _____ S. Exhibits a proper degree of confidence.
 COMMENTS: _____
- _____ T. Shows good judgment, common sense, and perception.
 COMMENTS: _____
- _____ U. Demonstrates ability to lead and to shoulder responsibility.
 COMMENTS: _____
- _____ V. Assertively tries to improve the system.
 COMMENTS: _____
- _____ W. Inspires others to high professional standards.

1 VERY POOR	2 WEAK	3 ADEQUATE	4 COMMENDABLE	5 OUTSTANDING
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COMMENTS: _____

_____ X. Is suitably attires and well groomed.

COMMENTS: _____

_____ **SUBTOTAL** divided by 24 = _____ Average Score

Superintendent: _____

Date: _____

Evaluator: _____

Date: _____

Average score for this evaluation _____

Note: Signatures do not necessarily imply agreement, only that process was complete.



Yupiit School District

The Mission of the Yupiit School District is to educate all children to be successful in any environment.

Regional Board Members

Akiachak

Willie Kasayulie, Chairman
Samuel George, Treasurer
Robert Charles, Board Member

Akiak

Ivan M. Ivan, Vice Chairman
Moses Owen, Board Member

Tuluksak

Noah Andrew, Board Member
Moses Peter, Board Secretary

Committee Meetings and Work-sessions

- 10:00 AM - FY2016-2017 School Calendar
- 10:30 AM - Long-Range Maintenance Plan
Summer 2017 Projects
- 11:15 AM - Board Goals
- 11:45 AM - Superintendent's Evaluation Instrument
- 12:00 PM - Staffing Formula

Agenda (beginning at 1:00 PM)

Regional Board of Education Meeting

LOCATION: Akiachak, Alaska **DATE:** December 17, 2015

- I. Call to Order**
- II. Roll Call**
- III. Invocation**
- IV. Recognition of Guests**
- V. Approval of Agenda**
- VI. Approval of Minutes:**
- VII. Correspondence**
- VIII. Reports:**
 - A. School Reports
 - 1. Akiachak
 - 2. Akiak
 - 3. Tuluksak
 - C. Attendance Report
 - D. Superintendent's Report
 - E. Curriculum, Instruction, Assessment
 - F. Maintenance Director
 - G. Special Programs Report

IX. Business and Finance Report

X. Strategic Plan

XI. Action Items

A. 3rd Reading of BP 5040 Student Nutrition

B. Approval of Resignations

C. Artist Contract Approval

XII. Board Travel:

XIII. Public Comments

XIV. Board Comments

XV. Executive Session

A. Staffing and Personnel

B. FY17 Programs/Costs

XVI. Next Regular Meeting:

XVII. Adjournment



Yupiit School District

Box 51190 Akiachak, AK 99551 (907) 825-3600 Fax (877) 825-2404

Regional School Board

Akiachak

Willie Kasayulie, Chairman
Samuel George, Treasurer
Robert Charles, Board Member

Akiak

Ivan M. Ivan, Vice Chairman
Moses Owen, Board Member

Tuluksak

Noah Andrew, Secretary
Moses Peter Board Member



Minutes of the Yupiit School District Regional Board of Education

Held: November 20, 2015
Village: Akiachak, Alaska

Committee Meeting & Work-session	<p>11:00 AM – FY15 Achievement and other Data</p> <p>11:45 AM – Discussion of Board Meetings and Worksessions</p> <p>12:00 PM – Lunch</p>
Call to Order	<p>I. Call to Order: Chairman Kasayulie called the regular meeting of the Regional School Board to order at 12:58 PM</p>
Roll Call	<p>II. Roll Call: Present:</p> <p>Willie Kasayulie, Chairman Ivan Ivan, Vice Chairman – came in 1:05 PM Samuel George, Treasurer Noah Andrew, Secretary Moses Owen, Board Member – came in at 1:05 PM Robert Charles, Board Member Moses Peter, Board Member</p> <p>Also Present: Norma Holmgaard, Superintendent Wayne Boggs, Special Programs Director Jamie Burgess, Curriculum Director Jim Hartz, Maintenance Director Chris Barr, Akiachak Principal Bonnie James, Recording Secretary</p>
Invocation	<p>III. Invocation: Noah Andrew rendered the invocation</p>
Recognition of Guests	<p>IV. Recognition of Guests:</p>

<p>Approval of Agenda</p>	<p>V. Approval of Agenda: Motion by Sam George, Seconded by Robert Charles to approve the agenda</p>
<p>Approval of Minutes</p>	<p>VI. Approval of Minutes: Motion by Sam George, Seconded by Moses Owen to approve the Regular Board meeting Minutes for October 29, 2015 with correction on page 2, under Oath of Office, to change Moses Owen to Moses Peter. Motion passed.</p>
<p>Correspondence</p>	<p>VII. Correspondence – No Correspondence</p>
<p>Reports</p>	<p>VIII. Reports:</p> <p>A. School Reports</p> <ol style="list-style-type: none"> 1. Akiachak – Chris Barr summarized his report 2. Akiak – Charles Burns summarized his report <p>Chairman Kasayulie suggested making the School Official Referral Form available for all school sites.</p> <ol style="list-style-type: none"> 3. Tuluksak – Minty Ruthford summarized her report <p>B. Attendance Report – The attendance monthly report was reviewed</p> <p>C. Superintendent’s Report: Superintendent Holmgaard summarized her report</p> <p>D. Curriculum, Instruction, Assessment Report: Jamie Burgess summarized her report</p> <p>E. Maintenance Director’s Report: Jim Hartz summarized his report</p> <p>F. Special Programs Report: Wayne Boggs summarized his report</p>
<p>Business and Finance</p>	<p>IX. Business and Finance Report: Lucienne Smith highlighted the Business and Finance report.</p>
<p>Strategic Plan</p>	<p>X. Strategic Plan: No report</p>
<p>Action Items</p>	<p>XI. Action Items</p> <p>A. Consent Agenda</p> <ol style="list-style-type: none"> 1. 2nd Reading of Policies: BP 5040 Student Nutrition 2. 3rd Reading of Policies: AR 9250 RSB Stipend Schedule; BP 4161/4261 Leaves; BP 4161.1 Sick Leave – Certificated Personnel; BP4161.2/4261.2/4361.3 Personal Leaves – All Personnel; BP 4161.3 Sabbatical – Certified Personnel; BP 4161.4/4261.4/4361.4 Family and Medical Leave; and BP 4161.7 Civic Leave 3. <p>Motion by Sam George, Seconded by Robert Charles to approve the 2nd Reading of Board Policies and the 3rd Reading of Policies. Motion passed.</p>

<p>Continue – Action Items</p>	<p>B. Approval of Resignation: Motion by Sam George, Seconded by Moses Owen to approve the resignation for Elsa Larson effective end of the FY2015-2016 School year. Motion passed.</p> <p>C. Approval of New Hire: Motion by Sam George, Seconded by Robert Charles to approve the New Hire for Miranda Bacha as 7-12 Math Teacher for Akiak School beginning January 4, 2016. Motion passed.</p> <p>D. Akiachak Senior Trip Request: Cassie Triplett, Akiachak School Class of 2016 representative and Sharene Craft presented the request for permission to go on a Senior Trip to Los Angeles, CA. The parents and students have met and discussed the responsibilities and liabilities of this trip and have agreed to sign the strict Code of Conduct agreement.</p>
<p>Board Travel</p>	<p>Motion by Sam George, Seconded by Robert Charles to approve the Akiachak School Class of 2016 trip request. Motion passed.</p> <p>XII. Board Travel: NSBA Annual Conference – Boston April 9-11, 2016</p>
<p>Public Comments</p>	<p>Motion by Sam George, Seconded by Moses Owen to send Chairman Willie Kasayulie and Moses Peter to attend the NSBA Conference on April 9-11, 2016 in Boston. Motion passed.</p> <p>XIII. Public Comments</p>
<p>Board Comments</p>	<p>XIV. Board Comments</p>
<p>Executive Session</p>	<p>XV. Executive Session - Personnel Motion by Sam George, Seconded by to go into an executive session at 2:45 PM. Motion passed.</p> <p>Motion by Ivan Ivan, Seconded by Noah Andrew to get out of an executive session at 2:29 PM.</p>
<p>Next Meeting Regular Meeting</p>	<p>XVI. Next Regular Meeting: December 17, 2015</p>
<p>Adjournment</p>	<p>XVII. Adjournment: Motion by Sam George, Seconded by Moses Peter to adjourn the meeting at 3:01 PM.</p>
	<p>_____</p> <p>Secretary _____</p> <p>Date</p>

Yupit School District

Box 51190 • Akiachak, AK 99551
Telephone (907) 825-3600 Fax: (877) 825-2404



December 14, 2015

MEMORANDUM

To: YSD Regional School Board
From: Norma Holmgaard, Superintendent
Re: Correspondence

No official correspondence on which to report has been received at this time.

