

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, March 5, 2025 | 5:45 PM | Sheet'ká Kwáan Naa Kahídi Community House, 300

Kostrometinoff Street, 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. **Welcome**
7. **Approval of the Proposed Agenda and Consent Agenda**
 - 7.a. Minutes from February 5, 2025
 - 7.b. Personnel Report
 - 7.c. February 12, 2025 Policy Committee Recap
 - 7.d. Approval of BP5131.9 Academic Honesty (Revision), Second Reading
 - 7.e. Approval of BP 3110 Transfer of Funds (Revision), Second Reading
 - 7.f. ADOPT AR 3110 Transfer of Funds
8. **Persons to be Heard**
9. **Special Reports: Government to Government**
10. **Reports and Presentations**
 - 10.a. Activities Committee Report
 - 10.b. SSD Cultural Education Program and Title VI Indian Education Act Report - Jule LeBlanc, SSD Cultural Director
11. **Board Member Reports**
12. **Superintendent Report**
13. **New Business**
 - 13.a. Title VI Indian Education Act and Impact Aid Public Hearing
 - 13.b. Out of State Travel Request - Baseball and Softball
 - 13.c. Budget Revision
 - 13.d. Approval of In-House Food Service Program
 - 13.e. Approval of Technology Fee
 - 13.f. Purchase of Tech Devices
14. **Correspondence and Information (Separate Packet)**
15. **Future Agenda Items/Upcoming Events**

15.a. March 12, 2025 - Policy Committee - 5:00 p.m. | District Office Boardroom

15.b. April 2, 2025 - School Board Meeting | 6:00 p.m. | Harrigan Centennial Hall

16. **Final Comments from the Public**

17. **Final Comments from the Board**

18. **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

February 5, 2025 – 6:00 p.m.

Harrigan Centennial Hall

Sitka School District

Superintendent: Dr. Deidre Jensen

1. RECOGNITIONS

- Haa Latseeni Students of the Month
- Cindy Duncan – Indigitize CS/ISTE Community of Practice, and Indigitize’s Generation AI Community of Practice
- Stacy Golden – Presidential Award for Excellence in Math and Science Teaching (PAEMST)

2. CALL TO ORDER

The meeting of the Sitka School Board was called to order by President Phil Burdick at 6:03 p.m. at Harrigan Centennial Hall.

3. FLAG SALUTE

4. LAND ACKNOWLEDGMENT

5. ROLL CALL

In attendance were board members Amanda Williams, Steve Morse, Tom Williams, Paul Rioux, President Phil Burdick, and Student Representatives Francis Myers and Gus Maxwell. The meeting was quorate.

6. APPROVAL OF THE PROPOSED AGENDA AND CONSENT AGENDA

- MINUTES FROM JANUARY 8, 2025
- JANUARY 15, 2025 POLICY COMMITTEE MEETING RECAP
- PERSONNEL REPORT
- BP 4222 PARAPROFESSIONALS (ADOPT), SECOND READING
- BP 6175 MIGRANT CHILDREN PROGRAM (ADOPT), SECOND READING

Mr. Williams moved, and **Mr Morse** seconded to approve the proposed agenda and consent agenda, as presented.

The motion **PASSED** without opposition.

7. PERSONS TO BE HEARD

Joe Montagna, SEA President, expressed his appreciation for the school board.

Kathrynn Hollis-Buchanan shared that the recent budget hearings were well attended, especially at PHS, where students actively participated.

8. **SPECIAL REPORTS:
GOVERNMENT TO GOVERNMENT**

There was no government to government report at this meeting.

9. **SCHOOL HIGHLIGHTS – KEET
GOOSHI HEEN ELEMENTARY**

Mindy Barry, Principal at KGH, and **Jeanine Brooks**, counselor at KGH shared with the board recent activities and events at the school.

10. **REPORTS AND PRESENTATIONS**

There were no reports or presentations at this meeting.

11. **BOARD MEMBER REPORTS**

Mr. Maxwell reported that student government started back up at PHS, with eight students participating. He shared that PHS held a family dinner that included a budget discussion. Mr Quevedo has been bringing in guest speakers to speak about careers.

Mr. Myers shared a variety of activities and events happening at SHS. He reported on attending a conference in Chicago for the National Association of Student Governments, and is involved in organizing the state AASG conference to be held in Sitka in April.

Ms. Williams told the board that she is taking a class on literacy across all content areas. She also shared that she attended the effective advocacy training from AASB.

Mr. Rioux participated in the career exploration presentation to students at PHS and attended the family dinner/budget discussion at PHS.

