

# Yupiiit School District

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



Date: March 19, 2019  
To: Regional School Board  
From: Cassandra Bennett, Interim Superintendent  
Re: Committee Meetings and Work-session

Judy Anderson, Maintenance Director will discuss the Summer Maintenance & CIP for your information.

Rea Bavilla, CEO/President for Calista Education & Culture, Inc. will report on the YSD partnership in the Tengluni Project.

The 2017-2018 AASB Policy Update Instruction sheet is enclosed with explanatory notes, legal references or cross-reference updates, which will require formal Board action for 1<sup>st</sup> Reading.

(For the BP 3300 Expenditures/Expending Authority and BP 3310 (a) Purchasing Procedures, the Administration recommends to leave the amount for Board approval to remain at \$5,000.00).

**AASB POLICY REFERENCE MANUAL UPDATE SERVICE**

**2017-2018 UPDATE**

**INSTRUCTION SHEET**

NOTE: This packet includes only those policy manual pages that have been revised, deleted or newly established. Full text pages are included and are to be substituted as indicated below.

For ease of School Boards, AASB has identified those portions of the Update that require formal Board action in order to implement the policy changes. This is indicated by a “Yes” or “No.” A “No” is used if changes have been made only to an AR or an Exhibit, or if policy changes are limited to explanatory notes, legal reference or cross-reference updates, or minor grammatical or stylistic changes that have not changed the policy meaning.

**IMPORTANT NOTE FOR THE 2017-18 UPDATE:** Alaska chose the last submission date allowable for its state plan implementing Every Student Succeeds Act (September 18, 2017). If the state publishes updated ESSA regulations, further updating of the policies will follow.

REPLACE/ADD	FORMAL ADOPTION REQUIRED	DESCRIPTION
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**ARTICLE 3, Series 3000 – Business and Noninstructional Operations**

<b>BP 3300</b>	No	<u>EXPENDITURES/EXPENDING AUTHORITY</u>  This revision incorporates revisions to the federal Office of Management and Budget’s (OMB) new procurement requirements. It provides that all contracts under federal awards must follow the new procurement procedures. The revisions to BP 3310 and BP 3311 provide substantive policy for these changes.
<b>BP 3310</b>	Yes	<u>PURCHASING PROCEDURES</u>  This update includes a substantial update to purchasing procedures, in accordance with the new OMB policy described in BP 3300. The policy provides the five general standards a purchase under a federal award must meet.
<b>BP 3311</b>	Yes	<u>BIDS</u>  This policy establishes the five types of bids that may be used for purchases under federal awards. It is in accordance with the OMB purchasing procedures described in BP 3300. The policy also includes a provision safeguarding minority bidding rights.

REPLACE/ADD	FORMAL ADOPTION REQUIRED	DESCRIPTION
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**ARTICLE 4, Series 4000 – Personnel**

BP 4112.4	Yes	<p><u>HEALTH EXAMINATIONS</u></p> <p>This update eliminates the provision previously under state law that required employees to undergo physical examinations every three years as a condition of employment. A school board may still opt to require physical examinations, but they are no longer required under the state regulation 4 AAC 06.050.</p>
BP 4118	Yes	<p><u>SUSPENSION/DISCIPLINARY ACTION</u></p> <p>The policy was updated to state that certificated management and supervisory personnel who are not covered by a negotiated agreement are subject to the disciplinary procedures in BP 4218, except for discipline involving dismissal or nonretention. The procedures for dismissal and nonretention of certificated employees are provided in statute.</p>
BP 4218	Yes	<p><u>DISMISSAL/SUSPENSION/DISCIPLINARY ACTION</u></p> <p>This update reflects a significant change to the discipline process for classified employees. It states that District administration shall discipline classified personnel pursuant to the terms of a negotiated agreement, and clarifies the procedures under which an appeal may be brought to the school board. It also establishes that classified management and supervisory personnel are subject to the same disciplinary procedures.</p>

**ARTICLE 6, Series 6000 – Instruction**

BP 6179	Yes	<p><u>CHILD CARE AND DEVELOPMENT PROGRAMS</u></p> <p>This revision incorporates the new state requirements found in 4 AAC 60.170 for district child care and preschool programs. A district must now submit annual assurances to the department indicating that the district has adopted written policies that ensure compliance with the programmatic requirements of 4 AAC 60.170, the pre-elementary education regulation.</p>
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Date: March 19, 2019  
To: Regional School Board  
From: Cassandra Bennett, Interim Superintendent

Re: Executive Session

We need a motion to go into an executive session.

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Date: March 19, 2019  
To: Regional School Board  
From: Cassandra Bennett, Interim Superintendent  
Re: Approval of Agenda

The Agenda for March 19, 2019 is presented for approval.

# 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**

**Akiak**

**Tuluksak**

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

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

Peter Gregory SR, Board Secretary  
Moses Peter, Board Member

## Committee Meetings and Work-sessions

- 10:30 AM - Summer Maintenance & CIP
- 11:00 AM - Rea Bavilla, President, CEO for Calista Project
- 11:30 AM - AASB 2017-2018 Policy Updates

Agenda (beginning at 1:00 PM)

## Regional Board of Education Meeting

**LOCATION:** Akiachak, Alaska      **DATE:** March 19, 2018

- I. Call to Order
- II. Roll Call
- III. Invocation
- IV. Recognition of Guests
- V. Executive Session:
  - A. Other Matters
  - B. Superintendent Candidate Finalist Selection
- VI. Approval of Agenda
- VII. Approval of Minutes: February 18, 2019
- VIII. Correspondence
- IX. Action Items:
  - A. 1<sup>st</sup> Reading of Budget
  - B. 1<sup>st</sup> Reading of 2017-2018 Policy Updates
  - C. Proposed FY19-20 School Calendar
  - D. TECH/Testing Coordinator
  - E. District-Wide Special Education Coordinator & Curriculum Coordinator
  - F. Federal/State Grant Clerk
  - G. District Office Receptionist/Special Projects
  - H. Meritain Health Insurance Opt out Plan
  - I. Resignations
  - J. New Hires
  - K. Administrator's Contracts - Recommendations for Rehire for FY2019-2020
- X. Reports:
  - A. Attendance Report:
  - B. School Reports

1. Akiachak
2. Akiak
3. Tuluksak
4. World Bridge

- C. Curriculum/Instruction Director's Report
- D. Special Education and Assessment Director's Report
- E. Business and Finance Report
- F. Federal/State Programs Report
- G. Maintenance & Operations Report
- H. Technology Director Report
- I. Interim Superintendent's Report

- XI. Board Travel/Info:
- XII. Public Comments
- XIII. Board Comments
- XIV. Next Regular Meeting: April 18, 2019 in Akiak
- XV. Adjournment

# Yupiit School District

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Date: March 19, 2019  
To: Regional School Board  
From: Cassandra Bennett, Interim Superintendent  
Re: Approval of Minutes

The Minutes for February 18, 2019 is presented for approval.



# 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

Peter Gregory SR, Secretary  
Moses Peter, Board Member

## Minutes of the Yupiit School District Regional Board of Education

Held: February 18, 2019  
Village: Akiachak, Alaska

<b>Committee Meetings and Work-session</b>	<p>10:00 AM - Facilities Needs Planning</p> <p>11:00 AM - Curriculum Review</p> <p>Judy Anderson, Maintenance Director update on the District-wide Facility needs.</p> <p>Patricia Hutcherson, Curriculum Director discussed the cost proposal for the ELA Curriculum.</p>
<b>Call to Order</b>	<p><b>I. Call to Order:</b> Chairman Willie Kasayulie called the regular meeting of the Regional School Board to order at 1:28 PM.</p>
<b>Roll Call</b>	<p><b>II. Roll Call: Present:</b></p> <p>Willie Kasayulie, Chairman Ivan Ivan, Vice Chairman Peter Gregory, Secretary Moses Owen, Board Member Robert Charles, Board Member Moses Peter, Board Member</p>
<b>Absent</b>	<p>Samuel George, Treasurer</p>
<b>Invocation</b>	<p><b>III. Invocation:</b> Moses Owen rendered the invocation</p>
<b>Recognition of Guests</b>	<p><b>IV. Recognition of Guests:</b> Cassandra Bennett, Judy Anderson, Sharene Craft, John Stackhouse, Cody Burnham, Carl Chamblee, Patricia Hutcherson, Stacey Wilson, Bonnie James</p>

<p><b>Approval of Agenda</b></p>	<p><b>V. Approval of Agenda:</b> Administration presented the Yupiit School District Regional School Board Agenda for approval.</p> <p>Motion by Ivan Ivan, Seconded by Moses Owen to approve the agenda with additions. Motion passed.</p>
<p><b>Approval of Minutes</b></p>	<p><b>Approval of Minutes:</b> The Administration recommends the approval of the Minutes for:</p> <p><b>A. January 17, 2019</b>  Motion by Ivan Ivan, Seconded by Robert Charles to approve the Minutes for January 17, 2019 as presented. Motion passed.</p> <p><b>B. January 24, 2019, Special RSB Meeting</b>  Motion by Ivan Ivan, Seconded by Robert Charles to approve the January 24, 2019, Special RSB meeting as presented. Motion passed.</p> <p><b>C. February 8, 2019, Special RSB Meeting</b>  Motion by Peter Gregory, Seconded by Ivan Ivan to approve the February 8, 2019, Special RSB meeting as presented. Motion passed.</p>
<p><b>Correspondence</b></p>	<p><b>I. Correspondence: Alaska Education Update</b>  The Alaska Education update, dated February 13, 2019 was presented for your information only.</p>
<p><b>Action Items</b></p>	<p><b>II. Action Items</b></p> <p><b>A. Proposed FY2019-2020 Calendar</b>  The Administration recommended the Proposed FY2019-2020 School Calendar. This was presented for approval.</p> <p>Motion by Ivan Ivan, Seconded by Moses Owen to approve the Proposed FY19-20 School Calendar.</p> <p>Ivan Ivan withdrew his motion, Moses Owen concurred, to get community input from the other two sites.</p> <p><b>B. Approval of the Proposed Curriculum</b>  The Administration recommended the approval of the Proposed ELA Curriculum with Houghton Mifflin Harcourt at the approximate amount of \$115,000.00 (K-6 materials at \$88,686.78 and the 7-12 materials at the amount of \$26,313.22). This was presented for approval.</p> <p>Motion by Moses Owen, Seconded by Ivan Ivan to approve the Proposed ELA Curriculum with Houghton Mifflin Harcourt at the approximate amount of \$115,000.00 (K-6 materials at \$88,686.78 and the 7-12 materials at the amount of \$26,313.22). Motion passed unanimously.</p> <p><b>C. Certified Contracts – Recommendations for Rehire for FY2019-2020</b>  The Administration recommended the approval of the Certified recommendations for re-hire for the FY2019-2020 School Year. This was presented for approval.</p>

<p><b>Continue – Action Items</b></p>	<p>Motion by Moses Owen, Seconded by Ivan Ivan to approve the Certified Recommendations for re-hire for the FY2019-2020 School Year. With additions Jill Stone, 4<sup>th</sup> Grade, Akiachak School and Owen McCarty, CTE for Akiak School. Motion passed.</p> <p style="text-align: center;"><b>D. Resignations</b></p> <p>The Administration recommended the approval of resignations for Sophie Kasayulie, Tribal Education Director, effective January 31, 2019; Randall Leedy, Science Teacher for Tuluksak School, effective end of the school year; William Burns, K-12 Counselor for Akiachak School, effective end of the school year; and Maggie Williams, K/1<sup>st</sup> Teacher for Akiak School, effective end of the school year.</p> <p>Motion by Ivan Ivan, Seconded by Moses Owen to approve the above recommended resignations. Motion passed.</p> <p style="text-align: center;"><b>E. New Hires</b></p> <p>The Administration recommended the approval of new hires for Nikki Dillard, Special Ed Teacher for Akiak School; Teresa Cox, Acting Principal for Akiak School; and Myron Andrew, Site Tech Intern for Tuluksak School. This was presented for approval.</p> <p>Motion by Ivan Ivan, Seconded by Peter Gregory to approve the new hires. Motion passed.</p>
<p><b>Executive Session</b></p>	<p style="text-align: center;"><b>XII. Executive Session: Other Matters</b></p> <p>We need a motion to go into an executive session.</p> <p>Motion by Peter Gregory, Seconded by Robert Charles to go into an executive session at 2:32 PM. Motion passed.</p> <p>Motion by Moses Owen, Seconded by Moses Peter to get out of an executive session at 2:51 PM.</p> <p>The board suggested to put the District Credit Cards on the next board meeting.</p>
<p><b>Reports</b></p>	<p style="text-align: center;"><b>XIII. Reports:</b> The Administrator’s reports are presented for review and information only.</p> <p style="padding-left: 40px;"><b>A. Attendance Report:</b> The attendance report was reviewed by the board.</p> <p style="padding-left: 40px;"><b>C. School Reports:</b></p> <p style="padding-left: 80px;"><b>1. Akiachak:</b> Cody Burnham’s report was reviewed by the board.</p> <p style="padding-left: 80px;"><b>2. Akiak:</b> Cassandra Bennett’s report was reviewed.</p> <p style="padding-left: 80px;"><b>3. Tuluksak:</b> Sharene Craft’s report was reviewed.</p> <p style="padding-left: 40px;"><b>D. Curriculum/Instruction Director’s Report:</b> Patricia Hutcherson’s report was reviewed.</p> <p style="padding-left: 40px;"><b>E. Special Education and Assessment Director’s Report:</b> no report</p> <p style="padding-left: 40px;"><b>F. Business &amp; Finance Report:</b> John Stackhouse’s report was</p>

<p><b>Continue - Reports</b></p>	<p>reviewed.  <b>G. State/Federal Programs Report:</b> Kaylin Charles’ report was reviewed.  <b>H. Maintenance &amp; Operations Report:</b> Judy Anderson’s report was reviewed.  <b>I. Technology Director’s Report:</b> Brian Krosschell’s report was reviewed.  <b>J. Interim Superintendent’s Report:</b> Cassandra Bennett’s report was reviewed.</p> <p>Motion by Moses Owen, Seconded by Robert Charles to direct the Food Service program (leadership team) to do research on the USDA food service program and bring their recommendations during the March meeting. Motion passed.</p>
<p><b>Board Travel/Info</b></p>	<p><b>Board Travel/Info:</b>  <b>A. AASB Spring Boardmanship Academy – April 6-9, 2019</b>  The AASB Spring Boardmanship Academy is scheduled for April 6-9, 2019 in Juneau. This was presented for information and possible action.</p> <p>Motion by Moses Peter, Seconded by Ivan Ivan to send Ivan Ivan and Moses Owen to attend the AASB Spring Boardmanship Academy scheduled on April 6-9, 2019. Motion passed.</p>
<p><b>Public Comments</b></p>	<p><b>Public Comments</b></p>
<p><b>Board Comments</b></p>	<p><b>Board Comments</b></p>
<p><b>Next Meeting Regular Meeting</b></p>	<p><b>Next Regular Meeting:</b> The meeting scheduled on March 21, 2019 was moved to March 19, 2019.</p>
<p><b>Adjournment</b></p>	<p><b>Adjournment:</b> Motion by Ivan Ivan, Seconded by Peter Gregory to adjourn the meeting at 5:29 PM.</p>
	<p>_____  <b>Secretary</b></p> <p>_____  <b>Date</b></p>

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Date: March 19, 2019  
To: Regional School Board  
From: Cassandra Bennett, Interim Superintendent  
Re: Action Items A.

The Administration recommends the 1<sup>st</sup> Reading of the Budget.

# Yup'it School District

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## **Finance Committee FY 19-20 Budget 15% Reduction in Revenue Adjustments for Consideration**

Before enacting any cut the Board needs to review the strategic plan, Mission Statement, Vision Statement, Values, and Strategic Goal Areas. This is to ensure that decisions taken by the District continue to support this long-term plan regardless of the level of funding.

### **Mission Statement**

To educate all children to be successful in any environment.

### **Vision Statement**

All members of the community are proud and committed to our school system. Students have a positive learning environment, speak the Yup'ik language, know their culture, attend school regularly and graduate prepared to be successful in any environment. The majority of our teachers and school staff are Yup'ik and speak their language, and the curriculum and instruction is based in Yup'ik values and traditions. Our community members, elders, parents and students feel ownership in our schools

### **Values**

Love for Children, Spirituality, Sharing, Humility, Hard Work, Respect for Others and Their Property, Cooperation, Family Roles, Knowledge of Family Tree, Hunter Success, Domestic Skills, Knowledge of Language, Avoid Conflict, Humor, Respect for Land, Respect for Nature

### **Strategic Goal Areas:**

1. Students Succeed Culturally and Academically
2. Community, Parents and Elder Involvement
3. Staff Recruitment and Retention
4. Education System Change

The Board of Directors tasked the administration with developing a second budget scenario that identifies what actions the District would take if faced with a 15% drop in revenue or

## State Fiscal Situation

- \$2.5 Billion annual deficit in State Spending.
- Education is the second highest cost center for State Government
- Flat Funding reduces available funds due to increasing operational costs

The purpose of this exercise is to create a strategic list that the Board would implement in a step-by-step fashion, if needed. A 15% reduction would remove over \$900K from the YSD Budget. If changes in revenue or required expenses create a \$900K deficit, then the steps would be implemented, in order of priority, one at a time until revenue/expenses are again balanced. Hopefully, we will not experience a 15% reduction.

After much consideration and attention, the committee established the following priorities to guide the budget creation process.

- Highest Priority should be given to the following:
  - Instructional staff
    - In-service/training
    - Benefits
    - Housing
    - Recruitment
    - High need position recruiting incentives
  - Student Success
    - Curriculum and Instruction
    - Staff Training
    - Instruction Materials
    - Student Activities
    - Technology
  - Clean and safe school and housing
    - Custodians
    - Maintenance
    - PA System
- Lowest Priority should be given to the following:
  - Travel
    - RSB
    - Staff
    - Sports
    - Non-grant funded
  - Staff
    - Tech Interns
    - Classified prep time
    - Vacant positions
    - DO Staff cuts (reduce days/hours/positions)
    - Secretary days

- Classified Aide days
- Other
  - New vehicles
  - Housing costs

Based on the above priorities:

- Finance Committee established the importance to preserve certified instructional staff above classified and non-instructional staff.
- Finance Committee established the importance of preserving maintenance personnel and spring 2019 order to go on barge (\$320,000) for summer painting, housing repairs and furniture.
- Finance Committee established the importance of scheduling full-time positions when the student needs justify the work over the possibility of serving students with part-time positions.
- Finance Committee established a commitment to maintain specialty student programs in our schools including a school counselor, Excel Program and Voyage,
- Finance Committee established a commitment to not touch the CTE budget.
- Finance Committee established a commitment to not touch SPED or SPED paras.

**Scenario A – Governor’s proposed 25% reduction to base student allocation**

- Likelihood of passing – very remote
- Deficit under this scenario: 1.7M
- Changes required to close the deficit:
  - Eliminate all student activities \$200,000
  - Reduce certificated/classified staff by 15-20 personnel \$1.5M

The cuts under Scenario A are so extreme that we would not be able to operate as a traditional school district.

**Scenario B – 15% reduction to base student allocation**

- Likelihood of passing – low
- Deficit under this scenario: \$900K
- Changes required to close the deficit:

PRIORITY	EXPENSE	SAVINGS
1	Reduce Tech Director position to Tech Coordinator	\$40,000
2	Combine SPED and Curriculum position and	\$160,000



	eliminate Curriculum Director position	
3	Reduce Yupiit Director position to Yupiit Coordinator	\$100,000
4	Reduce/eliminate Tech Interns at all sites	\$10,000/\$30,000
5	Reduce Secretaries from 197 to 188 days	\$10,000
6	Reduce Classified Aides from 184 to 174 days	\$20,000
7	Introduce Opt out plan for Health care (\$6k to \$16K per employee that elects to Opt Out)	\$0 to \$300,000
8	Freeze all non-grant travel	\$250,000
9	Increase teacher rent by \$100 per month, per unit	\$50,000
10	Increase Employee Health care contribution \$100 per month	\$115,000
11	Limit/Freeze summer maintenance hires	\$10,000/\$30,000
12	Reduce custodians at all sites	\$25,000/\$75,000
13	Reduce all non-essential supplies	\$75,000/\$200,000
14	Reduce 1 classified FTE in Tuluksak	\$100,000
	Reduce maintenance techs at all sites	\$125,000
15	Eliminate all student activities	\$200,000
16	Introduce Subsistence calendar from 170 to 152 (State waiver required)	\$400,000
17	OR fill deficit with Fund Balance	\$886,000

**Scenario C – 5% reduction to base student allocation**

- Likelihood of passing – high

- Deficit under this scenario: \$500K
- Changes required to close the deficit:

PRIORITY	EXPENSE	SAVINGS
1	Reduce Tech Director position to Tech Coordinator	\$40,000
2	Combine SPED and Curriculum position and eliminate Curriculum Director position	\$160,000
3	Reduce Yupiit Director position to Yupiit Coordinator	\$100,000
4	Reduce Tech Interns at all sites	\$30,000
5	Reduce Secretaries from 197 to 188 days	\$10,000
6	Reduce Classified Aides from 184 to 174 days	\$20,000
7	OR fill deficit with Fund Balance	\$500,000



# YUPIIT SCHOOL DISTRICT

## Revenue Budget

1st

### FY 2019-2020 Proposed Budget

		FY 2019 Budget	FY 2020 Budget	Revised Budget Change
<b>FUND 100: School Operating</b>				
	<b>Enrollment Projection</b>	<b>441 + 2</b>	<b>464</b>	
	State Foundation	5,288,898	5,188,922	(99,976)
	SB142	128,114	-	(128,114)
	Pupil Transportation	882	882	-
	Impact Aid (Federal)	4,000,269	3,562,334	(437,935)
	Other State Revenue(PERS/TRS)	667,388	377,875	(289,513)
	Other State Revenue (Quality School)	25,064	26,233	1,169
	Other State Revenue (BAG -Erate)	25,915	25,915	-
	E-rate Revenue	1,543,890	1,543,890	-
	Transfer to Food/Housing Fund	(500,000)	(500,000)	-
	FY18-19 Carryover (10% limit)	500,000	500,000	
	Other Revenue*	15,000	15,000	-
	<b>FUND TOTAL</b>	<b>11,695,421</b>	<b>10,741,052</b>	<b>(954,369)</b>
<b>FUND 255: Food Service</b>				
	Adult Lunch Revenue	45,000	45,000	-
	Other Local Revenue			
	Food Service (State)	373,000	371,500	(1,500)
	Transfer from the General Fund	100,000	100,000	-
	<b>FUND TOTAL</b>	<b>518,000</b>	<b>516,500</b>	<b>(1,500)</b>
<b>FUND 390: Employee Housing</b>				
	Local Revenues	280,000	350,000	70,000
	Transfer from the General Fund	400,000	400,000	-
	<b>FUND TOTAL</b>	<b>680,000</b>	<b>750,000</b>	<b>70,000</b>
	<b>TOTAL REVENUE</b>	<b>12,893,421</b>	<b>12,007,552</b>	<b>(885,869)</b>



