

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, August 14, 2024 | 5:45 PM | Harrigan Centennial Hall, 330 Harbor Drive, Sitka, AK 99835

Proposed Agenda

1. **Recognitions - 5:45 - 6:00 p.m.**
2. **Call to Order - 6:00 p.m.**
3. **Flag Salute**
4. **Land Acknowledgment**
5. **Roll Call**
6. **Approval of the Proposed Agenda and Consent Agenda**
 - 6.a. Minutes from June 19, 2024
 - 6.b. Minutes from June 25, 2024
 - 6.c. Personnel Report
7. **Persons to be Heard**
 - 7.a. Persons to be Heard - Non-Agenda Items
 - 7.b. Persons to Be Heard - Agenda Items
8. **Special Reports: Government to Government**
9. **School Highlights**
10. **Reports and Presentations**
 - 10.a. Report on BMS Roof
11. **Board Member Reports**
12. **Administrative Reports**
 - 12.a. Budget Update
 - 12.b. Enrollment Update
 - 12.c. Superintendent Update
13. **New Business**
 - 13.a. Implementation of Pre-K program
 - 13.b. Executive Session - SESPA Negotiations
 - 13.c. Accept Tristan Guevin's Resignation from the Board
14. **Future Agenda Items/Upcoming Events**
 - 14.a. August 16-17, 2024 - AASB Board Training
 - 14.b. September 4, 2024 - Regular School Board Meeting - 5:45 p.m. Harrigan Centennial Hall
15. **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.

SITKA SCHOOL BOARD MEETING

June 19, 2024 – 6:00 p.m.

District Office Boardroom

Sitka School District

Superintendent: Dr. Deidre Jensen

1. **CALL TO ORDER**

The meeting of the Sitka School Board was called to order by President Tristan Guevin at 6:01 p.m. at the District Office Boardroom.
2. **FLAG SALUTE**
3. **LAND ACKNOWLEDGMENT**
4. **ROLL CALL**

In attendance were board members Tom Williams, Steve Morse, and President Tristan Guevin. Todd Gebler and Phil Burdick were absent and excused. The meeting was quorate.
5. **APPROVAL OF THE PROPOSED AGENDA AND CONSENT AGENDA**
 - a. **MINUTES FROM MAY 9, 2024**

The motion to amend PASSED without opposition.
 - b. **PERSONNEL REPORT**
 - c. **ADOPTION OF BP 5124.1 – FAMILY ENGAGEMENT, SECOND READING**

The proposed agenda and consent agenda PASSED as amended, without opposition
6. **PERSONS TO BE HEARD**

Annette Evans, Alicia Hastletine, Kari Sagel, and Trista Patterson all appeared before the board to advocate for continuation of the Ventures program
Ariel Starbuck, Beth Short-Rhodes, Collauna Marley, and Bridgette Hitchcock all appealed to the board to keep Beau Hedrick in the library at SHS.
Patti MacPike shared her concerns about the declining quality of education in Sitka School District.
Twila Keaveny asked the board to watch over the transfer of the maintenance department to the City of Sitka, wanting assurance that services remain the same or better.
7. **SPECIAL REPORTS: GVT TO GVT**

There were no government-to-government reports at this meeting.
8. **REPORTS AND PRESENTATIONS**

Human Trafficking – Wendy Leverett, from Youth Advocates of Sitka, informed the board of her work in bringing to Sitka a presentation on Human Trafficking tailored to high school seniors. The goal of the presentation is to help young people understand what

human trafficking looks like, and to create protective factors for students and families.

9. BOARD MEMBER REPORTS

Mr. Williams reported that he attended district graduations and rites of passage.

Mr. Guevin stated that he also appreciated the effort put into the graduation ceremonies. He shared an encounter he had with a former SNEP student who is participating in an internship at Sitka Sound Science Center, which was an opportunity provided by STA.

10. ADMINISTRATIVE REPORTS

Superintendent Deidre Jensen informed the board that Governor Dunleavy has until June 28th to sign the state budget. She also shared that 14 letters of non-retention were given to current staff, and that there would be 15 district directed transfers. Some grant money would be used to help fund positions. There is a need to be proactive in planning for the future.

