

Sitka School District Mission:
The Sitka School District will intentionally develop
Haa Latseení
(Our Strength of Mind, Body, and Spirit)
to inspire and prepare students to be compassionate, empowered,
and equipped critical thinkers within a global community.

School Board Meeting

Wednesday, June 19, 2024 | 6:00 PM | District Office Board Room, 300 Kostrometinoff Street, Sitka,
AK 99835

Proposed Agenda

1. **Call to Order - 6:00 p.m.**
2. **Flag Salute**
3. **Land Acknowledgment**
4. **Roll Call**
5. **Approval of the Proposed Agenda and Consent Agenda**
 - 5.a. Minutes from May 9, 2024
 - 5.b. Personnel Report
 - 5.c. ADOPT BP 5124.1 Family Engagement, Second Reading
6. **Persons to be Heard**
7. **Special Reports: Government to Government**
8. **Reports and Presentations**
 - 8.a. Human Trafficking Presentation
9. **Board Member Reports**
10. **Administrative Reports**
 - 10.a. Superintendent Update
11. **New Business**
 - 11.a. Approve FY 2025 Food Services Contract Renewal
 - 11.b. Approve FY25 Performing Arts Management Proposal
 - 11.c. Approve Convergent Technologies/Verkada Access Control Contract
 - 11.d. FY25 Sitka School District 6-year CIP Plan
 - 11.e. Approve Resolution to Transfer Responsibility for Maintenance of School Buildings to City and Borough of Sitka
 - 11.f. Approve Staff Workday Change
 - 11.g. Approve 2024-2025 School Board Calendar
 - 11.h. Executive Session
12. **Future Agenda Items/Upcoming Events**
 - 12.a. August 14, 2024 - First Day for SSD Staff
 - 12.b. August 14, 2024 - School Board Work Session (4:30 p.m.) and Regular Meeting (5:45 p.m.) Harrigan Centennial Hall

12.c. August 16-17, 2024 - School Board Training and Goal Setting with Superintendent
(Facilitated by AASB)

13. **Adjournment**

Note: All items listed under Agenda & Consent Agenda are considered routine by the School Board and will be approved in one motion. Items may be removed at the request of a School Board Member.

Note: Meetings will adjourn by 10:30 p.m. Alaska Standard Time (or Alaska Daylight Standard Time) unless by a majority vote of the board the meeting is extended 30 minutes to 11:00 p.m. Further 30-minute extensions will require each a separate motion that will require a unanimous vote of those members present and constituting a quorum.

Note: The School Board reserves the right to go into executive session as and to the extent permitted by AS 44.62.310 and Board Bylaw 9321. An executive session may be called to consider the following subjects: (1) matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the District; (2) subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion; (3) matters which by law, municipal charter, or ordinance are required to be confidential; and (4) matters involving consideration of government records that by law are not subject to public disclosure. The motion to go into executive session must clearly specify the subject of the proposed session without defeating the purpose of addressing the subject in executive session.

8. NEW BUSINESS

a. BUDGET DISCUSSION

Mr. Williams stated that he had met with Superintendent Jenson and feels comfortable with the budget, as adopted on May 1st.

Mr. Burdick asked how the PTR numbers at Sitka High School changed. **Dr. Jenson** explained that the PTR numbers changed due to factoring in teacher prep time.

b. APPROVAL OF FY 2024 CERTIFICATED CONTRACTS

Mr. Williams moved, and **Mr. Morse** seconded to approve the contracts issued to Sitka School District admin and certificated teachers, as presented.

Following a roll call vote, the motion PASSED without opposition.

c. APPROVAL OF BMS ASSISTANT PRINCIPAL AND ASSISTANT SUPERINTENDENT CONTRACTS

Mr. Gebler moved, and **Mr. Williams** seconded to approve the BMS Assistant Principal and SSD Assistant Superintendent contracts, as presented.

Following a roll call vote, the motion PASSED without opposition.

d. APPROVAL OF FOOD SERVICES CONTRACT

Mr. Williams moved, and **Mr. Burdick** seconded to postpone approval of the Food Services contract with NMS until the June 19th school board meeting.

The motion PASSED without opposition.

e. APPROVAL OF SUMMER MAINTENANCE PROJECTS

The item was removed from the agenda prior to the start of the meeting.

9. ADJOURNMENT

Mr. Gebler moved to adjourn the meeting at 7:12 p.m.