Mr. Morse attended the XTS parent budget discussion and shared some of the ideas generated at that meeting with the board.

Mr. Williams reported that he had attended the budget discussions at all schools, except for PHS. He also shared that he met with SHS student government to answer questions.

Mr. Burdick reported on the January 16th joint budget work session with the city and shared about the BMS parent budget hearing. He and Dr. Jenson met with Lon Garrison of AASB to develop a strategy for legislative advocacy in Juneau. He thanked those who had testified for HB 69 regarding an increase in education funding.

12. **SUPERINTENDENT REPORT**

Superintendent Jenson

- Reported to the board that she is crafting an information piece to take to legislators to inform them of the challenges the district has faced due to lack of funding from the state.

- The School Climate Connectedness Survey will be open from February 24th – March 21nd, with the parent survey coming out before the student survey.
- Xóots Elementary School will hold a renaming celebration on February 21st from 10 a.m. to 1 p.m.
- Dr. Jenson has been having conversations with secondary staff and support staff on how to bridge the gap between PHS and SHS. Objectives include making things better for students, engaging them in conversation, and detecting students who are off-track for graduating and identifying adults who have a close relationship with them.
- Dr. Jenson met with SERRC regarding preparing the DEED CIP application.
- She has been working with AmeriCorps to help with art in the classrooms.
- The budgeting tool Balancing Act is not live yet; more detail needs to be applied to the software.

13. NEW BUSINESS

a. APPROVAL OF RESOLUTION IN SUPPORT OF INCREASING STATE FUNDING FOR EDUCATION

Mr. Williams moved, and **Mr. Rioux** seconded to approve a resolution in support of increasing state funding for education.

Following a brief discussion by the board, the motion **PASSED** unanimously.

b. EXECUTIVE SESSION: SUPERINTENDENT EVALUATION

Mr. Rioux moved, and **Mr. Williams** seconded to go into executive session in accordance with and under the provision of AS 44.62.310 (c) (2) subjects that tend to prejudice the reputation and character of any person. The subject of the executive session is Superintendent Jenson's evaluation. Dr. Jenson was invited.

The motion **PASSED** unanimously; the board entered executive session at 7:18 p.m. The board conducted the executive session in the District Office Boardroom.

The board exited executive session at 9:58 p.m.

Mr. Morse moved, and **Mr. Williams** seconded to continue the superintendent's contract at the

current rate and extend the contract for an additional year.

Following a ROLL CALL vote, the motion **PASSED** unanimously.

The meeting adjourned at 10:04 p.m.

14. **ADJOURNMENT**

Phil Burdick, President

Steve Morse, Clerk

Sitka School District Personnel Report

as of 3/1/2025

Certified Employees Recommended for Employment		
Name	Current Position	Date Effective
Certified Employees Left Employment		
Name	Current Position	Date Effective
Classified Employees Recommended for Employment		
Name	Current Position	Date Effective
Sheena, Clare	XTS Paraprofessional	02/06/2025
Reifenstuhl, Ivan	KGH Paraprofessional	02/06/2025
Ellis, Amy	KGH Paraprofessional	02/17/2025
Classified Employees Left Employment		
Name	Current Position	Date Effective
Classified Employees Changed Positions		
Name	Current Position	Date Effective

Dawn Georgia

From: Dawn Georgia
Sent: Wednesday, February 12, 2025 7:21 PM
To: Mindy Barry; Jamie Eells; Ryan Haug; Laura Rogers; Roxann Gagner; Paul Rioux; Deidre Jenson; Amanda Williams; Hillary Nutting; doylism@hotmail.com
Cc: Phil Burdick
Subject: February 12th Meeting Recap

In Attendance:

Paul Rioux
Deidre Jenson
Dawn Georgia
Hillary Nutting
Roxann Gagner
Amanda Williams
Laura Rogers
Mindy Barry
Jamie Eells

Moving forward for board approval at the March 5th meeting:

BP 5131.9 - Academic Honesty (Revision)

- The AR is on hold for potential DEED policy.

