

# Chugach School District

9312 Vanguard Drive  
Anchorage, AK 99507-5355  
(907) 522-7400 Phone  
(907) 522-3399 Fax  
[www.chugachschooldistrict.com](http://www.chugachschooldistrict.com)



---

*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:** Monday, April 28, 2025

**PLACE:** District Office

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

### April 28, Board Meeting

**TIME:** 8:30 AM

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. Technology w/ Serena	
CSD	New
-Board	Website Profiles
Boardbook	Refresher
-Agendas	
-Zoom	links
Emails/Communications	
-Texting	
Zoom Phones Update	
b. Bylaws Overview	
CSD Board Bylaw Review	5
c. Board Goals and Focus Areas	
25 Focus Areas	6
Board Goals	7
d. Finance: Cost of Living and Classified Salaries	
Classified Salaries	8
e. Chenega CIP Budget Overview	
Project Budget Amended - CHE	9
f. Year in Review - A look back at the 24/25 School Year	
25	10
g. Unrulr Implementation and Focus Close Up	
h. ANEP Grant and Voyage School Funding	
MOA ANEP Choice Grant24-25	13

4. APPROVAL OF AGENDA

5. PLEDGE OF ALLEGIANCE

6. 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.

7. APPROVAL OF MINUTES	
8. INTRODUCTION OF GUESTS and/or ANNOUNCEMENTS	
9. BOARD OF STARS	
10. REPORTS AND PRESENTATIONS	
a. Student Rep Report	
b. CFO Report	
April Board Report	16
c. CSA Report	
CSA Report - April 28	17
d. Whittier EAC Minutes	
Mar EAC Meeting Agenda	20
EAC Meeting Agenda April	22
e. Chenega EAC Minutes	
EAC April 1 2025	24
f. Communications	
Chugach Calendar Waiver3-24-25	26
Commissioner Letter Regarding Title VI Assurances	27
11. PUBLIC COMMENT ON AGENDA ITEMS	
12. BOARD COMMENT	
13. ITEMS OF BUSINESS	
a. Site Calendars	
Che 2025-2026 Calendar	29
2026 Tatitlek Calendar	30
2025-2026 WHT Calendar Draft(1)	31
2025-2026 VTE Calendar	32
2025-2026 Focus Calendar Draft(1)	33
b. David Totemoff Memorial Scholarships	
c. Service Contracts	
Wild Free Kids OT Propal MOA signed	34
Knutson MOA	38
d. Tatitlek Request for Property Deed	
property transfer	47
e. District-wide Administrator Contract Approval	
MEMO 25	48

14. OLD BUSINESS

- a. Second Reading of CSD 25/26 School Year Budget  
FY2026BUDGET CSD

49

15. NEXT BOARD MEETING - Zoom meet in late May (if needed)

Board Meeting Proposal

68

Chugach School Board Standard Operating Procedure

69

16. 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.

## CSD Board Bylaw Review

Go to: [www.chugachschoools.com](http://www.chugachschoools.com)

Click on: Board Policy (top/middle of the page)

Click on: Blue folder "Series 9000 Bylaws of the Board"

Spend 15 minutes reviewing as many bylaws as you can (36 total). Pick two bylaws to share with the rest of the board (when the 15 minutes is up). They can be areas of interest, bylaws you have questions on, something that you learned or any other "Ah Ha" moment.

## **Chugach School District - 24/25 Focus Areas**

### **Process Efficiencies/Digitizing:**

- Travel
- Payroll/Timesheets
- Purchasing
- Expense Reimbursements
- Allotments
- Student Records

### **DO Facility Focus on Kids:**

- Homeschool Space
- Early Childhood/Multipurpose Space
- Renovation: LEDs, Plumb/Heat, Floors, Paint, Lawn

### **Student-Centered:**

- Competencies - Continue to innovate and lead in the world of competency-based education. Student-centered, project-based elective credits.
- Expand on student wellness initiatives
- Targeted Interventions in Literacy and Math

### **Focus Homeschool:**

- Build Sense of Community
- Attractive allotments/offering
- Ethical Practices
- Process Efficiencies
- Create student-friendly spaces

### **Staffing:**

- Continue "Family First"
- Focus on Recruitment and Retention

### **Other:**

- Expand and grow partnerships
- Capital Improvement Projects
- Develop process and procedure manual
- Management of grant funds
- Integration of AI

## 2024/2025 Chugach School District Board Goals

### Goal #1: Efficiencies and Refinements

1. **Improve Efficiencies:** Enhance district-wide efficiency in areas such as finances, records retention, and facility usage.
2. **Leverage AI:** Integrate AI to optimize district operations and educational outcomes.
3. **Preventive Maintenance Plans:** Implement and maintain comprehensive preventive maintenance plans.
4. **Strategic Plan Review:** Regularly review and refine the district's strategic plan.

### Goal #2: Assuring and Supporting Curriculum and Resources

1. **Support ELA and Math Resources:** Ensure robust support for English Language Arts and Math instruction/intervention.
2. **Promote Student Wellness:** Strengthen initiatives for student wellness and mental health.
3. **Sustainable Scholarship Program:** Further develop and sustain a long-term scholarship program.

### Goal #3: Community and Communication (All Stakeholders)

1. **Enhance Parent Engagement:** Improve communication, education, and engagement with parents.
2. **Strengthen Relationships:** Foster collaboration and strengthen relationships across the community.
3. **Support Staff:** Provide comprehensive support for teachers and all staff members.
4. **Update Handbook:** Revise and update the Student/Parent Handbook.
5. **Engage with EACs:** Maintain strong communication and support with Educational Advisory Committees (EACs).

## Subject: Concerns Regarding Wage Adjustments and Regional Cost of Living

The Chugach School District is increasingly concerned that our current annual wage adjustment of \$0.50 per hour is not keeping pace with the rising cost of living in key areas where many of our staff live and work, including Prince William Sound, Anchorage, and Fairbanks.

Over the past few years, these regions have experienced substantial increases in housing costs, utilities, transportation, and general goods and services—trends that are reflected in statewide inflation data and economic reports. Unfortunately, our existing wage escalation model has not matched the rate of these increases, potentially impacting our ability to:

- Recruit and retain qualified staff
- Remain competitive with neighboring districts and other employers
- Support the financial well-being and stability of our current employees

### Regional Inflation Rates vs. Wage Increases

- **Anchorage:** The Consumer Price Index (CPI) for Urban Alaska, which includes Anchorage, rose by **2.9%** from February 2024 to February 2025. [Bureau of Labor Statistics](#)
- **Fairbanks:** While specific CPI data for Fairbanks isn't readily available, the U.S. military's cost-of-living index for 2024 rates Fairbanks at **128**, indicating it's **28% above** the national average. [Juneau Empire](#)
- **Prince William Sound:** Detailed CPI data for this region is limited, but it's reasonable to infer similar or higher cost-of-living increases due to its remote location and reliance on transported goods.

In contrast, the Chugach School District's current wage adjustment is **\$0.50 per hour annually**, which equates to approximately a **2% increase** for a \$25/hour employee. This increment falls short of matching the regional inflation rates, particularly in Anchorage and Fairbanks.