Positive things in the state budget:

- Additional funds for student transportation
- \$180 per pupil K-3rd under AK READS
- \$100 per pupil in Title I schools under AK READS

The district was awarded a Breakfast Grant for in-house food service at XTS and PHS.

Regarding Ventures, Superintendent Jensen stated that the program will be maintained as closely as possible. XTS Principal Lecrone is assisting with the transition.

11. NEW BUSINESS

a. APPROVAL OF FY25 FOOD SERVICES CONTRACT RENEWAL

Mr. Williams moved, and **Mr. Morse** seconded to approve the FY25 Food Services Contract Renewal with NMS, as presented.

Following a roll call vote, the motion PASSED unanimously.

b. APPROVAL OF FY25 PERFORMING ARTS MANAGEMENT PROPOSAL

This item was postponed until the next meeting of the board.

c. APPROVAL OF CONVERGINT TECHNOLOGIES/VERKADA ACCESS CONTROL CONTRACT

Mr. Morse moved, and **Mr. Williams** seconded to approve the contract with Verkada Access Control, as presented.

Superintendent Jensen informed the board that Annette Evans had applied for a grant through STA. The funds will be used at XTS to pilot a keyless entry system.

Board Comment:

Mr. Williams asked Dr. Jensen if the grant could be extended past the June 30th expiration date, and, if not, is

there a contingency if the installation doesn't happen before the grant's expiration.

Mr. Morse moved to amend the motion to add a guarantee of completion clause by June 30th.

Following a roll call vote, the motion PASSED, as amended, unanimously.

d. FY25 SSD 6-YEAR CIP PLAN

Mr. Williams moved, and **Mr. Morse** seconded to approve the FY25 6-Year CIP plan, as presented.

Jared Williams, SSD Maintenance Director, gave a presentation to the board regarding the development of the plan. He explained that the goal for this year is to get the BMS roof replaced. Other priorities include replacing the playgrounds at XTS and KGH, and asbestos abatement at BMS.

The motion PASSED without opposition.

e. APPROVE RESOLUTION TO TRANSFER RESPONSIBILITY FOR MAINTENANCE OF SCHOOL BUILDINGS TO CITY AND BOROUGH OF SITKA

Mr. Williams moved, and **Mr. Morse** seconded to approve the Resolution to Transfer Responsibility for Maintenance of School Buildings to the City and Borough of Sitka.

Mr. Williams moved to amend the motion by striking item #2 of the resolution, which reads "The Superintendent is authorized to sign and execute the MOA on behalf of the District."

The motion died for lack of a second.

Superintendent Jensen acknowledged the board's interest to have input on the MOA.

Mr. Guevin stated that Alaska statute requires a resolution to transfer the responsibility of school buildings to the city.

The motion PASSED without opposition.

f. APPROVE STAFF WORKDAY CHANGE

Mr. Williams moved, and **Mr. Morse** seconded to approve the calendar change for the staff workday in October, as presented.

Superintendent Jensen explained that the early release day on Alaska Day would prevent teachers from having a full day for grading, as provided for in the negotiated agreement. An additional early release day has been scheduled for October 17th to satisfy the required day for grading.

The motion PASSED without opposition.

g. APPROVE 2024-2025
SCHOOL BOARD
CALENDAR

Mr. Morse moved, **Mr. Williams** seconded to approve the 2024-2025 School Board Calendar, as presented.

Mr. Guevin pointed out that each regular school board meeting will be preceded by a work session at 4:30 p.m.

The motion PASSED without opposition.

h. EXECUTIVE SESSION

Mr. Williams moved, and **Mr. Morse** seconded to go into executive session in accordance with and under the provisions of AS 44.62.310(c)(1), matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the district. Mr. Arp and Dr. Jenson were invited.

The motion PASSED unanimously. The board went into executive session at 7:37 p.m.

The board resumed the meeting at 9:15 p.m.

12. ADJOURNMENT

Mr. Williams moved to adjourn the meeting at 9:16 p.m.

The meeting was adjourned at 9:16 p.m.