# Yupit School District

## Expenditure Summary by Function

1st

### FY 2019-2020 Proposed Budget

		Actual	Proposed	
Function		FY 2019 Budget	FY 2020 Budget	Increase (Decrease)
100	Instruction	3,628,028	3,246,621	(381,407)
200	Special Education Instruction	699,359	959,147	259,788
220	Special Education Support	319,849	201,325	(118,524)
300	Support Services - Students	-	-	-
320	Support Services - Student (Guidance)	338,671	315,704	(22,967)
350	Support Services - Instruction	2,428,732	2,062,653	(366,079)
400	School Administration	464,735	431,494	(33,241)
	Sub Total Instruction	<b>7,879,373</b>	<b>7,216,943</b>	<b>(662,430)</b>
450	School Administration Support	142,484	139,791	(2,693)
511	School Board	224,329	214,523	(9,806)
512	District Administration	281,300	270,301	(10,998)
550	District Administration Support	546,617	486,331	(60,286)
600	Maintenance & Operations	1,986,548	2,080,217	93,669
700	Student Activities	201,124	-	(201,124)
	Sub Total Admin/O&M	<b>3,382,401</b>	<b>3,191,163</b>	<b>(191,239)</b>
	Sub Total Inst/Admin/O&M	<b>11,261,774</b>	<b>10,408,106</b>	<b>(853,669)</b>
900	Transfers			-
552	Food Service	100,000	100,000	-
558	Employee Housing	400,000	400,000	-
	Fund Balance	-	-	-
	Sub Total Transfers	<b>500,000</b>	<b>500,000</b>	-
	Sub Total General Fund	<b>11,761,774</b>	<b>10,908,106</b>	<b>(853,669)</b>
790	Food Services Fund	600,000	590,726	(9,274)
600	Employee Housing Fund	530,000	521,208	(8,792)
	TOTAL EXPENSES	<b>12,891,774</b>	<b>12,020,040</b>	<b>(871,734)</b>
	TOTAL REVENUE	12,893,421	12,007,552	
	OVER/UNDER	<b>1,646</b>	<b>(12,489)</b>	



# Yupit School District

## Combined Expenditure Summary

1st

### FY 2019-2020 Proposed Budget

				Revised
Combined				FY 2019
Account Code		Description	Comments	Budget
<b>Regular Instruction</b>				
100.000.100..	315	Cert-Teacher		1,786,933.00
100.000.100..	323	NonCert-Aides		277,102.50
100-000-100	329	Substitute and Temporary		0.00
100.000.100..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)		825,614.20
100.000.100..	367	TRS On Behalf		116,120.90
100.000.100..	368	PERS On Behalf		30,485.27
100.000.100..	390	Travel Allowance		0.00
100.000.100..	410	Professional		0.00
100.000.100..	420	Staff Travel		0.00
100.000.100..	433	Communications		0.00
100.000.100..	440	Other Purchased Svs (Meter Rental; copier maintenance)		0.00
100.000.100..	450	Supplies/Material/Media		0.00
100.000.100..	510	Equipment		0.00
<b>Total</b>	<b>100</b>	<b>Regular Instruction</b>		<b>3,036,255.87</b>
				<b>3,036,255.87</b>
<b>Tribal (Bilingual/Bicultural) Instruction</b>				
100.000.120..	321	Non Cert - Director/Coor/Mgr		0.00
100.000.120..	322	Tribal Liason		0.00
100.000.120..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)		0.00
100.000.120..	366	PERS On Behalf		0.00
100.000.120..	390	Travel Allowance		0.00
100.000.120..	410	Professional & Technical		0.00
100.000.120..	420	Staff Travel		0.00
100.000.120..	450	Supplies/Material/Media		0.00
<b>Total</b>	<b>120</b>	<b>Bilingual/Bicultural Instruction</b>		<b>0.00</b>
				<b>0.00</b>
<b>Career Tech Instruction</b>				
100.000.160..	315	Cert-Teacher		154,847.00
100.000.160..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)		53,138.80
100.000.160..	368	TRS On Behalf		2,379.29
100.000.160..	420	Staff travel		0.00
100.000.160..	450	Supplies/Material/Media		0.00
<b>Total</b>	<b>160</b>	<b>Career Tech Instruction</b>		<b>210,365.09</b>
				<b>210,365.09</b>
<b>Special Education</b>				
100.000.200..	315	Cert-Teacher		462,466.36
100.000.200..	323	NonCert-Aides		184,808.88
100.000.200..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)		258,910.10

						Revised
<b>Combined</b>						<b>FY 2019</b>
<b>Account Code</b>		<b>Description</b>			<b>Comments</b>	<b>Budget</b>
100.000.200..	367	TRS On Behalf				37,988.32
100.000.200..	368	PERS On Behalf				14,973.29
100.000.200..	420	Travel Allowance				0.00
100.000.220..	450	Supplies/Material/Media				0.00
<b>Total</b>	<b>200</b>	<b>Special Education</b>				<b>959,146.94</b>
						<b>959,146.94</b>
<b>Special Education Instruction - Support Svcs</b>						
100.000.220..	314	Cert - Director/Coord/Mgr				105,939
100.000.220..	324	Non-Cert Support Staff				6,037
100.000.220..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)				42,376
100.000.220..	365	TRS On Behalf				18,974
100.000.220..	368	PERS On Behalf				400
100.000.220..	390	Travel Allowance				27,600
100.000.220..	410	Professional & Technical Services				-
100.000.220..	420	Staff Travel				-
100.000.220..	425	Student Travel				-
100.000.220..	450	Supplies				-
100.000.220..	490	Dues & Fees				-
100.000.220..	510	Equipment				-
<b>Total</b>	<b>220</b>	<b>Special Education Instruction - Support Svcs</b>				<b>201,325</b>
						<b>201,325</b>
<b>Support Services - Students</b>						
100.000.320..	318	Counselor				214,252.00
100.000.320..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)				85,700.80
100.000.320..	367	TRS On Behalf				15,751.45
100.000.320..	390	Travel Allowance				0.00
100.000.320..	450	Supplies/Material/Media				0.00
<b>Total</b>	<b>300</b>	<b>Support Services - Students</b>				<b>315,704.25</b>
						<b>315,704.25</b>
<b>Support Services-Instruction</b>						
100.000.350..	314	Cert - Director/Coordinator/Mgr				0.00
100.000.350..	324	Non-Cert Support Staff				23,643.82
100.000.350..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)				9,457.53
100.000.350..	367	TRS On Behalf				0.00
100.000.350..	368	PERS On Behalf				1,565.22
100.000.350..	390	Travel Allowance				0.00
100.000.350..	410	Professional & Technical				0.00
100.000.350..	420	Staff Travel -				0.00
100.000.350..	433	Communications				0.00
100.000.350..	450	Supplies/Material/Media				0.00
100.000.350..	491	Dues & Fees				0.00
<b>Total</b>	<b>350</b>	<b>Support Services - Instruction</b>				<b>34,666.57</b>
						<b>34,666.57</b>
<b>Support Services - Technology</b>						
100.000.360..(560	314	Cert - Director/Coordinator/Mgr				85,307.00
100.000.360..(560	321	Non-Cert - Director/Coordinator/Mgr				0.00
100.000.360..(560	324	Support Staff				21,548.71
100.000.360..(560	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)				42,742.28
100.000.360..(560	367	TRS On Behalf				15,278.48
100.000.360..(560	368	PERS On Behalf				1,426.52

				Revised
Combined				FY 2019
Account Code		Description	Comments	Budget
100.000.360..(560	410	Professional & Technical Services		0.00
100.000.360..(560	420	Staff Travel		0.00
100.000.360..(560	433	Communications		1,800,000.00
100.000.360..(560	444	Technology related repairs and maintenance		0.00
100.000.360..(560	450	Supplies/Material/Media		0.00
100.000.360..(560	491	Dues & Fees		0.00
<b>Total</b>	<b>360 (560)</b>	<b>Support Services - Technology</b>		<b>1,966,303.00</b>
				<b>1,966,303.00</b>
<b>Support Services - Instruction</b>				
100.000.352..	323	Non-Cert - Library Aide		42,070.00
100.000.352..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)		16,828.00
100.000.352..	368	PERS On Behalf		2,785.03
100.000.352..	450	Supplies/Material/Media		0.00
<b>Total</b>	<b>350</b>	<b>Support Services - Instruction</b>		<b>61,683.03</b>
				<b>61,683.03</b>
<b>In-service Training</b>				
100.000.354..	410	Professional & Technical		0.00
100.000.354..	420	Staff Travel		0.00
100.000.354..	440	Other Purchased Services		0.00
100.000.354..	450	Supplies		0.00
<b>Total</b>	<b>400</b>	<b>School Administration</b>		<b>0.00</b>
				<b>0.00</b>
<b>School Administration</b>				
100.000.400..	313	Principal		293,645.00
100.000.400..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)		117,458.00
100.000.400..	367	TRS On Behalf		20,390.89
100.000.400..	390	Travel Allowance		0.00
100.000.400..	420	Staff Travel		0.00
100.000.400..	450	Supplies/Materials/Media		0.00
100.000.400..	490	Dues & Fees		0.00
<b>Total</b>	<b>400</b>	<b>School Administration</b>		<b>431,493.89</b>
				<b>431,493.89</b>
<b>School Administration Support</b>				
100.000.450..	324	NonCert-Support		95,342.09
100.000.450..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)		38,136.84
100.000.450..	368	PERS On Behalf		6,311.65
100.000.450..	450	Supplies/Materials/Media		0.00
<b>Total</b>	<b>450</b>	<b>School Administration Support</b>		<b>139,790.58</b>
				<b>139,790.58</b>
<b>Board of Education</b>				
100.000.511..	324	Specialists - Board Secretary		55,151.31
100.000.511..	322	NonCert-Support Sta Stipends (payroll)		50,000.00
100.000.511..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)		33,960.52
100.000.511..	368	PERS On Behalf		6,961.02
100.000.511..	410	Professional & Technical Services		0.00
100.000.511..	420	Staff Travel		50,000.00
100.000.511..	450	Supplies/Material/Media		0.00
100.000.511..	485	Stipend(non-payroll)		0.00
100.000.511..	491	Dues & Fees		18,450.00

							<b>Revised</b>
<b>Combined</b>							<b>FY 2019</b>
<b>Account Code</b>		<b>Description</b>				<b>Comments</b>	<b>Budget</b>
<b>Total</b>	<b>511</b>	<b>Board of Education</b>					<b>214,522.85</b>
							<b>214,522.85</b>



						Revised
Combined						FY 2019
Account Code		Description			Comments	Budget
<b>Office of Superintendent</b>						
100.000.512..	311	Cert-Superintendent				125,000.00
100.000.512..	321	NonCert-Support Staff				29,004.38
100.000.512..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)				61,601.75
100.000.512..	367	TRS On Behalf				17,775.00
100.000.512..	368	PERS On Behalf				1,920.09
100.000.512..	380	Housing				0.00
100.000.512..	390	Travel Allowance				0.00
100.000.512..	410	Professional & Technical Services (Legal)				35,000.00
100.000.512..	420	Staff Travel				0.00
100.000.512..	433	Communications				0.00
100.000.512..	450	Supplies/Material/Media				0.00
100.000.512..	491	Dues & Fees				0.00
<b>Total</b>	<b>512</b>	<b>Office of Superintendent</b>				<b>270,301.22</b>
						<b>270,301.22</b>
<b>District Admin Support Service</b>						
100.000.550..	321	Non-Cert - Director/Coordr/Mgr				117,000.00
100.000.550..	324	Non-Cert - Support Staff				131,980.80
100.000.550..	329	Substitutes				0.00
100.000.550..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)				99,592.32
100.000.550..	368	PERS On Behalf				16,482.53
100.000.550..	390	Travel Allowance				1,500.00
100.000.550..	410	Professional & Technical Services (BDO SERRC)				60,000.00
100.000.550..	420	Staff Travel				0.00
100.000.550..	433	Communications	(Internet, DO Telephone, Postage)			0.00
100.000.550..	440	Other Purchased Svs	(Meter Rent; copier maintenance, AS400)			0.00
100.000.550..	445	Insurance - Liability	(General Liability, Crime, E&O, Excess, etc.)			18,500.00
100.000.550..	450	Supplies/Material/Media				0.00
100.000.550..	491	Dues & Fees				0.00
100.000.550..	495	Indirect Recovery	Indirect Recovery of Admin Expense for Gran			0.00
100.000.550..	510	Equipment				0.00
<b>Total</b>	<b>550</b>	<b>District Admin Support Service</b>				<b>445,055.65</b>
						<b>445,055.65</b>
<b>Recruiting</b>						
100.000.551..	410	Professional & Technical				0.00
100.000.551..	420	Travel				0.00
100.000.551..	490	Other				0.00
<b>Total</b>	<b>551</b>	<b>Recruiting</b>				<b>0.00</b>
						<b>0.00</b>
<b>Human Resources</b>						
100.000.552..	321	Non-Cert - Director/Coord/Mgr				28,151.31
100.000.552..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)				11,260.52
100.000.552..	368	PERS On Behalf				1,863.62
100.000.552..	420	Travel				0.00
100.000.552..	450	Supplies/Material/Media				0.00
100.000.552..	490	Other				0.00
<b>Total</b>	<b>552</b>	<b>Human Resources</b>				<b>41,275.45</b>
						<b>41,275.45</b>

				Revised
Combined				FY 2019
Account Code	Description		Comments	Budget
<b>Operations &amp; Maintenance</b>				
100.000.600..	321	NonCert-Director/Coord.		48,377.50
100.000.600..	324	NonCert-Support Staff		0.00
100.000.600..	325	NonCert-Maintenance		328,794.80
100.000.600..	329	Substitutes		0.00
100.000.600..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)		150,868.92
100.000.600..	368	PERS On Behalf (including funds 255 & 390)		48,443.06
100.000.600..	410	Professional & technical services		0.00
100.000.600..	420	Staff Travel		0.00
100.000.600..	431	Water & Sewage		325,000.00
100.000.600..	433	Communications		0.00
100.000.600..	435	Fuel-Heating		405,580.00
100.000.600..	436	Electricity		431,000.00
100.000.600..	440	Other Purchased Services		0.00
100.000.600..	445	Insurance & Bond Premiums - Property & Auto		170,000.00
100.000.600..	452	Maintenance & Custodial Supplies		100,000.00
100.000.600..	453	Janitorial Supplies		35,000.00
100.000.600..	456	Vehicle Maintenance		10,500.00
100.000.600..	458	Gas & Oil		26,652.50
100.000.600..	490	Other Expenses		0.00
100.000.600..	491	Dues & Fees		0.00
100.000.600..	510	Equipment		0.00
<b>Total</b>	<b>600</b>	<b>Operations &amp; Maintenance</b>		<b>2,080,216.78</b>
				<b>2,080,216.78</b>
<b>Student Activity</b>				
100.000.700..	315	Cert. Staff		0.00
100.000.700..	316	Extra Duty Pay (Athletic Director)		0.00
100.000.700..	324	NonCert-Support Staff		0.00
100.000.700..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)		0.00
100.000.700..	367	TRS On Behalf		0.00
100.000.700..	368	PERS On Behalf		0.00
100.000.700..	420	Staff Travel		0.00
100.000.700..	425	Student Travel		0.00
100.000.700..	440	Other purchased services		0.00
100.000.700..	450	Supplies		0.00
100.000.700..	490	Dues & Fees		0.00
<b>Total</b>	<b>700</b>	<b>Student Activity</b>		<b>0.00</b>
				<b>0.00</b>
<b>Transfer of Funds</b>				
100.900.000..	552	Food Service		100,000.00
100.900.000..	558	Employee Housing		400,000.00
		Fund Balance		0.00
<b>Total</b>	<b>900</b>	<b>Transfer of Funds</b>		<b>500,000.00</b>
				<b>500,000.00</b>
<b>Total</b>	<b>100</b>	<b>School Operating Fund</b>		<b>10,908,105.81</b>
				<b>10,908,105.81</b>

						Revised
Combined						FY 2019
Account Code		Description			Comments	Budget
<b>Food Services Fund</b>						
255.000.790..	326	Food Service Staff				156,590.05
255.000.790..	329	Substitutes				0.00
255.000.790..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)				62,636.02
255.000.790..	410	Professional & technical services				0.00
255.000.790..	420	Staff Travel				0.00
255.000.790..	450	Supplies				6,500.00
255.000.790..	459	Food				365,000.00
255.000.790..	460	Milk				0.00
255.000.790..	491	Dues and Fees				0.00
255.000.790..	510	Equipment				0.00
<b>Total</b>	<b>255</b>	<b>Food Services Fund</b>				<b>590,726.07</b>
						<b>590,726.07</b>
<b>Employee Housing Fund</b>						
390.000.600..	325	Maintenance Staff				198,006.00
390.000.600..	360	Benefits: (Health, SS, Med, ESC, WC, TRS-PERS)				79,202.40
390.500.600..	420	Staff Travel & Per Diem				-
390.000.600..	431	Water & Sewer				0.00
390.000.600..	435	Fuel-Heating				0.00
390.000.600..	436	Electricity				185,500.00
390.000.600..	441	Rental Payments				58,500.00
390.000.600..	452	Maintenance Supplies				0.00
<b>Total</b>	<b>390</b>	<b>Teacher Housing Fund</b>				<b>521,208.40</b>
						<b>521,208.40</b>
<b>Total</b>		<b>District Wide</b>				<b>12,020,040.28</b>

# Yupiit School District

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



Date: March 19, 2019  
To: Regional School Board  
From: Cassandra Bennett, Interim Superintendent

Re: Action Items B.

The Administration recommends the 1<sup>st</sup> Reading of the 2017-2018 Policy Updates.

## Business and Noninstructional Operations

### EXPENDITURES/EXPENDING AUTHORITY

BP 3300

Note: The following sample policy should be revised as appropriate to reflect district philosophy and needs. A.S. 14.14.060 and 14.14.065 provide that the borough assembly/city council, with the consent of the borough/city school district, may by ordinance delegate to the school district responsibility for a centralized treasury and/or accounting system. A.S. 14.08.101 empowers regional school boards to establish their own fiscal procedures and exempts them from A.S. 36.30 (State Procurement Code) and A.S. 37.05 (Fiscal Procedures Act). A.S. 14.08.111 requires the regional school board to designate employees authorized to direct disbursements from school funds of the School Board. All contracts made under federal awards must comply with the Office of Management and Budget's procurement procedures found in 2 CFR 200.317-326. Prior to any purchase, the District should review the federal funding award or grant to determine if it requires compliance with OMB's procurement procedures.

The Superintendent or designee may purchase supplies, materials and equipment in accordance with law. Prior School Board approval is required for purchases over \$\_\_\_\_\_ (amount to be determined by District). The School Board shall approve or ratify all transactions.

*(cf. 3310 - Purchasing Procedures)*

*(cf. 3311 - Bids)*

*(cf. 3312 - Contracts)*

*(cf. 3460 - Financial Reports and Accountability)*

Note: A.S. 14.17.225 requires districts to operate under a balanced budget and provides that the state is not responsible for the debts of school districts.

The Superintendent or designee shall not authorize any proposed expenditure which exceeds the major budget classification allowance against which the expenditure is the proper charge unless an amount sufficient to cover the purchase is available in the budget for transfer.

*(cf. 3100 - Budget)*

*(cf. 3110 - Transfer of Funds)*

The School Board shall not recognize obligations incurred contrary to School Board policy and administrative regulations.

#### *Legal Reference:*

##### ALASKA STATUTES

*14.08.101 Powers (Regional school boards)*

*14.08.111 Duties (Regional school boards)*

*14.14.060 Relationship between borough school district and borough*

*14.14.065 Relationship between city school district and city*

*14.17.190 Restrictions governing receipt and expenditure of money from public school foundation account*

*36.30 State Procurement Code*

*37.05 Fiscal Procedures Act*

##### CODE OF FEDERAL REGULATIONS

*2 C.F.R. 200.317-326, Procurement Standards*

*Revised 3/2018*

## Business and Noninstructional Operations

### PURCHASING PROCEDURES

BP 3310(a)

Note: Pursuant to A.S. 14.14.060 and 14.14.065, city and borough school districts may establish their own procedures for purchase of supplies and equipment. A.S. 14.08.101 empowers regional school boards to establish their own fiscal procedures, including the purchase of supplies and equipment. All contracts made under federal awards must comply with the Office of Management and Budget's procurement procedures found in 2 CFR 200.317-326. Prior to any purchase, the District should review the federal funding award or grant to determine if it requires compliance with OMB's procurement procedures.

The School Board desires to ensure that maximum value is received for money spent by the district and that records are kept in accordance with law. The Superintendent or designee may issue and sign purchase orders and shall submit them for School Board approval or ratification. Purchase orders in excess of \$\_\_\_\_\_ (amount to be determined by District) will require prior approval of the Board. Purchases may not be segmented in order to circumvent the requirement for prior approval.

All purchases under federal awards will meet general standards as follows:

1. The District will maintain written procurement policies and procedures that meet the following standards and any other applicable laws and regulations.
2. Costs incurred must be necessary and cost-effective.
3. All procurement transactions must provide full and open competition.
4. The District will maintain written standards of conduct covering conflicts of interest.
5. The District will maintain documentation addressing cost and price analysis, and vendor selection, as applicable for the selected method of procurement.

*(cf. 3310 - Bids)*

No employee, officer, or agent of the District may participate in the selection, award, or administration of a contract supported by a federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, non-substantial gifts of nominal value may be accepted if the item is non-solicited.

Employees in violation of this conflict of interest section are subject to disciplinary measures set forth in statute, board policy, and applicable negotiated agreements, up to and including termination.

*(cf. 3300 - Expenditures/Expending Authority)*

*(cf. 3400 - Management of District Assets)*

*(cf. 3460 - Financial Reports and Accountability)*

## Business and Noninstructional Operations

(cf. 4118 – Suspension/Disciplinary Action)  
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)  
(cf. 9270 - Conflict of Interest)

Note: A.S. 36.15.050 establishes a preference for purchasing Alaskan agricultural and fisheries products. A.S. 14.03.085 makes school districts, except REAA's, subject to A.S. 29.71.050, which establishes a preference for purchasing recycled Alaska products.

The School Board encourages the selection of Alaskan products when such products meet the needs of the district and shall adhere to state law regarding purchasing preferences for Alaskan products.

(cf. 3311 - Bids )  
(cf. 3312 - Contracts)

Note: A U.S. Supreme Court decision (City of Richmond v. J. A. Croson Co.) indicates that before enacting an affirmative action purchasing program, the district would have to have strong evidence of past district discrimination against minority contractors and the district's program would have to be narrowly tailored to accomplish its remedial purpose.

### *Legal Reference:*

#### ALASKA STATUTES

14.08.101 Powers (Regional school boards)  
14.14.060 Relationship between borough school district and borough  
14.14.065 Relationship between city school district and city  
29.71.050 Procurement preferences for recycled Alaska products  
36.30. State Procurement Code  
37.05 Fiscal Procedures Act

#### CODE OF FEDERAL REGULATIONS

2 C.F.R. 200.317-326, Procurement Standards

City of Richmond v. J.A. Croson Co., 488 U.S. 469 (1989)

Revised 3/2018

## **Business and Noninstructional Operations**

### **BIDS**

BP 3311(a)

The district shall purchase equipment, supplies and services on a competitive bidding basis when required by law and whenever it appears to be in the best interest of the district to do so. The Superintendent or designee shall establish procedures to implement these requirements. Prior to any purchase, the District should review the federal funding award or grant to determine if it requires compliance with OMB's procurement procedures.