Akiak School
P.O. Box 49
Akiak, AK 99552
(907)765-4600

Akiachak School
P.O. Box 51189
Akiachak, AK 99551
(907)825-3616

Tuluksak School
P.O. Box 115
Tuluksak, AK 679
(907)695-5600

Akiachak School: "Home of the Huskies"

Yupiiit School District



Mr Christopher Barr, Principal
PO Box 51100
Akiachak, AK 99551

Phone: 907-825-3616
Fax: 907-825-3656
Website: www.yupiiit.org

Akiachak Huskies Board Report: Husky Highlights

Local Area School Board Meetings (LASB):

- Reviewed roles and responsibilities of the LASB
- Provided an update on the Elder/Mentor Project
- Discussed Senior Class Trip for the 2015 – 2016 school year
- Reviewed AMP Data

School Events:

- Akiachak hosted the Thanksgiving FEASTIVAL and the event was a huge success.
- Akiachak hosted the Winter Wonderland Production – Christmas Play and the event was a huge success. Santa even visited the school!
- 4 students will be attending Alaska Close Up Phase. This is an opportunity for students to interact and engage with the Alaskan Legislative Branch
- Two 9th grade students will be attending the Voyage to Excellence STEM Phase, learning about Math, Science, Engineering and Technology.
- Two 10th grade students will be attending an EXCEL phase in Anchorage in late January to learn about career opportunities and character education.
- Akiachak provided students with the Winter Benchmark MAP assessment; teachers will be reviewing the data to implement interventions to improve student achievement.
- Mr. Barr attended a District Improvement meeting on Dec. 9, 2015 to collaborate with district wide principals and staff to improve student achievement and academic growth.

School and Cultural News:

- Character Word of the Month: Love.
- Mrs. Craft is working diligently with students and the STEM program and has created a student Character Word of the Month Wall – this is truly an awesome sight to see students relating to the Character Word of the Month!
- Community members have been volunteering at school to discuss personal experiences relating to classroom activities and advice on bullying, respect and positive attitudes.
- ACPE attended the school for two days to assist all high school students with college readiness.
- Mr. Barr and the leadership team met with parents to discuss AMP results on Dec. 8th and 9th.
- Akiachak Staff met with students to discuss AMP results throughout the first two weeks of December.
- Teachers are showing great growth in their practices and skills. The teachers have increased their efforts in inviting the community to the school to participate in the great projects and activities that are being held in the Akiachak School
- HAVE A WONDERFUL CHRISTMAS AND HAPPY HOLIDAYS!



December 2015 School Board Report/Akiak

Students: The character word for the month of December is Caring.

Activities: Every Friday BUGS (Being Uncommonly Good Students) assemblies are being held to honor students' good actions. The assemblies are teacher directed but student led.

Events:

- November 13-14 Akiak volleyball tournament
- November 24 Thanksgiving feast
- Community Meeting held on December 5th

Academic/PLC: The staff received training over reading and using AMP reports.

The staff received the AMP data for their students.

The STEPP plan was reviewed and updated.

The staff collaborated on developing strategies to increase test scores.

In almost every category Akiak scored above the district average on the AMP tests.

Incident: Thursday December 3rd at approximately 1:38 am a fire broke out in a classroom. Thanks to a swift response and a determined effort by Levi and Lott Egoak the fire was contained to a wall area between two classrooms.



Cultural: The Yupik classes continue to teach not only language but also traditions and customs.

Up Coming Events:

- December 8th Community Meeting-Planning
- December 15th and 17th Community Meetings over AMP(tentative)
- December 18th Christmas Program
- December 19th Attendance Celebration (will be postponed)
- December 18-19 Basketball Tournament (postponed/cancelled)

The Akiak staff continues to increase in skill and ability. We thank you for your continued support and for the opportunity to work with your youth.

Sincerely,

Charles V Burns

Charles V Burns
Principal
Akiak School



Tuluksak School

P.O. Box 115

Tuluksak, AK 99679

Phone (907) 695-5600 Fax 907.695.5645



Principal Report for December R.S.B. Meeting

Dear Superintendent Holmgaard & the R.S.B Members,

School Events:

- Thanksgiving Tournament was a success. We had several teams register for the event and the students and parents were very cooperative during the games making sure children were seating down during the events.
- There were over 300 people who attended Quyanna Night. Our staff served 17 turkeys for the community expressing our thanks for their support.
- The Elders have been visiting classrooms and talking to students about Respect. Reports from October shows that Discipline and decreased from the beginning of school.
- Tuluksak will have their first Family Literacy Night for this year. The theme is Christmas. Parents and students will be reading Christmas stories together and making crafts related to stories read.
- After School Activities for K-6 grades began on December 1. Mr. Garrison will be teaching a computer class and there are 20 students signed up for the computer class. Mr. Fred Napoka will be teaching a music class and he has 15 students signed up for the class.
- All the doors in the hall at Tuluksak school were decorated for Character Month. First winner was Ms. Ringer representing Thankfulness. The second winner was Mrs. Matz representing Good Citizen and the third winner goes to Mrs. Owrey representing Cooperation.
- Girls and Boys Jr. High Basketball began on December 1. The coaches are Mr. Richard Sparrow and Mr. Adam Swenson. Their first game will be on January 15, 2015 playing against the Thunderbolts.
- Jeffery Liskey attended AVTEC in Seward for a week. Jeffery will be learning about Kenian introducing him to seveal technical programs Jeffery Liskey. VTE in Anchorage attending career preparedness program Desiree Sharlene Marionelle
- The 11th grade students completed the Workkeys Achievement test that is required for graduation.
- Students have been preparing for the MAP test scheduled for this December. All students from 3rd grade to 12th grades looked at their fall MAP scores and developed goals to increase scores. If students succeed in increasing points, they will participate in an ice cream party.
- Tuluksak Staff members received the Alaska Measures of Progress (AMP) training to further understand on how to interpret student scores. A Parent Conferences will be schedule to help parents understand the AMP reports before they receive them.



Tuluksak School

P.O. Box 115

Tuluksak, AK 99679

Phone (907) 695-5600 Fax 907.695.5645



- Mrs. Garrison received \$10,000 worth of computer hardware and accessories for Tuluksak School. Katherine Garrison's class entered the Hour of Code event during December 7-13 and was chosen to receive \$10,000 from Code to buy technology for our school.

Yupit School District

Box 51190 • Akiachak, AK 99551
Telephone (907) 825-3600 Fax: (877) 825-2404



December 14, 2015

MEMORANDUM

To: YSD Regional School Board
From: Norma Holmgaard, Superintendent
Re: Attendance

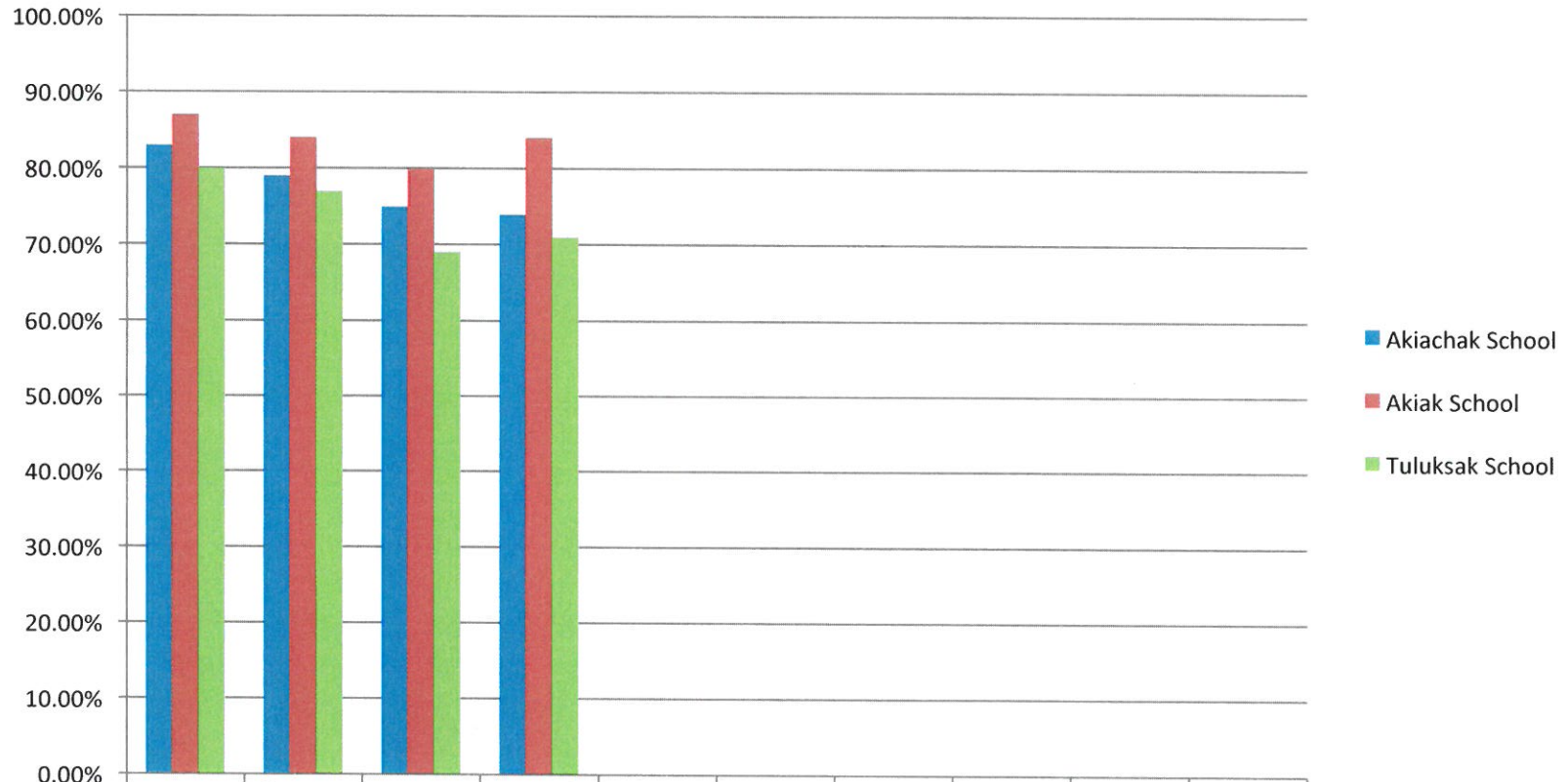
Attached please find the updated attendance report that includes the November 2015 attendance. Also included is the FY15 attendance report for comparison.