Tristan Guevin, President

Tom Williams, Clerk

Mr. Guevin explained that the item had been postponed at the June 19, 2024 meeting. The term of the agreement is for one (1) year, with four (4) optional extension years with a 3% increase for each extension year. Even if the proposal is approved, details of the management of the PAC will continue to be worked out by SSD, CBS, and SFAC.

Following a roll call vote, the motion PASSED unanimously.

c. **APPROVAL OF
CONVERGINT
TECHNOLOGIES/VERKADA
ACCESS CONTROL
AMENDED CONTRACT**

Mr. Williams moved, and **Mr. Gebler** seconded to approve the amended contract with Verkada Access Control, as presented.

Superintendent Jenson explained to the board that STA extended the expiration date of the grant for the pilot program to December 31, 2024. Any additional expenses would be covered from ARPA funds.

Following a roll call vote, the motion PASSED unanimously.

8. **ADJOURNMENT**

Mr. Williams motioned to adjourn.
The meeting adjourned at 6:02 p.m.

Sitka School District Personnel Report

as of 8/12/2024

Certified Employees Recommended for Employment		
Name	Current Position	Date Effective
Pearson, Danielle	XTS Teacher	08/14/2024
Jenson, Joel	KGH Teacher	08/14/2024
Hart, Margaret	KGH Teacher	08/14/2024
Duncan, Laurie	XTS Teacher	08/14/2024
Shelton, Keith	BMS Vice Principal	08/01/2024
Fitzgerald, Sadie	PreK SPED	08/14/2024
Rogers, Laura	Interim SHS Principal	08/08/2024
Certified Employees Left Employment		
Name	Current Position	Date Effective
Lundvick, Sondra	HS Principal	06/06/2024
DeWitt, Tiffany	XTS Teacher	05/23/2024
Classified Employees Recommended for Employment		
Name	Current Position	Date Effective
Classified Employees Left Employment		
Name	Current Position	Date Effective
Williams, Jared	Maintenance Director	08/09/2024
Snyder, Carley	KGH Secretary	05/23/2024
Bradley, Marc	IT Director	06/30/2024
Lundvick, James	Paraprofessional	05/23/2024
Gillaspey, Shelley	School Nurse	08/16/2024
Classified Employees Changed Positions		
Name	Current Position	Date Effective



Dr. Deidre Jenson
Superintendent Report
8/14/24 Board Meeting

Budget/Business Office:

The auditors were here in person for our annual audit review Monday, August 5th to Friday August 9th. Dr. Kathryn Hollis-Buchanan has been working with our finance department and spending long hours preparing for the audit and submitting the necessary documentation for this. We hope to be wrapping this up by the end of next week and then it is to wait for the auditors to report back to us. We viewed this audit like other audits as ways to improve our system.

Similarly, we have started setting up procedures and training with a new workflow system called Talented. This is PowerSchool product that we will initially be using for hiring and onboarding classified staff, and then later as we develop our Standard Operating Procedures, to help us track our required forms, requisitions, and other necessary documentation.

Principals' workshop:

On August 6th and 7th, our administration team gathered with two primary objectives with the descriptions for each objective:

- Foster a shift in mindset to prioritize cultural relevancy and expand our mental models within the Sitka School District. This involves promoting common terminology, building consensus around cultural education and relevance, and creating connectedness.
- Develop a district-wide focus aimed at addressing the achievement gap among all students. This includes creating a Professional Development Plan for the FY 24-25 school year and establishing a framework for the next 3-5 years.

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. The city maintenance department and our district business office have scheduled visits to each building (with SHS and PHS combined) on Thursday, August 15th and Friday August 16th to discuss how maintenance will be addressed and answered any questions that staff may have.

Both parties understand that through this transition there will be other unanticipated items that we need to work through. Regular communication will continue, and we will meet briefly every week to check in.