Tristan Guevin, President

Tom Williams, Clerk

Sitka School District Personnel Report

as of 6/13/2024

Certified Employees Recommended for Employment		
Name	Current Position	Date Effective
Teran, Hector	SHS SpED	08/14/2024
McGraw, Cyleena	Speech Language Pathologist	08/14/2024
Buck, Naomi	XTS Sped	08/14/2024
Groen, Matt	PHS Principal	08/07/2024
Summer, Mandy	PHS English	08/14/2024
Certified Employees Left Employment		
Name	Current Position	Date Effective
Burrows, Matthew	KGH Teacher	05/23/2024
Classified Employees Recommended for Employment		
Name	Current Position	Date Effective
Hollis-Buchanan, Mary Kathryn	Business Manager	TBD
Classified Employees Left Employment		
Name	Current Position	Date Effective
Evans, Annette	Ventures Coordinator	06/14/2024
Krupa, Zosha	XTS Paraprofessional	05/23/2024
Classified Employees Changed Positions		
Name	Current Position	Date Effective

FAMILY ENGAGEMENT

BP 5124.1

Note: This is not a required policy and may updated at the discretion of the Board.

The Board recognizes families provide early and ongoing education to their children, and a strong collaboration between families and schools will ensure students continue to receive the supports they need to thrive and be prepared in school and beyond. The board also believes that partnerships with parents, guardians, and families are an important part of the educational program. Current research indicates a home to school partnership and greater involvement on the part of parents and families in the education of their children generally result in higher achievement scores, improved student behavior and reduced absenteeism. All parents, guardians, family members and foster caregivers have clear and active roles to contribute to the education of their children or foster children. All students can be successful when schools and families partner in children’s education.

The District is committed to promoting family engagement as an integral part of the educational experience. Through family engagement we will:

1. Establish a welcoming and inclusive environment that actively encourages family involvement in their child's education.
2. Foster effective communication and collaboration between families, schools, and the community to support student success.
3. Provide resources, training, and opportunities for families to enhance their capacity to support their child's learning and well-being.
4. Provide resources, training, and opportunities for school staff to enhance their capacity to engage in meaningful partnerships with families.
5. Recognize and respect the diverse cultures, backgrounds, and perspectives of all families in our district.

By implementing this Family Engagement Policy, the District aims to strengthen the partnership between parents, guardians, families, schools, and the community, ultimately enhancing student achievement and fostering a supportive educational environment.

In addition, building administrators/designees of schools receiving Title I funds will jointly develop with and distribute to parents of children participating in Title I programs a written parent and family involvement policy and guidelines that increases family interest in partnership and involvement. The requirements of the policy and guidelines are consistent with Federal and State law.

(cf. 6171 – Title I Programs)

Created 9/2023



Dr. Deidre Jenson
Superintendent Report
6/19/24 Board Meeting

Budget:

The deadline for Governor Dunleavy is June 28th. He has the option of signing, vetoing, or line-iteming. When we know what we have we will know if we can rehire staff for the places holders reserved in the budget. 14 letters of non-retention were given, we have 1 retiree, and 5 resignations. 15 letters of district-directed transfers were given. The determination of transfers was based on two primary priorities: teacher certification and limiting the amount of change in a building.

Here is some important education information regarding state funding that impacts us directly:

[HB 268](#), the State Operating Budget includes:

- **\$175 million (\$680) in one-time outside the formula funding for education**
- \$11.9 million to comply with the federal maintenance of equity requirement for FY22, to help bring Alaska into compliance with USED
- \$7.3 million one-time funds for Pupil Transportation
- \$5.2 million to support the Alaska Reads Act. (\$180 to each K-3 student and an additional \$100 for students in Title I schools, not to exceed \$5.2 million)
- \$600,000 for Coding in Minecraft
- \$750,000 for CTE Initiatives

Food Service Grant:

With the assistance of Chandler O'Connell at Sitka Conservation Society, we applied for the Newman's Own Foundation Food Justice for Kids Grant and titled our grant the SSD School Food Transformation focusing on three goals:

1. transition the district food program from a sub-contracted program, to an in-house, from-scratch, nutritious program that students will love and that celebrates local and traditional foods.

2. develop a standard monthly school menu with seasonal variations that fulfills USDA requirements, can work at scale, utilizes realistic capacity, equipment and supply chains, incorporates local foods, is nutritious and is kid friendly.

