

# Chugach School District

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*Charlene Arneson, President – Gail Evanoff, Vice President  
Nanci Robart, Member – David Totemoff, Member – Dave Dickason, Member*

## Vision/Mission Statement

**Vision Statement:** Our vision is to serve as a trusted collective voice for our district while promoting strong ethics, integrity, and an equitable and quality education for all of our students.

**Mission Statement:** Our mission is to provide visionary leadership through the establishment of a structure of strong ethics, accountability, and advocacy for the success of our students. We will pursue the advancement of student achievement and well-being through effective partnerships with staff, families, stakeholders, and our community members.

The school board would like to take this moment to respectfully acknowledge that we serve on the traditional lands of the Chugach people which includes the Sugpiaq and Alutiiq people.

## UNAPPROVED AGENDA CHUGACH SCHOOL DISTRICT

**DATE:** Wednesday, March 19, 2025

**PLACE:** District Office

**Teleconference Call-in Number:** 1-206-858-8066  
**PIN:** 576697

## March 2025 School Board Meeting

**TIME:** 1:30 PM

Board members present:  
*Charlene Arneson, Gail Evanoff,  
Nanci Robart, David Totemoff, Dave Dickason*

1. CALL TO ORDER
2. ROLL CALL & ESTABLISHMENT OF QUORUM
3. WORK SESSION
  - a. Budget Workshop - Presentation  
Board Presentation - FY26 Budget(1) 6
  - b. Tribal Compacting - Informational  
Tribal Compacting 16
  - c. Tatitlek CTE Building  
Tatitlek CTE Building Proposal 17
  - d. Focus Scholarships  
Focus Scholarships 18
  - e. Executive Session
    - I. CSA Evaluation
    - II. Board Self Evaluation
4. RECESS UNTIL 3/20/25 AT 9:00AM
5. RECONVENE MARCH 20, 2025 SCHOOL BOARD MEETING
6. APPROVAL OF AGENDA
7. PLEDGE OF ALLEGIANCE
8. MISSION/VISION STATEMENT, LAND ACKNOWLEDGMENT  
 Vision Statement: Our vision is to serve as a trusted collective voice for our district while promoting strong ethics, integrity, and an equitable and quality education for all of our students.  
 Mission Statement: Our mission is to provide visionary leadership through the establishment of a structure of strong ethics, accountability, and advocacy for the success of our students. We will pursue the advancement of student achievement and well-being through effective partnerships with staff, families, stakeholders, and our community members.  
 Chugach School District Mission Statement: The Chugach School District is committed to developing and supporting a partnership with students, parents, community and business which equally shares the responsibility of empowering students to meet the needs of the ever changing world in which they live. Students shall possess the academic and personal characteristics necessary to reach their full potential. Students will contribute to their community in a manner that displays respect for human dignity and validates the history and culture of all ethnic groups.  
 Land Acknowledgment: The school board would like to take this moment to respectfully acknowledge that we serve on the traditional lands of the Chugach people which includes the Sugpiaq and Alutiiq people.
9. APPROVAL OF MINUTES
10. INTRODUCTION OF GUESTS and/or ANNOUNCEMENTS
11. BOARD OF STARS
 

To:	Rachel	&	Nick	Swain
From:		Whittier		Staff

Thank you Rachel and Nick for volunteering for several mornings to help us get our elementary kids out on

cross country skis. We appreciate you giving your time to help our students have this fun and new experience, without volunteers like you we would not have been able to make this happen.

To: Ana Gerber  
From: Whittier Staff

Ana, thank you for the time, energy and encouragement you gave our elementary students during our cross country skiing adventures! We appreciate your generosity so much, without volunteers like you we would not have been able to make this new experience happen for our students!

To: Ms. Annie  
From: Whittier Staff

Thank you so very much for coming out to ski with us! We appreciate your time, your kindness and your encouragement as we got our elementary kids out on skis. Your help was so valuable to us, thank you for helping to make this new experience possible for our students!

PS--we love your breakfast cooking too, you're amazing! Thanks for your delicious food and for serving us each morning with a smile!

To: Aubrey Jurgerson  
From: Whittier Staff

Aubrey, thank you for spending a morning with our youngest elementary students, helping them become familiar with cross country skis. We are so grateful for your time and your assistance, thanks for helping our kids try something new!

To: Tyler Henegan, Skiku  
From: Whittier Community School Staff

Thank you so very much for generously lending us your cross country skis for our students to try. It was such a fun and exciting experience for them all! We deeply appreciate your willingness to work with us and to connect us with the Anchorage Parks and Recreation and the Nordic Ski Association of Anchorage to invite us to the recent Ski4Kids event. Our students had so much fun and felt so welcomed by all of the volunteers at the event. Thank you for sparking a love of cross country skiing in our youth!

To: Blake Sauer, Anchorage Parks and Recreation  
From: Whittier Community School Staff

Thank you for inviting us to participate in your recent Ski4Kids event! Our students had the time of their lives at your event thanks to your kind and welcoming volunteers. We appreciate your generosity and kindness so very much!

To: Donna Marek  
From: Deserae Stellwag

Donna plays an important role within the Tatitlek Community School. Not only does she ensure that the kids start off their day with full bellies from the breakfast program, but she also dedicates her time volunteering in the kitchen at the travel club fundraisers!  
Thank you, Donna, for everything you do for the students of Tatitlek!

To: Chelsey Palmer

From: Deserae Stellwag  
Chelsey is one of Tatitlek's students that displays great leadership skills! Not only is Chelsey always willing to volunteer to help around the community, she takes it upon herself to motivate and encourage her fellow students during NYO practice and dance practice. Keep it up, Chelsey, all the possibilities your future holds shine brightly!

To: Jed, Christian, Glenn Sr. & High Schooler Students  
From: Deserae Stellwag  
Thank you all for taking the initiative to move the workout equipment for the fitness center. The high school students recognized the importance of having a new fitness center so they can continue their training for sports and overall healthy lifestyles is impressive and appreciated. Thanks to Jed, Christian, and Glenn Sr. for being supportive community members/parents and dedicating your time to help facilitate this move! The amount of time the three of you dedicate to our students and community does not go unnoticed and is greatly appreciated.

To: Nichole Palmer  
From: Nanci Robert  
I would like to nominate our teacher, Nichole Palmer for her never-ending willingness to chaperon our students on their trips. She recently accompanied 7 students to Seward for an NYO traditional games invitational. (Over daylight savings weekend at that!) We are never short on chaperons when Nichole is available and we sure appreciate her!

To: Alyeska Pipeline Service Company  
From: Nanci Robert  
Alyeska Pipeline Service Company and their dedicated team that brings a traveling health fair to Tatitlek, and Chenega. Kate Dugan works hard to rally an incredible handful of providers to present valuable health information to Tatitlek in a much more fun way than a visit to your doctor's office does. :)

To: Loretta Stellwag  
From: Nanci Robert  
Loretta Stellwag, one of our beautiful elders, who recently donated supplies for ice cream sundaes for our kids. The kids loved it!

## 12. REPORTS AND PRESENTATIONS

- a. CSA Report
  - March 20 CSA Report 19
  - Legislative Update from Coalition of Education Equity 24
- b. CFO Report
  - board Mar25 25
- c. Student Representative Report
  - Juneau Legislative Fly-in 26
- d. EAC Minutes
  - Feb WHT EAC Meeting Agenda 31
  - CHE EAC February 2025 33

## 13. PUBLIC COMMENT ON AGENDA ITEMS

## 14. BOARD COMMENT

## 15. ITEMS OF BUSINESS

- a. Executive Session: I move to go into executive session for the purpose of attorney/client communication on a pending and potential legal matter, which executive session is appropriate under the Open Meetings Act (AS 44.62.310) and Board Bylaw 9321.

b.	Tatitlek School Term School term for Tatitlek School Commissioner Bishop	40 41
c.	Fuel Bids CSD Fuel Bid 2025	42
d.	Special Providers Contract Approvals Chugach RFP Proposal SY 2025-2026	43
e.	First Reading of the 25/26 School Year Budget FY2026BUDGET CSD	47
f.	First Reading of Classified Handbook - Revised Updated CSD Classified Handbook Draft	66
g.	Purchase of Whittier Condo MEMO 25-01	76

16. OLD BUSINESS

17. NEXT BOARD MEETING (week of April 21 TBD)

18. ADJORNMENT

Public Comment: A person wishing to be heard by the Board shall first be recognized by the president. Public comment on Agenda items are limited to individuals on the sign-up list at the time the meeting is called to order. The Chugach School Board welcomes public comment for up to 3 minutes per person, with a maximum of 30 minutes set aside for public comment. Public comment must comply with all Board policies including policies that prohibit public comment containing charges or complaints against any employee. School Board members and Administration will listen to comments, but may not respond.

Executive Session: The board reserves the right to enter into executive session on any agenda item as allowed for in State law. Executive sessions will be entered into only by motion and approved. The following subjects may be topics for executive session as permitted by law: (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 that the person may request a public discussion; (3) matters which by law, municipal charter, or ordinance are required to be confidential which includes, but is not limited to, confidential attorney/client communication. Action may not be taken in executive session except to give direction to an attorney on a specific legal matter or to a labor negotiator on pending labor negotiations. Motions to go into executive session should specify the subject of the proposed executive session without defeating the purpose of addressing the subject in private.



# Chugach School District

FY 2025 Budget Presentation  
March 19, 2025



association of  
**ALASKA**  
school boards

# Funding Formula

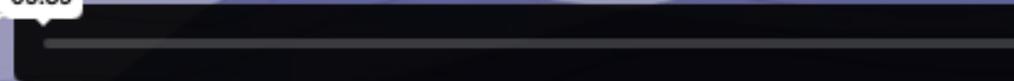
<https://aasb.org/foundationformula/>



## An Overview of the Foundation Formula

*Association of Alaska School Boards*

09:59



# Funding Formula Definitions

**Steps used to determine a district's annual Basic Need funding.** Click links to view statutes.

1	<b>ADM</b> - <a href="#">Average Daily Membership</a>	The number of students enrolled during a 20-day count period in October of each school year, for each school. Does not include correspondence school enrollment - see Step 7.
2	<b>SSA</b> - <a href="#">School Size Adjustment</a>	Accounts for the varying instructional costs of delivering educational services to different sized schools within a district.
3	<b>DCF</b> - <a href="#">District Cost Factor</a>	A cost factor assigned to each district to account for varying costs of operating schools in diverse locations and differing size communities within the state.
4	<b>SNF</b> - <a href="#">Special Needs Factor</a>	To account for costs associated with members receiving district-provided special needs services, including special ed, gifted and talented ed, vocational ed, & bilingual/bicultural ed.
5	<b>CTEF</b> - <a href="#">Career &amp; Technical Education Factor</a>	To account for costs associated with members enrolled in CTE courses.
6	<b>INF</b> - <a href="#">Intensive Needs Factor</a>	The number of members requiring extraordinary assistance, such as one-on-one aides or significant support throughout the school day. Calculated separately from Special Needs.
7	<b>CPF</b> - <a href="#">Correspondence Program Factor</a>	The number of members enrolled in district-provided correspondence programs.
8	<b>Final Adjusted ADM</b> - Total after all adjustment factors have been applied to the ADM	The Final Adjusted ADM is multiplied by the Base Student Allocation (\$5,960 in FY24) to calculate the district's Basic Need funding amount.

# Funding Formula Calculation

## The funding formula calculation

- + ADM total of October count of members enrolled in each school within the district
- \* SSA multiply ADM by School Size Adjustment formula listed in [AS 14.17.450](#)
- \* DCF multiply ADM by District Cost Factor listed in [AS 14.17.460](#)
- \* SNF multiply ADM by Special Needs Factor of 1.20
- \* CTEF multiply ADM by Career & Technical Education Factor of 1.015
- + INF multiply # of intensive needs members by Intensive Needs Factor of 13, add to ADM
- + CPF multiply # of correspondence members by Correspondence Program Factor of .90, add to ADM
- = Final Adjusted ADM
- \* BSA multiply Final Adjusted ADM by BSA (\$5,960 in FY2024)
- = Basic Need funding amount required for State Aid

Following Legislative passage of the operating budget and the Governor signing it into law, the Basic Need funding amounts are distributed to each school district in 12 monthly payments.