BP 3110 - Transfer of Funds

- Use Juneau's BP to revise our current policy (set amount at \$25,000)

AR 3110 - Transfer of Funds

- ADOPT Juneau's AR (set amount at \$25,000)

More Work to Do:

BP 4132 – All Personnel – Publication or Creation of Materials (ADOPT)

- Deidre will do some research on teacher created curriculum and materials
- Review by attorney
- Create a subcommittee for policy development
- Get feedback from SEA

BP 1331 – Memorial Policy (ADOPT)

- Deidre will split the Memorial Policy (drafted by Tyler McCarty) into a BP and AR

BP 4158 - Employee Security

- Research SpEd law for timeline for training untrained employees who have had to use physical restraint
- Have attorney review

BP and AR 4117.31 – Certificated Personnel – Reduction, Layoff, Rehire

- Needs to be reviewed by SEA

Policies to be reviewed by Kathryn Hollis-Buchanan before committee work:

BP 3311 – Bids

- Combine SSD's current policy with AASB Model Policy

AR 3310 – Purchasing Procedures

- Compare with district's SOP and have admin team review

BP, AR, E 3305 – Electronic Fund Transactions

- Research other districts

- Have Kathryn review

Gunalchéesh!

Dawn Georgia

Executive Administrative Assistant

Sitka School District

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Sitka, AK 99835

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georgiad@sitkaschools.org



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WORKSHEETS for the district policy committee:

DISCARD WHEN FINISHED

Students

ACADEMIC HONESTY

BP 5131.9

Note: This optional policy may be revised or deleted as desired.

~~The School Board believes that personal integrity is basic to all solid achievement. Students will reach their full potential only by being honest with themselves and with others.~~

Academic honesty and personal integrity are foundational components of a student's education in both the process of learning, and individual character development. The learning community of students, parents/guardians, staff and administrators shall be responsible for creating and maintaining a positive school climate that encourages honesty.

~~The Board expects that students will be truthful in all academic endeavors, and likewise, experience the requisite honor of proving their capabilities to themselves and the world. students to respect the educational purpose underlying all school activities. All students need to prove to themselves that they can do successful work as a result of their own efforts.~~

The learning community of students, parents/guardians, staff and administrators shall be responsible for creating and maintaining a positive school climate that encourages honesty.

~~The Board expects that students will not cheat, lie, or plagiarize, or commit other acts of academic dishonesty. Students found to have committed an act of academic dishonesty shall be subject to appropriate disciplinary action.~~district and school sanctions.

The Board recognizes that the advancement and availability of artificial intelligence/generative technology (AI/GT), means the learning community is very likely to utilize this new technology. Such use must meet the requirements of academic honesty and yet allow for its application as a new tool for instruction, critical thinking, exploration, and development of original thought and material. It is expected and required that ~~use~~the use of AI/GT will be appropriately referenced and noted.

~~Each school shall provide an environment that encourages honesty. Students must know that their teachers will not ignore or condone cheating and that anyone discovered cheating will be penalized.~~

(cf. 5144 - Discipline)

Revised 9/2023

WORKSHEETS for the district policy committee:

DISCARD WHEN FINISHED

Students

AASB POLICY REFERENCE MANUAL

9/92

BP 3110 TRANSFER OF FUNDS

The School Board ~~recognizes that the transfer of funds between budget categories may be necessary in order to ensure that the district maintains a balanced budget. The Superintendent or designee may authorize budget transfers \$10,000 or 10% of budget line item, whichever is less. All transfers shall be reported to the Board and are subject to Board approval at the next budget revision.~~ recognizes that the transfer of funds between budget categories may be necessary in order to ensure that the district maintains a balanced budget. The Superintendent or designee may authorize budget transfers under \$25,000.

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*

Adoption Date: June 8, 1995

Revision Date: April 23, 2009

Revision Date: March 5, 2025

Sitka School District

AR 3110 TRANSFER OF FUNDS

1. Line-item budget transfer requests within a unit's budget must be submitted in writing and approved by the school district Business Manager. No single budget account may increase by \$25,000 or more.
2. Budget transfer requests that affect the unit's budget total must be submitted in writing and approved by the Business Manager. The Superintendent will recommend to the Sitka School Board all budget revisions when a budget account increases \$25,000 or more.
3. Revenue adjustments which increase the School District's total expenditure budget will be submitted to the School Board for approval.
4. The Superintendent will recommend to the School Board all transfers that move funds from one fund to another.

ADOPTED: March 5, 2025

Sitka School District

Activities Committee

February 10, 2025

Present: Rich Krupa, Tom Williams, Tyler McCarty, Allison Hackett, Mitch Mork, Savannah Plank, Ashley Haskins

Goal: Determine distribution amounts for each school for the 2024-2025 school year.

Minutes:

Team discussed a brief overview of the proposition 1 money and disbursement to each school. All team members besides Ashley Haskins served on the activities committee last year as well. For the 2024-25 fiscal year, the Proposition 1 funding has increased from \$300k to \$350k.