### **Purchases Made Under Federal OMB Funding Awards**

All bids under federal awards must be made in accordance with the standards set forth in 2 CFR 200.320, set forth below. One of the following five methods of procurement shall be used for each purchase under a federal award:

1. Micro-purchases: Less than \$3,000 (\$2,000 for purchases subject to the Davis-Bacon Act)
  - a. No competitive quotes required
  - b. Purchases should be spread among qualified suppliers
2. Small Purchases: Between \$3,000 and \$150,000
  - a. Rate quotes must be obtained from an adequate number of qualified sources
  - b. Quotes can be obtained from suppliers or from public websites
3. Sealed bids: Purchases more than \$150,000
  - a. Two or more qualified bidders are required
  - b. Bids must be publicly advertised and solicited from adequate suppliers
  - c. Lowest bidder for the fixed price contract with specific requirements shall be awarded the contract
4. Competitive Proposals: Purchases more than \$150,000
  - a. A written policy must be adopted for conducting technical evaluations of reviewing proposals and selecting the recipient
5. Sole Source: Purchases of any amount that meet one of the following four requirements
  - a. Good/service is only available from a single source
  - b. Only one source can provide the good/service in the time frame required
  - c. Written pre-approval from the Federal awarding agency
  - d. Competition is deemed inadequate, after solicitation attempts through one of the other methods

To ensure that good value is received for funds expended, specifications shall be carefully designed and shall describe in detail the quality, delivery and service required.



## Business and Noninstructional Operations

BIDS (continued)

BP 3311(b)

### Minority Bidding

When procuring contracts under federal awards set forth in 2 CFR 200.320, the District must take affirmative steps to utilize minority businesses, women's business enterprises, and labor surplus area firms when possible. Affirmative steps must include:

- (1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- (2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
- (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
- (4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
- (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
- (6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.

*(cf. 9270 - Conflict of Interest)*

*(cf. 4030 - Nondiscrimination in Employment)*

*(e. 3310 - Purchasing Procedures, Procurement)*

#### *Legal Reference:*

##### ALASKA STATUTES

*14.14.060 Relationship between borough school district and borough*

*14.14.060(h) Procurement of supplies and equipment*

*14.14.065 Relationship between city school district and city*

*14.03.085 Procurement preference for recycled Alaska products*

*29.71.050 Procurement preferences for recycled Alaska products*

*35.15 Construction Procedures*

*36.15.020 Use of local agricultural and fisheries products required in purchases with state money*

##### ALASKA ADMINISTRATIVE CODE

*4 AAC 27.085 Competitive pupil transportation proposals*

*4 AAC 31.080 Construction and acquisition of public school facilities*

##### CODE OF FEDERAL REGULATIONS

*2 C.F.R. 200.317-326, Procurement Standards*

*FAIRBANKS NORTH STAR BOROUGH SCHOOL DISTRICT v. BOWERS, 851 P.2d 56 (Alaska 1992)*

Revised 3/2018

**Yupit School District**  
**9/92**

## All Personnel

BP 4112.4  
4212.4  
4312.4

## HEALTH EXAMINATIONS

Note: Alaska Statute 14.30.075, enacted in 2016, provides that school districts may require physical examinations of teachers as a condition of employment. Districts are not required to pay the cost of teacher physical exams and this does not affect the coverage of any health insurance benefits the district provides to teachers

Employees may be required to pass a physical and/or psychological examination any time such an examination appears necessary to preserve the health and welfare of district students and employees, or to furnish medical proof of physical or mental ability to perform satisfactorily the assigned duties of an individual's position, or as a condition of employment.

*(cf. 4119.41 - Employees with Infectious Disease)*

### *Legal Reference:*

#### ALASKA STATUTE

*14.30.075 Physical examinations for teachers*

#### ALASKA ADMINISTRATIVE CODE

*4 AAC 18.010 Teachers' and administrators' contracts*

*Revised 3/2018*

## Certificated Personnel

### SUSPENSION/DISCIPLINARY ACTION

BP 4118

The School Board expects its employees to perform their duties in accordance with state law and School Board policy and administrative regulations.

*(cf. 4119.21 - Codes of Ethics)*

*(cf. 4117.4 - Dismissal)*

*(cf. 4117.6 - Nonretention)*

The Superintendent or designee may take disciplinary action, including verbal warning, written warning, reassignment, suspension with or without pay and dismissal, as he/she deems appropriate and may deviate from the progressive order of disciplinary actions in light of the particular facts and circumstances involved.

Note: A teacher may be suspended pending an investigation to determine whether cause exists for dismissal. However, the teacher's regular compensation must be continued during the temporary suspension. AS 14.20.170.

The Superintendent or designee shall document all disciplinary actions thoroughly and accurately and shall ensure that such actions are taken in a consistent, nondiscriminatory manner.

Certificated management and supervisory personnel who are not covered by a collective bargaining agreement are subject to the disciplinary procedures set forth in BP 4218, except for discipline involving dismissal or nonretention. The District will provide the statutory and policy rights afforded to all certificated staff for dismissal and nonretention actions.

*(cf. 4218 – Dismissal/Suspension/Disciplinary Action)*

*(cf. 4300 - Definitions)*

#### *Legal Reference:*

##### ALASKA STATUTES

*14.20.030 Causes for revocation and suspension*

*14.20.170 Dismissal*

*14.20.175 Nonretention*

*14.20.180 Procedures upon notice of dismissal or nonretention*

##### ALASKA ADMINISTRATIVE CODE

*20 AAC 10.020 Code of ethics and teaching standards*

*Revised 3/2018*

**Yupit School District**  
**9/92**

## **Personnel**

### **DISMISSAL/SUSPENSION/DISCIPLINARY ACTION**

BP 4218(a)

#### **Probationary Employees**

At any time prior to the expiration of the probationary period, the Superintendent or designee may, at his/her discretion, dismiss a probationary classified employee from district employment. A probationary employee shall not be entitled to a hearing.

#### **Permanent Employees**

Permanent classified employees shall be subject to personnel action (including, but not limited to, reprimand, suspension without pay, demotion, reduction of pay step in class, dismissal) only for cause. This policy also applies to classified management and supervisory employees unless otherwise provided by law.

*(cf. 4300 – Definitions)*

In addition to any disqualifying or actionable causes otherwise provided for by statute or by policy or regulation of this district, each of the following constitutes cause for personnel action against a permanent classified employee:

1. falsifying any information supplied to the school district, including, but not limited to, information supplied on application forms, employment records, or any other school district records
2. incompetency
3. inefficiency
4. neglect of duty
5. insubordination
6. dishonesty
7. possessing or consuming alcohol, tobacco, controlled substances, including marijuana, or other illegal drugs or synthetic drugs while on duty or on District premises whether or not on duty; or being under the influence of these prohibited substances while on duty
8. conviction of a felony, conviction of any sex offense made relevant by provisions of law, or conviction of a misdemeanor which is of such a nature as to adversely affect the employee's ability to perform the duties and responsibilities of his/her position. A plea or verdict of guilty, or a conviction following a plea of nolo contendere is deemed to be a conviction within the meaning of this section. Applicants and employees must inform the Superintendent of any conviction so that a determination can be made by the district regarding its applicability to employment. For existing employees, reporting must occur within 48 hours of conviction.

## **Personnel**

### **DISMISSAL/SUSPENSION/DISCIPLINARY ACTION (continued)**

BP 4218(b)

9. absence without leave
10. immoral conduct
11. discourteous treatment of the public, students, or other employees
12. improper political activity
13. willful disobedience
14. misuse, theft, or destruction of district property
15. violation of district, School Board or departmental rule, policy, procedure, or violation of federal, state, or local statute, regulation, or ordinance
16. physical or mental disability, which disability precludes the employee from the proper performance of his/her essential duties and responsibilities as determined by competent medical authority, except as otherwise provided by a contract or by law regulating the accommodation of disabilities or the retirement of employees
17. failure to possess or keep in effect any license, certificate, or other similar requirement specified in the employee's class specification or otherwise necessary for the employee to perform the duties of the position
18. unlawful discrimination, including harassment, on the basis of race, religion, creed, color, national origin, ancestry, physical or mental disability, marital status, sex, pregnancy, or age against the public, students, or other employees
19. unlawful retaliation against any other district officer or employee, student, or member of the public who, in good faith, reports, assists, discloses, divulges, or otherwise brings to the attention of any appropriate authority, whether an outside person, agency, or school district official, any information relative to actual or suspected violation of any law or district policy or procedure occurring on the job or directly related thereto
20. any other failure of good behavior either during or outside of duty hours which is of such nature that it causes discredit to the district or his/her employment

### **Disciplinary Procedures**

The following procedures will govern personnel action unless an applicable collective bargaining agreement provides different procedures. In such event, the collective bargaining agreement will govern and employees must utilize the negotiated grievance procedures to appeal any discipline. In cases involving a personnel action, the Superintendent or designee shall prepare a written statement of the personnel action which shall be served upon the employee either personally or by registered or certified mail, return receipt requested, at the employee's last known address. The statement shall include:

## Personnel

### DISMISSAL/SUSPENSION/DISCIPLINARY ACTION (continued)

BP 4218(c)

1. A statement of the nature of the personnel action (the disciplinary action being imposed).
2. A statement of the cause or causes for the discipline.
3. A statement of the specific acts or omissions upon which the causes are based. If violation of rule, policy, or regulation of the district is alleged, the rule, policy, or regulation violated shall be identified.
4. A statement of the employee's right to appeal the recommendation and the manner and time within which his/her appeal must be filed.

In the event the Superintendent or designee determines that an employee should be removed from duty while an investigation into alleged misconduct is conducted, the employee will be placed on administrative leave with pay.

In cases where the Superintendent or designee has determined that a permanent classified employee should be dismissed, termination of employment will be effective upon delivery to the employee of the statement of personnel action.

For all discipline short of dismissal, demotion in a reduction in pay, or unpaid suspension of five (5) or more days, a permanent employee may, within five calendar days after receiving the statement of personnel action described above, file a written appeal to the Superintendent. If the Superintendent did not decide the original discipline, the Superintendent shall hear and decide the appeal. Otherwise, the Superintendent will appoint another district administrator to hear and decide the appeal. The appeal may be conducted without a hearing, based upon a review of the personnel action and the written appeal. At the Superintendent or designee's sole discretion, an informal hearing may be held if determined to be necessary to inform the decision maker. The decision on appeal is final.

A permanent employee who has been dismissed, demoted with a reduction in pay, or placed on unpaid suspension of five (5) or more days, may, within five calendar days after receiving the statement of personnel action described above, file a written appeal to the School Board by submitting his/her request to the Superintendent. The appeal may include a formal hearing before the School Board, in the event this is requested by the employee. If not, the appeal may be conducted without a hearing, based on the School Board's review of the statement of the personnel action and the written appeal. The School Board shall determine the procedures for the hearing, giving the employee advanced notice of the procedures. The decision of the School Board is final.

If an employee fails to appeal personnel action within the time specified in these rules, the employee shall be deemed to have waived his/her right to an appeal.

At any time before an employee's appeal is finally submitted to the Superintendent or School Board for decision, the Superintendent or designee may serve on the employee and file with the decision maker an amended or supplemental statement of personnel action.

**Personnel**

**DISMISSAL/SUSPENSION/DISCIPLINARY ACTION** (continued)

BP 4218(d)

The Superintendent, designee, or School Board who is hearing an appeal may affirm, modify or revoke the personnel action.

Revised 3/2018

**CHILD CARE AND DEVELOPMENT PROGRAMS**

BP 6179

Note: The following optional policy may be revised or deleted to reflect district philosophy and needs.

The School Board wishes to provide a safe environment with competent, caring supervision for children whose parents/guardians are working, in training, seeking jobs, incapacitated, or in need of respite. Besides attempting to help children develop intellectually, socially, emotionally and physically, district child care and preschool programs should strengthen families by enhancing parenting skills and reducing the strain on parents.

The Superintendent or designee shall ensure that district child care and preschool programs comply with requirements of law.

A district must submit annual assurances to the department indicating that the district has adopted written policies that ensure compliance with the programmatic requirements of 4 AAC 60.170, the pre-elementary education regulation. The assurances must be signed by the superintendent for the district.

*(cf. 5146 - Married/Pregnant/Parenting Students)*

*(cf. 5148 - Child Care)*

*Legal Reference:*

ALASKA ADMINISTRATIVE CODE

*4 AAC 60.010-4 AAC 60.180 Pre-elementary (early childhood) school*

*Revised 3/2018*



# Yupiit School District

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



Date: March 19, 2019  
To: Regional School Board  
From: Cassandra Bennett, Interim Superintendent  
Re: Action Item C

During the last board meeting, the Regional School Board wanted input from the other (2) sites whether the school sites want to select the FY2019-2020 School Calendar Proposal option A with a (2) week Christmas break or option B with the (3) week Christmas break. Below are the survey results from all (3) school sites:

Akiachak School with 13-10 votes for option A; Akiak School with 27-4 votes for option A; and Tuluksak School with 10-9 votes for option B.

With the majority votes, the Administration recommends to approve the Proposed FY2019-2020 School Calendar with the (2) week Christmas Break. This is presented for approval.

LEGEND	
C	School Closes
O	School Opens
E	End of Quarter
S	Saturday School
L	Legal Holiday
T	Testing
I	Inservice Day
V	Vacation Day
M	Meeting
W	Teacher Workday
N	Not Meeting
X	Emergency Closure Day

District: Yupiiit School District / School: DISTRICT WIDE  
2019-2020 School Calendar

'Yupiiit School District'

Approved By: Title:

[170] Student days [10] Inservice days [180] Total

July 2019							August 2019							September 2019							October 2019							
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	
	1	2	3 H	4	5	6				1	2	3	1	2 H	3 I	4 I	5	6	7			1	2	3	4	5		
7	8	9	10	11	12	13	4	5	6	7 I	8 I	9 W	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12	
14	15	16	17	18	19	20	11	12 W	13 I	14 O	15	16	17	15	16	17	18	19	20	21	13	14 I	15 I	16	17	18	19	
21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26	
28	29	30	31	25	26	27	28	29	30	31	29	30	27	28	29	30	31											
Number of Inservice Days: 0 Number of Student Days: 0 Number of Teacher Days: 0							Number of Inservice Days: 3 Number of Student Days: 13 Number of Teacher Days: 18							Number of Inservice Days: 2 Number of Student Days: 18 Number of Teacher Days: 21							Number of Inservice Days: 2 Number of Student Days: 21 Number of Teacher Days: 23							
November 2019							December 2019							January 2020							February 2020							
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	
					1	2	1	2	3	4	5	6	7				1	2	3	4							1	
3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6 I	7	8 H	9 V	10 V	11	2	3	4	5	6	7	8	
10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18	9	10	11	12	13	14	15	
17	18	19	20	21	22	23	22	23 V	24 V	25 H	26 V	27 V	28	19	20	21	22	23	24	25	16	17	18	19	20	21	22	
24	25	26	27 V	28 H	29 H	30	29	30 V	31 V	26	27	28	29	30	31	23	24	25	26	27	28	29						
Number of Inservice Days: 0 Number of Student Days: 18 Number of Teacher Days: 20							Number of Inservice Days: 0 Number of Student Days: 15 Number of Teacher Days: 16							Number of Inservice Days: 1 Number of Student Days: 19 Number of Teacher Days: 21							Number of Inservice Days: 0 Number of Student Days: 20 Number of Teacher Days: 20							
March 2020							April 2020							May 2020							June 2020							
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	
1	2	3	4	5	6	7				1	2	3	4						1	2			1	2	3	4	5	6
8	9 V	10 V	11 V	12 V	13 V	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	
15	16	17	18	19	20 I	21	12	13	14	15	16	17	18	10	11	12	13 C	14 W	15	16	14	15	16	17	18	19	20	
22	23	24	25	26	27	28	19	20	21	22	23	24 I	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27	
29	30	31	26	27	28	29	30	24	25 H	26	27	28	29	30	28	29	30											
Number of Inservice Days: 1 Number of Student Days: 16 Number of Teacher Days: 17							Number of Inservice Days: 1 Number of Student Days: 21 Number of Teacher Days: 22							Number of Inservice Days: 0 Number of Student Days: 9 Number of Teacher Days: 10							Number of Inservice Days: 0 Number of Student Days: 0 Number of Teacher Days: 0							

# Yupiit School District

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



Date: March 19, 2019  
To: Regional School Board  
From: Cassandra Bennett, Interim Superintendent  
  
Re: Action Item D.

The Administration recommends the approval of the Tech/Testing Coordinator job description. This is presented for approval.

Yupiit School District  
Akiachak, Alaska

Job Description

JOB TITLE:	REVISED Tech/Testing Coordinator		
SALARY:	Classified Admin or Certified Admin salary based on qualifications		
REPORTS TO:	Superintendent of Schools	HRS:	8 hr/day
LOCATION:	Yupiit School District	No. DAYS:	215 days

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**JOB PURPOSE:** To provide Leadership for the YSD Information Technology needs including supervision of tech interns, management of YSD technology based systems, purchasing of hardware and software, maintenance of technology in schools, act as the YSD spokesperson with external technology and internet service providers, assist with online assessment systems.

**Qualification Requirements**

1. At least two years formal training and/or experience in administering microcomputer systems and/or strong demonstrated working knowledge of Mac's and computer networking including troubleshooting, maintenance, and repair of computers.
2. Requires ability to manage YSD student records system (PowerSchool) and train staff in effective data entry and reporting.
3. Experience and demonstrated in-depth knowledge of Windows operating systems is mandatory.
4. Strong hardware diagnostic skills necessary.
5. Requires understanding of data communications, including Ethernet wiring, TCP/IP, and Microsoft Windows networking.
6. Ability to assist staff with software.
7. Requires valid driver's license.
8. This position may require on-call/after-hours work and a cell phone with data plan. Requires good communication and interpersonal skills and an ability to perform without close supervision.
9. Requires strong organizational skills and ability to manage IT Budget
10. Ability to lift 75 pounds required. Use of ladders and power tools is required.
11. Knowledge of remote computer diagnostic systems
12. Familiarity with Mac systems and IPAD applications
13. Must obtain background clearance through school district provider
14. Supervises Part-time IT Tech Inters at each school

**Essential Duties and Responsibilities**

- Direct the operations of the YSD IT needs
- Direct/Supervise/Train school tech interns
- Effectively manage the YSD student management system and train staff in the efficient use of the system
- Troubleshoot school problems with the student management system
- Extract data in various formats from district systems and databases for district and state reporting
- Be the liaison between YSD and computer, technology, and internet service providers

- Testing coordinator for district to train Counselors and teachers for testing.
- Disaggregate Data
- Maintain, train and troubleshoot ClassBrite Evaluation Tool.
- Train and troubleshoot APEX online learning.
- Maintain District and School Websites.
- Work with instructional companies to ensure access for online programs in YSD classrooms
- Be the expert on YSD systems such as MS Outlook, MS Office, Mac systems, etc.
- Work with the Director of Curriculum and Instruction to ensure YSD readiness for online assessments
- Assess YSD technology needs and make recommendations for improvement
- Trouble shoot system issues at all school sites and the district office
- Train staff in the efficient use and operations of YSD equipment such as copiers and faxes that are internet based
- Serve on the team that negotiates internet and other service contracts
- Be willing to learn new systems and become proficient in them to support continued technology growth in YSD
- Coordinate and/or complete installation and upkeep for Smartboards and other instructional technology peripherals
- Assist in the efficient operation of the YSD Video Conferencing Equipment
- Investigate creation of a district APP
- Performs other duties as assigned.

Language Skills: Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before parents, staff and students.

Mathematical Skill: Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

Reasoning Ability: Ability to apply common sense understanding to carry out instructions furnished in written, oral or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

Other Skills and Abilities: Demonstrated ability to operate computers and related software. Ability to develop effective working relationships with students, staff and the school community. Ability to communicate clearly and concisely, both orally and in writing. Ability to perform duties with awareness of all district requirements and Board of Education policies.

Physical Demands: While performing the duties of this job, the employee is almost continuously required to sit, and talk or hear. The employee is occasionally required to walk and stand. The employee is occasionally required to reach with hands and continuously will repeat the same hand, arm or finger motion many times as in typing. Specific vision abilities required by this job include close vision, depth perception and the ability to adjust focus. Requires the ability to lift 75 pounds.

The statements contained herein reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required, and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work periods, or otherwise to balance the workload.

TO APPLY: Must have a complete application on file.

The statements contained herein reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required, and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work periods, or otherwise to balance the workload.

Contact: Bonnie James, HR Specialist for Application materials  
(907) 825-3600  
Yupiiit School District  
P.O. Box 51190  
Akiachak, AK 99551

BP 4030: Nondiscrimination in Employment, All Personnel

**Note:** *title Ii of the Genetic Information Nondiscrimination Act (GINA) of 2008, which became effective November 21, 2009, protects applicants and employees from employment discrimination based on genetic information. Employers are prohibited from discriminating in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment. GINA also restricts employers' acquisition of genetic information and strictly limits disclosure of genetic information. Genetic information includes information about genetic tests of applicants, employees or their family members, the manifestation of diseases or disorders in family members (family medical history), and requests for or receipt of genetic services by applicants, employees, or their family members.*

The district and its employees shall not unlawfully discriminate against or harass employees or job applicants on the basis of sex, race, color, religion, national origin, ancestry, age, marital status, changes in marital status, pregnancy, parenthood, physical or mental disability, Vietnam era veteran status, genetic information, or good faith reporting to the board on a matter of public concern.

**The Yupiiit School District is an Equal Opportunity Employer.**

# Yupiit School District

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



Date: March 19, 2019  
To: Regional School Board  
From: Cassandra Bennett, Interim Superintendent  
Re: Action Item E.

The Administration recommends the approval of the District-wide Special Education Coordinator & Curriculum Coordinator job description. This is presented for approval.

Yupit School District  
Akiachak, Alaska

Job Description

JOB TITLE: District-Wide Special Education Coordinator & Curriculum Coordinator  
SALARY: Certified Teacher Salary Schedule, based on qualifications  
REPORTS TO: Superintendent of Schools                      HRS:            8 hr/day  
LOCATION: Yupit School District                                No. DAYS:    215 days

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**Qualification Requirements**

1. Alaska Type A Teaching Certificate with Special Education Endorsement required.
2. Five or more years of successful teaching experience.
3. Background and experience in Alaska Native populations in a remote environment
4. Knowledge and experience with early childhood programs, special education, curriculum development and grant programs preferred.

**Essential Duties and Responsibilities**

1. Responsible for the effective implementation of special education services, testing, certifications of students and related services throughout the district.
2. Serves as the district liaison with the Alaska Department of Education in all Special Education matters
3. Leads the 504 and RTI processes
4. Develops and administers Special Education grant
5. Assists in selection, retention, and promotion of Special Education certificated and classified personnel as supported by the Superintendent
6. Controls and supervises the maintenance of all Special Education student records.
7. Works collaboratively with the YSD Principals to provide effective and on-going professional development and hold accountable for in-service summaries.
8. Train Reading and Math Specialists for implementation of Houghton, Mifflin Reading and Saxon Math materials and visit monthly with each school.
9. Assure all staff understand and implement the Alaska State Standards per subject.
10. Inventory and distribution of Curriculum materials to each school.
11. Plan District-wide in-service for beginning of the school year.
12. Assist leadership team to develop, implement and evaluate the YSD Strategic Plan.
13. Reports to the board on all curriculum and instruction initiatives.
14. Coordinate the new teacher Induction Program and District Orientation program
15. Work closely with ANEP Director to oversees the learning academies and dual credit programs.
16. Work with ANEP Director, Universities and other districts to develop career pathways for students related to ANEP and district curriculum needs
17. Serve on Advisory Committee to ensure quality improvements for the ANEP Project.
18. Other responsibilities may be assigned

**Knowledge, Skills and Abilities**

1. Requires decision-making ability and the ability to work independently. Requires ability to plan, schedule, and prioritize work.
2. Requires interpersonal skills to courteously and effectively assist individuals on the telephone or in person and to maintain good relations. Requires personal presence and appearance to appropriately act as a representative of the Superintendent and Board of Education. Requires



ability to communicate with a variety of people to gather information or to communicate information to others. Ability to resolve issues involving conflict.

