

Yupit School District

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Date: March 15, 2016
To: Regional School Board
From: Rayna Hartz, Interim Superintendent
Re: Committee Meetings and Work Sessions

1. The Annual Strategic Planning is scheduled for the March 29-30. Tom Begich will be the facilitator. The following work session topics are recommended for placement on the Strategic Plan agenda:
 - a. Standards-Based model: Bob Crumley with Chugach School District will present via distance delivery information on this model.
 - b. Elementary Dual Language: Gayle Miller with LKSD will present information on this model. We are presently in a partnership with the grant that implements this model.
 - c. An Integrated Curriculum Framework is presented for consideration.
2. The following FY15 BP Updates are presented for review. These BP updates will be presented for the first reading under Action Item (B).
 - a. BP 5127 Graduation Ceremonies and Activities
 - b. BP 5131.6 Alcohol and Other Drugs
 - c. BP 5144 Discipline
 - d. BP 5145.3 Nondiscrimination
 - e. AR 5145.3 Transgender Students and Employees
 - f. BP 5146 Married/Pregnant/Parenting Students
3. Jim Hartz will present the annual Capital Improvement Project priority list and summer maintenance projects.
4. Sharene Craft will present a summary of attendance-related research for discussion

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STUDENT NUTRITION AND PHYSICAL ACTIVITY

Note: This policy was developed by the State of Alaska Obesity Prevention and Control Program and the Alaska Department of Education & Early Development Child Nutrition Program and meets all federal requirements for Local School Wellness Policies. It is intended to provide a framework for developing a 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 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, School Board members, school administrators, school health professionals, physical education teachers, local SNAP-Ed coordinators 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, which may include 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 School Board on an annual basis.

(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.

Students

STUDENT NUTRITION AND PHYSICAL ACTIVITY (continued)

BP 5040 (b)

All foods and beverages provided through the National School Lunch or School Breakfast Programs shall meet nutritional requirements of the 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 school 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, Nutrition Standards for All Foods Sold in Schools also known as Smart Snacks in School. For the purpose of this policy, the school campus is defined as all property under the jurisdiction of the school district that is accessible to 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 federal 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 on campus to the promotion of foods and beverages that meet the National School Lunch Act, Nutritional Guidelines for All Foods Sold in Schools.

Students

STUDENT NUTRITION AND PHYSICAL ACTIVITY (continued)

BP 5040 (c)

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.
- (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.
- (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 provides physical education and physical activity goals.

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. All elementary students will be provided at least

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

Students

STUDENT NUTRITION AND PHYSICAL ACTIVITY (continued)

BP 5040 (d)

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 (NASPE) 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 district/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.

D. Physical Activity

Elementary and middle school students will 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 will 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 as a means of discipline, is 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, Safe Routes to School Programs).

Students

STUDENT NUTRITION AND PHYSICAL ACTIVITY (continued)

BP 5040 (e)

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, implementation of, and progress towards goals in this policy. Parents will be actively notified through email or other notification processes and provided access to this policy and all subsequent reports and updates.

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, Nutrition Standards for All Foods Sold in Schools also known as Smart Snacks in School, and ideas for policy compliant foods for vending, concessions, a la carte, student stores, classroom parties and fundraising activities

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 & 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.

Students

STUDENT NUTRITION AND PHYSICAL ACTIVITY (continued)

BP 5040 (f)

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:

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

Nutrition Standards for All Foods Sold in Schools ("Smart Snacks in School"), Vol. 78, No. 125, Part II, Department of Agriculture (2013)

Revised 3/2015

Students

GRADUATION CEREMONIES AND ACTIVITIES

BP 5127(a)

Note: The following policy suggests various options which may be modified to reflect district practice except that the U.S. Supreme Court has ruled that graduation ceremonies may not include school-sponsored prayers.

Note: No secondary student may be issued a diploma unless he or she has taken a college and career readiness assessment. AS 14.03.075.

High school graduation ceremonies shall be held to recognize those students who have successfully completed the district graduation requirements and earned the right to receive a diploma. Students who have met the district graduation requirements but have not taken a college and career readiness assessment [may/may not] participate in graduation exercises without receiving a diploma.

(cf. 6146.1 - High School Graduation Requirements)

Note: The following optional paragraph may specify whatever number of uncompleted credits the School Board wishes to allow or may be deleted.

At the discretion of the Superintendent or designee, a student who is no more than ____ credits short of fulfilling district credit requirements may participate in graduation exercises without receiving his/her diploma. When the required credits have been earned, a diploma shall be sent to the student by mail.

Note: The following optional paragraph may be used to deny participation in graduation activities. School site rules should indicate what privileges may be denied for what reasons, and the means whereby students may appeal these decisions.

In accordance with school-site rules, the principal may deny a student the privilege of participating in graduation or promotion activities because of misconduct.

(cf. 5144 - Discipline)

School-sponsored invocations and/or benedictions shall not be included in graduation ceremonies.

Legal Reference (see next page):

Students

GRADUATION CEREMONIES AND ACTIVITIES (continued)

BP 5127(b)

Legal Reference:

ALASKA STATUTES

14.03.075 College and career readiness assessment

14.03.090 Sectarian or denominational doctrines prohibited

UNITED STATES CODE

Elementary and Secondary Education Act, 20 U.S.C. § 9524, as amended by the No Child Left Behind Act of 2001, P.L. 107-110

Santa Fe Indep. Sch. Dist. v. Doe, 530 U.S. 290 (2000)

Lee v. Weisman, 505 U.S. 577 (1992)

Revised 3/2015

Students

ALCOHOL AND OTHER DRUGS

BP 5131.6(a)

Note: Districts must have in place written standards to address the needs of students for whom mental health or substance abuse may be a contributing factor to noncompliance with the school disciplinary and safety program. AS 14.33.120(a)(6). In addition, districts receiving funds for prevention programs pursuant to the Drug-Free Schools and Community Act of 1986, as amended by the No Child Left Behind Act of 2001, are required to have a policy on drug abuse prevention instruction and procedures for eliminating the sale or use of alcohol and other drugs. NCLB also requires that those districts inform and involve parents in violence and drug prevention efforts. Districts must make reasonable efforts to inform parents of the content of safe and drug-free school programs and activities other than classroom instruction. If a parent objects in writing, the district must withdraw the student from the program or activity. AS 14.30.360 encourages districts to provide K-12 health education, including alcohol and drug abuse education. The following sample policy may be revised as appropriate.

Note: Despite the passage of AS 17.38, effective February of 2015, which authorizes the use of marijuana under certain conditions, all use, possession and distribution of marijuana by those under 21 is illegal. In addition, as a recipient of federal funds, the district is obligated to maintain a drug-free workplace consistent with federal law, which prohibits the manufacture, distribution, possession and sale of marijuana for all individuals, regardless of age. For purposes of the district's policy and legal obligation, marijuana is prohibited.

(cf. E 4020 – Drug and Alcohol – Free Workplace Notice to Employees)

Because the use of alcohol and other drugs adversely affects a student's ability to achieve academic success, is physically and emotionally harmful, and has serious social and legal consequences, the School Board intends to keep district schools free of alcohol and prohibited drugs.

Alcohol, marijuana, and other controlled substances are prohibited for use or possession by students. The School Board desires that every effort be made to reduce the chances that our students will begin or continue the use of alcohol and other drugs. The Superintendent or designee shall develop a comprehensive prevention program that includes instruction, intervention, recovering student support, and enforcement/discipline. The Superintendent or designee shall clearly communicate to students, staff and parents/guardians all School Board policies, regulations, procedures and school rules related to this prevention program. Special efforts shall be made to ensure that these materials are understood by parents/guardians and students of limited literacy or limited English proficiency.

Note: Drug use by students is not limited to illegal drugs and can also include abuse of prescription drugs and over-the-counter medications. There is also a growing problem of youth using what are commonly referred to as designer or synthetic drugs. Designer or synthetic drugs come in various forms and may be a chemical compound, a plant-based substance, or a combination. Common names for these drugs include bath salts, K2, spice, salvia, and synthetic marijuana. These drugs have serious and dangerous effects. Synthetic marijuana is an illegal substance in Alaska. AS 11.71.040-.050, 11.71.160. The following optional language prohibits the possession, use, or distribution of "prohibited drugs," which includes all dangerous substances that pose a risk to district students.

Specifically, the Board prohibits the actual or attempted sale, distribution, use, or possession by a student of alcohol, prohibited drugs or inhalants, drug paraphernalia, substances that are designed to look or act like prohibited drugs or alcohol, or substances purported to be prohibited drugs or alcohol. Prohibited drugs are defined as:

Students

ALCOHOL AND OTHER DRUGS (continued)

BP 5131.6(b)

1. Drugs that are illegal if possessed by those under 21, under any local, state, or federal law; or any drug that can be legally obtained but which has been obtained through illegal means.
2. Alternatives to illegal drugs such as designer or synthetic drugs, whether or not prohibited by law, which are purported to, designed to, or which do impair, restrict, or alter normal cognitive function when absorbed, ingested, injected, or inhaled.
3. Prescription drugs that are not legally obtained or prescribed, are not being used for the prescribed purpose, are being used in excess of the prescribed amount, are being used by other than the person to whom prescribed, or are being sold, traded or distributed.

Recognizing that keeping schools free of alcohol and other drugs is a concern common to the district and community, the School Board supports cooperation among schools, parents/guardians, law enforcement and other appropriate community organizations involved in preventing alcohol and drug abuse.

(cf. 1410 Interagency Cooperation for Student & Staff Safety)

Note: Districts are required to establish a citizen advisory committee in order to receive Public Law 99-570 funds. Additionally, AS 14.33.110 requires that the school disciplinary and safety program maintain community standards of school behavior that are developed by members of each school, including students, parents, teachers, school administrators, and other responsible persons.
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To obtain the widest possible input and support for district policies and programs, the School Board shall appoint a districtwide school-community advisory committee to make recommendations related to the prevention of alcohol and other drug abuse. The committee should make its recommendations based on input from students, parents, teachers, school administrators, and community members. The School Board also encourages the use of site-level advisory groups in this area.

(cf. 1220 - Citizen Advisory Committees)

Instruction

The district shall provide preventative instruction which helps students avoid the use of alcohol, marijuana, or other drugs and teaches students how to influence their peers to avoid and/or discontinue the use of alcohol or drugs. Instruction shall be designed to answer students' questions related to alcohol and drugs.

The instructional programs will help students obtain and use current and accurate information, develop and maintain a positive self-concept, take positive actions to cope with stress, and use appropriate social and personal skills to resist involvement with alcohol and drugs.

Students

ALCOHOL AND OTHER DRUGS (continued)

BP 5131.6(c)

The curriculum will be K-12, comprehensive and sequential in nature and suited to meet the needs of students at their respective grade levels. All instruction and related materials shall stress the concept that alcohol and prohibited drugs can be dangerous and should never be used when such use is illegal.

The School Board encourages staff to display attitudes and behaviors which make them positive role models for students with regard to alcohol, marijuana and other drugs. Staff should help students see themselves as responsible partners in efforts to maintain a safe, constructive school climate.

The School Board recognizes that children exposed to alcohol or other drugs prior to birth may have disabilities requiring special attention and modifications in the regular education program. The Superintendent or designee shall provide appropriate staff training in the needs of such students as required by law.

Note: AS 14.20.680 requires training for teachers, administrators, counselors and specialists on the needs of students with alcohol or drug-related disabilities, including medical and psychological characteristics, family issues, and specific educational needs.

(cf. 6142.2 - AIDS Instruction)

(cf. 6143 - Courses of Study)

(cf. 6159 - Individualized Education Program)

Intervention

The School Board recognizes that there are students on our campuses who use alcohol and other drugs and can benefit from intervention. The School Board supports intervention programs that include the involvement of students, parents/guardians and community agencies/organizations.

School personnel should be trained to identify symptoms which may indicate use of alcohol and other drugs. The Superintendent or designee shall identify responsibilities of staff in working with, intervening, and reporting students suspected of alcohol and other drug use.

Students and parents/guardians shall be informed about the signs of alcohol and other drug use and about appropriate agencies offering counseling.

Nonpunitive Self-Referral

The School Board strongly encourages any student who is using alcohol or drugs to discuss the matter with his/her parent/guardian or with any staff member. Students who self-disclose past use of alcohol or other drugs in order to seek help to quit using shall not be punished or disciplined for such past use. State and local extra-curricular activities eligibility rules may apply further conditions related to the admission of drug or alcohol use.

Students

ALCOHOL AND OTHER DRUGS (continued)

BP 5131.6(d)

Enforcement/Discipline

The Superintendent or designee shall take appropriate action to eliminate possession, use or sale of alcohol and prohibited drugs and related paraphernalia on school grounds, at school events, or in any situation in which the school is responsible for the conduct and well-being of students. Students possessing, selling and/or using alcohol, marijuana or other drugs or related paraphernalia shall be subject to disciplinary procedures which may result in suspension or expulsion.

(cf. 5144.1 - Suspension and Expulsion/Due Process)

School authorities may search students and school properties for the possession of alcohol, marijuana and other drugs as long as such searches are conducted in accordance with law.

(cf. 5145.12 - Search and Seizure)

Legal Reference:

ALASKA STATUTES

04.16.080 Sales or consumption at school events

14.20.680 Required alcohol and drug related disabilities training

14.30.360 Curriculum (Health and Safety Education)

14.33.110- 140 Required school disciplinary and safety program

17.38.010-900 The regulation of marijuana

47.37.045 Community action against substance abuse grant fund

UNITED STATES CODE

Elementary and Secondary Education Act, 20 U.S.C. §§ 7116, 7163, as amended by the No Child Left Behind Act of 2001 (P.L. 107-110)

Revised 3/2015

DISCIPLINE

Note: 4 AAC 07.010 **mandates** districts to adopt policies regarding student rights and responsibilities including substantive and procedural matters related to student behavior, treatment, and discipline. 4 AAC 07.010 further **mandates** a uniform discipline policy throughout the district and prohibits the use of corporal punishment. 4 AAC 07.050 requires Board review of these policies every three years.

The School Board believes that one of the major functions of the public schools is the preparation of youth for responsible citizenship. The district shall foster a learning environment which reinforces the concepts of self-discipline and the acceptance of personal responsibility. Students are expected to progress from being adult-directed to self-directed with minimal application of disciplinary measures.

The Board recognizes that there must exist certain disciplinary policies and regulations relating to student conduct which delineate acceptable behavior and provides the basis for sound disciplinary practices within each school in the district in order to maintain an environment conducive to learning. These policies and regulations will be enforced fairly and uniformly and consistently without regard to race, creed, color or sex.

(cf. 5131 et seq. - Student Conduct)

The administration, teachers and classified staff share mutual responsibility for the enforcement of district policies and regulations pertaining to student conduct and safety. The Board shall give reasonable support and assistance to employees with respect to student discipline. The Board shall review its policies related to student rights and responsibility at least once every three years and shall modify its policies as needed in accordance with law.

The Board recognizes that not all students will adhere to district rules for appropriate behavior. Sufficient support services shall be provided so that continually disruptive students will not be returned to regular classes without some modification of behavior. Students may be assigned to other alternative programs or be subject to removal from school.

Note: The following optional paragraph is based on material developed by the Anchorage School District and may be revised or deleted as desired.

DISCIPLINE (continued)**In-School Suspension**

In an effort to establish disciplinary procedures that are effective in reducing student truancy and misbehavior and do not interrupt the educational process, the School Board, Superintendent, or designee may authorize in-school suspension as an alternative to out-of-school suspension. In-school suspension removes the student from the school social scene while still requiring him/her to maintain the same basic school day schedule and to keep up with required academic assignments. Failure to serve in-school suspension or removal from the in-school suspension program for disciplinary reasons shall result in out-of-school suspension or additional time assigned.

(cf. 5144.1 - Suspension and Expulsion)

Note: The following optional language requires each school site to establish specific school site rules for student discipline.

Each principal shall publish school rules for student discipline which describe the school's behavior management plan and consequences for student misconduct. Special care shall be taken when developing school rules to solicit the views of the school community, including administrators, teachers, school security personnel, parents/guardians and students.

School site rules must be strictly based on district policy, regulation and state and federal laws and be enforced fairly and uniformly. The Superintendent or designee shall establish procedures for the approval of such rules.

Note: 4 AAC 07.030 requires districts at the beginning of the school year to make available to parents/guardians, students, and staff copies of district policies regarding student rights and responsibilities and to post such policies in accessible locations throughout the year.

At the beginning of each school year, the Superintendent or designee shall ensure that every student and his/her parents/guardians are notified in writing of the availability of Board policies and administrative regulations related to student rights and responsibilities. Such policies shall be posted in accordance with law.

DISCIPLINE (continued)**Corporal Punishment**

Note: The use of corporal punishment is prohibited in Alaska's schools. 4 AAC 07.010. Corporal punishment is defined as the application of physical force to the body of a student for disciplinary purposes. 4 AAC 07.900. School districts must adopt standards relating to when a teacher, teacher's assistant, or other person responsible for students is authorized to use reasonable and appropriate force to maintain classroom safety and discipline as described in a criminal statute. AS 11.81.430(a)(2). That statute provides for the use by a supervising teacher of reasonable and appropriate nondeadly force if authorized by school regulations adopted by the school board. AS 14.33.120(a)(4). However, effective October 2014, the legislature enacted AS 14.33.125-127, which defined and established limitations on the use of restraint and seclusion of students. (See BP 5142.3.)

Corporal punishment is prohibited by law as a disciplinary measure against any student. School administrators and teachers shall employ other means of disciplining students. Restraint and seclusion, if used in full compliance with applicable law, is not corporal punishment.

(cf. 3514 - Safety)

(cf. 4158 - Employee Security)

(cf. 5142.3 - Restraint and Seclusion)

Reporting to Law Enforcement

Note: Effective January 1, 2001, a teacher, teacher's assistant, administrator, or other employee responsible for students who, during the course of employment, observes a student committing a crime must report the crime to local law enforcement. AS 14.33.130. The obligation to report to law enforcement resides with the staff member observing the crime. "Crime" means an offense for which a sentence of imprisonment is authorized; a crime is either a felony or a misdemeanor. AS 11.81.900.

In addition to subjecting a student to discipline, any crime committed by a student while at school, on school grounds, or during any school sponsored activity on or off campus shall be reported to law enforcement. Criminal proceedings are independent of actions taken by the School District. The District may impose discipline for misconduct regardless of whether criminal charges are filed or a conviction is obtained. The Superintendent should ensure cooperation with law enforcement in the criminal investigation of students who commit crimes while under the jurisdiction of the school.

(cf. 1410 - Interagency Cooperation for Student and Staff Safety)

Legal Reference (see next page):

DISCIPLINE (continued)

Legal Reference:

ALASKA STATUTES

11.81.430 Justification, use of force, special relationships

11.81.900 Definitions

14.33.120-.140 School disciplinary and safety program and student restraint and seclusion

ALASKA ADMINISTRATIVE CODE

4 AAC 07.010-4 AAC 07.900 Student rights and responsibilities

4 AAC 06.175-177 Reporting and training on restraint and seclusion

Revised 3/2015

Note: AS 14.18.010 prohibits discrimination on the basis of sex against an employee or a student in public education. Under Title IX, all students in schools receiving any federal funding are protected from discrimination based on sex. Sex includes male, female, straight, gay, lesbian, bisexual, and transgender. In 2014, the United States Department of Education issued its *Questions and Answers on Title IX and Sexual violence*. This guidance provides that "Title IX's sex discrimination prohibition extends to claims of discrimination based on gender identity or failure to conform to stereotypical notions of masculinity or femininity and OCR accepts such complaints for investigation." *U.S. Dept. of Educ., Office for Civil Rights (Apr. 29, 2014). Questions and Answers on Title IX and Sexual Violence, accessible at <http://www2.ed.gov/about/offices/list/ocr/>*

District programs and activities shall be free from discrimination with respect to sex, race, color, religion, national origin, ethnic group, sexual orientation, gender identity, marital or parental status, and physical or mental disability. The School Board shall ensure equal opportunities for all students in admission and access to academic courses, guidance and counseling programs, athletic programs, testing procedures, career and technical education and other activities.

(cf. 0410 – Nondiscrimination)
(cf. 1312.3 – Uniform Complaint Procedures)
(cf. 5145.7 – Sexual Harassment)

Separate arrangements may be made for students according to sex during sex education programs and physical education activities involving bodily contact.

School staff and volunteers must guard against sex discrimination and stereotyping in instruction, guidance and supervision.

(cf. 6164.2- Guidance Services)

Legal Reference:

ALASKA STATUTES

14.18.010-14.18.100 Prohibition Against Sex and Race Discrimination

ALASKA ADMINISTRATIVE CODE

4 AAC 06.500 – 4 AAC 06.600 Prohibition of Gender or Race Discrimination

4 AAC 51.270 Equal opportunities

UNITED STATES CODE

Title VI, Civil Rights Act of 1964, 42 U.S.C. §§ 2000d-2000d-7

Title IX, Education Amendments of 1972, 20 U.S.C. §§ 1681-1688

Vocational Rehabilitation Act of 1973, Sections 503 and 504, 29 U.S.C. § 794

Individuals With Disabilities Education Act, 20 U.S.C. §§ 1401-1491

Americans With Disabilities Act, 42 U.S.C. §§ 12101-12213

Age Discrimination In Employment Act, 29 U.S.C. §§ 621-634

Revised 10/2015

TRANSGENDER STUDENTS AND EMPLOYEES

Note: The following language was adapted from Anchorage School District's Guidelines for Working with Transgender Students and Employees.

The purpose of these guidelines is: 1) to foster inclusive and welcoming learning and working environments that are free from discrimination, harassment, and bullying regardless of sex, sexual orientation, gender identity, or gender expression; 2) to facilitate compliance with local, state and federal laws that prohibit discrimination, harassment and bullying; 3) to provide professional information to school staff on transgender issues; and 4) to create safe and supportive learning and working environments.

For purposes of these guidelines, a transgender individual is an individual that consistently asserts a gender identity or gender expression at school or work that is different from the gender assigned at birth. This involves a consistent declaration of gender identity or expression over time, but does not require proof of a formal evaluation and diagnosis. Since individual circumstances, needs, programs, facilities and resources may differ, administrators and school staff are expected to consider the needs of the individual on a case-by-case basis.

The Process

The following process should be used to address the needs of transgender and gender nonconforming students and employees. In addition, this process is available for any student or employee personally *impacted* by the accommodation of a transgender student or colleague. For example, a student who is uncomfortable about sharing a restroom with a transgender student can request access to an alternative restroom.

- a. A transgender or gender nonconforming student or employee is encouraged to contact the site administrator to address any concerns or requests. Students may also contact their counselor, who will immediately notify and work with the principal. Parents/guardians of transgender students may also initiate contact with the principal.
- b. The principal or administrator will schedule a meeting to discuss the individual's needs and to develop a plan to address these needs. The plan should address, as appropriate, the name and pronoun desired by the student/employee, restroom and locker room use, participation in athletics, dress code, student/employee transition plans, if any, and other needs or requests of the student/employee.
- c. The plan should be developed by the principal or administrator, in consultation with the student or employee, and with others as deemed appropriate by the administrator and approved by the student or employee.

Note: If the student has an IEP or 504 Plan, or the employee has an accommodation plan, the provisions in these plans should be taken into consideration in developing a plan for addressing transgender issues.

TRANSGENDER STUDENTS AND EMPLOYEES (continued)

- d. While medical documentation is not required, the school may request such documentation if helpful to develop an appropriate plan for the student or employee.
- e. If the parties are uncertain or disagree regarding elements to be included in the plan, the site administrator should consult with the appropriate district administration.
- f. Students may also use the Student Grievance Process, set forth in BP 1312.3, to address any transgender issue at school.
- g. A copy of the final plan should be maintained in the student's health file or the employee's unit file.
- h. District staff shall protect the privacy of transgender and gender nonconforming students and employees. All student and personnel information shall be kept strictly confidential as required by district policy and local, state or federal privacy laws.

Official Records

Mandatory permanent student and employee records will include the legal/birth name and legal/birth gender. On other school records or documents, the school will use the name and gender preferred by the student or employee. For example, student ID cards could use the student's preferred name.

Only upon receipt of a court order or other legal documentation should a student's or employee's official record be changed to reflect a change in legal/birth name or gender.

Names and Pronouns

Administrators and staff should respect the right of an individual to be addressed by a name and pronoun that corresponds to their gender identity. A court-ordered name or gender change is not required.

Transgender and gender nonconforming students/employees are encouraged to discuss how they want to be addressed in class, in the workplace, in correspondence to the home, or at conferences with the student's parent/guardian.

When contacting the parent or guardian of a transgender student, school staff should use the student's legal name and the pronoun corresponding to the student's gender assigned at birth, unless the student, parent, or guardian has specified otherwise.

Access to Gender-Segregated Activities and Areas

Note: On June 1, 2015, the U.S. Department of Labor, Occupational Safety and Health Administration, issued "A Guide to Restroom Access for Transgender Workers." The core principle of this guidance is that "[a]ll employees, including transgender employees, should have access to restrooms that correspond to their gender identity."

TRANSGENDER STUDENTS AND EMPLOYEES (continued)

Schools may maintain separate restrooms and locker rooms for male and female students/employees. Where available, schools are encouraged to designate facilities designed for use by one person at a time as accessible to all students regardless of gender. However, no student should be required to use such facilities because the student is transgender or gender nonconforming.

Note: Following are optional provisions providing alternative language for school districts as to access to sex-segregated school facilities. Option 1 does not define specific requirements or limitations for bathroom and locker room access. While providing for flexibility, Option 1 lacks specific requirements that may be useful to school staff. Option 2 utilizes OCR's best practices position that schools should not require transgender individuals to use sex-segregated facilities inconsistent with the individual's gender identity.

[Option 1] Upon request, the District will work with transgender students and parents to determine appropriate accommodations in regard to bathrooms and locker rooms. If a student is uncomfortable using a shared restroom or locker room, regardless of the reason, considerations can include safe and non-stigmatizing alternatives such as the addition of a privacy partition or curtain, use of a nearby private restroom or office, or a separate changing schedule.

[Option 2] Access should be allowed to restrooms and locker rooms based on the gender identity consistently expressed by the student or employee. Transgender individuals should not be required to use facilities that are inconsistent with their gender identity, nor should they be required to use single-user facilities. Upon request, the District will work with transgender students and parents to determine appropriate accommodations in regard to bathrooms and locker rooms. If a student is uncomfortable using a shared restroom or locker room, regardless of the reason, considerations can include safe and non-stigmatizing alternatives such as the addition of a privacy partition or curtain, use of a nearby private restroom or office, or a separate changing schedule.

Student Intramural and Interscholastic Athletics

All students will be permitted to participate in intramural sports in a manner consistent with their gender identity consistently expressed at school. Furthermore, all students will be permitted to participate in District-sponsored interscholastic athletics in a manner consistent with their gender identity. ASAA determines its own rules for interscholastic competitions.

- a. Notice to the School: The student and/or parents shall contact the school administrator or athletic director indicating that the student has a consistent gender identity different than the gender listed on the student's school registration records or state birth record, and that the student desires to participate in activities in a manner consistent with his/her gender identity.
- b. Eligibility to participate in a manner consistent with the student's gender identity will remain applicable for the duration of the student's participation and does not need to be renewed every sports season or school year. Throughout high school, a student may only assert a single gender or gender identity for athletic or intramural participation and may not switch between male and female activities. An exception

TRANSGENDER STUDENTS AND EMPLOYEES (continued)

to this rule may be granted by the Superintendent in cases where the student's gender identity only becomes known or consistently asserted at some point during high school.

- c. All communication among involved parties and any documentation shall be kept confidential, unless the student and family choose to reveal discussion or documentation.
- d. Should eligibility be denied because of concerns about whether a student's request to participate in a sports activity consistent with his or her gender identity is bona fide, a student may seek review of his or her eligibility for participation through the Student Grievance Process, set forth in BP 1312.3.

Other Gender-Based Activities, Rules, Policies and Practices

Schools should regularly evaluate all gender-based activities, rules, policies, and practices and maintain only those that have a clear and sound pedagogical purpose.

Students shall be permitted to participate in any such activities or conform to any such rule, policy, or practice consistent with their gender identity.

Dress Code

Students and staff shall have the right to dress in accordance with their gender identity, within the constraints of the dress codes adopted by the district. School staff shall not enforce a school's dress code more strictly against transgender and gender nonconforming students than other students.

Student Transitions

Transition is the process in which a person goes from living and identifying as one gender to living and identifying as another. When a student transitions during the school year, the principal or designee will hold a meeting with the student and parent(s) to discuss their desires and concerns. The principal or designee should discuss the student's timeline for the transition process in order to support a safe and accepting environment at the school.