The committee reviewed the proposed amounts for each school. A question was raised about how each school spent last year's allotment. Updated numbers will be distributed to the committee once they have been received from the business department, however the business office had verbally said that each school had spent their allotment. Mr. Krupa discussed the inability to see the amounts that each program has in their account. Mr. Williams said that he will work to get those numbers.

Mr. Williams asked how this money differs from the typical allotment (\$134,000) and why it is included in the general budget. Mr. Krupa explained that even with the allotment from the district funds and the Proposition 1 money, SHS activities still require a players fee and fundraising from each individual group, and the intent of the proposition 1 money was in addition to help offset costs for families. Additionally, Proposition 1 was intended to be an additional support, not to supplant/replace current established district supports.

The committee then reviewed the suggested amounts for each building, as well as what each school has used the money for during the past year.

Xoots: Bus runs for field trips and concerts

KGH: Boys Run/Girls Run site liaison stipend, travel for spelling bee winner

BMS: School activities funding

PHS: Outdoor Program support, college/career explorations

SHS: School activities funding

Mr. Williams questioned Pacific High School's interpretation of extracurricular activities (outdoor program support and college/career explorations). Mr. Groen explained that as an alternative school, the extracurricular activities inevitably look different, but still provide students with access to trips and opportunities they would not otherwise get to experience.

Committee voted 7-0 in favor of the following disbursement:

School	2024-25 Allotment
Xoots	\$1,400
KGH	\$4,300
BMS	\$30,000
PHS	\$13,500
SHS	\$300,800
Total	\$350,000



Dr. Deidre Jenson
Superintendent Report
3/5/25 Board Meeting

Professional Development:

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.

Friday's PD time: Staff have continued their work on Curriculum Scope and Sequence, listened to a presentation on internet safety and preparing for their role when students may come to them with questions or watching for red flags in students.

Next PD Day is April 25: Jeff Utech will be presenting on artificial intelligence to staff as a whole initially, and then staff will break off into two sections; elementary and secondary. We are looking at a second option for our elementary and secondary sessions. More information to come later.

Administrator Professional Development: The superintendent's association has had several training sessions on the Leadership Paradigm, as I have mentioned in previous reports. Through the Alaska Council of School Administrators several school districts are attending a Train the Trainer session on this paradigm. Sitka School District will be taking 4 administrators to this training that will take place March 27th-29th.

New Projects:

- Not a new project, but new information: GCI is going to be doing fiberoptic repair and we will have limited internet service for approximately 4 days from Friday March 7th through March 10th.

Continued Projects:

Standard Operating Procedures: We have several SOP's that we have finished, and we are now formulating the SOP manual, so they will live in one place for easy reference with a similar structure throughout the manual. We will share that manual when we get the completed procedures uploaded to view. That will be coming soon.

Charter Schools:

Charter school conversations are on hold right now, so we will not be pursuing this for the Fall. There will be continued discussions and input on the possibility for the following year.

Ventures and PreK:

- We will be giving a more thorough report and update at the board meeting in April.
- Ms. Lecrone submitted a grant for Ventures through the Child Care Program Office and received \$27,000 for Ventures. More information to come in April.
- We underwent compliance monitoring for Ventures this winter and have submitted our corrective action plan. We are waiting to hear back the response from the Department of Health and the Child Care Program Office if there are any further corrections needed.

Impact Aid Monitoring:

- We have been notified that we will also be monitored soon on our Impact Aid. These monitorings are regularly scheduled to ensure compliance. More information to come.

Title Monitoring:

- We also went through a routine compliance monitoring last year for our Title grants and have submitted a corrective action plan this Fall. The Alaska Department of Education and Early Development have been extremely helpful in improving our practices. We are continuing to have dialogue with the state and our stakeholders. Tribal Consultation is one of those areas we are working to improve and the upcoming AASB Spring Boardsmanship workshop is designed to assist with this.

Superintendent Travel:

- AASB Spring Boardsmanship and Tribal Consultation April 26th and 27th.
- ASA mentor meeting, the leadership paradigm and the ASA fly-in occur all at the same time to reduce expenses. March 27- April 2nd

Demographic / Enrollment (Headcount) Breakdown

As of 2/28/2025

	BES	KGH	BMS	SHS	PHS	RCH	Total
PK	30					0	30
KG	53					5	58
1	63					9	72
2		80				4	84
3		70				7	77
4		57				8	65
5		69				6	75
6			67			1	68
7			79			3	82
8			90			5	95
9				63	4	2	69
10				87	13	2	102
11				73	8	2	83
12				74	12	3	89
Bldg Total	146	276	236	297	37	57	1049