Akiak School
P.O. Box 49
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Akiachak School
P.O. Box 51189
Akiachak, AK 99551
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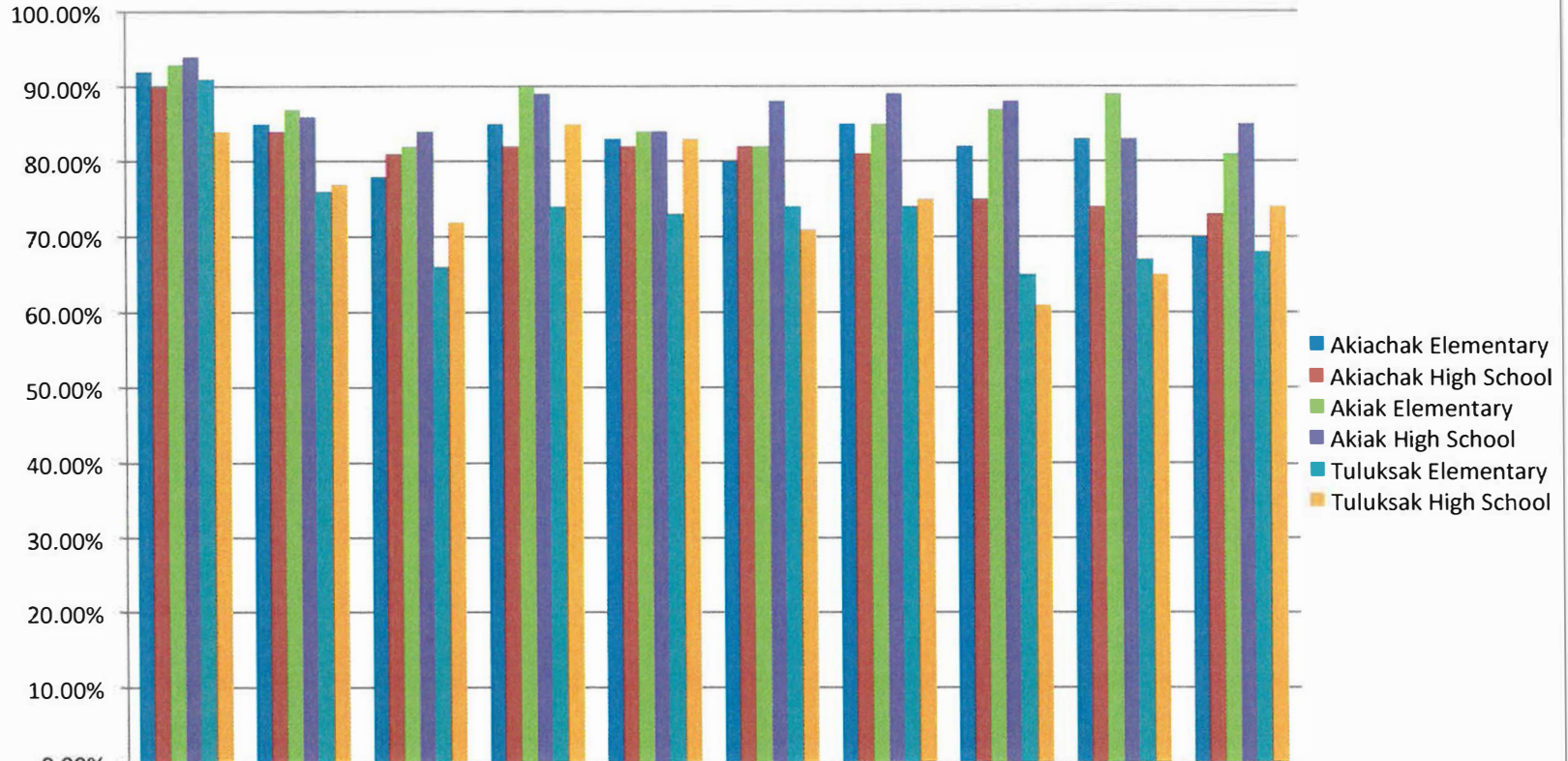
Tuluksak School
P.O. Box 115
Tuluksak, AK 679
(907)695-5600

2015-16 YUPIIT SCHOOL DISTRICT



	August	September	October	November	December	January	February	March	April	May
Akiachak School	83.00%	79.00%	75.00%	74.00%						
Akiak School	87.00%	84.00%	80.00%	84.00%						
Tuluksak School	80.00%	77.00%	69.00%	71.00%						

2014-15 YUPIIT SCHOOL DISTRICT



	August	September	October	November	December	January	February	March	April	May
Akiachak Elementary	92.00%	85.00%	78.00%	85.00%	83.00%	80.00%	85.00%	82.00%	83.00%	70.00%
Akiachak High School	90.00%	84.00%	81.00%	82.00%	82.00%	82.00%	81.00%	75.00%	74.00%	73.00%
Akiak Elementary	93.00%	87.00%	82.00%	90.00%	84.00%	82.00%	85.00%	87.00%	89.00%	81.00%
Akiak High School	94.00%	86.00%	84.00%	89.00%	84.00%	88.00%	89.00%	88.00%	83.00%	85.00%
Tuluksak Elementary	91.00%	76.00%	66.00%	74.00%	73.00%	74.00%	74.00%	65.00%	67.00%	68.00%
Tuluksak High School	84.00%	77.00%	72.00%	85.00%	83.00%	71.00%	75.00%	61.00%	65.00%	74.00%

Yupit School District

Box 51190 • Akiachak, AK 99551
Telephone (907) 825-3600 Fax: (877) 825-2404



December 17, 2015

MEMORANDUM

To: YSD Regional School Board
Re: Superintendent's Report

Excel Program

YSD Students participate in many phases of the Kuspuk School District's Excel Program. The Excel Program is designed to give students a taste of college life and get them thinking about their futures. The Excel 9 session ending in mid-November included the following learning activities: Drug and Alcohol Prevention, Suicide Awareness and Prevention, Completing a Job Application and Resume, Personal/Social Skills such as handshakes/eye contact/active listening.

ESSA: Every Student Succeeds Act

ESEA/ESSA has been passed by Congress and signed by the President. This new reauthorization returns many educational responsibilities to the State including how to use assessment information and teacher/paraprofessional qualifications. School Districts will not know the impact of this legislation until the Department of Education has time to review it and establish guidelines.

Alaska's Educational Financial Outlook

The State of Alaska Director of Finance and the Commissioner of Education recently shared their view of the State's Financial Outlook for the upcoming Legislative Session. Currently the State of Alaska is using its savings to pay for 60% of the state's operating budget. Oil revenues are down significantly. In 2010 revenues totaled 10 billion dollars and today they total 1.6 billion dollars. Last week Governor Walker shared his fiscal plan, which included changing how the dividend is calculated and shared. Instead of calculating the PFD amount on Permanent Fund Earnings, it will be calculated on Permanent Fund Royalties. Next year Governor Walker stated that the PFD will be 1000.00 and may go down after that.

YSD Improvement Meeting

On Friday, December 11, a meeting was held to review district data and solicit ideas from parents and community members regarding how to provide better communication and students support in YSD. Parents and Community members from Akiachak and Tuluksak participated along with two principals and DO Directors. The notes are attached to this report.

Akiak School
P.O. Box 49
Akiak, AK 99552
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Tuluksak School
P.O. Box 115
Tuluksak, AK 679
(907)695-5600

CEE: Citizens for Education Equity (formerly CEAAC)

Sarah Sledge, the new Executive Director for CEE began the first week in December. She is planning to visit many districts to gather information on district needs and priorities. She is already working with CEE staff to plan for the upcoming legislative session.

FY'15 Audit

The Auditors have been authorized to finalize their data with the GASB 68 data that is the data collected by the Federal Accounting System. They are now able to finalize the YSD FY'15 audit. The audit results will be presented to the RSB during a worksession in January.

AMP Parent Education

During the week of December 14 all of the schools will be having several minimum days to hold parent meetings to talk about the AMP (Alaska Measures of Progress) results from last year. They will get information about the tests, how to read the reports of their students, and the growth expected in the spring assessments.

Akiak School Fire

Very early on Friday, December 4 a fire broke out in the Akiak School Home Ec room. The quick response from Akiak residents and the Akiak Maintenance crew kept the fire from spreading to the entire wing. School was cancelled for six days. At this time we have not received the Trooper report. There is no indication that this was anything other than accidental. School resumed on Monday, December 14.

Website Work

The YSD Leadership Team has recommended that the host for the district website be changed from Schoolwires to Weebly. This change will save the district about 6000.00 and make for a more effective website. On Monday, December 14 the Leadership Team discussed what the new website should include including identifying the information that parents and students should be able to access. It was also determined that schools should have an up-to-date link on the website. Finally it was determined that keeping the website current had to be assigned to someone at the school and district level. Jennifer Phillip currently serves as the Webmaster.

Akiak School
P.O. Box 49
Akiak, AK 99552
(907)765-4600

Akiachak School
P.O. Box 51189
Akiachak, AK 99551
(907)825-3616

Tuluksak School
P.O. Box 115
Tuluksak, AK 679
(907)695-5600

YSD Improvement Planning Meeting
Friday, December 11, 2015
9:30 a.m.