3. build the skills and systems to successfully implement the Transformation Plan and will invest in youth and SSD food system staff education.

We will know if we are awarded this grant by mid-September.

Transfer of Maintenance Department to the City:

SSD and the City have met regularly to discuss the MOU for transitioning the buildings' maintenance to the city. These meetings have been productive and both parties are expecting this to be a good partnership that we can expand on. As we are looking at change as an opportunity to improve our system, they are doing the same. While the MOU could be completed in July, it may take a little longer to ensure a smooth transition and to make sure that all aspects are addressed.

Ventures:

With the resignation of our Venture's coordinator, we are looking at possibilities of restructuring this to further meet the needs of our community and the students. To help with this process, Jill Lecrone is going to oversee the program through the summer months at minimum. We will continue to keep the coordinator position posted to keep our options open. If parents have questions, they can reach out to Jill Lecrone lecronej@sitkaschools.org or myself, Deidre Jenson jensond@sitkaschools.org. School-age childcare is an important service to our community, and we are attempting to do everything we can within our budgetary and contractual constraints.



Agenda Item Details

Meeting June 19, 2024 – Regular School Board Meeting
Category New Business
Subject SSD Memorandum – FY25 Food Service Contract
Type Action

SITKA SCHOOL DISTRICT
SITKA, ALASKA

SSD MEMORANDUM # 03 (2023-2024)

June 19, 2024

TO: SCHOOL BOARD
FROM: DEIDRE JENSON, SUPERINTENDENT
SUBJECT: FY25 Food Service Contract Renewal

RECOMMENDATION:

Approval of FY25 Food Service contract renewal to Nana Management Service to furnish USDA reimbursable meals at Sitka High, Blatchley, Keet Gooshi Heen, and Xóots Elementary at a per lunch cost of \$7.90 and \$4.77 for breakfast with additional provisions for tray service at Keet Gooshi Heen and first right of refusal for providing food for school functions.

PERTINENT FACTS:

The district contracts with Nana Management Service to furnish USDA reimbursable meals at Sitka High, Blatchley, Keet Gooshi Heen, and Xóots schools. The period of the contract began July 1, 2022 through June 30, 2023, with optional annual renewals for up to four additional one-year periods, concluding June 30, 2027.

Nana Management Services successfully bid and was awarded the FY23 contract. For the FY25 renewal (addendum 1) the district recommends the service and rate changes as follows:

1. Keet Gooshi Heen will continue tray service for breakfast and lunch and the salad bar for lunch service.
2. CONTRACTOR would have the first right of refusal for providing food for school functions that take place during the school day (i.e., pizza parties, etc).
3. Prices for the DISTRICT food service program for the fiscal year 2025 is increased as follows:
 - \$7.90 per Reimbursable Lunch Meal (FY24 \$7.49, 6.6% increase)
 - \$4.77 per Reimbursable Breakfast Meal (FY24 \$4.50, 6.6% increase)

All other provisions in the contract will remain the same.

Funding Sources

Account: 24-205-000-760-000-425

dg



Agenda Item Details

Meeting June 19, 2024 – Regular School Board Meeting
Category New Business
Subject SSD Memorandum – FY25 Food Service Contract
Type Action

SITKA SCHOOL DISTRICT
SITKA, ALASKA

SSD MEMORANDUM # 05 (2023-2024)

June 19, 2024

TO: SCHOOL BOARD
FROM: DEIDRE JENSON, SUPERINTENDENT
SUBJECT: FY25 Proposal for Management of the PAC from Sitka Fine Arts Camp

RECOMMENDATION:

The District Administration recommends that the Board award the Sitka Fine Arts Camp 1 year, with 4 optional extension years, contract to perform the management of the Sitka Performing Arts Center.

PERTINENT FACTS:

The request for proposals (RFP) for the Management of the Sitka Performing Arts Center closed on June 12, 2024. Only one proposal was received from the Sitka Fine Arts Camp. The bid price quote was for \$125,000 with a 3% increase for each extension year. The bid met the district’s parameters as specified in the RFP and has been recommended by all members of the review committee.