Sitka School District

February 28, 2025

Monthly Revenue Report

Account No	Account Description	Current Budget	YTD Encum	YTD Revenues	Remaining Balance	Percent Outstanding
25-100-000-000-000-011	CITY/BORO APPROPRIATION	7,735,562.00	0.00	3,834,781.02	3,900,780.98	50.43%
25-100-000-000-000-040	MISC. LOCAL REVENUE	45,000.00	0.00	69,101.01	-24,101.01	-53.56%
25-100-000-000-000-047	E-RATE REVENUE	69,076.00	0.00	69,076.80	-0.80	0.00%
25-100-000-000-000-050	QUALITY SCHOOLS	40,945.89	0.00	0.00	40,945.89	100.00%
25-100-000-000-000-051	FOUNDATION	12,341,898.57	0.00	6,589,953.00	5,751,945.57	46.61%
25-100-000-000-000-056	TRS ON-BEHALF	241.00	0.00	0.00	241.00	100.00%
25-100-000-000-000-057	PERS ON-BEHALF	1,875.00	0.00	0.00	1,875.00	100.00%
25-100-000-000-000-090	MISC. STATE REVENUE	7,000.00	0.00	0.00	7,000.00	100.00%
25-100-000-000-000-110	IMPACT AID	70,000.00	0.00	20,145.00	49,855.00	71.22%
25-100-000-000-000-190	FEDERAL THROUGH OTHER IN	300,000.00	0.00	0.00	300,000.00	100.00%
25-100-000-000-056-056	TRS ON-BEHALF	3,487.00	0.00	0.00	3,487.00	100.00%
25-100-000-000-162-011	Local Revenue	0.00	0.00	2,000.00	-2,000.00	#DIV/0
25-100-000-140-000-040	MISC. LOCAL REVENUE	0.00	0.00	1,048.00	-1,048.00	#DIV/0
Report Total		20,615,085.46	0.00	10,586,104.83	10,028,980.63	

Monthly Expense Report

Accounts Summarized By Function	Current Budget	YTD Encumbrance	YTD Expenditures	Remaining Balance	Percent Available
100 - REGULAR INSTRUCTION	9,722,989.00	137,597.45	4,556,854.54	5,028,537.01	51.72%
120 - BILINGUAL/BICULTURAL	117,937.00	0.00	55,098.26	62,838.74	53.28%
130 - ENRICHMENT	3,499.30	0.00	428.05	3,071.25	87.77%
140 - CORRESPONDENCE STUDY	411,189.92	100,187.70	200,870.02	110,132.20	26.78%
160 - VOCATIONAL EDUCATION	401,111.50	2,832.48	218,290.91	179,988.11	44.87%
200 - SPECIAL ED INSTRUCTION	5,142,654.67	40,816.03	2,659,562.83	2,442,275.81	47.49%
220 - SPECIAL ED SUPPORT	1,104,536.00	168.87	565,394.62	538,972.51	48.80%
300 - PUPIL SUPPORT	9,668.91	0.00	0.00	9,668.91	100.00%
320 - GUIDANCE	591,155.25	0.00	313,273.02	277,882.23	47.01%
330 - HEALTH SERVICES	121,856.00	0.00	48,351.64	73,504.36	60.32%
350 - SUPPORT SERVICES	218,000.00	57,006.52	104,623.28	56,370.20	25.86%
351 - IMPROVEMENT INSTRUCTION	3,000.00	0.00	0.00	3,000.00	100.00%
352 - LIBRARY SERVICE	221,930.00	0.00	5,533.58	216,396.42	97.51%
400 - SCHOOL ADMINISTRATION	1,273,797.74	2,362.53	680,472.84	590,962.37	46.39%
450 - SCHOOL ADMIN. SERVICES	766,400.22	0.00	492,017.50	274,382.72	35.80%
510 - DISTRICT ADMINISTRATION	163,630.00	44,356.14	117,383.70	1,890.16	1.16%
511 - SCHOOL BOARD	86,379.00	4,369.35	40,145.94	41,863.71	48.47%
512 - SUPERINTENDENT'S OFFICE	475,342.00	0.00	286,632.70	188,709.30	39.70%
518 - SAFETY AND SECURITY	1,000.00	0.00	-1,790.00	2,790.00	279.00%
550 - DISTRICT ADMIN. SUPPORT	652,688.00	0.00	518,138.11	134,549.89	20.61%
556 - TECHNOLOGY SERVICE	519,526.00	500.00	194,857.03	324,168.97	62.40%
600 - MAINTENANCE/OPERATIONS	2,438,815.84	280,283.30	1,382,835.85	775,696.69	31.81%
700 - Athletics	298,181.90	0.00	123,654.97	174,526.93	58.53%
780 - COMMUNITY SERVICES	5,233.00	0.00	0.00	5,233.00	100.00%
900 - FUND TRANSFERS	150,000.00	0.00	0.00	150,000.00	100.00%
Report Total	24,900,521.25	670,480.37	12,562,629.39	11,667,411.49	