Learn more at [aasb.org/foundationformula](https://aasb.org/foundationformula)



# The Spreadsheet

## Hold Harmless Adjusted ADM

	A	B	C	D	E	F	G	H
1	<b>I. Basic Need Calculation</b>		<b>Column</b>					
2	Projected ADM	70.00	L					
3								
4	Determining School Size Adjustment			<b>School Size</b>				
5		<b>ADM</b>		<b>Adjustment</b>		<b>Reference:</b>	<b>School Size:</b>	<b>Formula:</b>
6	<b>Chenega Bay K-12</b>	10		39.600000		1	10-19.99	39.6
7	<b>Tatitlek K-12</b>	10		39.600000		2	20-29.99	39.60 + (1.62 * (ADM - 20))
8	<b>Whittier K-12</b>	50		85.600000		3	30-74.99	55.80 + (1.49 * (ADM - 30))
9		0		0.000000		4	75-149.99	122.85 + (1.27 * (ADM - 75))
10	<b>School Size</b>	70.00		164.800000		5	150-249.99	218.10 + (1.08 * (ADM - 150))
11						6	250-399.99	326.10 + (.97 * (ADM - 250))
12	<b>FY24 School Size adjusted ADM (May have rounding adjustment)</b>	164.80				7	400-749.99	471.60 + (.92 * (ADM - 400))
13						8	Over 750	793.60 + (.84 * (ADM - 750))
14	<b>Hold Harmless Provision:</b>							
15	Less FY17 School Size adjusted ADM	149.16						
16	School Size adjustment over Previous Year (PY)	15.64						
17	Determine 5% Eligibility (Loss Percent)	0.00%						
18		Not Eligible						
19	75% of difference added back	0						
20								
21	<b>Hold Harmless Adjusted ADM (May have rounding adjustment)</b>	164.80						

# The Spreadsheet Basic Need

23	Apply District Cost Factor	1.496
24	<b>District Cost Factor Adjusted ADM</b>	246.54
25		
26	Apply Special Needs Factor x 1.20	1.2
27	<b>Special Needs Factor Adjusted ADM</b>	295.85
28		
29	Apply CTE Factor x 1.015	1.015
30	<b>CTE Factor Adjusted ADM</b>	300.29
31		
32	Add Intensive Service Counts	2
33	(Count x 13)	26
34	<b>Intensive Service Counts Adjusted ADM</b>	326.29
35		
36	Add Correspondence Counts	602
37	(Count x .90)	541.8
38		
39	<b>District Adjusted ADM</b>	868.09
40		
41	<b>Multiply by base student allocation</b>	\$6,640
42		
43	<b>Basic Need:</b>	\$5,764,118

# The Spreadsheet

## Alaska Funding To General Fund Revenue

44		
45	<b>II. Calculate State Aid</b>	
46	Basic Need	\$5,764,118
47	Required Local Contribution	0
48	Impact Aid	(168,576)
49	<b>State Aid</b>	\$5,595,542
50		
51	<b>III. Quality Schools Grant</b>	
52	District adjusted ADM	868.09
53	x \$16.00	16
54	Quality Schools Grant	\$13,889
55		
56	<b>IV. Components of State Aid</b>	
57	State Aid	\$5,595,542
58	Quality Schools Grant	\$13,889
59	<b>Total State Aid Entitlement</b>	<b>\$5,609,431</b>
60		
61	One Time Funding	\$0
62		
63	<b>TOTAL STATE OF ALASKA FUNDING TO GENERAL FUND REVENUE</b>	<b>\$5,609,431</b>
64		

# Budget Comparison

## \$5,960 + \$680

with the exception of 90% funding Correspondence

		FY 2023	FY 2024	FY 2025	FY 2026
		Actual	Actual	Budget	Proposed Budget
3	Revenue				
4	030 Earnings on Investments	62,342	165,888	185,000	85,000
5	040 Other Local Revenues	4,911	13,569	10,000	10,000
6	047 E-Rate Revenue	1,053,975	1,051,013	756,000	756,000
7	050 State Sources	4,928,522	5,084,928	5,232,636	5,822,542
8	100 Federal Sources - Direct	411,856	168,000	187,306	160,000
10					
11	Total Revenue	6,461,606	6,483,398	6,370,942	6,833,542
12					
13	Expenditures				
14	100 Instruction	2,878,272	2,889,694	3,356,432	3,240,425
15	200 Special Education Introduction	122,361	183,128	167,000	239,337
16	220 Special Education Support services	353,557	311,506	279,768	248,493
17	350 Support Services - Instruction	1,598,827	1,477,303	1,273,506	1,457,178
18	400 School Administration	207,433	166,381	227,055	155,400
19	510 District Administration	303,173	298,372	331,875	534,742
20	550 District Administration Support Services	354,587	445,454	347,650	397,037
21	600 Operations and Maintenance of Plant	593,301	560,632	594,589	463,918
22	780 Community Services		2,500	5,000	5,000
23	900 Other Finance Uses	51,963	65,247	64,000	64,000
24					
25	Total Expenditures	6,463,473	6,400,217	6,646,875	6,805,530
26					
27	Fund Balance Change	(1,867)	83,181	(275,933)	28,012
28					
29					
30					
31					
32					
33					

# DEED Coversheet

Alaska Department of Education & Early Development - School Finance FY2026 School Operating Fund Budget Summary		
CHUGACH SCHOOL DISTRICT District Name		Page 2
<b>Beginning Fund Balance: July 1, 2025 - (Subject to 10% Limit-per AS 14.17.505(a))*</b>		\$850,572
<b>(Excluded from the 10% Limit)</b>		\$1,129,202
<b>Total Beginning Fund Balance</b>		\$1,979,774
<b>Revenue</b>		
010 City/Borough Appropriations	(1)	\$0
030 Earnings on Investments	(2)	85,000
040 Other Local Revenues	(3)	10,000
041 Tuition from Students	(4)	0
042 Tuition - Other Districts	(5)	0
047 E-Rate Program	(6)	756,000
050 State Sources	(7)	5,822,542
100 Federal Sources - Direct	(8)	160,000
150 Federal Sources - Through the State	(9)	0
190 Federal Sources - Other Agencies	(10)	0
250 Transfers From Other Funds	(11)	0
<b>Total Revenue</b>		\$6,833,542
<b>Expenditures</b>		
100 Instruction	(12)	\$3,240,425
200 Special Education Instruction	(13)	239,337
220 Special Education Support Services	(14)	248,493
300 Support Services - Students	(15)	0
350 Support Services - Instruction	(16)	1,457,178
400 School Administration	(17)	155,400
450 School Administration Support Services	(18)	0
510 District Administration	(19)	534,742
550 District Administration Support Services	(20)	397,037
600 Operations and Maintenance of Plant	(21)	463,918
700 Student Activities	(22)	0
780 Community Services	(23)	69,000
900 Other Financing Uses	(24)	450,000
<b>Total Expenditures</b>		\$7,255,530
<b>Ending Fund Balance: June 30, 2026 (Subject to 10% Limit per AS 14.17.505(a))*</b>		\$257,786 **
<b>(Excluded from the 10% Limit)</b>		\$1,300,000
<b>Total Ending Fund Balance</b>		\$1,557,786
** Must be greater than or equal to zero		
<b>*Note regarding Fund Balance -- 10% Limit per AS 14.17.505(a) is reinstated as of FY2026 financials</b>		



A scenic view of a fjord with snow-capped mountains and turquoise water. The mountains are dark with patches of white snow, and the water is a vibrant blue-green color. The sky is blue with scattered white clouds. The text "Discussion and Questions?" is overlaid in the center in a bold, red font.

# Discussion and Questions?

## **Alaska's State-Tribal Education Compacting Initiative**

The State of Alaska is moving forward with a program that gives tribes more control over education in their communities. This program, called the State-Tribal Education Compacting Initiative, will allow tribes to create and manage public schools that reflect Alaska Native culture, language, and values.

### **Progress and Key Developments:**

- In January 2025, the Alaska Department of Education and Early Development (DEED) released a report outlining plans to establish Tribally Compacted Public Schools (TCPS). These schools will combine state education standards with Alaska Native traditions and teaching methods.
- In February 2025, Governor Mike Dunleavy's administration introduced House Bill 59, which proposes a pilot program (5 years) for these tribally compacted schools. The bill is currently being reviewed by the Legislature.

### **Tribal Organizations Selected for the Pilot:**

As of March 2025, five tribal organizations have been chosen to participate in the pilot program:

- Central Council of the Tlingit & Haida Indian Tribes of Alaska (Juneau Area)
- Inupiat Community of the Arctic Slope (North Slope Region)
- Ketchikan Indian Community (Ketchikan Region)
- King Island Native Community and the Village of Solomon (Bering Strait Region)
- Knik Tribe (Mat-Su Region)

### **What Makes These Schools Unique:**

- Schools will include Alaska Native languages, culture, and teaching methods.
- Tribal leaders and elders will help guide school decisions.
- Students will learn both state-required subjects and traditional Native knowledge.

### **Next Steps:**

While the tribes have been selected, specific school districts have not yet been named for the pilot program. The focus is on allowing tribes to develop and operate these schools under compact agreements with the state.

## Tatitlek CTE Building Proposal

As part of the Tatitlek CIP Project, we decided to leave out the renovations to the CTE out-building to make sure we had enough funds to cover the critical upgrades to the school.

The CTE building really needs attention—if we don't address the issues soon, it might have to be torn down for safety reasons. Right now, the district doesn't have the funds to fix it, but we don't want to see it go to waste.

Our idea is to work with Tatitlek Corporation to lease the building. They would handle the renovations and turn it into a cultural center next to the school. This would be a win-win for both the district and the community, giving students access to a valuable resource while preserving the building.

If the Board agrees, we'll start working on an agreement to give Tatitlek Corporation the rights to use and renovate the building.



**From the 24/25 Focus Parent Compact**

**Educational Scholarship** – Scholarships will be available for qualifying high school students who are enrolling in college classes or career training. Students may apply for additional funds to pursue their goals. Please discuss these options with your Advisory Teacher in order to submit a proposal. These additional funding requests will be approved by the CSD School Board.



# CHUGACH SCHOOL DISTRICT

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**Date:** March 11, 2025

**To:** Chugach Board of Education

**From:** Ty Mase

**RE: Chief School Administrator Report**

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**I. CIP UPDATE:**

Chenega: I am pleased to report that the fire pump in Chenega has been figured out and remedied. Later this spring UIC will install the new generator and complete the tile work in the bathrooms.





# CHUGACH SCHOOL DISTRICT



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9312 VANGUARD DRIVE ANCHORAGE, AK 99507



907-522-7400

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## CHUGACH SCHOOL DISTRICT

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Regarding Tatilek, we are still working with all stakeholders on several value-added suggestions, and conversations are ongoing to determine the most effective use of resources as we prepare for the construction season.

### II. STAFFING OUTLOOK – 25/26 SCHOOL YEAR:

We were fortunate to retain 100% of our current staff. In addition, we added a 5<sup>th</sup> teacher in Whittier who will help with the middle school students and he is also SPED certified. We also hired a third teacher for our Anchorage Focus Homeschool. She will help with the student load, planning activities and registrar duties.

### III. IMPORTANT DATES TO REMEMBER / SPRING HAPPENINGS

- ✓ April 17-19 CSD Inservice
- ✓ April 24-26 NYO
- ✓ April 26-27 AASB Spring Boardmanship Academy
- ✓ May 5-9 Cultural Heritage Week

### IV. GOOGLE SECURITY

RigbyTech has completed the configuration of email authentication protocols for chugachschoools.com to protect our email system and ensure our messages reach their intended recipients. These protocols (SPF, DKIM, and DMARC) are like a digital ID card for our emails, proving they're really from Chugach, and not a scammer.

SPF, DKIM, and DMARC are all correctly configured and running smoothly, as confirmed by multiple tests on March 10, 2025. This means:

- Scammers can't easily impersonate chugachschoools.com.
- Your emails are more likely to land in inboxes, not spam folders.

### V. ZOOM PHONES

Also working with RigbyTech we have devised a plan to phase in Zoom Technology (Voice OVER IP) to replace our outdated landline system. The advantages of this system are: Cost, Connectivity, Accessibility, Ease of Use, Streamlined, 5 to 6 providers to 1, Intercom capability, Ap friendly, cleaner / more professional.