Board Policy 3111 BIDS states: “All purchases of services, supplies, and equipment shall be based on competitive bids or proposals, EXCEPT that the following items or services need not be purchased through a competitive bidding or proposal process when the Superintendent determines that the use of such a process would not serve the interests of the District:

*#1 Specialized services, supplies and/or equipment where no reasonable competition exists; and,
#13 Goods or services for which competitive bid or proposal procedures have been followed, but no bid or proposal has been received.”*

Funding Sources

Account: 24-625-500-785-000-443

dg



Agenda Item Details

Meeting June 19, 2024 – Regular School Board Meeting
Category New Business
Subject SSD Memorandum – Verkada Access Control Contract
Type Action

SITKA SCHOOL DISTRICT
SITKA, ALASKA

SSD MEMORANDUM # 04 (2023-2024)

June 19, 2024

TO: SCHOOL BOARD
FROM: DEIDRE JENSON, SUPERINTENDENT
SUBJECT: Verkada Access Control Contract

RECOMMENDATION:

Approval of contract with Convergent Technologies for piloting Verkada Access Control for keyless entry at Xóots Elementary School.

PERTINENT FACTS:

The district contracts with Convergent Technologies to program and commission Verkada access control for seven doors and two video intercom stations at Xóots Elementary School. This includes installing advanced security features, configuring system integration, and conducting full operational tests. Contract includes post-installation staff training.

Includes 5-year agreement for access control and video intercom devices. Convergent will contact SSD prior to license expiration for renewal.

Total Contracted Amount: \$71,209

Funding Sources

ARPA funds from STA for Ventures

dg

Proposal Name: SSD Baranof Elementary Access Control Upgrades Date: 6-11-2024

To: Jared Williams
Company: Sitka School District
Phone: 907-747-8638
email: williamsj@sitkaschools.org

From: Brandon Weaver
Company: Convergent Technologies
Phone: 907-217-9898
email: Brandon.weaver@convergent.com

Scope: Convergent Technologies to program and commission Verkada access control for seven doors and two video intercom stations at Baranof Elementary, at locations identified on drawings by SSD Staff. This includes installing advanced security features, configuring system integration, and conducting full operational tests. Post-installation, we'll train the school staff to ensure they are proficient with the new security systems, enhancing the safety of the school environment.

Total: \$71,209.00

Owner to provide:

- CAT 5e or CAT6 Cable, cabling, connectors, cable testing and reports, cable labels cable trim, and installation and termination of Convergent-provided devices. (It is understood this is existing and ready to receive the cameras.)
- Scheduling Confirmation: For optimal project flow, we kindly request you to keep the Verkada project manager updated on any important project milestones as you become aware of them. This includes information like permit approvals, material deliveries, or subcontractor scheduling. Additionally, to facilitate a smooth site visit, please collaborate with Verkada to coordinate site readiness and access arrangements.
- Owner's IT contact information: Provide contact details for a designated IT representative to facilitate potential network configuration adjustments related to the project. This may include remote access on a per-request/per-approved basis (including a network escort if required) for project support and other IT support and network configuration information.
- Owner's IT infrastructure: Provide rack and rack space, workstations, monitors, POE switches (please contact your Convergent Project Manager for Camera power requirements), network switches, ports, gateways, Networking, IP addresses.

Remarks:

- Excludes installation, SSD electrician to cable and install Convergent provided material.
- Includes one site trip for investigation and one trip for door hardware installation, programing, and commissioning. Prior to second trip electrical installation needs to be completed by SSD.
- Includes one-line and typical drawing, shop drawing, and reports, panel trim of Convergent-provided devices.
- Includes (1) system training.
- Video intercom and access control headend will each require a network connection with internet access.
- Includes 5-year agreement for access control and video intercom devices. Convergent will contact SSD prior to license expiration for renewal.
- All final device locations to be approved with the Owner prior to cut in.
- Supply chains are continuing to experience delays. Convergent Technologies excludes any liability for project/schedule delays due in any part to shipping delays and material delivery delays outside of Convergent Technologies control.

Exclusions: (unless specifically included in the remarks section above, the following standard exclusions apply):

- Fire Alarm, Fire, fire/smoke or smoke dampers; elevator shaft exhaust vents; and sprinkler monitoring switches.
- Permits/review fees, bonds, taxes (unless itemized above with base bid), fire watch, demolition, asbestos abatement, providing high lift devices, cutting/patching/painting, phone line for modem, development of auto-cad floor plans (usually available from architect or consultant).
- Additional licenses, license expansions, license renewals.
- CAD, Floorplan Generation.
- Work outside of normal business hours, Weather Delays, Standby Time.
- Owner Provided Items.
- Material/Hardware not listed in the Bill of Materials (BOM).
- System Integration to other systems i.e. Fire Alarm, Elevators, etc.
- Integration with Maglocks.