### Implications for Staff

- **Housing Costs:** In Anchorage, shelter costs have increased by **3.6%** over the past year. [Bureau of Labor Statistics](#)
- **Food Prices:** The food index in Anchorage rose by **5.1%**, with food at home increasing by **4.1%** and food away from home by **7.8%**. [Bureau of Labor Statistics](#)
- **Utilities:** Electricity prices in Anchorage increased by **14.6%** over the past year. [Bureau of Labor Statistics](#)

### Conclusion

The preliminary data indicates that the Chugach School District's annual wage increase of \$0.50 per hour does not match the rising cost of living in our Alaskan regions.

As a district committed to valuing and investing in our people, we probably should open discussions on sustainable, data-informed adjustments that ensure Chugach remains an employer of choice and a strong supporter of our community workforce.

**CSD CIP Project Budget Amended**

<b>Cost Category</b>	<b>Tatitlek Total Project Budget</b>	<b>Chenega Total Project Budget</b>	<b>Amendment – Combined Projects</b>	<b>Revised Project Budget to Meet Bid Proposal</b>	<b>Actuals - Chenega</b>	<b>Actuals- Tatitlek</b>
Construction Management	\$111,726	\$91,853	\$203,579	*\$103,579	\$1,725.00	\$1,725.00
Land	\$0	\$0	\$0	\$0	\$0	\$0
Site Investigation	\$0	\$0	\$0	\$0	\$0	\$0
Design Services	\$558,632	\$459,269	\$1,017,901	\$1,017,901	\$553,714.37	\$602,570.68
Construction	\$5,586,316	\$4,592,685	\$10,179,001	\$10,378,060	\$4,931,969	\$329,425.49
Equipment	\$75,787	\$90,710	\$166,497	\$166,497	\$127,782.49	\$0
Dist. Admin. Overhead	\$502,777	\$413,341	\$916,118	**\$817,059	\$78,980.66	\$54,062.42
Percent for Art	\$0	\$0	\$0	\$0	\$0	\$0
Project Contingency	\$279,316	\$229,634	\$508,950	\$508,950	Included in construction #	Included in construction #
Totals	\$7,114,554	\$5,877,492	\$12,992,046	\$12,992,046	\$5,694,171.52	~~~~~

\*\$100,000 Moved to Construction

\*\*\$99,059 Moved to Construction

\*\*\*\$359,272 Tatitlek Alternate No. 1 (CTE) subtracted from lump sum bid

Bid Total Less Tatitlek Alternate #1 = \$10,378,060



## CHUGACH SCHOOL DISTRICT

---

### Looking Back: Highlights from 2024–25 School Year

As we gear up for the 2025–26 school year, it's worth pausing to reflect on the accomplishments and growth that made this past year a successful one for Chugach School District.

#### Our Kids Traveled

Thanks to the strong support of the Board, our students engaged in meaningful educational experiences beyond their communities, including:

- Washington D.C. CloseUp – two student groups
- Native Youth Olympics (NYO)
- Cultural Heritage Week
- Grand Canyon ODL trip
- Juneau Legislative Lobbying
- Inter-village and local road system field trips

These trips expanded student horizons, fostered community connections, and reinforced learning beyond the classroom!

#### CSD Pushes Forward in Competency-Based Learning

We again sent a team to the Aurora Conference which is the Nation's largest competency-based conference. As always, it spurred much forward thinking and our Instructional Task Force returned with Unrulr to help us with shifting CSD away from elective standards and into a more student-centered model with competencies. Competencies were implemented this school year, and starting next year, will be tracked with Unrulr.

In addition, CSD staff has attended several AI trainings which has led to Integration and adoption of policy. CSD continues to lead in adoption of AI



[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





## CHUGACH SCHOOL DISTRICT

---

### Teacher Recruitment and Retention

We're proud to report 100% certified staff retention this year, along with several outstanding new hires:

1. Mandy Anderson – Anchorage Focus Teacher
2. Masen Smith – Whittier Middle School Generalist
3. Cindy Diggs – Business Manager
4. Marco Christian – District-wide Administrator

We also celebrate a second CSD teacher joining the UAA M.Ed. Cultural Education program, a unique pathway to a master's degree that honors rural teaching experience.

Teacher housing in Whittier has expanded as well, with the district securing a second condo unit to support future recruitment and retention efforts.

### A Strong Year for CSD Finance

We bid farewell to our longtime Business Manager, Adrienne Flemming, whose 25+ years of service helped shape the financial stability of CSD.

Financial achievements include:

- A clean audit from Altman and Rogers Accounting
- Continued focus on digitization, efficiency, and process improvement
- \$150,000 in investment income—bringing about \$13,000/month back into our classrooms!

### Facilities & Renovations

- District Office (DO) Renovations: Focus Homeschool has relocated to the more spacious ground level, maximizing instructional space.
- Chenega Renovations: Largely completed this year.
- Tatitlek Remodel: Planning is now underway.



[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





# CHUGACH SCHOOL DISTRICT

---

## Board Growth

We're pleased to welcome new board members:

- Bibo Chung – Whittier Seat B
- Gabby Parry – Student School Board Representative

Their contributions already reflect thoughtful leadership and fresh perspectives.

## Corporate Support Continues

Our partnerships with Chenega and Tatilek Corporations remain strong and essential. These collaborations are central to providing vibrant, culturally-relevant education in our village schools.

---

## To Close

From student travel and competency-based education to financial success and school improvements, 2024–25 was a year of progress, innovation, and pride for Chugach School District. Here's to building on that momentum as we head into another exciting year!



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



9312 VANGUARD DRIVE ANCHORAGE, AK 99507



907-522-7400

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



## **Memorandum of Agreement**

Lower Yukon School District

### MEMORANDUM OF AGREEMENT

This MEMORANDUM OF AGREEMENT, dated this 4th day of October, 2024 is by and between Chugach School District, hereinafter referred to as partnering district, and Lower Yukon School District, hereinafter referred to as managing district.

#### WITNESSETH:

WHEREAS, Lower Yukon School District and partnering district desire to enter into this Agreement; NOW, THEREFORE, in consideration of the mutual covenants and agreement set forth herein, the parties agree as follows:

1a. Salary Reimbursement = \$61,200

Project Director

Lower Yukon School District (managing district) agrees to reimburse Chugach School District (partnering district) the sum of \$61,200 from August 1, 2024 to July 31, 2025 to be billed quarterly.

- \$15,300 in October
- \$15,300 in November
- \$15,300 in January
- \$15,300 in April

1b. Salary Reimbursement = \$24,215.20

Project Coordinator Voyage School

Lower Yukon School District (managing district) agrees to reimburse Chugach School District (partnering district) the sum of \$24,215.20 from August 1, 2024 to July 31, 2025 to be billed quarterly.

- \$6053.80 in October
- \$6053.80 in November

- \$6053.80 in January
- \$6053.80 in April

1c. Salary Reimbursement = \$45,155

School Counselor Voyage School

Lower Yukon School District (managing district) agrees to reimburse Chugach School District (partnering district) the sum of \$45,155 from August 1, 2024 to July 31, 2025 to be billed quarterly.

