

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 13, 2025 | 6:00 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 18, 2025
 - 6.b. Personnel Report
7. **Persons to be Heard**
8. **Special Reports: Government to Government**
9. **School Highlights**
10. **Reports and Presentations**
11. **Board Member Reports**
12. **Superintendent Report**
13. **New Business**
 - 13.a. FY26 Lunch Prices
14. **Correspondence and Information (Separate Packet)**
15. **Future Agenda Items/Upcoming Events**
 - 15.a. August 27, 2025 - Board Work Session - Goal Setting and Self-Evaluation | 6:00 p.m. | District Office Boardroom
 - 15.b. September 3, 2025 - School Board Meeting | 5:45 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

June 18, 2025 – 6:00 p.m.

Harrigan Centennial Hall

Sitka School District

Superintendent: Dr. Deidre Jenson

1. **CALL TO ORDER** The meeting of the Sitka School Board was called to order by President Phil Burdick at 6:00 p.m. at the District Office Boardroom.

2. **FLAG SALUTE**

3. **LAND
ACKNOWLEDGMENT**

4. **ROLL CALL** In attendance were board members Amanda Williams (via ZOOM), Steve Morse, Tom Williams, Paul Rioux, President Phil Burdick, and Student Representative Francis Myers. The meeting was quorate.

5. **APPROVAL OF THE
PROPOSED AGENDA AND
CONSENT AGENDA** **Mr. Rioux** moved, and **Mr. Morse** seconded to approve the proposed agenda and consent agenda, as presented.
The motion PASSED without opposition.
 - a. **MINUTES FROM MAY 7,
2025**
 - b. **MAY 15, 2025 POLICY
COMMITTEE RECAP**
 - c. **PERSONNEL REPORT**
 - d. **ADOPTION OF BP AND AR
1331 – MEMORIAL POLICY,
SECOND READING**
 - e. **ADOPTION OF BP 4158 –
EMPLOYEE SECURITY,
SECOND READING**
 - f. **REVISION TO BP 3311 BIDS,
SECOND READING**
 - g. **REVISION TO AR 3310
PURCHASING**

**PROCEDURES, SECOND
READING**

h. **REVISION TO BP 4117.3
CERTIFICATED
PERSONNEL – PERSONNEL
REDUCTION/REHIRE,
SECOND READING**

i. **ADOPTION OF AR 4117.31
CERTIFICATED
PERSONNEL –
LAYOFF/REHIRE, SECOND
READING**

6. **PERSONS TO BE HEARD** There were no Persons to be Heard at this meeting.
7. **GOVERNMENT TO
GOVERNMENT** There was no Government to Government report at this meeting.
8. **REPORTS AND
PRESENTATIONS** **Janet Clarke**, Education Director at Sitka Sound Science Center, gave a presentation to the board that featured the work SSSC did in Sitka Schools with students in grades K-12 during the 2024-2025 school year.
9. **BOARD MEMBER
REPORTS** **Mr. Myers** shared that SHS Baseball, Softball, and Boys Track all had won state championships in May.

 Mr. Morse thanked Ms. Clarke for her report on SSSC activity across the district.

 Ms. Williams reported that she had attended end of the year activities at KGH, BMS Rites of Passage, and graduations at SHS and PHS.

 Mr. Burdick stated that he attended the June 3rd meeting of the state school board, and joined Superintendent Jenson, Representative Himschoot, and representatives from the City of Sitka administration to discuss how to respond. He and Dr. Jenson wrote a resolution in response to the state board that the SSD School Board approved later in the meeting. He also shared that he is working on a board self-evaluation tool to use during the board's August goal setting meeting.
10. **SUPERINTENDENT
REPORT** In her report to the board, **Superintendent Jenson** shared about ongoing staff professional development, including Culture Camp, ALASBO, PowerSchool University, and training for the

district food service program director. She also stated that she would be attending the ASA Summer Meeting in July.

Ongoing projects include SOPs, as well as MOUs with STA and Tlingit and Haida Head Start.

Dr. Jenson reported that the Ventures program has 62 children registered for the summer.

11. NEW BUSINESS

- a. **2025-2026 BUDGET** **Mr. Williams** moved to approve an amended FY26 budget that **REVISION** reduces revenue by \$543,343, including a reduction of at least five positions and local contributions.