General Terms & Conditions:

- Price valid for 30 days from date of quote.
- Price does not include applicable tax(es).
- Price does not include credit card fees, credit card convenience fees, or other credit card processing fees. (Currently estimated at approximately 3%)
- Standard warranty 1-year programming. Warranty takes effect upon substantial completion defined as beneficial use of the system. Excludes acts of God, or damage or programming changes caused by others, etc.

- Convergent Technologies does not guarantee, warrant, or imply any liability for the re-use of existing devices or cabling and associated materials that have not been provided and installed by Convergent Technologies as part of the accepted scope.
- This proposal and any attachments to it are intended only for the identified recipients. It may contain proprietary or otherwise legally protected information of Convergent. Any unauthorized use or disclosure of this communication is strictly prohibited. If you have received this communication in error, please notify the sender and delete or otherwise destroy the e-mail and all attachments immediately.
- Quote includes Standard Shipping, FOB Convergent’s Anchorage Alaska Warehouse.
- Payment Terms, Net 30. Convergent will invoice upon acceptance of this proposal at 25% of the sell price for contract execution, project setup and management.
- Material will be billed 50% upon material release and the remainder upon delivery. The remaining total will be progress billed through the end of the project.
- Proposal is provided in accordance with Convergent’s current Terms and Conditions, available upon request.

For us to proceed, we require a project schedule, an electronic copy of auto-cad floor plans, and a copy of the signed proposal or a Purchase Order Number referencing the approved amount. Thank you for your consideration.

Proposal Submitted by:	Proposal accepted by (signature):
Name: Brandon Weaver	Name (print):
Title: Account Executive	Title:
Date: 6-11-2024	Date:

INSTRUCTIONS TO COMPLETE FORM 05-19-051

Six-Year Capital Improvement Plan

OVERVIEW

A six-year plan is a vital document for districts in planning and anticipating necessary capital improvement projects. A capital improvement project is a substantial, non-recurring expenditure for a physical improvement with a long useful life. Capital projects are not part of the district's preventive (including routine) maintenance or custodial care programs.

Projects may be derived from reviewing renewal and replacement schedules or population projections, needs identified by school personnel or professional architect or engineer through a condition survey, or recommendations from an energy audit, etc.

The district is encouraged to use and submit this form, required under AS 14.11.011 for grant or debt reimbursement applications, as a planning and presentation tool for all capital projects, regardless of whether the project will be submitted for AS 14.11 state aid funding consideration. It can be a valuable aid to a school board in fulfilling its duty under AS 14.08.101 to approve the district's six-year capital plan.

For questions on completing this form, contact DEED Facilities section staff.
<https://education.alaska.gov/Facilities/>

SET UP

1. Header

Open up the existing document header to add the school district name and update the fiscal year (FY) span. Note: the first fiscal year of a six-year capital plan is typically two years after the current calendar year (e.g. a capital plan reviewed in March of 2019 will address FY 2021 - FY 2026).

2. Tables

Adjust the “**FY 20YY TOTAL**” in each table to reflect the six years of the plan.

3. Certification

Edit the text at the end of the document to fill in the name of the school district board and the date of the meeting when the six-year capital plan is approved and adopted.

PROJECT TABLE

1. District Priority

Projects should be listed in district priority order. Priority is continuous through all fiscal years (e.g. the first fiscal year lists 6 projects, the second fiscal year list will begin with district priority #7, and so on). Inclusion of non-AS .14.11 projects do not adversely affect CIP application scoring.

2. Primary Purpose

A project must meet one of the project definitions outlined in AS 14.11.014 to qualify for AS 14.11 state aid. Reference also Appendix A, “Instructions to completing the Application for Funding for a Capital Improvement Project”.

3. Project Title & Description

Provide a short, descriptive project title that includes the facility name, major project scope, and town/village (if in a borough or REAA serving multiple communities). The project title should match any

CIP application submitted to the department for AS 14.11 funding. Include a detailed scope of work that includes impacted facilities, systems, or components, and necessitating conditions. Note: including the estimated funding from non-district sources can be helpful for internal district fiscal planning.