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## CHUGACH SCHOOL DISTRICT

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### VI. POLICY HIGHLIGHT

#### **BP 2123 EVALUATION OF THE SUPERINTENDENT**

The Board believes that an annual evaluation of the Superintendent's performance strengthens working relationships between the Superintendent and the Board. The evaluation process should clarify the Superintendent's role and give the Board and Superintendent an opportunity to jointly identify immediate priorities among the Superintendent's many responsibilities. Evaluations also should help the Board to monitor progress toward established goals and to set reasonable criteria for salary increases and/or contract extension.

The Board shall meet with the Superintendent to discuss the evaluation, including commendations in areas of strength and recommendations for improving effectiveness. The Superintendent and Board members shall agree upon and sign an evaluation summary. Additional evaluations may be arranged at any time during the school year at the request of either the Board or the Superintendent.

The evaluation process shall be reviewed annually to determine whether any of the following steps need improvement:

1. Developing or reviewing/revising the superintendent's job description.
2. Adopting or reviewing/revising evaluation policy.
3. Establishing clear criteria to include progress on district goals.
4. Establishing or reviewing/revising the evaluation process.
5. Carrying out the evaluation.
6. Summarizing the results.
7. Discussing the results with the superintendent.
8. Developing a plan for growth and improvement

#### **BB 9400 BOARD SELF-EVALUATION**

Effective, efficient and ethical School Board operations are an integral part of creating a successful educational program. In order to measure progress towards meeting board standards and its stated goals and objectives, the Board will annually schedule a time and place at which all its members may participate in a formal self-evaluation.



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## CHUGACH SCHOOL DISTRICT

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The Board shall be evaluated as a whole and not as individuals. The evaluation will focus on the internal operations and performance of the Board. The Board members shall develop goals and objectives against which the Board will be evaluated. A self-evaluation instrument will be based on these goals and objectives and not on goals set for the district.

Each Board member will complete the self-evaluation instrument independently. The ensuing evaluation will be based on the resulting composite picture of Board strengths and weaknesses. The Board will discuss the tabulated results as a group.

The evaluation process should include the establishment of strategies for improving Board performance. Revised priorities and new goals will be set for the year's evaluation.

The Board may invite the Superintendent or others to participate in the evaluation and suggest specific criteria to measure Board success in meeting board standards, goals and objectives as a governing body.

The Board recognizes that adequate opportunities for Board member orientation and inservice are an essential component of conducting meaningful self-evaluation. The evaluation process shall include suggestions for continued Board member development.



[WWW.CHUGACHSCHOOLDISTRICT.COM](http://WWW.CHUGACHSCHOOLDISTRICT.COM)



9312 VANGUARD DRIVE ANCHORAGE, AK 99507



907-522-7400

WHITTIER COMMUNITY SCHOOL | TATITLEK COMMUNITY SCHOOL | CHENEGA COMMUNITY SCHOOL  
FOCUS HOMESCHOOL VALDEZ, ANCHORAGE, FAIRBANKS | VOYAGE TO EXCELLENCE



## Legislative Update from Coalition of Education Equity

Last week the House voted in favor of [HB 69](#), a \$275 million public school funding increase. Education funding continues to be one of the main areas of focus in the Capitol, however HB 69 adds to the budget deficit and there aren't any clear indications of how the deficit will be closed. The bill was amended to include a few policy items that seem to be trying to appease the Governor, but that no one is really happy with. After three days on the House floor and over 50 proposed amendments, HB 69 passed the body 24-16. Only three of the proposed amendments were adopted. Committee hearings on the bill are scheduled to start Monday in Senate Education. The legislation now includes:

- BSA increase of \$1,000 without additional increases or inflation-proofing.
- **Open enrollment within school districts only.**
- Requiring school districts to adopt **cell phone limits.**
- Creating a new education task force to study school funding and accountability.
- Provisions on **charter school contracts.**
- Reduction in the review time for an appeal of a revoked charter school application by the State Board of Education and a requirement for the school district to explain why the application was denied.
- Requirements for correspondence programs to report on their student count, the curricula purchased, their finances, **student assessment data, and allotment uses.**
- Requiring the Department of Education to submit a **report on reducing regulatory and statutory burdens on school districts.**
- **Expand the Alaska Reads Act from K - 3rd grade, to K - 6th grade**, including an addition of a \$450 "incentive" per student (an additional \$22 million per year).

More changes to the bill are anticipated in the Senate. Ultimately, the bill will have to return to the House for concurrence on any changes and possibly a conference committee will be needed to finalize differences in the bill. From there it will go to the governor for final approval or veto. I, personally, do not have any confidence that there are the votes to override a veto.

**Statement of Activity by Fund and Function**  
**February 28, 2025**

	<u>Original Budget</u>	<u>Y-T-D Budget</u>	<u>Y-T-D Actual</u>	<u>Variance</u>
Total Revenues	\$ 6,370,798	\$ 4,247,199	\$ 3,934,673	\$ (312,526)
<u>Expenses</u>				
Total Instruction	\$ 3,356,432	\$ 2,237,621	\$ 1,873,096	\$ 364,525
Total Special Education Instruction	\$ 167,000	\$ 111,333	\$ 58,390	\$ 52,943
Total Special Education Support Services - Student	\$ 279,788	\$ 186,525	\$ 131,186	\$ 55,339
Total Support Services - Instruction	\$ 1,273,506	\$ 849,004	\$ 220,585	\$ 628,419
Total School Administration	\$ 227,055	\$ 151,370	\$ 101,753	\$ 49,617
Total District Administration	\$ 331,875	\$ 221,250	\$ 349,788	\$ (128,538)
Total District Administration Support Services	\$ 347,650	\$ 231,767	\$ 266,312	\$ (34,546)
Total Operation and Maintenance of Plant	\$ 594,589	\$ 396,393	\$ 241,704	\$ 154,689
Total Expenses	\$ 6,577,895	\$ 4,385,263	\$ 3,242,814	\$ 1,142,449
Excess Revenue Over (Under) Expenditures	\$ (207,097)	\$ (138,065)	\$ 691,859	\$ 829,923



# Juneau Legislative Fly-in

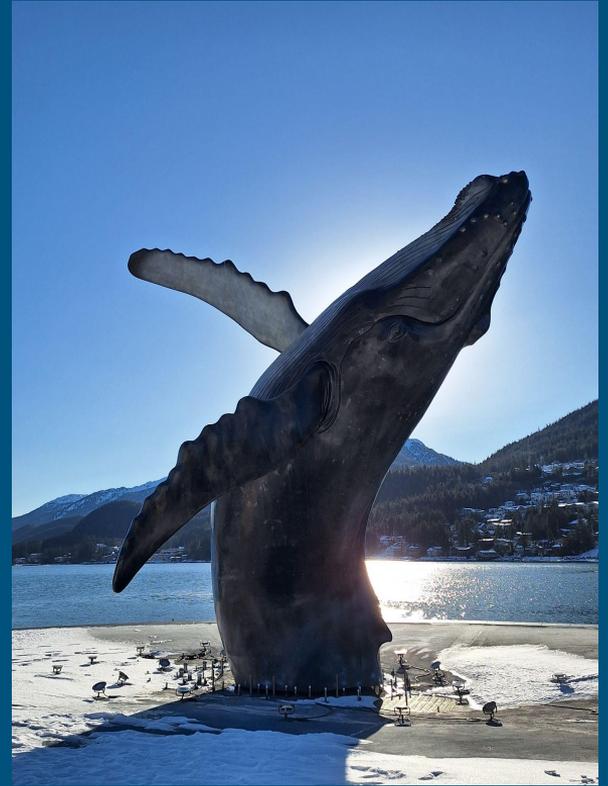
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Gabriella Parry



# Day 1

- Brainstorming questions to present to state representatives.
- Tour of the State capitol
- Meeting with 2 state representatives.



# Day 2

- Practicing how to read a bill
- Mock Testimonies
- Student Panel

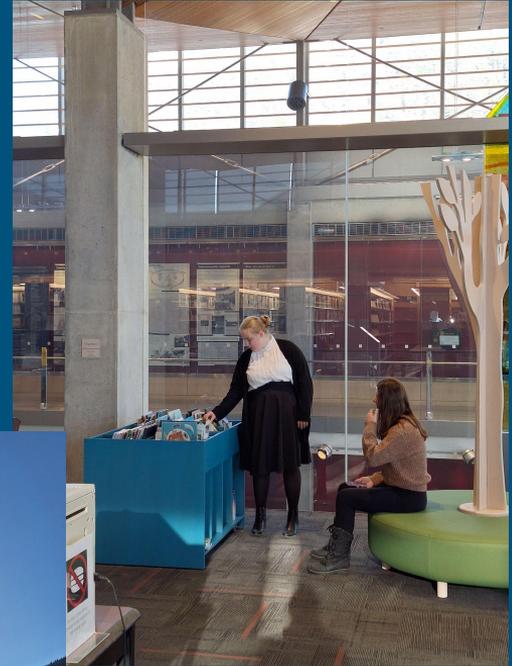


# Day 3

- Hearing on House Bill #69
- Meetings with senators.



# Fun Little Bits



EAC Meeting Agenda  
February 19, 2025

Members present: Stephanie Burgoon, Adeline Knavel, Josh Hall, Jen Childress, Aniva Turituri, Andrea Korbe, Scott Korbe, Stacy Korbe, Stephanie Atonio, Charity Atonio, Bibo Chung, Victor Shen, Frankie Graham, Ron Graham, Shelton Graham, Jesse Walts, Rachel Swain, Nick Swain, Eva Swain, Addy Swain, Annie Hernandez, Reggie Romero

- I. Call to Order at 5:37pm
  
- II. Old Business
  - a. Kid's Gym
    - a. splitting kids into two groups is working well, no problems
  - b. Public Health Nurse
    - a. Kumi taught healthy relationships in middle/high school
    - b. Kumi taught basic first aid in elementary
    - c. Planning a health fair for 4/10
  - c. Science Visitors
    - a. Sheryl visited two times and students painted boats and a bouy to be released on Arctic ice in April
    - b. KTMA has visited for Fresh Air Friday and is teaching habitats (elementary) and oil spill (middle school)
  - d. Dive Alaska
    - a. Mr. Josh shared a presentation about diving at Smitty's Cove including sharing equipment and photos
  - e. May field trips (CHW, Cordova)
    - a. Culture Week is May 5-10 and needs chaperones
    - b. Cordova Shorebird Festival is May 9-12 and needs chaperones
  
- III. New Business
  - a. Reading Week (March 17-21)
    - a. Cross age reading
    - b. Community members reading at breakfast
    - c. Bulletin board where staff, students, and community members share what they are currently reading
  - b. Ski Fundraiser

- a. Elementary students had opportunity to ski with borrowed skis from Anchorage non profit
- b. Students now want to fundraise for their own cross country skis and will have a bake sale on 2/27
- c. Juneau Legislative Fly In
  - a. Shelton presented about attending the Juneau legislative fly in with Shelby, Gabby, Elle and Ty. He shared what he learned while in Juneau about how a bill becomes a law and the current bills regarding the BSA and education. The highlight for him was the whale statue.
- d. Q3 Conferences
  - a. Conferences will be 3/24-3/27. Stephanie A. will be calling to schedule.
- e. AK Star
  - a. Window is 3/25-4/25
  - b. Whittier state testing will be 3/31-4/4

#### IV. Announcements

- a. Adeline, "I love my job, y'all!"
- b. Bibo, "We love our teachers!"
- c. Nick would like to start up intramural sports again.
- d. Shelton would like archery to come back.
- e. Victor thanked all the adults who helped with cross country skiing including Rachel, Nick, Bibo, Aubrey, and Annie.

Adjourned @ 6:15pm

Next meeting: 3/19 at 5:30pm

## Chenega EAC Meeting Minutes

Created on February 4, 2025 at 2:42 PM by Minutes AI

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### Meeting Call to Order (00:00 - 09:50)

- Meeting called to order by the Secretary.
- Attendees introduced:
  - Michael Vigil
  - Camille Perry
  - Sue Parker
  - Gail Evanoff
  - Terri Michener
- Meeting date: February 4th.

### Approval of Previous Meeting Minutes

- Motion to adopt the minutes from December 5, 2024, made by Michael.
- Seconded by Terry Michener.
- Minutes approved.