AGENDA

I. Presnet:

Chris Barr, Akiachak School Principal; Exenia Nick, Akiachak School Title 1 Paraprofessional; Wayne Boggs, Director of Special Programs; Jamie Burgess, Director of Curriculum & Assessment; Clare Robyt, ELL Specialist and DTC; Minty Ruthford, Tuluksak School Principal; Miranda Liskey, Tuluksak Parent; Roy Nicholai, Tuluksak Parent; Nastasia Hawk, Tuluksak Parent; Helena Gregory, Tuluksak Community Member; Peter Gregory, Tuluksak Community Member; Joseph Andrew, Tuluksak Parent; Joseph Demantle, Tuluksak Parent; Wilfred Washkoff, Tuluksak Parent; Millie Andrew, Tuluksak Parent; Martina Andrew, Tuluksak Parent; Anastasia Jones, Tuluksak Parent; Norma Holmgaard, Superintendent

II. Purpose of Meeting: The purpose of this meeting is to review district assessment data, identify YSD strengths, and to make recommendations to improve district level support of student achievement.

III. District Data Review: Jamie Burgess and Clare Robyt reviewed YSD achievement data including FY'15 Aimsweb, MAP, Access, and AMP assessments. They also reviewed fall YSD Benchmark assessments for FY'16.

IV. District Strengths

- Teachers are here and working
- More parents are getting involved in Tuluksak School
- Kindergarteners are learning at higher levels
- Instruction in the primary classrooms in Tuluksak is more focused because of teachers' SLO's
- Most teachers in Akiachak School returned this year making instruction more consistent
- Paraprofessionals are doing a great job with students this year
- This fall (August 2015) students started school at a higher achievement level than last year
- Akiachak School students are taking their assessments more seriously and trying to do their best
- Professional Development is more timely and meets teachers needs

V. Areas for Improvement

- Need a well-articulated RTI Plan for secondary and help in figuring out how to implement it
- Need a reading specialist at every school
- Need to identify, purchase and use computer-based intervention programs
- Need to survey parents and students about the courses they would be interested in taking

- Need to do an exit survey of teachers leaving to find out why they are leaving
- Need more professional development focused on helping teachers make classroom more culturally relevant

VI. Key Elements

a. Parent/Community Communication

- Schools should do a regular newsletter
 - How students are doing
 - Introduce new teachers
 - Announce current happenings
 - Student of the Month
- Students could get posters of themselves with things about them
- Teach parents about Powerschool and how they can find out about their student by using it
- Each school needs to keep their website updated
- Teachers need to keep going out into the village – very positive

b. Supplemental Programs for students

i. Extended Day

- Family Fun Nights
- Home Ec Classes
- Music and Dance activities
- Fun Activities
- Tutoring
- Library Time
- Computer Time

ii. Extended Year

- Summer School
- Fish Camp
- Culture Camp

VII. Other areas/Improvements to Consider

Need strong parent involvement in all schools



Curriculum Department Report
Jamie S. Burgess, Director of Curriculum, Instruction &
Assessment
December Regional School Board Meeting

Curriculum Development

- The revised High School Program of Studies has been completed and is being reviewed by district leadership. The Program contains new CTE courses and also includes online courses available through AKLN to assist principals and counselors in improving the school scheduling process. Course selection sheets are being developed to assist counselors in ensuring students are progressing in their graduation plans.
- New textbook and curriculum resource inventory software has been purchased and training for district staff is being scheduled.

District/State Testing – Ms. Robyt

- Winter benchmarking for MAP is underway in Akiachak and Tuluksak. Akiak's testing window has been postponed until after winter break and relocation of displaced teachers is completed.
- WorkKeys testing is complete – an additional testing window is scheduled in Feb/March for make-ups or new students.

Professional Development

- Crisis Prevention Training (to assist teachers in handling with upset or angry students in an appropriate manner) was held on November 14th for 14 teachers to meet state mandates. Ms. Stacy Greusel and Ms. Daphne Matz facilitated the training.

ELL Coordinator – Ms. Robyt

- The December PLC will present vocabulary acquisition activities and games to teachers.

Moore Early Literacy Grant – Ms. Kasayulie

- The meeting with Ms. Gallanos from AKEED and Ms. Plumb from UAF was conducted via telephone due to weather-related travel issues. Data is being analyzed on current and past kindergartner's learning needs, and community meetings are planned after winter break to gather information to help determine the framework for pre-K.

Moore Targeted Resources Grant – Ms. Hartz

- The ANE grant is completely closed out.
- Criteria for granting Type M certificates has been submitted and is under review by district leadership.

- Ms. Hartz has developed committees for the K-8 Science and the K-6 Social Studies curricula to draw on teacher's professional knowledge. She has also identified the list of key resources needed to complete the curriculum.
- Digitizing Yup'ik cultural resources is ongoing – resources from partner districts are now available as well on Google Docs. Ms. Hartz is working on categorizing the documents so they are searchable and helpful for teachers.

Yupit School District

Box 51190 • Akiachak, AK 99551
Telephone (907) 825-3600 Fax: (877) 825-2404



December 14, 2015

MEMORANDUM

To: YSD Regional School Board
From: Norma Holmgaard, Superintendent
Re: Maintenance

Due to the Maintenance Worksession, there will be no RSB Maintenance Report this month.

Akiak School
P.O. Box 49
Akiak, AK 99552
(907)765-4600

Akiachak School
P.O. Box 51189
Akiachak, AK 99551
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Tuluksak School
P.O. Box 115
Tuluksak, AK 679
(907)695-5600

Special Programs Board Report

Submitted by Wayne Boggs, Director of Special Programs

December 17, 2015

In November we were able to send students to three out of district CTE classes.

Four students attended the First Responders phase in Anchorage and while there Angel Evan, Angie Jasper (Akiak), Desiree Gregory (Tuluksak) and Chloe Ivanoff (Akiachak) passed the college level Emergency Trauma Technician test. They will receive a certificate that will enable them to enter an Emergency Medical Technician program and to be employed by a local clinic.

Two students attended the AVTEC bridging program in Seward. This is a program designed for students who intend to enroll in one of the career education programs at AVTEC. It gave them the opportunity to tour the facility and to fill out all the enrollment paperwork.

Five students went to Anchorage for the Voyage to Excellence College and Career Readiness program where they took a prep course for their college entrance exams and filled out the federal and state financial aid forms. They also had a chance to tour the UAA campus and meet some professors.

Mark Smedley, Anne Kosacheff, Kathy Cappa and Joanne Domko Special Education service providers were in the district to work with our special education students in November.

We were able to successfully amend the budget on our Indian Education Grant to comply with state reporting requirements and to add \$1202 in additional funding awarded by the federal government after the initial grant award.

Respectfully submitted

Wayne Boggs

Director of Special Programs

Yupiiit School District

Box 51190 • Akiachak, AK 99551 • Telephone (907) 825-3600 • FAX 877.825.8947



December 8, 2015

MEMORANDUM

TO: YSD Board of Education

FROM: Skyler Knuchel, Contracted Business Consultant
ALASKA EDUCATION & BUSINESS SERVICES, INC.

A handwritten signature in blue ink, appearing to read 'S Knuchel'.

RE: December 2015 Board Report

The FY 2016 Monthly Board Reports are attached as follows:

- ✓ Statement of Revenue Budget vs. Actual – recapping fund specific revenue
- ✓ Statement of Expenditure Budget vs. Actual – recapping fund specific expenditures
- ✓ Statement of Revenue Budget vs. Actual for the General Operating Fund
- ✓ Statement of Expenditure Budget vs. Actual for the General Operating Fund

About Me – First off, I'd like to thank you all for providing me with the wonderful opportunity to serve the Yupiiit School District, and to be present at your board meeting. As some of you know, and some of you don't, my name is Skyler Knuchel, and I am an employee of Alaska Education & Business Services, Inc.. I hold a bachelor's degree in accounting, and am from a small town in Montana named Deer Lodge. I have been employed by AKEBS since July 1, 2015, and moved from Montana on June 21, 2015. I am absolutely in love with your beautiful state, and believe I've found my forever home! Please do not be a stranger, I'd love to get to know each and every one of you a bit more!

Food Service – We have processed and submitted the October 2015 meal counts for reimbursement, those funds should be hitting the bank any day now. Additionally, we have been working with the school secretaries, Will Schlein, and the school principals on the proper documentation needed from the respective schools to support the meal count numbers, along with how to populate an excel spreadsheet that totals the number of breakfast and lunch meals that were submitted for reimbursement. We are still trying to find the most efficient process here, but have made vast strides over the last few days in this arena. Will has been of great help with showing the secretaries how to fill out the spreadsheet, and also how to e-mail those documents over.

We have purchased the inventory piece of PrimeroEdge, which will provide us better controls with food inventory once it is implemented. Further, Heidi Craig, Food Service Review and consultant worked with the Akiachak food service staff for three days in November, assisting with meal preparation, production, records, serving portion, and point of service training for the meal counter. Finally, the mandatory meal claiming and counting reviews were completed for Akiachak and Tuluksak in November, and Akiak's will be completed in January 2016. Also, all cooks received new iMacs' and Will and Len were instrumental to insure they were all set up and worked with the cooks on their use. Our next goal is to get the Cook handbooks updated so they have all their menus, child nutrition information and recipes all in one binder.

Staffing and Training – We have challenged Maisha over the past few weeks to become more independent, and she has responded well. We will continue to work with her to make strides in her technical abilities, which will allow her to be an intricate component to the School District.

We have also been working with the Bonnie, school principals, secretaries and Norma to make sure that proper documentation is being obtained for new hires, and that there are proper signatures on all Personnel Action Forms, W-4's, I-9's, and so forth.

Within the last month, we've been able to take a high level view at the payroll processes and procedures, and have found some areas where efficiencies can be gained, and where proper checks and balances implemented. Due to the new time card module, it was uncertain how things would flow from the School District to AKEBS. We are working diligently together to come up with the ideal process to make things more efficient, but to also make sure that we have all of our bases covered when it comes to supporting documentation. This is key to be successful in an audit.