The principal will train other administrators and any staff that interact directly with the student on the transition plan, timelines for transition, and any relevant legal requirements.

Training and Professional Development

District administration should provide training to appropriate staff on their responsibilities under applicable laws and this regulation. Training should include the responsibility to prevent, identify and respond to bullying, harassment and discrimination. This includes treating

TRANSGENDER STUDENTS AND EMPLOYEES (continued)

transgender students and employees respectfully to foster a spirit of inclusion and to refrain from making disparaging comments or comments seeking gender conformity.

Added 11/2015

MARRIED/PREGNANT/PARENTING STUDENTS

Note: The following sample policy may be revised or deleted as appropriate.

The School Board believes that marriage, pregnancy and parenting should not be barriers to education or a reason for dropping out of school. Married, pregnant and parenting students in the district shall have the same educational opportunities as all students.

Note: Title IX of federal law forbids sex discrimination in any school receiving federal assistance. No such school may deny participation in a class or extracurricular activity because of a student's pregnancy, childbirth, false pregnancy, abortion, parenthood or marital status unless the student requests otherwise. If a student's physician requires her to be absent for a period of time due to pregnancy, childbirth or abortion, the school must allow such leave and subsequently reinstate her to the status she had when the leave began. The school cannot require pregnant students to attend special programs for pregnant minors. 34 CFR 106.40.

The following paragraph represents possible program choices for this special, high-risk student group and should be modified to represent the programs currently provided in your school system.

The instructional program provided for pregnant students shall be determined on a case-by-case basis and shall be appropriate to the student's individual needs. The student may continue attending school in the regular classroom setting, may attend a separate program established for pregnant students if available, or may pursue a home instruction or correspondence study program.

Wherever possible, program staff shall work closely with the pregnant student's partner and/or parents/guardians and shall collaborate with local public and private agencies in order to expand the student's learning opportunities and support system.

After the birth of her baby, a student may continue in or return to the regular school program, or remain in an alternative program. A pregnant student's participation in an alternative program is voluntary.

Note: The following paragraphs may be revised to reflect district practice. According to USDOE guidance, Supporting the Academic Success of Pregnant and Parenting Students under Title IX of the Education Amendments of 1972, when necessary to ensure a pregnant student's access to the educational program, the district must make adjustments to the regular program that are reasonable and responsive to the student's temporary pregnancy status. Examples in the USDOE pamphlet include providing a larger desk, allowing frequent trips to the restroom, or permitting temporary access to elevators as necessary. The school also must provide any services to pregnant students that it provides to other students with temporary medical conditions, such as at-home instruction or tutoring for students who miss school because of such medical conditions. The USDOE publication lists additional programs and strategies that, although not required by federal law, may assist in addressing the needs of pregnant and parenting students.

When necessary, the district shall provide reasonable accommodations to pregnant and parenting students to enable them to access the educational program. A pregnant student shall have access to any services available to other students with temporary disabilities or medical conditions. A student that breastfeeds may request access to a private location, other than a restroom, to breastfeed or express milk for her infant child.

MARRIED/PREGNANT/PARENTING STUDENTS (Continued)

Pregnant or parenting students may request exemption from attendance because of personal reasons which may relate to the care of the student or child. Further pregnant or parenting students may be excused for absences related to medical appointments.

(cf. 5112.1 - Exemptions)

(cf. 5113 - Absences and Excuses)

The superintendent or designee will grant a student an attendance exemption or excused absence due to pregnancy, childbirth, false pregnancy, termination of pregnancy, and related recovery for as long as it is deemed medically necessary by her physician. At the conclusion of the absences, the student will be reinstated to the status she held when the absence began.

(cf. 5112.1 - Exemptions from attendance)

Legal Reference:

TITLE IX, EDUCATION AMENDMENTS OF 1972

Revised 3/2015

Yupiit School District
Regional School Board
Report

Site/Department: Maintenance & Operations

Date of Regional School Board Meeting: March 15, 2016

Author of Report: Jim Hartz

Item	Description	Activities that Support Item
Strategic Plan 4 Work Session CIP	Effective Operations	Capital Improvement Projects Priority: <ol style="list-style-type: none"> 1. Fuel Tank Farm Removal (District-Wide) and Replacement (Tuluksak) 2. Mechanical upgrades to HVAC and Hot Water Heaters (District-Wide) 3. Playgrounds (District-Wide)
Strategic Plan 4 Work Session Summer Maintenance	Effective Operations	Summer Maintenance <ol style="list-style-type: none"> 1. Rebuilding Akiak School due to fire 2. Replace roofs in Akiachak LTD rentals 3. Remodel District Office kitchen 4. Paint exterior of District Office 5. Elevate Akiachak Housing Unit #9 6. Install new generator in Tuluksak 7. Install underground power line in Tuluksak 8. Flush boilers in Akiak school 9. Repair leaks district-wide in schools 10. Ventilate I.T. closets (District-Wide) 11. Paint remaining classrooms 12. HAZWOPER refresher
Strategic Plan 4 Activities	Effective Operations	<ul style="list-style-type: none"> • Fuel quantities have been submitted to AKEBS for bid process • Custodial supplies prepared for bid
Strategic Plan 4 Misc.	Effective Operations	GCI is engaged in firmware update. This is a part of their scheduled maintenance process. There is no cost to the District
Strategic Plan 4 Meeting 1	Effective Operations	3/9/16 Futaris Satellis Testing

BP 5113 ABSENCES AND EXCUSES

The School Board believes that regular attendance plays a key role in the success a student achieves in school. The Board recognizes its responsibility under the law to ensure that students attend school regularly. Parents/guardians of children aged 7 to 16 are obligated to send their children to public school except as allowed by law. The Board shall abide by all state attendance laws and may use any legal means to correct the problems of excessive absence or truancy.

(cf. [5112.1](#) - Exemptions from Attendance)

(cf. [5112.2](#) - Exclusions from Attendance)

Excused Absences

The Superintendent or designee may excuse student absences for health reasons, family emergencies or other reasons the Superintendent or designee determines constitute good cause.

Note: The Board, may allow students to be absent for religious exercises or instruction. The following optional language may be revised or deleted as needed.

Student absence for religious instruction or participation in religious exercises away from school property may be excused.

No student excused for religious holiday shall be denied the opportunity to make up a test given on the religious holiday or denied an award or eligibility to compete for an award.

(cf. [6154](#) - Homework/Makeup Work)

Unexcused Absences/Truancy

Note: [AS 14.30.030](#) requires school boards to establish procedures to reduce and prevent truancy.

The Board is committed to keeping students in school. Truancy is defined as the absence of a student from class without the knowledge or prior consent of the parent/guardian. The Superintendent or designee shall implement all steps appropriate to reduce student absences and to ensure that all children residing within the district are receiving appropriate educational services as required by law.

(cf. [5147](#) - Dropout Prevention)

(cf. [6164.5](#) - Student Study Teams)

(cf. 6176 - Weekend/Saturday Classes)

Note: The following optional paragraph is for use by districts that authorize teachers to assign failing grades for excessive unexcused absences as provided in [BP 5121](#).

A student's grades may be affected by excessive unexcused absences in accordance with Board policy.

(cf. [5121](#) - Grades/Evaluation of Student Achievement)

The Superintendent or designee shall report to the Board any apparent violations of compulsory attendance laws. The Board shall investigate such reports and any public complaints of violations of state compulsory attendance laws.

Legal References:

ALASKA STATUTES

[14.03.070](#) School age

[14.17.500](#) Student count estimates

[14.17.160](#) Student counting periods

[14.30.010](#) When attendance compulsory

[14.30.020](#) Violations

[14.30.030](#) Prevention and reduction of truancy

ALASKA ADMINISTRATIVE CODE

[4 AAC 09.005-4 AAC 09.105](#) State aid

Revised 1/09

Adopted: 11/2006

YUPIIT SCHOOL DISTRICT

AR 5113 ABSENCES AND EXCUSES

When students who have been absent return to school, they must present a satisfactory explanation verifying the reason for the absence. The following methods may be used to verify student absences:

1. Written note from parent/guardian or parent-representative.
2. Conversation, in person or by telephone, between the verifying employee and the student's parent/guardian or parent representative. The employee shall subsequently record the following:
 - a. Name of student.
 - b. Name of parent/guardian or parent representative.
 - c. Name of verifying employee.
 - d. Date or dates of absence.
 - e. Reason for absence.
3. Visit to the student's home by the verifying employee.
4. Any other reasonable method which establishes the fact that the student was actually absent for the reasons stated. A written recording shall be made, including information outlined above.

Excused Absences

When students contemplate absence for personal reasons, their parents/guardians should write the principal to ask that the expected absence be excused. The principal or Principal may deny the request if he/she believes that the absence would be educationally harmful to the student or set a poor example in matters of school attendance for the student or other students. If the request is denied, reasons will be given.

Truancy

Unless a child subject to compulsory attendance laws is exempted, excluded or expelled from school attendance, each five days of unlawful absence constitutes a separate violation of state law. (A.S. 14.30.020)

The parents/guardians shall be notified of any unexcused absence of their child and informed of state compulsory attendance laws.

The Superintendent or Principal shall establish procedures for notifying parents/guardians and students when a student's absenteeism violates the district's attendance policies.

Students experiencing difficulty with attendance shall be counseled in an attempt to alleviate the problem. The district, the parents/guardians, and the student shall work together to develop an appropriate plan for improving school attendance.

Continued truancy will ultimately result in suspension. A student suspended under this provision is entitled to due process protections and appeal procedures as set forth in Board policy and administrative regulation.

Revised 9/97

Adopted: 11/2006

YUPIT SCHOOL DISTRICT

ATTENDANCE

Attendance Policy

The Board and teaching staff recognize that successful educational advancement is made possible by regular school attendance. While responsibility for regular attendance lies with the parent/guardian and the student, the schools also acknowledge an obligation to promote and assure such attendance. It is the intent of this policy to encourage regular attendance and deter excessive absenteeism, truancy and tardiness of all students. According to Alaska Law Section 14.30.070 all children between the ages of seven (7) and 16 years of age must attend school regularly.

ABSENTEEISM AND TARDINESS

A. Elementary

An excused absence shall be defined as:

Any day in which the student is ill, has a medical appointment, or attends a funeral as verified by a note signed by a parent, guardian, doctor, or health aide. **Students absent 4 or more consecutive days due to illness must have a note signed by a doctor or health aide.**

Cultural Heritage Days are excused absences only when the Cultural heritage report is filled out by the parent or guardian before the day or days are taken off. Cultural Heritage Days are used for activities where adult and student participate together in an activity that teaches Yup'ik heritage to the student. **Five (5) Cultural Heritage Days are allowed each semester.**

A student who is late for school shall be noted as tardy. Tardy is 1 minute after the bell has rung. For the purposes of this policy, three (3) tardies shall constitute an absence. Students not in attendance for the first 60 minutes in the morning and the first 60 minutes in the afternoon will be counted as absent for a half day in the AM or PM respectively. Additional actions for tardiness may be taken at the discretion of the school principal.

Make-up work:

For each day of absence the student will have three days to complete all make-up assignments.

Teacher/Principal Responsibility:

On the day in which a student, who was absent, returns to class, teachers are required to provide make-up assignments(s). The teacher will also provide the student with the last date the assignment(s) will be accepted for grading.

The principal (or his/her designee) of each school shall be responsible for monitoring student attendance and discouraging excessive absenteeism.

Principals or his/her designee will be required to contact parents or guardians after the student has been absent the third, sixth, ninth, twelfth, fifteenth, eighteenth, twentieth, twenty-fifth, and thirtieth day of unexcused absence.

B. Secondary

Excused absence shall be defined as:

Any day in which the student is ill, has a medical appointment, or attends a funeral as verified by a note signed by a parent, guardian, doctor, or health aide. **Students absent 4 or more consecutive days due to illness must have a note signed by a doctor or health aide.**

Cultural Heritage Days are excused absences only when the cultural heritage report is filled out, by the parent or guardian, before the day or days are taken off. Cultural Heritage Days are used for activities where adult and student participate together in an activity that teaches Yup'ik heritage to the student. **Five (5) Cultural Heritage Days are allowed each semester.**

Unexcused Absences

Students are required to be in attendance for (90) days each semester. A student may not receive credit for any class during a semester in which the student has been absent unexcused for more than ten (10) days.

Therefore, a student must be in attendance for at least eighty (80) days in any class each semester in order to receive a credit in that class.

Total Number of Absences

Students may not receive credit for any class during a semester in which the student has been absent for more than twenty (20) days. This includes both excused and unexcused with the exceptions of School to Work, Close up, AASB, Leadership, AFN activities and school activity trips complying with AR 5138 – Student Activities Travel.

The Principal (or his/her designee) of each school shall be responsible for monitoring student attendance and discouraging excessive absenteeism. Any secondary student who

accumulates 11 unexcused or more than 20 excused and unexcused absences in a semester course will not receive credit for that course.

The Principals (or his/her designee) will be required to notify parents or guardians after the student has been absent the third, sixth, ninth, twelfth, and fourteenth day of unexcused absence.

Cultural Heritage days shall be exclusive of the 20-day absence rule so long as the proper paper work has been filed, homework turned in to the teacher(s), and any outstanding homework has been made up.

A student who is late for class shall be noted as tardy. For the purposes of this policy, three (3) tardies shall constitute an absence. Additional sanctions for tardiness may be taken at the discretion of the principal. A student shall be given a leeway of 5-minutes before considered absent.

Make-up Work:

For each day of excused and unexcused absence the student will have three (3) days to complete all make-up assignments. If all work is completed within the agreed upon time, students will receive full credit for their assignments.

Teacher/Principal Responsibility:

On the day in which a student who was absent returns to class, teachers are required to provide them make-up assignment(s). Teachers will provide the students with written documentation of the assignments due and the last date on which assignments may be turned in. The teacher will also provide the student with the last date the assignment(s) will be accepted for grading

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 - Dual language
- 10:20 AM - Standards-Based
- 10:40 AM - Integrated Curriculum Framework Proposal
- 11:00 AM - **1st Reading of FY15 BP Updates:** BP 5127 Graduation Ceremonies and Activities; BP 5131.6 Alcohol and Other Drugs; BP 5144 Discipline; BP 5145.3 Nondiscrimination; AR 5145.3 Transgender Students an Employees; BP 5146 Married/Pregnant/Parenting Students
- 11:20 PM - Summer Maintenance & CIP
- 11:40 PM - Attendance Policy Review

Agenda (beginning at 1:00 PM)

Regional Board of Education Meeting

LOCATION: Akiachak, Alaska **DATE:** March 15, 2016

- I. Call to Order
- II. Roll Call
- III. Invocation
- IV. Recognition of Guests
- V. Approval of Agenda
- VI. Approval of Minutes: **February 18, 2016**
- VII. Correspondence
- VIII. Reports:
 - A. School Reports
 - 1. **Akiachak**
 - 2. **Akiak**
 - 3. **Tuluksak**
 - B. Attendance Report
 - C. Superintendent's Report
 - D. Curriculum, Instruction, Assessment
 - E. Maintenance Director

- F. Special Programs Report
- G. IT Report
- H. Connie Wong, Artist in Residence (Akiak)
- IX. Business and Finance Report
- X. Strategic Plan
- XI. Action Items
 - A. **Adoption of ELA and Math Curriculum**
 - B. **1st Reading of FY15 BP Updates:** BP 5127 Graduation Ceremonies and Activities; BP 5131.6 Alcohol and Other Drugs; BP 5144 Discipline; BP 5145.3 Nondiscrimination; AR 5145.3 Transgender Students and Employees; BP 5146 Married/Pregnant/Parenting Students
 - C. **2nd Reading of FY15 BP Updates:** BP/AR 1312.4 Public Complaints Concerning Elementary and Secondary Education Act Programs; BP 3540 Transportation; BP 3541 Transportation Routes and Services; BP 4158, 4258, 4358 Employee Security; BP/AR 5030 School Discipline and Safety
 - D. **1st Reading of 2016-2017 Budget**
 - E. **Resignations**
 - F. **New Hires**
 - G. **MOA Special ED Service Agency (SESA) & YSD**
 - H. **MOA – Tom Begich, Strategic Plan**
 - I. **Capital Improvement Project**
 - J. **AKEBS-Erate**
- XII. Board Travel:
- XIII. Public Comments
- XIV. Board Comments: **Report on RSB Goal 1 Activities**
- XV. Executive Session:
 - A. **Litigation Report**
 - B. **Personnel**
 - C. **Superintendent Search**
- XVI. Next Regular Meeting: **April 21, 2016 in Tuluksak**
- 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: February 18, 2016
 Village: Akiachak, Alaska

<p>Committee Meeting & Work-session</p>	<p>10:00 AM – ELA and Math: Jamie Burgess, Curriculum Director presented the ELA and Math Curriculum Review that will be adopted during the March Board Meeting.</p> <p>11:00 AM – FY15 BP Updates: BP/AR 1312.4 Public Complaints Concerning Elementary and Secondary Education Act Programs; BP 3540 Transportation; BP 3541 Transportation Routes and Services; BP 4158, 4258, 4358 Employee Security; BP/AR 5030 School Discipline and Safety</p> <p>Interim Superintendent Rayna Hartz summarized the FY15 BP Updates that were presented for 1st Reading under Action Items.</p> <p>11:30 AM – Strategic Plan Review: The Annual Strategic Planning is scheduled for the March Regional School Board meeting and the Board needed to discuss and determine who the facilitator will be.</p>
<p>Call to Order</p>	<p>The board clarified the Strategic Planning is a separate process and have decided to have Tom Begich facilitate the planning. The date of the meeting to be determined.</p>
<p>Roll Call</p>	<p>I. Call to Order: Vice Chairman Ivan Ivan called the regular meeting of the Regional School Board to order at 1:30 PM</p> <p>II. Roll Call: Present: Ivan Ivan, Vice Chairman Samuel George, Treasurer Noah Andrew, Secretary Moses Owen, Board Member Robert Charles, Board Member Moses Peter, Board Member</p>

<p>Excused</p> <p>Invocation</p> <p>Recognition of Guests</p> <p>Approval of Agenda</p> <p>Approval of Minutes</p> <p>Correspondence</p> <p>Reports</p>	<p>Willie Kasayulie, Chairman</p> <p>III. Invocation: Moses Owen rendered the invocation</p> <p>IV. Recognition of Guests: Rayna Hartz, Wayne Boggs, Jim Hartz, Len Fabich, Jamie Burgess, Sophie Kasayulie, Bonnie James; via tele-conference: Minty Ruthford</p> <p>V. Approval of Agenda: Motion by Moses Owen, Seconded by Noah Andrew to approve the agenda with additions to include Richard Garrison under Action Items – Resignation. Motion passed</p> <p>VI. Approval of Minutes: Motion by Sam George, Seconded by Moses Owen to approve the Regular Board meeting Minutes with correction on the date of the meeting. Motion passed.</p> <p>VII. Correspondence: The correspondence letter from State of Alaska DEED, Commissioner Hanley regarding the Waiver of In-service days due to the Akiak Fire and the memorandum regarding the proposed changes to ESEA is presented for information only.</p> <p>Motion by Sam George, Seconded by Robert Charles to nominate Noah Andrew as representative to participate in the ESSA Negotiated Rulemaking Committee. Motion passed.</p> <p>VIII. Reports:</p> <p>A. School Reports</p> <ol style="list-style-type: none"> 1. Akiachak – Chris Barr’s report was reviewed by the Board 2. Akiak- Charles Burns’ report was reviewed by the Board 3. Tuluksak – Minty Ruthford summarized her report. <p>B. Attendance Report – The monthly attendance report was reviewed. The Board asked to review the Attendance Policy during the next Board meeting.</p> <p>C. Superintendent’s Report – Interim Superintendent summarized her report.</p> <p>Motion by Sam George, Seconded by Robert Charles to appoint Willie Kasayulie to the Educational Technology Plan Committee. Motion passed.</p> <p>Motion by Robert Charles, Seconded by Moses Owen to appoint Ivan Ivan, Robert Charles and Noah Andrew to Parent Student Handbook Committee.</p> <p>The board left the Utility Negotiations committee open.</p>
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<p>Continue - Reports</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- The board reviewed Wayne Boggs report</p> <p>G. Technology Report – Len Fabich summarized his report</p> <p>H. Creative Arts Program Report – The board reviewed Connie Wong’s report</p>
<p>Recess</p>	<p>Vice Chairman Ivan Ivan called for a recess at 3:16 PM. Reconvened at 3:25 PM</p>
<p>Business and Finance</p>	<p>IX. Business and Finance Report: BDO Audit Report BDO presented the audited Financial Statements for year ending June 30, 2015 and Lucienne Smith presented the FY Projected Revenue to begin the FY2017 Budget discussions.</p>
<p>Executive Session</p>	<p>Motion by Sam George, Seconded by Moses Owen to suspend the rules to go into an executive session at 4:00 PM to hear Litigation report. Motion passed.</p> <p>Motion by Sam George, Seconded by Moses Peter to get out of an executive session at 4:21 PM. Motion passed.</p>
<p>Strategic Plan</p>	<p>X. Strategic Plan: The YSD Strategic Plan was discussed during the work-session to select who will facilitate it during the March RSB meeting.</p>
<p>Action Items</p>	<p>XI. Action Items</p> <p>A. FY15 BP Updates: BP/AR 1312.4 Public Complaints Concerning Elementary and Secondary Education Act Programs; BP 3540 Transportation; BP 3541 Transportation Routes and Services; BP 4158, 4258, 4358 Employee Security; BP/AR 5030 School Discipline and Safety</p> <p>The Administration requested the approval of the FY15 Board Policy Updates.</p> <p>Motion by Sam George, Seconded by Moses Owen to approve the FY15 Policy Updates. Motion passed.</p> <p>B. Resignations: The Administration recommended approval of the following resignations: Michael Williams JR, Custodian, Akiak School effective 1-27-16; Katherine Ringer, Social; Studies, Tuluksak School effective end of the school year; Julie Kelley, Special Education Teacher, Akiak School, effective end of the school year; Kaylin Charles, Secretary for Maintenance and Curriculum, Akiachak DO effective 1-29-16; and Richard Garrison, IT Intern for Tuluksak School effective</p>

<p>Continue – Action Items</p>	<p>Motion by Sam George, Seconded by Noah Andrew to approve the resignation. Motion passed.</p> <p>C. New Hires: The Administration recommended approval of the following hires: Jason Charles, Cook’s Helper for Akiachak School and Karri Tikiun, Secretary for Tuluksak School.</p> <p>Motion by Moses Peter, Seconded by Robert Charles to approve the New Hires. Motion passed.</p> <p>D. Job Description – Interpreter for the Deaf with EIPA (Educational Interpreter Performance Assessment) score of 4.0 or better</p> <p>The attached job description was recommended for approval for immediate posting.</p> <p>Motion by Sam George, Seconded by Moses Peter to approve the Job Description for the Interpreter for the Deaf with EIPA for immediate posting. Motion passed.</p> <p>E. New Job Description – Special Programs Coordinator & Curriculum Coordinator</p> <p>The attached job description was recommended for approval to be posted for the FY2016-2017 School year.</p> <p>Motion by Sam George, Seconded by Noah Andrew to approve the Job Description for the Special Programs Coordinator & Curriculum Coordinator with corrected number of days from 215 to 205 Days per year. Motion passed with 5-1 votes.</p> <p>Moses Owen requested for Administration to provide the Board, where the Curriculum program stands and the job responsibilities for the Administrators.</p> <p>F. New Job Description – Yupiaq Education Department Director</p> <p>The attached job description was recommended for approval for immediate posting.</p> <p>Motion by Sam George, Seconded by Moses Peter to approve the Job Description for the Yupiaq Education Department Director for immediate posting.</p>
<p>Board Travel</p>	<p>XII. Board Travel: AASB Legislative Fly-In, March 19-22, 2016</p> <p>Motion by Sam George, Seconded by Robert Charles to send Ivan Ivan and Willie Kasayulie to attend the Legislative Fly-In on March 19-22, 2016. Motion passed.</p>

Public Comments	XIII. Public Comments
Board Comments	XIV. Board Comments: Report on RSB Goal 1 Activities
Executive Session	XV. Executive Session: Litigation Report
Next Meeting Regular Meeting	XVI. Next Regular Meeting: March 15, 2016 in Akiak
Adjournment	XVII. Adjournment: Motion by Moses Owen, Seconded by Sam George to adjourn the meeting at 5:21 PM.
	<div style="display: flex; justify-content: space-between;"> <div data-bbox="505 644 938 688">_____ Secretary</div> <div data-bbox="1057 644 1360 688">_____ Date</div> </div>

Yupit School District
Regional School Board
Report

Site/Department: Akiachak School

Date of Regional School Board Meeting: February 18, 2016

Author of Report: Christopher Barr

Item	Description	Activities that Support Item
Strategic Plan 1	Involving Elders	<ul style="list-style-type: none"> • Community members have been volunteering in classrooms to discuss character education • Akiachak High School and Middle School students created and shared a Husky Newspaper and Husky Newsletter to the community – articles include interviews of Elders within Akiachak
Strategic Plan 2	Yup'ik Curriculum	<ul style="list-style-type: none"> • Character Word of the Month – Family • Mrs. Latham and Mr. Latham took 9th grade students on a trapping field trip. The students learned proper trapping and skinning techniques • Mr. Craft's Shop Class has started to build soapbox derby cars for the end of the year Soapbox Car Challenge. • 2nd grade students participated in a Yupik Cultural Day. The students brought in traditional Yupik Foods to enjoy • Students are progressing nicely through the ACCESS testing. Akiachak school has maximized the use of technology resources to complete the assessment • Akiachak High School Yupik Dance Club, sponsored by Mary Samson, will attend the

Yupiit School District
Regional School Board
Report

Site/Department: Akiachak School

Date of Regional School Board Meeting: February 18, 2016

Author of Report: Christopher Barr

		<p>Camai in Bethel</p> <ul style="list-style-type: none"> • 4th grade students have invited Mr. Barr to be a special guest reader of the novel, Balto • Elementary students took field trips to observe the community Winter Carnival events and participated in classroom activities that directly related to the events.
Strategic Plan 3	Career Pathways	<ul style="list-style-type: none"> • High School students are continuing to apply to attend Career Phases. • Mr. Sample and 5 Akiachak students attended a career phase in Juneau to learn about Alaska state government.
Strategic Plan 4	Effective Operations	<ul style="list-style-type: none"> • Akiachak School successfully hosted 5 basketball tournaments through the month of February. Thank you to the community and teachers for volunteering their time • Akiachak School hosted a Yupiit School District professional development for Custodian Care to enhance custodian knowledge and procedures in keeping the school clean • Harry White, Alaska SSOS coach, visited the school and was pleased with the School Improvement Process • Akiachak K-6 teachers participated in an

Yupit School District
Regional School Board
Report

Site/Department: Akiachak School

Date of Regional School Board Meeting: February 18, 2016

Author of Report: Christopher Barr

		IMAGINEIT! Reading Professional Development
LASB Meeting	LASB Monthly Meeting	<ul style="list-style-type: none"> • 10th grade students presented to the LASB members about their trip to Career Phase in Anchorage • Steve Craft presented to the LASB to discuss activity eligibility and parent contracts for sports • Reviewed attendance data • Mr. Barr provided a school improvement update
School Events	Community Involvement	<ul style="list-style-type: none"> • Akiachak hosted middle/high school girls and boys basketball tournaments from the end of January through February. • Bethel Health Clinic presented a Tobacco Awareness presentation for K-12 students. Each student received a toothbrush, toothpaste and a Frisbee • Bethel Health Clinic completed hearing and visual screenings of K-12 students • Akiachak School hosted two Mens/Womens League Basketball Tournament • Akiachak School hosted two community Fiddles
School Recognition	Healthy Futures Challenge	<ul style="list-style-type: none"> • Paraprofessional of the Month – Marie Frederick

Yupiit School District
Regional School Board
Report

Site/Department: Akiachak School

Date of Regional School Board Meeting: February 18, 2016

Author of Report: Christopher Barr

		<ul style="list-style-type: none">• Teacher of the Month – Cody Burnham <p>*Educators were selected by their colleagues.</p>
Upcoming Events		<ul style="list-style-type: none">• Akiachak Students will be gearing up to attend a Wilderness Survival Career Phase• AMP Testing is around the corner – Akiachak students and teachers are working hard to prepare for the assessment.• Coach Steve Craft and one Akiachak student, along with Team Alaska have been invited to play for the 8th year, in the 64-team Native American Basketball Invitational June 28th through July 2nd in Phoenix, AZ.