4. SOA Aid

If a district is anticipating AS 14.11 state aid, grant or debt reimbursement, check the box or provide another notation.

5. Estimated Project Cost

Enter the estimated or actual amount of total projects costs, which include design, construction, equipment, administrative costs, etc. This includes all funding sources: district, local, state, or federal.

6. Adding or Deleting

Each fiscal year should include as many rows as needed to encompass anticipated district projects. To preserve formatting, insert a new row(s) by selecting a middle row then inserting by right-clicking or through the table layout tab. Delete any unnecessary rows.

7. FY Total Project Costs

Enter the sum of the above column of estimated project costs for each fiscal year.

EXAMPLE TABLE

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
1	D	Very Wet Elementary School Roof Replacement Very Wet Elementary is a 50,120 sqft single-story school built in 1980. The roof is original to the school. It is an IRMA roof and has had numerous leaks in the last 10 year. This project will remove the old roof system, including abatement, and inspect the substrate. The new roof will be an EPDM 30 year roof with R80 insulation. Includes new rain drains, new mechanical curbs and pre-painted metal flashing.	X	6,000,000
2	E	Damp Middle School Lighting Upgrades Damp MS is a 38,009 sqft school built in 1987. The majority of the original lighting fixtures were replaced in 2001 with T-8 fluorescents. Modern LED technology will provide an energy savings, with a payback of four years. This project will upgrade all interior and exterior lighting fixtures with energy-efficient LEDs and replace all original wiring and switches.		882,900
FY 2021 TOTAL:				\$6,882,900.00

CIP SUBMITTAL

Minimum project cost for consideration in the DEED CIP grant process is **\$50,000**.

If submitting for AS 14.11 funding, mail completed and signed form by September 1; submit two (2) copies with the application packet, regardless of the number of applications submitted.

_____ School District
FY 20YY – 20YY Six-Year Capital Improvement Plan

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
1			<input type="checkbox"/>	
2			<input type="checkbox"/>	
3			<input type="checkbox"/>	
4			<input type="checkbox"/>	
5			<input type="checkbox"/>	

FY 20YY TOTAL

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
			<input type="checkbox"/>	
			<input type="checkbox"/>	

FY 20YY TOTAL

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
			<input type="checkbox"/>	
			<input type="checkbox"/>	

FY 20YY TOTAL

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
			<input type="checkbox"/>	
			<input type="checkbox"/>	

FY 20YY TOTAL

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
			<input type="checkbox"/>	
			<input type="checkbox"/>	

FY 20YY TOTAL

_____ School District
FY 20YY – 20YY Six-Year Capital Improvement Plan

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
			<input type="checkbox"/>	
			<input type="checkbox"/>	

FY 20YY TOTAL

Adopted [enter date] at a duly convened meeting of the [school district board name] at which a quorum was present and voting. I hereby certify that the information presented is true and correct to the best of my knowledge.

 Superintendent

 Date

 School Board President

 Date

Submit to the Department of Education & Early Development by September 1

Form #05-19-051

FY25 Six Year CIP Plan Overview

A six-year plan is a vital document for districts in planning and anticipating necessary capital improvement projects. A capital improvement project is a substantial, non-recurring expenditure for a physical improvement with a long useful life. Capital projects are not part of the district's preventive (including routine) maintenance or custodial care programs.

Projects may be derived from reviewing renewal and replacement schedules or population projections, needs identified by school personnel or professional architect or engineer through a condition survey, or recommendations from an energy audit, etc.

The district is encouraged to use and submit this form, required under AS 14.11.011 for grant or debt reimbursement applications, as a planning and presentation tool for all capital projects, regardless of whether the project will be submitted for AS 14.11 state aid funding consideration. It can be a valuable aid to a school board in fulfilling its duty under AS 14.08.101 to approve the district's six-year capital plan.