3. Requires ability to speak clearly and concisely both in oral and written communication.
4. Requires willingness to perform various job-related duties as situations require, a strong sense of teamwork, and ability to work cooperatively with others.
5. Requires ability to perform duties with awareness of all district requirements, Board of Education practices, Alaska State Laws, and Department of Education and Early Development regulations and Alaska Teacher Code of Ethics.

**Language Skills:** Ability to read and interpret documents such as grant documents, safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before parents, staff and students.

**Mathematical Skill:** Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

**Reasoning Ability:** Ability to apply common sense understanding to carry out instructions furnished in written, oral or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

**Other Skills and Abilities:** Demonstrated ability to operate computers and related software. Ability to develop effective working relationships with students, staff and the school community. Ability to communicate clearly and concisely, both orally and in writing. Ability to perform duties with awareness of all district requirements and Board of Education policies.

**Physical Demands:** While performing the duties of this job, the employee is almost continuously required to sit, and talk or hear. The employee is occasionally required to walk and stand. The employee is occasionally required to reach with hands and continuously will repeat the same hand, arm or finger motion many times as in typing. Specific vision abilities required by this job include close vision, depth perception and the ability to adjust focus.

The statements contained herein reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required, and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work periods, or otherwise to balance the workload.

**BP 4030: Nondiscrimination in Employment, All Personnel**

***Note:** title Ii of the Genetic Information Nondiscrimination Act (GINA) of 2008, which became effective November 21, 2009, protects applicants and employees from employment discrimination based on genetic information. Employers are prohibited from discriminating in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment. GINA also restricts employers' acquisition of genetic information and strictly limits disclosure of genetic information. Genetic information includes information about genetic tests of applicants, employees or their family members, the manifestation of diseases or disorders in family members (family medical*

*history), and requests for or receipt of genetic services by applicants, employees, or their family members.*

The district and its employees shall not unlawfully discriminate against or harass employees or job applicants on the basis of sex, race, color, religion, national origin, ancestry, age, marital status, changes in marital status, pregnancy, parenthood, physical or mental disability, Vietnam era veteran status, genetic information, or good faith reporting to the board on a matter of public concern.

**The Yupiit School District is an Equal Opportunity Employer.**

# Yupiit School District

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



Date: March 19, 2019  
To: Regional School Board  
From: Cassandra Bennett, Interim Superintendent  
  
Re: Action Item F.

The Administration recommends the approval of the Federal/State Grant Clerk job description. This is presented for approval.

Yup'it School District  
Akiachak, Alaska

Job Description

JOB TITLE:	REVISED Federal/State Grant Clerk	SALARY: Classified: Range
REPORTS TO:	Superintendent	HRS: 40 hrs/week
LOCATION:	District Office	No. DAYS: 260

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**JOB PURPOSE** The Federal/State Grant Clerk supports Grant Director, Food Service Programs, and State and Federal Grant data collection

**Duties, Responsibilities and Accountabilities**

Examples of Duties:

1. .45 FTE State & Federal Grant Clerk
  - a. Supports recruitment for district wide CTE opportunities such as the Voyage to Excellence program, specialized workshops and Introduction to the Trades classes.
  - b. Supports partnerships with UAF/UAA and other postsecondary partners. Support activities may include organizing career and job fairs, producing and distributing promotional materials and contacting organizations to partner and participate in CTE community activities and initiatives.
  - c. Assists students in making transitions from high school, into postsecondary CTE education, and into the world of work. Assists counselors, teachers, administrators and parents by promoting CTE scholarships, CTE financial aid sources, and CTE postsecondary educational and training opportunities.
  - d. Assists in implementing objectives of Carl Perkins and Consolidated Grants.
  - e. Provides data to Grant Director for Title I, Ia, Ic, III, 1003 A, SIG and Carl Perkins.
2. .45 FTE Food Service: Food Service Coordinator for National School Lunch Program and Child Nutrition Program
  - a. Administrative Reviews
  - b. Purchasing and Distribution
  - c. Lunch Counts
  - d. Weekly Lunch Menu distribution
3. .10 FTE Emergency Action Planning and Monitoring
4. Civil Rights Report
5. Title I Parent Compact Collection
6. Parent and Community Surveys

**Qualifications:**

1. High School diploma required
2. Post secondary education credits preferred
3. Previous experience preferred
4. Bilingual in Yup'ik and English preferred

**Knowledge, Skills and Abilities**

1. Requires decision-making ability and the ability to work independently. Requires ability to plan, schedule, and prioritize work.
2. Requires extensive computer software proficiency including: Microsoft Office (Outlook, Excel, Word, PowerPoint, etc.), Scanning, Internet access, etc. Requires excellent writing, grammar and spelling skills.

3. Requires interpersonal skills to courteously and effectively assist individuals on the telephone or in person and to maintain good relations. Requires personal presence and appearance to appropriately act as a representative of the Yupiit School District and Board of Education. Requires ability to communicate with a variety of people to gather information or to communicate information to others. Ability to resolve issues involving conflict.
4. Requires ability to speak clearly and concisely both in oral and written communication.
5. Requires willingness to perform various job-related duties as situations require, a strong sense of teamwork, and ability to work cooperatively with others.
6. Requires ability to perform duties with awareness of all district requirements, Board of Education practices, Alaska State Laws, and Department of Education and Early Development regulations.
7. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing this job, the employee is regularly required to sit and talk or hear. The employee is occasionally required to stand; walk; operate a computer; and reach with hands and arms. This position frequently requires non-stop typing on the computer. This position requires the individual to meet deadlines with severe time constraints and to interact with the public and other workers. The employee must occasionally lift and/or move up to 30 pounds, such as tables, office and meeting supplies. This position may occasionally require employee to work extended or irregular hours. Specific vision abilities required by this job include close vision and depth perception. Some travel is required as part of the job.

The statements contained herein reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required, and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work periods, or otherwise to balance the workload.

***Note:** title Ii of the Genetic Information Nondiscrimination Act (GINA) of 2008, which became effective November 21, 2009, protects applicants and employees from employment discrimination based on genetic information. Employers are prohibited from discriminating in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment. GINA also restricts employers' acquisition of genetic information and strictly limits disclosure of genetic information. Genetic information includes information about genetic tests of applicants, employees or their family members, the manifestation of diseases or disorders in family members (family medical history), and requests for or receipt of genetic services by applicants, employees, or their family members.*

The district and its employees shall not unlawfully discriminate against or harass employees or job applicants on the basis of sex, race, color, religion, national origin, ancestry, age, marital status, changes in marital status, pregnancy, parenthood, physical or mental disability, Vietnam era veteran status, genetic information, or good faith reporting to the board on a matter of public concern.

\_\_\_\_\_  
Employee: print name and sign

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor: print name and sign

\_\_\_\_\_  
Date

# Yupiit School District

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



Date: March 19, 2019  
To: Regional School Board  
From: Cassandra Bennett, Interim Superintendent  
  
Re: Action Item G.

The Administration recommends the approval of the District Office Receptionist/Special Projects job description. This is presented for approval.

Yupiit School District  
Akiachak, Alaska

Job Description

JOB TITLE:	REVISED District Office Receptionist/Special Projects		
SALARY:	Classified Schedule		
REPORTS TO:	Superintendent	HRS:	8 hr/day
LOCATION:	Yupiit School District	No. DAYS:	260 days

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**JOB PURPOSE:** To attend to the needs of employees and the public needing assistance from the District Office, Coordinate travel within and outside of the District, manage and update the District's website, create and update District forms, distribute incoming and outgoing mail for the District Office.

**Duties, Responsibilities and Accountabilities**

1. Process YSD travel requests in keeping with the YSD Travel Standard Operating Procedure
2. Transport YSD staff and contractors to and from the Akiachak Airport as needed
3. Maintains Itinerant housing calendar and monitors use and resolves issues that may arise.
4. Adheres to applicable statutes, policies, regulations, and directives.
5. Maintain and update [www.yupiit.org](http://www.yupiit.org) as needed
6. Create and update district forms as needed and requested.
7. Greet and assist employees and the public who come to the district office
8. Answer District Office phones, transfer calls, take messages and update the voicemail messaging daily
9. Monitor District Office general supplies, ordering when needed
10. Pick up mail daily from the post office and distribute appropriately
11. Keep the YSD Standard Operating Procedures Manual updated as requested
12. Coordinate housing needs for Itinerant service providers
13. Maintain a list of staff willing to house itinerant staff
14. Complete needed paperwork and forms for hosting itinerant staff by employees
15. Verify all travel paperwork and submit it to the appropriate Business Office staff member
16. Communicate travel arrangements with travelers in a timely manner
17. Provide Migrant Education data to Grant Director and oversee Migrant Ed program in all three schools.
18. Implement and coordinate Yupiit Cultural Education in all schools.
19. Oversee District Athletic Program.
20. Cross-train for School Board Secretary.

**Qualifications:**

1. Demonstrated computer skills

2. Current Alaska Driver's License
3. Proven Ability to work as directed with little or no supervision. Ability to work as a part of the team.
4. Will be in good to excellent physical condition. Ability to lift 30 pounds unassisted.
5. GED or High School Diploma
6. 2 years of post secondary training preferred
7. Good attendance record
8. Strong interpersonal skills to help others
9. Problem solving skills
10. Must have a clear background check

### **Knowledge, Skills and Abilities**

1. Requires decision-making ability and the ability to work independently. Requires ability to plan, schedule, and prioritize work
2. Requires extensive computer software proficiency including: Microsoft Office (Outlook, Excel, Word, PowerPoint, etc.), Adobe Professional and Acrobat Pro, Scanning, Internet access. Etc. Requires excellent writing, grammar and spelling skill.
3. Requires interpersonal skills to courteously and effectively assist individuals on the telephone or in person and to maintain good relations. Requires personal presence and appearance to appropriately act as a representative of the Superintendent and Board of Education. Requires ability to communicate with a variety of people to gather information or to communicate information to others. Ability to resolve issues involving conflict.
4. Requires ability to speak clearly and concisely both in oral and written communication.
5. Requires willingness to perform various job-related duties as situations require, a strong sense of teamwork, and ability to work cooperatively with others.

**Education and/or Experience:** High School diploma or equivalent plus at least two years demonstrated successful experience in general office work. Business college or equivalent training may be substituted for experience on a year for year basis.

**Language Skills:** Ability to read and interpret documents such as software operating and training instructions, and technical procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before supervisors and district employees. Ability to speak Yupik preferred.

**Mathematical Skills:** Ability to calculate figures and amounts such as bank deposits and purchase requisitions.

**Reasoning Ability:** Ability to apply common sense understanding to carry out instructions furnished in written, oral or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

**Other Skills and Abilities:** Ability to develop effective working relationships with the principal, staff, students, parents, and community. Ability to communicate clearly and concisely, both orally and in writing. Ability to work in a cross-cultural environment.



**Physical Demands:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing this job, the employee is regularly required to sit and talk or hear. The employee is occasionally required to stand; walk; operate a computer; and reach with hands and arms. This position frequently requires non-stop typing on the computer. This position requires the individual to meet deadlines with severe time constraints and to interact with the public and other workers. The employee must occasionally lift and/or move up to 30 pounds, such as tables, office and meeting supplies. This position may occasionally require employee to work extended or irregular hours. Specific vision abilities required by this job include close vision and depth perception. Some travel is required as part of the job.

The statements contained herein reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required, and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work periods, or otherwise to balance the workload.

\_\_\_\_\_  
Employee: print name and sign

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor: print name and sign

\_\_\_\_\_  
Date

**Note:** Title I of the Genetic Information Nondiscrimination Act (GINA) of 2008, which became effective November 21, 2009, protects applicants and employees from employment discrimination based on genetic information. Employers are prohibited from discriminating in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment. GINA also restricts employers' acquisition of genetic information and strictly limits disclosure of genetic information. Genetic information includes information about genetic tests of applicants, employees or their family members, the manifestation of diseases or disorders in family members (family medical history), and requests for or receipt of genetic services by applicants, employees, or their family members.

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# Yupiit School District

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



Date: March 19, 2019  
To: Regional School Board  
From: Cassandra Bennett, Interim Superintendent

Re: Action Item H.

The Administration recommends the approval to offer the Meritain Opt out Plan to all employees. This is presented for approval.

# Yupiit School District

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



Date: March 19, 2019  
To: Regional School Board  
From: Cassandra Bennett, Interim Superintendent  
Re: Health Insurance Opt out plan

In order to better serve our employees and reduce health care costs, the administration recommends approval of an insurance opt-out plan as outlined below.

Tier	YSDs cost Per Month	YSDs cost per year	25% Opt Out Offer To Employees**	Annual Savings to Yupiit School District
EE*	\$ 733.30	\$ 8,799.60	\$ 2,199.90	\$ 6,599.70
ES*	\$ 1,320.10	\$ 15,841.20	\$ 3,960.30	\$ 11,880.90
EC*	\$ 1,173.40	\$ 14,080.80	\$ 3,520.20	\$ 10,560.60
ESC*	\$ 1,833.40	\$ 22,000.80	\$ 5,500.20	\$ 16,500.60

\*EE – Employee only, ES – Employee and Spouse, EC – Employee and Child, ESC – Family

\*\*The opt out amounts are taxable to both the employee and the District

# Yupiit School District

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



Date: March 19, 2019  
To: Regional School Board  
From: Cassandra Bennett, Interim Superintendent  
  
Re: Action Item I

The Administration recommends the approval of the resignations for Brian Krosschell, IT Technology Director effective June 19, 2019; Cody Burnham, K-12 Principal, Akiachak School effective June 6, 2019; James Bagnaschi, 4<sup>th</sup> Grade Teacher effective May 17, 2019 Akiachak School; John Hammond, 3<sup>rd</sup> Grade Teacher, Akiachak School effective May 17, 2019; Regina Turner, 3<sup>rd</sup>/4<sup>th</sup> Grade Teacher, Tuluksak School effective May 17, 2019; Marie Andrew, Secretary, Tuluksak School, Effective March 4, 2019 and Patricia Hutcherson, Director of Curriculum & Instruction, effective June 12, 2019. This is presented for approval.

Re: Resignation notice for Brian Krosschell, Director of Technology

February 28, 2019

Dear Interim Superintendent Bennett and Regional School Board,

Thank you for the opportunity to work with the Yupitit School District's students and staff.

I will be resigning from my position as Director of Technology at the end of my contract in June.

A lot of projects have been completed this year and funding restored to help the district be in a better place for improved internet bandwidth next school year.

Sincerely,

*Brian Krosschell*

Brian Krosschell

Cody W. Burnham  
PO Box 51122  
Akiachak, Ak 99551  
(907)815-7332  
cburnham@yupiit.org

March 5, 2019

Yupiit School District,

Please accept this letter as my official resignation as the K-12 Building Principal at Akiachak School. My employment with the Yupiit School District will cease at the conclusion of my contracted days for the 2019-2020 school year. This has been a wonderful learning experience, but I feel that this is not my calling. The school would benefit from a more experienced principal.

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

Regards,

A handwritten signature in cursive script that reads "Cody W. Burnham". The signature is written in black ink and is positioned above the typed name.

Cody W. Burnham  
K-12 Principal  
Akiachak School  
Yupiit School District

James D. Bagnaschi  
P.O. Box 51131  
Akiachak, AK 99551  
10 February 2019

Cody Burnham  
Principal  
Akiachak School  
P.O. Box 51189  
Akiachak, AK 99551

Dear Cody Burnham:

It is with deep sorrow that I submit this notice of my resignation. As you are aware, over the past six months, we've had many differences of opinion regarding security, access, computer maintenance, student discipline, and overall goals of the Akiachak school.

Unfortunately, I don't see that there will be any improvement in the future of this organization.

I will begin to remove all my personal items that I have purchased to complete my required assignment. If there is any question as to my personal property, I will happy to submit purchase orders for any item I am removing from the classroom.

I will fulfill my teaching contract, so my last day at Akiachak School will be the 16<sup>th</sup> of May 2019.

Sincerely,

*James D. Bagnaschi*

James D. Bagnaschi

March 5, 2019


Dear Mrs. Craft:

Please accept this letter of resignation from the Yupik School District effective May 30, 2019. I would like for my insurance to be taken out through June 30, 2019. After careful consideration, I have made the decision to resign due to the location site of school and the environment.

Thank you for your opportunity to work for the Yupik School District these past two years. The memories I take will be only the good ones. Working within the Tuluksak School has enriched my experiences of survivalist.

I hope for you a prosperous year ahead, with the opportunity to grow.

Sincerely,



Regina G. Turner



To Whom It May Concern: March 1, 2019 I moved to Akiak due to certain reasons, this is my resignation letter to you, I had a wonderful time in Tuluksak school working as a Secretary and hope that someday when I return to Tuluksak I have my old job back.

Marie Andrew

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

3/5/19

**Patricia A. Hutcherson, Ph.D.**  
**Yupiiit School District**  
**P.O. Box 51190**  
**Akiachak, Alaska 99551**

March 7, 2019

Superintendent Bennett,

I am rendering my resignation as Director of Curriculum and Instruction effective June 12, 2019. I have enjoyed working with the Regional School Board and I am excited about the implementation of the new ELA curriculum ***Into Reading*** and ***Into Literature*** for K-12.

It is essential and absolutely necessary for teachers to receive their five days of training with HMH and continue to be trained and supported on the curriculum for the entire year.

Good luck in moving the district forward.

**Patricia**

Patricia Hutcherson, Ph.D.  
Director of Curriculum & Instruction  
Yupiiit School District  
Akiachak, Alaska 99551  
Office: (907) 825-3610  
Cell: (907) 825-2025  
e-mail: [phutcherson@yupiiit.org](mailto:phutcherson@yupiiit.org)

# Yupiit School District

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



Date: March 19, 2019  
To: Regional School Board  
From: Cassandra Bennett, Interim Superintendent  
  
Re: Action Item J.

The Administration recommends the approval of the New Hires for James Boldosser, 2<sup>nd</sup>/3<sup>rd</sup> Grade Teacher for Akiak School for remainder of FY18-19 school year; Edna Jackson, Grant Clerk, Akiachak DO; Michelle Mitchell, Science Teacher for Tuluksak School for FY19-20 school year. This is presented for approval.

# Yupiiit School District

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



Date: March 19, 2019  
To: Regional School Board  
From: Cassandra Bennett, Interim Superintendent  
  
Re: Action Item K

The Administration recommends the approval of the Recommended Administration for Re-hire for FY2019-2020. This is presented for approval.

## **Recommended Administration Re-hire for FY2019-2020**

### **District-wide**

John Stackhouse  
Sharene Craft  
Stacey Wilson  
Judith Anderson  
Bonnie James

Business Manager  
K-12 Principal, Tuluksak School  
Special Education Coordinator & Curriculum Coordinator  
Maintenance Director  
HR Specialist/Administrative Asst. to BOE and Supt.

# Yupiit School District

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

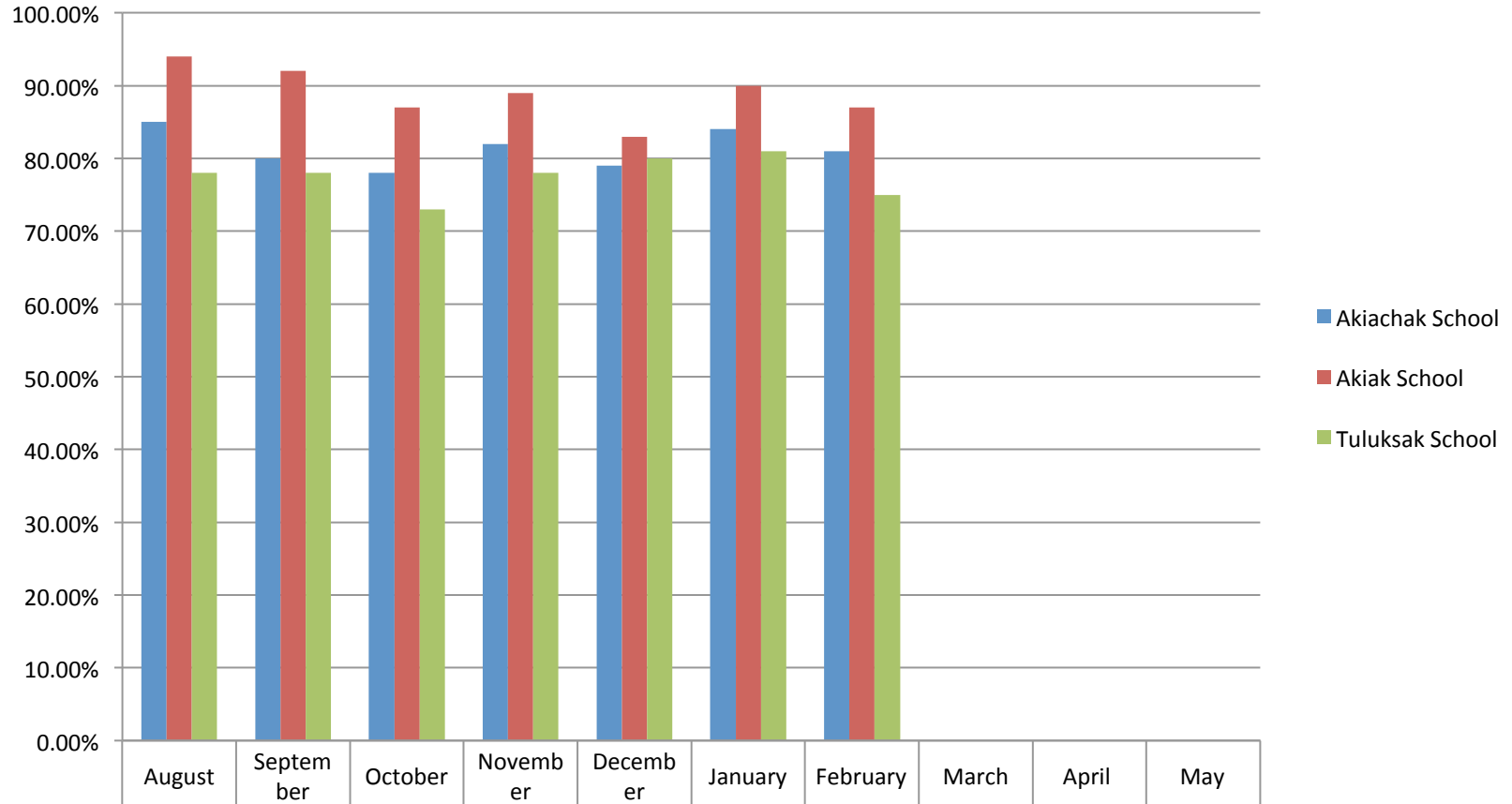


Date: March 19, 2019  
To: Regional School Board  
From: Cassandra Bennett, Interim Superintendent  
Re: Attendance Report

The Attendance report for February 2019 is presented for your review and information only.

# 2018-19

## YUPIIT SCHOOL DISTRICT ATTENDANCE



Akiachak School	85.00%	80.00%	78.00%	82.00%	79.00%	84.00%	81.00%			
Akiak School	94.00%	92.00%	87.00%	89.00%	83.00%	90.00%	87.00%			
Tuluksak School	78.00%	78.00%	73.00%	78.00%	80.00%	81.00%	75.00%			

# Yupiiit School District

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



Date: March 19, 2019  
To: Regional School Board  
From: Cassandra Bennett, Interim Superintendent

Re: Reports B-I

The Administration reports are presented for your review and information only.