Yupit School District
Regional School Board
Report

Site/Department: Akiak

Date of Regional School Board Meeting: March 15th, 2016

Author of Report: Charles Burns

Item	Description	Activities that Support Item
Strategic Plan 1	Involving Elders	Rural Cap application submitted
Strategic Plan 2	Yup'ik Curriculum	Every student has Yupik Language/Culture Class
Strategic Plan 3	Career Pathways	Students participate in VTE and STEM
Strategic Plan 4	Effective Operations	Site is following established SOP
School or Program Goal 1	SLO	Each teacher has developed two SLOs and is progress monitoring
School or Program Goal 2	Use of Academic Assessments	Using AIMS Web, MAP, and ACCESS to progress monitor the students
School or Program Goal 3	Improve Attendance Through Culturally relevant activities	Planning an attendance celebration for late March. Continue to encourage teachers to be more engaging through incorporation of traditional Yupik Culture and values.
Additional Activity 1	Basket Ball	Girls team finished 2 nd in Regionals. They also won the Academic award for the highest cumulative GPA. The boys finished third.
Additional Activity 2	Homecoming	February 26 th was Akiak Homecoming Alumni Luncheon
Additional Activity 3		
Meeting 1	PLC/Staff meetings occur every Wednesday	
Meeting 2		
Meeting 3		

__ Additional Documents Attached

Yupiit School District
Regional School Board
Report

Site/Department:

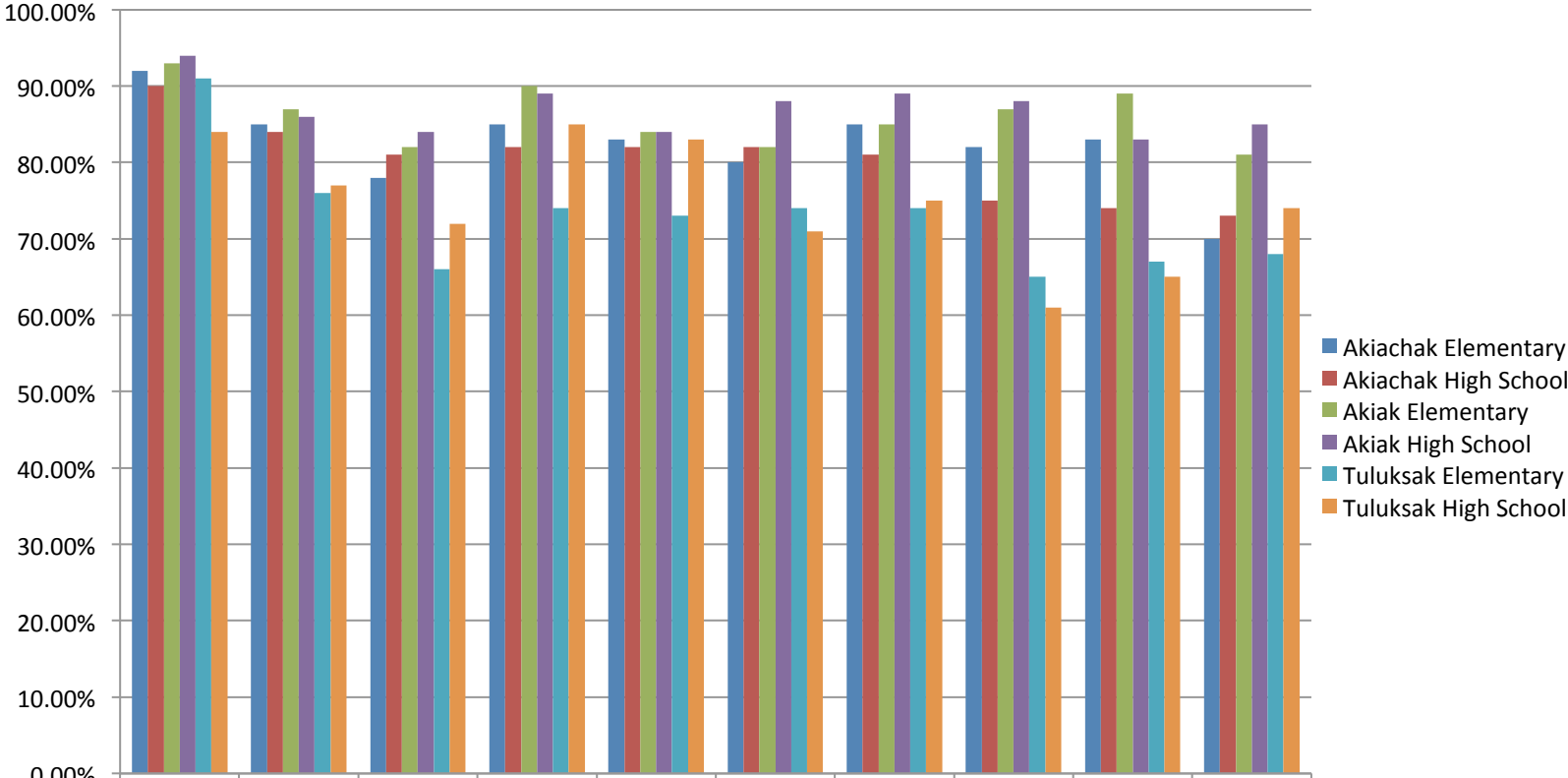
Date of Regional School Board Meeting:

Author of Report: Minty Ruthford, Principal

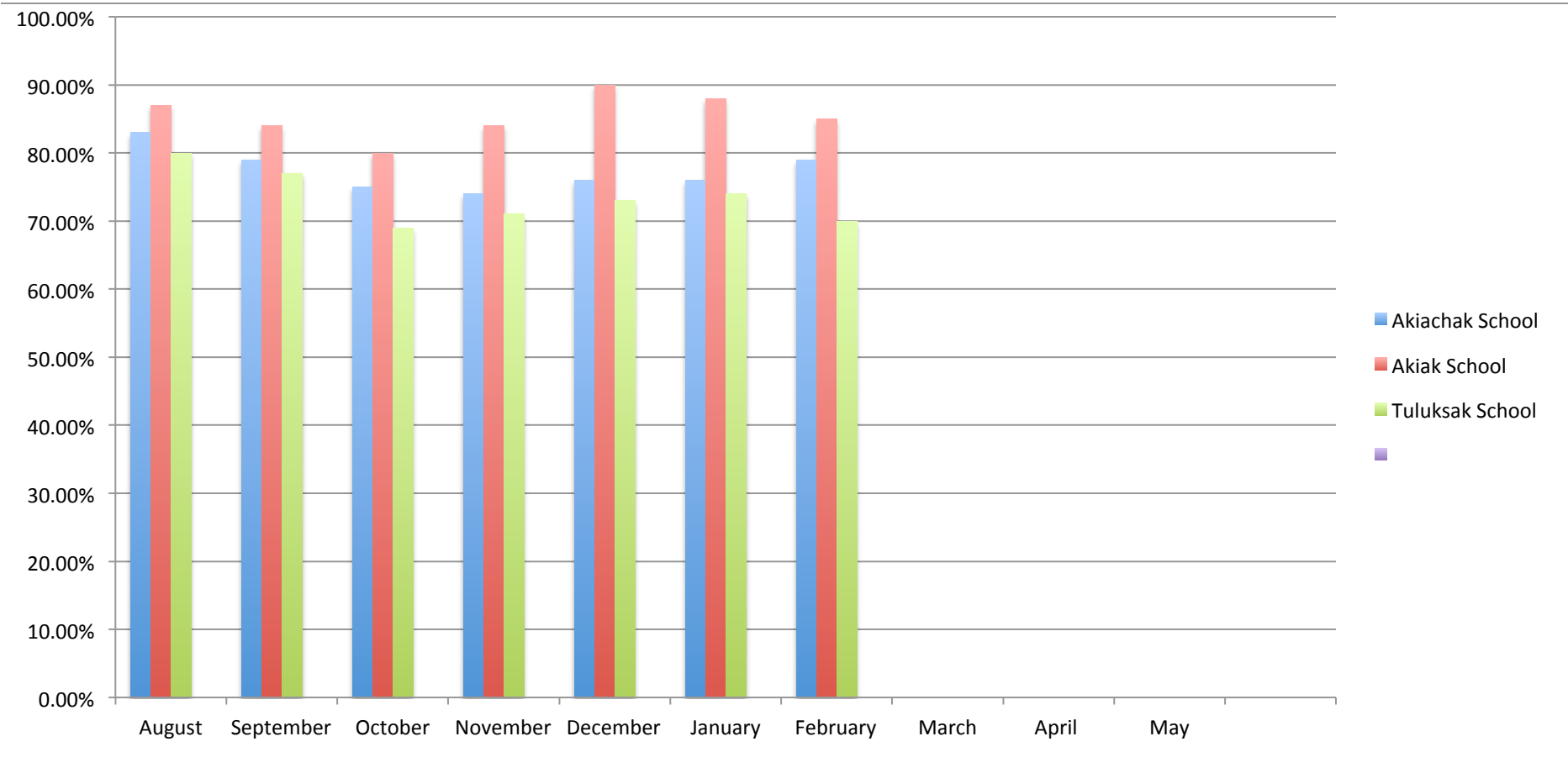
Item	Description	Activities that Support Item
Strategic Plan 1	Involving Elders	A meeting was held with Elders brainstorming ideas for upcoming Culture Week.
Strategic Plan 2	Yup'ik Curriculum	The Administrator and Yupik Teacher began brainstorming for list of materials and lessons for next year.
Strategic Plan 3	Career Pathways	Several students from Tuluksak have attended Career Path Vocational training in Anchorage. A group of students and History Teacher attended Close Up in Juneau. The Teacher reported back that students did well on presenting their report at the State Capitol.
Strategic Plan 4	Effective Operations	Access testing is still on going and training has begun for AMP testing.
School or Program Goal 1	Tuluksak Base Team 1: Discipline	The high school students are developing a video for younger students on how to resolve conflicts respectfully.
School or Program Goal 2	Tuluksak Base Team 2: Student Data	The Administrator and staff members have been reviewing SLO progress and adjusting their plans accordingly.
School or Program Goal 3	Tuluksak Base Team 3: Community Involvement	The team is in the planning process of implementing a Math Family Night in April.
Meeting 1	Effective Formative Assessment	The Administrator presented to the staff Effective Formative Assessment sharing guiding decisions for re-teaching and determining what student needs further practice on a concept or skill through ongoing assessment.
Meeting 2	Project ARTiculate	Peggy Carlson presented ARTiculate Art Kit project to the staff and demonstrated how to use the art kits in the classroom.

__ Additional Documents Attached

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%



	August	September	October	November	December	January	February	March	April	May
Akiachak School	83.00%	79.00%	75.00%	74.00%	76.00%	76.00%	79.00%			
Akiak School	87.00%	84.00%	80.00%	84.00%	90.00%	88.00%	85.00%			
Tuluksak School	80.00%	77.00%	69.00%	71.00%	73.00%	74.00%	70.00%			

Yup'it School District
Regional School Board
Report

Site/Department: Superintendent

Date of Regional School Board Meeting: March 15, 2016

Author of Report: Rayna Hartz

Item	Description	Activities that Support Item
Strategic Plan 2	Yup'ik Curriculum	<ul style="list-style-type: none"> • Yup'ik Tribal Education Director selected. • Elementary Integrated Curriculum based on Yup'ik Science and Subsistence in process.
Strategic Plan 4	Effective Operations	<ul style="list-style-type: none"> • Futaris Satellite Telecommunications Communications Test • Two District Office staff are training in Anchorage with AKEBS
Additional Activity 1		<ul style="list-style-type: none"> • SESA MOA to support Pre-K through Grade 1 Social and Emotional Development
Additional Activity 2		<ul style="list-style-type: none"> • Public Health Nurse indicates 30 students at one school failed hearing tests and received referrals.
Additional Activity 3		<ul style="list-style-type: none"> • March 15 TLT audited on student immunizations records by State Dept Health & Human Services

Yup'it School District
Regional School Board
Report

Site/Department: Curriculum, Instruction & Assessment
Date of Regional School Board Meeting: February 18, 2016
Author of Report: Jamie Burgess

Item	Description	Activities that Support Item
Strategic Plan	<p>Effective Operations</p> <p>Comply with state-mandated reporting requirements</p>	<p>*Completion of FY14-15 district and school report cards. Posted on district and school websites – hard copies posted in district office and school offices.</p>
Strategic Plan	<p>Yup'ik Curriculum & Student Outcomes</p> <p>Participate in Curriculum Committee Meeting to develop K-5 Integrated Curriculum</p>	<p>*Mar. 8 – Curriculum committee meeting to explore possible integrated K-5 framework. Assisted in development of sample draft Kindergarten science framework utilizing current Yup'ik and non-Yup'ik curricular resources</p>
Strategic Plan	<p>Student Outcomes</p> <p>Participate in Attendance & Athletic Eligibility Committee</p>	<p>*Mar. 9 – Attendance committee meeting to discuss and propose a fair and supportive policy for both athletic eligibility and attendance designed to improve consistency in attendance procedures between sites and to improve both attendance and successful course completion at the secondary level.</p>
Additional Activity	District Testing	<p>*ACCESS testing for Limited English Proficient Students should wrap up in the next two weeks.</p> <p>*Disseminated information regarding teacher training for upcoming AMP tests to principals and site coordinators. Will conduct district-wide PLC to train teachers on 3/16</p> <p>*Created Principal Responsibilities for Testing Document for new Principal Binder (attached)</p>

PRINCIPAL RESPONSIBILITIES FOR DISTRICT/STATE TESTING

<p>Work with counselor regarding schedule</p> <ul style="list-style-type: none">• Ensure teachers have a copy – post schedule where appropriate• Remind teachers of testing schedule• Ensure teachers administer appropriate practice tests• Do not approve pre-arranged absences for teachers and classified staff during their scheduled testing periods
<p>Support testing environment</p> <ul style="list-style-type: none">• Have DO NOT DISTURB signs made• Ensure no disruptions (assemblies, scheduled fire drills, etc.)• Have teachers cover information on walls that could provide an unfair advantage• Make scratch paper/pencils available for testing teachers• Remind students about behavior in halls• Provide water & appropriate snacks for students (fruit, granola bars, etc.)
<p>Support appropriate test administrator behavior</p> <ul style="list-style-type: none">• Ensure teachers take testing seriously• Provide/support training opportunities• Ensure NO non-district employees (service providers, state coaches/mentors, etc.) are involved or administer tests• Ensure teachers check emails regularly for important test-related information• Ensure teachers follow directions of district and site test coordinators• Discuss consequences of test security breaches (student or school-wide test invalidations, reports to state agencies)• Appropriately discipline willful violations of appropriate test administrator behavior (refusing to test, failing to test on scheduled day, poor care of test materials, assisting students with answers or explaining/re-stating test questions, sharing or copying test questions, etc.)
<p>Actively work towards good student attendance</p> <ul style="list-style-type: none">• Communicate with parents regarding attendance• Provide attendance incentives• Support counselors in make-up efforts

Yupiit School District
Regional School Board
Report

Site/Department: Maintenance & Operations

Date of Regional School Board Meeting: March 15, 2016

Author of Report: Jim Hartz

Item	Description	Activities that Support Item
Strategic Plan 4 Work Session CIP	Effective Operations	Capital Improvement Projects Priority: <ol style="list-style-type: none"> 1. Fuel Tank Farm Removal (District-Wide) and Replacement (Tuluksak) 2. Mechanical upgrades to HVAC and Hot Water Heaters (District-Wide) 3. Playgrounds (District-Wide)
Strategic Plan 4 Work Session Summer Maintenance	Effective Operations	Summer Maintenance <ol style="list-style-type: none"> 1. Rebuilding Akiak School due to fire 2. Replace roofs in Akiachak LTD rentals 3. Remodel District Office kitchen 4. Paint exterior of District Office 5. Elevate Akiachak Housing Unit #9 6. Install new generator in Tuluksak 7. Install underground power line in Tuluksak 8. Flush boilers in Akiak school 9. Repair leaks district-wide in schools 10. Ventilate I.T. closets (District-Wide) 11. Paint remaining classrooms 12. HAZWOPER refresher
Strategic Plan 4 Activities	Effective Operations	<ul style="list-style-type: none"> • Fuel quantities have been submitted to AKEBS for bid process • Custodial supplies prepared for bid
Strategic Plan 4 Misc.	Effective Operations	GCI is engaged in firmware update. This is a part of their scheduled maintenance process. There is no cost to the District
Strategic Plan 4 Meeting 1	Effective Operations	3/9/16 Futaris Satellis Testing

Yupiit School District
Regional School Board
Report

Site/Department: Technology
Date of Regional School Board Meeting: March
Author of Report: Len Fabich Technology consultant

Item	Description	Activities that Support Item
Strategic Plan	Operation Efficiency	<ul style="list-style-type: none"> • AMP- State of Alaska computerized testing of grades 3-10. Time was spent this last work period bringing our labs up to newly mandated testing software specs on lab computers as well as laptop carts utilized in testing. • ACCESS testing has drawn to a close without any major technology setbacks. Our first year of this test is behind us. • Tech Interns- <ul style="list-style-type: none"> ○ Positions continue to remain vacant in both Akiachiak and Tuluksak after the recent resignation of Richard Garrison in Tuluksak. Principals are continuing their search to fill these part time positions with qualified personnel however it has proven difficult. ○ Maintenance and troubleshooting of equipment continues on an ongoing basis at sites by Len Fabich and Will Schlein above and beyond what would be normal in their support and administrative position due to the lack of site techs. <ul style="list-style-type: none"> ▪ This takes away from time that should be dedicated to both administrative tech duties and very importantly, instructional technology or facilitating the use of technology in the classroom. ▪ It would be my recommendation that this approach to utilizing part time employees managing technology at sites be explored for other alternatives as is not working effectively. ▪ Technology jobs require secure handling of computers and accounts and skills above basic entry level. <ul style="list-style-type: none"> • Training can be provided as long as interns are self-motivated, self directed, interested in acquiring a difficult skill set and are not prone to acquiring poor work habits as supervision is difficult. Qualified people such as this are proving difficult to find for part time 3.5 hours a day.

Yupit School District
Regional School Board
Report

Site/Department: Technology

Date of Regional School Board Meeting: March

Author of Report: Len Fabich Technology consultant

		<ul style="list-style-type: none">• Powerschool<ul style="list-style-type: none">○ attendance code changes have been recommended to the superintendent for approval. These changes will bring in added measures to insure that all excused absences are being considered and accurately recorded by secretaries with a level of oversight not in currently in place.○ Current administrative work in powerschool has been accomplished to accommodate the importing of data into student accounts for various state testing. Alleviating the long task of entering manually as it has been done in previous years.• Committee members for the technology plan update have been made for both Classified and Certified and will begin in March. We are still looking for a community member however.•

Yupiiit School District

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



March 7, 2016

MEMORANDUM

TO: YSD Board of Education

THRU: Rayna Hartz, Interim Superintendent

FROM: Lucienne Smith, Contracted Business Consultant
ALASKA EDUCATION & BUSINESS SERVICES, INC.

A handwritten signature in black ink, appearing to read 'Lucienne Smith', is written over the printed name and company name.

RE: March 2016 Board Report

The FY 2016 March 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

Staffing and Training – Payroll training for the Accounting Technician occurred the week of February 22nd completing both the semi-monthly and monthly payroll for period ending February 29th. Follow up training occurred to process a special (Bonus) payroll. The week of March 14th additional training will occur in the AKEBS Anchorage office with an additional staff member so there will be cross training in Accounts Payable, Purchasing, Cash Receipts and Payroll.

Impact Aid – As reported previously the Yupiiit School District's FY 2016 Impact Aid application (submitted last year) was selected for review by the US Department of Education. All required forms and signatures have been submitted and we have received confirmation from the Office of Impact Aid that it has been received. All the tribal officers were very gracious in providing more signatures on additional forms.

FY 2017 Budget – Included later in the agenda is the 1st Proposed FY 2017 Budget. This will be the first reading of the FY 2017 budget.

FY 2017 Insurance - We do not anticipate any large increases in our general liability/causality insurances and the questionnaires will be completed in the next month and returned to the insurance broker to obtain our quotes. We are in year 2 of our 3 year agreement with Alaska Public Entity Insurance that allowed the insurer to keep our rates status quo.

We may realize a small increase in our health insurance due to large experiences that has met our stop loss individually and in the aggregate. More will be forthcoming by mid-April as insurers like to obtain as much claims experience as possible before providing their quotes for renewal.

1095-B Reports – The Affordable Care Act requires that self-insured plans issue insurance coverage statements for employees. That statement is in the 1095-B form. Meritain has provided HR with a spreadsheet that will allow easy input on the required fields in order to issue employees the required 1095-B forms. Black Mountain has added a section to the HR module that holds this information and then will print the required forms.

Supply, Janitorial Supplies, & Fuel Bids – the bid for the supplies was released in February, the draft of the fuel bid is ready to be release this week and the janitorial supply bid will also be reviewed and ready to be release before month end.

YUPIIT SCHOOL DISTRICT
Statement of Revenue Budget vs Actuals
For the Accounting Period: 3 / 16

Fund	Received		Estimated Revenue	Revenue	%
	Current Month	Received YTD		To Be Received	Received
100 OPERATING BUDGET	0.00	5,816,223.58	12,991,525.00	7,175,301.42	45 %
205 STUDENT TRANSPORTATION	0.00	612.00	915.00	303.00	67 %
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	28,312.47	225,312.57	197,000.10	13 %
239 TEACHER RETENTION MOORE	0.00	33,139.00	33,139.00	0.00	100 %
255 FOOD SERVICE FUND	0.00	173,775.38	623,102.00	449,326.62	28 %
256 TITLE I PART (A)	0.00	52,062.04	658,021.25	605,959.21	8 %
257 TITLE I PART C MIGRANT ED	0.00	0.00	34,543.00	34,543.00	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	23,152.00	23,152.00	0 %
274 TITLE IA SCHOOL IMPROVEMENT	0.00	5,409.60	66,230.00	60,820.40	8 %
297 TITLE VIB	0.00	8,710.70	171,420.15	162,709.45	5 %
301 CARL PERKINS	0.00	2,102.94	18,443.00	16,340.06	11 %
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	160,068.61	653,564.00	493,495.39	24 %
710 STUDENT ACTIVITY FUND	0.00	18,649.92	0.00	-18,649.92	** %
Grand Total:	0.00	6,542,045.07	16,031,938.73	9,489,893.66	41 %

YUPIIT SCHOOL DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 3 / 16

Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avai l a b l e Appropriation	% Committed
100 OPERATING BUDGET	39,145.43	7,046,269.29	13,358,066.00	13,022,464.00	5,976,194.71	54 %
205 STUDENT TRANSPORTATION	0.00	2,115.00	915.00	915.00	-1,200.00	231 %
230 ALASKA PREK PROGRAM INTERVENTION	0.00	265.00	47,887.00	47,887.00	47,622.00	1 %
232 PRE-K CARROVER FR FY12	0.00	19,464.78	54,652.00	54,652.00	35,187.22	36 %
236 STAFF DEVELOPMENT	0.00	7,384.07	10,000.00	10,000.00	2,615.93	74 %
238 TARGETED RESOURCE MOORE	126.25	79,522.07	225,312.57	225,312.57	145,790.50	35 %
239 TEACHER RETENTION MOORE	-860.47	33,139.00	33,139.00	33,139.00	0.00	100 %
242 UAF UPWARD BOUND	360.00	2,240.00	5,000.00	5,000.00	2,760.00	45 %
250 TITLE IIA T&P R&R	201.24	0.00	0.00	0.00	0.00	0 %
255 FOOD SERVICE FUND	934.57	539,290.94	678,894.00	623,102.00	83,811.06	87 %
256 TITLE I PART (A)	15,648.75	185,609.33	658,021.25	658,021.25	472,411.92	28 %
257 TITLE I PART C MIGRANT ED	-91.20	14,309.90	34,543.00	34,543.00	20,233.10	41 %
258 TITLE IA 5% HQ	0.00	115.00	2,925.00	2,925.00	2,810.00	4 %
265 MI GRANT BOOKS	0.00	0.00	1,501.00	1,501.00	1,501.00	0 %
269 PRESCHOOL DI SABLED	0.00	0.00	4,595.00	4,595.00	4,595.00	0 %
270 TITLE III-A ENG LANG ACQ	0.00	3,309.40	23,152.00	23,152.00	19,842.60	14 %
274 TITLE IA SCHOOL IMPROVEMENT	0.00	46,796.46	66,231.00	66,231.00	19,434.54	71 %
297 TITLE VI B	560.00	61,536.74	171,419.33	171,419.33	109,882.59	36 %
301 CARL PERKINS	1,848.00	10,422.67	18,432.75	18,432.75	8,010.08	57 %
350 JOHNSON O' MALLEY	12,150.00	16,868.65	24,426.00	24,426.00	7,557.35	69 %
362 INIDAN EDUCATION	1,789.17	151,476.98	179,769.00	180,971.00	29,494.02	84 %
364 ANE SCHOOL TO LIFE	0.00	26,558.50	26,420.00	26,558.50	0.00	100 %
369 OUR FUTURE LEADERS	0.00	9,871.66	17,438.76	17,438.76	7,567.10	57 %
370 BEST BEGNI NINGS	136.98	1,122.05	1,010.00	1,360.00	237.95	83 %
390 TEACHER HOUSING FUND	361.89	619,803.12	730,934.00	786,387.00	166,583.88	79 %

YUPIIT SCHOOL DISTRICT
Statement of Revenue Budget vs Actuals
For the Accounting Period: 3 / 16

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	41,216.14	15,000.00	-26,216.14	274 %
46 SCHOOL FACILITIES RENTAL	0.00	450.00	0.00	-450.00	** %
47 E-RATE	0.00	1,114,509.34	1,636,183.00	521,673.66	68 %
48 FEDS ERATE	0.00	0.00	65,332.00	65,332.00	0 %
51 FOUNDATION PROGRAM	0.00	4,327,336.00	6,324,681.00	1,997,345.00	68 %
55 QUALITY SCHOOLS	0.00	25,440.00	25,946.00	506.00	98 %
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 %
299 PRIOR YR PO REVENUE	0.00	98.11	0.00	-98.11	** %
Function Total :	0.00	5,816,223.58	12,991,525.00	7,175,301.42	44 %
Org Total :	0.00	5,816,223.58	12,991,525.00	7,175,301.42	44 %
Fund Total :	0.00	5,816,223.58	12,991,525.00	7,175,301.42	44 %
Grand Total :	0.00	5,816,223.58	12,991,525.00	7,175,301.42	44 %

YUPIIT SCHOOL DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 3 / 16

Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
503 AKIAK FIRE	0.00	20,758.96	100,000.00	100,000.00	79,241.04	21 %
710 STUDENT ACTIVITY FUND	0.00	25,874.53	0.00	0.00	-25,874.53	*** %
Grand Total :	72,310.61	8,924,124.10	16,474,683.66	16,140,433.16	7,216,309.06	55 %