- 1. Blatchley roof.** In the past 7+ plus years Blatchley's roof has experienced various leaks throughout the facility. Currently the building is experiencing several leaks in the commons, locker rooms, classrooms, kitchen, and MPR. I propose this be priority number one for the SSD six-year plan. After reviewing previously funded projects with the State CIP team and SERCC in anchorage, I feel that if we submitted a CIP application this year for this project, there is a good chance the state would fully fund it. Contact has been made with Tremco and Alaska Roof Restoration and a condition assessment of the roof and building envelope has been scheduled for the summer.
- 2. Playgrounds.** Playgrounds at Xoots and Keet are in need of replacement. The covered areas at those locations also need to be evaluated for replacement or refurbished to extend life and use. The wear over the years has led to multiple pieces of equipment being removed, without replacement. Additionally, the fall protection is inadequate, and a newer material should be utilized to minimize injuries from falls.
- 3. Asbestos.** Maintenance received a request about a damaged classroom floor in 2023. Upon evaluating and investigating the damage to the floor it was noticed that the floor tiles and glue that were in the under layers were typical of tiles and glue that contained asbestos. Reviewing the abatement plans it was found that the room in question had contained asbestos but was abated during the building last remodel. A few inconsistencies in the report led to us using a DIY asbestos test sourced locally; that test came back positive. It was decided to seal up the

damaged portion until an abatement plan could be realized. I suggest that we do not apply this year for this capital project. Currently the floor is sealed and there is no risk of asbestos exposure. There is also concern of the possibility of there are more effected classrooms than just the one in question.

I would recommend that we only submit one application for the Blatchley roof to utilize our time and resources efficiently. A single application would be more beneficial than creating multiple applications where there is a good chance those projects would not rate high enough for funding.

Sitka School District
FY 2026 – 2031 Six-Year Capital Improvement Plan

Sitka School District Six-Year Capital Improvement Plan FY-26

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
1	D	Blatchley Middle School, Sitka, Alaska roof is a 60,000sqft EPDM roof that requires replacement. The roof was built in 1997 and has multiple leaks for at least 5 years that has penetrated the building envelope. This project will replace the old roof with a seamless membrane coating that is applied to the existing. roof. This technique has been used at several Alaska schools including Golden Middle School, Anchorage... This project will remove the old roof system, including abatement, and inspect the substrate, removal and replacement of expansion joint sealants, and/or flashing. Includes new rain drains, new mechanical curbs and pre-painted metal flashing.	<input type="checkbox"/>	\$2,500,000.00
2	A	Replace elementary playgrounds at Keet and Hoot, Sitka, Alaska. The existing playgrounds are over 25yrs old and have deteriorated to the extent that many of the structures have been completely or partially closed. In addition, the ground cover doesn't provide fall-protection or drainage. These failures are a health/life-safety risk to the students. The schools need to replace the existing perimeter fencing to keep wildlife out and students within the school. The fencing is rusting, broken posts, and sections of the fence has been cut away. The Keet covered area is 2,000sqft and is dilapidated and needs replacement.	<input type="checkbox"/>	\$2,500,000.00
3	A	Asbestos abatement of flooring at Blatchley Middle School is required to replace approximately 800sqft of vinyl flooring that was damaged. The asbestos was discovered when the flooring peeled and during the repair process the asbestos was identified. There are other classrooms that may have the same issue. This project would include testing multiple additional classrooms to determine the presence of asbestos.	<input type="checkbox"/>	\$500,000.00
FY 2026 TOTAL				\$5,500,000.00

Sitka School District
FY 2026 – 2031 Six-Year Capital Improvement Plan

Adopted 06/19/2024 at a duly convened meeting of the Sitka School District school board at which a quorum was present and voting. I hereby certify that the information presented is true and correct to the best of my knowledge.

Dr. Deidre Jensen Superintendent

Date

School Board Chairman

Date

Submit to the Department of Education & Early Development by September 1

Form #05-19-051



**RESOLUTION OF THE SITKA SCHOOL BOARD OF EDUCATION
RESOLUTION No. 2024-04**

**RESOLUTION IN SUPPORT OF
TRANSFER OF MAINTENANCE OF SCHOOL BUILDINGS
TO CITY AND BOROUGH OF SITKA**

WHEREAS the Sitka School District and the City and Borough of Sitka share a mutual interest in the maintenance and upkeep of educational facilities within the community; and

WHEREAS the Sitka School District acknowledges the increasing demands and complexities associated with maintaining school buildings, and recognizes the potential benefits of transferring maintenance responsibilities to the City and Borough of Sitka; and

WHEREAS the City and Borough of Sitka possesses the necessary infrastructure, resources, capacity, and expertise to efficiently manage and maintain school buildings, ensuring a safe and conducive environment for learning; and

WHEREAS a collaborative effort between the Sitka School District and the City and Borough of Sitka is allowed for by Alaska Statutes 14.14.060(i) and will enhance coordination, streamline operations, and optimize resource allocation for the benefit of students, faculty, and the community at large.