Aug 7, 2024

Summary of Administrator Inservice August 6-7, 2024

- Collaborated with the Sitka School District Administration to determine professional development priorities that address the achievement gap.
- Facilitated the administration team's finalization of a comprehensive professional development plan for the four-day in-service beginning on August 14th.
- Supported administrator leadership in deepening their understanding of trust-building, change management, and mental models, crucial for creating actionable plans to guide the district's future.
- Worked to uncover and address common perceptual errors that may affect decision-making.
- Guided the team through analyzing key data on graduation rates, dropout rates, attendance, and academic performance to identify the most impactful professional development areas for teachers and administrators, responding to observed stagnation in these areas.
- Utilized an opportunity tree protocol to uncover and prioritize professional development needs, resulting in a realistic and proactive timeline that anticipates potential budget changes and considers staff stress levels.
- Emphasized the enhancement of Tier One instructional strategies across K-12 classrooms for the 2024-2025 school year and the importance of increasing student engagement.
- Initiated the development of curriculum guides, including scope and sequence across all content areas, with professional development beginning in January 2025. This work will continue into the 2025-2026 school year, following a collaborative committee and whole-staff process.
- Proposed a Study Action Plan to explore potential future school models for the district, considering budget and resource constraints. This plan will involve forming a committee in January 2025, with input from staff, community leadership, the school board, and other stakeholders, ensuring inclusion, transparency, and communication throughout the process.
- Identified facilitation need and professional development need in data analysis, aligning with the Certified NWEA MAP Facilitator requirements from the AK Reads Act. This involves training two individuals in fall 2024, who will subsequently train the administration and teachers during the 2024-2025 school year.

- Facilitated the need to create specific job descriptions to clearly outline duties, recognizing the multiple roles personnel currently perform. This task will be managed by central office staff during the 2024-2025 school year with input from site administration. Additionally, developed Standard Operating Procedures to build confidence and transparency in systematic operations, also set for completion during the 2024-2025 school year.
- Once priorities were identified, guided the administration through a ranking protocol to determine which groups would tackle each priority.
 - Professional development to enhance Tier One high-yield instructional practices and increase student engagement was ranked as the top priority, with work commencing in fall 2024 and planned over a two to three-year timeline.
 - Job descriptions and Standard Operating Procedures were assigned to the central office team, with feedback from site administrators to begin in fall 2024. The committee for the school models study action plan will start in January 2025, ensuring broad collaboration with staff, community leaders, the school board, and other stakeholders.
 - Professional development and certified facilitator training for NWEA MAP will begin with the identification of two facilitators in September 2024. Following their training, the administration team will plan next steps for these facilitators to train Sitka School District personnel.
 - The development of curriculum guides and scope and sequence, along with the associated professional development and committee work, will commence in fall 2025 and continue over multiple years. This process will be transparent and inclusive, ensuring trust and communication across all grade spans within the district.
- TIER One Professional Development and increasing student engagement priority were unpacked to include the following areas:
 - Explicit Instruction- Anita Archer
 - Visible Learning- Fisher and Frey
 - Zaretta Hammond-The Brain and Culturally Responsive Teaching
 - Hattie's Effect size, "The Why".
 - Safe and Civil Schools (PBIS)
 - Building in a Peer Observation System.
- Through administrative discussion a professional development vision was formed (PD to occur for a 40 minute segment during Building Day Early Release and Inservice January 6-7th, 2025):