### Head Teacher Report

- Fundraiser Report:
  - Fundraiser held on January 31st raised \$2,064.
  - Previous highest fundraiser was Halloween at \$3,500.
  - Current student council account total: \$13,605.17.
- Goals and Future Plans:
  - Goal for New York City trip: \$15,000.
    - Chugach Mute funding approximately \$12,000 for travel.
  - Future educational trips planned to Grand Canyon and cultural exchange with Navajo and Apache.
- Curriculum Updates:
  - Completed biology unit on evolution; high school kids passed tests.
  - Current unit: basic entry-level physics covering force, motion, speed, velocity, and acceleration.
    - Upcoming topics include Revolutionary War and westward expansion.
- NYO Practice:
  - Practice starts today, held Tuesdays and Thursdays.

- NYO event scheduled for the last weekend in April.
- Invitation received for NYO event in Seward, but attendance not feasible due to funding.

#### District Report Card

- Report card for the district is out but lacks data.
  - Insufficient number of students to collect meaningful data.
- Most information will come from MAP testing rather than state testing.
  - Only five students tested last year; not all completed tests.

#### Focus on Curriculum (09:51 - 19:51)

- Discussion on the lack of a set curriculum in the school district.
  - Teachers have autonomy in choosing their curriculum, which can be both beneficial and challenging.
    - No standardized curriculum for math and reading beyond preschool.

#### Academic Performance

- Concerns about students' performance in math and English.
  - Current levels are below state standards.
  - Shift in focus from math to reading in recent years.

#### Teaching Practices

- Emphasis on the importance of reading and writing for math comprehension.
  - Teacher's approach includes teaching math in the afternoon and reading/writing in the morning.
    - Example of a student, Melody, improving in reading due to focused efforts.

#### Testing and Assessment

- Information on state testing and its limitations.
  - Testing occurs in third and tenth grades, with no further math and English assessments after ninth grade.
    - Teachers observe significant growth in students despite testing limitations.

#### Certification and Training

- Teachers are certified to teach based on mandated courses.
- Courses focused on best practices rather than a specific curriculum.
- Both teachers passed the certification course, with one having a K-8 degree.

#### Curriculum Resources

- Use of Saxon phonics and math resources in teaching.
- Lack of a district-wide curriculum means teachers piece together their own resources.
- Some schools piloting programs, but limited communication on effectiveness.

#### Teacher Reflections on Student Progress (19:51 - 29:51)

- Teachers often self-reflect and recognize their role in student success.
- They analyze performance snapshots to discuss student levels with parents.
- Focus on both strengths and weaknesses of students.

#### Student Performance and Testing

- Emphasis on the individual needs of students rather than state averages.
- Some students excel in certain areas while struggling in others.
- Teachers believe all students have the potential to meet or exceed standards.

#### Concerns About State Testing

- State testing is viewed as lengthy and not reflective of true student capabilities.
- Tests can be overwhelming, with excessive questions leading to disengagement.
- Teachers question the validity and usefulness of state testing results.

#### Alternative Assessment Methods

- Teachers find other assessments like DIBELS more effective for tracking progress.
- DIBELS allows for monitoring improvement over time.
- Individual assessments provide better insights into student growth compared to state tests.

#### Student Progress (29:51 - 39:51)

- Improvement in reading scores over time
- Fall: 4 correct answers

- Winter: 12 correct answers, 9 of them right
- One-on-one attention helps motivate students

#### House Bill 59

- Introduced by Governor Dunleavy
  - Advocates for homeschooling and tribally operated funded school districts
- Concerns regarding teacher hiring and curriculum development
  - Teacher hiring is a significant issue across the state
  - Development of curriculum focused on accurate information for Alaska

#### Curriculum and Standards

- Discussion on the need for curriculum development
  - Current curriculum is mostly non-existent
  - Standards are set, but steps towards meeting them are lacking
- Project-based learning approach
  - Students demonstrate knowledge through projects
  - Different from the district's expectations

#### Technology and AI in Education

- District exploring AI usage in classrooms
  - Pros and cons of integrating AI into education
- Importance of understanding community feelings about AI in education

#### Introduction to New Teaching Method (39:51 - 49:48)

- Initially opposed to the method, now fully supportive.
- Created a poem in under 30 seconds for students.
  - Students practiced parts of speech using their own slang.
  - Engaging and fun for students.

#### Biography Writing Assignment

- Developed criteria based on Chugach school district standards.
  - Created a bot to assist in generating outlines and rubrics.
  - Tailored materials for different grade levels (high school and middle school).
- Provided examples and prompts for students.
  - Step-by-step directions for writing paragraphs.

- Emphasized the importance of writing proficiency before using the bot.

#### Responsible Use of Technology

- Students can use technology for correcting punctuation, spelling, and grammar.
- Strict rules against using technology to write papers.
- Concerns about plagiarism noted as a significant issue.

#### Upcoming Curriculum Plans

- Students will study the moon upon returning from vacation.
  - Activities include reading, watching videos, and hands-on learning.
- Plans to grow root plants in clear planters.
  - Focus on carrots, potatoes, and sweet potatoes.

#### Construction and Furniture Updates

- Final walkthrough for construction was completed.
  - Some issues remain with electrical items and fan motors.
- New furniture expected to arrive in mid-February.
  - Installation planned for March.

#### Upcoming Trip Details

- Washington D.C. and New York City trip scheduled.
  - Dates: May 16th to May 25th.
  - Agreement signed by students for participation.

#### Trip Details (49:49 - 59:45)

- Departure to New York: May 17th
- Return: May 20th
- Additional trip: May 16th to May 25th

#### Fundraising Initiatives

- Discussion on starting funds for community activities
- Support for fundraisers:
  - Mention of successful bake sale and dinner
  - Desire for more community gatherings

- Personal contributions:
  - Willingness to donate materials for fundraisers
  - Examples of potential meals: kalua pig, macaroni and rice, spaghetti

### Community Events

- Valentine's Day dinner planning:
  - Need to confirm attendance
  - Ferry schedule mentioned: runs on the 11th
- Super Bowl dinner:
  - Discussion on who will be present

### Concerns and Frustrations

- Issues with flight delays for elders:
  - Disrespectful treatment noted
  - Suggestion for better communication and comfort for waiting elders
- Weather-related frustrations:
  - Acknowledgment of uncontrollable weather impacts on plans

### Fundraising Frequency

- Opinions on the frequency of fundraisers:
  - No strict limit suggested; could be every month or more frequently
  - Community willingness to participate noted
- Meal preferences:
  - Interest in diverse meal options for fundraisers, including Indian tacos and spaghetti

### Community Events and Activities (59:45 - 1:09:44)

- Discussion about frequency of community gatherings.
  - Suggestion to set events every other month or every three months.
- Mention of ferry service to Chenega.
  - Chenega is described as a "floating restaurant."
  - Community members order food from the ferry.

### Local Dining and Food

- Reference to the popularity of local dining options.
  - "If anybody has tasted Diana's homemade pizza, it's the bomb."

- Mention of other food options available on the ferry.
- Includes soft serve, ice cream, and prepackaged salads.

#### Super Bowl Pool

- Andy organizes a Super Bowl pool for the community.
- Prioritizes elders in the community for participation.
- Discussion about the potential for snacks during the Super Bowl.
- Suggestion to run a pool for snacks.

#### Casino Discussion

- Mention of a new casino opening.
- Discussion about potential financial benefits of casinos in Alaska.
- Personal anecdote about a meeting regarding gaming permits.
- Speaker expresses support for slot machines and casinos.

#### Education Perspective

- Contrast between Japanese and American views on education.
- Japanese see education as an investment; Americans see it as an expense.
- Importance of passing knowledge to future generations.
- Emphasis on better education leading to a better future.

#### Cabin Building (1:09:44 - 1:19:43)

- Building a cabin next to another lot in Tonsina.
- Upcoming drive to Valdez planned for May.

#### Event Planning

- Discussion on potential events for Super Bowl and Valentine's Day.

**School term for Tatitlek School for the 2025/2026 school year:**

In accordance with AS 14.03.030 (School Term), we are requesting your approval and motion for this change to accommodate our scheduled school remodel. After consulting with the contractor and reviewing the project scope, the plan is to begin school on September 15, 2025. By this date, the contractor expects to have the interior work completed and will be focusing on finishing the exterior of the school.

Under this modified term, students in kindergarten through third grade will receive at least 740 hours of instruction and study periods, while students in grades four through twelve will receive at least 900 hours.

Pending a motion of the board, the attached letter will be sent to the Commissioner of Education.



## CHUGACH SCHOOL DISTRICT

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March 21, 2025

Commissioner Bishop,

In accordance with AS 14.03.030 (School Term), our School Board recently approved a change to the school term for Tatitlek School for the 2025/2026 school year. Under this modified term, students in kindergarten through third grade will receive at least 740 hours of instruction and study periods, while students in grades four through twelve will receive at least 900 hours.

We are requesting your approval for this change to accommodate a comprehensive school remodel scheduled to begin in Spring 2025. After consulting with the contractor and reviewing the project scope, the plan is to begin school on September 15, 2025. By this date, the contractor expects to have the interior work completed and will be focusing on finishing the exterior of the school.

If you find our plan acceptable, your approval would be greatly appreciated.

Thank you for your consideration.

Sincerely,

Ty Mase  
Chief School Administrator



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907-522-7400

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02/21/2025

RE: Fuel Bid for FY 2025 Chugach School District

- Please Note – Left column will be for each individual School Bid. Rates in right column will be applied if awarded both Schools for 2025.

**Tatitlek School:**

# 1 ULSD – 5500 gal X \$5.56 = \$30,580.00	5500 gal X \$5.41 = \$29755.00
Propane – 220 gal X \$5.08 = \$1117.60	\$1117.60
Gas – 350 gal X \$ 5.45 = \$1907.50	\$1907.50
<b>TOTAL</b>	<b>\$32,780.10</b>

**Chenega School:**

# 1 ULSD – 7000 gal X \$5.56 = \$38,920.00	7000 gal X \$5.41 = \$37,870.00
Propane – 140 gal X \$ 5.08 = \$711.20	\$711.20
<b>TOTAL</b>	<b>\$ 38,581.20</b>

**TOTAL** **\$71,361.30**

**NOTE: Pricing is based on the contingent that the bid will be awarded within this month, if pricing increases in the following month with our supplier, we will have to make an adjustment due to rise in oil rates.**

Thank you,



Renee Reed  
Dojer Fuel Services LLC



Anywhere Speech & Language  
Speech - Language - Reading

**SY 2025-2026**  
**Bid Proposal for Speech & Language Services**  
**With Cara Lacey-Morey, Anywhere Speech & Language**

550 NE Scott Ave  
Gresham, OR 97030

Phone: (541) 262-4649

Email: [cara@anywherespeechandlanguage.com](mailto:cara@anywherespeechandlanguage.com)

Website: [www.anywherespeechandlanguage.com](http://www.anywherespeechandlanguage.com)

Prepared by:  
Cara Lacey-Morey, MS CCC-SLP  
Anywhere Speech & Language, LLC  
Speech Language Pathologist

Submitted to:  
Doug Penn, Administration/ District Principal/ Director of Student Services  
Emily Dwyer, Special Education Director at Chugach School District

**Re: Proposed Speech-Language Services Contract**

Dear Chugach School Board,  
It has been an honor to provide speech and language services to the students of the Chugach School District again this school year. I would appreciate the opportunity to continue serving your district in the coming school year.  
Attached, please find the proposed speech-language services contract for your review. Please let me know if you have any questions or require any additional information.  
Thank you for your time and consideration. I look forward to the possibility of continuing our collaboration.

Best regards,  
Cara Lacey-Morey, MS CCC-SLP  
Speech Language Pathologist



Anywhere Speech & Language  
Speech - Language - Reading

## **Ability to provide necessary related services with educational qualifications and certification information**

Cara Lacey- Morey, Speech language pathologist at Anywhere Speech & Language, LLC is currently licensed to practice Speech- Language Pathology in Alaska and agrees to maintain any and all additional licensing necessary (certification and insurance) to provide Speech Language Therapy services, which include, but are not limited to:

- Anywhere Speech & Language, LLC
  - a. An active State of Alaska Business License (License # 2169542)
  - b. Telemedicine Business Registry License
  - c. Professional Liability Insurance through Proliability Mercer Insurance Underwriters in the amount of \$1 million per occurrence, with a 3 million aggregate. Policy Number: #AHY-1039487102; Policy Term: 3/18/2025-3/18/2026
- Cara Lacey- Morey, MS, CCC-SLP
  - a. Type C Certification with the State of Alaska Department of Education.
  - b. Alaska State Speech Language Pathology license

### **Speech Language Services Provided:**

Speech Language quarterly onsite services to Chugach School District may include Whittier Community School, Tatitlek Community School, FOCUS Homeschool, Chenega Community School, and/or any other Chugach School District sites as assigned.