Funds 100- 100

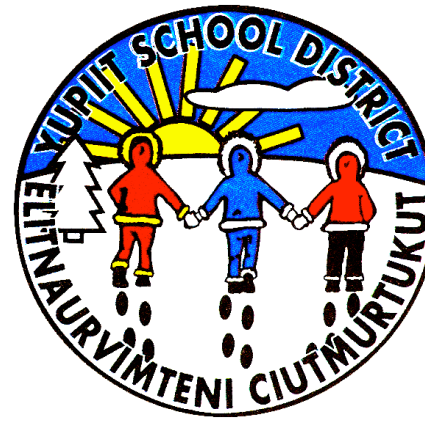
Program-Function	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 OPERATING BUDGET						
900 FUND TRANSFERS	0.00	0.00	621,052.00	709,235.00	709,235.00	0
10 AKIACHAK SCHOOLS						
100 REGULAR INSTRUCTION	262.75	933,879.20	1,763,120.00	1,687,353.00	753,473.80	55
160 VOCATIONAL ED INSTRUCTION	0.00	32,356.39	83,419.00	88,082.00	55,725.61	36
200 SPECIAL ED INSTRUCTION	0.00	145,651.70	327,437.00	346,083.00	200,431.30	42
320 GUIDANCE SERVICES	0.00	71,435.64	137,393.00	137,143.00	65,707.36	52
350 SUPPORT SERVICES INSTRUCT	-554.40	0.00	0.00	0.00	0.00	0
351 TECHNOLOGY	0.00	0.00	15,793.00	8,192.00	8,192.00	0
352 LIBRARY SERVICES	0.00	27,112.47	43,622.00	42,563.00	15,450.53	63
400 SCHOOL ADMINISTRATION	0.00	119,520.80	208,191.00	199,919.00	80,398.20	59
450 SCHOOL ADMIN SUPPORT	0.00	48,718.92	80,653.00	73,788.00	25,069.08	66
511 BOARD OF EDUCATION	0.00	2,538.05	3,342.00	3,342.00	803.95	75
600 OPERATION & MAINTENANCE	-712.04	507,017.37	1,135,479.00	923,978.00	416,960.63	54
700 STUDENT ACTIVITIES	10,739.38	83,412.79	70,869.00	74,415.00	-8,997.79	112
Org Total :	9,735.69	1,971,643.33	3,869,318.00	3,584,858.00	1,613,214.67	
11 AKIAK SCHOOLS						
100 REGULAR INSTRUCTION	7,000.00	469,516.85	826,055.00	780,298.00	310,781.15	60
160 VOCATIONAL ED INSTRUCTION	0.00	22,735.19	0.00	30,068.00	7,332.81	75
200 SPECIAL ED INSTRUCTION	0.00	127,892.67	233,554.00	239,786.00	111,893.33	53
320 GUIDANCE SERVICES	0.00	1,025.00	83,007.00	117,080.00	116,055.00	0
351 TECHNOLOGY	0.00	3,245.21	15,793.00	8,192.00	4,946.79	39
352 LIBRARY SERVICES	0.00	27,148.76	41,366.00	41,325.00	14,176.24	65
400 SCHOOL ADMINISTRATION	0.00	91,029.39	148,580.00	138,752.00	47,722.61	65
450 SCHOOL ADMIN SUPPORT	0.00	29,755.01	71,202.00	67,031.00	37,275.99	44
511 BOARD OF EDUCATION	0.00	2,649.81	3,342.00	3,342.00	692.19	79
600 OPERATION & MAINTENANCE	-39.96	162,760.70	693,249.00	419,484.00	256,723.30	38
700 STUDENT ACTIVITIES	3,043.60	36,826.79	47,636.00	47,636.00	10,809.21	77
Org Total :	10,003.64	974,585.38	2,163,784.00	1,892,994.00	918,408.62	
12 TULUKSAK SCHOOLS						
100 REGULAR INSTRUCTION	0.00	580,356.71	1,171,383.00	986,839.00	406,482.29	58
160 VOCATIONAL ED INSTRUCTION	0.00	25,595.37	85,000.00	57,722.00	32,126.63	44
200 SPECIAL ED INSTRUCTION	0.00	146,336.26	358,184.00	408,500.00	262,163.74	35
320 GUIDANCE SERVICES	0.00	57,690.38	108,792.00	97,401.00	39,710.62	59
351 TECHNOLOGY	0.00	5,301.63	15,793.00	8,192.00	2,890.37	64
352 LIBRARY SERVICES	0.00	18,587.23	53,995.00	44,376.00	25,788.77	41
400 SCHOOL ADMINISTRATION	0.00	81,087.64	159,912.00	141,107.00	60,019.36	57
450 SCHOOL ADMIN SUPPORT	0.00	14,918.59	42,805.00	44,804.00	29,885.41	33
511 BOARD OF EDUCATION	0.00	2,865.75	3,342.00	3,342.00	476.25	85
600 OPERATION & MAINTENANCE	-2,274.57	443,638.62	739,788.00	549,922.00	106,283.38	80
700 STUDENT ACTIVITIES	1,848.00	27,468.76	59,486.00	59,486.00	32,017.24	46
Org Total :	-426.57	1,403,846.94	2,798,480.00	2,401,691.00	997,844.06	
500 DISTRICT-WIDE						

Funds 100- 100

Program-Function	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 OPERATING BUDGET						
100 REGULAR INSTRUCTION	0.01	39,485.55	479,840.00	543,140.00	503,654.45	7
200 SPECIAL ED INSTRUCTION	0.00	996.41	11,015.00	11,015.00	10,018.59	9
220 SPEC ED SUPPORT SVCS	19,687.73	143,914.65	207,624.00	151,585.00	7,670.35	94
300 STUDENT SUPPORT SERVICES	0.00	44,260.67	0.00	60,960.00	16,699.33	72
320 GUIDANCE SERVICES	0.00	150.00	0.00	1,500.00	1,350.00	10
350 SUPPORT SERVICES INSTRUCT	714.50	164,229.02	322,986.00	259,570.00	95,340.98	63
351 TECHNOLOGY	463.33	1,335,929.55	1,647,904.00	1,973,556.00	637,626.45	67
354 IN-SERVICE TRAINING	-14,327.00	5,713.00	5,000.00	22,000.00	16,287.00	25
511 BOARD OF EDUCATION	809.51	142,556.22	141,916.00	163,256.00	20,699.78	87
512 OFFICE OF SUPERINTENDENT	4,478.25	157,096.11	260,442.00	349,946.00	192,849.89	44
550 DISTRICT ADMIN SUPPORT SV	3,794.99	290,204.85	356,435.00	352,662.00	62,457.15	82
551 RECRUITMENT	1,531.39	21,280.11	15,000.00	25,500.00	4,219.89	83
552 HUMAN RESOURCES STAFF SVC	0.00	26,681.92	39,213.00	40,213.00	13,531.08	66
600 OPERATION & MAINTENANCE	1,859.49	285,966.87	394,862.00	370,555.00	84,588.13	77
700 STUDENT ACTIVITIES	-40.00	36,868.24	23,195.00	108,228.00	71,359.76	34
Org Total :	18,972.20	2,695,333.17	3,905,432.00	4,433,686.00	1,738,352.83	
Fund Total :	38,284.96	7,045,408.82	13,358,066.00	13,022,464.00	5,977,055.18	54 %
Grand Total :	38,284.96	7,045,408.82	13,358,066.00	13,022,464.00	5,977,055.18	54 %

Yupiit School District

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



Date: March 15, 2016
To: Regional School Board
From: Rayna Hartz, Interim Superintendent
Re: Action Item A FY15 BP Updates

The Administration requests the approval of the adoption of the English Language Arts and Math Curriculum

- II. K-6 English Language Arts
 - a. Overview of Imagine It! Program
 - i. Bands
 - ii. Spiral structure
 - iii. Pacing Guides & Standards Alignment
 - b. Cultural Replacement Texts
 - c. Pre-K Literacy Support

- III. K-6 Mathematics
 - a. Overview of Everyday Math Program
 - i. Spiral structure
 - iii. Pacing & Lesson Guides
 - b. Math in a Cultural Context

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Tuluksak School
P.O. Box 115
Tuluksak, Alaska 99679
Tel. (907) 695-5625

YSD Regional School Board
Work Study
Feb. 2016
K-6 English Language Arts and Mathematics Curricula

- I. Alaska State Standards
 - a. Spiral structure

- II. K-6 English Language Arts
 - a. Overview of Imagine It! Program
 - i. Bands
 - ii. Spiral structure
 - iii. Pacing Guides & Standards Alignment
 - b. Cultural Replacement Texts
 - c. Pre-K Literacy Support

- III. K-6 Mathematics
 - a. Overview of Everyday Math Program
 - i. Spiral structure
 - iii. Pacing & Lesson Guides
 - b. Math in a Cultural Context

- IV. Infusing Culture into the Elementary Classroom
 - a. Teachers Share Experiences/Work Samples
 - i. Mike Drennen – Grade 1
 - ii. Carrie Latham – Grade 4
 - iii. Valeria Owrey – Grade 6
 - iv. Daphne Matz

- V. Differentiation of Instruction
 - a. Dena Blake
 - i. Interventions
 - ii. Enrichment

Yupiit School District

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Date: March 15, 2016
To: Regional School Board
From: Rayna Hartz, Interim Superintendent
Re: Action Item B FY15 BP Updates

The Administration requests the approval of the 1st Reading of FY15 Board Policy Updates:

BP 5127	Graduation Ceremonies and Activities
BP 5131.6	Alcohol and Other Drugs
BP 5144	Discipline
BP 5145.3	Nondiscrimination
AR 5145.3	Transgender Students and Employees
BP 5146	Married/Pregnant/Parenting Students

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STUDENT NUTRITION AND PHYSICAL ACTIVITY

Note: This policy was developed by the State of Alaska Obesity Prevention and Control Program and the Alaska Department of Education & Early Development Child Nutrition Program and meets all federal requirements for Local School Wellness Policies. It is intended to provide a framework for developing a 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 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, School Board members, school administrators, school health professionals, physical education teachers, local SNAP-Ed coordinators 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, which may include 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 School Board on an annual basis.

(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.

Students

STUDENT NUTRITION AND PHYSICAL ACTIVITY (continued)

BP 5040 (b)

All foods and beverages provided through the National School Lunch or School Breakfast Programs shall meet nutritional requirements of the 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 school 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, Nutrition Standards for All Foods Sold in Schools also known as Smart Snacks in School. For the purpose of this policy, the school campus is defined as all property under the jurisdiction of the school district that is accessible to 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 federal 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 on campus to the promotion of foods and beverages that meet the National School Lunch Act, Nutritional Guidelines for All Foods Sold in Schools.

Students

STUDENT NUTRITION AND PHYSICAL ACTIVITY (continued)

BP 5040 (c)

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.
- (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.
- (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 provides physical education and physical activity goals.

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. All elementary students will be provided at least

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

Students

STUDENT NUTRITION AND PHYSICAL ACTIVITY (continued)

BP 5040 (d)

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 (NASPE) 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 district/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.

D. Physical Activity

Elementary and middle school students will 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 will 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 as a means of discipline, is 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, Safe Routes to School Programs).

Students

STUDENT NUTRITION AND PHYSICAL ACTIVITY (continued)

BP 5040 (e)

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, implementation of, and progress towards goals in this policy. Parents will be actively notified through email or other notification processes and provided access to this policy and all subsequent reports and updates.

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, Nutrition Standards for All Foods Sold in Schools also known as Smart Snacks in School, and ideas for policy compliant foods for vending, concessions, a la carte, student stores, classroom parties and fundraising activities

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 & 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.

Students

STUDENT NUTRITION AND PHYSICAL ACTIVITY (continued)

BP 5040 (f)

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:

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

Nutrition Standards for All Foods Sold in Schools ("Smart Snacks in School"), Vol. 78, No. 125, Part II, Department of Agriculture (2013)

Revised 3/2015

Students

GRADUATION CEREMONIES AND ACTIVITIES

BP 5127(a)

Note: The following policy suggests various options which may be modified to reflect district practice except that the U.S. Supreme Court has ruled that graduation ceremonies may not include school-sponsored prayers.

Note: No secondary student may be issued a diploma unless he or she has taken a college and career readiness assessment. AS 14.03.075.

High school graduation ceremonies shall be held to recognize those students who have successfully completed the district graduation requirements and earned the right to receive a diploma. Students who have met the district graduation requirements but have not taken a college and career readiness assessment [may/may not] participate in graduation exercises without receiving a diploma.

(cf. 6146.1 - High School Graduation Requirements)

Note: The following optional paragraph may specify whatever number of uncompleted credits the School Board wishes to allow or may be deleted.

At the discretion of the Superintendent or designee, a student who is no more than ____ credits short of fulfilling district credit requirements may participate in graduation exercises without receiving his/her diploma. When the required credits have been earned, a diploma shall be sent to the student by mail.

Note: The following optional paragraph may be used to deny participation in graduation activities. School site rules should indicate what privileges may be denied for what reasons, and the means whereby students may appeal these decisions.

In accordance with school-site rules, the principal may deny a student the privilege of participating in graduation or promotion activities because of misconduct.

(cf. 5144 - Discipline)

School-sponsored invocations and/or benedictions shall not be included in graduation ceremonies.

Legal Reference (see next page):

Students

GRADUATION CEREMONIES AND ACTIVITIES (continued)

BP 5127(b)

Legal Reference:

ALASKA STATUTES

14.03.075 College and career readiness assessment

14.03.090 Sectarian or denominational doctrines prohibited

UNITED STATES CODE

Elementary and Secondary Education Act, 20 U.S.C. § 9524, as amended by the No Child Left Behind Act of 2001, P.L. 107-110

Santa Fe Indep. Sch. Dist. v. Doe, 530 U.S. 290 (2000)

Lee v. Weisman, 505 U.S. 577 (1992)

Revised 3/2015

Students

ALCOHOL AND OTHER DRUGS

BP 5131.6(a)

Note: Districts must have in place written standards to address the needs of students for whom mental health or substance abuse may be a contributing factor to noncompliance with the school disciplinary and safety program. AS 14.33.120(a)(6). In addition, districts receiving funds for prevention programs pursuant to the Drug-Free Schools and Community Act of 1986, as amended by the No Child Left Behind Act of 2001, are required to have a policy on drug abuse prevention instruction and procedures for eliminating the sale or use of alcohol and other drugs. NCLB also requires that those districts inform and involve parents in violence and drug prevention efforts. Districts must make reasonable efforts to inform parents of the content of safe and drug-free school programs and activities other than classroom instruction. If a parent objects in writing, the district must withdraw the student from the program or activity. AS 14.30.360 encourages districts to provide K-12 health education, including alcohol and drug abuse education. The following sample policy may be revised as appropriate.

Note: Despite the passage of AS 17.38, effective February of 2015, which authorizes the use of marijuana under certain conditions, all use, possession and distribution of marijuana by those under 21 is illegal. In addition, as a recipient of federal funds, the district is obligated to maintain a drug-free workplace consistent with federal law, which prohibits the manufacture, distribution, possession and sale of marijuana for all individuals, regardless of age. For purposes of the district's policy and legal obligation, marijuana is prohibited.

(cf. E 4020 – Drug and Alcohol – Free Workplace Notice to Employees)

Because the use of alcohol and other drugs adversely affects a student's ability to achieve academic success, is physically and emotionally harmful, and has serious social and legal consequences, the School Board intends to keep district schools free of alcohol and prohibited drugs.

Alcohol, marijuana, and other controlled substances are prohibited for use or possession by students. The School Board desires that every effort be made to reduce the chances that our students will begin or continue the use of alcohol and other drugs. The Superintendent or designee shall develop a comprehensive prevention program that includes instruction, intervention, recovering student support, and enforcement/discipline. The Superintendent or designee shall clearly communicate to students, staff and parents/guardians all School Board policies, regulations, procedures and school rules related to this prevention program. Special efforts shall be made to ensure that these materials are understood by parents/guardians and students of limited literacy or limited English proficiency.

Note: Drug use by students is not limited to illegal drugs and can also include abuse of prescription drugs and over-the-counter medications. There is also a growing problem of youth using what are commonly referred to as designer or synthetic drugs. Designer or synthetic drugs come in various forms and may be a chemical compound, a plant-based substance, or a combination. Common names for these drugs include bath salts, K2, spice, salvia, and synthetic marijuana. These drugs have serious and dangerous effects. Synthetic marijuana is an illegal substance in Alaska. AS 11.71.040-.050, 11.71.160. The following optional language prohibits the possession, use, or distribution of "prohibited drugs," which includes all dangerous substances that pose a risk to district students.

Specifically, the Board prohibits the actual or attempted sale, distribution, use, or possession by a student of alcohol, prohibited drugs or inhalants, drug paraphernalia, substances that are designed to look or act like prohibited drugs or alcohol, or substances purported to be prohibited drugs or alcohol. Prohibited drugs are defined as:

Students

ALCOHOL AND OTHER DRUGS (continued)

BP 5131.6(b)

1. Drugs that are illegal if possessed by those under 21, under any local, state, or federal law; or any drug that can be legally obtained but which has been obtained through illegal means.
2. Alternatives to illegal drugs such as designer or synthetic drugs, whether or not prohibited by law, which are purported to, designed to, or which do impair, restrict, or alter normal cognitive function when absorbed, ingested, injected, or inhaled.
3. Prescription drugs that are not legally obtained or prescribed, are not being used for the prescribed purpose, are being used in excess of the prescribed amount, are being used by other than the person to whom prescribed, or are being sold, traded or distributed.

Recognizing that keeping schools free of alcohol and other drugs is a concern common to the district and community, the School Board supports cooperation among schools, parents/guardians, law enforcement and other appropriate community organizations involved in preventing alcohol and drug abuse.

(cf. 1410 Interagency Cooperation for Student & Staff Safety)

Note: Districts are required to establish a citizen advisory committee in order to receive Public Law 99-570 funds. Additionally, AS 14.33.110 requires that the school disciplinary and safety program maintain community standards of school behavior that are developed by members of each school, including students, parents, teachers, school administrators, and other responsible persons.
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To obtain the widest possible input and support for district policies and programs, the School Board shall appoint a districtwide school-community advisory committee to make recommendations related to the prevention of alcohol and other drug abuse. The committee should make its recommendations based on input from students, parents, teachers, school administrators, and community members. The School Board also encourages the use of site-level advisory groups in this area.

(cf. 1220 - Citizen Advisory Committees)

Instruction

The district shall provide preventative instruction which helps students avoid the use of alcohol, marijuana, or other drugs and teaches students how to influence their peers to avoid and/or discontinue the use of alcohol or drugs. Instruction shall be designed to answer students' questions related to alcohol and drugs.

The instructional programs will help students obtain and use current and accurate information, develop and maintain a positive self-concept, take positive actions to cope with stress, and use appropriate social and personal skills to resist involvement with alcohol and drugs.

Students

ALCOHOL AND OTHER DRUGS (continued)

BP 5131.6(c)

The curriculum will be K-12, comprehensive and sequential in nature and suited to meet the needs of students at their respective grade levels. All instruction and related materials shall stress the concept that alcohol and prohibited drugs can be dangerous and should never be used when such use is illegal.

The School Board encourages staff to display attitudes and behaviors which make them positive role models for students with regard to alcohol, marijuana and other drugs. Staff should help students see themselves as responsible partners in efforts to maintain a safe, constructive school climate.

The School Board recognizes that children exposed to alcohol or other drugs prior to birth may have disabilities requiring special attention and modifications in the regular education program. The Superintendent or designee shall provide appropriate staff training in the needs of such students as required by law.

Note: AS 14.20.680 requires training for teachers, administrators, counselors and specialists on the needs of students with alcohol or drug-related disabilities, including medical and psychological characteristics, family issues, and specific educational needs.

(cf. 6142.2 - AIDS Instruction)

(cf. 6143 - Courses of Study)

(cf. 6159 - Individualized Education Program)

Intervention

The School Board recognizes that there are students on our campuses who use alcohol and other drugs and can benefit from intervention. The School Board supports intervention programs that include the involvement of students, parents/guardians and community agencies/organizations.

School personnel should be trained to identify symptoms which may indicate use of alcohol and other drugs. The Superintendent or designee shall identify responsibilities of staff in working with, intervening, and reporting students suspected of alcohol and other drug use.

Students and parents/guardians shall be informed about the signs of alcohol and other drug use and about appropriate agencies offering counseling.

Nonpunitive Self-Referral

The School Board strongly encourages any student who is using alcohol or drugs to discuss the matter with his/her parent/guardian or with any staff member. Students who self-disclose past use of alcohol or other drugs in order to seek help to quit using shall not be punished or disciplined for such past use. State and local extra-curricular activities eligibility rules may apply further conditions related to the admission of drug or alcohol use.

Students

ALCOHOL AND OTHER DRUGS (continued)

BP 5131.6(d)

Enforcement/Discipline

The Superintendent or designee shall take appropriate action to eliminate possession, use or sale of alcohol and prohibited drugs and related paraphernalia on school grounds, at school events, or in any situation in which the school is responsible for the conduct and well-being of students. Students possessing, selling and/or using alcohol, marijuana or other drugs or related paraphernalia shall be subject to disciplinary procedures which may result in suspension or expulsion.

(cf. 5144.1 - Suspension and Expulsion/Due Process)

School authorities may search students and school properties for the possession of alcohol, marijuana and other drugs as long as such searches are conducted in accordance with law.

(cf. 5145.12 - Search and Seizure)

Legal Reference:

ALASKA STATUTES

04.16.080 Sales or consumption at school events

14.20.680 Required alcohol and drug related disabilities training

14.30.360 Curriculum (Health and Safety Education)

14.33.110- 140 Required school disciplinary and safety program

17.38.010-900 The regulation of marijuana

47.37.045 Community action against substance abuse grant fund

UNITED STATES CODE

Elementary and Secondary Education Act, 20 U.S.C. §§ 7116, 7163, as amended by the No Child Left Behind Act of 2001 (P.L. 107-110)

Revised 3/2015

DISCIPLINE

Note: 4 AAC 07.010 **mandates** districts to adopt policies regarding student rights and responsibilities including substantive and procedural matters related to student behavior, treatment, and discipline. 4 AAC 07.010 further **mandates** a uniform discipline policy throughout the district and prohibits the use of corporal punishment. 4 AAC 07.050 requires Board review of these policies every three years.

The School Board believes that one of the major functions of the public schools is the preparation of youth for responsible citizenship. The district shall foster a learning environment which reinforces the concepts of self-discipline and the acceptance of personal responsibility. Students are expected to progress from being adult-directed to self-directed with minimal application of disciplinary measures.

The Board recognizes that there must exist certain disciplinary policies and regulations relating to student conduct which delineate acceptable behavior and provides the basis for sound disciplinary practices within each school in the district in order to maintain an environment conducive to learning. These policies and regulations will be enforced fairly and uniformly and consistently without regard to race, creed, color or sex.

(cf. 5131 et seq. - Student Conduct)

The administration, teachers and classified staff share mutual responsibility for the enforcement of district policies and regulations pertaining to student conduct and safety. The Board shall give reasonable support and assistance to employees with respect to student discipline. The Board shall review its policies related to student rights and responsibility at least once every three years and shall modify its policies as needed in accordance with law.

The Board recognizes that not all students will adhere to district rules for appropriate behavior. Sufficient support services shall be provided so that continually disruptive students will not be returned to regular classes without some modification of behavior. Students may be assigned to other alternative programs or be subject to removal from school.

Note: The following optional paragraph is based on material developed by the Anchorage School District and may be revised or deleted as desired.

DISCIPLINE (continued)**In-School Suspension**

In an effort to establish disciplinary procedures that are effective in reducing student truancy and misbehavior and do not interrupt the educational process, the School Board, Superintendent, or designee may authorize in-school suspension as an alternative to out-of-school suspension. In-school suspension removes the student from the school social scene while still requiring him/her to maintain the same basic school day schedule and to keep up with required academic assignments. Failure to serve in-school suspension or removal from the in-school suspension program for disciplinary reasons shall result in out-of-school suspension or additional time assigned.

(cf. 5144.1 - Suspension and Expulsion)

Note: The following optional language requires each school site to establish specific school site rules for student discipline.

Each principal shall publish school rules for student discipline which describe the school's behavior management plan and consequences for student misconduct. Special care shall be taken when developing school rules to solicit the views of the school community, including administrators, teachers, school security personnel, parents/guardians and students.

School site rules must be strictly based on district policy, regulation and state and federal laws and be enforced fairly and uniformly. The Superintendent or designee shall establish procedures for the approval of such rules.

Note: 4 AAC 07.030 requires districts at the beginning of the school year to make available to parents/guardians, students, and staff copies of district policies regarding student rights and responsibilities and to post such policies in accessible locations throughout the year.

At the beginning of each school year, the Superintendent or designee shall ensure that every student and his/her parents/guardians are notified in writing of the availability of Board policies and administrative regulations related to student rights and responsibilities. Such policies shall be posted in accordance with law.

DISCIPLINE (continued)**Corporal Punishment**

Note: The use of corporal punishment is prohibited in Alaska's schools. 4 AAC 07.010. Corporal punishment is defined as the application of physical force to the body of a student for disciplinary purposes. 4 AAC 07.900. School districts must adopt standards relating to when a teacher, teacher's assistant, or other person responsible for students is authorized to use reasonable and appropriate force to maintain classroom safety and discipline as described in a criminal statute. AS 11.81.430(a)(2). That statute provides for the use by a supervising teacher of reasonable and appropriate nondeadly force if authorized by school regulations adopted by the school board. AS 14.33.120(a)(4). However, effective October 2014, the legislature enacted AS 14.33.125-127, which defined and established limitations on the use of restraint and seclusion of students. (See BP 5142.3.)

Corporal punishment is prohibited by law as a disciplinary measure against any student. School administrators and teachers shall employ other means of disciplining students. Restraint and seclusion, if used in full compliance with applicable law, is not corporal punishment.

(cf. 3514 - Safety)

(cf. 4158 - Employee Security)

(cf. 5142.3 - Restraint and Seclusion)

Reporting to Law Enforcement

Note: Effective January 1, 2001, a teacher, teacher's assistant, administrator, or other employee responsible for students who, during the course of employment, observes a student committing a crime must report the crime to local law enforcement. AS 14.33.130. The obligation to report to law enforcement resides with the staff member observing the crime. "Crime" means an offense for which a sentence of imprisonment is authorized; a crime is either a felony or a misdemeanor. AS 11.81.900.

In addition to subjecting a student to discipline, any crime committed by a student while at school, on school grounds, or during any school sponsored activity on or off campus shall be reported to law enforcement. Criminal proceedings are independent of actions taken by the School District. The District may impose discipline for misconduct regardless of whether criminal charges are filed or a conviction is obtained. The Superintendent should ensure cooperation with law enforcement in the criminal investigation of students who commit crimes while under the jurisdiction of the school.

(cf. 1410 - Interagency Cooperation for Student and Staff Safety)

Legal Reference (see next page):

DISCIPLINE (continued)

Legal Reference:

ALASKA STATUTES

11.81.430 Justification, use of force, special relationships

11.81.900 Definitions

14.33.120-.140 School disciplinary and safety program and student restraint and seclusion

ALASKA ADMINISTRATIVE CODE

4 AAC 07.010-4 AAC 07.900 Student rights and responsibilities

4 AAC 06.175-177 Reporting and training on restraint and seclusion

Revised 3/2015

Note: AS 14.18.010 prohibits discrimination on the basis of sex against an employee or a student in public education. Under Title IX, all students in schools receiving any federal funding are protected from discrimination based on sex. Sex includes male, female, straight, gay, lesbian, bisexual, and transgender. In 2014, the United States Department of Education issued its *Questions and Answers on Title IX and Sexual violence*. This guidance provides that "Title IX's sex discrimination prohibition extends to claims of discrimination based on gender identity or failure to conform to stereotypical notions of masculinity or femininity and OCR accepts such complaints for investigation." *U.S. Dept. of Educ., Office for Civil Rights (Apr. 29, 2014). Questions and Answers on Title IX and Sexual Violence, accessible at <http://www2.ed.gov/about/offices/list/ocr/>*

District programs and activities shall be free from discrimination with respect to sex, race, color, religion, national origin, ethnic group, sexual orientation, gender identity, marital or parental status, and physical or mental disability. The School Board shall ensure equal opportunities for all students in admission and access to academic courses, guidance and counseling programs, athletic programs, testing procedures, career and technical education and other activities.

(cf. 0410 – Nondiscrimination)
 (cf. 1312.3 – Uniform Complaint Procedures)
 (cf. 5145.7 – Sexual Harassment)

Separate arrangements may be made for students according to sex during sex education programs and physical education activities involving bodily contact.

School staff and volunteers must guard against sex discrimination and stereotyping in instruction, guidance and supervision.

(cf. 6164.2- Guidance Services)

Legal Reference:

ALASKA STATUTES

14.18.010-14.18.100 Prohibition Against Sex and Race Discrimination

ALASKA ADMINISTRATIVE CODE

4 AAC 06.500 – 4 AAC 06.600 Prohibition of Gender or Race Discrimination

4 AAC 51.270 Equal opportunities

UNITED STATES CODE

Title VI, Civil Rights Act of 1964, 42 U.S.C. §§ 2000d-2000d-7

Title IX, Education Amendments of 1972, 20 U.S.C. §§ 1681-1688

Vocational Rehabilitation Act of 1973, Sections 503 and 504, 29 U.S.C. § 794

Individuals With Disabilities Education Act, 20 U.S.C. §§ 1401-1491

Americans With Disabilities Act, 42 U.S.C. §§ 12101-12213

Age Discrimination In Employment Act, 29 U.S.C. §§ 621-634

Revised 10/2015

TRANSGENDER STUDENTS AND EMPLOYEES

Note: The following language was adapted from Anchorage School District's Guidelines for Working with Transgender Students and Employees.

The purpose of these guidelines is: 1) to foster inclusive and welcoming learning and working environments that are free from discrimination, harassment, and bullying regardless of sex, sexual orientation, gender identity, or gender expression; 2) to facilitate compliance with local, state and federal laws that prohibit discrimination, harassment and bullying; 3) to provide professional information to school staff on transgender issues; and 4) to create safe and supportive learning and working environments.

For purposes of these guidelines, a transgender individual is an individual that consistently asserts a gender identity or gender expression at school or work that is different from the gender assigned at birth. This involves a consistent declaration of gender identity or expression over time, but does not require proof of a formal evaluation and diagnosis. Since individual circumstances, needs, programs, facilities and resources may differ, administrators and school staff are expected to consider the needs of the individual on a case-by-case basis.

The Process

The following process should be used to address the needs of transgender and gender nonconforming students and employees. In addition, this process is available for any student or employee personally *impacted* by the accommodation of a transgender student or colleague. For example, a student who is uncomfortable about sharing a restroom with a transgender student can request access to an alternative restroom.