A reminder that training for the School Registrar/Secretary's will occur again in January.

Impact Aid – The Yupiit School District's Impact Aid application was selected to be reviewed by the US Department of Education. The documentation for the review was due in April of 2015, but it was found that the information submitted was missing various items, was inaccurate, and not organized in a manner that the folks at USDOE Impact Aid could follow. I've been in communication with Cara Butterworth who is a Senior Program Analyst for the US DOE, and we've worked together to get the information she needs for our review to take place. She stated in her last email to me that what I submitted is organized in the manner they've requested, and that they will be in contact if they need any additional information.

Once the review is complete, we will be receiving a large chunk of funds through Impact Aid.

MERRY CHRISTMAS TO ALL!

12/09/15
15:54:40

YUPIIT SCHOOL DISTRICT
Statement of Revenue Budget vs Actuals
For the Accounting Period: 12 / 15

Page: 1 of 1
Report ID: B110F

Fund	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
100 OPERATING BUDGET	131,141.70	3,892,541.86	13,358,067.00	9,465,525.14	29 %
205 STUDENT TRANSPORTATION	0.00	309.00	915.00	606.00	34 %
230 ALASKA PREK PROGRAM INTERVENTION	0.00	0.00	47,887.00	47,887.00	0 %
232 PRE-K CARROVER FR FY12	0.00	0.00	54,652.00	54,652.00	0 %
236 STAFF DEVELOPMENT	0.00	0.00	10,000.00	10,000.00	0 %
238 TARGETED RESOURCE MOORE	0.00	0.00	225,312.57	225,312.57	0 %
239 TEACHER RETENTION MOORE	0.00	0.00	33,140.00	33,140.00	0 %
255 FOOD SERVICE FUND	0.00	57,922.17	577,422.00	519,499.83	10 %
256 TITLE I PART (A)	0.00	0.00	425,568.00	425,568.00	0 %
257 TITLE I PART C MIGRANT ED	0.00	0.00	47,985.00	47,985.00	0 %
258 TITLE IA 5% HQ	0.00	0.00	2,925.00	2,925.00	0 %
269 PRESCHOOL DISABLED	0.00	0.00	4,595.00	4,595.00	0 %
270 TITLE III-A ENG LANG ACQ	0.00	0.00	24,815.00	24,815.00	0 %
274 TITLE IA SCHOOL IMPROVEMENT	0.00	0.00	66,230.00	66,230.00	0 %
297 TITLE VIB	0.00	24,469.49	132,166.00	107,696.51	19 %
301 CARL PERKINS	0.00	-0.01	18,443.00	18,443.01	0 %
350 JOHNSON O'MALLEY	0.00	0.00	24,426.00	24,426.00	0 %
362 INIDAN EDUCATION	0.00	2,529.46	129,708.00	127,178.54	2 %
364 ANE SCHOOL TO LIFE	0.00	239,439.37	239,440.00	0.63	100 %
369 OUR FUTURE LEADERS	0.00	0.00	17,438.76	17,438.76	0 %
370 BEST BEGINNINGS	0.00	1,010.00	1,500.00	490.00	67 %
390 TEACHER HOUSING FUND	0.00	29,725.00	730,865.00	701,140.00	4 %
710 STUDENT ACTIVITY FUND	0.00	3,537.80	0.00	-3,537.80	** %
Grand Total:	131,141.70	4,251,484.14	16,173,500.33	11,922,016.19	26 %

12/09/15
15:56:20

YUPIIT SCHOOL DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 12 / 15

Page: 1 of 2
Report ID: B100F

Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 OPERATING BUDGET	238,342.16	4,855,904.74	13,358,066.00	13,357,966.00	8,502,061.26	36 %
205 STUDENT TRANSPORTATION	0.00	1,240.00	915.00	915.00	-325.00	136 %
230 ALASKA PREK PROGRAM INTERVENTION	0.00	1,131.43	47,887.00	47,887.00	46,755.57	2 %
232 PRE-K CARROVER FR FY12	0.00	8,172.26	54,652.00	54,652.00	46,479.74	15 %
236 STAFF DEVELOPMENT	0.00	5,884.64	10,000.00	10,000.00	4,115.36	59 %
238 TARGETED RESOURCE MOORE	0.00	47,241.81	225,312.57	225,312.57	178,070.76	21 %
239 TEACHER RETENTION MOORE	0.00	38,488.94	33,139.00	33,139.00	-5,349.94	116 %
242 UAF UPWARD BOUND	0.00	800.00	0.00	0.00	-800.00	*** %
250 TITLE IIA T&P R&R	0.00	0.00	0.00	0.00	0.00	0 %
255 FOOD SERVICE FUND	5,093.70	309,100.39	577,422.00	577,422.00	268,321.61	54 %
256 TITLE I PART (A)	0.00	96,125.75	658,021.25	658,021.25	561,895.50	15 %
257 TITLE I PART C MIGRANT ED	155.00	7,891.18	34,543.00	34,543.00	26,651.82	23 %
258 TITLE IA 5% HQ	0.00	115.00	2,925.00	2,925.00	2,810.00	4 %
265 MIGRANT BOOKS	0.00	0.00	1,501.00	1,501.00	1,501.00	0 %
269 PRESCHOOL DISABLED	0.00	0.00	4,595.00	4,595.00	4,595.00	0 %
270 TITLE III-A ENG LANG ACQ	0.00	646.20	23,152.00	23,152.00	22,505.80	3 %
274 TITLE IA SCHOOL IMPROVEMENT	1,255.60	38,463.12	33,378.00	33,378.00	-5,085.12	115 %
297 TITLE VIB	0.00	20,021.47	171,419.33	171,419.33	151,397.86	12 %
301 CARL PERKINS	300.00	4,758.15	18,432.75	18,432.75	13,674.60	26 %
350 JOHNSON O'MALLEY	0.00	4,792.62	24,426.00	24,426.00	19,633.38	20 %
362 INIDAN EDUCATION	5,491.80	51,143.32	129,708.00	129,708.00	78,564.68	39 %
364 ANE SCHOOL TO LIFE	0.00	26,558.50	26,420.00	26,420.00	-138.50	101 %
369 OUR FUTURE LEADERS	0.00	9,438.66	17,438.76	17,438.76	8,000.10	54 %
370 BEST BEGINNINGS	153.53	693.71	900.00	900.00	206.29	77 %
390 TEACHER HOUSING FUND	8,546.58	501,653.22	730,934.00	730,934.00	229,280.78	69 %

12/09/15
15:56:20

YUPIIT SCHOOL DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 12 / 15

Page: 2 of 2
Report ID: B100F

Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
710 STUDENT ACTIVITY FUND	0.00	21,204.99	0.00	0.00	-21,204.99	*** %
Grand Total:	259,338.37	6,051,470.10	16,185,187.66	16,185,087.66	10,133,617.56	37 %

12/09/15
15:57:48

YUPIIT SCHOOL DISTRICT
Statement of Revenue Budget vs Actuals
For the Accounting Period: 12 / 15

Page: 1 of 1
Report ID: B110AK

100 OPERATING BUDGET

Function / Object	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
000					
0000					
40 OTHER LOCAL REVENUES	0.00	35,367.35	15,000.00	-20,367.35	235 %
47 E-RATE	131,141.70	845,415.52	1,305,447.00	460,031.48	64 %
51 FOUNDATION PROGRAM	0.00	2,704,585.00	7,087,291.00	4,382,706.00	38 %
55 QUALITY SCHOOLS	0.00	0.00	25,946.00	25,946.00	0 %
56 TRS ON-BEHALF	0.00	0.00	558,366.00	558,366.00	0 %
57 PERS ON-BEHALF	0.00	0.00	379,757.00	379,757.00	0 %
110 IMPACT AID	0.00	307,173.99	3,986,260.00	3,679,086.01	7 %
Function Total:	131,141.70	3,892,541.86	13,358,067.00	9,465,525.14	29 %
Org Total:	131,141.70	3,892,541.86	13,358,067.00	9,465,525.14	29 %
Fund Total:	131,141.70	3,892,541.86	13,358,067.00	9,465,525.14	29 %
Grand Total:	131,141.70	3,892,541.86	13,358,067.00	9,465,525.14	29 %

12/09/15
16:08:07

YUPIIT SCHOOL DISTRICT
Expenditure Budget vs. Actual Query
For the Accounting Period: 12 / 15