**Author of Report:** Cody Burnham  
**Department:** Principal – Akiachak School  
**Date of Regional School Board Meeting:** March 19, 2019

**Mission Statement**

To educate all children to be successful in any environment.

**Vision Statement**

All members of the community are proud and committed to our school system. Students have a positive learning environment, speak the Yup'iaq language, know their culture, attend school regularly and graduate prepared to be successful in any environment. The majority of our teachers and school staff are Yup'ik and speak their language, and the curriculum and instruction is based in Yup'ik values and traditions. Our community members, elders, parents and students feel ownership in our schools

**Values**

Love for Children, Spirituality, Sharing, Humility, Hard Work, Respect for Others and Their Property, Cooperation, Family Roles, Knowledge of Family Tree, Hunter Success, Domestic Skills, Knowledge of Language, Avoid Conflict, Humor, Respect for Land, Respect for Nature

**Strategic Goal Areas:**

1. Students Succeed Culturally and Academically
2. Community, Parents and Elder Involvement
3. Staff Recruitment and Retention
4. Education System Change

Date(s)	Activity	Details	Connection to YSD Mission, Objectives, Strategic Goals and/or School Goals
February 28	Basketball Regionals	Akiachak competed at regionals in Akiak.	1. Students Succeed Culturally and Academically 2. Community, Parents, and Elder Involvement
February 28	LASB	LASB met at the end of the month due to conflicting schedules.	1. Students Succeed Culturally and Academically 2. Community, Parents, and Elder Involvement 4. Education System Change
February-March	Testing	We are almost through our ACCESS testing for English proficiency. NAEP testing was completed on March 4 <sup>th</sup> .	4. Education System Change
March	Evaluations and Contracts	Contracts for teachers have been passed out, the deadline is March 20 <sup>th</sup> .	1. Students Succeed Culturally and Academically 3. Staff Recruitment and Retention 4. Education System Change
March	Calendar	Teachers, paraprofessionals, and the community have given input on the calendar.	2. Community, Parents, and Elder Involvement 4. Education System Change
March	SIG	Our School Improvement Grant was finished with the help of Melissa Linton. Our School Improvement Committee continues to meet.	4. Education System Change
March 2 <sup>nd</sup>	Student Council	Student Council met and discussed fundraising options. They sponsored a movie Saturday, March 2 <sup>nd</sup> .	1. Students Succeed Culturally and Academically 4. Education System Change
March 6 <sup>th</sup>	Carry the Cure	Carry the Cure visited Akiachak and did a show for the community.	1. Students Succeed Culturally and Academically 2. Community, Parents, and Elder Involvement
March	Yearbook	We have created a small class for students to begin working on the school yearbook.	1. Students Succeed Culturally and Academically 4. Education System Change

Author of Report: Cassandra Bennett  
 Department/Location: Yup'it School District  
 Date of Regional School Board Meeting: March 19, 2019

**Mission Statement**

To educate all children to be successful in any environment.

**Vision Statement**

All members of the community are proud and committed to our school system. Students have a positive learning environment, speak the Yup'iaq language, know their culture, attend school regularly and graduate prepared to be successful in any environment. The majority of our teachers and school staff are Yup'ik and speak their language, and the curriculum and instruction is based in Yup'ik values and traditions. Our community members, elders, parents and students feel ownership in our schools

**Values**

Love for Children, Spirituality, Sharing, Humility, Hard Work, Respect for Others and Their Property, Cooperation, Family Roles, Knowledge of Family Tree, Hunter Success, Domestic Skills, Knowledge of Language, Avoid Conflict, Humor, Respect for Land, Respect for Nature

**Strategic Goal Areas:**

1. Students Succeed Culturally and Academically
2. Community, Parents and Elder Involvement
3. Staff Recruitment and Retention
4. Education System Change

Date(s)	Activity	Details	Connection to YSD Mission, Objectives, Strategic Goals and/or School Goals
March 2019	Appreciation and Congratulations	1- Congratulations to the Akiak Basketball Team for making it to state championship 2- Welcome to James Boldosser, new 3rd grade teacher in Akiak 3- Welcome to Teresa Cox Principal in Akiak	2. Community, Parents and Elder Involvement
March 2019	Community Engagement	1- Regionals were held in Akiak 2- Fiddlers were in Akiachak 3- Band played in all three villages week of March 5th. Band called "Broken Walls" is from Carry the Cure organization.	2. Community, Parents and Elder Involvement
March 2019	State Coaches	1- Carl Chamblee and Melissa Linton were in Akiachak week of March 5th working with district office and Akiachak school. Completing SIG grants for Akiachak and Tulusak	1. Students Succeed Culturally and Academically 4. Education System Change
March 2019	Finances	1- The district office has held several meetings to discuss budget priorities and possible cuts due to Governor's proposal. Based on budget, the district office has reorganized duties and job descriptions. Not knowing the way the legislatures will vote, two budget scenarios have been created to present to the board on March 19th. According to AASA most districts are looking at a 5% reduction in funding therefore John and I have worked on a 5% and 15% reduction. Meetings went well with leadership team members and everyone had input into decision making. 2- District office wanted to be competitive with neighboring districts as the recruiting team goes to Anchorage and Portland to find teachers and administrators. Salary schedule was reviewed, Rental reviewed, Insurance benefits reviewed, ... to discuss with Board.	3. Staff Recruitment and Retention.
March 2019	Facilities	1- The new furniture arrived for Akiak School. Looking at how to transport to Akiak. 2- Other updates are in Ms. Anderson's report. 3- Ms Anderson returns from training March 12th. 4- Custodian position open in Akiak. 5- Classrooms in all sites will be painted this summer. 6- Discussions are ongoing to determine what to do with excess of old materials in school buildings.	1 Students succeed culturally and academically

Yupiit School District  
 PO Box 51190  
 Akiachak, AK 99551  
 Regional School Board Report

March 2019	Technology	1- The district office decided to accept GCI bid #2 for helping with e rate and bandwidth in each school. Akiak will be rewired this summer and upgrades installed at each school.	2. Community, Parents and Elder Involvement
March 2019	Professional Development	1-Dr. Hutcherson used 1003a funding from Akiak to have a presenter come to Akiak for inservice presentation March 8th. 2-Reviewing Danielson Effective Teachers Evaluation Tool for SY 2019-20. Melissa Linton will be invited to teach the tool during fall inservice to all staff.	1.Students succeed culturally and academically
March 2019	Personnel	<p><b>Certified</b></p> <p>1-Resignation of Cody Burnham (Principal)          3-New Hire James Boldosser to (Akiak)          4-Resignation of James Bagnaschi (Akiachak)          5-Brian Krossschell (Technology)          6-John Hammond (Akiachak)          7-Regina Turner (Tulusak)</p> <p><b>Classified</b></p> <p>1-Resignation of Marie Andrew Secretary @ (Tulusak)          2-Hired ANEP Grant clerk and director position advertised</p> <p><b>Administrator Recommendation for Hire</b></p> <p>1-Sharene Craft Principal Tulusak          2-Stacey Wilson SPED/Curriculum Director          3-Bonnie James Board/District Secretary          4-John Stackhouse Director of Administrative Services</p> <p>Job descriptions rewritten to accommodate the reduction in force. Vacancies have been posted on Alaska Teacher Placement website.</p> <p>ANEP Grant positions for Director, Agriculture Coordinator, 3 Teachers as Parents Coordinators and 3 Community Liaison positions are ready for hire in all 3 villages.</p>	2. Education System change and alignment
March 2019	Instructional Planning	1-Looking at adopting Danielson Evaluation Process for Effective Teaching for SY2019-20 2-Looking at a standards teaching based instructional meth for all staff. 3-Looking at a lesson plan template that is user friendly and addresses the Aklaska State Standards.	4. Education system change and alignment
March 2019	Strategic Planning	1-Working on District Strategic Plan to make it measurable and accountable for all stakeholders.	2. Parents, Community, Students, Elders, Board, Teachers, Superintendent. Directors

Author of Report: Sharene Craft  
 Department/Location: Tuluksak School  
 Date of Regional School Board Meeting: March 19, 2019

**Mission Statement**

To educate all children to be successful in any environment.

**Vision Statement**

All members of the community are proud and committed to our school system. Students have a positive learning environment, speak the Yup'ik language, know their culture, attend school regularly and graduate prepared to be successful in any environment. The majority of our teachers and school staff are Yup'ik and speak their language, and the curriculum and instruction are based in Yup'ik values and traditions. Our community members, elders, parents and students feel ownership in our schools

**Values**

Love for Children, Spirituality, Sharing, Humility, Hard Work, Respect for Others and Their Property, Cooperation, Family Roles, Knowledge of Family Tree, Hunter Success, Domestic Skills, Knowledge of Language, Avoid Conflict, Humor, Respect for Land, Respect for Nature

**Strategic Goal Areas:**

1. Students Succeed Culturally and Academically
2. Community, Parents and Elder Involvement
3. Staff Recruitment and Retention
4. Education System Change

Date(s)	Activity	Details	Connection to YSD Mission, Objectives, Strategic Goals and/or School Goals
2 <sup>nd</sup> Semester	Elder Room	Elders are busy sewing Kuspuks for the Tuluksak Wolverine Yuraq Team	Students succeed academically Community Involvement
March	Basketball	High School Boys Basketball team received the Sportsmanship and Academic Team Awards at the Greater Kuskokwim Regional Basketball Tournament.	Community Involvement Students succeed academically
2 <sup>nd</sup> Semester	High School Class options	Shop Class built a basket freight sled using traditional sled building techniques.	Students succeed academically Teacher Retention
February	Staffing	Continue to search for Special Education Teachers.	Students succeed culturally academically Staff Recruitment and Retention
February	Yuraq	Tuluksak Wolverine Yuraq squad has been invited to perform on each day during the Cama-i Festival on March 29 <sup>th</sup> , 30 <sup>th</sup> and 31 <sup>st</sup> .	Students succeed culturally and academically
February 2019	World Bridge	Ron Fortunado visited and trained staff. 6 <sup>th</sup> grade class is currently testing water for Lead, Bacteria, etc. Unmanned Aircraft lessons are being taught and practice has begun. An Aerial Survey was conducted above the mouth of the Tuluksak River that has caused many problems and a delay in the Frozen River Road.	Students succeed academically
February 2019	E-sports TLT Gaming Team	Tuluksak HS Gaming Team has been formed under the Electronic Gaming Federation. They will compete against other Alaskan High Schools during the spring season. Their first match was against Colony High School and was live broadcast. The broadcast was seen by over 30,000 online viewers.	Students succeed academically Education System Change
February	Yupik Spelling Bee	Ruth Napoka organized the Tuluksak School Yupik Spelling Bee. 3 students were selected to compete in the YSD competition.	Students succeed academically

3/5/19	Concert	Broken Walls presented a concert assembly for the students and an evening concert for the community.	Students succeed academically and culturally Community Involvement
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Author of Report: Patricia Hutcherson, Ph.D.  
 Department: Director of Curriculum & Instruction  
 Date of Regional School Board Meeting: March 19, 2019

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Date(s)	Activity	Details	Connection to YSD Mission, Objectives, Strategic Goals and/or School Goals
Feb/ March 2019	Continue to work on Title Grants	Submitted five documents to DEED on Title Grant; More to complete and turn in.	-Education System Change
Feb/ March 2019	Several calls to OCS	As part of the Title funding and ESSA (Every Student Succeeds Act), this year DEED is requiring a signature on a MOU from OCS. Made several phone calls to find someone to sign form and provide information on Foster Care. Spoke with staff member of Tribal Council.	-Education System Change
Feb/ March 2019	Scheduled Interviews for Grant Clerk	Committee interviewed four local applicants for Grant Clerk position. Responded to questions regarding graduation.	-To educate all children to be successful in any environment -Education System Change
Feb/ March 2019	Houghton Mifflin Harcourt	Spent time with HMH representative ordering new ELA curriculum.	--To educate all children to be successful in any environment. -Education System Change
Feb/ March 2019	Houghton Mifflin Harcourt	Spent time on phone with HMH discussing permission to translate books K-3 to Yup'ik. Responded to curriculum questions.	--To educate all children to be successful in any environment. -Education System Change
Feb/ March 2019	Budget meeting	Attended meeting on proposed budget for academic school year 2019-2020.	--To educate all children to be successful in any environment. -Education System Change
Feb/ Mar 19	Curr & Instruction	Worked on numbers for ordering books; responded to questions re curriculum.	To educate all children to be successful.

On Wed, Feb 27, 2019 at 11:25 AM White, Debra <[Debbie.White@hnhco.com](mailto:Debbie.White@hnhco.com)> wrote:

Good morning Dr. H.

Yupitt SD has permission to translate any of the intellectual property that HMH owns for the purpose of instructing their K-3 students using Into Reading. However, this does not include the selections, as those are actually owned by authors or other publishers.

This is standard across the industry.

Debbie

Author of Report: Stacey Wilson  
 Department: Special Education/Assessments  
 Date of Regional School Board Meeting: March 19, 2019

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Date(s)	Activity	Details	Connection to YSD Mission, Objectives, Strategic Goals and/or School Goals
February	Assessment	Testing Training (Anchorage by DEED)training for all District testing coordinators on the new testing services and updates on all new testing protocols <ul style="list-style-type: none"> <li>- DLM - Alternate Assessment training and student management April administration</li> <li>- ACCESS- for EL learner identification and progress monitoring (Feb 1- March 25th)- ongoing</li> <li>- PEAKS- window to open March 26th- April 26th- preparation to begin after Spring break.</li> <li>- NAEP- administered at KKI -8th grade Math/Reading on March 4th and AKI on March 5</li> </ul>	Student Achievement
February	Mandatory Special Education Directors training Followed by Alaska State Special Education Conference	DEED shared changes to new regulations (service times) Accounting worksheets (Excess Cost Worksheet) For the 2018-19 school year, DEED will collect evidence of compliance for the following assurances:  18) The district will maintain a list of places parents may obtain independent evaluations and process the district allows when providing an evaluation. 34 CFR 300.502  19) The district will maintain documentation	



		<p>that the district periodically inspects hearing aids worn by students who are deaf or hearing impaired to ensure proper functioning. 34 CFR 300.113</p> <p>50) The district has submitted documentation that substantiates compliance with the excess cost requirements under 34 CFR 300.202. 34 CFR 300.202, 34 CFR 300.16, 34 CFR 300</p> <p>Latter part of January, DEED denied our 2 claims for intensive funding ADM ( X13), have been working on appeal and documentation and claim resubmitted</p> <p>Completion of reports for DEED: Indicator 14 and Indicator 8. Indicator 14: Demographic and contact for each sped student for the collection of parental satisfaction information. Indicator 8: Last unknown contact data for student who dropped out, graduated or where exited from the district's sped program during the 2017-2018 school year.</p> <p>Alternate Assessment (1% maximum)</p>	
February	Coordination of Services	<p>Coordinated the monthly visits of related service providers to all sites : Speech Language Therapist, Psychologist (March last visit)</p> <p>February (OT-training at all 3 sites, sensory diets for behavior interventions for the 3 highest behavioral students)</p>	Education System Change. Staff Recruitment and Retention.
February	Coordination of Services	<p>Working with related service providers based on current case load and needs to create MOU for the 2019-2020 school year</p>	Student Achievement
		-	

# Yupit School District

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



From: John C. Stackhouse  
Business Manager  
Yupit School District

Date: March 19, 2019

Subj: 2019 March Board Report

The 2019 March Board Report contains the following:

Summary of Activities

Pricing Proposal for Altman, Rogers & Co

Pricing statement from BDO

Income statement report from BMS for 02/19

Author of Report: John Stackhouse  
 Department/Location: Business Manager  
 Date of Regional School Board Meeting: March 19, 2019

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Date(s)	Activity	Details	Connection to YSD Mission, Objectives, Strategic Goals and/or School Goals
Feb-Mar	FY18 Audit	Continued communications with Auditors	Education System Change
Feb-Mar	FY20 Budget	Collected data for 1 <sup>st</sup> proposal. Collaborated with District and School leadership.	Education System Change
Feb	Federal reporting	Filed 1095Cs and 1094C	Education System Change
Feb	FY19 Audit	Sought pricing proposal from Audit Firms for next year audit	Education System Change
Feb	E-Rate	Met with GCI and District Leadership to discuss expanding broadband	Education System Change
Feb	Investments	Met with Broker Firm to discuss future investments of Fund Balance	Education System Change
Feb	Insurance	Met with Insurance Broker to discuss Medical Insurance options	Education System Change

February 26, 2019

Members of the School Board  
Yupit School District  
PO Box 51190  
Akiachak, Alaska 99551

Altman, Rogers & Co. is pleased to submit this letter of interest and price quote for providing audit services to the Yupit School District for the year ending June 30, 2019. Altman Rogers & Co. is the largest locally owned CPA firm in Alaska. The principals of the firm are certified public accountants experienced in auditing municipalities throughout the State of Alaska. Over the year we have provided attestation services to over 50 governmental entities in Alaska.

Our services will include substantial principal involvement. All principals are actively involved with our engagements. This allows us to make timely decisions on all audit related matters. We feel that this practice will enable us to provide the Yupit School District with the highest quality service.

We anticipate our fee to perform the financial statement audit in accordance with Governmental Auditing Standards, as well as compliance audits in accordance with *Uniform Guidance* and *State of Alaska Audit Guide and Compliance Supplement for State Single Audits* for the year ending June 30, 2019, to be \$32,500, excluding out of pocket costs. A breakdown of the fees is attached to this letter. We will discuss any changes in the fee prior to performing any additional work.

As part of the audit engagement we will prepare the draft financial statements for the District. It is the District's responsibility to have an individual with adequate knowledge of financial reporting review the statements and take responsibility for their completeness. The fee noted above includes this service.

We plan on beginning the fieldwork for the audit at a date to be agreed upon by both parties. If you have any questions please feel free to contact me via email at [katies@altrogco.com](mailto:katies@altrogco.com) or by phone at 907-274-2992. Thank you for the opportunity to submit this letter of interest and price quote. We look forward to hearing back from you.

ALTMAN ROGERS & CO.



Grant Todd, CPA  
Principal

**Estimated Fees:**

Fieldwork:		
Audit fieldwork	\$	23,000
Financial statement preparation and review		<u>6,000</u>
Total estimated fieldwork and financial statement preparation	\$	<u>29,000</u>
Federal and state single audits:		
First program for state and federal compliance	\$	1,750
Each additional program (if required)	\$	1,000

The total estimated fee of \$32,500 includes one federal and one state program. Additional programs will be billed at the rate noted above. The financial statement preparation and review includes continuing implementation of GASB Statements 68 and 75 related to pension and OPEB liabilities.

This estimate is based on anticipated cooperation from your personnel, the assumption that unexpected circumstances will not be encountered and that significant deficiencies and/or material weaknesses will not be discovered during the audit. Additionally, if significant deficiencies or material weaknesses are found, our fees related to additional required work will be based on our hourly rates. If significant additional time is necessary, we will discuss it with you and arrive at a new fee before we incur the additional costs. Preparation of the Data Collection for the Federal Audit Clearinghouse will be billed separately. All out-of-pocket costs will be billed at actual. Out-of-pocket costs include typing, printing, postage and related travel costs associated with fieldwork.

**From:** [James Doughty](#)  
**To:** [John Stackhouse](#)  
**Cc:** ["Cassandra Bennett"](#)  
**Subject:** RE: FY19 Audit  
**Date:** Tuesday, February 26, 2019 12:40:08 PM

---

Hello John

I think \$60,000 would be a good budget number. It ultimately depends on the amount of time and assistance required.

Hope that helps.

James Doughty, CPA  
Audit Director, Assurance  
907-770-2295 (Direct) 371-2295 (Internal)  
907-278-5779 (Fax)  
[jdoughty@bdo.com](mailto:jdoughty@bdo.com)

**BDO**  
3601 C Street, Suite 600  
Anchorage, AK 99503  
UNITED STATES  
907-278-8878  
[www.bdo.com](http://www.bdo.com)

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**From:** John Stackhouse [mailto:jstackhouse@yupiit.org]  
**Sent:** Tuesday, February 26, 2019 3:20 PM  
**To:** James Doughty <jdoughty@bdo.com>  
**Cc:** 'Cassandra Bennett' <cbennett@yupiit.org>  
**Subject:** FY19 Audit

*Attention: This email was sent from someone outside of BDO USA. Always use caution when opening attachments or clicking links from unknown senders or when receiving unexpected emails.*

James,

Can I get a proposed fees for the next year (year ending FY19) audit? I am trying to work on next year's budget and I need to include our audit cost.