- a. A transgender or gender nonconforming student or employee is encouraged to contact the site administrator to address any concerns or requests. Students may also contact their counselor, who will immediately notify and work with the principal. Parents/guardians of transgender students may also initiate contact with the principal.
- b. The principal or administrator will schedule a meeting to discuss the individual's needs and to develop a plan to address these needs. The plan should address, as appropriate, the name and pronoun desired by the student/employee, restroom and locker room use, participation in athletics, dress code, student/employee transition plans, if any, and other needs or requests of the student/employee.
- c. The plan should be developed by the principal or administrator, in consultation with the student or employee, and with others as deemed appropriate by the administrator and approved by the student or employee.

Note: If the student has an IEP or 504 Plan, or the employee has an accommodation plan, the provisions in these plans should be taken into consideration in developing a plan for addressing transgender issues.

TRANSGENDER STUDENTS AND EMPLOYEES (continued)

- d. While medical documentation is not required, the school may request such documentation if helpful to develop an appropriate plan for the student or employee.
- e. If the parties are uncertain or disagree regarding elements to be included in the plan, the site administrator should consult with the appropriate district administration.
- f. Students may also use the Student Grievance Process, set forth in BP 1312.3, to address any transgender issue at school.
- g. A copy of the final plan should be maintained in the student's health file or the employee's unit file.
- h. District staff shall protect the privacy of transgender and gender nonconforming students and employees. All student and personnel information shall be kept strictly confidential as required by district policy and local, state or federal privacy laws.

Official Records

Mandatory permanent student and employee records will include the legal/birth name and legal/birth gender. On other school records or documents, the school will use the name and gender preferred by the student or employee. For example, student ID cards could use the student's preferred name.

Only upon receipt of a court order or other legal documentation should a student's or employee's official record be changed to reflect a change in legal/birth name or gender.

Names and Pronouns

Administrators and staff should respect the right of an individual to be addressed by a name and pronoun that corresponds to their gender identity. A court-ordered name or gender change is not required.

Transgender and gender nonconforming students/employees are encouraged to discuss how they want to be addressed in class, in the workplace, in correspondence to the home, or at conferences with the student's parent/guardian.

When contacting the parent or guardian of a transgender student, school staff should use the student's legal name and the pronoun corresponding to the student's gender assigned at birth, unless the student, parent, or guardian has specified otherwise.

Access to Gender-Segregated Activities and Areas

Note: On June 1, 2015, the U.S. Department of Labor, Occupational Safety and Health Administration, issued "A Guide to Restroom Access for Transgender Workers." The core principle of this guidance is that "[a]ll employees, including transgender employees, should have access to restrooms that correspond to their gender identity."

TRANSGENDER STUDENTS AND EMPLOYEES (continued)

Schools may maintain separate restrooms and locker rooms for male and female students/employees. Where available, schools are encouraged to designate facilities designed for use by one person at a time as accessible to all students regardless of gender. However, no student should be required to use such facilities because the student is transgender or gender nonconforming.

Note: Following are optional provisions providing alternative language for school districts as to access to sex-segregated school facilities. Option 1 does not define specific requirements or limitations for bathroom and locker room access. While providing for flexibility, Option 1 lacks specific requirements that may be useful to school staff. Option 2 utilizes OCR's best practices position that schools should not require transgender individuals to use sex-segregated facilities inconsistent with the individual's gender identity.

[Option 1] Upon request, the District will work with transgender students and parents to determine appropriate accommodations in regard to bathrooms and locker rooms. If a student is uncomfortable using a shared restroom or locker room, regardless of the reason, considerations can include safe and non-stigmatizing alternatives such as the addition of a privacy partition or curtain, use of a nearby private restroom or office, or a separate changing schedule.

[Option 2] Access should be allowed to restrooms and locker rooms based on the gender identity consistently expressed by the student or employee. Transgender individuals should not be required to use facilities that are inconsistent with their gender identity, nor should they be required to use single-user facilities. Upon request, the District will work with transgender students and parents to determine appropriate accommodations in regard to bathrooms and locker rooms. If a student is uncomfortable using a shared restroom or locker room, regardless of the reason, considerations can include safe and non-stigmatizing alternatives such as the addition of a privacy partition or curtain, use of a nearby private restroom or office, or a separate changing schedule.

Student Intramural and Interscholastic Athletics

All students will be permitted to participate in intramural sports in a manner consistent with their gender identity consistently expressed at school. Furthermore, all students will be permitted to participate in District-sponsored interscholastic athletics in a manner consistent with their gender identity. ASAA determines its own rules for interscholastic competitions.

- a. Notice to the School: The student and/or parents shall contact the school administrator or athletic director indicating that the student has a consistent gender identity different than the gender listed on the student's school registration records or state birth record, and that the student desires to participate in activities in a manner consistent with his/her gender identity.
- b. Eligibility to participate in a manner consistent with the student's gender identity will remain applicable for the duration of the student's participation and does not need to be renewed every sports season or school year. Throughout high school, a student may only assert a single gender or gender identity for athletic or intramural participation and may not switch between male and female activities. An exception

TRANSGENDER STUDENTS AND EMPLOYEES (continued)

to this rule may be granted by the Superintendent in cases where the student's gender identity only becomes known or consistently asserted at some point during high school.

- c. All communication among involved parties and any documentation shall be kept confidential, unless the student and family choose to reveal discussion or documentation.
- d. Should eligibility be denied because of concerns about whether a student's request to participate in a sports activity consistent with his or her gender identity is bona fide, a student may seek review of his or her eligibility for participation through the Student Grievance Process, set forth in BP 1312.3.

Other Gender-Based Activities, Rules, Policies and Practices

Schools should regularly evaluate all gender-based activities, rules, policies, and practices and maintain only those that have a clear and sound pedagogical purpose.

Students shall be permitted to participate in any such activities or conform to any such rule, policy, or practice consistent with their gender identity.

Dress Code

Students and staff shall have the right to dress in accordance with their gender identity, within the constraints of the dress codes adopted by the district. School staff shall not enforce a school's dress code more strictly against transgender and gender nonconforming students than other students.

Student Transitions

Transition is the process in which a person goes from living and identifying as one gender to living and identifying as another. When a student transitions during the school year, the principal or designee will hold a meeting with the student and parent(s) to discuss their desires and concerns. The principal or designee should discuss the student's timeline for the transition process in order to support a safe and accepting environment at the school.

The principal will train other administrators and any staff that interact directly with the student on the transition plan, timelines for transition, and any relevant legal requirements.

Training and Professional Development

District administration should provide training to appropriate staff on their responsibilities under applicable laws and this regulation. Training should include the responsibility to prevent, identify and respond to bullying, harassment and discrimination. This includes treating

TRANSGENDER STUDENTS AND EMPLOYEES (continued)

transgender students and employees respectfully to foster a spirit of inclusion and to refrain from making disparaging comments or comments seeking gender conformity.

Added 11/2015

MARRIED/PREGNANT/PARENTING STUDENTS

Note: The following sample policy may be revised or deleted as appropriate.

The School Board believes that marriage, pregnancy and parenting should not be barriers to education or a reason for dropping out of school. Married, pregnant and parenting students in the district shall have the same educational opportunities as all students.

Note: Title IX of federal law forbids sex discrimination in any school receiving federal assistance. No such school may deny participation in a class or extracurricular activity because of a student's pregnancy, childbirth, false pregnancy, abortion, parenthood or marital status unless the student requests otherwise. If a student's physician requires her to be absent for a period of time due to pregnancy, childbirth or abortion, the school must allow such leave and subsequently reinstate her to the status she had when the leave began. The school cannot require pregnant students to attend special programs for pregnant minors. 34 CFR 106.40.

The following paragraph represents possible program choices for this special, high-risk student group and should be modified to represent the programs currently provided in your school system.

The instructional program provided for pregnant students shall be determined on a case-by-case basis and shall be appropriate to the student's individual needs. The student may continue attending school in the regular classroom setting, may attend a separate program established for pregnant students if available, or may pursue a home instruction or correspondence study program.

Wherever possible, program staff shall work closely with the pregnant student's partner and/or parents/guardians and shall collaborate with local public and private agencies in order to expand the student's learning opportunities and support system.

After the birth of her baby, a student may continue in or return to the regular school program, or remain in an alternative program. A pregnant student's participation in an alternative program is voluntary.

Note: The following paragraphs may be revised to reflect district practice. According to USDOE guidance, Supporting the Academic Success of Pregnant and Parenting Students under Title IX of the Education Amendments of 1972, when necessary to ensure a pregnant student's access to the educational program, the district must make adjustments to the regular program that are reasonable and responsive to the student's temporary pregnancy status. Examples in the USDOE pamphlet include providing a larger desk, allowing frequent trips to the restroom, or permitting temporary access to elevators as necessary. The school also must provide any services to pregnant students that it provides to other students with temporary medical conditions, such as at-home instruction or tutoring for students who miss school because of such medical conditions. The USDOE publication lists additional programs and strategies that, although not required by federal law, may assist in addressing the needs of pregnant and parenting students.

When necessary, the district shall provide reasonable accommodations to pregnant and parenting students to enable them to access the educational program. A pregnant student shall have access to any services available to other students with temporary disabilities or medical conditions. A student that breastfeeds may request access to a private location, other than a restroom, to breastfeed or express milk for her infant child.

MARRIED/PREGNANT/PARENTING STUDENTS (Continued)

Pregnant or parenting students may request exemption from attendance because of personal reasons which may relate to the care of the student or child. Further pregnant or parenting students may be excused for absences related to medical appointments.

(cf. 5112.1 - Exemptions)

(cf. 5113 - Absences and Excuses)

The superintendent or designee will grant a student an attendance exemption or excused absence due to pregnancy, childbirth, false pregnancy, termination of pregnancy, and related recovery for as long as it is deemed medically necessary by her physician. At the conclusion of the absences, the student will be reinstated to the status she held when the absence began.

(cf. 5112.1 - Exemptions from attendance)

Legal Reference:

TITLE IX, EDUCATION AMENDMENTS OF 1972

Revised 3/2015

Yupiit School District

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



Date: March 15, 2016
To: Regional School Board
From: Rayna Hartz, Interim Superintendent
Re: Action Item C FY15 BP Updates

The Administration requests the approval for the following 2nd Reading of FY15 Board Policy Updates:

BP/AR 1312.4	Public Complaints Concerning Elementary and Secondary Education Act (ESEA) Programs
BP 3542	Transportation
BP 3541	Transportation Routes and Services
BP 4158, 4258, 4358	Employee Security
BP/AR 5030	School Discipline and Safety

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

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

Tuluksak School
P.O. Box 115
Tuluksak, Alaska 99679
Tel. (907) 695-5625

**PUBLIC COMPLAINTS CONCERNING ELEMENTARY
AND SECONDARY EDUCATION ACT PROGRAMS**

BP 1312.4

Note: At 4 AAC 06.888, the Department of Education and Early Development requires that complaints alleging that a district has violated the law in administering programs under the Elementary and Secondary Education Act (ESEA) be first submitted to the district for resolution. States are required to have a process for the receipt and resolution of complaints alleging violations in the administration of federal programs. 20 USC 7844.

The School Board expects that federal programs provided for in the Elementary and Secondary Education Act (ESEA) will be properly administered in the district to support and improve the quality of the educational program. The district will review and resolve complaints alleging violations of the law in administering education programs required by the ESEA.

The School Board encourages complainants to resolve problems early and informally whenever possible. If a problem remains unresolved, the individual should submit a written complaint as early as possible in accordance with appropriate district procedures. District procedures shall be readily accessible to the public.

(cf. 1312.1 – Public Complaints Concerning School Personnel)
(cf. 1312.2 – Public Complaints Concerning Instructional Materials)
(cf. 1312.3 – Public Complaints Concerning Discrimination)

Legal Reference:

ALASKA STATUTES

14.03.123 – School and district accountability

ALASKA ADMINISTRATIVE CODE

4 AAC 06.560 – 06.580 Violations; Prohibition against sex discrimination

4 AAC 06.888 – Informal review of complaints

4 AAC 52.500 – 52.629 Procedural safeguards; Education for exceptional children

UNITED STATES CODE

20 U.S.C. 7844, -- General applicability of state educational agency assurances

Added 3/2015

**PUBLIC COMPLAINTS CONCERNING ELEMENTARY
AND SECONDARY EDUCATION ACT PROGRAMS**

Note: The following process for reviewing and resolving complaints under the ESEA is modeled after the Department of Education and Early Development's own complaint process set forth at 4 AAC 06.888

Informal Review of Complaints

The following procedures will govern the receipt and resolution of complaints.

Filing a Complaint

Any district resident may file a written complaint alleging that the district has failed to comply with the requirements of the Elementary and Secondary Education Act as set forth at 20 USC 6301-7941; or with school and district accountability requirements set forth at AS 14.03.123 and 4 AAC 06.800-899. The complaint must be submitted to the Superintendent.

In order to be reviewed, the complaint must include the following:

1. A statement describing the provision of law that the school or district has allegedly violated;
2. A statement of the facts supporting the alleged violation;
3. The name and address of the complainant; and
4. A description and documentation of prior efforts to resolve the concern informally.

If a complainant is unable to put a complaint in writing due to a disability, or reading or language barriers, district staff shall assist him/her to file the complaint.

Investigation of Complaint

Within five business days after receiving the complaint, the Superintendent will assign an investigator to conduct an informal review of the complaint. The investigator will be an employee of the district, may not have taken part in the action that is the subject of the complaint, and may not have a personal or financial interest in the subject matter of the complaint.

The investigator may conduct interviews of the complainant and district employees, and may request information and documents necessary to complete a review of the complaint. The complainant and district employees are expected to fully cooperate with the investigation.

PUBLIC COMPLAINTS CONCERNING DISCRIMINATION (continued)**Written Recommendation**

Within 60 days after the date the complaint was assigned to the investigator, the investigator shall submit to the Superintendent and the complainant, a written recommendation setting forth one of the following determinations:

1. The complainant did not provide complete information for the investigator to review and therefore the Superintendent need not respond to the complaint. This finding does not bar the Superintendent from taking additional action based on the information already received; nor does it preclude the complainant from submitting a new complaint with the additional information, or from pursuing remedies available under state or federal law.
2. The complainant's allegations, even if true, do not establish a violation of 20 USC 6301-7941, AS 14.03.123, or 4 AAC 06.800-899 and therefore the Superintendent need not respond to the complaint. This finding does not bar the Superintendent from rejecting the investigator's recommendation and taking additional action; nor does it bar the complainant from pursuing remedies available under state or federal law.
3. A violation of 20 USC 6301-7941, AS 14.03.123, or 4 AAC 06.800-899 is likely to have occurred, based on information available to the investigator, and that the Superintendent should take action to correct or stop the violation. This finding does not bar the Superintendent from rejecting or declining to act upon the investigator's recommendation; nor does it bar the complainant from pursuing remedies available under state or federal law.

The written recommendation will also advise the complainant of his or her right to file a complaint with the Department of Education and Early Development under the procedures set forth at 4 AAC 06.888.

No Reprisals

Neither the complainant, the investigator, nor any other individual cooperating in the investigation shall be subject to retaliation or reprisals. An employee who engages in retaliation is subject to disciplinary action, up to and including termination.

Added 3/2015

TRANSPORTATION

The School Board desires to provide transportation for eligible students in accordance with state and federal law.

The goals of the transportation service are:

1. to provide maximum safety for students between home and school and on school-sponsored trips.
2. to promote desirable student behavior and respect for traffic safety.
3. to provide assistance and transportation for handicapped students.
4. to provide transportation for field trips.

(cf. 3312 - Contracts)

(cf. 3541.5 - Alternative Transportation Arrangements)

Note: Secondary students who do not have daily access to school by being transported a reasonable distance must be offered a boarding program pursuant to 4 AAC 09.050.

When necessary, the School Board shall make available a boarding program for secondary students whose transportation needs make daily access to school impractical and who are not participating in an alternative educational program.

Note: Effective July 1, 2014, AS 14.09.010 was amended to require that school districts adopt a policy addressing transportation services to students attending a charter school operated by the district. Department of Education and Early Development regulations require a charter school transportation policy if: 1) the district provides pupil transportation services under AS 14.09.010; and 2) the district operates a charter school or an application for the establishment of a charter school in the district is pending. A district must submit its charter school transportation policy to the Department for approval by: 1) April 15, 2015 if a charter school is in operation in the district on July 1, 2014; or 2) no later than 30 days after approval of a new charter school if the district does not already have an approved charter school transportation policy in effect. See 4 AAC 27.057 for further guidance on the transportation policy approval process. The policy is to be developed with input solicited from individuals involved in the charter school, including staff, students, and parents. If a district fails to adopt a policy, the district is required to allocate the amount of state transportation funding received for each charter school student to the charter school. AS 14.09.010(f).

**TRANSPORTATION
(continued)****Charter School Transportation**

The School Board recognizes that charter school students may benefit from transportation services. On a space available basis, charter school students may access school bus transportation on those regular school bus routes that run within the attendance area where the charter school is located. Transportation access is subject to the following:

- a. Charter school students may only access those school bus routes that are appropriate to their school level, i.e., elementary school, middle school or high school.
- b. Charter school students who reside within a mile and a half of the charter school are not eligible for transportation unless they must cross a designated hazardous road area. Special education routes are not subject to the mile and a half restriction.
- c. Charter school students must comply with all rules for safe and appropriate conduct while waiting for, boarding, and exiting the bus, and while riding the bus. Charter school students are subject to the same sanctions as other students for bus violations.
- d. Annually, the charter school must provide information to charter school families who are accessing school bus transportation about the district's school bus rules.
- e. School bus transportation is not available to charter school students enrolled in charter schools identified as correspondence programs.

Annually, the Superintendent or designee shall communicate to the charter school the space availability on applicable transportation route(s) and determine the transportation needs of charter school students. If the number of charter school students desiring transportation exceeds available space, the charter school is responsible for developing a written process for addressing ridership on a fair and equitable basis. A copy of the written process shall be provided to the district.

Note: The above language reflects the minimum transportation obligation for charter school students as required by AS 14.09.010(e)(2). A district is not obligated to provide greater service, to establish dedicated routes for exclusive use of the charter schools, or to permit charter schools to opt out of the policy and receive transportation funding. The following is optional language for those districts desiring a process to consider, and act upon, requests by charter schools for additional transportation services.

OPTIONAL: The district is not required to establish dedicated transportation routes for the exclusive use of charter school students, but may choose to do so.

TRANSPORTATION
(continued)

A charter school desiring additional or dedicated student transportation may submit a written proposal to the Superintendent or designee. The proposal shall identify, at a minimum, student transportation needs, charter school funding available to support additional transportation, and the transportation routes and services being requested. The Superintendent will make a recommendation to the School Board to approve or deny the request. The Superintendent and the

Board will consider the funding, equipment and personnel necessary to accommodate the requested transportation; the impact on operations of the district; the needs of the charter school and its students; equity with other charter schools and district alternative and optional programs; and the best interests of the district. The School Board will approve or deny the transportation request at a regularly scheduled meeting.

(cf. 6182 - Secondary Boarding Program)
(cf. 6181 - Charter School)

*Legal Reference:**ALASKA STATUTES**14.09.010 Transportation of pupils**14.09.030 School buses**14.30.347 Transportation of exception children**ALASKA ADMINISTRATIVE CODE**4 AAC 09.050 Secondary Boarding Programs**4 AAC 27.006-990 Transportation**4 AAC 27.057 Charter school transportation policy*

Revised 3/2015

TRANSPORTATION ROUTES AND SERVICES

Note: Effective July 25, 2014, the Department of Education and Early Development amended and added regulations 4 AAC 27.006-951, establishing regular and special education transportation routes, allowing in-lieu-of agreements, establishing hazardous routes and requiring transportation reports to be filed. A regular transportation route may be established where 8 or more students reside more than one and one-half miles from school, and the entire route is over regularly maintained roads under the supervision and maintenance of the Department of Transportation and Public Facilities, a public utility district, a municipality, a borough service area or other agency supported by public funds, and the route provides adequate turnaround space for transportation vehicles. 4 AAC 27.011.

The School Board shall approve transportation routes and services based upon student needs and a continuing assessment of financial resources, including district funds and state reimbursements. Districts will use the most cost efficient methods when developing and establishing regular and special education routes and engaging in other transportation related services. Transportation shall be provided for students living at least one and one-half miles from school. Special education routes will be established without regard to distance.

Note: Pursuant to 4 AAC 27.036, the Board may designate hazardous routes within one and one-half mile from school. The designation must be by resolution which must state the nature and potential duration of the hazard and is only valid for one year.

The Board may designate hazardous transportation routes within the minimum walking distance when such routes are unsafe.

Note: A district may establish in-lieu-of agreements with parents to provide reimbursement for transporting their children to the nearest attendance center if: 1) the student's residence is more than one and one-half miles from the regular bus route and the pupil's attendance center (unless the child is a special education student); 2) the per-mile rate does not exceed the maximum mileage reimbursement rate paid by the district to administrative employees; and 3) reimbursement is based on the actual miles traveled, not the number of students.

Instead of extending existing transportation routes or establishing new routes, the District may establish in-lieu-of agreements to reimburse parents for transporting their children at approved rates and under approved conditions.

(Cf. 3540- Transportation)

**TRANSPORTATION ROUTES AND SERVICES
(Continued)**

Note: 4 AAC 27.056 requires that each district that receives pupil transportation funds from the department submit pupil transportation reports on prescribed forms. The pupil transportation annual report shall be submitted by October 1 of each year. The pupil transportation quarterly report shall be submitted not later than 15 days after the end of each quarter of the fiscal year. The final report is due by July 15 of each year, unless the district is offering summer school transportation services, in which case it is due by August 15. Any school bus accident reports must be submitted not later than 10 days after the end of each month in which a reportable school bus accident occurs.

The district will timely submit to the Department of Education and Early Development all transportation reports required by law.

Note: 4 AAC 27.086 establishes minimum standards for requests for proposals ("RFP"). Districts must ensure that an RFP commences six months before the expiration date of the current contract. Pre-bid conferences shall be held 30 days after the release of the RFP. Proposals are due to the district 14 days after the pre-bid conference and shall be opened that day in public at the hour and place stated in the RFP. The School Board shall forward a copy of the written proposed contract and successful proposal to the Department of Education and Early Development, not later than April 15 of the fiscal year preceding the first year of the contract. A copy of the final signed contract shall be forwarded to the Department not later than the first day of the contract. Each District with an ADM of 4,500 or more shall work with the Department to align, bid and remain on the same five-year term cycle.

All contracts for pupil transportation awarded by the School Board will be based on the competitive proposal process and meet minimum standards as required by law.

(cf. 3541.2 - Transportation for Special Education Students)

(cf. 3541.5 - Alternative Transportation Arrangements)

Legal Reference:**UNITED STATES CODE**

49 U.S.C. §§ 30101, et seq

ALASKA STATUTES

14.09.010 Transportation of pupils

ALASKA ADMINISTRATIVE CODE

4 AAC 27.006-27.951 Pupil transportation

Revised 3/2015

EMPLOYEE SECURITY

BP 4158

4258

4358

Note: Alaska school districts are required to adopt standards relating to when a teacher, teacher's assistant, or other person responsible for students is authorized to use reasonable and appropriate force to maintain classroom safety and discipline. Effective October 2014, the use of restraint and seclusion of students is strictly limited and in some situations prohibited by law. AS 14.33.125. Any use of restraint or seclusion by a district employee of a student must comply with all legal requirements. A teacher, teacher's assistant, principal, or another person responsible for students may not be terminated or otherwise subjected to formal disciplinary action for lawful enforcement of a school disciplinary and safety program, including behavior standards. AS 14.33.130. This group is protected from civil liability for acts or omissions arising out of enforcement of the disciplinary and safety program while in the course of employment, unless the act constitutes gross negligence or reckless or intentional misconduct. AS 14.33.140, and the No Child Left Behind Act of 2001.

An employee may use approved methods of physical restraint if a student's behavior poses an imminent danger of physical injury to the student or others and less restrictive interventions would be ineffective at stopping the imminent danger. Restraint must be limited to that necessary to address the emergency and must be immediately discontinued when the student no longer poses an imminent danger or when a less restrictive intervention is effective to stop the danger.

(cf. 5144 - Discipline)

(cf. 5142.3 - Restraint and Seclusion)

Note: A teacher, teacher's assistant, administrator, or other employee responsible for students who, during the course of employment, observes a student committing a crime must report the crime to local law enforcement. AS 14.33.130. The obligation to report to law enforcement resides with the staff member observing the crime. "Crime" means an offense for which a sentence of imprisonment is authorized; a crime is either a felony or a misdemeanor. AS 11.81.900.

Employees shall promptly report any student attack, assault or threat against them to the Superintendent or designee. The employee and the principal or other immediate supervisor both shall promptly report such instances to the appropriate local law enforcement agency.

(cf. 1410 - Interagency Cooperation for Student and Staff Safety)

Legal Reference:

ALASKA STATUTES

11.81.430 Justification, use of force, special relationships

11.81.900 Definitions

14.33.120-.140 School disciplinary and safety program

ALASKA ADMINISTRATIVE CODE

4 AAC 07.010-4 AAC 07.900 Student rights and responsibilities

UNITED STATES CODE

Elementary and Secondary Education Act, 20 U.S.C. §§ 2361-2368, as amended by the No Child Left Behind Act of 2001 (P.L. 107-110)

Revised 3/2015

SCHOOL DISCIPLINE AND SAFETY

Note: Each school district must have in place a school disciplinary and safety program. AS 14.33.110-.140. The purpose of the program is to implement community standards of school behavior that are developed with the collaboration of students, parents, guardians, teachers, school administrators, and advisory school boards in each community; and to protect and support teachers who enforce standards of student behavior and safety in the classroom. Effective October 2014, the program must be made available to students, parents, legal guardians, and the public, and must include written policies and procedures consistent with standards for use of restraint and seclusion, outlined in AS 14.33.125. The No Child Left Behind Act requires states to implement a system of school safety assessment. Under NCLB, districts are required to offer a school choice option in two instances: (1) when a student attends a "persistently dangerous school," or (2) when a student has been the victim of a violent criminal offense. Alaska's implementation of these federal mandates is found at 4 AAC 06 in newly added Article 2, Safe Schools.

The School Board believes that all students have the right to a public education in a safe and positive environment that fosters the maximum opportunity for learning. An effective school discipline and safety program is necessary to ensure a learning environment free of disruptions. The School Board shall adopt, and the Superintendent or designee shall implement and maintain, an effective school discipline and safety program. The discipline and safety program should reflect community standards of school behavior and safety that are developed with the collaboration of students, parents, guardians, teachers, school administrators, and advisory school boards in each community.

(cf. 1230 – Citizen Advisory Committees)

(cf. 1410 – Interagency Cooperation for Student and Staff Safety)

(cf. 4158 – Employee Security)

(cf. 5131 – Conduct)

(cf. 5131.1 – Bus Conduct)

(cf. 5131.4 – Campus Disturbances)

(cf. 5131.41 – Violent and Aggressive Conduct)

(cf. 5131.42 – Threats of Violence)

(cf. 5131.43 – Harassment, Intimidation and Bullying)

(cf. 5131.5 – Vandalism, Threats, and Graffiti)

(cf. 5131.6 – Alcohol and Other Drugs)

(cf. 5131.62 – Tobacco)

(cf. 5131.63 – Performance Enhancing Drugs)

(cf. 5131.7 – Weapons & Dangerous Instruments)

(cf. 5131.9 – Academic Honesty)

(cf. 5132 – Dress and Grooming)

(cf. 5136 – Gangs)

(cf. 5137 – Positive School Climate)

(cf. 5141.51 – At-Risk Youth)

(cf. 5142.2 – School Safety Patrol)

(cf. 5142.3 – Restraint and Seclusion)

(cf. 5144 – Discipline)

(cf. 5144.1 – Suspension and Expulsion)

(cf. 5144.2 – Suspension and Expulsion/Due Process (Individuals with Exceptional Needs))

(cf. 5145.11 – Questioning and Apprehension)

(cf. 5145.12 – Search and Seizure)

(cf. 5145.5 – Nondiscrimination)

(cf. 5145.5 – Harassment)

(cf. 5145.7 – Sexual Harassment)

(cf. 5147 – Dropout prevention)
(cf. 6159- Individualized Education Program)
(cf. 6164.2 – Guidance and Counseling Services)
(cf. 6164.4 – Child Find)
(cf. 6164.5 – Student Study Teams)
(cf. 6172 – Special Education)

Note: School districts must adopt policies for implementing a student conflict resolution strategy. The strategy must provide for the nonviolent resolution or mediation of conflicts, and procedures for reporting and resolving conflicts. AS 14.33.120(a)(7). A district's school disciplinary and safety program must provide for a student conflict resolution strategy.