Page: 1 of 2
Report ID: B100AKAF

Funds 100- 100, Objects 300-599

Program-Function	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 OPERATING BUDGET						
400 SCHOOL ADMINISTRATION	0.00	-170.00	0.00	0.00	170.00	***
900 FUND TRANSFERS	0.00	0.00	621,052.00	621,052.00	621,052.00	0
10 AKIACHAK SCHOOLS						
100 REGULAR INSTRUCTION	228.49	545,627.49	1,763,120.00	1,763,120.00	1,217,492.51	30
160 VOCATIONAL ED INSTRUCTION	130.00	18,579.60	83,419.00	83,419.00	64,839.40	22
200 SPECIAL ED INSTRUCTION	0.00	78,362.56	327,437.00	327,437.00	249,074.44	23
220 SPEC ED SUPPORT SVCS	210.00	210.00	0.00	0.00	-210.00	***
320 GUIDANCE SERVICES	0.00	41,104.08	137,393.00	137,393.00	96,288.92	29
350 SUPPORT SERVICES INSTRUCT	0.00	554.40	0.00	0.00	-554.40	***
351 TECHNOLOGY	0.00	0.00	15,793.00	15,793.00	15,793.00	0
352 LIBRARY SERVICES	172.00	14,670.05	43,622.00	43,622.00	28,951.95	33
400 SCHOOL ADMINISTRATION	116.67	72,150.29	208,191.00	208,191.00	136,040.71	34
450 SCHOOL ADMIN SUPPORT	0.00	29,081.75	80,653.00	80,653.00	51,571.25	36
511 BOARD OF EDUCATION	0.00	1,213.85	3,342.00	3,342.00	2,128.15	36
600 OPERATION & MAINTENANCE	32,941.98	368,793.35	1,135,479.00	1,135,479.00	766,685.65	32
700 STUDENT ACTIVITIES	2,075.20	32,473.69	70,869.00	70,869.00	38,395.31	45
Org Total:	35,874.34	1,202,821.11	3,869,318.00	3,869,318.00	2,666,496.89	
11 AKIAK SCHOOLS						
100 REGULAR INSTRUCTION	0.00	256,624.46	826,055.00	826,055.00	569,430.54	31
160 VOCATIONAL ED INSTRUCTION	0.00	15,568.85	0.00	0.00	-15,568.85	***
200 SPECIAL ED INSTRUCTION	0.00	73,303.90	233,554.00	233,554.00	160,250.10	31
320 GUIDANCE SERVICES	0.00	1,025.00	83,007.00	83,007.00	81,982.00	1
351 TECHNOLOGY	0.00	946.23	15,793.00	15,793.00	14,846.77	5
352 LIBRARY SERVICES	171.00	16,083.95	41,366.00	41,366.00	25,282.05	38
400 SCHOOL ADMINISTRATION	122.23	57,062.50	148,580.00	148,580.00	91,517.50	38
450 SCHOOL ADMIN SUPPORT	0.00	19,102.84	71,202.00	71,202.00	52,099.16	26
511 BOARD OF EDUCATION	0.00	1,864.41	3,342.00	3,342.00	1,477.59	55
600 OPERATION & MAINTENANCE	2,578.91	102,273.71	693,249.00	693,249.00	590,975.29	14
700 STUDENT ACTIVITIES	0.00	10,243.05	47,636.00	47,636.00	37,392.95	21
Org Total:	2,872.14	554,098.90	2,163,784.00	2,163,784.00	1,609,685.10	
12 TULUKSAK SCHOOLS						
100 REGULAR INSTRUCTION	0.00	320,638.14	1,171,383.00	1,171,383.00	850,744.86	27
160 VOCATIONAL ED INSTRUCTION	24.70	11,005.49	85,000.00	85,000.00	73,994.51	12
200 SPECIAL ED INSTRUCTION	0.00	82,411.71	358,184.00	358,184.00	275,772.29	23
220 SPEC ED SUPPORT SVCS	0.00	287.97	0.00	0.00	-287.97	***
320 GUIDANCE SERVICES	0.00	34,100.00	108,792.00	108,792.00	74,692.00	31
351 TECHNOLOGY	0.00	1,634.64	15,793.00	15,793.00	14,158.36	10
352 LIBRARY SERVICES	1,405.61	10,457.37	53,995.00	53,995.00	43,537.63	19
400 SCHOOL ADMINISTRATION	181.48	51,944.85	159,912.00	159,912.00	107,967.15	32
450 SCHOOL ADMIN SUPPORT	0.00	11,348.82	42,805.00	42,805.00	31,456.18	26
511 BOARD OF EDUCATION	0.00	1,872.60	3,342.00	3,342.00	1,469.40	56
600 OPERATION & MAINTENANCE	1,530.11	386,908.77	739,788.00	739,788.00	352,879.23	52

12/09/15
16:08:07

YUPIIT SCHOOL DISTRICT
Expenditure Budget vs. Actual Query
For the Accounting Period: 12 / 15

Page: 2 of 2
Report ID: B100AKAF

Funds 100- 100, Objects 300-599

Program-Function	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 OPERATING BUDGET						
700 STUDENT ACTIVITIES	0.00	3,882.88	59,486.00	59,486.00	55,603.12	6
Org Total:	3,141.90	916,493.24	2,798,480.00	2,798,480.00	1,881,986.76	
500 DISTRICT-WIDE						
100 REGULAR INSTRUCTION	0.00	15,430.67	479,840.00	457,340.00	441,909.33	3
200 SPECIAL ED INSTRUCTION	0.00	916.41	11,015.00	11,015.00	10,098.59	8
220 SPEC ED SUPPORT SVCS	6,679.85	78,681.10	207,624.00	167,624.00	88,942.90	46
300 STUDENT SUPPORT SERVICES	0.00	29,948.95	0.00	40,000.00	10,051.05	74
320 GUIDANCE SERVICES	0.00	150.00	0.00	0.00	-150.00	***
350 SUPPORT SERVICES INSTRUCT	5,401.86	111,985.01	322,986.00	322,986.00	211,000.99	34
351 TECHNOLOGY	157,334.49	1,226,674.37	1,647,904.00	1,647,904.00	421,229.63	74
354 IN-SERVICE TRAINING	504.00	17,022.22	5,000.00	27,500.00	10,477.78	61
400 SCHOOL ADMINISTRATION	0.00	-123.81	0.00	0.00	123.81	***
511 BOARD OF EDUCATION	3,698.77	101,076.68	141,916.00	141,916.00	40,839.32	71
512 OFFICE OF SUPERINTENDENT	1,070.87	95,296.44	260,442.00	260,442.00	165,145.56	36
550 DISTRICT ADMIN SUPPORT SV	18,542.75	227,238.38	356,435.00	358,935.00	131,696.62	63
551 RECRUITMENT	88.76	7,416.94	15,000.00	15,000.00	7,583.06	49
552 HUMAN RESOURCES STAFF SVC	0.00	16,631.23	39,213.00	39,213.00	22,581.77	42
600 OPERATION & MAINTENANCE	3,132.43	237,181.54	394,862.00	392,262.00	155,080.46	60
700 STUDENT ACTIVITIES	0.00	17,135.36	23,195.00	23,195.00	6,059.64	73
Org Total:	196,453.78	2,182,661.49	3,905,432.00	3,905,332.00	1,722,670.51	
Fund Total:	238,342.16	4,855,904.74	13,358,066.00	13,357,966.00	8,502,061.26	36 %
Grand Total:	238,342.16	4,855,904.74	13,358,066.00	13,357,966.00	8,502,061.26	36 %

Yupit School District

Box 51190 • Akiachak, AK 99551
Telephone (907) 825-3600 Fax: (877) 825-2404



December 16, 2015

MEMORANDUM

To: Regional School Board
From: Norma Holmgaard, Superintendent
Re: Strategic Plan Progress

INVOLVING ELDERS AND THE COMMUNITY

1. Identify and bring Elders into the school to teach traditional skills, arts and crafts, and technology and to model good behavior.
 - a. Develop seasonally appropriate Elder activities twice each month in the school
 - b. Identify and reach out to Elders who are active in each school and to those active in Tribal Court

In addition to Tuluksak School, Akiachak School has an active MOA with RuralCap for the Elder Mentor Program.
2. Continue parent outreach program including parent instruction
 - a. Develop School/Parent Compact

Each school has developed a compact to support children's educations. During the month of December all schools held parent information meetings to learn about the results of the new AMP test and what to expect in the spring.
 - b. Meet with parents before school year starts – and revisit at the end: Use positive postcards to reinforce parent activities.

Conferences were held at all schools before school start up. Postcards have not yet been purchased. Schools will report on parent outreach in their monthly reports.
 - c. Develop Parent/Peer networks: Posters created by kids for events (Perhaps a task for student governments)
 - d. Develop youth/parent tree to support attendance
 - e. Develop annual education program for parents around critical school district issues (attendance, culture and language curriculum)

YUPIK CURRICULUM AND STUDENT OUTCOMES

1. Improve attendance and academic achievement so students can either go on to higher education or enter a vocational program.
All three YSD schools have goals to improve attendance. The schools have assigned this work to a team to make recommendations for school initiatives that would help improve attendance. Little improvement has been observed as of December 2015. LASB's and staff monitor and discuss attendance rates regularly.
2. Use culturally appropriate assessments for students
No progress has been made on this. This is a topic being discussed at the Annual AASB Conference.
3. Establish procedures to award Elders and Paraprofessionals type M Certificates.
YSD has investigated the Type M certification. Candidates for this certificate must show a high level of skill in reading, writing, and speaking a Native Language. This must be evidenced by an appropriate assessment. Candidates must also demonstrate competency teaching. A school district may request Type M certification but each applicant must complete a resume showing proof of the above. LKSD no longer secures Type M certificates but requires full certification for Yupik Language/Culture teachers.
4. Establish a Yupik Program Department responsible for Yupik curriculum, Yupik materials, Elder outreach, summer cultural school options
Department has been established as the "Tribal Education Department". Two people are working on curriculum; school based cultural activities, K-12 curriculum, Pre-K program development and summer culture camps. K-6 curriculums is being aligned with science and social studies standards to better align to general education and to secure wider support for the language and cultural components of the program. This is scheduled to come before the RSB in March 2016.
5. Develop training programs for Yupik staff so that they can teach effectively.
Rayna Hartz and Sophie Kasayulie are working with current staff to assist them in developing lessons and using effective instructional strategies.
6. Develop opportunities for student leadership and for students to develop leadership skills
Akiachak School and Tuluksak School both offer Leadership Programs and are developing student government programs.
7. Identify books and videos translated into Yupik
Rayna Hartz and Sophie Kasayulie are locating these materials and getting them ready to be made available online. Kaylin Charles, Curriculum Department Secretary is assisting in this work.
8. Develop early childhood program with regular assessment.