- \$11,288.75 in October
- \$11,288.75 in November
- \$11,288.75 in January
- \$11,288.75 in April

1d. Salary Reimbursement = \$30,269

School Counselor Certified Teacher

Lower Yukon School District (managing district) agrees to reimburse Chugach School District (partnering district) the sum of \$30,269 from August 1, 2024 to July 31, 2025 to be billed quarterly.

- \$7567.25 in October
- \$7567.25 in November
- \$7567.25 in January
- \$7567.25 in April

2. Fringe Benefit Reimbursement = \$84,925.88

Lower Yukon School District (managing district) agrees to reimburse Chugach School District (partnering district) the total sum of up to \$84,925.88 from August 1, 2024 to July 31, 2025 for fringe benefits to be billed quarterly.

4. Tuition = \$243,200

Lower Yukon School District (managing district) will reimburse Chugach School District (partnering district) up to \$243,200 for Voyage School services to meet all CHOICE project goals from October 1, 2024 – September 30, 2025 to be billed at conclusion of each session.

5. Term: Scope of Contract

The term of this agreement shall be in effect from August 1, 2024 to July 31, 2025.

IN WITNESS WHEREOF, this Memorandum of Agreement has been signed on the 4th day of October, 2024.

\_\_\_\_\_

Lower Yukon School District

By: John Hargis

Title: Superintendent

  
\_\_\_\_\_

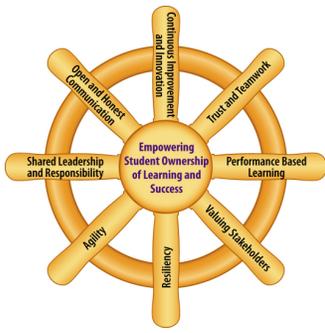
Chugach School District

By: Ty Mase

Title: Superintendent

**Statement of Activity by Fund and Function**  
**March 31, 2025**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Y-T-D Actual</u>	<u>Variance</u>
Total Revenues	6,370,798.00	4,778,098.50	4,247,672.87	(530,425.63)
<u>Expenses</u>				
Total Instruction	3,356,432.00	2,517,324.00	2,146,185.10	371,138.90
Total Special Education Instruction	167,000.00	125,250.00	66,593.05	58,656.95
Total Special Education Support Services - Student	279,788.00	209,841.00	146,226.67	63,614.33
Total Support Services - Instruction	1,273,506.00	955,129.50	250,774.41	704,355.09
Total School Administration	227,055.00	170,291.25	111,883.57	58,407.68
Total District Administration	331,875.00	248,906.25	388,530.60	(139,624.35)
Total District Administration Support Services	347,650.00	260,737.50	282,338.87	(21,601.37)
Total Operation and Maintenance of Plant	594,589.00	445,941.75	260,185.47	185,756.28
Total Community Services	0.00	0.00	3,500.00	(3,500.00)
Total Expenses	6,577,895.00	4,933,421.25	3,656,217.74	(5,345,354.20)
Excess Revenue Over (Under) Expenditures	(207,097.00)	(155,322.75)	591,455.13	(2,295,102.84)



# Chugach School District

9312 Vanguard Drive, Suite 100  
Anchorage, AK 99507-5355  
(907) 522-7400 Phone  
(907) 522-3399 Fax  
[www.chugachschooldistrict.com](http://www.chugachschooldistrict.com)

**Date: April 28, 2025**

**To: Chugach School Board**

**From: Ty Mase**

**RE: Chief School Administrator's Report – April 2025**

---

## Capital Projects: Tatitlek Remodel Draft Construction Schedule: Summer 2025

April – Mobilization and barging begin

May – Barricades/safety systems, hazmat removal, roof demo, civil/site utilities, roof build-up/framing, rough mechanical, electrical, sprinkler system, interior demo.

June – Door replacement, exterior windows, interior carpentry, drywall, paint, new roofing, flashing, structural work

July – Reflected ceilings, finish carpentry, finish mechanical, electrical, and sprinkler system

August – Decks, entry and flooring, final grading

September – Additions and corrections, demobilization

## Tatitlek CIP – Scope of Work:

### General

1. Replace and provide new metal roof at sloped gym roof.
2. Remove existing siding and replace with metal panel system and added insulation. Replace deteriorated substrate.
3. Add structural bracing, to the lower-level playground area.
4. New exterior doors
5. Replace deteriorating entry decks at both doors of building.
6. Demolish deteriorating deck at lower level.
7. Replace windows of school.
8. New Gym flooring - cushion backed vinyl sheet product in a wood maple pattern with game lines for basketball and volleyball and school logo. Taraflex Sport M Plus by Gerflor. Gerflorusa.com.
9. Replace gym ceiling, and seismically brace tile ceiling, with new basketball hoops to be provided.
10. New flooring throughout school.
11. Patch, repair and paint gypsum wallboard walls.



Whittier Community School  
(907) 472-2575

Valdez FOCUS  
Homeschool  
(907) 835-5528

Tatitlek Community School  
(907) 325-2252

Anchorage FOCUS  
Homeschool  
(907) 522-7400

Chenega Bay Community School  
(907) 573-5123

Fairbanks FOCUS  
Homeschool  
(907) 457-2545

Voyage to  
Excellence  
(907) 222-2712





# Chugach School District

9312 Vanguard Drive, Suite 100

Anchorage, AK 99507-5355

(907) 522-7400 Phone

(907) 522-3399 Fax

[www.chugachschooldistrict.com](http://www.chugachschooldistrict.com)

12. New paint on walls and doors throughout the school.
13. New casework throughout school.
14. Restrooms to be updated, including finishes, toilet partitions, and fixtures.

### Mechanical

15. New food prep sink and range hood with fire suppression.
16. Automatic gas shut off to kitchen cooking equipment.
17. New condensing type boilers, circulating pumps and automatic boiler controls.
18. Replace heating control systems with Direct Digital Control for automatic operation.
19. New hydronic heat piping

### Electrical

20. Remove and replace fire alarm panel and devices for a manual system along with ADA compliant signaling devices.
21. Remove and replace the generator and associated apparatus.
22. New LED lighting throughout building.

### Site Work

23. Provide secondary containment ditching to remove accumulating water.
24. Extend roof drain downspouts away from the building.
25. Repair gabion baskets.

**Change Orders:** Drainage plumbing, gym wall coverings, new water lines, exterior plywood at main entry replacement

### **Board 1099s:**

A communication item for the Board: Since CSD board members are not employees of the district, our auditors have expressed that we should not be paying monthly Board stipends via payroll but instead just paying individual Board members through ACH and doing a 1099 at the end of the fiscal year. This change will take place July 1, 2025.

### **TEKDA Grant:**

I wanted to provide a brief update regarding the status of the TEKDA Grant. As of now, the grant remains suspended. While the grant administrators previously requested that we revise our initial proposal to remove DEI language, which we did, the suspension has not been lifted.