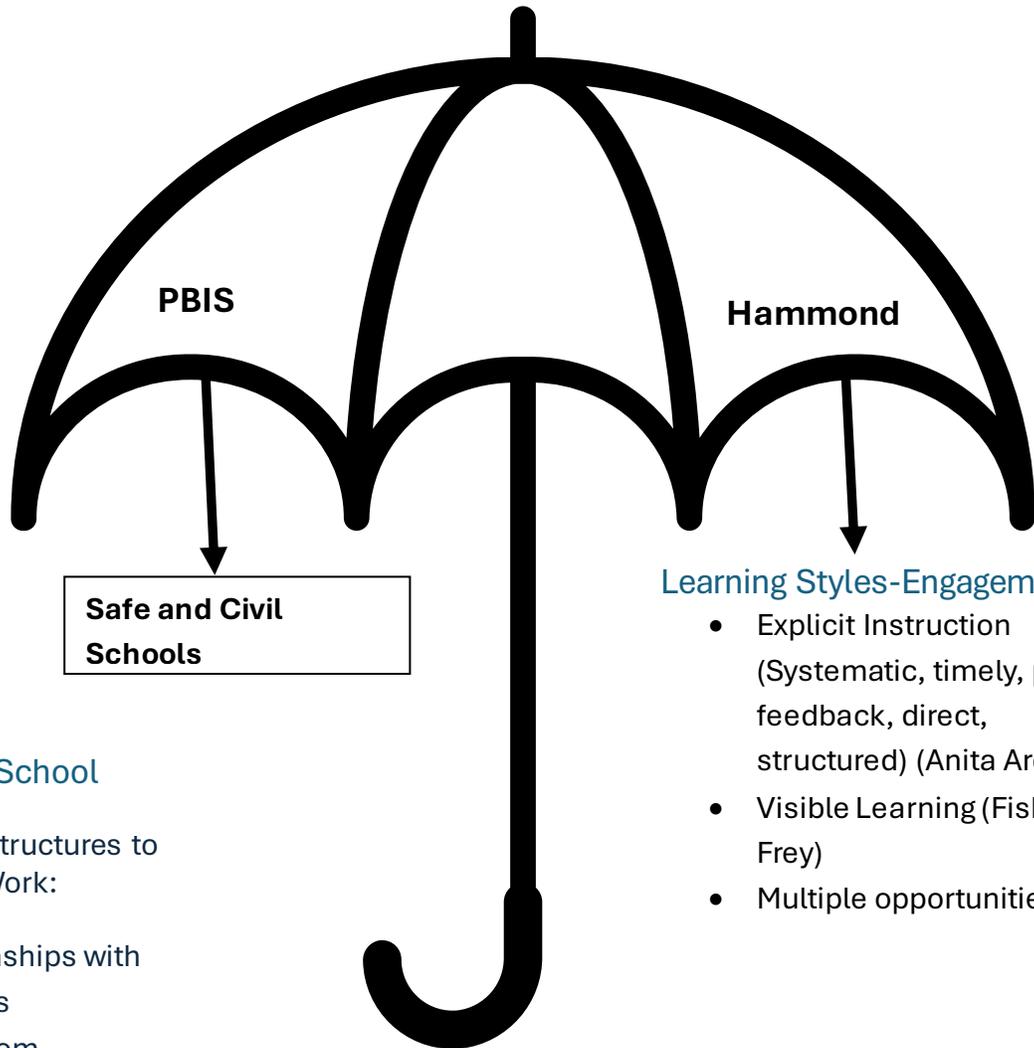
Our professional development will focus on Tier I Instruction to promote alignment across K-12 content areas, utilizing research and evidence-based practices to enhance student engagement and overall collective efficacy.

- Session 1 Topic: Mental Models
- Session 2 Topic: Hattie's Effect Size
- Session 3 Topic: Collective Efficacy
- Session 4 Topic: Safe and Civil
- Session 5 Topic: Hammond Research
- Session 6 Topic Forward: Explicit Instruction

Next Steps in Partnership with 49th Star Educational Consulting:

- Customized Scope of Work for SY24-25:
 - Flexible Professional Development: Offering professional development sessions that can be conducted virtually or in person based on
 - High-Yield Literacy Strategies: Helping school administrators implement high-yield Tier One Literacy strategies.
 - Enhanced Teacher Effectiveness: Focusing on increasing teacher effectiveness through targeted training.
 - Boosting Student Engagement: Aiming to boost student engagement with proven literacy strategies.
 - Support in providing MTSS professional development
 - Other SOW at the discretion of the district identified need.
- Scalable Services: Services adaptable based on additional scope of work and funding availability.

Hattie's Effect Size



Safe and Civil Schools

Learning Styles-Engagement

- Explicit Instruction (Systematic, timely, pacing, feedback, direct, structured) (Anita Archer)
- Visible Learning (Fisher and Frey)
- Multiple opportunities

Structures of School

Foundational Structures to Make School Work:

- Relationships with students
- Classroom Management
- Motivators
- Incentives (Internal/External)
- Time Schedules
- ETC.

Grounding of Professional Development:
What is it that we want teachers to take away from each session?
What will the administration look for and give feedback on after the PD session?