Thank you,  
John Stackhouse  
Yupiit School District  
Business Manager  
907-825-3600

100 OPERATING BUDGET

Function	Object	Description	----- Current Year -----				
			Current Month	Current YTD	Current Enc	Budget	Variance
Revenue							
	40	OTHER LOCAL REVENUES		2,675.75		15,000.00	-12,324.25
	47	E-RATE		1,148,171.22		1,543,890.00	-395,718.78
	51	FOUNDATION PROGRAM		2,599,845.00		5,313,962.00	-2,714,117.00
	52	State BAG		25,915.20		25,915.00	0.20
	55	QUALITY SCHOOLS				26,233.00	-26,233.00
	56	TRS ON-BEHALF				529,385.00	-529,385.00
	57	PERS ON-BEHALF				119,222.00	-119,222.00
	90	OTHER STATE REVENUE				128,114.00	-128,114.00
	110	IMPACT AID		2,734,086.54		4,000,269.00	-1,266,182.46
	235	OTHER- INSURANCE		46,556.68			46,556.68
		<b>Total Revenue</b>	<b>0.00</b>	<b>6,557,250.39</b>		<b>11,701,990.00</b>	<b>-5,144,739.61</b>
Expenses							
100		REGULAR INSTRUCTION					
	315	TEACHER	168,921.05	1,138,831.38		1,670,000.00	531,168.62
	316	EXTRA DUTY PAY	573.80	2,207.57			-2,207.57
	322	SPECIALISTS (NON-CERT)		15,838.87			-15,838.87
	323	AIDES	40,530.13	184,907.50		252,298.00	67,390.50
	329	SUBSTITUTES/TEMPORARIES	34,937.81	155,568.93		196,000.00	40,431.07
	360	EMPLOYEE BENEFITS				682,000.00	682,000.00
	361	HEALTH/LIFE INSURANCE	29,072.63	204,080.10			-204,080.10
	362	UNEMPLOYMENT INSURANCE	3,391.47	20,802.51			-20,802.51
	363	WORKER'S COMP	3,653.59	22,443.43			-22,443.43
	364	FICA/MEDICARE	8,230.99	44,306.57			-44,306.57
	365	TEACHER'S RETIREMENT	21,292.46	143,483.30			-143,483.30
	366	PERS	9,056.01	39,756.06			-39,756.06
	367	TRS ONBEHALF				333,194.00	333,194.00
	368	PERS ONBEHALF				19,670.00	19,670.00
	410	PROFESSIONAL & TECH SVCS				3,000.00	3,000.00
	420	STAFF TRAVEL & PER DIEM		4,921.14	1,002.29	6,000.00	1,078.86
	425	STUDENT TRAVEL		357.00			-357.00
	440	OTHER PURCHASED SERVICES		765.00		1,000.00	235.00
	450	SUPPLIES, MATL & MEDIA	5,623.12	99,567.53	4,455.45	133,000.00	33,432.47
	490	OTHER EXPENSES		5.75			-5.75
		<b>Total Function</b>	<b>325,283.06</b>	<b>2,077,842.64</b>	<b>5,457.74</b>	<b>3,296,162.00</b>	<b>1,218,319.36</b>
120		BILINGUAL/BICULTURAL INST					
	321	DIR/COORD/MGR (NON-CERT)		47,702.82		50,000.00	2,297.18
	329	SUBSTITUTES/TEMPORARIES		2,250.00			-2,250.00

100 OPERATING BUDGET

			----- Current Year -----				
Function	Object	Description	Current Month	Current YTD	Current Enc	Budget	Variance
	360	EMPLOYEE BENEFITS				25,000.00	25,000.00
	361	HEALTH/LIFE INSURANCE		9,240.70			-9,240.70
	362	UNEMPLOYMENT INSURANCE		700.98			-700.98
	363	WORKER'S COMP		749.28			-749.28
	364	FICA/MEDICARE		3,821.43			-3,821.43
	366	PERS		10,494.59			-10,494.59
	368	PERS ONBEHALF				6,059.00	6,059.00
	410	PROFESSIONAL & TECH SVCS				2,500.00	2,500.00
	420	STAFF TRAVEL & PER DIEM		1,074.86		1,000.00	-74.86
	450	SUPPLIES, MATL & MEDIA		5,597.29		9,000.00	3,402.71
		<b>Total Function</b>		<b>81,631.95</b>		<b>93,559.00</b>	<b>11,927.05</b>
160		VOCATIONAL ED INSTRUCTION					
	315	TEACHER	11,902.84	83,319.88		142,834.00	59,514.12
	329	SUBSTITUTES/TEMPORARIES	277.04	277.04			-277.04
	360	EMPLOYEE BENEFITS				57,134.00	57,134.00
	361	HEALTH/LIFE INSURANCE	2,566.70	17,966.90			-17,966.90
	362	UNEMPLOYMENT INSURANCE	168.08	1,153.64			-1,153.64
	363	WORKER'S COMP	182.71	1,254.01			-1,254.01
	364	FICA/MEDICARE	193.79	1,229.33			-1,229.33
	365	TEACHER'S RETIREMENT	1,495.00	10,465.00			-10,465.00
	366	PERS	60.95	60.95			-60.95
	367	TRS ONBEHALF				23,339.00	23,339.00
	420	STAFF TRAVEL & PER DIEM		4,020.35			-4,020.35
	440	OTHER PURCHASED SERVICES		1,200.00			-1,200.00
	450	SUPPLIES, MATL & MEDIA		11,987.65		15,000.00	3,012.35
		<b>Total Function</b>	<b>16,847.11</b>	<b>132,934.75</b>		<b>238,307.00</b>	<b>105,372.25</b>
200		SPECIAL ED INSTRUCTION					
	315	TEACHER	18,451.01	124,088.52		206,405.00	82,316.48
	323	AIDES	16,780.38	85,294.37		160,718.00	75,423.63
	360	EMPLOYEE BENEFITS				240,003.00	240,003.00
	361	HEALTH/LIFE INSURANCE	5,426.94	31,424.92			-31,424.92
	362	UNEMPLOYMENT INSURANCE	486.09	2,908.09			-2,908.09
	363	WORKER'S COMP	528.47	3,140.80			-3,140.80
	364	FICA/MEDICARE	1,551.27	8,654.10			-8,654.10
	365	TEACHER'S RETIREMENT	2,317.44	15,422.32			-15,422.32
	366	PERS	3,484.54	14,831.58			-14,831.58
	367	TRS ONBEHALF				75,044.00	75,044.00
	368	PERS ONBEHALF				12,189.00	12,189.00
	420	STAFF TRAVEL & PER DIEM				3,000.00	3,000.00
	450	SUPPLIES, MATL & MEDIA		1,519.85		2,000.00	480.15
		<b>Total Function</b>	<b>49,026.14</b>	<b>287,284.55</b>		<b>699,359.00</b>	<b>412,074.45</b>
220		SPEC ED SUPPORT SVCS					
	314	DIR/COOR/MANAGER (CERT)		14,356.50		105,939.00	91,582.50



100 OPERATING BUDGET

			----- Current Year -----				
Function	Object	Description	Current Month	Current YTD	Current Enc	Budget	Variance
	324	SUPPORT STAFF	689.17	4,102.65		6,037.00	1,934.35
	329	SUBSTITUTES/TEMPORARIES	8,828.25	56,269.50			-56,269.50
	360	EMPLOYEE BENEFITS				42,376.00	42,376.00
	361	HEALTH/LIFE INSURANCE	158.43	1,108.87			-1,108.87
	362	UNEMPLOYMENT INSURANCE	131.46	1,046.51			-1,046.51
	363	WORKER'S COMP	142.71	1,120.75			-1,120.75
	364	FICA/MEDICARE	180.73	1,682.09			-1,682.09
	365	TEACHER'S RETIREMENT	1,108.82	7,522.51			-7,522.51
	366	PERS	151.60	902.63			-902.63
	367	TRS ONBEHALF				17,310.00	17,310.00
	368	PERS ONBEHALF				337.00	337.00
	390	TRAVEL ALLOWANCE	2,300.00	18,730.00		33,000.00	14,270.00
	410	PROFESSIONAL & TECH SVCS		70,935.15		95,000.00	24,064.85
	420	STAFF TRAVEL & PER DIEM	5,584.00	12,113.48	6,699.00	15,550.00	3,436.52
	425	STUDENT TRAVEL		1,168.42		1,000.00	-168.42
	450	SUPPLIES, MATL & MEDIA		2,041.65		3,000.00	958.35
	490	OTHER EXPENSES				300.00	300.00
		<b>Total Function</b>	<b>19,275.17</b>	<b>193,100.71</b>	<b>6,699.00</b>	<b>319,849.00</b>	<b>126,748.29</b>
320		GUIDANCE SERVICES					
	316	EXTRA DUTY PAY		200.00			-200.00
	318	SPECIALISTS	17,652.36	112,221.08		207,792.00	95,570.92
	360	EMPLOYEE BENEFITS				85,117.00	85,117.00
	361	HEALTH/LIFE INSURANCE	3,471.18	21,145.78			-21,145.78
	362	UNEMPLOYMENT INSURANCE	243.60	1,551.40			-1,551.40
	363	WORKER'S COMP	264.79	1,686.33			-1,686.33
	364	FICA/MEDICARE	255.96	1,630.10			-1,630.10
	365	TEACHER'S RETIREMENT	2,217.14	14,120.10			-14,120.10
	367	TRS ONBEHALF				42,762.00	42,762.00
	390	TRAVEL ALLOWANCE				500.00	500.00
	420	STAFF TRAVEL & PER DIEM		285.00		1,000.00	715.00
	450	SUPPLIES, MATL & MEDIA				1,500.00	1,500.00
		<b>Total Function</b>	<b>24,105.03</b>	<b>152,839.79</b>		<b>338,671.00</b>	<b>185,831.21</b>
350		SUPPORT SERVICES INSTRUCT					
	314	DIR/COOR/MANAGER (CERT)	9,442.50	75,540.00		113,310.00	37,770.00
	324	SUPPORT STAFF	2,699.23	16,069.16		23,664.00	7,594.84
	360	EMPLOYEE BENEFITS				54,782.00	54,782.00
	361	HEALTH/LIFE INSURANCE	620.44	4,343.09			-4,343.09
	362	UNEMPLOYMENT INSURANCE	168.07	1,267.26			-1,267.26
	363	WORKER'S COMP	182.05	1,373.71			-1,373.71
	364	FICA/MEDICARE	343.41	2,324.65			-2,324.65
	365	TEACHER'S RETIREMENT	1,185.97	9,487.76			-9,487.76
	366	PERS	593.84	3,535.19			-3,535.19
	367	TRS ONBEHALF				18,515.00	18,515.00
	368	PERS ONBEHALF				1,319.00	1,319.00

100 OPERATING BUDGET

			----- Current Year -----				
Function	Object	Description	Current Month	Current YTD	Current Enc	Budget	Variance
	390	TRAVEL ALLOWANCE				1,000.00	1,000.00
	410	PROFESSIONAL & TECH SVCS				10,000.00	10,000.00
	420	STAFF TRAVEL & PER DIEM				5,625.00	5,625.00
	433	COMMUNICATIONS				300.00	300.00
	450	SUPPLIES, MATL & MEDIA		773.50		16,875.00	16,101.50
	491	DUES & FEES				1,500.00	1,500.00
		<b>Total Function</b>	<b>15,235.51</b>	<b>114,714.32</b>		<b>246,890.00</b>	<b>132,175.68</b>
351		TECHNOLOGY					
	433	COMMUNICATIONS	1,273.21	5,411.19			-5,411.19
	450	SUPPLIES, MATL & MEDIA		75.00			-75.00
		<b>Total Function</b>	<b>1,273.21</b>	<b>5,486.19</b>			<b>-5,486.19</b>
352		LIBRARY SERVICES					
	323	AIDES	8,628.13	43,814.81		65,899.00	22,084.19
	360	EMPLOYEE BENEFITS				19,051.00	19,051.00
	361	HEALTH/LIFE INSURANCE	4,400.10	27,683.95			-27,683.95
	362	UNEMPLOYMENT INSURANCE	120.68	612.86			-612.86
	363	WORKER'S COMP	129.43	657.24			-657.24
	364	FICA/MEDICARE	660.06	3,351.86			-3,351.86
	366	PERS	1,898.19	9,639.26			-9,639.26
	368	PERS ONBEHALF				3,677.00	3,677.00
	440	OTHER PURCHASED SERVICES		3,936.45			-3,936.45
	450	SUPPLIES, MATL & MEDIA		400.99		3,500.00	3,099.01
		<b>Total Function</b>	<b>15,836.59</b>	<b>90,097.42</b>		<b>92,127.00</b>	<b>2,029.58</b>
354		IN-SERVICE TRAINING					
	410	PROFESSIONAL & TECH SVCS				7,500.00	7,500.00
	420	STAFF TRAVEL & PER DIEM		1,638.40		5,000.00	3,361.60
	440	OTHER PURCHASED SERVICES				2,500.00	2,500.00
	450	SUPPLIES, MATL & MEDIA		6,490.21	2,839.93	2,500.00	-3,990.21
		<b>Total Function</b>		<b>8,128.61</b>	<b>2,839.93</b>	<b>17,500.00</b>	<b>9,371.39</b>
360		Instructional-Related Technology					
	314	DIR/COOR/MANAGER (CERT)		14,446.23		79,454.00	65,007.77
	321	DIR/COORD/MGR (NON-CERT)	7,223.11	30,698.23			-30,698.23
	324	SUPPORT STAFF	3,794.72	17,598.57		27,416.00	9,817.43
	360	EMPLOYEE BENEFITS				40,426.00	40,426.00
	361	HEALTH/LIFE INSURANCE	586.70	3,813.62			-3,813.62
	362	UNEMPLOYMENT INSURANCE	151.86	863.69			-863.69
	363	WORKER'S COMP	164.87	939.81			-939.81
	364	FICA/MEDICARE	395.03	2,000.84			-2,000.84
	365	TEACHER'S RETIREMENT	907.22	5,670.16			-5,670.16
	366	PERS	804.07	3,840.95			-3,840.95
	367	TRS ONBEHALF				12,982.00	12,982.00
	368	PERS ONBEHALF				1,530.00	1,530.00

100 OPERATING BUDGET

			----- Current Year -----				
Function	Object	Description	Current Month	Current YTD	Current Enc	Budget	Variance
	433	COMMUNICATIONS		709,342.14		36,000.00	-673,342.14
	444	TECHNOLOGY RELATED REPAIRS AND		3,112.43		3,000.00	-112.43
	450	SUPPLIES, MATL & MEDIA		2,603.43	1,259.55	6,000.00	3,396.57
		<b>Total Function</b>	<b>14,027.58</b>	<b>794,930.10</b>	<b>1,259.55</b>	<b>206,808.00</b>	<b>-588,122.10</b>
400		SCHOOL ADMINISTRATION					
	313	PRINCIPAL	24,468.76	195,750.08		293,645.00	97,894.92
	316	EXTRA DUTY PAY	1,394.04	3,490.72			-3,490.72
	329	SUBSTITUTES/TEMPORARIES		50.00			-50.00
	360	EMPLOYEE BENEFITS				117,458.00	117,458.00
	361	HEALTH/LIFE INSURANCE	2,725.92	19,887.22			-19,887.22
	362	UNEMPLOYMENT INSURANCE		356.91	2,750.32		-2,750.32
	363	WORKER'S COMP		387.93	2,989.27		-2,989.27
	364	FICA/MEDICARE		375.01	2,892.76		-2,892.76
	365	TEACHER'S RETIREMENT	3,248.35	25,024.45			-25,024.45
	367	TRS ONBEHALF				47,982.00	47,982.00
	390	TRAVEL ALLOWANCE				1,350.00	1,350.00
	420	STAFF TRAVEL & PER DIEM	253.01	6,683.37		3,200.00	-3,483.37
	450	SUPPLIES, MATL & MEDIA		9,784.34	225.40	1,100.00	-8,684.34
		<b>Total Function</b>	<b>33,209.93</b>	<b>269,302.53</b>	<b>225.40</b>	<b>464,735.00</b>	<b>195,432.47</b>
450		SCHOOL ADMIN SUPPORT					
	324	SUPPORT STAFF	13,637.34	78,359.64		97,255.00	18,895.36
	360	EMPLOYEE BENEFITS				38,902.00	38,902.00
	361	HEALTH/LIFE INSURANCE	1,320.10	9,240.70			-9,240.70
	362	UNEMPLOYMENT INSURANCE		185.66	1,066.60		-1,066.60
	363	WORKER'S COMP		204.50	1,174.28		-1,174.28
	364	FICA/MEDICARE		1,043.25	5,994.52		-5,994.52
	366	PERS		3,000.22	17,332.62		-17,332.62
	368	PERS ONBEHALF				5,428.00	5,428.00
	420	STAFF TRAVEL & PER DIEM	-253.01	-242.53			242.53
	450	SUPPLIES, MATL & MEDIA		845.43	1,599.64	900.00	-699.64
		<b>Total Function</b>	<b>19,983.49</b>	<b>114,525.47</b>	<b>1,215.61</b>	<b>142,485.00</b>	<b>27,959.53</b>
511		BOARD OF EDUCATION					
	316	EXTRA DUTY PAY		328.10			-328.10
	322	SPECIALISTS (NON-CERT)		17,525.00		68,000.00	50,475.00
	324	SUPPORT STAFF	2,345.94	18,767.54		37,151.00	18,383.46
	329	SUBSTITUTES/TEMPORARIES	8,282.50	45,805.00			-45,805.00
	360	EMPLOYEE BENEFITS				33,961.00	33,961.00
	361	HEALTH/LIFE INSURANCE	242.00	1,957.62			-1,957.62
	362	UNEMPLOYMENT INSURANCE		32.82	267.16		-267.16
	363	WORKER'S COMP		38.25	357.21		-357.21
	364	FICA/MEDICARE		813.09	6,306.25		-6,306.25
	366	PERS		813.12	7,440.53		-7,440.53
	368	PERS ONBEHALF				5,867.00	5,867.00

100 OPERATING BUDGET

			----- Current Year -----				
Function	Object	Description	Current Month	Current YTD	Current Enc	Budget	Variance
	410	PROFESSIONAL & TECH SVCS	11,007.27	11,007.27		5,000.00	-6,007.27
	420	STAFF TRAVEL & PER DIEM	4,025.48	65,684.49	5,437.60	50,000.00	-15,684.49
	450	SUPPLIES, MATL & MEDIA		7,326.05		5,900.00	-1,426.05
	491	DUES & FEES		17,673.00		18,450.00	777.00
		<b>Total Function</b>	<b>27,600.47</b>	<b>200,445.22</b>	<b>5,437.60</b>	<b>224,329.00</b>	<b>23,883.78</b>
512		OFFICE OF SUPERINTENDENT					
	311	SUPERINTENDENT	2,884.62	125,801.31		125,000.00	-801.31
	316	EXTRA DUTY PAY		7,053.20			-7,053.20
	324	SUPPORT STAFF	2,417.04	19,336.28		29,004.00	9,667.72
	360	EMPLOYEE BENEFITS				61,602.00	61,602.00
	361	HEALTH/LIFE INSURANCE	249.32	23,984.36			-23,984.36
	362	UNEMPLOYMENT INSURANCE	137.07	2,167.28			-2,167.28
	363	WORKER'S COMP	79.53	2,282.90			-2,282.90
	364	FICA/MEDICARE	3,326.73	6,505.61			-6,505.61
	365	TEACHER'S RETIREMENT	-7,156.20	10,044.21			-10,044.21
	366	PERS	531.74	4,253.98			-4,253.98
	367	TRS ONBEHALF				17,775.00	17,775.00
	368	PERS ONBEHALF				1,618.00	1,618.00
	370	HOUSING SUBSIDY				23,000.00	23,000.00
	410	PROFESSIONAL & TECH SVCS		10,248.00		35,000.00	24,752.00
	414	LEGAL SERVICES		44,904.45			-44,904.45
	420	STAFF TRAVEL & PER DIEM	605.31	27,715.93	2,317.33	7,500.00	-20,215.93
	450	SUPPLIES, MATL & MEDIA		5,092.09	50.00	1,500.00	-3,592.09
	490	OTHER EXPENSES		1,055.00			-1,055.00
	491	DUES & FEES		1,290.00		500.00	-790.00
		<b>Total Function</b>	<b>3,075.16</b>	<b>291,734.60</b>	<b>2,367.33</b>	<b>302,499.00</b>	<b>10,764.40</b>
550		DISTRICT ADMIN SUPPORT SV					
	310	CERTIFICATED SALARIES		39,000.00			-39,000.00
	316	EXTRA DUTY PAY		1,833.24			-1,833.24
	321	DIR/COORD/MGR (NON-CERT)	9,750.00	39,000.00		117,000.00	78,000.00
	324	SUPPORT STAFF	12,514.30	83,908.98		131,981.00	48,072.02
	329	SUBSTITUTES/TEMPORARIES		693.36			-693.36
	360	EMPLOYEE BENEFITS				99,592.00	99,592.00
	361	HEALTH/LIFE INSURANCE	5,500.20	34,834.60			-34,834.60
	362	UNEMPLOYMENT INSURANCE	307.25	2,304.38			-2,304.38
	363	WORKER'S COMP	329.63	2,465.15			-2,465.15
	364	FICA/MEDICARE	1,703.21	12,492.91			-12,492.91
	366	PERS	4,898.13	34,264.50			-34,264.50
	368	PERS ONBEHALF				13,893.00	13,893.00
	390	TRAVEL ALLOWANCE				1,500.00	1,500.00
	410	PROFESSIONAL & TECH SVCS	25,000.00	45,000.00		60,000.00	15,000.00
	420	STAFF TRAVEL & PER DIEM	2,359.99	14,271.58	636.00	5,000.00	-9,271.58
	433	COMMUNICATIONS	2,549.13	15,141.69		30,000.00	14,858.31
	440	OTHER PURCHASED SERVICES		15,520.00		40,000.00	24,480.00

100 OPERATING BUDGET

Function	Object	Description	----- Current Year -----				
			Current Month	Current YTD	Current Enc	Budget	Variance
	445	INSURANCE & BOND PREMIUMS A		-7,731.35		18,500.00	26,231.35
	450	SUPPLIES, MATL & MEDIA	2,900.99	14,232.72	1,829.61	5,000.00	-9,232.72
	490	OTHER EXPENSES	1,495.31	129,950.58	2,403.21		-129,950.58
	491	DUES & FEES	999.00	1,913.98		3,000.00	1,086.02
		<b>Total Function</b>	<b>70,307.14</b>	<b>479,096.32</b>	<b>4,868.82</b>	<b>525,466.00</b>	<b>46,369.68</b>
551		RECRUITMENT					
	321	DIR/COORD/MGR (NON-CERT)	73.57	638.70			-638.70
	361	HEALTH/LIFE INSURANCE	22.48	196.66			-196.66
	362	UNEMPLOYMENT INSURANCE	1.03	8.84			-8.84
	363	WORKER'S COMP	1.10	9.61			-9.61
	364	FICA/MEDICARE	5.64	48.88			-48.88
	366	PERS	16.16	140.53			-140.53
	410	PROFESSIONAL & TECH SVCS				5,000.00	5,000.00
	420	STAFF TRAVEL & PER DIEM	2,988.80	3,797.80	2,988.80	11,250.00	7,452.20
	450	SUPPLIES, MATL & MEDIA	292.99	292.99	292.99		-292.99
	490	OTHER EXPENSES		5,700.00		5,500.00	-200.00
		<b>Total Function</b>	<b>3,401.77</b>	<b>10,834.01</b>	<b>3,281.79</b>	<b>21,750.00</b>	<b>10,915.99</b>
552		HUMAN RESOURCES STAFF SVC					
	321	DIR/COORD/MGR (NON-CERT)				28,151.00	28,151.00
	324	SUPPORT STAFF	2,345.94	18,767.54			-18,767.54
	360	EMPLOYEE BENEFITS				11,261.00	11,261.00
	361	HEALTH/LIFE INSURANCE	241.98	1,925.22			-1,925.22
	362	UNEMPLOYMENT INSURANCE	32.82	262.51			-262.51
	363	WORKER'S COMP	35.20	281.53			-281.53
	364	FICA/MEDICARE	179.46	1,435.72			-1,435.72
	366	PERS	516.10	4,128.85			-4,128.85
	368	PERS ONBEHALF				1,571.00	1,571.00
	420	STAFF TRAVEL & PER DIEM		70.00		500.00	430.00
	450	SUPPLIES, MATL & MEDIA				250.00	250.00
	490	OTHER EXPENSES				250.00	250.00
		<b>Total Function</b>	<b>3,351.50</b>	<b>26,871.37</b>		<b>41,983.00</b>	<b>15,111.63</b>
560		Administrative Technology Services					
	314	DIR/COORD/MGR (CERT)		2,407.70		26,485.00	24,077.30
	321	DIR/COORD/MGR (NON-CERT)	2,407.71	19,863.58			-19,863.58
	360	EMPLOYEE BENEFITS				10,594.00	10,594.00
	362	UNEMPLOYMENT INSURANCE	32.99	305.20			-305.20
	363	WORKER'S COMP	36.12	334.10			-334.10
	364	FICA/MEDICARE	34.91	322.94			-322.94
	365	TEACHER'S RETIREMENT	302.41	2,797.25			-2,797.25
	367	TRS ONBEHALF				4,328.00	4,328.00
	410	PROFESSIONAL & TECH SVCS				5,500.00	5,500.00
	420	STAFF TRAVEL & PER DIEM	3,740.00	5,734.71	2,300.00	7,500.00	1,765.29
	433	COMMUNICATIONS		304,506.90		1,764,000.00	1,459,493.10