At this point, we are evaluating the overall impact and alignment of this program and the possibility of disengaging from the grant entirely and redirecting our efforts elsewhere.



Whittier Community School  
(907) 472-2575

Tatitlek Community School  
(907) 325-2252

Chenega Bay Community School  
(907) 573-5123

Valdez FOCUS  
Homeschool  
(907) 835-5528

Anchorage FOCUS  
Homeschool  
(907) 522-7400

Fairbanks FOCUS  
Homeschool  
(907) 457-2545

Voyage to  
Excellence  
(907) 222-2712





# Chugach School District

9312 Vanguard Drive, Suite 100

Anchorage, AK 99507-5355

(907) 522-7400 Phone

(907) 522-3399 Fax

[www.chugachschooldistrict.com](http://www.chugachschooldistrict.com)

## Important Dates to Remember:

- May 7-11 Tatitlek Cultural Heritage
- May 11 – Last day for Tatitlek elementary students
- May 20 Whittier Graduation
- May 22 Whittier and Chenega's Last Day
- May 24 Last Student Day Tatitlek (secondary)
- August 1 Filing deadline for Declaration of Candidacy forms for school board

## Policy Overview:

### BB 9124 ATTORNEY

The School Board may use the services of private attorneys to meet the needs of the district. The Board-appointed legal counsel shall render legal advice to the Superintendent or designee and the Board and perform other administrative duties as assigned by the Board and Superintendent or designee.

The Superintendent or designee may confer with the district's legal counsel at his/her discretion.

(cf. 9200 - Members Limits of Authority)

(cf. 9321 - Executive Sessions)

Adopted: March 2, 2006



Whittier Community School  
(907) 472-2575

Tatitlek Community School  
(907) 325-2252

Chenega Bay Community School  
(907) 573-5123

Valdez FOCUS  
Homeschool  
(907) 835-5528

Anchorage FOCUS  
Homeschool  
(907) 522-7400

Fairbanks FOCUS  
Homeschool  
(907) 457-2545

Voyage to  
Excellence  
(907) 222-2712



EAC Meeting Agenda  
March 19, 2025

In attendance: Andrea Korbe, Jen Childress, Josh Hall, Adeline Knavel, Lori Borg, Stephanie Atonio, Jesse Walts, Shelby Carlson, Charity Atonio, Stacy Korbe, Eli Atonio, Nick Swain, Rachel Swain, Nelson Vaimoa

- I. Call to Order—5:35pm
  
- II. Old Business
  - a. May field trips (CHW, Cordova)
    - a. Culture Week is May 5-10
    - b. Cordova Shorebird Festival is May 9-12
  - b. Reading Week (March 17-21)
  - c. Ski Fundraiser
    - a. Total needed: about \$5000
    - b. 2/27 bake sale--\$1000
    - c. Spring break movie nights
  - d. Q3 Conferences
    - a. Conferences will be 3/24-3/27.
      1. Stephanie A. will be calling to schedule
  - e. AK Star
    - a. Window is 3/25-4/25
      1. Whittier state testing will be 4/7-18
  
- III. New Business
  - a. Community Health Fair—April 10
  - b. Inservice, No School—April 17-19
  - c. Graduation—May 20
  - d. Interest in Missoula Children’s Theater for next year?
    - a. Total cost: about \$25,000—general consensus not to pursue for 25-26 school year but to perhaps revisit during the next visit FOCUS organizes
  
- IV. Announcements

- a. Nick & Rachel passed on \$377 they raised at movie nights over spring break and a \$500 check from ILWU 60W both to be used towards the ski fundraising
- b. Shelby gave a brief board update—3/19—executive session evaluation of the Chief School Administrator and the board self-eval, 3/20—board meeting to include the first reading of the budget

Next meeting: April 23 @ 5:30pm in the homeowner's lounge

Adjourn-5:50pm

EAC Meeting Agenda  
April 23, 2025

In attendance: Stephanie Burgoon, Victor Shen, Bibo Chung, Shelby Carlson, Adeline Knavel, Jen Childress, Josh Hall, Regina Turituri, Ross Carlson, Jason Cates, Jesse Walts, Britta Pese

- I. Call to Order at 5:40pm
- II. Old Business
  - a. Community Health and Job Fair – City of Whittier and Public Health Nurse put it on which was great, give aways were awesome, Red Cross nurses were great, students really liked it
  - b. Inservice – Unruler, way to document student learning and reflection, will be used district wide, Whittier students already signed in and will be using soon
  - c. Graduation – May 20 at 6pm, Stacy Korbe and MJ Nonog graduating
  - d. Ski Fundraising – currently have raised \$3100, \$1500 grant from Nordic Ski Association, \$5100 is final goal, skis have been ordered using Student Activity Fund for balance and will be paid back to Student Activity fund through additional fundraising such as Movie Night on Thursday, May 7
- III. New Business
  - a. State Testing
    - a. All students have completed testing for AK Star
  - b. Whittier Calendar for 25-26
    - a. Reviewed and approved by EAC members
- IV. Announcements
  - a. Josh from KMTA will be in Whittier on Thursday to discuss Coastal Connections summer camp with students and parents
    - a. Summer Camp is for 11-14 year old students
    - b. Summer Camp is from June 24-27
  - b. Victor looking for feedback on high school activities for end of year
    - a. Biking
    - b. Kayak/self rescue
    - c. Hiking
    - d. Car camping

- c. Bibo proposed a magician coming to perform a magic show at the school on September 23, 2026. He is an Alaskan magician who is performing at TrendAlaska in Anchorage and is willing to come to Whittier free of charge. We can use it as a fundraiser by selling tickets, inviting neighboring communities (i.e. Girdwood, Moose Pass), and selling food. EAC discussed and approved the show.

Next meeting: May 7 at 5:30pm

Adjourn at 6:33pm

Chenega School  
PO Box 8030  
Chenega, Alaska 99574  
(907) 573- 5129 Phone  
(907) 573 -5137 Fax

Education Advisory Committee (EAC) Unofficial Agenda 04/01/2025

1. Call to Order at 2:45 pm
2. Attendees
  - Camille
  - Sue
  - Gail
  - Melonie
  - Gabriella
3. Head Teacher Report
  - Approval of 2025-2026: Suggest that the dates for state testing be highlighted on the district calendar. The calendar has been approved.
  - State testing started last week. We tested this morning and will have the final test on Thursday. Make-up days will be on April 17<sup>th</sup>.
  - The school will be closed from April 9<sup>th</sup> to 11<sup>th</sup> due to Ms. Camille and Mrs. Parker being out of town. It will resume on the 21<sup>st</sup> with Raven substituting for Mrs. Parker.
  - Inservice will be April 17-18<sup>th</sup>. Sue will be starting back and will hold school those days. Raven will sub for Ms. Camille's class.
  - Doug Penn, Coastal Studies, and Ms. Sheryl will be here April 21-23.
  - NYO will be April 24-25<sup>th</sup>. Coach Joey will not be coaching
  - CHW May 5<sup>th</sup>-9<sup>th</sup>
  - Saturday school May 3<sup>rd</sup>
  - Ms. Camille will be out for Xaria's graduation May 12-13. Raven will substitute.
  - May 16-25 Close-up, Memorial Day off on May 26<sup>th</sup>
4. Mrs. Parker Teacher Report
  - Starting on earth science: learning about the parts of the plant. Students have also been looking at bugs and discussing them.
  - In the morning, students work on researching the computer, learning how to "Google" without copying the information but putting it in their own words.
  - Still working hard in math, the 2<sup>nd</sup> grader wants to learn multiplication.
  - Raven is helping out with Wright. She also does a lot of crafts with the kids.
  - Spring fever has hit, and the kids want to be outside.
  - Gail wanted to know the scope of Raven's work with the kids