Without a second to the motion, the motion **FAILED**.

Mr. Rioux moved, and **Mr. Morse** seconded to retain the currently approved FY26 budget expenditures by spending down the fund balance to approximately \$275,523.

Public Comment:

Susan Brandt Ferguson encouraged the board to use the fund balance to maintain current staffing and funding.

Board Comment:

Mr. Williams asked for an explanation regarding discrepancies in the proposed budget revision. Dr. Jenson and Business Manager Kathryn Hollis-Buchanan took the opportunity to explain the process in developing the two budget scenarios that were under consideration by the board.

Ms. Williams expressed that, given the uncertainty around operations of the food service program, she was uneasy about spending the fund balance down to \$275,523. She shared that she would have liked to have been presented with a third option that was a combination of reductions in expenditures and spending down the fund balance to a more comfortable level.

Mr. Myers encouraged the board to vote in favor of the motion to spend down the fund balance to maintain staff and support for students.

Mr. Morse stated that the purpose of the fund balance is to cover unexpected situations, like the shortfall created by the governor's partial veto of the increase in the BSA. He favored passing the motion.

Mr. Rioux shared that he was willing to spend the fund balance down to save the district from laying off staff. He continued by saying that he supported the decisions made by the superintendent and business office.

The results of a roll call vote follow:

Voting in favor of the motion: **Mr. Rioux, Mr. Morse, Mr. Williams, Mr. Burdick**

Voting against the motion: **Ms. Williams**

The motion **PASSED** by majority vote.

b. APPROVAL OF
RESOLUTION
CONCERNING
LOCAL
CONTRIBUTIONS

Mr. Rioux moved, and **Mr. Williams** seconded to approve the Resolution Opposing the Proposed Expansion of the Definition of "Local Contributions" and Its Impact on Local Supplemental Support for Schools.

Public comment:

Susan Brandt-Ferguson encouraged people to call the state school board to express opposition to the proposed changes to the definition of local contributions.

State House Representative Rebecca Himschoot expressed her thanks for bringing the resolution to the board for approval. She encouraged the board and the public to attend the next state board meeting in person. Ms. Himschoot expressed that the proposed changes would create a serious financial situation for the school district.

Sitka Assemblyman Kevin Moser thanked the board for their work on the resolution and thanked Representative Himschoot for her commitment to improving education funding at the state level.

Board comment:

Mr. Rioux stated that the board owes it to all the students of Alaska to oppose the proposed changes by the state school board.

Following a roll call vote, the motion **PASSED** unanimously.

c. APPROVAL OF
LEAVE OF ABSENCE

Mr. Rioux moved, and **Mr. Williams** seconded to approve **Keri Gray's** request for leave of absence without pay for 116 days of the 2025-2026 school year.

Following a roll call vote, the motion **PASSED** unanimously.

d. APPROVAL OF THE
2025-2026 SCHOOL
BOARD MEETING
CALENDAR

Mr. Williams moved, and **Mr. Rioux** seconded to approve the 2025-2026 School Board meeting calendar, as presented.

After a brief discussion, the board agreed to hold work sessions on the third (3rd) Wednesday of the month, as needed.

Following a roll call vote, the motion **PASSED** unanimously.

**12. FUTURE AGENDA
ITEMS/UPCOMING
EVENTS**

- a. **AUGUST 12, 2025 –
ADMIN/BOARD TRAINING**
- b. **AUGUST 13, 2025 – SCHOOL
BOARD MEETING | 6:00 P.M. |
HARRIGAN CENTENNIAL
HALL**
- c. **AUGUST 27, 2025 – BOARD
WORK SESSION – GOAL
SETTING AND SELF-
EVALUATION**
- d. **SEPTEMBER 3, 2025 – SCHOOL
BOARD MEETING | 6:00 P.M. |
HARRIGAN CENTENNIAL
HALL**

**13. FINAL COMMENTS FROM
THE PUBLIC** There were no final comments from the public.

**14. FINAL COMMENTS FROM
THE BOARD** There were no final comments from the board.

16. ADJOURNMENT

Mr. Williams moved, and **Mr. Rioux** seconded to adjourn the meeting.

The meeting was adjourned at 7:54 p.m.