Providing young people with knowledge and skills to settle disputes peacefully is a critical component of an effective disciplinary and safety program. Students who possess skills in negotiation, mediation, and consensus decision making are able to explore peaceful solutions to conflict and to resolve these conflicts in a nonviolent manner. The Superintendent or designee shall implement and maintain a conflict resolution strategy for district students. The strategy will provide conflict resolution education and resources to students to learn skills in the nonviolent resolution and mediation of conflicts. The strategy should identify and teach effective approaches for students to follow in reporting and resolving conflicts.

Note: Effective October 2014, districts must include in the school disciplinary and safety program written policies and procedures consistent with standards for use of restraint and seclusion. The following language incorporates this requirement.

The district recognizes that a key component of its school disciplinary and safety program involves appropriate staff response when student behavior impacts on the safety of that student or others. The district prohibits the use of physical restraint and seclusion except in emergency situations as outlined in law and policy.

(cf. 5142.3 – Restraint and Seclusion)

Note: AS 14.33.120 requires the discipline and safety program to have procedures for periodic revision and review. 4 AAC 07.050 requires that a district's student rights and responsibilities policies be reviewed at least once every three years. The following language utilizes a maximum three-year duration for the review process.

Not less than once every three years, the district's discipline and safety program shall be reviewed and revised if appropriate. The review process shall make available the opportunity for collaborative input by students, parents, guardians, staff, and advisory school boards in each community. Policies reflecting standards of student behavior, including those identifying prohibited student conduct and penalties, should be reviewed to determine consistency with community standards, including the basic requirements for respect and honesty.

(cf. 9310 – Policy Manual)
(cf. 9311 – School Board Policies)
(cf. 9313 – Administrative Regulations)

Students

SCHOOL DISCIPLINE AND SAFETY (continued)

BP 5030(c)

Note: Annually, the district is to submit a report to the Department of Education and Early Development relating to the district's disciplinary and safety program, including incident numbers for infractions involving violence or weapons. This report is to be submitted at the same time the district submits its annual report on goals and priorities as required by AS 14.03.120(a). Additionally, the district is to report all incidents of suspension and expulsion resulting from harassment, intimidation, or bullying. Effective October 2014, the district is to annually report, not later than June 30, the total number of incidents involving the restraint or seclusion of a student as required by AS 14.33.125 and 4 AAC 06.175 (see BP 5142.3). The following language incorporates the reporting requirements for school discipline as set forth in AS 14.33.120, 14.33.210, 4 AAC 06.172 and 4 AAC 06.250.

The district will submit annual reports to the Department of Education and Early Development, as required by law. These reports will permit assessment of the district's School Discipline and Safety program.

Note: One of the purposes of the school disciplinary and safety program is to protect and support teachers who enforce standards of student behavior and safety in the classroom. AS 14.33.110(3). The law provides that a teacher, teacher's assistant, a principal, or another person responsible for students may not be terminated or otherwise subjected to formal disciplinary action for lawful enforcement of a school disciplinary and safety program, including behavior standards. AS 14.33.130. It is recommended that a district desiring to take disciplinary action against a staff member for unreasonable or unlawful enforcement of student discipline should contact legal counsel. Finally, school employees are also protected from civil liability for acts or omissions arising out of enforcement of the disciplinary and safety program while in the course of employment, unless the act constitutes gross negligence or reckless or intentional misconduct. AS 14.33.140 and the No Child Left Behind Act.

The School Board desires to give all administrators, teachers, and other employees the authority they need to implement and enforce the discipline and safety program. Personnel should adhere to lines of primary responsibility so that appropriate decision-making may take place at various levels in accordance with School Board policy and administrative regulations. In fulfilling duties and responsibilities in student discipline and safety, all employees shall comply with School Board policies, administrative regulations, and local, state, and federal laws. Employees will not be formally disciplined for enforcement of student discipline and safety rules so long as the enforcement is reasonable, lawful, and in compliance with School Board policies and administrative regulations.

(cf. 2110 – Organization Chart/Lines of Responsibility)

(cf. 4158 – Employee Security)

(cf. 5144 – Discipline)

(cf. 4119.21 -- Code of Ethics)

(cf. 4119.3 – Duties of Personnel)

Note: On July 15 of each year, the Department of Education and Early Development will determine the safety status of the schools in the state. The Department will designate a school as safe, at-risk, or persistently dangerous. A district that has a school identified as persistently dangerous must provide notice within 10 days to all parents of students who attend the school that the school has been designated as persistently dangerous and that the parent has 30 days to request that the district transfer the student to a safe school within the district. A transfer must occur within 30 days of a transfer request. A district that has only one public school of the appropriate grade level is not required to create a second public school in order to offer a transfer option. Additionally, within 10 days of an incident in which a student is a victim of a violent criminal offense at school, a district shall notify the parents of the student that they may have their student transferred. If a parent requests a transfer, the district shall provide the transfer within 30 days. A student shall be eligible for a transfer if substantial evidence indicates that the student was a victim of a violent criminal offense on the grounds of the school attended by the student. If a district refuses to offer to transfer a student whom the student's parent believes was the victim of a violent criminal offense, the parent may, within 30 days of the refusal, appeal to the Commissioner of Education. Again, a district that has only one public school of the appropriate grade level is not required to create an additional public school in order to provide the option to transfer. A violent criminal offense does not have to be the subject of a criminal charge, and includes incidents that would establish the elements of the following violent criminal offenses: (1) an offense against the person under the Alaska Criminal Code, AS 11.41.100-11.41.530; (2) recruiting a gang member in the first degree, AS 11.61.160; and (3) misconduct involving weapons in the first degree, AS 11.61.195. A parent who has exercised the parent's option to transfer a student may have the student remain in the receiving school until the student completes the highest grade level offered by that school. A district that is required to offer a student a transfer to a safe school, but that does not contain a safe school of an appropriate grade level, must offer to transfer the student to the parent's choice of any school designated at Level 2 or higher under 4 AAC 06.835 and work with the parent to identify other suitable educational opportunities for the student, including transfer to another district or attending a statewide correspondence school. 4 AAC 06.200-.270.

The School Board further desires to give all students the opportunity to learn in an environment in which they feel safe. Should any school be identified as persistently dangerous under state law, students attending that school will be provided the opportunity to transfer to the parent's choice of one of two or more safe schools within the district. Informed parental choice will be facilitated by timely notice of the meaning of the persistently dangerous designation and the intervention steps the district plans to utilize to make the school safe. Additionally, any student who is the victim of a violent criminal offense that occurred on the grounds of the student's school will be provided the opportunity to transfer, consistent with state law.

Legal Reference (see next page)

SCHOOL DISCIPLINE AND SAFETY (continued)

Legal Reference:

UNITED STATES CODE

20 U.S.C. §§ 1400, et seq. *Individuals with Disabilities Education Act*
No Child Left Behind Act of 2001, 20 U.S.C. §§ 2361-2368 (P.L. 107-110)

ALASKA STATUTES

11.81.430 *Justification, use of force, special relationships*
11.81.900 *Definitions*
14.03.078 *Report*
14.03.160 *Suspension or expulsion of students for possessing weapons*
14.30.045 *Grounds for suspension or denial of admission*
14.30.180-.350 *Education for Exceptional Children*
14.33.120-.140 *School disciplinary and safety program*
14.33.210 *Reporting of incidents of harassment, intimidation or bullying*

ALASKA ADMINISTRATIVE CODE

4 AAC 06.060 *Suspension or denial of admission*
4 AAC 06.172 *Reporting of school disciplinary and safety programs*
4 AAC 06.175 *Reporting restraint and seclusion incidents.*
4 AAC 06.200-.270 *Safe schools*
4 AAC 06.250 *Reporting*
4 AAC 07.010-4 AAC 07.900 *Student rights and responsibilities*
4 AAC 52.010-.990 *Education for exceptional children*
20 AAC 10.020 *Code of ethics and teaching standards*

Revised 3/2015

Note: Annually, the district is to submit a report to the Department of Education and Early Development relating to the district's disciplinary and safety program, including incident numbers for infractions involving violence or weapons. This report is to be submitted at the same time the district submits its annual report on goals and priorities as required by AS 14.03.120(a). Additionally, the district is to report all incidents of suspension and expulsion resulting from harassment, intimidation, or bullying. Finally, the district must report all incidents of student restraint and seclusion. The following language incorporates the reporting requirements for school discipline as set forth in AS 14.33.125, 14.33.210, 4 AAC 06.175, 4 AAC 06.172 and 4 AAC 06.250.

Report on School Disciplinary and Safety Programs

The district shall submit to the State Department of Education and Early Development the following information annually, in a format required by the Department:

Program Development and Review

The report shall include, for each school:

- a description of the collaboration with community, parents, and students in development and review of the school's disciplinary and safety standards;
- the procedures used to develop the community-based standards of school behavior and safety contained in the safety and discipline program;
- the individuals involved in developing the standards;
- the parameters for evaluation to assess the effectiveness of the standards; and
- the period of review and evaluation of the standards.

Incident Reporting

The report shall include, for each school, the number of:

- 1) infractions involving violence against a person at school;

"Infractions involving violence against a person" means a violation of school rules in which a person was injured, was threatened with injury, or reasonably perceived a threat of injury.

- 2) infractions involving a weapon at school;

"Infractions involving a weapon" means a violation of school rules in which a student possessed, used, attempted to use, or threatened to use a weapon, regardless of whether the possession, use, or sale of the weapon was the main infraction committed.

“Weapon” means a dangerous instrument as defined in AS 11.81.900, and any object or instrument that, in the circumstances in which it is used, attempted to be used, or threatened to be used, is capable of causing injury.

- 3) days students were suspended for infractions involving violence against a person or infractions involving a weapon at school;
- 4) expulsions for infractions involving violence against a person or infractions involving a weapon at school;
- 5) transfers requested and provided under 4 AAC 06.210 (persistently dangerous schools); and 4 AAC 06.240 (parent request to remain in transfer school);
- 6) victims of violent criminal offenses as determined under 4 AAC 06.230;
- 7) truancies, as determined by district procedures; and
- 8) incidents resulting in suspension or expulsion for harassment, intimidation, or bullying on school premises or on transportation systems used by the school.

“Harassment, intimidation, or bullying” means “an intentional written, oral, or physical act, when the act is undertaken with the intent of threatening, intimidating, harassing, or frightening the student, and

- (A) physically harms the student or damages the student's property;
- (B) has the effect of substantially interfering with the student's education;
- (C) is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
- (D) has the effect of substantially disrupting the orderly operation of the school.

- 9) incidents of restraint and seclusion, including: the total number of incidents, the number of incidents that resulted in injury or death to students or personnel; the number of restraints or seclusion by untrained personnel; and the number of students with disabilities restrained or secluded, including the category of disability.

“Restraint” means physical restraint, chemical restraint, mechanical restraint, or other aversive behavioral interventions that compromise health and safety.

Students

SCHOOL DISCIPLINE AND SAFETY (continued)

AR 5030(c)

“Seclusion” means the involuntary confinement of a student alone in a room or area that the student is physically prevented from leaving; “seclusion” does not include a classroom time-out, supervised detention, or suspension from school under AS 14.30.045.

Revised 3/2015

Yupiiit School District

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



Date: March 15, 2016
To: Regional School Board
From: Rayna Hartz, Interim Superintendent
Re: Action Item D

The Administration requests the approval of the first reading of the 2016-2017 Budget

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

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

Tuluksak School
P.O. Box 115
Tuluksak, Alaska 99679
Tel. (907) 695-5625

March 15, 2016



MEMORANDUM

TO: YSD Board of Education

FROM: Lucienne Smith, YSD Contracted CFO *Lucienne Smith*

RE: Introduction of the FY17 1st Proposed Budget

PURPOSE:

The District is required to prepare and approve a balanced budget and submit it to the Department of Education and Early Development by July 15 each year. A balanced budget is defined as a District must budget at least the same or more in revenue than expenditures or use fund balance if available.

The FY17 1st Proposed Budget has been developed to balance to available revenue; the general fund budget totals \$12,291,779. The administration met to discuss various budget balancing and staffing scenarios. It was with much discussion and planning that the following recommendations are presented to the Board of Education for consideration.

In addition, the District came into FY16 on July 1, 2015 with a \$128,835 positive fund balance. The YSD continues to plan to add funds each year to build an appropriate fund balance to address unforeseen situations in the future. To balance this budget it only reflects \$181,204

Budget development is a work in progress; changes may occur as more information becomes available.

PERTINENT INFORMATION – GENERAL FUND:

Revenue Budget

Below are the assumptions used to develop the revenue projection of \$12,291,779:

- ✓ Enrollment is projected at 453
- ✓ Intensive Students – the same as FY 2016 actual (13 X's the BSA of \$5,880) – 4
- ✓ ISER Area Cost Differential – 1.72
- ✓ CTE Factor - 1.015
- ✓ Special Needs Factor 1.20
- ✓ Base Student Allocation (BSA) - \$5,880 (HB 278 that added \$50 to the BSA however, we have not included that in our revenue)
- ✓ PERS/TRS on behalf has not been included due to the legislature not finalizing the rates yet – the expense and revenue will net to zero
- ✓ Impact Aid income is estimated to be the amount received in FY16; school districts are required to reserve these funds for the following year
- ✓ E-rate –Federal Revenue - status quo as YSD is at a 90% discount rate for internet
- ✓ E-rate – State Revenue – we have not budgeted any state revenue as the discussion has been it will be eliminated. If it is restored, we will add it back into the budget
- ✓ Other Revenue – status quo to budget conservatively

Expenditure Budget

Certified Staffing: The certificated and administrative salary schedule increases approved by the Board at the February 2014 Board Meeting have been used in developing the FY17 budget.

As you may recall, salary and benefits make up approximately 70% of the budget; the largest portion covering certificated employees. A pupil teacher ratio (PTR) of 15 students per teacher was partially implemented in FY14 and fully implemented a 15:1 PTR in FY15; that plan results in the following staffing for FY17:

Akiachak	17.34 FTE certified instructors
Akiak	10.83 FTE certified teacher
Tuluksak	13.83 FTE certified teachers

Principals and counselors are staffed on a full-time basis.

This year's full time curriculum director position has been re-established for FY17 as well as a Coordinator of Special Education/Curriculum.

Contracted IT director services have been eliminated from the budget replaced with a full time Director of Technology.

A Director of federal and state programs is included for FY17. This position will continue to write the federal programs grant applications and 33% of their salary is budgeted in the General Fund.

A part time Career & Tech position has been included in each Akiak and Tuluksak. And a full time Art/Music instructor has been added to be shared among the three sites.

Health care costs were kept at status quo, however we do have a small placeholder in the event we are informed of increases and this information will be forthcoming in the next few months as our claims experience is reviewed.

Classified Staffing: YSD has not reduced any classified hours and all staffing were moved on the salary schedule unless they were at the end of their lane.

A full time District Wide Yupiaq Education Department Director position has been added, and a school term Deaf Interpreter position has been added in Akiachak.

Maintenance positions have been budgeted on a 10 month basis. As in past the summer maintenance program will continue with the YSD staff encouraged to fill the summer positions with the expectation that school and employee housing maintenance projects will be completed by the time school starts in August.

Travel: The general fund travel budget has been budgeted on a status quo basis to FY16.

Utilities: The fuel budgets have been adjusted and we will be advertising our bid next week, and the electricity budgets will need to be adjusted based on usage this year in Akiachak and Akiak. These budget accounts will be adjusted this fall after the OASIS student count takes place.

Contracted Services: This budget category has been evaluated to ensure only essential services are included. The Business Office contracted services have not been budgeted based on the assumption a business manager will be hired to begin no later than July 1, 2016. Should a viable business manager not apply for this position, this budget category may need to be re-evaluated.

Other Budget Categories: Most other FY17 budget categories have been budgeted the same as the FY16 revised budget.

Transfer of Funds: The transfer to the food service and to the employee housing fund has been decreased. Many projects in housing has been completed and the maintenance supply budgets have also been reduced.

This section of the budget also includes an allocation of \$102K toward building the YSD unreserved fund balance.

Compliance with AS 14.17.520 (d): Instructional expenditures make up 71% of the general fund budget; it will not be necessary to request a budget waiver.

PERTINENT INFORMATION -SPECIAL REVENUE FUNDS

Food Service Fund: The Food Service program is budgeted with a \$55K increase to ensure that the YSD food service program operates effectively and efficiently in FY17. Many items have been computerized and we realized an increase in revenues once the District was approved as a Community Eligible Provision (CEP) district. The District has submitted the required data to renew their CEP eligibility.

Employee Housing Fund: It may be necessary to re-evaluate and update this budget after the summer maintenance season is finished.

The electricity for both Akiak and Akiachak are being paid as billed, and once this fiscal year has ended, we will have a full year's history on that expense. The District was able to aid the communities of Akiachak and Akiak in capturing PCE assistance for teacher housing.

Employee housing rents were last increased \$50 per month in FY15; they are status quo for FY16 an FY 17. YSD pays for fuel, electricity, and water/sewer for employee housing and has consequently, absorbed increased fuel and electricity costs over the years. YSD also reduces the rent 2% per day per unit when they are without utilities. This year we have reduced Tuluksak rent for staff in November and February and Akiachak in February due to loss of water.

RECOMMENDATION:

The administration recommends approval of a FY17 general fund budget of \$12,291,779 - a food service fund budget of \$614,080 - and an employee housing fund of \$698,091.



Yupiit School District

FY 2017

1st Proposed Budget

March 15, 2016

Yupit School District

Revenue Budget Revision

FY 2017 Proposed Budget

	FY 2016 Approved Budget	Revised FY 2016 Budget	Proposed FY 2017 Budget	Change
FUND 100: School Operating				
Enrollment Projection	464 + 5	453 +4	453 +4	0/0
State Foundation	\$ 7,087,291	\$ 6,324,681	\$ 6,230,763	\$ (93,918)
Impact Aid (Federal)	3,986,260	3,986,260	4,384,581	398,321
Other State Revenue(PERS/TRS)	938,123	938,123	-	(938,123)
Other State Revenue (School Improv)	25,946	25,946	25,252	(694)
Other State Revenue (BAG -Erate)	-	65,332	-	(65,332)
E-rate Revenue	1,305,447	1,636,183	1,636,183	0
Other Revenue*	15,000	15,000	15,000	-
FUND TOTAL	\$ 13,358,067	\$ 12,991,525	\$ 12,291,779	\$ (699,746)
FUND 255: Food Service				
Adult Lunch Revenue	7,153	7,153	7,153	-
Other Local Revenue	12,728	12,728	14,500	1,772
Food Service (State)	365,543	411,223	411,223	-
Transfer from the General Fund	191,998	90,526	181,204	90,678
FUND TOTAL	\$ 577,422	\$ 521,630	\$ 614,080	\$ 92,450
FUND 390: Employee Housing				
Local Revenues	401,881	324,510	324,510	-
Transfer from the General Fund	329,054	461,877	373,581	(88,296)
FUND TOTAL	\$ 730,935	\$ 786,387	\$ 698,091	\$ (88,296)
TOTAL REVENUE	\$ 14,666,424	\$ 14,299,542	\$ 13,603,950	\$ (695,592)

Yupit School District

Expenditure Summary by Function

FY 2017 Proposed Budget

Function	FY 2016 Approved Budget	Revised FY 2016 Budget	Proposed FY 2017 Budget	Increase (Decrease)	Percent of FY 2016 Total
100 Instruction	\$ 4,408,817	\$ 4,301,768	\$ 3,953,645	\$ (348,123)	34.94%
200 Special Education Instruction	930,190	1,005,384	980,131	(25,253)	8.17%
220 Special Education Support	207,624	151,585	233,528	81,943	1.23%
300 Support Services - Students	-	60,960	65,511	4,551	
320 Support Services - Student (Guidar	329,192	353,124	320,174	(32,950)	2.87%
350 Support Services - Instruction	2,162,252	2,455,733	2,549,558	93,825	19.95%
400 School Administration	516,683	479,778	383,723	(96,055)	3.90%
Sub Total Instruction	<u>\$ 8,554,758</u>	<u>\$ 8,808,332</u>	<u>\$ 8,486,270</u>	<u>\$ (322,062)</u>	<u>71.54%</u>
450 School Administration Support	194,660	185,623	189,453	3,830	1.51%
511 School Board	151,942	173,282	184,341	11,059	1.41%
512 District Administration	260,442	349,946	241,600	(108,346)	2.84%
550 District Administration Support	410,648	418,375	378,301	(40,074)	3.40%
600 Maintenance & Operations	2,963,378	2,133,674	2,087,990	(45,684)	17.33%
700 Student Activities	201,186	242,498	220,993	(21,505)	1.97%
Sub Total Admin/O&M	<u>\$ 4,182,256</u>	<u>\$ 3,503,398</u>	<u>\$ 3,302,678</u>	<u>\$ (200,720)</u>	<u>28.46%</u>
Sub Total Inst/Admin/O&M	<u>\$ 12,737,014</u>	<u>\$ 12,311,730</u>	<u>\$ 11,788,948</u>	<u>\$ (522,782)</u>	100.00%
900 Transfers					
552 Food Service	191,998	191,998	150,000	-	
558 Employee Housing	329,054	329,054	250,000	-	
Fund Balance	100,000	158,743	102,831	58,743	
Sub Total Transfers	<u>621,052</u>	<u>679,795</u>	<u>502,831</u>	<u>58,743</u>	
Sub Total General Fund	<u>\$ 13,358,066</u>	<u>\$ 12,991,525</u>	<u>\$ 12,291,779</u>	<u>\$ (464,039)</u>	
790 Food Services Fund	<u>\$ 577,422</u>	<u>\$ 521,630</u>	<u>\$ 614,080</u>	<u>\$ (55,792)</u>	
600 Employee Housing Fund	<u>\$ 730,935</u>	<u>\$ 786,387</u>	<u>\$ 698,091</u>	<u>\$ (16,854)</u>	
TOTAL EXPENSES	<u>\$ 14,666,424</u>	<u>\$ 14,299,543</u>	<u>\$ 13,603,951</u>	<u>\$ (536,685)</u>	
	\$ 0				



Akiachak Huskies

FY 2017 Proposed Budget

Location 010

	Approved FY 2016 Budget	Revised FY 2016 Budget	Proposed FY 2017 Budget	Change
Fund 100: School Operating				
Function: 100 Regular Instruction	\$ 1,756,510	\$ 1,685,353	\$ 1,557,578	\$ (127,775)
160 Career Tech Instruction	83,199	88,083	81,404	(6,679)
200 Special Education	327,437	346,083	357,781	11,698
320 Support Services - Students	137,393	137,143	124,967	(12,176)
351 Support Services - Technology	15,793	8,192	12,886	4,694
352 Support Services - Instruction	43,622	42,563	43,276	713
400 School Administration	208,191	199,919	129,396	(70,523)
450 School Administration Support	80,653	73,788	76,871	3,083
511 Board of Education - LASB	3,342	3,342	4,966	1,624
600 Operations & Maintenance	1,135,479	923,978	846,963	(77,015)
700 Student Activities	70,869	74,415	72,232	(2,183)
Fund Total	\$ 3,862,488	\$ 3,582,859	\$ 3,308,320	\$ (274,539)
Fund 255: Food Service Fund	\$ 192,637	\$ 194,638	\$ 194,367	\$ (271)
Fund 390: Employee Housing Fund	\$ 245,447	\$ 271,265	\$ 249,706	\$ (21,559)
TOTAL	\$ 4,300,572	\$ 4,048,762	\$ 3,752,393	\$ (296,369)

17.34 FTE Certificated Instructors
 1.0 FTE Certificated Administrator
 14.17 Classified Staffing

Yupit School District

FY 2017 Proposed Budget

Location 010 Akiachak

Akiachak Account Code	Description	Comments	Approved FY 2016 Budget	Revised FY 2016 Budget	Proposed FY 2017 Budget	Budget Change	
Regular Instruction							
100.010.100..	315	Cert-Teacher	13.84 FTE	\$ 957,663	\$ 917,816	\$ 930,651	\$ 12,835
100.010.100..	323	NonCert-Aides	3.75 FTE	136,470	147,781	154,140	6,359
100-010-100	329	Substitute and Temporary		15,000	5,000	5,000	-
100.010.100..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)		422,125	407,670	412,387	4,717
100.010.100..	367	TRS On Behalf		160,025	160,025	-	(160,025)
100.010.100..	368	PERS On Behalf		7,083	7,083	-	(7,083)
100.010.100..	390	Travel Allowance		7,620	9,978	10,400	422
100.010.100..	433	Communications		-	-	-	-
100.010.100..	440	Other Purchased S (Meter Rental; copier maintenar		13,861	5,000	5,000	-
100.010.100..	450	Supplies/Material/Media		25,000	25,000	25,000	-
100.010.100..	510	Equipment		11,663	-	15,000	15,000
Total	100	Regular Instruction		1,756,510	1,685,353	1,557,578	(127,775)
Career Tech Instruction							
100.010.160..	315	Cert-Teacher	.50 FTE	28,322	41,522	42,353	831
100.010.160..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)		21,405	13,089	19,051	5,963
100.010.160..	368	TRS On Behalf		4,733	4,733	-	(4,733)
100.010.160..	450	Supplies/Material/Media		28,739	28,739	20,000	(8,739)
Total	160	Career Tech Instruction		83,199	88,083	81,404	(6,679)
Special Education							
100.010.200..	315	Cert-Teacher	2.0 FTE	137,288	144,488	152,274	7,786
100.010.200..	323	NonCert-Aides	3.0 FTE	74,005	74,005	94,933	20,928
100.010.200..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)		91,641	104,044	106,274	2,230
100.010.200..	367	TRS On Behalf		16,281	16,281	-	(16,281)
100.010.200..	368	PERS On Behalf		3,841	3,841	-	(3,841)
100.010.200..	390	Travel Allowance		2,281	1,324	2,200	876
100.010.200..	450	Supplies/Material/Media		2,100	2,100	2,100	-
Total	200	Special Education		327,437	346,083	357,781	11,698
Support Services - Students							
100.010.320..	318	Specialist	1.0 FTE	87,844	87,844	89,601	1,757
100.010.320..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)		33,777	33,558	33,866	308
100.010.320..	367	TRS On Behalf		14,679	14,679	-	(14,679)
100.010.320..	390	Travel Allowance		693	662	1,100	438
100.010.320..	450	Supplies/Material/Media		400	400	400	-

Akiachak			Approved	Revised	Proposed	Budget
Account Code	Description	Comments	FY 2016 Budget	FY 2016 Budget	FY 2017 Budget	Change
Total	300	Support Services - Students	137,393	137,143	124,967	(12,176)
Support Services - Technology						
100.010.351..	324	Support Staff .44 FTE	11,396	5,698	9,678	3,980
100.010.351..	360	Benefits	3,806	1,903	3,208	1,305
100.010.351..	368	PERS On Behalf	591	591	-	(591)
Total	351	Support Services - Technology	15,793	8,192	12,886	4,694
Support Services - Instruction						
100.010.352..	323	Non-Cert - Library Aide .63 FTE	23,655	23,655	24,362	707
100.010.352..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)	14,489	14,430	14,664	234
100.010.352..	368	PERS On Behalf	1,228	1,228	-	(1,228)
100.010.352..	420	Staff Travel	1,000	-	1,000	1,000
100.010.352..	450	Supplies/Material/Media	3,250	3,250	3,250	-
Total	350	Support Services - Instruction	43,622	42,563	43,276	713
School Administration						
100.010.400..	313	Principal 1.0 FTE	130,128	130,128	93,875	(36,253)
100.010.400..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)	42,370	35,862	23,696	(12,166)
100.010.400..	367	TRS On Behalf	21,744	21,744	-	(21,744)
100.010.400..	390	Travel Allowance	2,770	1,548	1,100	(448)
100.010.400..	420	Staff Travel	2,000	1,092	1,100	8
100.010.400..	433	Communications	3,122	4,800	4,800	-
100.010.400..	450	Supplies/Materials/Media	5,232	4,000	4,000	-
100.010.400..	490	Dues & Fees	825	745	825	80
Total	400	School Administration	208,191	199,919	129,396	(70,523)
School Administration Support						
100.010.450..	324	NonCert-Support .75 FTE	48,583	45,583	50,306	4,723
100.010.450..	329	Substitute and Temporary	2,500	500	500	-
100.010.450..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)	26,749	25,193	25,765	572
100.010.450..	368	PERS On Behalf	2,521	2,512	-	(2,512)
100.010.450..	433	Communications	-	-	-	-
100.010.450..	450	Supplies/Materials/Media	300	-	300	300
Total	450	School Administration Support	80,653	73,788	76,871	3,083
Board of Education - Local Advisory School Board						
100.500.511..	324	NonCert-Support † \$33,000 RSB, \$9,000 LASB	3,000	3,000	4,613	1,613
100.500.511..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)	342	342	353	11
100.500.511..	450	Supplies	-	-	-	-
Total	511	Board of Education - LASB	3,342	3,342	4,966	1,624
Operations & Maintenance						
100.010.600..	325	NonCert-Maint/Custodial 2.38 FTE	123,192	121,955	125,412	3,457
100.010.600..	329	Substitutes	3,000	1,000	1,000	-
100.010.600..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)	80,110	83,805	84,951	1,146
100.010.600..	368	PERS On Behalf	6,394	6,394	-	(6,394)
100.010.600..	420	Staff Travel	2,500	250	1,000	750
100.010.600..	431	Water & Sewer	148,500	135,000	135,000	-
100.011.600..	435	Fuel-Heating	310,599	108,000	108,000	-