- i. Raven does calendar time in the morning. She also starts the kids on their journals while Sue cleans the kitchen. She also spends a lot of time with the preschool students. She takes them to the gym at 11:30.
5. Gail Report
  - Next School board meeting is at the end of April
  - They might hear if there is any additional money on the BSA
6. School Board Representative Report: Gabriella
  - On the 15<sup>th</sup> of April, Gabby will have her first student Rep. meeting with the district.
  - She is trying to get Julie to take her place once she graduates.
7. 2025-2026 school calendar: Approved
8. State Testing: how did it go? Still ongoing
9. CHW Tatitlek 2025 May 5-9
10. NYO (recap 2024 Jubal for 2<sup>nd</sup> Place Metal at State NYO)
11. Next EAC Meeting (First Tuesday of the month.) April 29<sup>th</sup> or May 1 or 2nd
12. The meeting Adjourned at 3:38 p.m.



THE STATE  
of **ALASKA**  
GOVERNOR MIKE DUNLEAVY

**Department of Education  
& Early Development**

OFFICE OF THE COMMISSIONER

333 Willoughby Ave., 9<sup>th</sup> Floor, SOB  
P.O. Box 110500  
Juneau, Alaska 99811-0500  
Main: 907.465.2800  
TTY/TDD: 907.465.2815  
Fax: 907.465.2806

March 24, 2025

Ty Mase, Chief School Administrator  
9812 Vanguard Drive  
Anchorage, AK 99507

Dear Mr. Mase:

This letter is in response to your request dated March 24, 2025, to waive the provisions in AS 14.03.030 that a school term include at least 170 student days and 180 total days in session or 740 hours of instruction for K-3 and 900 hours for grades 4-12. You requested that the Tatitlek School modify their calendar to accommodate a comprehensive school remodel schedule for Spring of 2025. Your plan to modify the 2025-2026 school calendar to begin school on September 15, 2025, by adjusting instructional hours to 740 hours for grades kindergarten through three and 900 hours for grades four through twelve meets the statutory requirements for instructional time.

The calendar waiver request is approved. Please be sure to update each calendar in the online calendaring tool.

If there is any other way the Department can offer support, please let us know. Brendan Verbrugge (Brendan.verbrugge@alaska.gov) is available to assist if needed.

Sincerely,

A handwritten signature in black ink, appearing to read "Deena Bishop".

Dr. Deena Bishop  
Commissioner

Cc: Brendan Verbrugge, Research Analyst



THE STATE  
of **ALASKA**  
GOVERNOR MIKE DUNLEAVY

**Department of Education  
& Early Development**

OFFICE OF THE COMMISSIONER

333 Willoughby Ave., 9<sup>th</sup> Floor, SOB  
P.O. Box 110500  
Juneau, Alaska 99811-0500  
Main: 907.465.2800  
TTY/TDD: 907.465.2815  
Fax: 907.465.2806

April 18, 2025

Dear Superintendents,

Thank you for your questions and engagement surrounding the U. S. Department of Education's requests regarding Title VI.

On April 4, 2025, I forwarded to you an April 3, 2025, letter from the United States Department of Education (US ED), titled *Reminder of Legal Obligations Undertaken in Exchange for Receiving Federal Financial Assistance and Request for Certification under Title VI and SFFA v. Harvard*. This letter seeks certification from state departments of education and school districts that they will comply with legal obligations outlined in the April 3 letter, including Title VI of the Civil Rights Act of 1965. US ED has advised that failure to comply with federal law may result in enforcement actions, including the loss of federal funding.

On April 11, 2025, I reached out with an update on this matter—that per US ED's directive, I was forwarding the agreement between the National Educational Association (NEA) and the United States Department of Education (US ED), which came about after NEA filed a motion for a temporary restraining order in the U.S. District Court for the District of New Hampshire. This agreement addressed the US ED's letter of April 3, 2025.

I am writing now to provide an additional update regarding the April 3 letter and the request for certification. First, I want to confirm that I will be signing the certification on behalf of DEED and submitting it to the U.S. Department of Education by April 24. This action, consistent with our past practice, affirms Alaska's compliance with federal anti-discrimination laws.

We are requesting that the superintendent or chief school administrator of each district sign the FY2026 Consolidated Federal Programs Assurances & Certifications Packet. First, please **email the signed certification form to [deborah.riddle@alaska.gov](mailto:deborah.riddle@alaska.gov) by 5:00 p.m. on April 24, 2025**. Then, as part of the standard process, you will upload this signed packet to your Consolidated Application as you normally do.

If you need more time to return the signed certification, please reach out to me with the reason for the extension request and your anticipated submission date. I understand that some of you may need extra time. Thank you to the superintendents who have already submitted the certification form. As a reminder, like most state and school district records, the requested certification is subject to public inspection under the Public Records Act.

DEED will be maintaining these certification forms on file, just as it has maintained previous annual assurances from school districts submitted as part of the Consolidated Federal Programs Assurances and Certifications packet. As noted in my April 4<sup>th</sup> email, LEAs are already required to sign assurances as part of this packet that include the assurance that recipients will comply with Title VI of the Civil Rights Act.<sup>1</sup>

As you review the attached certification form, you may also wish to consult prior communication and resources from US ED related to the obligations of recipients of federal funding, including the attached February 14, 2025, *Dear Colleague Letter* and *Frequently Asked Questions About Racial Preferences and Stereotypes Under Title VI of the Civil Rights Act*.

Finally, I want to reaffirm our collective commitment to ensuring that every student in Alaska receives an education free from discrimination. As superintendents, we have a responsibility to uphold fairness and equal opportunity for all students. This is a long-standing principle. As the Governor noted recently on Elizabeth Peratrovich Day, Alaska enacted the first anti-discrimination law of its kind in the United States.

I thank you in advance for your commitment to the students of Alaska and your commitment to providing an education free of discrimination. I look forward to our biweekly superintendent meeting on Monday, April 21 and would be happy to discuss this issue then as you may have additional questions.

Warm regards,



Deena M. Bishop, Ed.D.

---

<sup>1</sup> See Consolidated Federal Programs Assurances and Certifications packet, attached to my April 4, 2025 email to all superintendents. Page 5, Items 12 and 13, state:

12. That equal access to educational programs and services is provided to all students. The eligible recipient will not discriminate against any student and will comply with the provisions of Title VI of the Civil Rights Act of 1964; Title IX of the Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973; and the Individuals with Disabilities Education Act of 1990, and regulations implementing these statutes.