100 OPERATING BUDGET

Function	Object	Description	----- Current Year -----				
			Current Month	Current YTD	Current Enc	Budget	Variance
	444	TECHNOLOGY RELATED REPAIRS AND		33.00		1,500.00	1,467.00
	450	SUPPLIES, MATL & MEDIA	3,588.47	21,193.03	7,773.42	44,000.00	22,806.97
	491	DUES & FEES				1,500.00	1,500.00
		<b>Total Function</b>	<b>10,142.61</b>	<b>357,498.41</b>	<b>10,073.42</b>	<b>1,865,407.00</b>	<b>1,507,908.59</b>
600		OPERATION & MAINTENANCE					
	316	EXTRA DUTY PAY		2,500.00			-2,500.00
	321	DIR/COORD/MGR (NON-CERT)	4,487.31	35,485.48		56,851.00	21,365.52
	325	MAINTENANCE/CUSTODIAL	22,882.21	171,678.49		228,942.00	57,263.51
	329	SUBSTITUTES/TEMPORARIES	6,404.08	107,956.86			-107,956.86
	360	EMPLOYEE BENEFITS				114,318.00	114,318.00
	361	HEALTH/LIFE INSURANCE	4,175.90	37,849.39			-37,849.39
	362	UNEMPLOYMENT INSURANCE	474.23	4,550.02			-4,550.02
	363	WORKER'S COMP	500.42	4,660.76			-4,660.76
	364	FICA/MEDICARE	2,583.67	24,298.14			-24,298.14
	366	PERS	6,021.30	40,321.70			-40,321.70
	368	PERS ONBEHALF				34,125.00	34,125.00
	410	PROFESSIONAL & TECH SVCS		5,960.00		5,000.00	-960.00
	420	STAFF TRAVEL & PER DIEM	660.00	26,378.94	1,470.00	15,000.00	-11,378.94
	431	WATER & SEWAGE	5,236.05	219,282.82		325,000.00	105,717.18
	433	COMMUNICATIONS				300.00	300.00
	435	FUEL-HEATING		400,910.59		405,580.00	4,669.41
	436	ELECTRICITY		293,973.51		431,000.00	137,026.49
	440	OTHER PURCHASED SERVICES		17,680.04		28,000.00	10,319.96
	445	INSURANCE & BOND PREMIUMS A		-70,101.40		170,000.00	240,101.40
	450	SUPPLIES, MATL & MEDIA	2,900.00	36,154.63	2,900.00		-36,154.63
	452	MAINTENANCE SUPPLIES	2,046.62	124,111.25	10,778.62	100,000.00	-24,111.25
	453	JANITORIAL SUPPLIES	217.07	33,127.57	292.07	35,000.00	1,872.43
	456	VEHICLE MAINTENANCE		8,455.55	933.81	10,500.00	2,044.45
	457	SMALL TOOLS AND EQUIPMENT		78.13			-78.13
	458	GAS & OIL		11,017.00		26,654.00	15,637.00
	490	OTHER EXPENSES				100.00	100.00
	491	DUES & FEES		272.00		450.00	178.00
		<b>Total Function</b>	<b>58,588.86</b>	<b>1,536,601.47</b>	<b>16,374.50</b>	<b>1,986,820.00</b>	<b>450,218.53</b>
700		STUDENT ACTIVITIES					
	315	TEACHER				10,000.00	10,000.00
	316	EXTRA DUTY PAY		4,750.00		27,000.00	22,250.00
	324	SUPPORT STAFF				5,000.00	5,000.00
	329	SUBSTITUTES/TEMPORARIES	1,935.00	6,095.00			-6,095.00
	360	EMPLOYEE BENEFITS				15,100.00	15,100.00
	361	HEALTH/LIFE INSURANCE	151.17	926.60			-926.60
	362	UNEMPLOYMENT INSURANCE	27.78	126.09			-126.09
	363	WORKER'S COMP	29.03	135.69			-135.69
	364	FICA/MEDICARE	105.86	486.49			-486.49
	365	TEACHER'S RETIREMENT	85.42	695.19			-695.19

100 OPERATING BUDGET

Function	Object	Description	----- Current Year -----				
			Current Month	Current YTD	Current Enc	Budget	Variance
	366	PERS	74.80	459.80		-459.80	
	367	TRS ONBEHALF			5,831.00	5,831.00	
	368	PERS ONBEHALF			279.00	279.00	
	410	PROFESSIONAL & TECH SVCS		50.00		-50.00	
	420	STAFF TRAVEL & PER DIEM	586.40	4,340.68	685.40	-840.68	
	425	STUDENT TRAVEL	16,105.52	131,929.04	30,290.01	-26,929.04	
	440	OTHER PURCHASED SERVICES		480.00		-480.00	
	450	SUPPLIES, MATL & MEDIA	5,845.73	12,685.33	4,088.32	-11,085.33	
	491	DUES & FEES	1,400.00	5,455.00		-3,845.00	
		<b>Total Function</b>	<b>26,346.71</b>	<b>168,614.91</b>	<b>35,063.73</b>	<b>174,920.00</b>	<b>6,305.09</b>
790		FOOD SERVICES					
	459	FOOD		478.59		-478.59	
	510	EQUIPMENT		552.65		-552.65	
		<b>Total Function</b>		<b>1,031.24</b>		<b>-1,031.24</b>	
		<b>Total Expenses</b>	<b>736,917.04</b>	<b>7,395,546.58</b>	<b>95,164.42</b>	<b>11,299,626.00</b>	<b>3,904,079.42</b>
		Net Income from Operations	-736,917.04	-838,296.19			
Other Expenses							
900		FUND TRANSFERS					
	552	XFER TO FOOD SERVICE				100,000.00	100,000.00
	558	XFER TO TEACHER HOUSING				400,000.00	400,000.00
		<b>Total Function</b>				<b>500,000.00</b>	
		<b>Total Other Expenses</b>	<b>0.00</b>	<b>0.00</b>		<b>500,000.00</b>	<b>500,000.00</b>
		Net Income	-736,917.04	-838,296.19			

205 STUDENT TRANSPORTATION

Function	Object	Description	----- Current Year -----				
			Current Month	Current YTD	Current Enc	Budget	Variance
Revenue							
	65	STUDENT TRANSPORTATION		294.00		882.00	-588.00
		<b>Total Revenue</b>	<b>0.00</b>	<b>294.00</b>		<b>882.00</b>	<b>-588.00</b>
Expenses							
760	440	TRANSPORTATION OTHER PURCHASED SERVICES				882.00	882.00
		<b>Total Function</b>				<b>882.00</b>	<b>882.00</b>
		<b>Total Expenses</b>	<b>0.00</b>	<b>0.00</b>		<b>882.00</b>	<b>882.00</b>
		Net Income from Operations		294.00			
		Net Income	0.00	294.00			



236 STAFF DEVELOPMENT

Function	Object	Description	----- Current Year -----				
			Current Month	Current YTD	Current Enc	Budget	Variance
Revenue							
	50	OTHER STATE REVENUES		18,691.88		17,320.00	1,371.88
		<b>Total Revenue</b>	<b>0.00</b>	<b>18,691.88</b>		<b>17,320.00</b>	<b>1,371.88</b>
Expenses							
100		REGULAR INSTRUCTION					
	420	STAFF TRAVEL & PER DIEM	633.16	10,165.81		17,320.00	7,154.19
		<b>Total Function</b>	<b>633.16</b>	<b>10,165.81</b>		<b>17,320.00</b>	<b>7,154.19</b>
160		VOCATIONAL ED INSTRUCTION					
	420	STAFF TRAVEL & PER DIEM		246.96			-246.96
		<b>Total Function</b>		<b>246.96</b>			<b>-246.96</b>
550		DISTRICT ADMIN SUPPORT SV					
	420	STAFF TRAVEL & PER DIEM		3,739.23			-3,739.23
		<b>Total Function</b>		<b>3,739.23</b>			<b>-3,739.23</b>
		<b>Total Expenses</b>	<b>633.16</b>	<b>14,152.00</b>		<b>17,320.00</b>	<b>3,168.00</b>
		Net Income from Operations	-633.16	4,539.88			
		Net Income	-633.16	4,539.88			

250 TITLE IIA T&P R&R

Function	Object	Description	----- Current Year -----				
			Current Month	Current YTD	Current Enc	Budget	Variance
Revenue							
	100	FEDERAL REVENUE				69,637.00	-69,637.00
		<b>Total Revenue</b>	<b>0.00</b>	<b>0.00</b>		<b>69,637.00</b>	<b>-69,637.00</b>
Expenses							
100		REGULAR INSTRUCTION					
	320	NON CERTIFICATED SALARIES				38,500.00	38,500.00
	360	EMPLOYEE BENEFITS				14,560.00	14,560.00
	410	PROFESSIONAL & TECH SVCS				21,000.00	21,000.00
	420	STAFF TRAVEL & PER DIEM				3,000.00	3,000.00
	440	OTHER PURCHASED SERVICES				3,184.00	3,184.00
	450	SUPPLIES, MATL & MEDIA		1,703.44		553.00	-1,150.44
		<b>Total Function</b>		<b>1,703.44</b>		<b>80,797.00</b>	<b>79,093.56</b>
		<b>Total Expenses</b>	<b>0.00</b>	<b>1,703.44</b>		<b>80,797.00</b>	<b>79,093.56</b>
		Net Income from Operations					-1,703.44
		Net Income	0.00	-1,703.44			

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252 USDA FRESH FRUITS & VEGET

Function	Object	Description	----- Current Year -----				
			Current Month	Current YTD	Current Enc	Budget	Variance
Expenses							
790		FOOD SERVICES		367.55			-367.55
	459	FOOD					-367.55
		<b>Total Function</b>		<b>367.55</b>			<b>-367.55</b>
		<b>Total Expenses</b>	<b>0.00</b>	<b>367.55</b>		<b>0.00</b>	<b>-367.55</b>
		Net Income from Operations		-367.55			
		Net Income	0.00	-367.55			

255 FOOD SERVICE FUND

Function	Object	Description	----- Current Year -----				
			Current Month	Current YTD	Current Enc	Budget	Variance
Revenue							
	22	TYPE A ADULT MEAL REVENUE	24.00	9,153.00		13,000.00	-3,847.00
	40	OTHER LOCAL REVENUES		151.00		32,000.00	-31,849.00
	161	USDA FOOD SERVICE REIMBRS A		87,939.57		373,000.00	-285,060.43
	250	TRANSFER FR OTHER FUNDS				100,000.00	-100,000.00
		<b>Total Revenue</b>	<b>24.00</b>	<b>97,243.57</b>		<b>518,000.00</b>	<b>-420,756.43</b>
Expenses							
790		FOOD SERVICES					
	321	DIR/COORD/MGR (NON-CERT)	2,641.10	21,098.35		60,321.00	39,222.65
	326	FOOD SERVICE STAFF	17,500.23	84,092.67		107,318.00	23,225.33
	329	SUBSTITUTES/TEMPORARIES				6,000.00	6,000.00
	360	EMPLOYEE BENEFITS				67,955.00	67,955.00
	361	HEALTH/LIFE INSURANCE	6,160.29	38,580.45			-38,580.45
	362	UNEMPLOYMENT INSURANCE	280.78	1,464.29			-1,464.29
	363	WORKER'S COMP	298.58	1,562.47			-1,562.47
	364	FICA/MEDICARE	1,540.79	8,047.12			-8,047.12
	366	PERS	4,003.38	21,426.31			-21,426.31
	420	STAFF TRAVEL & PER DIEM		1,567.20		1,500.00	-67.20
	450	SUPPLIES, MATL & MEDIA		5,995.63		8,000.00	2,004.37
	459	FOOD	5,690.65	187,993.89		365,000.00	177,006.11
	491	DUES & FEES				1,500.00	1,500.00
	510	EQUIPMENT	286.46	286.46	286.46	2,500.00	2,213.54
		<b>Total Function</b>	<b>38,402.26</b>	<b>372,114.84</b>	<b>286.46</b>	<b>620,094.00</b>	<b>247,979.16</b>
		<b>Total Expenses</b>	<b>38,402.26</b>	<b>372,114.84</b>	<b>286.46</b>	<b>620,094.00</b>	<b>247,979.16</b>
		Net Income from Operations	-38,378.26	-274,871.27			
		Net Income	-38,378.26	-274,871.27			

256 TITLE I PART (A)

Function	Object	Description	----- Current Year -----				
			Current Month	Current YTD	Current Enc	Budget	Variance
Revenue							
	100	FEDERAL REVENUE				523,135.00	-523,135.00
		<b>Total Revenue</b>	<b>0.00</b>	<b>0.00</b>		<b>523,135.00</b>	<b>-523,135.00</b>
Expenses							
100		REGULAR INSTRUCTION					
	316	EXTRA DUTY PAY		402.04		43,000.00	42,597.96
	320	NON CERTIFICATED SALARIES				164,355.00	164,355.00
	321	DIR/COORD/MGR (NON-CERT)	2,641.10	21,098.35		31,071.00	9,972.65
	323	AIDES	9,353.26	47,729.35			-47,729.35
	324	SUPPORT STAFF	1,665.48	16,605.55			-16,605.55
	360	EMPLOYEE BENEFITS				94,028.00	94,028.00
	361	HEALTH/LIFE INSURANCE	4,196.31	28,430.81			-28,430.81
	362	UNEMPLOYMENT INSURANCE	190.25	1,199.19			-1,199.19
	363	WORKER'S COMP	204.86	1,287.32			-1,287.32
	364	FICA/MEDICARE	1,044.97	6,558.64			-6,558.64
	365	TEACHER'S RETIREMENT		15.70			-15.70
	366	PERS	3,005.18	18,073.60			-18,073.60
	420	STAFF TRAVEL & PER DIEM		5,264.72		16,500.00	11,235.28
	425	STUDENT TRAVEL		9,296.31	1,120.68	25,000.00	15,703.69
	440	OTHER PURCHASED SERVICES				26,000.00	26,000.00
	450	SUPPLIES, MATL & MEDIA		95.00		28,181.00	28,086.00
	480	STUDENT STIPENDS		4,000.00		76,000.00	72,000.00
	490	OTHER EXPENSES				4,000.00	4,000.00
	510	EQUIPMENT				15,000.00	15,000.00
		<b>Total Function</b>	<b>22,301.41</b>	<b>160,056.58</b>	<b>1,120.68</b>	<b>523,135.00</b>	<b>363,078.42</b>
		<b>Total Expenses</b>	<b>22,301.41</b>	<b>160,056.58</b>	<b>1,120.68</b>	<b>523,135.00</b>	<b>363,078.42</b>
		Net Income from Operations	-22,301.41	-160,056.58			
		Net Income	-22,301.41	-160,056.58			

257 TITLE I-C MIGRANT ED

Function	Object	Description	----- Current Year -----				
			Current Month	Current YTD	Current Enc	Budget	Variance
Revenue							
	100	FEDERAL REVENUE				74,502.00	-74,502.00
	150	FEDERAL REVENUE VIA STATE A		1,120.84			1,120.84
		<b>Total Revenue</b>	<b>0.00</b>	<b>1,120.84</b>		<b>74,502.00</b>	<b>-73,381.16</b>
Expenses							
100		REGULAR INSTRUCTION					
	316	EXTRA DUTY PAY				450.00	450.00
	320	NON CERTIFICATED SALARIES		50.00		33,720.00	33,670.00
	324	SUPPORT STAFF	689.17	4,102.98			-4,102.98
	360	EMPLOYEE BENEFITS				7,400.00	7,400.00
	361	HEALTH/LIFE INSURANCE	158.41	1,108.94			-1,108.94
	362	UNEMPLOYMENT INSURANCE	9.64	57.41			-57.41
	363	WORKER'S COMP	10.32	61.46			-61.46
	364	FICA/MEDICARE	52.71	313.82			-313.82
	366	PERS	151.62	902.65			-902.65
	420	STAFF TRAVEL & PER DIEM		1,896.83	149.00		-1,896.83
	425	STUDENT TRAVEL	356.20	476.20		4,500.00	4,023.80
	450	SUPPLIES, MATL & MEDIA		2,822.14	1,402.81	13,429.00	10,606.86
	480	STUDENT STIPENDS				15,000.00	15,000.00
		<b>Total Function</b>	<b>1,428.07</b>	<b>11,792.43</b>	<b>1,551.81</b>	<b>74,499.00</b>	<b>62,706.57</b>
		<b>Total Expenses</b>	<b>1,428.07</b>	<b>11,792.43</b>	<b>1,551.81</b>	<b>74,499.00</b>	<b>62,706.57</b>
		Net Income from Operations	-1,428.07	-10,671.59			
		Net Income	-1,428.07	-10,671.59			

265 MIGRANT BOOKS

Function	Object	Description	----- Current Year -----				
			Current Month	Current YTD	Current Enc	Budget	Variance
Expenses							
100		REGULAR INSTRUCTION					
	310	CERTIFICATED SALARIES				300.00	300.00
	450	SUPPLIES, MATL & MEDIA				3,492.00	3,492.00
		<b>Total Function</b>				<b>3,792.00</b>	<b>3,792.00</b>
<b>Total Expenses</b>			<b>0.00</b>	<b>0.00</b>		<b>3,792.00</b>	<b>3,792.00</b>
Net Income from Operations							
Net Income			0.00	0.00			

269 PRESCHOOL DISABLED

Function	Object	Description	----- Current Year -----				
			Current Month	Current YTD	Current Enc	Budget	Variance
Revenue							
	100	FEDERAL REVENUE				2,202.00	-2,202.00
		<b>Total Revenue</b>	<b>0.00</b>	<b>0.00</b>		<b>2,202.00</b>	<b>-2,202.00</b>
Expenses							
200		SPECIAL ED INSTRUCTION					
	410	PROFESSIONAL & TECH SVCS				1,454.00	1,454.00
	450	SUPPLIES, MATL & MEDIA				399.00	399.00
		<b>Total Function</b>				<b>1,853.00</b>	<b>1,853.00</b>
220		SPEC ED SUPPORT SVCS					
	410	PROFESSIONAL & TECH SVCS		1,803.33			-1,803.33
		<b>Total Function</b>		<b>1,803.33</b>			<b>-1,803.33</b>
		<b>Total Expenses</b>	<b>0.00</b>	<b>1,803.33</b>		<b>1,853.00</b>	<b>49.67</b>
		Net Income from Operations		-1,803.33			
		Net Income	0.00	-1,803.33			



270 TITLE III-A ENG LANG ACQ

Function	Object	Description	----- Current Year -----				
			Current Month	Current YTD	Current Enc	Budget	Variance
Revenue							
	100	FEDERAL REVENUE				30,175.00	-30,175.00
		<b>Total Revenue</b>	<b>0.00</b>	<b>0.00</b>		<b>30,175.00</b>	<b>-30,175.00</b>
Expenses							
100		REGULAR INSTRUCTION					
	410	PROFESSIONAL & TECH SVCS				4,900.00	4,900.00
	420	STAFF TRAVEL & PER DIEM				13,000.00	13,000.00
	450	SUPPLIES, MATL & MEDIA		1,620.10	915.32	12,275.00	10,654.90
		<b>Total Function</b>		<b>1,620.10</b>	<b>915.32</b>	<b>30,175.00</b>	<b>28,554.90</b>
		<b>Total Expenses</b>	<b>0.00</b>	<b>1,620.10</b>	<b>915.32</b>	<b>30,175.00</b>	<b>28,554.90</b>
		Net Income from Operations		-1,620.10			
		Net Income	0.00	-1,620.10			

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271 MIGRANT ED PARENT ADVISORY COUNCIL

Function	Object	Description	----- Current Year -----			
			Current Month	Current YTD	Current Enc	Budget
Expenses						
100		REGULAR INSTRUCTION				
	420	STAFF TRAVEL & PER DIEM		1,458.84		-1,458.84
		<b>Total Function</b>		<b>1,458.84</b>		<b>-1,458.84</b>
		<b>Total Expenses</b>	<b>0.00</b>	<b>1,458.84</b>	<b>0.00</b>	<b>-1,458.84</b>
		Net Income from Operations		-1,458.84		
		Net Income	0.00	-1,458.84		

274 TITLE IA SCHOOL IMPROVEMENT

Function	Object	Description	----- Current Year -----				
			Current Month	Current YTD	Current Enc	Budget	Variance
Revenue							
	150	FEDERAL REVENUE VIA STATE A				93,000.00	-93,000.00
		<b>Total Revenue</b>	<b>0.00</b>	<b>0.00</b>		<b>93,000.00</b>	<b>-93,000.00</b>
Expenses							
100		REGULAR INSTRUCTION					
	316	EXTRA DUTY PAY				4,350.00	4,350.00
	360	EMPLOYEE BENEFITS				3,150.00	3,150.00
	410	PROFESSIONAL & TECH SVCS				17,250.00	17,250.00
	420	STAFF TRAVEL & PER DIEM	279.16	17,454.10	585.00	30,000.00	12,545.90
	450	SUPPLIES, MATL & MEDIA		15,360.16	5,554.00	6,999.00	-8,361.16
	490	OTHER EXPENSES				1,248.00	1,248.00
		<b>Total Function</b>	<b>279.16</b>	<b>32,814.26</b>	<b>6,139.00</b>	<b>62,997.00</b>	<b>30,182.74</b>
		<b>Total Expenses</b>	<b>279.16</b>	<b>32,814.26</b>	<b>6,139.00</b>	<b>62,997.00</b>	<b>30,182.74</b>
		Net Income from Operations	-279.16	-32,814.26			
		Net Income	-279.16	-32,814.26			

275 TITLE IVA

Function	Object	Description	----- Current Year -----				
			Current Month	Current YTD	Current Enc	Budget	Variance
Revenue							
	100	FEDERAL REVENUE				61,245.00	-61,245.00
		<b>Total Revenue</b>	<b>0.00</b>	<b>0.00</b>		<b>61,245.00</b>	<b>-61,245.00</b>
		Net Income from Operations					
		Net Income	0.00	0.00			

297 TITLE VIB

Function	Object	Description	----- Current Year -----				
			Current Month	Current YTD	Current Enc	Budget	Variance
Revenue							
	100	FEDERAL REVENUE		21,035.94		150,216.00	-129,180.06
		<b>Total Revenue</b>	<b>0.00</b>	<b>21,035.94</b>		<b>150,216.00</b>	<b>-129,180.06</b>
Expenses							
200		SPECIAL ED INSTRUCTION					
	320	NON CERTIFICATED SALARIES				39,750.00	39,750.00
	323	AIDES	5,281.43	28,113.58			-28,113.58
	360	EMPLOYEE BENEFITS				19,737.00	19,737.00
	361	HEALTH/LIFE INSURANCE	586.66	5,280.18			-5,280.18
	362	UNEMPLOYMENT INSURANCE	71.62	406.61			-406.61
	363	WORKER'S COMP	79.22	447.22			-447.22
	364	FICA/MEDICARE	404.03	2,293.76			-2,293.76
	366	PERS	1,161.92	6,596.42			-6,596.42
	410	PROFESSIONAL & TECH SVCS	9,721.36	9,721.36		65,840.00	56,118.64
	420	STAFF TRAVEL & PER DIEM	1,380.00	1,380.00			-1,380.00
	425	STUDENT TRAVEL				2,000.00	2,000.00
	450	SUPPLIES, MATL & MEDIA				8,299.00	8,299.00
		<b>Total Function</b>	<b>18,686.24</b>	<b>54,239.13</b>		<b>135,626.00</b>	<b>81,386.87</b>
220		SPEC ED SUPPORT SVCS					
	410	PROFESSIONAL & TECH SVCS		17,297.69			-17,297.69
	420	STAFF TRAVEL & PER DIEM	60.00	60.00		14,590.00	14,530.00
		<b>Total Function</b>	<b>60.00</b>	<b>17,357.69</b>		<b>14,590.00</b>	<b>-2,767.69</b>
		<b>Total Expenses</b>	<b>18,746.24</b>	<b>71,596.82</b>		<b>150,216.00</b>	<b>78,619.18</b>
		Net Income from Operations	-18,746.24	-50,560.88			
		Net Income	-18,746.24	-50,560.88			