Akiachak			Approved	Revised	Proposed	Budget	
Account Code	Description	Comments	FY 2016 Budget	FY 2016 Budget	FY 2017 Budget	Change	
100.010.600..	436	Electricity	350,000	325,000	325,000	-	
100.010.600..	440	Other Purchased Services	25,000	15,000	15,000	-	
100.010.600..	452	Maintenance Supplies	40,000	40,000	40,000	-	
100.010.600..	453	Janitorial Supplies	20,000	41,750	-	(41,750)	
100.010.600..	456	Vehicle Maintenance	1,000	15,000	10,000	(5,000)	
100.010.600..	458	Vehicle Gas	25,084	-	1,500	1,500	
100.010.600..	491	Dues and Fees	100	100	100	-	
100.010.600..	510	Equipment	-	30,724	-	(30,724)	
Total	600	Maintenance & Operations	1,135,479	923,978	846,963	(77,015)	
Student Activity							
100.010.700..	324	Cert. Staff	15,000	15,000	15,000	-	
100.010.700..	323	Aides	2,500	2,500	2,500	-	
100.010.700..	324	NonCert-Support Staff	3,233	3,233	3,233	-	
100.010.700..	329	Substitutes and Temporary	2,000	2,000	2,000	-	
100.010.700..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)	3,499	3,499	3,499	-	
100.010.700..	367	TRS On Behalf	2,507	2,507	-	(2,507)	
100.010.700..	368	PERS On Behalf	130	130	-	(130)	
100.010.700..	420	Staff Travel	1,500	546	1,000	454	
100.010.700..	425	Student Travel	37,500	42,000	42,000	-	
100.010.700..	440	Other purchased services	1,000	1,000	1,000	-	
100.010.700..	450	Supplies	1,000	1,000	1,000	-	
100.010.700..	490	Dues & Fees	1,000	1,000	1,000	-	
Total	700	Student Activity	70,869	74,415	72,232	(2,183)	
Total	100	School Operating Fund	\$ 3,862,488	\$ 3,582,859	\$ 3,308,320	\$ (274,539)	
Food Services Fund							
255.010.790..	326	Food Service Staff	2.14 FTE	61,551	55,097	50,387	(4,710)
255.010.790..	329	Substitutes		4,000	4,000	4,000	-
255.010.790..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)		55,786	47,041	45,480	(1,561)
255.010.790..	440	Other Purchases Services		1,300	3,500	3,500	-
255.010.790..	450	Supplies		10,000	10,000	1,000	(9,000)
255.010.790..	459	Food		60,000	75,000	90,000	15,000
255.010.790..	460	Milk		-	-	-	-
Total	255	Food Services Fund		192,637	194,638	194,367	(271)
Employee Housing Fund							
390.010.600..	325	Maintenance Staff	.88 FTE	47,060	45,694	48,278	2,584
390.010.600..	329	Substitutes and Temporary		-	-	-	-
390.010.600..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)		32,382	30,171	31,028	857
390.010.600..	431	Water & Sewer		15,400	15,400	15,400	-
390.010.600..	435	Fuel-Heating		37,305	12,000	12,000	-
390.010.600..	436	Electricity		34,500	30,000	30,000	-
390.010.600..	441	Rental Payments		28,800	33,000	33,000	-
390.010.600..	452	Maintenance Supplies		50,000	105,000	80,000	(25,000)
Total	390	Teacher Housing Fund		245,447	271,265	249,706	(21,559)
Total	010	Akiachak		\$ 4,300,572	\$ 4,048,762	\$ 3,752,393	\$ (296,369)



Akiak Thunderbolts

FY 2017 Proposed Budget

Location 011

	Approved FY 2016 Budget	Revised FY 2016 Budget	Proposed FY 2017 Budget	Change
Fund 100: School Operating				
Function: 100 Regular Instruction	\$ 827,605	\$ 780,298	\$ 860,144	\$ 79,846
160 Career Tech Instruction	-	30,068	55,897	25,829
200 Special Education	233,554	239,786	227,978	(11,808)
320 Support Services - Students	83,007	117,080	96,639	(20,441)
351 Support Services - Technology	15,793	8,192	13,669	5,477
352 Support Services - Instruction	41,366	41,325	41,132	(193)
400 School Administration	148,580	138,752	126,695	(12,057)
450 School Administration Support	71,202	67,031	66,557	(474)
511 Board of Education - LASB	3,342	3,342	4,966	1,624
600 Operations & Maintenance	693,249	419,484	418,610	(874)
700 Student Activities	47,636	47,636	44,999	(2,637)
Fund Total	\$ 2,165,334	\$ 1,892,994	\$ 1,957,286	\$ 64,292
Fund 255: Food Service Fund	\$ 111,866	\$ 139,020	\$ 162,579	\$ 23,559
Fund 390: Employee Housing Fund	\$ 186,140	\$ 202,870	\$ 186,016	\$ (16,854)
TOTAL	\$ 2,463,340	\$ 2,234,884	\$ 2,305,881	\$ 70,997

10.83 FTE Certificated Instructors
1.0 FTE Certificated Administrator
10.75 Classified Staffing

Yupit School District

FY 2017 Proposed Budget

Location 011 Akiak

Akiak Account Code	Description	Comments	Approved FY 2016 Budget	Revised FY 2016 Budget	Proposed FY 2017 Budget	Budget Change	
Regular Instruction							
100.011.100.	315	Cert-Teacher	7.33 FTE	\$ 406,108	\$ 433,289	\$ 511,609	\$ 78,320
100.011.100.	323	NonCert-Aides	1.94 FTE	67,389	41,980	66,348	24,368
100-011-100	329	Substitute and Temporary		10,000	10,000	10,000	-
100.011.100.	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)		225,641	185,544	225,204	39,660
100.011.100.	367	TRS On Behalf		67,861	67,861	-	(67,861)
100.011.100.	366	PERS On Behalf		3,497	3,497	-	(3,497)
100.011.100.	390	Travel Allowance		5,390	2,181	7,700	5,519
100.011.100.	420	Staff Travel		1,500	-	-	-
100.011.100.	440	Other Purchased S (Meter Rental; copier mainten		9,273	5,000	5,000	-
100.011.100.	433	Communications		1,783	1,783	1,783	-
100.011.100.	450	Supplies/Material/Media		17,500	17,500	17,500	-
100.011.100.	510	Equipment		11,663	11,663	15,000	3,337
Total	100	Regular Instruction		827,605	780,298	860,144	79,846
Career and Technical							
100.011.160.	315	Cert - Teacher	.50 FTE	-	24,722	35,008	10,286
100.011.100.	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)		-	-	13,389	13,389
100.011.160.	420	Staff travel		-	346	-	(346)
100.011.160.	450	Supplies/Material/Media		-	5,000	7,500	2,500
Total	120	Career and Technical Instruction		-	30,068	55,897	25,829
Special Education							
100.011.200.	315	Cert-Teacher	2.0 FTE	83,044	83,044	84,705	1,661
100.011.200.	323	NonCert-Aides	1.50 FTE	61,828	61,828	64,032	2,204
100.011.200.	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)		69,693	75,920	76,941	1,021
100.011.200.	367	TRS On Behalf		13,877	13,877	-	(13,877)
100.011.200.	368	PERS On Behalf		3,209	3,209	-	(3,209)
100.011.200.	390	Travel Allowance		703	708	1,100	392
100.011.200.	450	Supplies/Material/Media		1,200	1,200	1,200	-
Total	200	Special Education		233,554	239,786	227,978	(11,808)
Support Services - Students							
100.011.320..	318	Specialist	1.0 FTE	56,644	83,044	74,913	(8,131)
100.011.320..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)		16,648	23,629	20,376	(3,253)
100.011.320..	367	TRS On Behalf		9,465	9,465	-	(9,465)
100.011.320..	390	Travel Allowance		-	692	1,100	408
100.011.320..	450	Supplies/Material/Media		250	250	250	-

Akiak			Approved	Revised	Proposed	Budget
Account Code	Description	Comments	FY 2016	FY 2016	FY 2017	Change
			Budget	Budget	Budget	
Total	300	Support Services - Students	83,007	117,080	96,639	(20,441)
<u>Support Services - Tech Svcs</u>						
100.011.351..	324	Staff Support .44 FTE	11,396	5,698	10,266	4,568
100.011.351..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)	3,806	1,903	3,403	1,500
100.011.351..	367	PERS On Behalf	591	591	-	(591)
			15,793	8,192	13,669	5,477
<u>Support Services - Instruction</u>						
100.011.352..	323	Non-Cert - Library Aide .75 FTE	16,584	16,584	17,086	502
100.011.352..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)	22,021	21,980	22,146	166
100.011.352..	368	PERS On Behalf	861	861	-	(861)
100.011.352..	450	Supplies/Material/Media	1,900	1,900	1,900	-
Total 352 Support Services - Instruction			41,366	41,325	41,132	(193)
<u>School Administration</u>						
100.011.400..	313	Principal 1.0 FTE	91,475	91,475	93,875	2,400
100.011.400..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)	34,422	25,105	25,525	420
100.011.400..	367	TRS On Behalf	15,285	15,285	-	(15,285)
100.011.400..	390	Travel Allowance	703	692	1,100	408
100.011.400..	420	Staff Travel	2,000	1,500	1,500	-
100.011.400..	433	Communications	3,570	3,570	3,570	-
100.011.400..	450	Supplies/Materials/Media	300	300	300	-
100.011.400..	490	Dues & Fees	825	825	825	-
Total 400 School Administration			148,580	138,752	126,695	(12,057)
<u>School Administration Support</u>						
100.011.450..	324	NonCert-Support .81 FTE	40,694	34,880	36,110	1,230
100.011.450..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)	28,096	29,739	30,147	408
100.011.450..	368	PERS On Behalf	2,112	2,112	-	(2,112)
100.011.450..	450	Supplies/Materials/Media	300	300	300	-
Total 450 School Administration Support			71,202	67,031	66,557	(474)
<u>Board of Education - Local Advisory School Board</u>						
100.500.511.	324	NonCert-Support Staff	3,000	3,000	4,613	1,613
100.500.511.	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)	342	342	353	11
100.500.511.	450	Supplies/Materials/Media	-	-	-	-
Total 511 Board of Education - LASB			3,342	3,342	4,966	1,624
<u>Operations & Maintenance</u>						
100.011.600.	325	NonCert-Maint/Custodial 2.13 FTE	86,126	73,022	73,286	264
100.011.600.	329	Substitutes & Temporary	2,500	2,500	2,500	-
100.011.600.	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)	48,760	35,742	36,824	1,082
100.011.600.	368	PERS On Behalf	4,470	4,470	-	(4,470)
100.011.600.	420	Travel	1,000	1,000	2,000	1,000
100.011.600.	431	Water & Sewer	66,000	54,000	54,000	-
100.011.600.	435	Fuel-Heating	195,993	90,000	90,000	-
100.011.600.	436	Electricity	217,650	100,000	100,000	-
100.011.600.	452	Maintenance Supplies	35,000	35,000	35,000	-
100.011.600.	453	Janitorial Supplies	20,000	15,000	15,000	-
100.011.600.	456	Vehicle Maintenance	250	250	1,500	1,250
100.011.600.	458	Vehicle Gas	14,500	8,000	8,000	-
100.011.600.	490	Other Expenses	1,000	500	500	-

Akiak			Approved	Revised	Proposed	Budget
Account Code	Description	Comments	FY 2016	FY 2016	FY 2017	Change
			Budget	Budget	Budget	
Total	600	Maintenance & Operations	693,249	419,484	418,610	(874)
Student Activity						
100.011.700.	315	Cert. Staff	15,000	15,000	15,000	-
100.011.700.	324	NonCert-Support Staff	2,500	2,500	2,500	-
100.011.700.	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)	3,499	3,499	3,499	-
100.011.700.	367	TRS On Behalf	2,507	2,507	-	(2,507)
100.011.700.	368	PERS On Behalf	130	130	-	(130)
100.011.700.	420	Staff Travel	-	-	-	-
100.011.700.	425	Student Travel	21,500	21,500	21,500	-
100.011.700.	440	Other Purchased Services	1,000	1,000	1,000	-
100.011.700.	450	Supplies	1,000	1,000	1,000	-
100.011.700.	490	Dues & Fees	500	500	500	-
Total	700	Student Activity	47,636	47,636	44,999	(2,637)
Total	100	School Operating Fund	\$ 2,165,334	\$ 1,892,994	\$ 1,957,286	\$ 64,292
Food Services Fund						
255.011.790.	326	Food Service Staff	40,071	46,676	48,598	1,922
255.011.790.	329	Substitutes & Temporary	2,000	-	-	-
255.011.790.	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)	24,795	27,344	27,981	637
255.011.790.	440	Other Purchased Services	1,000	1,000	1,000	-
255.011.790.	450	Supplies	4,000	4,000	5,000	1,000
255.011.790.	459	Food	40,000	60,000	80,000	20,000
255.011.790.	460	Milk	-	-	-	-
Total	255	Food Services Fund	111,866	139,020	162,579	23,559
Employee Housing Fund						
390.011.600.	325	Maintenance Staff	42,806	41,558	43,921	2,363
390.011.600.	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)	25,732	25,312	26,095	783
390.011.600.	431	Water & Sewer	6,600	6,000	6,000	-
390.011.600.	435	Fuel-Heating	23,142	10,000	10,000	-
390.011.600.	436	Electricity	13,860	10,000	10,000	-
390.011.600.	441	Rental Payments	24,000	30,000	30,000	-
390.011.600.	452	Maintenance Supplies	50,000	80,000	60,000	(20,000)
Total	390	Teacher Housing Fund	186,140	202,870	186,016	(16,854)
Total	011	Akiak	\$ 2,463,340	\$ 2,234,884	\$ 2,305,881	\$ 70,997



Tuluksak Wolverines

FY 2017 Proposed Budget

Location 012

	Approved FY 2016 Budget	Revised FY 2016 Budget	Proposed FY2017 Budget	Budget Change
Fund 100: School Operating				
Function: 100 Regular Instruction	\$ 1,176,663	\$ 986,839	\$ 935,747	\$ (51,092)
160 Career Tech Instruction	85,000	57,722	64,768	7,046
200 Special Education	358,184	408,500	394,372	(14,128)
320 Support Services - Students	108,792	97,401	98,568	1,167
351 Support Services - Technology	15,793	8,192	14,642	6,450
352 Support Services - Instruction	53,995	44,376	64,200	19,824
400 School Administration	159,912	141,107	127,632	(13,475)
450 School Administration Support	42,805	44,804	46,025	1,221
511 Board of Education - LASB	3,342	3,342	4,966	1,624
600 Operations & Maintenance	739,788	419,657	424,115	4,458
700 Student Activities	59,486	59,486	57,350	(2,136)
Fund Total	\$ 2,803,760	\$ 2,271,426	\$ 2,232,385	\$ (39,041)
Fund 255: Food Service Fund	\$ 152,406	\$ 152,572	\$ 192,975	\$ 40,403
Fund 390: Employee Housing Fund	\$ 178,138	\$ 189,046	\$ 172,568	\$ (16,478)
TOTAL	\$ 3,134,304	\$ 2,613,044	\$ 2,597,928	\$ (15,116)

13.83 Certificated Instructors
 1.0 FTE Certificated Administrator
 8.95 Classified Staff

Yupit School District

FY 2017 Proposed Budget

Location 012 Tuluksak

Tuluksak Account Code	Description	Comments	Approved FY 2016 Budget	Revised FY 2016 Budget	Proposed FY 2017 Budget	Budget Change	
Regular Instruction							
100.012.100.	315	Cert-Teacher	9.33 FTE	\$ 699,040	\$ 562,596	\$ 595,339	\$ 32,743
100.012.100.	323	NonCert-Aides		55,328	33,357	33,357	-
100.012.100.	329	Substitute and Temporary		10,000	25,000	25,000	-
100.012.100.	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)		248,755	206,656	222,951	16,295
100.012.100.	367	TRS On Behalf		104,277	104,277	-	(104,277)
100.012.100.	368	PERS On Behalf		2,872	2,872	-	(2,872)
100.012.100.	390	Travel Allowance		7,026	7,716	10,000	2,284
100.012.100.	433	Communications		2,600	2,600	2,600	-
100.012.100.	440	Other Purchased Svs		10,000	5,000	6,500	1,500
100.012.100.	450	Supplies/Material/Media		25,000	25,000	25,000	-
100.012.100.	510	Equipment		11,765	11,765	15,000	3,235
Total	100	Regular Instruction		1,176,663	986,839	935,747	(51,092)
Career Tech Instruction							
			.50 FTE				
100.012.160.	315	Cert-Teacher		28,322	24,985	35,009	10,024
100.012.160.	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)		23,206	8,004	9,759	1,755
100.012.160.	367	TRS On Behalf		4,733	4,733	-	(4,733)
100.012.160.	450	Supplies/Material/Media		28,739	20,000	20,000	-
Total	160	Career Tech Instruction		85,000	57,722	64,768	7,046
Special Education							
100.012.200.	315	Cert-Teacher	3.0 FTE	198,732	222,732	229,635	6,903
100.012.200.	323	NonCert-Aides	2.25 FTE	31,370	43,984	47,695	3,711
100.012.200.	329	Substitutes and Temporary		-	-	-	-
100.012.200.	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)		89,388	103,028	111,992	8,964
100.012.200.	367	TRS On Behalf		33,208	33,208	-	(33,208)
100.012.200.	368	PERS On Behalf		1,628	1,628	-	(1,628)
100.012.200.	390	Travel Allowance		2,108	2,170	3,300	1,130
100.012.200.	450	Supplies/Material/Media		1,750	1,750	1,750	-
Total	200	Special Education		358,184	408,500	394,372	(14,128)

Tuluksak Account Code	Description	Comments	Approved FY 2016 Budget	Revised FY 2016 Budget	Proposed FY 2017 Budget	Budget Change	
Support Services - Students							
100.012.320..	318	Specialist	1.0 FTE	80,644	80,644	74,913	(5,731)
100.012.320..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)		14,322	2,209	22,205	19,996
100.012.320..	367	TRS On Behalf		13,476	13,476	-	(13,476)
100.012.320..	390	Travel Allowance		-	722	1,100	378
100.012.320..	450	Supplies/Material/Media		350	350	350	-
Total	300	Support Services - Students		108,792	97,401	98,568	1,167
Support Services - Tech Svcs							
100.012.351..	316	Non Cert- Tech Aide	.44 FTE	11,396	5,698	9,972	4,274
100.012.351..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)		3,806	1,903	4,670	2,767
100.012.351..	368	PERS On Behalf		591	591	-	(591)
100.012.351..	433	Communications - Internet		-	-	-	-
				15,793	8,192	14,642	6,450
Support Services - Instruction							
100.012.352..	323	Non-Cert - Library Aide	.75 FTE	24,362	24,362	24,365	3
100.012.352..	329	Substitutes and Temporary		-	6,500	6,500	-
100.012.352..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)		24,619	9,500	29,585	20,085
100.012.352..	368	PERS On Behalf		1,264	1,264	-	(1,264)
100.012.352..	420	Staff travel		1,000	-	1,000	1,000
100.012.352..	450	Supplies/Material/Media		2,750	2,750	2,750	-
Total	350	Support Services - Instruction		53,995	44,376	64,200	19,824
School Administration							
100.012.400..	313	Principal	1.0 FTE	110,675	89,075	93,875	4,800
100.012.400..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)		26,915	28,691	29,532	841
100.012.400..	367	TRS On Behalf		18,494	18,494	-	(18,494)
100.012.400..	390	Travel Allowance		703	1,722	1,100	(622)
100.012.400..	420	Staff Travel		2,000	2,000	2,000	-
100.012.400..	450	Supplies/Materials/Media		300	300	300	-
100.012.400..	490	Dues & fees		825	825	825	-
Total	400	School Administration		159,912	141,107	127,632	(13,475)
School Administration Support							
100.012.450..	324	NonCert-Support Staff	.75 FTE	24,614	24,614	24,022	(592)
100.012.450..	329	Substitute & Temporary		-	600	600	-
100.012.450..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)		14,019	15,418	18,508	3,090
100.012.450..	368	PERS On Behalf		1,277	1,277	-	(1,277)
100.012.450..	433	Communications		2,595	2,595	2,595	-
100.012.450..	450	Supplies/Materials/Media		300	300	300	-
Total	450	School Administration Support		42,805	44,804	46,025	1,221
Board of Education - Local Advisory School Board							
100.500.511.	324	NonCert-Support Staff		3,000	3,000	4,613	1,613
100.500.511.	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)		342	342	353	11
100.500.511.	450	Supplies		-	-	-	-
Total	511	Board of Education - LASB		3,342	3,342	4,966	1,624
Operations & Maintenance							
100.012.600.	325	NonCert-Maint/Custodial	2.38 FTE	90,083	93,901	93,756	(145)
100.012.600.	329	Substitute & Temporary		2,500	2,500	2,500	-
100.012.600.	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)		64,868	66,581	79,359	12,778

Tuluksak Account Code	Description	Comments	Approved FY 2016 Budget	Revised FY 2016 Budget	Proposed FY 2017 Budget	Budget Change	
100.012.600.	368	PERS On Behalf	4,675	4,675	-	(4,675)	
100.012.600.	410	Professional & Technical	5,000	5,000	-	(5,000)	
100.012.600.	420	Travel	2,000	2,000	2,000	-	
100.012.600.	431	Water & Sewer	66,000	66,000	66,000	-	
100.012.600.	435	Fuel & Heating	408,077	108,000	108,000	-	
100.012.600.	440	Other Purchases Services	1,500	1,500	1,500	-	
100.012.600.	452	Maintenance Supplies	40,000	40,000	40,000	-	
100.012.600.	453	Janitorial Supplies	35,000	22,000	22,000	-	
100.012.600.	456	Vehicle Maintenance	500	500	1,500	1,000	
100.012.600.	458	Vehicle Gas	19,585	7,000	7,000	-	
100.012.600.	490	Other Expenses	-	-	500	500	
Total	600	Maintenance & Operations	739,788	419,657	424,115	4,458	
Student Activity							
100.012.700.	315	Certified Staff	15,000	15,000	15,000	-	
100.012.700.	324	NonCert-Support Staff	2,500	2,500	2,500	-	
100.012.700.	329	Substitutes and Temporary	2,000	2,000	2,500	500	
100.012.700.	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)	3,499	3,499	3,500	1	
100.012.700.	367	TRS On Behalf	2,507	2,507	-	(2,507)	
100.012.700.	368	PERS On Behalf	130	130	-	(130)	
100.012.700.	425	Student Travel	31,250	31,250	31,250	-	
100.012.700.	440	Other Purchased Services	1,000	1,000	1,000	-	
100.012.700.	450	Supplies	1,000	1,000	1,000	-	
100.012.700.	490	Dues & fees	600	600	600	-	
Total	700	Student Activity	59,486	59,486	57,350	(2,136)	
Total	100	School Operating Fund	2,803,760	2,271,426	2,232,385	(39,041)	
Food Services Fund							
255.012.790.	326	Food Service Staff	1.50 FTE	42,337	42,337	42,337	-
255.012.790.	329	Substitutes/Temporaries		5,000	1,000	1,000	-
255.012.790.	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)		50,069	24,235	49,638	25,403
255.012.790.	450	Supplies		10,000	10,000	10,000	-
255.012.790.	459	Food		45,000	75,000	90,000	15,000
255.012.790.	460	Milk		-	-	-	-
Total	255	Food Services Fund	152,406	152,572	192,975	40,403	
Employee Housing Fund							
390.012.600.	325	Maintenance Staff	.88 FTE	52,198	35,754	35,754	-
390.012.600.	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)		33,657	26,692	38,214	11,522
390.012.600.	431	Water & Sewer		6,600	6,600	6,600	-
390.012.600.	435	Fuel-Heating		35,683	12,000	12,000	-
390.012.600.	436	Electricity		-	-	-	-
390.012.600.	440	Other Purchased Services		-	3,000	5,000	2,000
390.012.600.	452	Maintenance Supplies		50,000	105,000	75,000	(30,000)
Total	390	Teacher Housing Fund	178,138	189,046	172,568	(16,478)	
Total	012	Tuluksak	\$ 3,134,304	\$ 2,613,044	\$ 2,597,928	\$ (15,116)	



District Wide

FY 2017 Proposed Budget

Location 500

	Approved FY 2016 Budget	Revised FY 2016 Budget	Proposed 2017 Budget	Budget Change
Fund 100: School Operating				
<u>Location 500</u> <u>District-Wide</u>				
Function 100 Regular Instruction	\$ 479,840	\$ 673,405	\$ 252,174	\$ (421,231)
Function 120 Bilingual/Biculture Instruction	-	-	145,933	145,933
Function 200 Special Education	11,015	11,015	-	(11,015)
Function 220 Special Education - Support Servi	207,624	151,585	233,528	81,943
Function 300 Support Services - Students	-	60,960	65,511	4,551
Function 320 Guidance Services	-	1,500	-	(1,500)
Function 350 Support Services-Instruction	322,986	307,337	349,664	42,327
Function 351 Support Services -Technology	1,647,904	1,973,556	1,990,089	16,533
Function 354 In-service Training	5,000	22,000	20,000	(2,000)
Function 511 Board of Education	141,916	163,256	169,443	6,187
Function 512 Office of Superintendent	260,442	349,946	241,600	(108,346)
Function 550 District Admin Support Services	356,435	352,662	314,033	(38,629)
Function 551 Recruiting	15,000	25,500	25,500	-
Function 552 Human Resources	39,213	40,213	38,768	(1,445)
Function 600 Operations & Maintenance	394,862	370,555	398,302	27,747
Function 700 Student Activities	23,195	60,961	46,412	(14,549)
Function 900 Other Financing Uses	621,052	679,795	502,831	(176,964)
Fund Total	\$ 4,526,484	\$ 5,244,246	\$ 4,793,788	\$ (450,458)
Fund 255: Food Service Fund	\$ 120,513	\$ 35,400	\$ 64,159	\$ 28,759
Fund 390: Employee Housing Fund	\$ 121,209	\$ 123,206	\$ 89,801	\$ (33,405)
TOTAL	\$ 4,768,206	\$ 5,402,852	\$ 4,947,748	\$ (455,104)

Yupit School District

FY 2017 Proposed Budget

Account Code	Description	Approved FY 2016 Budget	Revised FY 2016 Budget	Proposed FY 2017 Budget	Budget Change
Regular Instruction					
	Benefits (Health care expected increase)	80,823	250,000	150,674	(99,326)
100.500.100.. 365	TRS On Behalf (grants)	180,924	180,924	-	(180,924)
100.500.100.. 366	PERS On Behalf (grants)	118,093	118,093	-	(118,093)
100.500.100.. 390	Travel Allowance	-	1,354	-	(1,354)
100.500.100.. 433	Communications	-	-	-	-
100.500.100.. 410	Professiona & Technical	-	1,500	1,500	-
100.500.100.. 440	Other Purchased Services	-	6,534	-	(6,534)
100.500.100.. 450	Supplies/Material/Media	100,000	115,000	100,000	(15,000)
Total 100	Regular Instruction	479,840	673,405	252,174	(421,231)
Bilingual/Bicultural Instruction					
100.500.120.. 321	Non Cert - Director/Coor/Mgr 1.0 FTE	-	-	80,502	80,502
100.500.120.. 360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)	-	-	39,781	39,781
100.500.120.. 366	PERS On Behalf	-	-	-	-
100.500.120.. 433	Communications	-	-	650	650
100.500.120.. 410	Professional & Technical	-	-	10,000	10,000
100.500.120.. 450	Supplies/Material/Media	-	-	15,000	15,000
Total 120	Bilingual/Bicultural Instruction	-	-	145,933	145,933
100.500.200.. 366	PERS On Behalf (grants)	11,015	11,015	-	(11,015)
Total 200	Special Education	11,015	11,015	-	(11,015)
Special Education Instruction - Support Svcs					
100.500.220.. 314	Cert - Director/Coord/Mgr .50 FTE	91,196	22,799	43,477	20,678
100.500.220.. 360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)	28,196	7,266	16,701	9,435
100.500.220.. 365	TRS On Behalf	15,239	15,239	-	(15,239)
100.500.220.. 390	Travel Allowance	693	1,481	550	(931)
100.500.220.. 410	Professional & Technical Services	60,000	88,500	116,500	28,000
100.500.220.. 420	Staff Travel	3,500	7,500	47,500	40,000
100.500.220.. 433	Communications	500	500	500	-
100.500.220.. 450	Supplies	4,000	3,000	3,000	-
100.500.220.. 490	Dues & Fees	300	300	300	-
100.500.220.. 510	Equipment	4,000	5,000	5,000	-