13. That provisions will be made to provide program and facility access and opportunities for students who desire to participate in these services, programs, and activities regardless of race, national origin, disability, language proficiency, pregnancy, parenting, or marital status.

# 2025-2026 Chugach School Calendar

School Year Calculation	
Days in Session:	170
Legal Holidays:	6
Teacher Work Days:	4
Inservice Days:	10
Total Days:	190

Calendar Key	
Inservice Days	IS
Teacher Work Days	W
School Opens	SO
End of Quarter	E
Legal Holidays	H
Vacation Days	V
School Closes	SC
Saturday School	SS
Parent-Teacher Con	PM
Russian Orthodox	R

1st Quarter Ends:	October 31, 2025
2nd Quarter Ends:	January 16, 2026
3rd Quarter Ends:	March 20, 2026
4th Quarter Ends:	June 5, 2026

July 2025							August 2025							September 2025							October 2025								
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S		
		1	2	3	4	5						1	2		1	2	3	4	5	6				1	2	3	4		
					H																			IS	IS	IS			
6	7	8	9	10	11	12	3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11		
13	14	15	16	17	18	19	10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18		
20	21	22	23	24	25	26	17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25		
27	28	29	30	31			24	25	26	27	28	29	30	28	29	30					26	27	28	29	30	31	SS		
							31	SO																		E			
# of Inservice Days							# of Inservice Days							# of Inservice Days							# of Inservice Days								
# of Student Days							# of Student Days							# of Student Days							# of Student Days								
# of Teacher Days							# of Teacher Days							# of Teacher Days							# of Teacher Days								
November 2025							December 2025							January 2026							February 2026								
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S		
						1		1	2	3	4	5	6						1	2	3		1	2	3	4	5	6	7
													13	4	5	6	7	8	9	10							14		
															IS	IS	R	V	W								SS		
2	3	4	5	6	7	8	7	8	9	10	11	12	13	11	12	13	14	15	16	17	8	9	10	11	12	13	14		
9	10	11	12	13	14	15	14	15	16	17	18	19	20	18	19	20	21	22	23	24	15	16	17	18	19	20	21		
16	17	18	19	20	21	22	21	22	23	24	25	26	27	25	26	27	28	29	30	31	22	23	24	25	26	27	28		
23	24	25	IS	27	28	29	28	29	30	31																			
30				H	H		V	V	V	H	V																		
# of Inservice Days							# of Inservice Days							# of Inservice Days							# of Inservice Days								
# of Student Days							# of Student Days							# of Student Days							# of Student Days								
# of Teacher Days							# of Teacher Days							# of Teacher Days							# of Teacher Days								
March 2026							April 2026							May 2026							June 2026								
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S		
1	2	3	4	5	6	7				1	2	3	4							1	2		1	2	3	4	5	6	
8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13		
15	16	17	18	19	20	21	12	13	14	IS	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20		
22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27		
29	30	31					26	27	28	29	30			24	25	26	27	28	29	30	28	29	30						
															H	IS	W												
# of Inservice Days							# of Inservice Days							# of Inservice Days							# of Inservice Days								
# of Student Days							# of Student Days							# of Student Days							# of Student Days								
# of Teacher Days							# of Teacher Days							# of Teacher Days							# of Teacher Days								

# 2025-2026 Tatitlek School Calendar

School Year Calculation	
Days in Session:	<u>900</u>
Legal Holidays:	<u>6</u>
Teacher Work Days:	<u>14</u>
Inservice Days:	<u>10</u>
Total Days:	<u>930</u>
Total Hours:	<u>###</u>

(6-hour school day: 8:45-12:00, 12:45-3:30)

Calendar Key	
Inservice Days	IS
Teacher Work Days	W
School Opens	SO
End of Quarter	E
Legal Holidays	H
Vacation Days	V
School Closes	SC
Saturday School	SS
Parent-Teacher Con	PM
Russian Orthodox	R

1st Quarter Ends:	October 31, 2025	<u>27</u>	days
2nd Quarter Ends:	January 16, 2026	<u>35</u>	days
3rd Quarter Ends:	March 20, 2026	<u>38</u>	days
4th Quarter Ends:	June 5, 2026	<u>50</u>	days
<b>Total:</b>		<b><u>900</u></b>	<b>hours</b>

July 2025							August 2025							September 2025							October 2025									
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S			
		1	2	3	4	5						1	2			1	2	3	4	5	6				1	2	3	4		
					H											H								IS	IS	IS	W			
6	7	8	9	10	11	12	3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11			
														W	W	W	W	W	W	W										
13	14	15	16	17	18	19	10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18			
														W	W	W	W	W	W											
20	21	22	23	24	25	26	17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25			
														SO																
27	28	29	30	31			24	25	26	27	28	29	30	28	29	30				26	27	28	29	30	31	SS				
							31																	IS/E						
# of Inservice Days	0						# of Inservice Days	0						# of Inservice Days	0						# of Inservice Days	4								
# of Student Days	0						# of Student Days	0						# of Student Days	7						# of Student Days	20								
# of Teacher Days	0						# of Teacher Days	0						# of Teacher Days	12						# of Teacher Days	1								
November 2025							December 2025							January 2026							February 2026									
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S			
						1		1	2	3	4	5	6						1	2	3						5	6	7	
																			H	V	V						IS			
2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14			
														V	V	V	R	R	R	V										
9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21			
											V	V	V	V	V	V	R	R	R	V										
16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28			
											H	V	V												IS					
23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31										
					H	H	V	V	V	V																				
30																														
# of Inservice Days	0						# of Inservice Days	0						# of Inservice Days	0						# of Inservice Days	2								
# of Student Days	18						# of Student Days	13						# of Student Days	14						# of Student Days	18								
# of Teacher Days	0						# of Teacher Days	0						# of Teacher Days	0						# of Teacher Days	0								
March 2026							April 2026							May 2026							June 2026									
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S			
						7					1	2	3	4							1	2							5	6
																				SS	SS							E		
8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13			
																				SS										
																				SS										
15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20			
														IS	IS															
22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27			
																				SS										
29	30	31					26	27	28	29	30			24	25	26	27	28	29	30	28	29	30							
																				SC										
														31																
# of Inservice Days	0						# of Inservice Days	3						# of Inservice Days	1						# of Inservice Days	0								
# of Student Days	17						# of Student Days	19						# of Student Days	24						# of Student Days	0								
# of Teacher Days	0						# of Teacher Days	1						# of Teacher Days	0						# of Teacher Days	0								

# 2025-2026 Whittier School Calendar

School Year Calculation	
Days in Session:	<u>170</u>
Legal Holidays:	<u>6</u>
Teacher Work Days:	<u>4</u>
Inservice Days:	<u>10</u>
Total Days:	<u>190</u>

Calendar Key	
Inservice Days	IS
Teacher Work Days	W
School Opens	SO
End of Quarter	E
Legal Holidays	H
Vacation Days	V
School Closes	SC
Saturday School	SS
Parent-Teacher Con	PM
Russian Orthodox	R