*The State has required all Districts to recognize and report on their financial statements their portion of the TRS/PERS relief as passed by 2008 Legislature appropriation. This recognition causes the total budget to appear inflated by 3,981,582 from the approved 2013 budget. The value is represented in the Revenue section as TRS On-Behalf (3,604,877) and PERS On-Behalf (376,705) and in the Expenditure section it is included in the various functions as a portion of benefits (3,981,582). No actual dollars pass through the District.

Feb 4th, 2025

Dear School Board,

Rich Krupa (SHS Activities Director), Jael McCarty (SHS Head Softball Coach) and Kenny Carley (SHS Boys Baseball Coach) are asking to participate in a Softball Tournament April 3rd-6th in Boise, Idaho area and Baseball Tournament March 26th-30th in Ontario, Oregon.

The cost of this trip is cheaper than traveling within our state to Kodiak, the only other place hosting a tournament at these times. No Prop 1 money will be used at all. This trip will only be funded by fundraised money and/or student money for this trip. We will be taking tours of NNU and BSU and have the opportunity to watch a college softball game.

Girls will be housed at Coach McCarty family house, and the boys will be housed at a donated coaches house in Ontario. Meal tickets will be provided for our students to eat at ballparks and fed by local families. We will be renting vehicles like we do on all trips.

Boys will be departing Sitka March 26 at 11:30 am. and returning to Sitka March. 30th, missing 2.5 days of school. Girls will be departing from Sitka April 2nd at 11:30 am. and returning to Sitka April 6th, missing 2.5 days of school. There are 17 boys and 12 girls eligible for this trip. This will be our first time traveling out of state for baseball and softball. Boys baseball had a trip scheduled in 2020, but it was taken away by COVID. We are hoping to create an interstate relationship like we have done in basketball and track, inviting teams to Sitka to participate in our early season baseball and softball tournaments. I am happy to answer any questions at the March school board meeting.

Thank you for your consideration,
Rich Krupa Activities Director
Jael McCarty Softball Coach
Kenny Carley Baseball Coach.



Agenda Item Details

Meeting March 5, 2025 – School Board Meeting
Category NEW BUSINESS
Subject SSD MEMORANDUM #007 – FY25 Budget Revision
Type Action Item

Recommended Action: It is the Administration’s recommendation that the School Board approve a budget revision for FY25

SITKA SCHOOL DISTRICT
SITKA, ALASKA

SSD MEMORANDUM #007 (2024-2025)

March 5, 2025

TO: SCHOOL BOARD

FROM: Kathryn Hollis-Buchanan, District Business Manager

SUBJECT: FY25 Budget Revision

(SSD Guiding Principle #9: *The District will be open, transparent, and accountable to the public.*)

RECOMMENDATION:

It is the Administration’s recommendation that the School Board approve a budget revision for FY25 based upon the details below.

PERTINENT FACTS:

- Additional \$400,000 revenue from state foundation formula due to budget being based upon \$500 BSA and state approving \$680 BSA
- Additional \$51,000 revenue allowed from the state for student transportation
- Decrease enrichment budget by \$3,000
- Decrease Library Services budget line item by \$200,000 salary/benefits
- Decrease District Admin Support budget line item by \$10,000 salary
- Decrease Maintenance/Operations budget line item by \$64,000 and reallocate salary to BMS roof (TREMCO) expenses incurred during FY25
- Decrease Community Services budget line item by \$5,000
- **TOTAL SAVINGS FOR FY24 \$733,000**

Prepared by: Kathryn Hollis-Buchanan 03/05/2025

Agenda Item Details

Meeting March 5, 2025 – Regular School Board Meeting
Category NEW BUSINESS
Subject SSD MEMORANDUM #004 – Food Service
Type Action Item

SITKA SCHOOL DISTRICT
SITKA, ALASKA

SSD MEMORANDUM #004 (2024-2025)

March 5, 2025

TO: SCHOOL BOARD
FROM: DEIDRE JENSON, SUPERINTENDENT
SUBJECT: Approval of Food Service Program

(SSD Guiding Principle #9: *The District will be open, transparent, and accountable to the public.*)

RECOMMENDATION:

It is the Administration's recommendation that the School Board approve an in-house food service program to serve SSD's schools in FY26.