Phil Burdick, President

Tom Williams, Vice-President

Sitka School District Personnel Report

as of 8/12/2025

Certified Employees Recommended for Employment		
Name	Current Position	Date Effective
Jamilee Seavey	District Wide Occupational Therapist	08/13/2025
Melissa Gandel	SHS Social Studies	08/13/2025
Ellen Baucom	Xoots' Special Ed	08/13/2025
Sarah Champey	Sitka High School Special Ed	08/13/2025
Certified Employees Left Employment		
Name	Current Position	Date Effective
Korie Krause	KGH 4th Grade Teacher	07/14/2025
Classified Employees Recommended for Employment		
Name	Current Position	Date Effective
Classified Employees Left Employment		
Name	Current Position	Date Effective
Samantha Schaefer	Xoots' Secretary	09/30/2025
Classified Employees Changed Positions		
Name	Current Position	Date Effective
Nataliia Winther	BMS: Paraprofessional to Secretary	08/04/2025
Jennifer Dill	Move to XTS	08/13/2025
Mary Forrester	Move to SHS	08/13/2025
Amanda Johnson	Move to KGH	08/13/2025
Ivy Cawthon	Ventures-Xoots' Para	08/13/2025
Sophia West-Carpenter	Ventures-Xoots' Para	08/13/2025



Dr. Deidre Jenson
Superintendent Report
8/13/25 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.

- We have begun our Leadership Paradigm training with administrators, and we will continue this throughout the year.
- With our staff that we sent to PowerSchool University, we have already held training with other staff here and have more planned.
- We are looking at revising and updating our website, so we have held training with those responsible for updating pages.
- Inservice started today with our welcome back and teacher workday. The other topics we will cover district wide include but not limited to are professional boundaries, standard operating procedures, cultural department curriculum overview, special education collaboration, other mandatory trainings, and a number of building specific professional development.

Food Service: Our goal is to model the lunches we have served at PHS, but there will be more of a transition period at the beginning of the year while we get the program established. This summer we have:

- interviewed and offered positions to our necessary staff.
- purchased a food service vehicle that is on the barge, scheduled to arrive this week. This vehicle can serve a dual purpose, as the seats can fold into the floor. We will be able to have the back open for transporting warmers but pull the seats up quickly for passengers, if needed.
- created our first month of menus and ordered our first few weeks of food and some minimal equipment.

Federal Funding (Title Grants): In early July, the Trump administration initiated a freeze on over \$6 billion in federal education funding. On July 18, it unblocked \$1.3 billion for after-school and summer programs, such as the 21st Century Community Learning Centers. Subsequently, the Office of Management and Budget completed its review, and the remaining \$5.5 billion was released to states for Title grants, ending the freeze on July 25. Funds have been released to states and fund amounts have been uploaded into our Grant Management System (GMS). We do not receive Title I funds for Blatchley Middle School this year, so our title funds are slightly less. This reduction in funds is unrelated to this freeze, but rather a drop in free and reduced lunch eligible students. We will give you a more detailed summary of all our grants and amounts in an upcoming meeting.

Grants: We are still waiting for some grant awards to be released, but some have been awarded.

- Sealaska Heritage has received a new grant; they have an interest in SSD joining in this grant. It has a CTE/workforce development focus providing students with an opportunity to work toward an occupational endorsement.
- Two smaller grants: \$4994 for PHS garden bed construction and weatherproof signage awarded back in April, and another awarded \$3500 for 8 new 4 x 12 beds (384 sq ft) and fridge
- Sitka Conservation Society submitted a grant which provides funding in the amount of \$349,995 for garden and kitchen staffing, supplies, fruit trees and more over a period of two years. This grant was awarded, however due to the freeze with the Trump administration, we are still waiting the final notification that it will be awarded. These items are intended to continue and build the PHS garden and help support our farm to table lunch program. A big thank you to Sitka Conversation Society and their staff!
- We received an unofficial award notification for the Pre-school Development birth-5 grant in which we will receive \$25,000. This will support opportunities for students to earn dual credit in early childhood classes, as well as supplies and minimal funds for support staff wages for the PreK program

Pre-K program and Ventures – We have 20 students enrolled for PreK, and several on a waiting list. The ratio for State Childcare licensing requires a 10 to 1 child to adult ratio, so we will continue with a teacher and full time PreK para. Initially we were going to add another part time para, but since we recently have people that have applied for the Ventures coordinator position, we will move that funding to fill that position. I also would like to take the opportunity to thank STA for their support for the Ventures program and the use of grant money for supplies in previous years, but also recently, helping us rejuvenate that program.