1st Quarter Ends:	October 31, 2025
2nd Quarter Ends:	January 16, 2026
3rd Quarter Ends:	March 20, 2026
4th Quarter Ends:	June 5, 2026

July 2025							August 2025							September 2025							October 2025							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
		1	2	3	4	5						1	2		1	2	3	4	5	6				1	2	3	4	
					H																			IS	IS	IS		
6	7	8	9	10	11	12	3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11	
13	14	15	16	17	18	19	10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18	
20	21	22	23	24	25	26	17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25	
27	28	29	30	31			24	25	26	27	28	29	30	28	29	30					26	27	28	29	30	31	E/IS	
							31																					
# of Inservice Days	0						# of Inservice Days	0						# of Inservice Days	4													
# of Student Days	10						# of Student Days	21						# of Student Days	19													
# of Teacher Days	3						# of Teacher Days	0						# of Teacher Days	0													
November 2025							December 2025							January 2026							February 2026							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
						1		1	2	3	4	5	6						1	2	3	1	2	3	4	5	6	7
																			V	V								
2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14	
9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21	
16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28	
23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31								
30					H	H		V	V	V	V																	
# of Inservice Days	0						# of Inservice Days	0						# of Inservice Days	1													
# of Student Days	18						# of Student Days	15						# of Student Days	19													
# of Teacher Days	0						# of Teacher Days	0						# of Teacher Days	0													
March 2026							April 2026							May 2026							June 2026							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
1	2	3	4	5	6	7				1	2	3	4						1	2		1	2	3	4	5	6	
8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	
15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	
					E/IS	IS	19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27	
22	23	24	25	26	27	28	26	27	28	29	30								SC	W	28	29	30					
29	30	31												24	25	26	27	28	29	30								
														31	H													
# of Inservice Days	2						# of Inservice Days	3						# of Inservice Days	0													
# of Student Days	15						# of Student Days	19						# of Student Days	14													
# of Teacher Days	0						# of Teacher Days	0						# of Teacher Days	1													

School Year Calculation	
Days in Session:	170
Legal Holidays:	6
Teacher Work Days:	4
Inservice Days:	10
Total Days:	190

Calendar Key	
Inservice Days	IS
Teacher Work Days	W
School Opens	SO
End of Quarter	E
Legal Holidays	H
Vacation Days	V
School Closes	SC
Saturday School	SS
Parent-Teacher Con	PM
Russian Orthodox	R

1st Quarter Ends:	October 31, 2025
2nd Quarter Ends:	January 16, 2026
3rd Quarter Ends:	March 20, 2026
4th Quarter Ends:	June 5, 2026

July 2025							August 2025							September 2025							October 2025											
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S					
		1	2	3	4	5						1	2		1	2	3	4	5	6				1	2	3	4					
					H				3	5	6	7	8	9		7	8	9	10	11	12	13		5	6	7	8	9	10	11		
										Future Quest						14	15	16	17	18	19	20		12	13	14	15	16	17	18		
																	Outdoor Leadership								Driver's Ed/ Culinary Arts/ ETT							
																	21	22	23	24	25	26	27		19	20	21	22	23	24	25	
																	Outdoor Leadership								Driver's Ed/ Culinary Arts/ ETT							
																	28	29	30						26	27	28	29	30	31		
																																E/IS
# of Inservice Days							# of Inservice Days	0						# of Inservice Days	0							# of Inservice Days	0									
# of Student Days							# of Student Days	0						# of Student Days	0						# of Student Days	0										
# of Teacher Days							# of Teacher Days	0						# of Teacher Days	0						# of Teacher Days	0										
November 2025							December 2025							January 2026							February 2026											
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S					
						1			1	2	3	4	5	6						1	2	3		1	2	3	4	5	6	7		
										STEAM/ AK History										V	V				Outdoor Leadership							

# 2025-2026 Focus School Calendar

School Year Calculation	
Days in Session:	<u>170</u>
Legal Holidays:	<u>6</u>
Teacher Work Days:	<u>4</u>
Inservice Days:	<u>10</u>
Total Days:	<u>190</u>

Calendar Key	
Inservice Days	IS
Teacher Work Days	W
School Opens	SO
End of Quarter	E
Legal Holidays	H
Vacation Days	V
School Closes	SC
Saturday School	SS
Parent-Teacher Con	PM
Russian Orthodox	R

1st Quarter Ends:	October 31, 2025
2nd Quarter Ends:	January 16, 2026
3rd Quarter Ends:	March 20, 2026
4th Quarter Ends:	June 5, 2026

July 2025							August 2025							September 2025							October 2025							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
		1	2	3	4	5						1	2		1	2	3	4	5	6				1	2	3	4	
					H																			IS	IS	IS		
6	7	8	9	10	11	12	3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11	
13	14	15	16	17	18	19	10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18	
20	21	22	23	24	25	26	17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25	
27	28	29	30	31			24	25	26	27	28	29	30	28	29	30					26	27	28	29	30	31	E/IS	
							31																					
# of Inservice Days	0						# of Inservice Days	0						# of Inservice Days	4													
# of Student Days	10						# of Student Days	21						# of Student Days	19													
# of Teacher Days	3						# of Teacher Days	0						# of Teacher Days	0													
November 2025							December 2025							January 2026							February 2026							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
						1		1	2	3	4	5	6						1	2	3	1	2	3	4	5	6	7
																			V	V								
2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14	
9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21	
16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28	
23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31								
30					H	H		V	V	V	V																	
# of Inservice Days	0						# of Inservice Days	0						# of Inservice Days	1													
# of Student Days	18						# of Student Days	15						# of Student Days	19													
# of Teacher Days	0						# of Teacher Days	0						# of Teacher Days	0													
March 2026							April 2026							May 2026							June 2026							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
1	2	3	4	5	6	7				1	2	3	4							1	2		1	2	3	4	5	6
																											E	
8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	
15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	
					E/IS	IS	19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27	
22	23	24	25	26	27	28	26	27	28	29	30								SC	W	28	29	30					
29	30	31												24	25	26	27	28	29	30								
														31	H													
# of Inservice Days	2						# of Inservice Days	3						# of Inservice Days	0													
# of Student Days	15						# of Student Days	19						# of Student Days	14													
# of Teacher Days	0						# of Teacher Days	0						# of Teacher Days	1													

# Memorandum of Agreement

**Chugach School District**  
 9312 Vanguard Drive  
 Anchorage, AK 99507

(907) 522-7400 Phone  
 (907) 522-3399 Fax

CONTRACTOR	SOCIAL SECURITY #
Wild Free Kids OT LLC	

ADDRESS & CONTACT NUMBERS
Jillian Blount Wild Free Kids OT, LLC PO Box 872579 Wasilla, AK 99687

PURPOSE OF MOA
<b>Provide school occupational therapy services to Chugach School District students. Services provided in-person for FOCUS Homeschool and Whittier once per month. In Tatitlek, In-person provided 4x per year and teletherapy provided monthly when not in-person. All reporting and meeting responsibilities will be provided. Initial and 3 year evaluations provided as needed.</b>

MONETARY CONSIDERATIONS	
Rate/Fee:	See attached proposal for rates/fees.
Reimbursable Expenses:	Travel reimbursed at \$50/hour: Whittier r/t: 4hrs Anc r/t: 2 hrs
Total Estimated Costs:	\$22,450

Maximum amount authorized by this agreement: **\$23,000**

Payment will be made only upon receipt of invoice approved by the Unit Administrator or Superintendent.