SSD Preschool Proposal

SSD will develop a district-wide early education programs that promotes school readiness and positive outcomes for all students.

Purpose

- Provide extra support for our students in addressing reading by 3rd grade. (AK Reads)
- Provide our teachers extra support with meeting the requirements of AK Reads. (With less interventionist time, students are needing earlier intervention to prepare them for kindergarten entry.)
- We are looking for ways to increase revenues. After 3 years of successful programming, we can apply for .5 ADM
- Provide staffing for the Ventures coordination.
- Assists with Community need for Childcare

The Alaska Reads Act

Early Education Programs

The Alaska Reads Act directs the Alaska Department of Education & Early Development (DEED) to establish an early education grant program. This program, the District-Wide Early Education Program, is designed to provide resources to districts that are not adequately served by head start programs and other high-quality childcare.

Preschool Availability

Preschools/ Daycares	Current Enrollment	Goal Capacity	How many openings?	Comments or challenges faced
Betty Eliason	6	10	0	Need teachers and space
Sheldon Jackson	20	30	n/a	All day daycare
3-5 Preschool (half days)	8	25	0	Need teachers
Head Start (half days)	16	20	2	Need teachers for afternoon
Mt. Edgecumbe	30	35	0	
Total	80			

Preschool Aged Kids in Sitka

- Estimates based on US Census Data for population of Sitka
 - Total population estimate as of July 2022: 8382
 - Percent of children under age 5: 4.7% (349)
 - 50% of children in licensed facilities are 3-4 years old
 - This means about 174 children in Sitka are 3-4 years old

- This program would be for 4 year olds or 5 year olds that did not make the Kindergarten cut off deadline.

“U.S. Census Bureau QuickFacts: Sitka City and Borough, Alaska.” n.d.

[Www.census.gov](https://www.census.gov/quickfacts/fact/table/sitkacityandboroughalaska/AGE135222#AGE135222). Accessed February 8, 2024.

<https://www.census.gov/quickfacts/fact/table/sitkacityandboroughalaska/AGE135222#AGE135222>.

Costs to parents

- Tuition based: \$1000 per month for full time, 5days/week
- Could look at scholarships for those that qualify for free and reduced lunch.
- Other possible sources for childcare supplement

Preschool at Xóots

- 1 FTE teacher
- .5 FTE and .5 Coordinator
- Possibly 20 students

Budget impact

- 2 Teachers: Approx. 80K-120+ Depending on experience = 160 – 240K
- Approximate revenue: 20 students x \$1000 (full day 5 days/week) =
- \$20,000 x 8 months = \$160,000 revenue
- Use some ventures funds to .5 of the coordinator work.

Yet to do:

- Collaboration with Tlingit and Haida Head Start
- Collaboration with other Early Childhood Caregivers
- Approval from the state (submitted, but not heard back yet.)
- Board approval
- Hiring and Planning
- Start date may be mid-September at the earliest.



Thank you for working together to find a sustainable solution for the children of Sitka!

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

MEMO

To: SSD School Board
Prepared By: Tristan Guevin, SSD School Board President
Date: August 13, 2024

RE: Tristan Guevin Resignation from the Sitka School Board

I wanted to notify the board that I am resigning my position as a school board member, effective August 12, 2024.

First, I want to apologize for the last minute nature of my resignation, which comes towards the very end of my full term, and comes without the opportunity to give the board much advance notice. I had no intention of resigning as of a week ago; however, an English Language Arts teaching position recently opened up at Pacific High School that has yet to be filled with only days remaining until students return. I have had a desire to return to the classroom and teach for some time, and this felt like the opportunity to put my name forward for that chance.

My time on the school board, while challenging, has been one of the more rewarding and fulfilling opportunities of my life. I have valued the opportunity to work with such a committed and hard-working group of fellow board members, and to be able to serve a school district with such a high caliber staff. More than anything else, I have valued the opportunity to serve the students and families of Sitka and the Sitka School District, and to advocate on behalf of public education in our state.

As I end my time on the board, I look forward to the opportunity to continue to work on behalf of our students and families, whether that is as the PHS ELA Teacher or in another role.



Tristan Guevin