### **PROFESSIONAL ONSITE AND TELE THERAPY DUTIES INCLUDE:**

- Diagnostic Assessments following receipt of Consent to Evaluate
- Comprehensive Eligibility Determination Reports
- Attending ESER/IEP meetings as appropriate
- Trimester and/or Quarterly progress monitoring with appropriate documentation
- Consultation and/or training with staff and paraprofessionals
- Speech Language Screenings as requested by Special Education Director
- Speech-Language Therapy Recommendations for non-qualifying students included within the Eligibility Report (when appropriate)



Anywhere Speech & Language  
Speech - Language - Reading

- IEP Goals and Objectives developed in collaboration with IEP when appropriate/ applicable.
- Parent correspondence as needed for case management and progress monitoring
- Teletherapy Speech Language Therapy services for students deemed appropriate for such service provision by Anywhere Speech & Language or the Special Education Department, including assessments
- Therapy planning tailored appropriately to students' goals and behaviors
- Documentation related to teleservices and student progress
- Monthly consultation, collaboration, and/or training for the speech department, teachers, and/or paraprofessional.
- Other Speech Language Related Duties assigned to SLP by Special Education Director.

## **FEE SCHEDULE FOR SERVICES**

**Request for MOA:  
44 days at \$937.5/day  
Requested Total MOA: \$41,250.00**

The Fee for Speech Language Pathology Therapy Services will be billed to the district at a rate of \$125 per hour (may be prorated based on time- 15, 30, 45, 60 min), with a maximum of 7.5 hours billed per day (daily rate of \$937.50), for all services including:

- Direct & Indirect Speech Language Services Onsite and via Teletherapy/ Distance Services
- Attendance for IEP meetings, Staff Meetings, Phone calls, Consultation with Parents/ professionals
- Evaluations, Screenings, Progress Reports and Evaluation Reports
- No shows and cancellations without 24 hour notice will be billed at the same rate.
- Travel days to/from Alaska and to district sites for quarterly visits
- Other Speech Language Related Duties assigned to Speech language pathologist by the Special Education Director.



Anywhere Speech & Language  
Speech - Language - Reading

## **REIMBURSEMENT FOR SERVICES**

- All travel related reservations be provided for and arranged through the CSD Travel Coordinator (Serena Jackson) and paid directly by CSD: airfare from provider's home airport to Anchorage; inner-district transportation; rental car; lodging; Whittier tunnel tickets, etc.
- Reimbursable costs with receipts to be included with monthly invoices for quarterly visits: mileage @ \$.50/mile; parking fees; taxi fees.

## **Additional Information**

- Anywhere Speech & Language will provide monthly invoices to the Director of Special Education of Chugach School District at the end of the month.
- Anywhere Speech & Language will submit monthly reports to the Director of Special Education, site teachers, and homeschool parents within 30 days of onsite/ teletherapy visit.
- Invoices to include non-district covered travel expenses for onsite quarterly visits with receipts: (mileage @ \$.50/mile; parking fees; taxi fees)

**Alaska Department of Education & Early Development - School Finance  
FY2026 District Operating Fund Budget  
Instructions**

- Completing the workbook** - In order to use the spreadsheet capabilities, save this internet version to your computer and open the saved document through your Excel program. This spreadsheet automatically calculates totals after each activity, then automatically fills the operating fund budget summary on page 2. Many cells are protected against input because they have formulas. Use the Tab key to navigate through the document to complete the budget.
- Uniform Chart of Accounts** - Please code according to the required codes AND DESCRIPTIONS in the State of Alaska Uniform Chart of Accounts 2018 Edition so your budget will not have to be returned to you. The Chart of Accounts is on our website at: [https://education.alaska.gov/publications/chart\\_of\\_accounts.pdf](https://education.alaska.gov/publications/chart_of_accounts.pdf) Effective 7/1/2018.
- Do NOT include cents** when entering balances. **Please enter whole numbers.**
- Include personnel full-time equivalents (FTE's)** for each salary listed in the expenditure functions.
- Fund balances** - please manually enter the beginning and ending unreserved and reserved fund balances.
- Leave blank** any required fund, function, or object code that is not applicable to your district.
- ADM** - The district ADM for FY2026, upon which the budget is based, may or may not be the same as submitted for the initial projections. Please breakout the projected ADM as brick & mortar and then correspondence.
- TRS/PERS On-behalf** - The full amount of the TRS and PERS on-behalf from all funds must be recorded in the operating fund using object revenue codes 056 and 057. The district is to calculate the functional break-out in order to allocate the related on-behalf expenditures.
- Proofread and check for accuracy** the final workbook before submitting to the department.

**Questions? Please contact:**

School Finance  
Linda Hall, Audit & Review Analyst  
(907) 465-2748 or [linda.hall2@alaska.gov](mailto:linda.hall2@alaska.gov)

**Note -- 10 percent limit on the unreserved operating fund balance per AS 14.17.505(a) is reinstated as of FY2026 financials**

**THIS REPORT IS DUE JULY 15TH  
OF THE FISCAL YEAR FOR WHICH IT APPLIES  
PER REGULATION 4 AAC 09.110.**

**Alaska Department of Education & Early Development - School Finance  
FY2026 School Operating Fund Budget  
Signature Page**

School District Name: CHUGACH SCHOOL DISTRICT

Proj. Brick & Mortar ADM 70

Proj. Correspondence AI 604

Proj. Intensive SPED Co 2

Proj. Total SPED Count  
(includes Intensive  
Count): \_\_\_\_\_

Prepared by: \_\_\_\_\_  
Signature/Title Date

Phone Number: \_\_\_\_\_

Approved by: \_\_\_\_\_  
Superintendent's Signature Date

Approval of City/Borough Official of Local Contribution designated on Page 3:

\_\_\_\_\_  
Official Signature/Title Date

**Alaska Department of Education & Early Development - School Finance  
FY2026 School Operating Fund Budget Summary**

CHUGACH SCHOOL DISTRICT  
District Name

<b>Beginning Fund Balance: July 1, 2025 - (Subject to 10% Limit- per AS 14.17.505(a))*</b>	<u>\$850,572</u>
<b>(Excluded from the 10% Limit)</b>	<u>\$1,129,202</u>
<b>Total Beginning Fund Balance</b>	<u>\$1,979,774</u>

**Revenue**

010 City/Borough Appropriations	(1) <u>\$0</u>
030 Earnings on Investments	(2) <u>85,000</u>
040 Other Local Revenues	(3) <u>10,000</u>
041 Tuition from Students	(4) <u>0</u>
042 Tuition - Other Districts	(5) <u>0</u>
047 E-Rate Program	(6) <u>756,000</u>
050 State Sources	(7) <u>5,822,542</u>
100 Federal Sources - Direct	(8) <u>160,000</u>
150 Federal Sources - Through the State	(9) <u>0</u>
190 Federal Sources - Other Agencies	(10) <u>0</u>
250 Transfers From Other Funds	(11) <u>0</u>
<b>Total Revenue</b>	<u>\$6,833,542</u>

**Expenditures**

100 Instruction	(12) <u>\$3,240,425</u>
200 Special Education Instruction	(13) <u>239,337</u>
220 Special Education Support Services	(14) <u>248,493</u>
300 Support Services - Students	(15) <u>0</u>
350 Support Services - Instruction	(16) <u>1,457,178</u>
400 School Administration	(17) <u>155,400</u>
450 School Administration Support Services	(18) <u>0</u>
510 District Administration	(19) <u>534,742</u>
550 District Administration Support Services	(20) <u>397,037</u>
600 Operations and Maintenance of Plant	(21) <u>463,918</u>
700 Student Activities	(22) <u>0</u>
780 Community Services	(23) <u>69,000</u>
900 Other Financing Uses	(24) <u>450,000</u>
<b>Total Expenditures</b>	<u>\$7,255,530</u>

<b>Ending Fund Balance: June 30, 2026 (Subject to 10% Limit per AS 14.17.505(a))*</b>	<u>\$257,786 **</u>
<b>(Excluded from the 10% Limit)</b>	<u>\$1,300,000</u>
<b>Total Ending Fund Balance</b>	<u>\$1,557,786</u>

\*\* Must be greater than or equal to zero

**\*Note regarding Fund Balance -- 10% Limit per AS 14.17.505(a) is reinstated as of FY2026 financials**

**Alaska Department of Education & Early Development - School Finance  
FY2026 School Operating Fund Budget Revenues**

CHUGACH SCHOOL DISTRICT  
District Name

**010 City/Borough Appropriations**

	Amount	
011 City/Borough Direct Appropriation	_____	
012 City/Borough "In-Kind"	_____	
<i>(detail descriptions &amp; dollar amts required for in-kind or budget will be returned)</i>		
_____	_____	
_____	_____	
_____	_____	
<b>Total City/Borough Appropriations</b>	_____	<b>\$0</b>
		Transferred to (1) on page 2

**030 Earnings on Investments**

030 Earnings on Investments	85,000	
<b>Total Earnings on Investments</b>	_____	<b>\$85,000</b>
		Transferred to (2) on page 2

**040 Other Local Revenues**

040 Other Local Revenues - Identify:		
<i>(provide detail descriptions &amp; dollar amts for local revenues)</i>		
_____	10,000	
_____	_____	
_____	_____	
_____	_____	
<b>Total Other Local Revenues</b>	_____	<b>\$10,000</b>
		Transferred to (3) on page 2

**041 Tuition from Students**

041 Tuition from Students	_____	
<b>Total Tuition from Students</b>	_____	<b>\$0</b>
		Transferred to (4) on page 2

**042 Tuition - Other Districts**

042 Tuition	_____	
<b>Total Tuition - Other Districts</b>	_____	<b>\$0</b>
		Transferred to (5) on page 2

**047 E-Rate Program**

047 E-Rate Program Revenue	756,000	
<b>Total E-Rate Program</b>	_____	<b>\$756,000</b>
		Transferred to (6) on page 2

**Alaska Department of Education & Early Development - School Finance  
FY2026 School Operating Fund Budget Revenues**

CHUGACH SCHOOL DISTRICT

District Name

**050 State Sources** (051 includes quality schools grants)

051 Foundation Program	<u>5,595,542</u>
055 Supplemental Aid	<u>12,000</u>
056 TRS On-Behalf Payments	<u>200,000</u>
057 PERS On-Behalf Payments	<u>15,000</u>
059 Tuition	
090 Other State Revenues - <b>Identify</b>	

**Total State Sources**

\$5,822,542

Transferred to (7) on page 2

**100 Federal Sources - Direct**

110 Impact Aid (Public Law 874 (100%))	<u>187,306</u>
140 Other Federal Revenue - <b>Identify</b>	

**Total Federal Sources - Direct**

\$187,306

Transferred to (8) on page 2

**150 Federal Sources - Through the State of Alaska - Identify:**

**Total Federal Sources - Through the State**

\$0

Transferred to (9) on page 2

**190 Federal Sources - Other Agencies - Identify:**

**Total Federal Sources - Other Agencies**

\$0

Transferred to (10) on page 2

**250 Transfers From Other Funds - Identify:**

**Total Transfers From Other Funds**

\$0

Transferred to (11) on page 2

**Total Projected Revenues**

\$6,860,848

**Alaska Department of Education & Early Development - School Finance  
FY2026 School Operating Fund Budget Expenditures**

CHUGACH SCHOOL DISTRICT  
District Name

<i><b>Function 100 Instruction</b></i>	Amount	Personnel FTE
Salaries		
310 Certificated Salaries	<u>1,369,425</u>	
320 Non-Certificated Salaries	<u>158,234</u>	
<b>Total Salaries</b>	<u>\$1,527,659</u>	
Employee Benefits		
360 Employee Benefits	<u>373,894</u>	
380 Housing Allowance/Subsidy	<u>          </u>	
390 Transportation Allowance	<u>          </u>	
<b>Total Employee Benefits</b>	<u>\$373,894</u>	
<b>Total Salaries &amp; Employee Benefits</b>	<u><u>\$1,901,553</u></u>	
Non-Personnel		
410 Professional and Technical Services	<u>595,196</u>	
419 Chief Administrator Contract Services	<u>          </u>	
420 Staff Travel	<u>28,148</u>	
425 Student Travel	<u>          </u>	
430 Utility Services	<u>102,457</u>	
435 Energy	<u>          </u>	
440 Other Purchased Services	<u>26,506</u>	
445 Insurance and Bond Premiums	<u>          </u>	
450 Supplies, Materials and Media	<u>578,171</u>	
480 Tuition and Stipends	<u>          </u>	
490 Other Expenses - Identify:	<u>          </u>	
<u>  </u>	<u>          </u>	
<u>  </u>	<u>          </u>	
<u>  </u>	<u>          </u>	
510 Equipment	<u>8,394</u>	
<b>Total Non-Personnel</b>	<u><u>\$1,338,872</u></u>	
<b>Total Salaries, Benefits, Non-Personnel</b>	<u><u>\$3,240,425</u></u>	