Staffing Changes:

- We had a July request from a teacher to be released from their contract, creating a position at Keet Góoshi Heen, which was filled internally. This in turn created a need for filling a secondary social studies teacher at Sitka High School.
- We had an office staff member retire at the end of the year, creating a secretary position at Blatchley Middle School, which we filled internally.
- We continue to have paraprofessional positions that need to be filled.

Americorp: The program is continuing! We have four ArtistYear volunteers joining us this year, two of which are already in Sitka and two who are on their way. All four have met with administrators either in person or online and have had some initial conversations about programming. We will have placements in buildings soon. Our usual Americorp volunteer numbers are slightly down this year, due to uncertainty of the whole Americorp program funding, but we do have some volunteers joining us in September.

Continued Projects:

Standard Operating Procedures: We have begun training on our SOP's and are still developing the handbook. We are finalizing our Hiring SOP, which is a longer one with

different applications (Classified staff, vs. Certified vs. Temporary, etc.) and our next SOP will be the onboarding of new hires.

Next on our list to address (started, but not completed):

- General enrollment
- ELL Program (English Language Learners – assessment and tracking)
- Dual Enrollment
- Student Travel
- Hiring and related (selection, onboarding, offboarding, etc.)
- Fundraising

MOA/MOU work:

- Wooch'een: This has been completed and signed.
- We are still working on the Sitka Tribe of Alaska MOU but are close. In this MOU, we have written in two work sessions with the School Board and the Sitka Tribal Council; one in the spring and one in the fall. This is to establish true consultation which is a requirement with our Title grants; allowing us to hear concerns and report on progress. We will continue to present at our March meeting at Sheet'ká Kwáan Naa Kahídi Community House and will ask for community input at that meeting, as well.
- We will be reviewing our MOA with the City Maintenance and Parks and Rec this fall.
- We will be reviewing our MOU with the Coast Guard.

Demographic / Enrollment (Headcount) Breakdown

As of 8/13/2025

	BES	KGH	BMS	SHS	PHS	RCH	Total
PK	27					0	27
KG	72					1	73
1	53					4	57
2		61				9	70
3		81				3	84
4		68				8	76
5		57				7	64
6			69			7	76
7			67			1	68
8			79			2	81
9				90	5	3	98
10				65	4	2	71
11				85	10	2	97
12				70	9	1	80
Bldg Total	152	267	215	310	28	50	1022

Sitka School District

As Of June 30, 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	7,669,562.05	65,999.95	0.85%
25-100-000-000-000-040	MISC. LOCAL REVENUE	45,000.00	0.00	232,260.03	-187,260.03	-416.13%
25-100-000-000-000-047	E-RATE REVENUE	69,076.00	0.00	93,701.44	-24,625.44	-35.65%
25-100-000-000-000-050	QUALITY SCHOOLS	40,945.89	0.00	221,836.00	-180,890.11	-441.78%
25-100-000-000-000-051	FOUNDATION	12,741,898.57	0.00	12,833,271.00	-91,372.43	-0.72%
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	2,771.88	4,228.12	60.40%
25-100-000-000-000-110	IMPACT AID	70,000.00	0.00	59,135.00	10,865.00	15.52%
25-100-000-000-000-190	FEDERAL THROUGH OTHER IN	300,000.00	0.00	14,717.75	285,282.25	95.09%
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	20,625.00	-20,625.00	#DIV/0
25-100-000-140-000-040	MISC. LOCAL REVENUE	0.00	0.00	2,608.00	-2,608.00	#DIV/0
Report Total		21,015,085.46	0.00	21,150,488.15	-135,402.69	