NOW, THEREFORE, be it **RESOLVED** by the Board of Education of the Sitka School District:

1. The Superintendent is authorized to negotiate a Memorandum of Agreement (MOA) between the District and the City and Borough of Sitka which MOA transfers to the City and Borough of Sitka the maintenance of District schools and facilities as and to the extent allowed for by AS 14.14.060(i), provided that the MOA meets the goals and requirements of the District and, further, provides the District with sufficient time to reestablish its maintenance department should the MOA expire or be terminated by either party.
2. The Superintendent is authorized to sign and execute the MOA on behalf of the District.
3. The Superintendent shall report back to the Board on this matter as an information item at the Board's next regular meeting
4. This resolution shall take effect immediately upon adoption by the School Board of the Sitka School District and shall remain in full force and effect until modified or rescinded by subsequent action of the Board.

Passed and approved, June 19, 2024

Tristan Guevin, President
Sitka School District School Board

2024-2025 Sitka School District School Calendar

July 2024

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August 2024 (13T/8S)

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	●	●	●	17
18	●	W	so	22	23	24
25	26	27	28	29	30	31

September 2024 (20T/20S)

S	M	T	W	T	F	S
1	H	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2024 (23T/20S)

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	er	er	19
20	21	22	23	C	N	26
27	28	29	30	31		

November 2024 (19T/18S)

S	M	T	W	T	F	S
					●	2
3	4	5	6	7	8	9
10	13	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	er	H	H	30

December 2024 (15T/15S)

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	V	V	H	V	V	28
29	V	V				

All Schools:
August 21 – December 20
January 8 – May 21

183 Days
6 Holidays

189 Contract Days

Inservice/Conference Dates:

- SO = School opens students
- C = Parent/Teacher Conference (no school)
- H = Holiday (no school)
- N = No School – All Schools
- V = Vacation (no school)
- = In-service (no school)
- W = Teacher Workday (no school)
- er = Early Release
- LD = Last Day of School Students
- SB = School Board Meeting

○ = Quarter Ends

Q1 ends Oct. 17th
Q2 ends Dec. 20th
Q3 ends Mar 6th
Q4 ends May 21st

Early Release:
Oct 18 – Alaska Day
Nov. 27 – Thanksgiving Eve

6 Holidays:
Sept 2 - Labor Day
Nov 28 & 29 - Thanksgiving
Dec 25 – Christmas
Jan 1 - New Year's Day
Jan 20 – Martin Luther King Day

January 2025 (19T/17S)

S	M	T	W	T	F	S
			H	V	V	4
5	●	●	so	9	10	11
12	13	14	15	16	17	18
19	H	21	22	23	24	25
26	27	28	29	30	31	

February 2025 (20T/19S)

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	●	18	19	20	21	22
23	24	25	26	27	28	

March 2025 (16T/13S)

S	M	T	W	T	F	S
						1
2	3	4	5	6	W	8
9	10	11	12	C	N	15
16	V	V	V	V	V	22
23	24	25	26	27	28	29
30	31					

April 2025 (22T/21S)

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	●	19
20	21	22	23	24	25	26
27	28	29	30			

May 2025 (16T/15S)

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	LD	●	23	24
25	H	27	28	29	30	31

June 2025

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					



Sitka School Board

2024-2025 Board Meeting Dates

Meeting dates may change.

Meetings are held the first Wednesday of the month at Harrigan Centennial Hall (unless otherwise noted) at 5:45 p.m.

Monthly meetings will be preceded by a Work Session at 4:30 p.m.

Special meetings are scheduled as needed.

The public will be notified when any special meetings are scheduled.

- August 16-17, 2024 School Board Training and Goal Setting with Supt. (w/AASB)
- August 14, 2024
- September 4, 2024
- October 2, 2024
- October 25-26, 2024 – School Board Retreat with AASB
- November 5, 2024 (**Tuesday**) Sitka High School Library
- November 7-10, 2024 – AASB Annual Conference, Anchorage
- December 4, 2024
- January 8, 2025
- February 5, 2025
- March 5, 2025 - (Sheet'ka Kwaan Nakahidi Community House)
- April 2, 2025
- May 7, 2025
- June 18, 2025 (District Office Boardroom)