Yupik Specialist Sophie Kasayulie is working on this with Curriculum Director Jamie Burgess. An Early Childhood Committee has been formed to ensure that NAEYC standards are met and culture is a driving component of curriculum. A specialist is on contract to assist with the development of the program. RSB will discuss costs and options for FY17 implementation of the program.

CAREER PATHWAYS

1. Identify community labor needs and youth interests and provide educational opportunities to address these
Mr. Boggs will be investigating this and report out.
2. Develop youth-centered education based on child's desires, including relevant vocational education and life skills courses (cooking, child development etc.)
Added a half-time vocational teacher to Akiak School who will work at Tuluksak School second semester. Encouragement of student participation in VTE and Excel Programs, continued work on course of studies. RSB is considering increasing staff to include vocational teachers.
3. Explore more effective use of financial aid to support graduates' pursuits of either Higher Education or Vocational Education
No new work has been done on this objective. (December 2015)
4. Create a "counseling plan of service" through a Head Counselor
A draft of the Counseling Plan of Service has been presented to the Leadership Team. It is currently being edited and updated.
5. Develop a newsletter that includes success stories

EFFECTIVE OPERATIONS

1. Find money to train locals to work in schools including Yupik paraprofessional certification
A funding source has been identified to support training in the spring for paraprofessionals working with early childhood programs.
2. Keep buildings in good repair, major and minor maintenance
Mr. Hartz will conduct a worksession in December 2015 to discuss summer maintenance work and a long-range plan.
3. Maintain fiscally sound operations
**Continued work on streamlining financial operations and HR operations
Review of Policy Manual and online updates
Review of housing leases and equity in agreements
Articulation of personnel procedures so that they are known by all
Continued updating and adding Standard Operating Procedures**

4. Keep technology up-to-date

A technology replacement plan has not yet been developed. The IT Director has been asked to develop this plan by March 15, 2016.

Yupit School District

Box 51190 • Akiachak, AK 99551
Telephone (907) 825-3600 Fax: (877) 825-2404



December 14, 2015

MEMORANDUM

To: YSD Regional School Board
From: Norma Holmgaard, Superintendent
Re: BP 5040 Student Nutrition

The Administration respectfully requests approval for the third reading of BP 5040, Student Nutrition.

Akiak School
P.O. Box 49
Akiak, AK 99552
(907)765-4600

Akiachak School
P.O. Box 51189
Akiachak, AK 99551
(907)825-3616

Tuluksak School
P.O. Box 115
Tuluksak, AK 679
(907)695-5600

STUDENT NUTRITION AND PHYSICAL ACTIVITY

BP 5040 (a)

Note: This policy was developed by the State of Alaska Obesity Prevention and Control Program and the Alaska Department of Education and Early Development Child Nutrition Program and meets all federal requirements for Local School Wellness Policies. It is intended to provide a framework for developing wellness policy. The policy adopted by your School Board must be developed with the involvement of the identified advisory group discussed in Section A.

The School Board recognizes that schools are in a position to promote healthy lifestyle choices by students that can affect their lifelong wellness. Therefore the School District will provide environments that promote and protect children's health, well-being, and ability to learn by supporting healthy eating and physical activity.

Schools will provide nutrition promotion and education, physical education, and other school-based activities to foster lifelong habits of healthy eating and physical activity, and will establish linkages between nutrition education and school meal programs.

(cf. 1020 – Youth Services)

A. Planning and Periodic Review by Stakeholders

The school district and when appropriate individual schools within the district will create or work with an appropriate existing advisory group that will assist in developing, implementing, monitoring, reviewing and, as necessary, revising school nutrition and physical activity goals. The school district will permit and encourage the participation of students, parents, food service personnel, Board members, school administrators, school health professionals, physical education teachers, and other interested community members in the advisory group. The district will promote opportunities to participate in the advisory group through parent and stakeholder communication including: newsletters, public announcements, web-postings, parent communication, etc.

The school district will provide the advisory group with appropriate information and clear guidelines to assist in the development and/or revision of relevant policies and nutrition and physical activity goals. Goals will be based on available scientific evidence for improving school nutrition and physical activity programs. Goals and progress toward achievement will be presented to the Board starting with the presentation of goals within six (6) months of the passage of this policy and continuing annually thereafter.

(cf. 1000 – Concepts and Roles)

B. Nutrition

All foods available in district schools during the school day shall be offered to students with consideration for promoting student health and reducing childhood obesity.

Foods and beverages provided through the National School Lunch or School Breakfast Programs shall meet nutritional requirements of National School Lunch Act. (7 C.F.R. Parts 210 and 220) To the extent practicable, all schools in the district will participate in available federal school meal programs.

All other foods and beverages made available on campus (including, but not limited to vending, franchise vendors, concessions, a la carte, student stores, classroom parties and fundraising) during

the school day, between the hours of 12:00 AM and 30 minutes after the conclusion of the instructional day, shall meet nutritional requirements of the National School Lunch Act, Nutritional Guidelines for All Foods Sold in Schools also known as Smart Snacks at School (Federal Register/Vol. 78, No. 125). To the extent feasible foods harvested in the state will be used in the meals and snacks provided for students. *(Deleted: will be consistent with the nutrition standards developed by the superintendent or designee in administrative regulations based on U.S. Dietary Guidelines for Americans. To the extent feasible foods harvested in the state will be used in the meals and snacks provided for students)*

Schools will provide students with access to a variety of affordable, nutritious and appealing foods that meet the health and nutrition needs of students; will accommodate, as much as possible, the religious, ethnic, and cultural diversity of the student body in meal planning; and will provide clean, safe and pleasant settings and adequate time for students to eat.

Traditional cultural foods may be exempted from the nutritional requirements when offered free of charge and for educational purposes. Traditional cultural foods offered for sale or as a part of the school breakfast or lunch program must meet nutritional requirements.

Schools will provide free potable water in the place where meals are served and elsewhere throughout the school buildings.

When practicable, Alaska farm and fish products will be utilized in meals and snacks.

Schools will encourage all students to participate in school meal programs and protect the identity of students who eat free and reduced priced meals.

Schools will encourage all students to eat healthy and nutritious meals within the school dining environment and will, to the extent practicable, involve students in menu planning.

To the extent practicable, schools will schedule lunch as close to the middle of the school day as possible. Schools are encouraged to provide opportunities for mid-morning or mid-afternoon healthy snack breaks.

Schools will limit food and beverage marketing to the promotion of foods and beverages that meet the National School Lunch Act, Nutritional Guidelines for All Foods Sold in Schools

Schools will work to provide age-appropriate nutrition education as part of the health and physical education curricula that respects the cultural practices of students, is integrated into core subjects, and provides opportunities for students to practice skills and apply knowledge both inside and outside the school setting. The District will seek to provide evidence-based nutrition education curricula that foster lifelong healthy eating behaviors integrated into Comprehensive School Health Education. **To the extent practicable:**

- (a) Students in grades pre-K-12 shall receive nutrition education that teaches the skills needed to adopt lifelong healthy eating behaviors.
- (b) Classroom nutrition education shall be reinforced in the school dining room or cafeteria setting as well as in the classroom, with coordination among the nutrition service staff, administrators and teachers.

STUDENT NUTRITION AND PHYSICAL ACTIVITY

BP 5040 (c)

- (c) Students shall receive consistent nutrition messages from schools and the district. This includes in classrooms, cafeterias, outreach programs and other school-based activities.
- (d) Nutrition education shall be taught by a certified/licensed health education teacher or provide professional development in Nutrition Education for certified staff assigned to teach Nutrition.
- (e) Schools will strive to establish or support an instructional garden within nutrition education and the core curriculum that provides students with experiences in planting, harvesting, preparing, serving and tasting.

(cf. 0210 – Goals for Student Learning)

(cf. 3550 – Food Service)

(cf. 3551 – Food Service Operations)

(cf. 3552 – Regular Lunch Program)

(cf. 3553 – Free and Reduced Price Meals)

(cf. 3554 – Other Food Sales)

(cf. 6163.4 – School Gardens, Greenhouses, and Farms)

NOTE: While federal law does not require the language in Section C: Physical Education and Section D: Physical Activity, Districts *must* have physical activity goals. The following optional policy language meets those requirements.

C. Physical Education

Physical education will be closely coordinated with the overall school health program, especially health education, so that students thoroughly understand the benefits of being physically active and master the self-management skills needed to stay active for a lifetime.

To the extent practicable, all schools will provide daily physical education opportunities for all students. At least 50% of physical education class time should be spent in moderate to vigorous physical activity. All elementary students will be provided at least

Option 1: the National Association for Sport and Physical Education recommendation of 150 minutes of physical education per week, for the entire school year.

Option 2: ___ minutes (determined by district capacity) of physical education per week, for the entire school year.

Middle and high school students shall be provided at least

Option 1: the National Association for Sport and Physical Education recommendation of 225 minutes of physical education per week, for the entire school year.

Option 2: ___ minutes (determined by district capacity) of physical education per week, for the entire school year.

All middle-school students will be required to participate in physical education for all years of enrollment in middle school. All high school students shall be required to participate in physical education for one full year. Physical education shall be exclusive of health education and shall be available for all four years of high school.

Each school will adopt a physical education curriculum that aligns with the Alaska State Standards for Physical Education for grades K-12, with grade level benchmarks. The curriculum shall be reviewed in accordance with the regular curriculum review and adoption schedule of the District.