PERTINENT FACTS:

The current contract with NANA as well as our other additional food expenses for PHS and misc. costs the district approximately \$494,000. Net cost to the general fund to provide food service in-house would be approximately \$345,000, resulting in potential savings of \$150,000 for the district.

DETAILS:

- Food service Coordinator
- Full time head cook* (*Job titles may change once job descriptions are created.)
- Two full-time cooks*
- Two half time cooks*
- Comparison food budget is estimated based on 2023 costs (including NANA contract, extra food costs for PHS program, and other misc.)
- The presented budget leaves a larger budget line item for food costs than the food costs that NANA is spending this year. We anticipate we would have to spend a bit more than NANA because of their bulk rates.
- For efficiency, we would cook out of one kitchen and deliver to the other schools from there.
- If we are awarded the SCALES grant, it will save us a considerable amount more than that for the next three years. Those awards are released in May.
- We have not added a line item for a vehicle yet. We have a Ford Ranger that we could sell that could go toward this, but we would need a separate vehicle used for food service only which would add approximately 10-15K to the budget. We are still exploring options for this.

FUNDING SOURCE: 25-XXX-XXX-XXX-XXX-XXX

Prepared by: Deidre Jenson

FUND	ORG	FUNCTION	OBJ	PROJECT	AccountDescription	Budget
255	190	790	321	0	Food Service Class Director/Coord/Manager 320	70,000.00
255	116	790	323	0	Food Service Classified Head Cook	50,000.00
255	111	790	326	0	Food Service Cooks 320 Full Time	66,150.00
255	190	790	326	0	Food Service Cooks 320 Half Time	56,700.00
255	130	790	329	0	Food Service Classified Subs/Temps 320	5,000.00
255	130	790	337	0	Extra Duty Classified	0.00
					Classified Total	247,850.00
255	111	790	361	0	Insurance - Life & Health	40,000.00
255	116	790	361	0	Insurance - Life & Health	30,000.00
255	190	790	361	0	Insurance - Life & Health	30,000.00
255	190	790	361	0	Insurance - Life & Health	30,000.00
255	111	790	364	0	Food Service Fica & Medicare 360	5,355.00
255	116	790	364	0	Food Service Fica & Medicare 360	3,825.00
255	130	790	364	0	Food Service Fica & Medicare 360	5,060.48
255	190	790	364	0	Food Service Fica & Medicare 360	4,337.55
255	190	790	364	0	Food Service Fica & Medicare 360	382.50
255	190	790	364	0	Food Service Fica & Medicare 360	0.00
255	111	790	366	0	Food Service Retirement Contribution-TRS 360	8,820.00
255	116	790	366	0	Food Service Retirement Contribution-PERS 360	11,000.00
255	130	790	366	0	Food Service Retirement Contribution-PERS 360	14,553.00
255	190	790	366	0	Food Service Retirement Contribution-PERS 360	12,474.00
255	190	790	366	0	Food Service Retirement Contribution-PERS 360	1,100.00
255	190	790	366	0	Food Service Retirement Contribution-PERS 360	0.00
255	190	790	369	0	Food Service Other Employee Benefits 360	173.80
					Benefits Total	197,081.33
255	190	790	410	0	Food Service Prof. & Tech. Services 410	2,000.00
255		790	420	0	Food Service Vehicle (One time purchase)	10,000.00
255		790	420	0	Food Service Vehicle Maintenance and related expenses	2,000.00
255	190	790	420	0	Food Service Staff Travel 420	1,500.00
255	190	790	421	0	Food Service Mileage Reimbursement 420	200.00
					Staff Travel Total	1,700.00
255	193	790	430	0	Food Service Utilities & Telecommunications	500.00
255	130	790	440	0	Food Service Other Purchased Services	300.00
					Other Purchased Services Total	300.00

FUND	ORG	FUNCTION	OBJ	PROJECT	AccountDescription	Budget
255	190	790	450	0	Food Service Supplies, Materials & Media 450	7,000.00
255	190	790	459	0	Food Service Food-Lunches 450	180,000.00
255	190	793	459	0	Breakfast Service Food-Lunches 450	45,000.00
					Food Total	225,000.00
255	190	790	460	0	Food Service Milk 450	44,000.00
					Milk Total	44,000.00
255	190	790	469	0	Food Service Other Supplies (02 Only) 450	18,000.00
					Other FS Supplies	18,000.00
255	190	790	490	0	Food Service Other Expenses 490	150.00
255	190	790	491	0	Dues & Fees	50.00
					Dues & Fees Total	200.00
					Grand Total Expenses	743,631.33
					Revenue from NSLP (Estimate based of FY24 reimbursements and paid lunches)	399,027.00
					Total Estimated Costs from General Fund	344,604.33
					Total Food Service Costs from FY24 (NANA contract plus additional costs for Food)	494,139.90
					Net Savings	149,535.58