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300 UNDESIGNATED

Function	Object	Description	----- Current Year -----			
			Current Month	Current YTD	Current Enc	Budget
Expenses						
100		REGULAR INSTRUCTION				
	425	STUDENT TRAVEL	76.00	76.00		-76.00
		<b>Total Function</b>	<b>76.00</b>	<b>76.00</b>		<b>-76.00</b>
		<b>Total Expenses</b>	<b>76.00</b>	<b>76.00</b>	<b>0.00</b>	<b>-76.00</b>
		Net Income from Operations	-76.00	-76.00		
		Net Income	-76.00	-76.00		

301 CARL PERKINS

Function	Object	Description	----- Current Year -----				
			Current Month	Current YTD	Current Enc	Budget	Variance
Revenue							
	100	FEDERAL REVENUE				24,659.00	-24,659.00
		<b>Total Revenue</b>	<b>0.00</b>	<b>0.00</b>		<b>24,659.00</b>	<b>-24,659.00</b>
Expenses							
100		REGULAR INSTRUCTION					
	420	STAFF TRAVEL & PER DIEM	474.20	1,065.24			-1,065.24
	425	STUDENT TRAVEL	1,144.60	17,342.69			-17,342.69
		<b>Total Function</b>	<b>1,618.80</b>	<b>18,407.93</b>			<b>-18,407.93</b>
160		VOCATIONAL ED INSTRUCTION					
	420	STAFF TRAVEL & PER DIEM		285.23		2,500.00	2,214.77
	425	STUDENT TRAVEL		5,495.20	200.00	22,159.00	16,663.80
		<b>Total Function</b>		<b>5,780.43</b>	<b>200.00</b>	<b>24,659.00</b>	<b>18,878.57</b>
700		STUDENT ACTIVITIES					
	425	STUDENT TRAVEL	625.00	625.00			-625.00
		<b>Total Function</b>	<b>625.00</b>	<b>625.00</b>			<b>-625.00</b>
		<b>Total Expenses</b>	<b>2,243.80</b>	<b>24,813.36</b>	<b>200.00</b>	<b>24,659.00</b>	<b>-154.36</b>
		Net Income from Operations	-2,243.80	-24,813.36			
		Net Income	-2,243.80	-24,813.36			

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350 JOHNSON O'MALLEY

Function	Object	Description	----- Current Year -----				
			Current Month	Current YTD	Current Enc	Budget	Variance
Expenses							
120		BILINGUAL/BICULTURAL INST		500.00			-500.00
	450	SUPPLIES, MATL & MEDIA					-500.00
		<b>Total Function</b>		<b>500.00</b>			<b>-500.00</b>
		<b>Total Expenses</b>	<b>0.00</b>	<b>500.00</b>		<b>0.00</b>	<b>-500.00</b>
		Net Income from Operations		-500.00			
		Net Income	0.00	-500.00			



362 INDIAN EDUCATION

Function	Object	Description	----- Current Year -----			
			Current Month	Current YTD	Current Enc	Budget
Expenses						
100		REGULAR INSTRUCTION				
	420	STAFF TRAVEL & PER DIEM		2,954.40		-2,954.40
	425	STUDENT TRAVEL	208.00	17,974.89		-17,974.89
	450	SUPPLIES, MATL & MEDIA		990.00		-990.00
		<b>Total Function</b>	<b>208.00</b>	<b>21,919.29</b>		<b>-21,919.29</b>
550		DISTRICT ADMIN SUPPORT SV				
	420	STAFF TRAVEL & PER DIEM		330.00		-330.00
		<b>Total Function</b>		<b>330.00</b>		<b>-330.00</b>
		<b>Total Expenses</b>	<b>208.00</b>	<b>22,249.29</b>	<b>0.00</b>	<b>-22,249.29</b>
		Net Income from Operations	-208.00	-22,249.29		
		Net Income	-208.00	-22,249.29		

365 ANE 2018

Function	Object	Description	----- Current Year -----				
			Current Month	Current YTD	Current Enc	Budget	Variance
Revenue							
	100	FEDERAL REVENUE				807,225.00	-807,225.00
		<b>Total Revenue</b>	<b>0.00</b>	<b>0.00</b>		<b>807,225.00</b>	<b>-807,225.00</b>
Expenses							
100		REGULAR INSTRUCTION					
	314	DIR/COOR/MANAGER (CERT)				104,000.00	104,000.00
	315	TEACHER				45,000.00	45,000.00
	322	SPECIALISTS (NON-CERT)				100,000.00	100,000.00
	324	SUPPORT STAFF				45,000.00	45,000.00
	360	EMPLOYEE BENEFITS				163,793.00	163,793.00
	410	PROFESSIONAL & TECH SVCS		150,000.00		210,400.00	60,400.00
	420	STAFF TRAVEL & PER DIEM		133.00		17,183.00	17,050.00
	425	STUDENT TRAVEL				51,336.00	51,336.00
	450	SUPPLIES, MATL & MEDIA	2,797.80	3,309.80	2,533.92	26,600.00	23,290.20
	485	STIPENDS				20,000.00	20,000.00
	495	INDIRECT COSTS				23,913.00	23,913.00
		<b>Total Function</b>	<b>2,797.80</b>	<b>153,442.80</b>	<b>2,533.92</b>	<b>807,225.00</b>	<b>653,782.20</b>
354		IN-SERVICE TRAINING					
	420	STAFF TRAVEL & PER DIEM		2,750.34			-2,750.34
		<b>Total Function</b>		<b>2,750.34</b>			<b>-2,750.34</b>
		<b>Total Expenses</b>	<b>2,797.80</b>	<b>156,193.14</b>	<b>2,533.92</b>	<b>807,225.00</b>	<b>651,031.86</b>
		Net Income from Operations	-2,797.80	-156,193.14			
		Net Income	-2,797.80	-156,193.14			

370 BEST BEGINNINGS

Function	Object	Description	----- Current Year -----			
			Current Month	Current YTD	Current Enc	Budget
Revenue						
	40	OTHER LOCAL REVENUES		1,071.00		1,071.00
		<b>Total Revenue</b>	<b>0.00</b>	<b>1,071.00</b>	<b>0.00</b>	<b>1,071.00</b>
Expenses						
100		REGULAR INSTRUCTION				
	450	SUPPLIES, MATL & MEDIA	84.50	945.86		-945.86
		<b>Total Function</b>	<b>84.50</b>	<b>945.86</b>		<b>-945.86</b>
		<b>Total Expenses</b>	<b>84.50</b>	<b>945.86</b>	<b>0.00</b>	<b>-945.86</b>
		Net Income from Operations	-84.50	125.14		
		Net Income	-84.50	125.14		

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YUPIIT SCHOOL DISTRICT  
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372 CARRS SAFEWAY INNOVATION EDUCATION GRANT

Function	Object	Description	----- Current Year -----			
			Current Month	Current YTD	Current Enc	Budget
Expenses						
100		REGULAR INSTRUCTION				
	450	SUPPLIES, MATL & MEDIA		5,014.98		-5,014.98
		<b>Total Function</b>		<b>5,014.98</b>		<b>-5,014.98</b>
		<b>Total Expenses</b>	<b>0.00</b>	<b>5,014.98</b>	<b>0.00</b>	<b>-5,014.98</b>
		Net Income from Operations		-5,014.98		
		Net Income	0.00	-5,014.98		

390 TEACHER HOUSING FUND

Function	Object	Description	----- Current Year -----				
			Current Month	Current YTD	Current Enc	Budget	Variance
Revenue							
	46	SCHOOL FACILITIES RENTAL		149,590.00		280,000.00	-130,410.00
	250	TRANSFER FR OTHER FUNDS				400,000.00	-400,000.00
<b>Total Revenue</b>			<b>0.00</b>	<b>149,590.00</b>		<b>680,000.00</b>	<b>-530,410.00</b>
Expenses							
600		OPERATION & MAINTENANCE					
	321	DIR/COORD/MGR (NON-CERT)	3,840.59	30,370.18		48,378.00	18,007.82
	325	MAINTENANCE/CUSTODIAL	8,621.75	81,843.64		133,378.00	51,534.36
	329	SUBSTITUTES/TEMPORARIES		5,714.83			-5,714.83
	360	EMPLOYEE BENEFITS				72,702.00	72,702.00
	361	HEALTH/LIFE INSURANCE	2,878.44	26,877.12			-26,877.12
	362	UNEMPLOYMENT INSURANCE	172.06	1,655.77			-1,655.77
	363	WORKER'S COMP	185.72	1,741.26			-1,741.26
	364	FICA/MEDICARE	953.39	9,021.50			-9,021.50
	366	PERS	2,741.71	21,156.97			-21,156.97
	420	STAFF TRAVEL & PER DIEM				2,500.00	2,500.00
	431	WATER & SEWAGE		7,000.00			-7,000.00
	435	FUEL-HEATING		351.46			-351.46
	436	ELECTRICITY		52,370.88		185,500.00	133,129.12
	440	OTHER PURCHASED SERVICES				1,500.00	1,500.00
	441	RENTAL PAYMENTS		81,750.00		57,000.00	-24,750.00
	450	SUPPLIES, MATL & MEDIA		817.75			-817.75
	452	MAINTENANCE SUPPLIES	3,247.84	89,685.26	4,469.73	72,500.00	-17,185.26
<b>Total Function</b>			<b>22,641.50</b>	<b>410,356.62</b>	<b>4,469.73</b>	<b>573,458.00</b>	<b>163,101.38</b>
<b>Total Expenses</b>			<b>22,641.50</b>	<b>410,356.62</b>	<b>4,469.73</b>	<b>573,458.00</b>	<b>163,101.38</b>
Net Income from Operations			-22,641.50	-260,766.62			
Net Income			-22,641.50	-260,766.62			

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YUPIIT SCHOOL DISTRICT  
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505 CIP- GENERAL

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Function	Object	Description	----- Current Year -----				
			Current Month	Current YTD	Current Enc	Budget	Variance
Revenue							
	100	FEDERAL REVENUE		52,633.00			52,633.00
		<b>Total Revenue</b>	<b>0.00</b>	<b>52,633.00</b>		<b>0.00</b>	<b>52,633.00</b>
		Net Income from Operations		52,633.00			
		Net Income	0.00	52,633.00			

710 STUDENT ACTIVITY FUND

Function	Object	Description	----- Current Year -----				
			Current Month	Current YTD	Current Enc	Budget	Variance
Revenue							
	210	STUDENT ACTIVITY REVENUE A		13,496.19			13,496.19
		<b>Total Revenue</b>	<b>0.00</b>	<b>13,496.19</b>		<b>0.00</b>	<b>13,496.19</b>
Expenses							
700		STUDENT ACTIVITIES					
	425	STUDENT TRAVEL		702.63			-702.63
	450	SUPPLIES, MATL & MEDIA	1,125.27	12,074.53	1,125.27		-12,074.53
		<b>Total Function</b>	<b>1,125.27</b>	<b>12,777.16</b>	<b>1,125.27</b>		<b>-12,777.16</b>
		<b>Total Expenses</b>	<b>1,125.27</b>	<b>12,777.16</b>	<b>1,125.27</b>	<b>0.00</b>	<b>-12,777.16</b>
		Net Income from Operations	-1,125.27	719.03			
		Net Income	-1,125.27	719.03			

Author of Report: Kaylin Charles  
 Department/Location: Federal Programs  
 Date of Regional School Board Meeting: March 19, 2018

**Mission Statement**

To educate all children to be successful in any environment.

**Vision Statement**

All members of the community are proud and committed to our school system. Students have a positive learning environment, speak the Yup'ik language, know their culture, attend school regularly and graduate prepared to be successful in any environment. The majority of our teachers and school staff are Yup'ik and speak their language, and the curriculum and instruction is based in Yup'ik values and traditions. Our community members, elders, parents and students feel ownership in our schools

**Values**

Love for Children, Spirituality, Sharing, Humility, Hard Work, Respect for Others and Their Property, Cooperation, Family Roles, Knowledge of Family Tree, Hunter Success, Domestic Skills, Knowledge of Language, Avoid Conflict, Humor, Respect for Land, Respect for Nature

**Strategic Goal Areas:**

1. Students Succeed Culturally and Academically
2. Community, Parents and Elder Involvement
3. Staff Recruitment and Retention
4. Education System Change

Date(s)	Activity	Details	Connection to YSD Mission, Objectives, Strategic Goals and/or School Goals
February 12, 2019	Rural & Low-Income School Program	Title V-B RLIS Program planned activities and outcomes submitted to US Department of Education.	Students Succeed Culturally and Academically Community, Parents and Elder Involvement Education System Change
February 14, 2019	Sp. Ed Conference Arrangements	Coordinated with Special Education Director and Principals for Special Education Teachers, Special Education Aides, to attend Annual Special Education Conference utilizing Title VI-B funds and Special Education Director with Staff Development funds.	Students Succeed Culturally and Academically Staff Recruitment and Retention Education System Change
February 26, 2018	Diploma	Coordinated with Records Manager, Site counselors on list of graduating seniors, and 8 <sup>th</sup> grade promotions to process orders for Diplomas.	Students Succeed Culturally and Academically Community, Parents and Elder Involvement Education System Change
February 26, 2018	DEED's Report Card to the Public	DEED has produced report cards through existing data collections that are published on DEED's Report Card to the Public site. District website was revised to include direct links to DEED's Report Card to the Public site for our Schools and District.	Students Succeed Culturally and Academically Community, Parents and Elder Involvement Staff Recruitment and Retention Education System Change
February 27, 2019	GMS User Review	Grants Management User Review submitted to DEED.	Education System Change
March	CRDC Report	2017-2018 Civil Rights Data Collection	Education System Change
March 4, 2019	EASIE Part I	Electronic Application System for Indian Education Part I submitted to Office of Indian Education.	Students Succeed Culturally and Academically Community, Parents and Elder Involvement Staff Recruitment and Retention Education System Change



	Food Service	FY19 Expenditures ~ \$ 463, 300 FY19 Claim Reimbursements ~ \$ 378, 000 FY 19 USDA Commodities Allocation ~ \$ 18, 924 FY19 Adult Meal Revenue ~ \$13, 000 FY19 Title VI Aging and Nutrition Service Incentive Program Through AVCP ~ \$ 5, 461.70 At this time, would not recommend opting out of USDA Commodities, National School Lunch/ School Breakfast Program due to 20% cut to foundation funding.	Students Succeed Culturally and Academically Community, Parents and Elder Involvement Staff Recruitment and Retention Education System Change
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Author of Report: **Brian Krosschell**

Department: **Technology**

Date of Regional School Board Meeting: **March Meeting (March 21, 2019)**

**Mission Statement**

To educate all children to be successful in any environment.

**Vision Statement**

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**Strategic Goal Areas:**

1. Students Succeed Culturally and Academically
2. Community, Parents and Elder Involvement
3. Staff Recruitment and Retention
4. Education System Change

Date(s)	Activity	Details	Connection to YSD Mission, Objectives, Strategic Goals and/or School Goals
Feb. 18 – Mar. 4	District Wide - Student Assessment	- Last month the site testing servers were upgraded (COS). - This month the student devices had their final upgrade and were synched with the site COS for the WIDA ACCESS assessment.	-To educate all children to be successful in any environment
Feb. 18 – Mar. 4	District Wide - E-rate	- Participated in a presentation with Bryce Coryell and Jason Tomberlin of GCI regarding a proposal to provide internet to the district starting next school year. - Worked on Category 2 e-rate funds for new internet equipment at all schools for next school year.	-To educate all children to be successful in any environment
Feb. 18 – Mar. 4	TLT (Saturday, Feb 23 -Sunday Feb 24 site visit)	- Feb 23-24 visited TLT and worked on computers in the lab - Assisted Myron Andrew with resetting staff wireless network - Assisted Sharene & Myron with eGaming equipment - Assistant Counselor with computer and assessment	-To educate all children to be successful in any environment
Feb. 18 – Mar. 4	AKI (Wed., Feb 23 - Sat. Feb 24 site visit)	- Feb 20-23 visited AKI and worked on computers in lab, laptops, APEX accounts, sped iPads, worked sped staff & Diane George - Assisted staff with PowerSchool issues - Assisted Bill McCarty in solving wireless issue, resetting wireless passwords, and setting up computers for 2 new AKI staff -Assisted new principal with computers, accounts, and phone	-To educate all children to be successful in any environment
Feb. 18 – Mar. 4	KKI (Mon. Feb 11- Wed. Feb. 12 site visit)	- Feb 11-13 visited KKI school-worked on computer lab & laptops - Assisted school with internet outage after community power outage - Supported KKI Site Tech, Chelsea, as she supported teachers - Assisted Ina in the recovery of PowerSchool records were lost	-To educate all children to be successful in any environment
Feb. 18 – Mar. 4	A World Bridge Project	- Met with Ron Fortunato regarding A World Bridge program - Supported equipment collection for A World Bridge project - Created & re-set additional email accounts for students	-To educate all children to be successful in any environment
Mar. 4	Leadership Meeting	- Participated in budget meeting with staff	-To educate all children to be successful in any environment
Feb. 18 – Mar. 4	Supported Superintendent Requests	- Continued to develop slideshow on recruiting computers - Supported general requests of Superintendent - Created recruiting add for publication	-To educate all children to be successful in any environment

Author of Report: Cassandra Bennett  
 Department/Location: Yup'it School District  
 Date of Regional School Board Meeting: March 19, 2019

**Mission Statement**

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**Vision Statement**

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**Strategic Goal Areas:**

1. Students Succeed Culturally and Academically
2. Community, Parents and Elder Involvement
3. Staff Recruitment and Retention
4. Education System Change

Date(s)	Activity	Details	Connection to YSD Mission, Objectives, Strategic Goals and/or School Goals
March 2019	Appreciation and Congratulations	1- Congratulations to the Akiak Basketball Team for making it to state championship 2- Welcome to James Boldosser, new 3rd grade teacher in Akiak 3- Welcome to Teresa Cox Principal in Akiak	2. Community, Parents and Elder Involvement
March 2019	Community Engagement	1- Regionals were held in Akiak 2- Fiddlers were in Akiachak 3- Band played in all three villages week of March 5th. Band called "Broken Walls" is from Carry the Cure organization.	2. Community, Parents and Elder Involvement
March 2019	State Coaches	1- Carl Chamblee and Melissa Linton were in Akiachak week of March 5th working with district office and Akiachak school. Completing SIG grants for Akiachak and Tulusak	1. Students Succeed Culturally and Academically 4. Education System Change
March 2019	Finances	1- The district office has held several meetings to discuss budget priorities and possible cuts due to Governor's proposal. Based on budget, the district office has reorganized duties and job descriptions. Not knowing the way the legislatures will vote, two budget scenarios have been created to present to the board on March 19th. According to AASA most districts are looking at a 5% reduction in funding therefore John and I have worked on a 5% and 15% reduction. Meetings went well with leadership team members and everyone had input into decision making. 2- District office wanted to be competitive with neighboring districts as the recruiting team goes to Anchorage and Portland to find teachers and administrators. Salary schedule was reviewed, Rental reviewed, Insurance benefits reviewed, ... to discuss with Board.	3. Staff Recruitment and Retention.
March 2019	Facilities	1- The new furniture arrived for Akiak School. Looking at how to transport to Akiak. 2- Other updates are in Ms. Anderson's report. 3- Ms Anderson returns from training March 12th. 4- Custodian position open in Akiak. 5- Classrooms in all sites will be painted this summer. 6- Discussions are ongoing to determine what to do with excess of old materials in school buildings.	1 Students succeed culturally and academically

Yupiit School District  
 PO Box 51190  
 Akiachak, AK 99551  
 Regional School Board Report

March 2019	Technology	1- The district office decided to accept GCI bid #2 for helping with e rate and bandwidth in each school. Akiak will be rewired this summer and upgrades installed at each school.	2. Community, Parents and Elder Involvement
March 2019	Professional Development	1-Dr. Hutcherson used 1003a funding from Akiak to have a presenter come to Akiak for inservice presentation March 8th. 2-Reviewing Danielson Effective Teachers Evaluation Tool for SY 2019-20. Melissa Linton will be invited to teach the tool during fall inservice to all staff.	1.Students succeed culturally and academically
March 2019	Personnel	<p><b>Certified</b></p> <p>1-Resignation of Cody Burnham (Principal)          3-New Hire James Boldosser to (Akiak)          4-Resignation of James Bagnaschi (Akiachak)          5-Brian Krossschell (Technology)          6-John Hammond (Akiachak)          7-Regina Turner (Tulusak)</p> <p><b>Classified</b></p> <p>1-Resignation of Marie Andrew Secretary @ (Tulusak)          2-Hired ANEP Grant clerk and director position advertised</p> <p><b>Administrator Recommendation for Hire</b></p> <p>1-Sharene Craft Principal Tulusak          2-Stacey Wilson SPED/Curriculum Director          3-Bonnie James Board/District Secretary          4-John Stackhouse Director of Administrative Services</p> <p>Job descriptions rewritten to accommodate the reduction in force. Vacancies have been posted on Alaska Teacher Placement website.</p> <p>ANEP Grant positions for Director, Agriculture Coordinator, 3 Teachers as Parents Coordinators and 3 Community Liaison positions are ready for hire in all 3 villages.</p>	2. Education System change and alignment
March 2019	Instructional Planning	1-Looking at adopting Danielson Evaluation Process for Effective Teaching for SY2019-20 2-Looking at a standards teaching based instructional meth for all staff. 3-Looking at a lesson plan template that is user friendly and addresses the Aklaska State Standards.	4. Education system change and alignment
March 2019	Strategic Planning	1-Working on District Strategic Plan to make it measurable and accountable for all stakeholders.	2. Parents, Community, Students, Elders, Board, Teachers, Superintendent. Directors

## Yupiit School District Regional School Board of Education Meetings

<b>3<sup>rd</sup> Thursday</b> <b>Meeting Date</b>	<b>2<sup>nd</sup> Monday</b> <b>Agenda Deadline</b>	<b>2<sup>nd</sup> Wednesday</b> <b>Packet Information &amp; Reports due @ 8:00 AM</b>	<b>2<sup>nd</sup> Friday</b> <b>Packets Distributed</b>
July 19, 2018	July 9, 2018	July 11, 2018	July 13, 2018
August 15, 2018 August 17-18, 2018	August 6, 2018 BOARD RETREAT	August 8, 2018	August 20, 2018
September 20, 2018	September 10, 2018	September 12, 2018	September 13, 2018
October 30, 2018	October 22, 2018	October 23, 2018	October 26, 2018
November 15, 2018	November 5, 2018	November 7, 2018	November 9, 2018
December 20, 2018 Reschedule to December 5, 2018	December 10, 2018 November 27, 2018	December 12, 2018 November 29, 2018	December 14, 2018 December 1, 2018
January 17, 2019	January 7, 2019	January 9, 2019	January 11, 2019
February 21, 2019 Re-scheduled to February 18, 2019	February 11, 2019	February 13, 2019	February 15, 2019
March 21, 2019 Re-scheduled to March 19, 2019	March 11, 2019	March 13, 2019	March 15, 2019
April 18, 2019	April 8, 2019	April 10, 2019	April 12, 2019
May 16, 2019	May 6, 2019	May 8 2019	May 10, 2019
June 20, 2019	June 10, 2019	June 12, 2019	June 14, 2019

**BB 9320(a) Regular Meetings:** The Board shall adopt a yearly calendar specifying the date, time and place of each regular meeting. The local media shall be provided with an annual calendar of regular Board meetings and shall be notified of any changes to the calendar. The Board shall hold 1 regular meeting on the **3<sup>rd</sup> Thursday of each month**. Unless changed by the Board, regular meetings shall be held at 11:00 AM at the School Library. Notice of regular meetings shall be posted at least three days prior to the meeting. **\*\*not scheduled on 3<sup>rd</sup> Thursday**