Student achievement shall be assessed based on physical education standards, and a written physical education grade shall be reported for students according to the grading schedule of the District. A fitness assessment shall be performed using a valid and reliable tool and used to track student progress. Physical education classes shall have a pupil-teacher ratio comparable to that in the core classes. Waivers, exemptions, substitutions, and/or pass-fail options for physical education are prohibited. Accommodations will be made for those with medical, cultural, or religious considerations. To the extent practicable, physical education shall be taught by a certified/endorsed physical education teacher.

Physical education teachers shall receive annual professional development specific to physical education content.

Physical education equipment shall be age- appropriate, inviting, and available in sufficient quantities for all students to be able to participate. Equipment shall be inspected regularly for safety and replaced when needed.

NOTE: While federal law does not require the language in Section C: Physical Education and Section D: Physical Activity, Districts *must* have physical activity goals. The following optional policy language meets those requirements.

D. Physical Activity

Elementary and middle school students shall be provided with at least 45 minutes each day of physical activity, not including time spent in physical education. This time may be accumulated throughout the school day and may include recess and before/after school-sponsored activities. Whenever possible, all students shall be given opportunities for physical activity through a range of programs including, but not limited to, intramurals, interscholastic athletics and physical activity clubs. Elementary students must be provided at least 20 minutes each day of structured, active recess. Classroom based physical activity is encouraged and counts toward the 45 minute requirement as long as it does not replace recess.

When practicable, recess shall be scheduled before lunch periods and take place outdoors.

Indoor and outdoor facilities shall be available so that physical activity is safe and not dependent on the weather. Physical activity equipment shall be age- appropriate, inviting, and available in sufficient quantities for all students to be active. Equipment shall be inspected regularly (at least weekly) for safety and replaced when needed.

Using physical activity as punishment or withholding physical activity/physical education time for behavior management shall be prohibited.

The district/school will promote strategies/events designed to generate interest in and support active transport to school (walking school busses, 'bicycle trains', Walk/Bike to School Day).

Schools are encouraged to negotiate mutually acceptable and fiscally responsible arrangements with community agencies and organizations to keep school spaces and

facilities available to students, staff, and community members before, during, and after the school day, on weekends, and during school vacations.

(cf. 1330 – Community use of school facilities)

E Communication with Parents

The district/school will regularly, at least annually, inform and update the public, including students, parents, and the community, about the content and implementation of district/school policies that promote student wellness.

The district/school will support the efforts of parents to provide a healthy diet and daily physical activity for their children. Schools will encourage parents to pack healthy lunches and snacks and to refrain from including beverages and foods that do not meet nutrition standards. The district will provide parents & the public with information on healthy foods that meet the requirements of the National School Lunch Act, Nutritional Guidelines for All Foods Sold in Schools also known as Smart Snacks at School (USDA) standards and ideas for policy compliant foods for vending, concessions, a la carte, student stores, classroom parties and fundraising activities (Federal Register/Vol. 78, No. 125).

The district/school will provide information about physical education and other school-based physical activity opportunities before, during and after the school day; and support the efforts of parents to provide their children with opportunities to be physically active outside of school. Such supports will include sharing information through a website, newsletter, or other take-home materials, special events, or physical education homework.

*(cf. 6020 –
Parent
Involvement)*

F Monitoring, Compliance and Evaluation

The superintendent or designee will ensure compliance with established district-wide nutrition and physical activity wellness policies and administrative regulations. Administrative regulations may be developed to ensure that information will be gathered to assist the School Board and district in evaluating implementation of these policies and to ensure that necessary documentation is maintained in preparation for the triennial Administrative Review conducted by Child Nutrition Programs, Department of Education and Early Development.

The Superintendent or designee will designate one or more persons to be responsible for ensuring that each school within the district complies with this policy, and that school activities, including fundraisers and celebrations, are consistent with district nutrition and physical activity goals.

STUDENT NUTRITION AND PHYSICAL ACTIVITY

BP 5040 (e)

The School Board will receive an annual summary report on district-wide compliance with the established nutrition and physical activity policies, and the progress made in attaining the district nutrition and physical activity goals, based on input from the schools within the district. The report will also be distributed to advisory councils, parent/teacher organizations, school principals, and school health services personnel, and will be made available to the public.

Legal Reference:

ALASKA STATUTES

03.20.100 Farm-to-school program

UNITED STATES CODE

Richard B. Russell National School Lunch Act, 42

U.S.C. 1751-1769j Child Nutrition Act of 1996, 42

U.S.C. 1771-1793

CODE OF FEDERAL REGULATIONS

7 C.F.R. Parts 210 and 220, National School Lunch Program and Breakfast Program

FEDERAL REGISTER

Vol. 78, No. 125, Part II, Department of Agriculture

YUPIIT SCHOOL DISTRICT

Adopted: 10/15

Yupiiit School District

Box 51190 • Akiachak, AK 99551
Telephone (907) 825-3600 Fax: (877) 825-2404



December 14, 2015

MEMORANDUM

To: YSD Regional School Board
From: Norma Holmgaard, Superintendent
Re: Approval of Resignation

The Administration recommends approval of the resignation of Mark Ingram, Language Arts Teacher at Akiachak School, effective December 18, 2015. It is also recommended that the RSB approve the resignation of Minty Ruthford, Principal at Tuluksak School effective at the end of the FY16 School Year.

Akiak School
P.O. Box 49
Akiak, AK 99552
(907)765-4600

Akiachak School
P.O. Box 51189
Akiachak, AK 99551
(907)825-3616

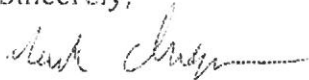
Tuluksak School
P.O. Box 115
Tuluksak, AK 679
(907)695-5600

Mark Ingram
PO Box 51131
Akiachak AK, 99551
907-825-2803

To Whom It May Concern:

I am writing this letter to tender my resignation from teaching. I will no longer be teaching or working at Akiachak schools in any capacity. This resignation will go into affect December 18, 2015.

Sincerely,

A handwritten signature in cursive script, appearing to read "Mark Ingram", followed by a horizontal line.

Mark Ingram

Minty Ruthford
PO Box 179
Tuluksak, Alaska 99679

December 13, 2015

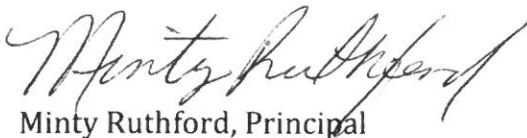
Yupit School District
PO Box 51190
Akiachak, Alaska 99551

Dear Superintendent Holmgaard,

Please accept this letter as formal notification of my resignation from my position as Principal at Tuluksak School effective at the end of my contract. I have the deepest affection for staff members of Tuluksak School and I love spending each day with our students. Being a part of the district's Leadership Team under your guidance has been a privilege and an opportunity for my personal and professional growth. My experience in the district have been personally rewarding. The support of the parents and community made me appreciate the privilege I have had to serve the district.

Thank you very much for the opportunity and the mentoring you have offered me during my term here at Tuluksak School. It has been a pleasure partnering with you, teachers, students and parents making my service to all such a pleasure.

Sincerely,

A handwritten signature in cursive script that reads "Minty Ruthford". The signature is written in black ink and is positioned above the printed name.

Minty Ruthford, Principal

Yupit School District

Box 51190 • Akiachak, AK 99551
Telephone (907) 825-3600 Fax: (877) 825-2404



December 14, 2015

MEMORANDUM

To: YSD Regional School Board
From: Norma Holmgaard, Superintendent
Re: Creative Arts Contract

The Administration requests approval The attached contract for Connie Wong to provide Creative Arts Classes at Akiak School for the second semester, January through May 2016

Akiak School
P.O. Box 49
Akiak, AK 99552
(907)765-4600

Akiachak School
P.O. Box 51189
Akiachak, AK 99551
(907)825-3616

Tuluksak School
P.O. Box 115
Tuluksak, AK 679
(907)695-5600

Yupit School District
P. O. Box 51190
Akiachak, Alaska 99551
(907)825-3600 phone; (907)825-2404 fax

MEMORANDUM OF AGREEMENT

Contractor: Connie Wong
Address: 612 Indiana Terrace
Telephone: 626-320-7481
District Location: Akiak School

E.I.N.
City: South Pasadena State: CA
Program: Fine/Creative Arts Program

Zip: 91030

CONTRACT SCOPE & CONSIDERATION

Purpose: To provide a fine/creative arts program for Akiak School students in grades 6-12 from January 4, 2016 through May 18, 2016

Number of days: 88 at the daily rate of per day = 350.00 Days do not include inservice days but do include parent conference days.	\$ 30,800.00
Travel: Reimbursement up to 1400.00 upon submission of receipts	\$ 1400.00
Other: lodging provided by district	\$
MAXIMUM COST:	\$ 32,200.00

Contractor will submit monthly invoices for services.
Contractor will carry liability insurance for self.
YSD will remit payment within 15 days of receipt of monthly invoices
YSD/Akiak Principal will assist with lesson planning and grading for high school credit receipt.

ACCOUNT CODE: 100.011.100..410

NOTHING HEREIN is to be construed as establishing an employee-employer relationship. No other compensation or benefit is expressed or implied. As a condition of performance the above named contractor shall pay all federal, state and local taxes that may be incurred by the contractor, subcontractor(s) or other persons. In addition, the above named contractor shall obtain all licenses, certifications and insurances that may be required.

OTHER CONSIDERTIONS: Contractor will submit list of supplies and materials by December 15, 2015. YSD will order requested supplies and materials and have them delivered to Akiak School.

DATE APPROVED BY BOARD:

TIME PERIOD COVERED:..... FROM: January 4, 2016 TO: May 18, 2016

Business Manager	Date	Originator	Date
Superintendent	Date	Contractor	Date