Transferred to (12) on page 2

**Alaska Department of Education & Early Development - School Finance  
FY2026 School Operating Fund Budget Expenditures**

CHUGACH SCHOOL DISTRICT  
District Name

**Function 200 Special Education Instruction**

	Amount	Personnel FTE
Salaries		
310 Certificated Salaries	<u>176,519</u>	
320 Non-Certificated Salaries		
<b>Total Salaries</b>	<u>\$176,519</u>	
Employee Benefits		
360 Employee Benefits	<u>62,818</u>	
380 Housing Allowance/Subsidy		
390 Transportation Allowance		
<b>Total Employee Benefits</b>	<u>\$62,818</u>	
<b>Total Salaries &amp; Employee Benefits</b>	<u><u>\$239,337</u></u>	
Non-Personnel		
410 Professional and Technical Services		
420 Staff Travel		
425 Student Travel		
430 Utility Services		
435 Energy		
440 Other Purchased Services		
445 Insurance and Bond Premiums		
450 Supplies, Materials and Media		
480 Tuition and Stipends		
490 Other Expenses - Identify:		
_____		
_____		
_____		
510 Equipment		
<b>Total Non-Personnel</b>	<u>\$0</u>	
<b>Total Salaries, Benefits, Non-Personnel</b>	<u><u>\$239,337</u></u>	

Transferred to (13) on page 2

**Alaska Department of Education & Early Development - School Finance  
FY2026 School Operating Fund Budget Expenditures**

CHUGACH SCHOOL DISTRICT  
District Name

**Function 220 Special Education Support Services - Students**

	Amount	Personnel FTE
Salaries		
310 Certificated Salaries	<u>115,684</u>	<u></u>
320 Non-Certificated Salaries	<u></u>	<u></u>
<b>Total Salaries</b>	<u>\$115,684</u>	
Employee Benefits		
360 Employee Benefits	<u>20,956</u>	
380 Housing Allowance/Subsidy	<u></u>	
390 Transportation Allowance	<u></u>	
<b>Total Employee Benefits</b>	<u>\$20,956</u>	
<b>Total Salaries &amp; Employee Benefits</b>	<u><u>\$136,640</u></u>	
Non-Personnel		
410 Professional and Technical Services	<u>52,541</u>	
419 Chief Administrator Contract Services	<u></u>	
420 Staff Travel	<u>55,263</u>	
425 Student Travel	<u></u>	
430 Utility Services	<u></u>	
435 Energy	<u></u>	
440 Other Purchased Services	<u></u>	
445 Insurance and Bond Premiums	<u></u>	
450 Supplies, Materials and Media	<u>4,049</u>	
480 Tuition and Stipends	<u></u>	
490 Other Expenses - Identify:	<u></u>	
_____	<u></u>	
_____	<u></u>	
_____	<u></u>	
510 Equipment	<u></u>	
<b>Total Non-Personnel</b>	<u><u>\$111,853</u></u>	
<b>Total Salaries, Benefits, Non-Personnel</b>	<u><u>\$248,493</u></u>	

Transferred to (14) on page 2

**Alaska Department of Education & Early Development - School Finance  
FY2026 School Operating Fund Budget Expenditures**

CHUGACH SCHOOL DISTRICT  
District Name

**Function 300 Support Services - Students**

	Amount	Personnel FTE
Salaries		
310 Certificated Salaries	_____	_____
320 Non-Certificated Salaries	_____	_____
<b>Total Salaries</b>	_____	\$0
Employee Benefits		
360 Employee Benefits	_____	
380 Housing Allowance/Subsidy	_____	
390 Transportation Allowance	_____	
<b>Total Employee Benefits</b>	_____	\$0
<b>Total Salaries &amp; Employee Benefits</b>	_____	\$0
Non-Personnel		
410 Professional and Technical Services	_____	
420 Staff Travel	_____	
425 Student Travel	_____	
430 Utility Services	_____	
435 Energy	_____	
440 Other Purchased Services	_____	
445 Insurance and Bond Premiums	_____	
450 Supplies, Materials and Media	_____	
480 Tuition and Stipends	_____	
490 Other Expenses - Identify:	_____	
_____	_____	
_____	_____	
_____	_____	
510 Equipment	_____	
<b>Total Non-Personnel</b>	_____	\$0
<b>Total Salaries, Benefits, Non-Personnel</b>	_____	\$0

Transferred to (15) on page 2

**Alaska Department of Education & Early Development - School Finance  
FY2026 School Operating Fund Budget Expenditures**

CHUGACH SCHOOL DISTRICT  
District Name

**Function 350 Support Services - Instruction**

	Amount	Personnel FTE
Salaries		
310 Certificated Salaries	<u>41,091</u>	
320 Non-Certificated Salaries	<u>136,584</u>	
<b>Total Salaries</b>		<u>\$177,675</u>
Employee Benefits		
360 Employee Benefits	<u>68,626</u>	
380 Housing Allowance/Subsidy	<u>          </u>	
390 Transportation Allowance	<u>          </u>	
<b>Total Employee Benefits</b>		<u>\$68,626</u>
<b>Total Salaries &amp; Employee Benefits</b>		<u><u>\$246,301</u></u>
Non-Personnel		
410 Professional and Technical Services	<u>52,319</u>	
420 Staff Travel	<u>16,501</u>	
425 Student Travel	<u>          </u>	
430 Utility Services	<u>1,135,971</u>	
435 Energy	<u>          </u>	
440 Other Purchased Services	<u>          </u>	
445 Insurance and Bond Premiums	<u>          </u>	
450 Supplies, Materials and Media	<u>6,086</u>	
480 Tuition and Stipends	<u>          </u>	
490 Other Expenses - Identify:		
_____	<u>          </u>	
_____	<u>          </u>	
_____	<u>          </u>	
510 Equipment	<u>          </u>	
<b>Total Non-Personnel</b>		<u><u>\$1,210,877</u></u>
<b>Total Salaries, Benefits, Non-Personnel</b>		<u><u>\$1,457,178</u></u>

Transferred to (16) on page 2

**Alaska Department of Education & Early Development - School Finance  
FY2026 School Operating Fund Budget Expenditures**

CHUGACH SCHOOL DISTRICT  
District Name

**Function 400 School Administration**

	Amount	Personnel FTE
Salaries		
310 Certificated Salaries	<u>108,981</u>	
<b>Total Salaries</b>		<u>\$108,981</u>
Employee Benefits		
360 Employee Benefits	<u>32,368</u>	
380 Housing Allowance/Subsidy	<u>          </u>	
390 Transportation Allowance	<u>          </u>	
<b>Total Employee Benefits</b>		<u>\$32,368</u>
<b>Total Salaries &amp; Employee Benefits</b>		<u><u>\$141,349</u></u>
Non-Personnel		
410 Professional and Technical Services	<u>120</u>	
419 Chief Administrator Contract Services	<u>          </u>	
420 Staff Travel	<u>          </u>	
425 Student Travel	<u>13,641</u>	
430 Utility Services	<u>          </u>	
435 Energy	<u>          </u>	
440 Other Purchased Services	<u>          </u>	
445 Insurance and Bond Premiums	<u>          </u>	
450 Supplies, Materials and Media	<u>290</u>	
480 Tuition and Stipends	<u>          </u>	
490 Other Expenses - Identify:	<u>          </u>	
_____	<u>          </u>	
_____	<u>          </u>	
_____	<u>          </u>	
510 Equipment	<u>          </u>	
<b>Total Non-Personnel</b>		<u><u>\$14,051</u></u>
<b>Total Salaries, Benefits, Non-Personnel</b>		<u><u>\$155,400</u></u>

Transferred to (17) on page 2

**Alaska Department of Education & Early Development - School Finance  
FY2026 School Operating Fund Budget Expenditures**

CHUGACH SCHOOL DISTRICT  
District Name

**Function 450 School Administration Support Services**

Salaries

320 Non-Certificated Salaries

**Total Salaries**

Employee Benefits

360 Employee Benefits

380 Housing Allowance/Subsidy

390 Transportation Allowance

**Total Employee Benefits**

**Total Salaries & Employee Benefits**

Non-Personnel

410 Professional and Technical Services

420 Staff Travel

425 Student Travel

430 Utility Services

435 Energy

440 Other Purchased Services

445 Insurance and Bond Premiums

450 Supplies, Materials and Media

480 Tuition and Stipends

490 Other Expenses - Identify:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

510 Equipment

**Total Non-Personnel**

**Total Salaries, Benefits, Non-Personnel**

Amount

Personnel FTE

\_\_\_\_\_  
\_\_\_\_\_ \$0

\_\_\_\_\_  
\_\_\_\_\_ \$0

\_\_\_\_\_ \$0

\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ \$0

\_\_\_\_\_ \$0

Transferred to (18) on page 2

**Alaska Department of Education & Early Development - School Finance  
FY2026 School Operating Fund Budget Expenditures**

CHUGACH SCHOOL DISTRICT  
District Name

**Function 510 District Administration**

	Amount	Personnel FTE
Salaries		
310 Certificated Salaries		
320 Non-Certificated Salaries	<u>354,619</u>	
<b>Total Salaries</b>		<u>\$354,619</u>
Employee Benefits		
360 Employee Benefits	<u>140,127</u>	
380 Housing Allowance/Subsidy		
390 Transportation Allowance		
<b>Total Employee Benefits</b>		<u>\$140,127</u>
<b>Total Salaries &amp; Employee Benefits</b>		<u><u>\$494,746</u></u>
Non-Personnel		
410 Professional and Technical Services	<u>11,565</u>	
419 Chief Administrator Contract Services		
420 Staff Travel	<u>1,000</u>	
425 Student Travel	<u>19,340</u>	
430 Utility Services	<u>7,091</u>	
435 Energy		
440 Other Purchased Services		
445 Insurance and Bond Premiums		
450 Supplies, Materials and Media	<u>1,000</u>	
480 Tuition and Stipends		
490 Other Expenses - Identify:		
_____	_____	
_____	_____	
_____	_____	
510 Equipment		
<b>Total Non-Personnel</b>		<u><u>\$39,996</u></u>
<b>Total Salaries, Benefits, Non-Personnel</b>		<u><u>\$534,742</u></u>

Transferred to (19) on page 2

**Alaska Department of Education & Early Development - School Finance  
FY2026 School Operating Fund Budget Expenditures**

CHUGACH SCHOOL DISTRICT

District Name

**Function 550 District Administration Support Services**

	Amount	Personnel FTE
Salaries		
310 Certificated Salaries		
320 Non-Certificated Salaries	<u>90,012</u>	
<b>Total Salaries</b>		<u>\$90,012</u>
Employee Benefits		
360 Employee Benefits	<u>45,958</u>	
380 Housing Allowance/Subsidy		
390 Transportation Allowance		
<b>Total Employee Benefits</b>		<u>\$45,958</u>
		<u><b>\$135,970</b></u>
Non-Personnel		
410 Professional and Technical Services	<u>93,545</u>	
420 Staff Travel		
425 Student Travel		
430 Utility Services	<u>0</u>	
435 Energy		
440 Other Purchased Services	<u>3,472</u>	
445 Insurance and Bond Premiums	<u>6,959</u>	
450 Supplies, Materials and Media	<u>142,856</u>	
480 Tuition and Stipends		
490 Other Expenses - Identify:	<u>14,235</u>	
495 Indirect Costs		
510 Equipment		
<b>Total Non-Personnel</b>		<u><b>\$261,067</b></u>
		<u><b>\$397,037</b></u>

Transferred to (20) on page 2

**Alaska Department of Education & Early Development - School Finance  
FY2026 School Operating Fund Budget Expenditures**