Agenda Item Details



March 5, 2025 – School

Meeting

Board Meeting

Category

NEW BUSINESS

Subject

SSD MEMORANDUM #005 – Technology Fee Memo

Type

Action Item

Recommended Action

It is the Administration's recommendation that the School Board approve an annual per pupil technology fee beginning FY26.

SITKA SCHOOL DISTRICT
SITKA, ALASKA

SSD MEMORANDUM #005 (2024-2025)

March 5, 2025

TO: SCHOOL BOARD

FROM: DEIDRE JENSON, SUPERINTENDENT

SUBJECT: Approval of Technology Fee

(SSD Guiding Principle #9: *The District will be open, transparent, and accountable to the public.*)

RECOMMENDATION:

It is the Administration's recommendation that the School Board approve an annual per pupil technology fee starting FY26. The annual fee will help in offsetting the cost of tech refresh.

PERTINENT FACTS:

- Free and Reduced Lunch Applications will be used to identify families that need financial assistance with this fee.
- Fee Range:
 - \$100/year for secondary
 - \$50/year for 1-5
 - \$0 for Pre-K or K.

FUNDING SOURCE: 25-XXX-XXX-XXX-XXX-XXX

Prepared by: Deidre Jenson

Agenda Item Details



March 5, 2025 – School

Meeting
Board Meeting

Category NEW BUSINESS

Subject SSD MEMORANDUM #006 –Tech Devices Purchase

Type Action Item

Recommended Action It is the Administration’s recommendation that the School Board approve the purchase of new devices for students.

SITKA SCHOOL DISTRICT
SITKA, ALASKA

SSD MEMORANDUM #006 (2024-2025)

March 5, 2025

TO: SCHOOL BOARD

FROM: DEIDRE JENSON, SUPERINTENDENT

SUBJECT: Purchase Tech

(SSD Guiding Principle #9: *The District will be open, transparent, and accountable to the public.*)

RECOMMENDATION:

It is the Administration’s recommendation that the School Board approve the purchase of new 1:1 devices for one grade level using funds, already allocated in this year’s tech budget, from OETC (Organization for Education, Technology, and Curriculum).

PERTINENT FACTS:

- We would use this year’s tech budget, spending \$38,509.
- Three quotes were received from SHI (Software House International Corp), Bluum, and OETC (Organization for Education Technology and Curriculum).
- The winning quote from OETC is attached.
- Purchasing them now would provide the tech department with more time to prepare new devices for the fall start.

FUNDING SOURCE: 25-100-000-556-000-451

Prepared by: Deidre Jenson



Quote (Open)

Quote #: 46597 1 rev of 1
Modified Date: Feb 28, 2025 08:02 AM PST
Expiration Date: 03/14/2025
Description: Dynabooks

Quoted For:

McArthur, Scott
mcarthurs@sitkaschools.org
(P) 907-966-1759

Bill To

Sitka School District
Morrison, Heidi
300 Kostrometinoff Street
Sitka, AK 99835
United States
(P) 907-966-1255
finance@sitkaschools.org

Ship To

Sitka School District
McArthur, Scott
300 Kostrometinoff Street
Sitka, AK 99835
United States
(P) 907-747-8622
mcarthurs@sitkaschools.org

Pricing valid through March 14

#	Image Description	Qty	Unit Price	Total
1	 Dynabook E11W Series A3221ED Convertible/Intel N100 11.6 HD Touch up to 3.4 GHz -8G LPDDR5/128GB/WiFi 6/1.9MP Webcam/Gigabit LAN/43.6Wh Battery/ClickPad/Windows 11 Pro Education/1 Year Std Warranty/ Autopilot Deployment Service/Dynabook Green Packaging	100	\$385.09	\$38,509.00

Note:

Remit To:

OETC
LB 1249
PO BOX 35142
Seattle, WA 9812475142

Send Purchase Orders To:

help@oetc.org

Subtotal:	\$38,509.00
Tax (.0000%):	\$0.00
Shipping:	\$0.00
Misc:	\$0.00
Fees:	\$0.00
Total:	\$38,509.00