Account Code	Description	Approved FY 2016 Budget	Revised FY 2016 Budget	Proposed FY 2017 Budget	Budget Change
Total 220	Special Education Instruction - Support Svcs	207,624	151,585	233,528	81,943
<u>Support Services-Students</u>					
100.500.300.. 314	Cert - Director/Coordinator/Mgr .50 FTE	-	45,598	49,284	3,686
100.500.300.. 360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)	-	14,531	15,177	646
100.500.300.. 367	TRS On Behalf	-	-	-	-
100.500.300.. 390	Travel Allowance	-	331	550	219
100.500.300.. 420	Staff Travel	-	500	500	-
Total 300	Support Services - Students	-	60,960	65,511	4,551
<u>Guidance Services</u>					
100.500.320.. 420	Staff Travel	-	1,500	-	(1,500)
Total 320	Guidance Services	-	1,500	-	(1,500)
<u>Support Services-Instruction</u>					
100.500.350.. 314	Cert - Director/Coordinator/Mgr .75 FTE	91,196	96,110	162,067	65,957
100.500.350.. 313	DW Administrator	33,853	35,005	-	(35,005)
100.500.350.. 316	Extra-Duty Pay	7,500	7,500	-	(7,500)
100.500.350.. 324	Non-Cert Support Staff	42,067	4,831	48,087	43,256
100.500.350.. 360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)	53,338	65,600	72,160	6,560
100.500.350.. 367	TRS On Behalf	20,896	20,896	-	(20,896)
100.500.350.. 368	PERS On Behalf (grants)	2,183	2,183	-	(2,183)
100.500.350.. 390	Travel Allowance	703	1,662	550	(1,112)
100.500.350.. 410	Professional & Technical	25,000	25,000	25,000	-
100.500.350.. 420	Staff Travel -	15,750	15,750	10,000	(5,750)
100.500.350.. 433	Communications	-	800	300	(500)
100.500.350.. 450	Supplies/Material/Media	30,500	30,500	30,000	(500)
100.500.350.. 491	Dues & Fees	-	1,500	1,500	-
Total 350	Support Services - Instruction	322,986	307,337	349,664	42,327
<u>Support Services - Technology</u>					
100.500.351.. 314	Cert - Director/Coordinator/Mgr 1.0 FTE	-	-	96,110	96,110
100.500.351.. 321	Non-Cert - Director/Coordinator/Mgr	-	-	-	-
100.500.351.. 360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)	-	-	29,923	29,923
100.500.351.. 367	TRS On Behalf	-	-	-	-
100.500.351.. 368	PERS On Behalf	-	-	-	-
100.500.351.. 410	Professional & Technical Services	110,000	130,000	5,500	(124,500)
100.500.351.. 420	Staff Travel	25,000	1,500	15,000	13,500
100.500.351.. 433	Communications	1,419,404	1,748,556	1,748,556	-

Account Code	Description	Approved FY 2016 Budget	Revised FY 2016 Budget	Proposed FY 2017 Budget	Budget Change
100.500.351.. 440	Other Purchased Services	6,000	6,000	6,000	-
100.500.351.. 450	Supplies/Material/Media	87,500	87,500	87,500	-
100.500.351.. 491	Dues & Fees	-	-	1,500	1,500
Total 351	Support Services - Technology	1,647,904	1,973,556	1,990,089	16,533

In-service Training

100.500.354.. 410	Professional & Technical	-	14,500	10,000	(4,500)
100.500.354.. 420	Staff Travel	5,000	5,000	5,000	-
100.500.354.. 440	Other Purchased Services	-	2,500	2,500	-
100.500.354.. 450	Supplies	-	-	2,500	2,500
Total 400	School Administration	5,000	22,000	20,000	(2,000)

Board of Education

100.500.511.. 324	Specialists - Board Secretary .33 FTE	26,566	26,566	26,566	-
100.500.511.. 322	NonCert-Support Staff FY13: \$33,000 RSB, \$9,000 I	42,000	42,000	50,000	8,000
100.500.511.. 360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)	16,056	16,056	19,427	3,371
100.500.511.. 368	PERS On Behalf	1,379	1,379	-	(1,379)
100.500.511.. 410	Professional & Technical Services	-	-	-	-
100.500.511.. 420	Staff Travel	30,000	50,000	50,000	-
100.500.511.. 450	Supplies/Material/Media	7,500	7,500	5,000	(2,500)
100.500.511.. 485	Stipends	-	1,340	-	(1,340)
100.500.511.. 491	Dues & Fees (AASB Annual Dues)	18,415	18,415	18,450	35
Total 511	Board of Education	141,916	163,256	169,443	6,187

Office of Superintendent

100.500.512.. 311	Cert-Superintendent 1.0 FTE	120,000	180,000	120,000	(60,000)
100.500.512.. 321	NonCert-Support Staff .34 FTE	27,371	27,371	27,371	-
100.500.512.. 360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)	51,098	67,851	50,729	(17,122)
100.500.512.. 367	TRS On Behalf	20,052	20,052	-	(20,052)
100.500.512.. 368	PERS On Behalf	1,421	1,421	-	(1,421)
100.500.512..	Leave Cash Out	-	4,651	-	(4,651)
100.500.512.. 380	Housing	6,000	-	-	-
100.500.512.. 390	Travel Allowance	-	10,000	10,000	-
100.500.512.. 410	Professional & Technical Services	20,000	20,000	20,000	-
100.500.512.. 420	Staff Travel	7,500	10,000	7,500	(2,500)
100.500.512.. 433	Communications	2,000	2,000	1,800	(200)
100.500.512.. 450	Supplies/Material/Media	5,000	5,000	3,000	(2,000)
100.500.512.. 491	Dues & Fees	-	1,600	1,200	(400)
Total 512	Office of Superintendent	260,442	349,946	241,600	(108,346)

District Admin Support Service

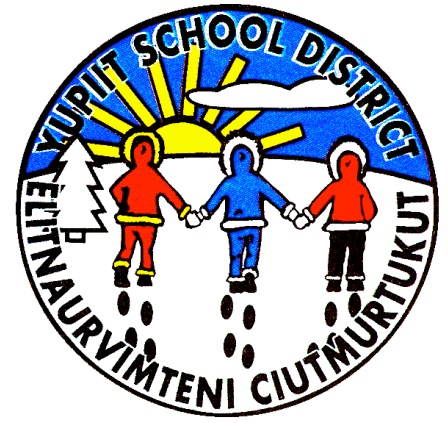
Account Code	Description	Approved FY 2016 Budget	Revised FY 2016 Budget	Proposed FY 2017 Budget	Budget Change
100.500.550.. 321	Non-Cert - Director/Coordr/Mgr .75 FTE	59,222	4,950	63,980	59,030
100.500.550.. 324	Non-Cert - Support Staff 1.0 FTE	78,404	75,041	66,854	(8,187)
100.500.550.. 329	Substitutes	-	-	5,000	
100.500.550.. 360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)	77,216	69,709	93,357	23,648
100.500.550.. 368	PERS On Behalf	7,143	7,143	-	(7,143)
100.500.550.. 390	Travel Allowance	4,400	-	1,500	1,500
100.500.550.. 410	Professional & Technical Services	100,000	150,000	37,577	(112,423)
100.500.550.. 420	Staff Travel	7,500	2,000	3,000	1,000
100.500.550.. 433	Communications (Internet, DO Telephone, Pc	4,000	30,000	30,000	-
100.500.550.. 440	Other Purchased Svs (Meter Rent; copier mainte	62,500	62,500	40,000	(22,500)
100.500.550.. 445	Insurance - Liability (General Liability, Crime, E&	24,496	18,500	18,500	-
100.500.550.. 450	Supplies/Material/Media	10,500	10,500	5,000	(5,500)
100.500.550.. 491	Dues & Fees	5,235	6,500	6,500	-
100.500.550.. 495	Indirect Recovery Indirect Recovery of Admin	(84,181)	(84,181)	(57,235)	26,946
100.500.550.. 510	Equipment	-	-	-	-
Total 550	District Admin Support Service	356,435	352,662	314,033	(43,629)
Recruiting					
100.500.551.. 410	Professional & Technical	5,000	5,000	5,000	-
100.500.551.. 420	Travel	10,000	15,000	15,000	-
100.500.551.. 490	Other	-	5,500	5,500	-
Total 551	Recruiting	15,000	25,500	25,500	-
Human Resources					
100.500.552.. 321	Non-Cert - Director/Coord/Mgr .33 FTE	26,566	26,566	26,566	-
100.500.552.. 360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)	11,268	11,268	11,202	(66)
100.500.552.. 368	PERS On Behalf	1,379	1,379	-	(1,379)
100.500.552.. 420	Travel	-	500	500	-
100.500.552.. 450	Supplies/Material/Media	-	250	250	-
100.500.552.. 490	Other	-	250	250	-
Total 551	Recruiting	39,213	40,213	38,768	(1,445)
Operations & Maintenance					
100.500.600.. 321	NonCert-Director/Coord. .50 FTE	46,087	46,087	46,087	-
100.500.600.. 324	NonCert-Support Staff .44 FTE	-	-	12,011	12,011
100.500.600.. 325	NonCert-Maintenance .25 FTE	-	-	6,923	
100.500.600.. 329	Substitutes	-	-	-	-
100.500.600.. 360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)	16,776	16,776	26,831	10,055
100.500.600.. 368	PERS On Behalf (including funds 255 & 390)	2,392	2,392	-	(2,392)
100.500.600.. 410	Professional & technical services	19,500	19,500	-	(19,500)

Account Code	Description	Approved FY 2016 Budget	Revised FY 2016 Budget	Proposed FY 2017 Budget	Budget Change
100.500.600.. 420	Staff Travel	9,000	12,000	12,000	-
100.500.600.. 431	Water & Sewage	-	-	-	-
100.500.600.. 433	Communications	700	700	1,200	500
100.500.600.. 435	Other Energy	15,000	-	-	-
100.500.600.. 436	Electricity	10,000	18,000	18,000	-
100.500.600.. 440	Other Purchased Services	60,000	60,000	80,000	20,000
100.500.600.. 445	Insurance & Bond Premiums - Property & Auto	185,407	165,000	170,000	5,000
100.500.600.. 452	Maintenance & Custodial Supplies	25,000	25,000	20,000	(5,000)
100.500.600.. 458	Gas & Oil	5,000	5,000	5,000	-
100.500.600.. 491	Dues & Fees	-	100	250	150
100.500.600.. 510	Equipment	-	-	-	-
Total 600	Operations & Maintenance	394,862	370,555	398,302	20,824
Student Activities					
100.500.700.. 316	Extra Duty Pay (Athletic Director)	7,500	33,853	20,000	(13,853)
100.500.700.. 360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)	1,332	11,745	3,202	(8,543)
100.500.700.. 367	TRS On Behalf	1,253	1,253	-	(1,253)
100.500.700.. 410	Professional & Technical	-	-	-	-
100.500.700.. 420	Staff Travel	1,500	1,500	1,500	-
100.500.700.. 425	Student Travel	10,000	10,000	20,000	10,000
100.500.700.. 450	Supplies	-	1,000	100	(900)
100.500.700.. 491	Dues & Fees	1,610	1,610	1,610	-
Total 700	Student Activities	23,195	60,961	46,412	(14,549)
Transfer of Funds					
100.900.000.. 552	Food Service	191,998	191,998	150,000	(41,998)
100.900.000.. 558	Employee Housing	329,054	329,054	250,000	(79,054)
	Fund Balance	100,000	158,743	102,831	(55,912)
Total 900	Transfer of Funds	621,052	679,795	502,831	(176,964)
Total 100	General Operating Fund	\$ 4,526,484	\$ 5,244,246	\$ 4,793,788	\$ (462,381)
Food Services Fund					
255.500.790.. 321	NonCert-Dir/Coor/Mgr .25 FTE	19,741	-	21,327	21,327
255.500.790.. 324	NonCert - Support Staff .25 FTE	-	-	6,923	6,923
255.500.790.. 360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)	10,714	-	13,909	13,909
255.500.790.. 410	Professional & technical services	75,918	30,000	15,000	(15,000)
255.500.790.. 420	Staff Travel	9,807	400	1,500	1,100
255.500.790.. 450	Supplies/Materials/Media	2,083	3,500	1,500	(2,000)
255.500.790.. 491	Dues and Fees	50	1,500	1,500	-
255.500.790.. 510	Equipment	2,200	-	2,500	2,500

Account Code	Description	Approved FY 2016 Budget	Revised FY 2016 Budget	Proposed FY 2017 Budget	Budget Change
Total 255	DW Food Services Fund	120,513	35,400	64,159	28,759
<u>Employee Housing Fund</u>					
390.500.600.. 321	Maintenance Director .50 FTE	46,087	46,087	46,087	-
390.500.600.. 325	Maintenance Staff .25 FTE	24,851	24,851	13,846	(11,005)
390.500.600.. 360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)	34,063	34,063	19,868	(14,195)
390.500.600.. 420	Staff Travel & Per Diem	503	2,500	2,500	-
390.500.600.. 452	Maintenance Supplies	15,705	15,705	7,500	(8,205)
Total 390	Teacher Housing Fund	121,209	123,206	89,801	(33,405)
Total	District Wide	\$ 4,768,206	\$ 5,402,852	\$ 4,947,748	\$ (467,027)

Yupiiit School District

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



Date: March 15, 2016
To: Regional School Board
From: Rayna Hartz, Interim Superintendent
Re: Action Item E Resignations

The Administration recommends the approval of the following resignations:

Joshua Gifford	Language Arts Teacher, Tuluksak School
Juli Schroeder	1 st /2 nd Grade Teacher, Tuluksak School
Katherine Garrison	7 th /8 th Grade Teacher, Tuluksak School
Richard Garrison	IT Intern, Tuluksak School
Abigail Jarrett	3 rd /4 th Grade Teacher, Akiak School
Cody Burnham	3 rd Grade Teacher, Akiachak School

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

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

Tuluksak School
P.O. Box 115
Tuluksak, Alaska 99679
Tel. (907) 695-5625

Abigail Jarrett
PO Box 95
Akiak, AK 99552
(909)765-2656
ajarrett@yupiit.org

2/22/16

Dear Yupiit School District,

Please accept this letter as formal notification that I am not signing for another year in Yupiit School District.

Thank you for the opportunities you have provided me during my time with this district. If I can be of any assistance during this transition, please let me know.

Sincerely,

A handwritten signature in black ink, appearing to be 'A. Jarrett', written in a cursive style.

Abigail Jarrett

Cody W. Burnham
PO Box 51163
Akiachak, Ak 99551
(907)815-7332
cburnham@yupiit.org

February 18, 2016

Yupiit School District,

Please accept this letter as my official resignation as the 3rd grade teacher at Akiachak School. My employment with the Yupiit School District will cease at the conclusion of the 2015-2016 school year.

Thank you for all of your support this year, I really appreciate everything.

Regards,



Cody W. Burnham
3rd Grade Teacher
Akiachak School
Yupiit School District

Josh Gifford
PO Box 213
Tuluksak, AK 99679

February 21, 2016

Dear Ms. Hartz,

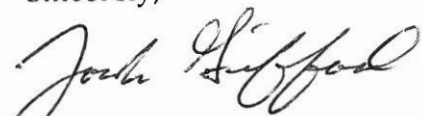
I am writing to inform you of my decision to leave my position as Language Arts teacher at Tuluksak High School effective at the end of this school year. Please consider this my formal resignation, as May 19 2016 will be my last working day for the school district.

In spite of the fact that I have greatly enjoyed my time working for the Yupiit School District, due to personal reasons it is time for me to move on. Were my family circumstances different, I would have loved to remain in my current position. At some point in the future, I would very much enjoy returning to teach in Tuluksak.

I am very grateful for the professional development opportunities that the district has supported me in. This was a very difficult decision for me and I wish all returning staff nothing but the best.

Again, thank you for the opportunity to work with our wonderful students.

Sincerely,



Josh Gifford
Language Arts Teacher Tuluksak

Juli Schroeder
PO Box 68
Tuluksak, AK, 99679
907-695-2588
jschroeder@yupiit.org

02/24/2016

Minty Ruthford
Principal
Tuluksak School
PO Box 115
Tuluksak, AK, 99679

Ms. Ruthford:

I was discussing my decision to leave with a fellow teacher and the sadness I felt about leaving. She suggested that I request long term leave instead of resignation. My elderly parents are in need of my help and if I can get them situated, I would like to return to Tuluksak School for the 2017/2018 school year. My parents are having health issues and have requested that I return home to help them. I am excited about this decision and hope it is a possibility. If have caused any inconvenience, I do apologize.

Sincerely,

Juli Schroeder

24 Feb 2016

Bonnie,

I am sorry this has taken so long but this has been a very hard choice. At this time I have decided I cannot accept the contract for the school year 2016-2017.

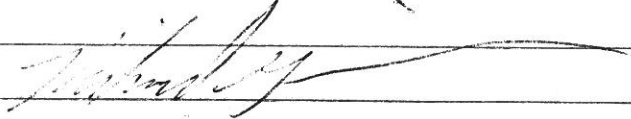
Thank you for the offer.


Katherine Garrison

2/16/16

To whom it concerns

I officially turn in my Resignation
to Quit my position as Tech Intern
for Tuluksook school in the Yupiit
school District for Health Reasons!



Richard Garrison

Yupiiit School District

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



Date: March 15, 2016
To: Regional School Board
From: Rayna Hartz, Interim Superintendent
Re: Action Item F Recommendations for Hire

The Administration recommends approval of the following hires for FY2016-2016:

Dena Blake	Special Ed/Curriculum Coordinator
Will Schlein	Technology Director
Sophie Kasayulie	Yupiak Department Director
Jamie Burgess	Curriculum Director
Carl Williams	Secretary to Director of Curriculum/Maintenance

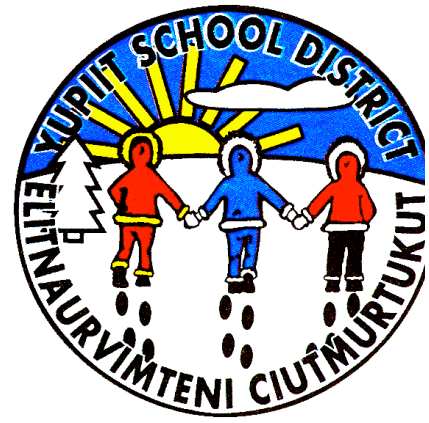
Akiak School
P.O. Box 49
Akiak, Alaska 99552
Tel. (907) 765-4600

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

Tuluksak School
P.O. Box 115
Tuluksak, Alaska 99679
Tel. (907) 695-5625

Yupit School District

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



Date: March 15, 2016
To: Regional School Board
From: Rayna Hartz, Interim Superintendent
Re: Action Item G SESA MOA

The Administration requests the approval of the MOA between Special Education Services Agency (SESA) and Yupit School District to facilitate a training to occur before the end of April 2016 on positive behavioral supports across early learning programs.

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

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

Tuluksak School
P.O. Box 115
Tuluksak, Alaska 99679
Tel. (907) 695-5625



3501 DENALI STREET, SUITE 101
ANCHORAGE, ALASKA 99503
907.334.1300 PH
907.562.0545 FAX
907.563.8284 TTY

03/04/2016

MOA# 16-07
For Finance Department Use Only

MEMORANDUM OF AGREEMENT

Between
Special Education Service Agency (SESA)
&
Yupiiit School District

This agreement is between the Special Education Service Agency (SESA), 3501 Denali Street, Suite 101, Anchorage, Alaska 99503, and the Yupiiit School District, PO Box 51190, Akiachak, Alaska 99551.

The purpose of this agreement is for SESA to collaborate with the Yupiiit School District to facilitate a training, to occur before the end of April 2016, on positive behavioral supports across early learning programs. Nothing contained herein is intended to establish an employee/employer relationship. No employee rights or benefits accrue as a result of performance under this Memorandum of Agreement.

In fulfillment of this agreement, the Yupiiit School District agrees to the following:

- Plan and hold three community meetings (three district sites), facilitated by the SESA GAINS Coach Mary Aery or other person of choice, for input, information, and discussion on adopting intervention strategies in the home environment designed to promote school readiness and improved student academic achievement.
- Host an ILP/PBS training by Mary Aery and Jane Atuk, in one district location, and invite up to four staff members from other sites to participate in the training.
- Invite two University of Alaska Fairbanks (UAF) students from the Department of Rural Education to attend three community meetings with an outcome of either submitting to *Rural Education Quarterly* an article for publication on village initiative on PBS planning, or conducting research, in collaboration with Yupiiit School District administrators, to benefit school district PBS planning initiatives.
- Submit invoice for payment to SESA upon completion of this agreement.
- Agree to pay all federal, state, and local taxes incurred by the performance of this agreement, and file all required forms and reports as may be required by state and/or federal government.

In fulfillment of this agreement, SESA agrees to:

- Upon procurement of an invoice, on Yupiit School District letterhead, and backup receipts reimburse Yupiit School District an amount not to exceed \$6,000 for activities agreed to above.
- Arrange travel and pay travel costs for Mary Aery to conduct one training and three community meetings.
- Arrange travel and pay travel costs and daily rate for Jane Atuk to conduct one training at a location determined by the Yupiit School District.

Date: _____

Reyna Hartz, Interim Superintendent
Yupiit School District

Date: _____

Patrick Pillai, Executive Director
Special Education Service Agency

Yupit School District

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



Date: March 15, 2016
To: Regional School Board
From: Rayna Hartz, Interim Superintendent
Re: Action Item H Tom Begich, Strategic Plan MOA

The Administration requests the approval of the MOA for Tom Begich to facilitate the Strategic Planning Services on March 29-30, 2016 at the approximate amount of \$4,945.00.

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

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

Tuluksak School
P.O. Box 115
Tuluksak, Alaska 99679
Tel. (907) 695-5625

CWCommunications

PO Box 142711
Anchorage, Alaska 99514-2711

March 10, 2016

Yupiit School District
Attention: Willie Kasayulie, Chair
PO Box 51190
Akiachak, Alaska 9951

Dear Chairman Kasayulie and Members of the Board,

You have asked me to provide a letter of engagement for a strategic planning process to be completed before the end of April 2016. Based on our prior agreement for strategic planning, I have drafted the following terms that I believe should cover the approximate expenses associated with this process.

As you may recall, we conducted a similar planning process in the Fall of 2013 and revisited that plan in 2015. I am estimating slightly less time than our last process as I believe that we have a better understanding of how to approach strategic planning in the Yupiit School District.

I have presented my recommend terms in a manner similar to the MOA that was provided to me by Yupiit for the recent Superintendent search as well. Terms in that document appear below.

If you need further information, please do not hesitate to contact me.

Many thanks for your Consideration.

Tom Begich
Consultant

Proposed Terms:

To work with the Regional School Board to develop a new operational strategic plan, based on discussions with interim Superintendent Rayna Hartz. The plan would be conducted over a two day period on-site in Akiachak March 29th and March 30th, would require 1.5 days preparation time before the on-site visit and 1.5 days or report preparation following the retreat. This is consistent with our Fall 2013 retreat budget. Necessary on-site and travel expenses would be compensated and provision in this MOSA for those costs is consistent with our last MOA of December 2015 (Superintendent search).

Number of days: up to 5 days including travel time	Rate per day: \$750	\$3,750.00
Travel: Airfare – travel to YSD for March 29 -30, 2016 planning session		\$1,000.00
Per diem of \$60 for 2 days requested re: travel to Akiachak:		\$120.00
Other: Parking and/or taxi fare		<u>\$ 75.00</u>

Estimated Cost: \$4,945.00

Yupit School District

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



Date: March 15, 2016
To: Regional School Board
From: Rayna Hartz, Interim Superintendent
Re: Action Item I Capital Improvements (C.I.P.)
Priority List

The Administration requests the approval of the Capital Improvement Project List as follows:

1. Fuel Tank Farm Removal (District-Wide) and Replacement (Tuluksak)
2. Mechanical upgrades to HVAC and Hot Water Heaters (District-Wide)
3. Playgrounds (District-Wide)

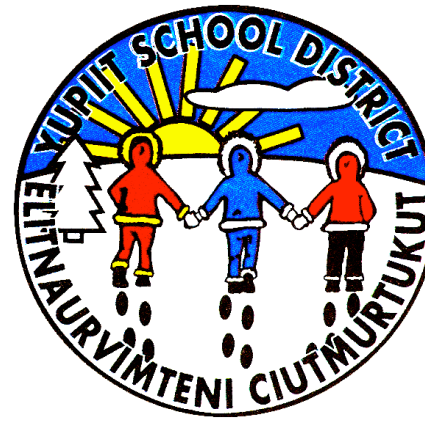
Akiak School
P.O. Box 49
Akiak, Alaska 99552
Tel. (907) 765-4600

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

Tuluksak School
P.O. Box 115
Tuluksak, Alaska 99679
Tel. (907) 695-5625

Yupit School District

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



Date: March 15, 2016
To: Regional School Board
From: Rayna Hartz, Interim Superintendent
Re: Action Item J AKEBS E-Rate MOA

The Administration requests the approval of the MOA with AKEBS for the purpose of providing E-rate FY2016 application (E-rate FY2015) and FY2017 (E-rate FY2016) at the approximate amount of \$10,000.00 per year.

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

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

Tuluksak School
P.O. Box 115
Tuluksak, Alaska 99679
Tel. (907) 695-5625



Website: www.akebs.com

**MEMORANDUM OF AGREEMENT
CONTRACT No. 2015-1012**

It is hereby understood that **Yupiit School District (YSD)** has agreed to contract with **Alaska Education and Business Services, Inc., (AKEBS)** for the purpose of providing E-rate application submittal as described in Attachment A (page 2).

PERIOD OF CONTRACT: This Memorandum of Agreement shall be effective from E-rate application submittal for the eRate FY 2016 (E-rate FY2015) and FY 2017 (E-rate FY2016)

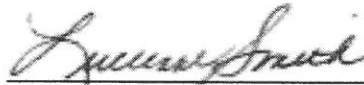
PAYMENT: The above-described services will be performed by AKEBS for \$10,000 per year. Payment will be made by YSD upon receipt of the annual invoice - when the Forms 470 and 471 are filed and confirmation is received from USAC. Invoice will require approval by Rayna Hartz, Interim Superintendent of Yupiit School District.

TRAVEL: Any required costs incurred for travel to and from the Yupiit School District will be paid at cost by the Yupiit School District upon receipt of an invoice with a copy of the actual receipts for same. Per diem (food) will be paid at \$60.00 per day.

SATISFACTORY: Satisfactory completion shall be determined by Rayna Hartz, Interim Superintendent of Yupiit School District.

AGREED THIS Day of _____, 2016.

YUPIIT SCHOOL DISTRICT
Rayna Hartz, Interim Superintendent



Alaska Education & Business Services, Inc.
Lucienne Smith, President
Alaska Business License #732107
Federal ID # 20-3944964

E-rate Services
For the **Yupit School District**
05/10/2015

Scope of Service:

- Prepare and submit the YSD FY 2016 (E-rate FY 2015) & YSD FY2017 (E-rate FY 2016) E-rate Form 470 to USAC prior to the required deadlines;
- Prepare and submit the YSD FY 2016 (E-rate FY 2015) & YSD FY2017 (E-rate FY 2016) E-rate Form 471 to USAC prior to the required deadlines;
- Respond to all questions regarding the E-rate application Form 471 from YSD IT and USAC;
- Once funding is approved AKEBS will file the required Form 486 so vendors will discount their invoices;
- Should a vendor not provide a discounted invoice once the application is approved, AKEBS will file the required 472 for reimbursement for said vendor;
- Work with YSD IT to insure Technology Plan is current and the District has the requisite approval of their technology plan from the Alaska Department of Education;
- Insure the District has a current Children’s Internet Protection Policy and filtering;
- Prepare annual USAC Schedule for auditors;
- Scan all E-rate invoices so they can be kept on record for the required ten (10) years – accompanying the application and all pertinent documents that must be kept for potential future audit;
- Work with the District and State to insure any State funding for Internet services are filed timely – both the application and end of year reporting.
- Provide ongoing communication with the Superintendent for progress of all e-rate requirements and funding;

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.