CHUGACH SCHOOL DISTRICT

District Name

**Function 600 Operations and Maintenance of Plant**

	Amount	Personnel FTE
Salaries		
310 Certificated Salaries	<u>54,591</u>	
320 Non-Certificated Salaries	<u>37,548</u>	
<b>Total Salaries</b>		<u>\$92,139</u>
Employee Benefits		
360 Employee Benefits	<u>17,642</u>	
380 Housing Allowance/Subsidy		
390 Transportation Allowance		
<b>Total Employee Benefits</b>		<u>\$17,642</u>
<b>Total Salaries &amp; Employee Benefits</b>		<u><u>\$109,781</u></u>
Non-Personnel		
410 Professional and Technical Services	<u>38,992</u>	
420 Staff Travel		
425 Student Travel		
430 Utility Services	<u>15,929</u>	
435 Energy	<u>95,576</u>	
440 Other Purchased Services	<u>9,056</u>	
445 Insurance and Bond Premiums	<u>168,771</u>	
450 Supplies, Materials and Media	<u>17,081</u>	
480 Tuition and Stipends		
490 Other Expenses - Identify:		
_____		
_____		
_____		
510 Equipment	<u>8,732</u>	
<b>Total Non-Personnel</b>		<u><u>\$354,137</u></u>
<b>Total Salaries, Benefits, Non-Personnel</b>		<u><u>\$463,918</u></u>

Transferred to (21) on page 2

**Alaska Department of Education & Early Development - School Finance  
FY2026 School Operating Fund Budget Expenditures**

CHUGACH SCHOOL DISTRICT

District Name

**Function 700 Student Activities**

	Amount	Personnel FTE
Salaries		
310 Certificated Salaries	_____	_____
320 Non-Certificated Salaries	_____	_____
<b>Total Salaries</b>	_____	\$0
Employee Benefits		
360 Employee Benefits	_____	
380 Housing Allowance/Subsidy	_____	
390 Transportation Allowance	_____	
<b>Total Employee Benefits</b>	_____	\$0
<b>Total Salaries &amp; Employee Benefits</b>	_____	\$0
Non-Personnel		
410 Professional and Technical Services	_____	
420 Staff Travel	_____	
425 Student Travel	_____	
430 Utility Services	_____	
435 Energy	_____	
440 Other Purchased Services	_____	
445 Insurance and Bond Premiums	_____	
450 Supplies, Materials and Media	_____	
480 Tuition and Stipends	_____	
490 Other Expenses - Identify:	_____	
_____	_____	
_____	_____	
_____	_____	
510 Equipment	_____	
<b>Total Non-Personnel</b>	_____	\$0
<b>Total Salaries, Benefits, Non-Personnel</b>	_____	\$0

Transferred to (22) on page 2

**Alaska Department of Education & Early Development - School Finance  
FY2026 School Operating Fund Budget Expenditures**

CHUGACH SCHOOL DISTRICT

District Name

**Function 780 Community Services**

	Amount	Personnel FTE
Salaries		
310 Certificated Salaries	_____	_____
320 Non-Certificated Salaries	_____	_____
<b>Total Salaries</b>	_____	<b>\$0</b>
Employee Benefits		
360 Employee Benefits	_____	
380 Housing Allowance/Subsidy	_____	
390 Transportation Allowance	_____	
<b>Total Employee Benefits</b>	_____	<b>\$0</b>
<b>Total Salaries &amp; Employee Benefits</b>	_____	<b>\$0</b>
Non-Personnel		
410 Professional and Technical Services	_____	
420 Staff Travel	_____	
425 Student Travel	_____	
430 Utility Services	_____	
435 Energy	_____	
440 Other Purchased Services	_____	
445 Insurance and Bond Premiums	_____	
450 Supplies, Materials and Media	_____	
480 Tuition and Stipends	_____	
490 Other Expenses - Identify:	5,000	
_____	_____	
_____	64,000	
_____	_____	
510 Equipment	_____	
<b>Total Non-Personnel</b>	_____	<b>\$69,000</b>
<b>Total Salaries, Benefits, Non-Personnel</b>	_____	<b>\$69,000</b>

Transferred to (23) on page 2

**Alaska Department of Education & Early Development - School Finance  
 FY2026 School Operating Fund Budget Other Financing Uses**

CHUGACH SCHOOL DISTRICT

District Name

**Function 900 Other Financing Uses**

Amount

Transfers To:

550 Transfer to Other Funds

	450,000
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Total Other Financing Uses	<u>\$450,000</u>
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Transferred to (24) on page 2

**Alaska Department of Education and Early Development - School Finance  
FY2026 School Operating Fund Budget TRS/PERS Functional Breakdown**

CHUGACH SCHOOL DISTRICT  
District Name

The department uses two required revenue object codes, 056 and 057, for the purpose of recording TRS and PERS on-behalf revenue. The full amount of the TRS and PERS on-behalf from all funds must be recorded in the operating fund. The district is to calculate the functional break-out in order to allocate the related on-behalf expenditure.

The district is to use the following allocation method for breaking out the TRS by function.

- 1) To calculate the TRS on-behalf amount take the difference between the Board Recommended Rate and the Effective Rate and multiply the difference by the total district wide TRS payroll from all funds. You will now have the total dollar amount of the TRS on-behalf for all funds.
- 2) Divide the (total district wide TRS payroll by function from all funds) by the (total district wide TRS payroll from all funds) to derive a percentage of total district wide TRS payroll by function.
- 3) The total district wide TRS payroll by function percentage is multiplied by the total TRS on-behalf to come up with the total TRS on-behalf by function to be recorded in the operating fund.

The district is to use the same methodology for recording total PERS on-behalf. The TRS and PERS on-behalf allocations are to be recorded in the schedule below and also included in the employee benefits in each function. The total on-behalf employee benefits by function should reconcile to the total on-behalf revenues recorded from page 4.

**Note: TRS on-behalf rate for FY2026 is 18.77% and PERS on-behalf rate for FY2026 is 6.33%**

	TRS	PERS
<b>Total On-Behalf Revenue from page 4</b>	<u>200,000</u>	<u>15,000</u>
Function 100 On-Behalf Expenditures	_____	_____
Function 200 On-Behalf Expenditures	_____	_____
Function 220 On-Behalf Expenditures	_____	_____
Function 300 On-Behalf Expenditures	_____	_____
Function 350 On-Behalf Expenditures	_____	_____
Function 400 On-Behalf Expenditures	_____	_____
Function 450 On-Behalf Expenditures	_____	_____
Function 510 On-Behalf Expenditures	_____	_____
Function 550 On-Behalf Expenditures	_____	_____
Function 600 On-Behalf Expenditures	_____	_____
Function 700 On-Behalf Expenditures	_____	_____
Function 780 On-Behalf Expenditures	_____	_____
<b>Total On-Behalf Employee Benefits by Function</b>	_____	_____

**Total on-behalf PERS Revenue from page 4 does not match Total On-behalf PERS by function above. Please review**

**Total on-behalf TRS Revenue from page 4 does not match Total On-behalf TRS by function above. Please review.**

Note: TRS and PERS on-behalf for Pupil Transportation and Food Service should be included in function 300 and TRS and PERS on-behalf for Construction & Facilities Acquisition should be included in function 600.

## **Welcome and Purpose**

On behalf of the Chugach School District (CSD) Board and Administration, thank you for your dedication to our students and schools. Your hard work makes CSD a better place for learning.

This Classified Employee Handbook outlines the policies, procedures, and working conditions that apply to all classified employees. These guidelines help us maintain a supportive workplace and ensure student success.

We value our employees' talents and are committed to fair and equal employment opportunities based on merit. CSD does not discriminate based on religion, age, gender, national origin, sexual orientation, race, or color and complies with all State and Federal labor laws.

This handbook is not a contract and does not alter employment relationships. The Superintendent or designee may adjust policies, procedures, and benefits at any time. Employees are responsible for reviewing communications and staying informed about all updates.

Please take time to review this handbook, as you will be asked to acknowledge that you have read and understand its contents. For further information about your rights and responsibilities, please refer to the Board Policy and Administrative Regulation handbook which can be found at [www.chugachschoools.com](http://www.chugachschoools.com).

Again, thank you for your commitment to our students. I look forward to working with you to make CSD the best small school district in Alaska!

Best regards,  
Ty Mase, CSA

## **Chugach Mission Statement and Land Acknowledgment:**

The Chugach School District is committed to developing and supporting a partnership with students, parents, community and business which equally shares the responsibility of empowering students to meet the needs of the ever-changing world in which they live. Students shall possess the academic and personal characteristics necessary to reach their full potential. Students will contribute to their community in a manner that displays respect for human dignity and validates the history and culture of all ethnic groups.

Land Acknowledgment: The school board would like to take this moment to respectfully acknowledge that we serve on the traditional lands of the Chugach people which includes the Sugpiaq and Alutiiq people.

## **Hiring Procedures:**

Job Posting: When a classified position becomes available or a new position is created, a vacancy notice will be posted at the school and at least two other public locations within the district. To ensure a timely hiring process, the district may post the vacancy externally at the same time. However, internal candidates will receive first consideration. Job postings will remain open for a minimum of seven (7) calendar days.

Application Process: All applicants must complete a District Application Form to be considered for employment.

Screening: A CSD Administrator or designee will review all applications and select candidates for interviews based on their qualifications. All selected candidates must also pass a background check through Liberty Screening before being considered for employment.

Interview: Selected applicants will be interviewed by the Site Administrator and/or the Superintendent (or designee). Except in extraordinary circumstances, all hires require a personal interview.

Selection: The hiring decision will be based on an evaluation of the application, interview, and background check results. The Superintendent will review and consult with the Site Administrator before finalizing the hire.

Probationary Period: New employees serve a 90-day probationary period. During this time:

- The employee may be dismissed at any time if their supervisor, with the Superintendent's approval, determines the employee's performance is unsatisfactory.
- No administrative appeal is available for termination during probation.
- The Superintendent may extend the probationary period by up to 10 additional days, if necessary. Any extension must include at least two documented meetings with the employee to discuss concerns and performance expectations.

## **Employee Expectations and Responsibilities:**

### Work Schedule & Attendance:

Each employee is hired with a designated work schedule designed to support the educational success of students. Adhering to this schedule is essential. Failure to follow assigned work hours negatively impacts student learning and may lead to disciplinary action, including dismissal.

Employees are expected to be reliable and punctual. If absent, employees must notify their supervisor in advance whenever possible.

- Unapproved absences will result in loss of pay unless otherwise specified in district policies.
- Repeated unapproved absences may lead to suspension or termination.

## **Professionalism & Conduct:**

1. **Respect & Courtesy:** Employees are expected to treat others with the same respect they wish to receive. They represent both the District and the community, and their behavior reflects on both.
2. **Pride in Work:** Employees should take pride in their work and strive for high standards in job performance. Wasting district resources directly affects students' educational opportunities.
3. **Appearance:** Employees should dress appropriately for their job responsibilities and in a manner consistent with community expectations. Clean, neat, and professional grooming is expected as employees represent the District.
4. **Personal Phone Calls:** Personal calls should be kept to a minimum. Long-distance calls on district phone lines are not allowed.
5. **Use of School Property:** Employees are expected to care for and protect school property and resources.
6. **Compliance with Policies:** Employees must support and enforce School Board policies, follow Administrative Regulations, and comply with all state and federal laws.

## **Technology Acceptable Use Policies:**

Classified staff must use district-provided technology responsibly and in accordance with all applicable policies. The following guidelines apply:

- **Authorized Use Only** – District technology is for work-related purposes. Personal use should be minimal and must not interfere with job duties.
- **Security & Confidentiality** – Staff must protect sensitive student and district information. Sharing login credentials or accessing unauthorized files is prohibited.
- **Prohibited Activities** – Employees may not use district technology for illegal activities, personal business, or inappropriate content, including but not limited to offensive, discriminatory, or obscene materials.
- **Software & Downloads** – Only district-approved software and applications may be installed on district devices. Unauthorized downloads are not allowed.
- **Device Care** – Employees must handle district devices responsibly, report damage or malfunctions promptly, and follow guidelines for proper use.
- **Phishing & Cybersecurity** – Staff must be cautious of phishing attempts, suspicious emails, and cyber threats. Any concerns should be reported immediately.
- **Email Records & Privacy** – District emails are subject to monitoring and public records laws. Employees should not expect complete privacy in work-related communications.
- **Social Media & External Communication** – Employees must follow district guidelines when discussing school-related matters online and should not represent personal views as district policy.