Monthly Expense Report

Accounts Summarized By Function	Current Budget	YTD Encumbrance	YTD Expenditures	Remaining Balance	Percent Available
100 - REGULAR INSTRUCTION	9,722,989.00	5,989.08	7,983,816.22	1,733,183.70	17.83%
120 - BILINGUAL/BICULTURAL	117,937.00	0.00	107,256.04	10,680.96	9.06%
130 - ENRICHMENT	500.30	0.00	892.05	-391.75	-78.30%
140 - CORRESPONDENCE STUDY	411,189.92	0.00	346,320.82	64,869.10	15.78%
160 - VOCATIONAL EDUCATION	401,111.50	0.00	362,108.03	39,003.47	9.72%
200 - SPECIAL ED INSTRUCTION	5,142,654.67	21,950.12	4,646,223.17	474,481.38	9.23%
220 - SPECIAL ED SUPPORT	1,104,536.00	0.00	988,177.44	116,358.56	10.53%
300 - PUPIL SUPPORT	9,668.91	0.00	102.00	9,566.91	98.95%
320 - GUIDANCE	591,155.25	0.00	566,676.74	24,478.51	4.14%
330 - HEALTH SERVICES	121,856.00	0.00	76,475.00	45,381.00	37.24%
350 - SUPPORT SERVICES	218,000.00	0.00	188,594.10	29,405.90	13.49%
351 - IMPROVEMENT INSTRUCTION	3,000.00	0.00	1,063.21	1,936.79	64.56%
352 - LIBRARY SERVICE	21,930.00	0.00	48,207.04	-26,277.04	-119.82%
400 - SCHOOL ADMINISTRATION	1,273,797.74	0.00	1,180,237.70	93,560.04	7.34%
450 - SCHOOL ADMIN. SERVICES	766,400.22	0.00	811,583.30	-45,183.08	-5.90%
510 - DISTRICT ADMINISTRATION	163,630.00	1,490.00	197,635.91	-35,495.91	-21.69%
511 - SCHOOL BOARD	86,379.00	0.00	55,093.93	31,285.07	36.22%
512 - SUPERINTENDENT'S OFFICE	475,342.00	0.00	444,656.94	30,685.06	6.46%
518 - SAFETY AND SECURITY	1,000.00	0.00	-1,773.11	2,773.11	277.31%
550 - DISTRICT ADMIN. SUPPORT	642,688.00	0.00	613,303.68	29,384.32	4.57%
556 - TECHNOLOGY SERVICE	519,526.00	-1,226.31	351,240.94	169,511.37	32.63%
600 - MAINTENANCE/OPERATIONS	2,374,816.84	.04	2,215,584.76	159,232.04	6.71%
700 - Athletics	298,181.90	0.00	267,872.68	30,309.22	10.16%
780 - COMMUNITY SERVICES	233.00	0.00	0.00	233.00	100.00%
900 - FUND TRANSFERS	150,000.00	0.00	0.00	150,000.00	100.00%
Report Total	24,618,523.25	28,202.93	21,451,348.59	3,138,971.73	

*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.

Agenda Item Details



8/13/25 – School Board

Meeting
Meeting

Category

Action Item

Subject

School Meal Prices

Type

New Business

Recommended Action

Approve Adjusted School Meal Prices

SITKA SCHOOL DISTRICT SITKA, ALASKA

SSD MEMORANDUM #001 (2025-2026)

August 13, 2025

TO: SCHOOL BOARD
FROM: DEIDRE JENSON, SUPERINTENDENT
SUBJECT: Slight Changes in School Meal Prices

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 following changes in school prices, to provide consistency through the schools:

Xóots and Keet Góoshi Heen

- \$3.50 for breakfast (decrease of \$.25)
- \$6.00 @ Xóots and Keet Góoshi Heen (same as last year, including student guests)
- Second meals cost the same as full price first meal

BMS, SHS, and PHS

- \$4.00 for breakfast (Increase of \$.25 @ BMS/SHS, but decrease of \$.75 for PHS)
- \$6.25 for lunch (Including student guests) (\$.25 decrease at PHS from last year)
- Second meals cost the same as full price first meal

Adult meal prices (staff and adult guests)

- \$6.00 breakfast
- \$9.00 lunch

PERTINENT FACTS:

- Prices were slightly different in different schools, so we are looking to provide consistency throughout schools.
- With our current prices, seconds cost more than firsts, but you get less food. This is illogical to families and students and changing this provides fairness in pricing.
- Younger students eat less, reducing breakfast prices at Elementary schools and increasing breakfast at secondary.
- PHS Prices were higher last year due to the different lunches provided. As we take this on in house, the lunches will be the same throughout the schools.

Prepared by: Dr. Deidre Jenson