## **Use of Personal Cell Phones & Social Media:**

1. Personal cell phone use during work hours should be kept to a minimum and must not interfere with job duties.
2. Texting, social media use, and personal calls should not take place during instructional time, meetings, or other work-related responsibilities.
3. Employees should not post or share confidential, sensitive, or inappropriate information related to students, staff, or the district on social media.

## **Smoking, Alcohol, and Drug Use:**

1. **Smoking:** Smoking is allowed only in designated areas and is strictly prohibited elsewhere on school property.
2. **Alcohol & Drugs:** Being under the influence of or using alcohol or illegal drugs while on duty is strictly prohibited and will result in immediate termination. All schools are designated drug-free zones under district policy.

**Criminal Conduct:** A criminal conviction after hiring may be grounds for immediate termination.

By following these expectations, employees contribute to a safe, respectful, and productive learning environment for students and the community.

## **Conditions of Employment:**

**Workday:** The Superintendent determines the workday length and hours of employment. Full-time employees typically work 8 hours per day, excluding a scheduled lunch break, and 40 hours per week.

**Workload:** Employees will be assigned a reasonable workload that can be completed efficiently within a 40-hour workweek. If circumstances require an employee to work beyond 40 hours, overtime pay or compensatory time will be provided as outlined below.

**Employee Safety:** The School Board believes that safety is every employee's responsibility. The School Board expects all employees to use safe work practices and to report and correct any unsafe conditions, which may occur. Supervisors shall constantly promote safety and correct any unsafe work practice through education, training and enforcement.

No employee shall be required to work under unsafe or hazardous conditions or to perform tasks, which endanger their health, safety, or well-being.

### **Overtime:**

- Overtime must be pre-approved by the Superintendent.
- Hourly employees working over 40 hours per week will receive 1.5 times their base rate per hour, following the Fair Labor Standards Act.
- Work on school holidays is paid at double time.

**Payroll Period:** Employees are paid monthly, with the pay period running from the 1st through the last day of the month. Payroll is issued on or before the 10th of the following month.

**Payroll Advances:** Advances on payroll are discouraged but may be approved under extraordinary circumstances by the Site Administrator and Superintendent. Advances must be repaid within two pay periods.

### **Time Sheets:**

- Non-salaried employees must submit electronic monthly time sheets through the district's payroll software.

- Time sheets must accurately reflect hours and days worked and be signed by both the employee and supervisor. Falsifying a time sheet is grounds for immediate termination.

#### Personnel Files:

- Employees may request access to their personnel file at any time. The District Office maintains the official personnel file.
- Personnel records are confidential and accessible only to appropriate administrative personnel.

Nepotism: Employees **cannot be supervised or hired by a relative** without prior **Superintendent approval** to avoid conflicts of interest.

Unauthorized Release of Confidential Information: District employees shall maintain the confidentiality of all confidential records until such time as laws, state regulations and/or bylaws of this district permit disclosure. Information and records pertaining to executive sessions, negotiations and student records, including individual test results, are not subject to public disclosure.

Any employee who willfully releases confidential information about students, staff, or any topic properly confined to an executive session shall be subject to disciplinary action up to and including dismissal from district service.

#### Resignation:

- Employees must submit a written resignation to their supervisor at least two weeks before leaving.
- Employees enrolled in PERS (Public Employees Retirement System) must complete a PERS Notification of Termination Form.
- Employees covered by District health insurance may be eligible for COBRA continuation. Contact the District Office for details.

Abandonment of Position: If an employee is absent from their duty station without prior contact with their direct supervisor, disciplinary action will be considered up to and including dismissal.

Conflict of Interest: Employees must avoid financial interests or activities that conflict with their duties.

Transfer: The CSA or Superintendent assigns employees to specific locations and may reassign or transfer employees as needed for the benefit of the District.

#### Suspension and Dismissal:

- The CSA or Superintendent employs all classified staff.
- Employees may be suspended, dismissed, or terminated based on recommendations from their Site Administrator, with input from direct supervisors when applicable.

#### Continuing Employment:

- Classified employees are hired yearly, subject to funding and staffing needs.
- At the end of the school year, the Site Administrator will submit a Personnel Action Form indicating whether each employee intends to return. Employees must sign the form to confirm their decision.

## **Compensation, Benefits, Leave:**

Initial Wage Placement: New employees are generally placed on Step 0 of the Classified Wage Schedule unless prior experience justifies a higher placement. Employees are compensated based on their placement on the Classified Employee Wage Schedule (see Appendix).

Subbing: Classified staff employed by Chugach School District who are asked to substitute will receive either their regular rate of pay or the substitute rate of pay, whichever is higher. This ensures that employees are fairly compensated for the work performed.

### Step Advancement:

- Employees may be eligible for annual step increases, but they are not automatic.
- Step increases require a satisfactory annual evaluation
- Any disciplinary action may disqualify an employee from receiving a step increase.

Direct Deposit: All employees of Chugach School District are encouraged to direct deposit their monthly payroll checks to their bank account. Blank authorization forms may be obtained from payroll.

### Employee Evaluation:

- All classified employees receive a formal annual evaluation by the end of April.
- Evaluations are conducted by the Site Administrator and reviewed jointly with the employee. The evaluation is signed by both parties and submitted to the District Office for placement in personnel files.

Paid Holidays: The following paid holidays apply to classified employees when they fall during a work period:

- Independence Day
- Memorial Day
- Labor Day
- Thanksgiving Day & the Day After
- Christmas Day & the Day After
- New Year's Day

Additional holidays for 12-month employees:

- Presidents' Day
- Seward's Day
- Veterans' Day

If a holiday falls on a Saturday, the preceding Friday will be observed. If it falls on a Sunday, the following Monday will be observed.

### Paid Leave & Accruals:

- Employees earn annual, sick, and personal leave based on their scheduled work hours.
- Leave requests must be approved by the Site Administrator and submitted with monthly time sheets.

- If leave procedures are not followed, Leave Without Pay will apply.

Annual Leave (For 12-Month Employees Only): Employees accrue leave based on years of service:

Years of Service	Leave Accrued
0-2 years	1 day/month
3-5 years	1.5 days/month
Over 5 years	1.75 days/month

- Annual leave is not granted or accrued until after the 90-day probation period.
- Unused leave is paid out at a maximum of 21 days at the end of the fiscal year.
- Annual leave does not carry over to the next year.

Sick Leave:

- Regular employees working 15+ hours per week accrue 1.75 sick days per month, up to 12 days per year.
- Sick leave is cumulative and can be used for:
  - Personal illness
  - Medical/dental appointments
  - Immediate family care
  - Bereavement (see Section L)
  - Unused sick leave is not paid out upon termination.
- Sick leave misuse or falsification may result in termination. A doctor's note is required for absences exceeding 3 days.

Personal Leave:

- Employees working 15+ hours per week earn 0.25 days per month, up to 2 days per year (prorated for part-time employees).
- Personal leave does not accrue during the probationary period.
- Unused personal leave is paid out at the end of the fiscal year.

Family Leave:

- Employees may take up to 30 days of family leave with Superintendent approval.
- Leave may be used for:
  - Pregnancy, childbirth, or adoption
  - Illness or death of an immediate family member
- Family leave is charged to sick, annual, or personal leave.

Legal Leave:

- Employees called for jury duty or as a subpoenaed witness receive their regular pay but must remit court compensation (excluding travel expenses) to the District.
- If appearing as a witness for personal matters, employees must use personal or annual leave.

Family and Medical Leave: The School Board is committed to providing employees with family and medical leave in compliance with the Family and Medical Leave Act (FMLA) and the Alaska Family Leave Act (AFLA), as applicable. When both laws apply, the provisions more generous to the employee will govern.

Retirement: Employees working 15 or more hours per week are required to contribute to the Public Employees' Retirement System (PERS) through mandatory monthly payroll deductions. Contribution percentages may change periodically.

Travel and Per Diem: The Chugach School District provides travel allowances and per diem for classified employees on official District business. Mileage and per diem reimbursement is paid at the Board-authorized rate. Advance payments for travel are only made in emergencies or for significant pre-paid expenses. All travel must be pre-approved by the Superintendent.

Health/Life Insurance: After a 60-day probationary period, full-time employees (working 30+ hours per week) are eligible for District-provided Group Health and Life Insurance, which includes medical, dental, vision, audio care, life insurance, and accident/death/dismemberment benefits. Dependent medical coverage is available for spouses and children.

Upon termination, COBRA coverage is available at cost. For details, applications, and an information booklet, contact the District Office. CSD reserves the right to modify health coverage or providers as needed.

Elections: Employees have the right to sufficient time to vote in Municipal, Borough, State, or Federal elections if their normal work hours prevent them from voting during polling hours. Please see your supervisor to schedule time off to vote.

#### Other Benefits:

1. All employees are covered by Workers' Compensation Insurance.
2. All employees are covered by Unemployment Insurance. However, employees working at school sites who plan to return the following school year are not eligible for coverage during summer months.
3. Reimbursement for Course Work: In order that employees are able to perform their duties at the highest and most satisfying level possible, The District will reimburse classified employees for tuition fees and books upon satisfactory completion of course work provided (1) the employee has received advance approval, and (2) the course work is relevant to the employee's position.
4. Tax Sheltered Annuities: District employees may elect to take a tax-sheltered annuity, which is deducted from paychecks each month.

#### Grievances/ Complaints :

- The School Board recognizes the need for providing employees with a process for addressing concerns regarding issues which are not subject to formal grievance procedures.
- The Superintendent or designee shall establish complaint procedures which encourage the prompt resolution of conflicts.
- The Board expects that employees and supervisors will make every effort to resolve employee complaints and disagreements informally before resorting to formal complaint procedures.

Chain of Command: When complaints cannot be settled informally between employees and supervisor, they should be referred to the next highest source of responsibility.

Employee to Head Teacher or Principal then to District Administrator then to Superintendent then to School Board. Always take complaints to the next highest source of responsibility.

## **Compensation and Benefits:**

- Salary schedules here

## **DEFINITION OF TERMS**

### **Board**

The School Board of the Chugach School District.

### **Day**

A calendar day, except where specified as a workday.

### **District or Employer**

Chugach School District.

### **Full-Time Employee**

An employee in a regularly budgeted and scheduled position who is employed for **30 hours per week or more** and has completed the probationary period.

### **Immediate Family**

Includes husband, wife, father, mother, son, daughter, brother, sister, grandparent, grandchild, guardian, or a person having the same relationship to the employee's spouse.

### **Immediate Supervisor**

The lowest level of management with evaluative responsibilities over an employee or group of employees.

### **Part-Time Employee**

An employee in a regularly budgeted and scheduled position who is employed for **less than 30 hours per week** and has completed the probationary period.

### **Personnel File**

All written documentation pertaining to an employee, maintained in the employee's official file by the District Office.

### **Probationary Employee**

An employee who has been appointed to a regular part-time or full-time position and has not yet completed their first **90 days** of employment.

### **Regular Employee**

An employee who has completed the probationary period in a regularly budgeted and scheduled position and who is employed for at least **3 hours per day** or **15 hours per week**. This does not include added duty positions.

**Temporary Part-Time Employee**

An employee hired for a specific period of time or project, regardless of the number of hours worked per week. A temporary part-time employee is not eligible for benefits unless specifically stated in the terms of employment.

**Year**

July 1 through June 30 unless otherwise specified.



## CHUGACH SCHOOL DISTRICT

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MEMO 25-01

TO: CSD School Board  
FROM: Ty Mase  
DATE: 3-11-25  
RE: Purchase of Whittier Condo

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### **BACKGROUND:**

As discussed in a prior meeting, Whittier rentals are becoming increasingly expensive and hard to find. In order to recruit and retain the best possible educators for Whittier School, it has been decided to purchase an additional condo in the BTI. The Parrett family has offered their condo for rent to Whittier teachers for many years and have now decided to sell.

A price of \$75,000 has been agreed upon for the purchase of unit 907 in Begich Towers.

### **SUGGESTED MOTION:**

A motion to approve the purchase of Begich Tower Unit 907 off of Lincoln Parrett for \$75,000 and the district's share of closing costs.



[WWW.CHUGACHSCHOOLDISTRICT.COM](http://WWW.CHUGACHSCHOOLDISTRICT.COM)



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