Payment of Taxes: As a condition of performance of this contract, the contractor shall pay all federal and local taxes incurred by the contractor, subcontractor or the person(s) in the performance of this contract.

\_\_\_\_\_  
 Superintendent/Designee Signature

4-18-25  
 Date

Jillian Blount  
 Contractor Signature

4-19-25  
 Date

Account Code:



# WildFree Kids OT<sub>LLC</sub>

Jillian Blount MOT, OTR/L  
Occupational Therapist  
Jillian@wildfreekidsot.com  
907-215-4438  
wildfreekidsot.com

Service	Breakdown of costs	Total
Direct 1:1 services	estimated 6 students x 1x per month x 9x year x \$200 per hour + 5x year telehealth (~59 total)	\$11,800.00
IEP/ESER meetings	\$100 per hour x (estimated) 1.5 hours per meeting (prep, attendance and follow-up/documentation) x 7 meetings	\$1,050
Quarterly reporting	4x year	included
Evaluation/ESER	1x year	\$200
Trips to Tatitlek	4x year x 9 hour days x \$200 per hour	\$7,200.00
Travel Wasilla to/from Whittier	\$50 per hour x 9x year x 4 hours	\$1,800.00
Travel Wasilla to/from Anchorage	\$50 per hour x 4x year x 2 hours	\$400.00
	Estimated total	\$22,450

# Occupational Therapy Service Proposal



**WildFree  
Kids OT<sub>LLC</sub>**

**Jillian Blount, CEO, MOT, OTR/L**  
Founder of WildFree Kids OT, LLC

Prepared for

**Chugach School District**

April 2025

Presented to  
Doug Penn

Presented by  
Jillian Blount

April 2025



# WildFree Kids OT<sub>LLC</sub>

## Who We Are?

2007

Graduated University of Wisconsin-Stevens Point with BS in Exceptional Education and Spanish

---

2019

Graduated University of Minnesota-Twin Cities with Masters of Occupational Therapy

---

2022

Founded WildFree Kids OT, LLC

---

Jillian Blount, MOTR/L, is a licensed Occupational Therapist and founder of WildFree Kids OT, a nature-based and mobile practice serving children and families across Alaska. With over a decade of experience as a Special Education teacher and two years as a school-based OT, Jillian brings a deep understanding of school systems and student needs. She specializes in regulation, resiliency, and relationship-centered care, integrating evidence-based strategies with outdoor experiences. Her advanced training in Collaborative & Proactive Solutions, along with a trauma-informed, neurodiversity-affirming approach, supports meaningful, lasting change for children with diverse needs.



# Memorandum of Agreement

**Chugach School District**  
 9312 Vanguard Drive  
 Anchorage, AK 99507

(907) 522-7400 Phone  
 (907) 522-3399 Fax

<b>CONTRACTOR</b>	<b>SOCIAL SECURITY #</b>
Knutson School Psychology Consulting	

<b>ADDRESS &amp; CONTACT NUMBERS</b>
Knutson School Psychology Consulting Todd Knutson 11042 Kaskanak Drive, Eagle River AK 99577

<b>PURPOSE OF MOA</b>
Provide school psychology assessment and services via in-person from Sept 2025-May 2026 to special education students in Chugach School District. Projected schedule at the direction of the CSD Special Education Director. 4-5 days per month up to 8 days of on-site and off-site services at a rate of \$780 per day. Additional days may be added as needed when SPED workload warrants. Additional off-site work (report writing, zoom IEP meetings,) will be billed at \$97.50 per hour with an estimation of 40 hours for the contract. All transportation and travel needs (flights, rental car, lodging, Whittier tunnel tickets, etc) for onsite visits will be arranged through CSD's Travel Coordinator. See attached document for full proposal.

<b>MONETARY CONSIDERATIONS</b>	
Rate/Fee:	\$780/day for 8 days; \$97.50/hour for up to 40 hours
Perdiem:	\$45/day for remote in-district travel
Reimbursable Expenses:	Onsite travel expenses (mileage at \$.67/mile outside the Municipality of Anchorage
Total Estimated Costs:	\$10,140

Maximum amount authorized by this agreement: **\$15,000**

Payment will be made only upon receipt of invoice approved by the Unit Administrator or Superintendent.

Payment of Taxes: As a condition of performance of this contract, the contractor shall pay all federal and local taxes incurred by the contractor, subcontractor or the person(s) in the performance of this contract.

\_\_\_\_\_  
 Superintendent/Designee Signature

4-15-25  
 Date

Todd W. Knutson  
 Contractor Signature

4/15/2025  
 Date

Account Code:

**Knutson School Psychology Consulting**

11042 Kaskanak Drive, Eagle River, 99577

(907) 317-0101

knutsonschoollpsychconsult@gmail.com

---

*March 29, 2025*

Doug Penn  
Chugach School District  
9312 Vanguard Drive, Suite 100  
Anchorage, AK 99507-5355

Dear Mr. Penn,

I am writing to submit a proposal for contracted school psychological services for the 2025-26 school year in response to our discussions.

I hope that you will find that my proposal supports your goals of providing high quality psycho-educational evaluation leading to IEPs, staff consultation, and behavior support plans that improve outcomes for students. As a school psychologist in Alaska for almost twenty-seven years, I have fluent knowledge of the State of Alaska-Special Education Handbook, extensive experience supporting Alaska Native students, and my experiences working with Girdwood PreK-8, schools on the Kenai Peninsula in Nikiski and Tyonek, and the McKenzie School District in Oregon have prepared me to support smaller learning communities.

Given my experience with the Chugach School District during the 2023-24 and 2024-25 school years, I believe that my proposal and experience aligns with your objectives for school psychological services.

Please let me know if you have any questions about the proposal to follow.

Sincerely,



Todd W. Knutson, S. S. P., NCSP

**Knutson School Psychology Consulting LLC**

11042 Kaskanak Drive, Eagle River, 99577

(907) 317-0101

knutsonschoolpsychconsult@gmail.com

---

**Response to Request for Proposal (RFP)**

Todd W. Knutson, S. S. P., NCSP, owner of Knutson School Psychology Consulting LLC, proposes to provide comprehensive school psychological services supporting the Special Education Program of the Chugach School District for eight on-site days throughout the 2025-2026 school calendar year.

The Contractor, Todd Knutson, affirms that he is trained and experienced in the field of school psychology. Statements and representations are current, true, and accurate. Additionally, the Contractor is currently certified by the State of Alaska to practice school psychology in Alaska and maintains the National Association of School Psychologists-Nationally Certified School Psychologist (NSCP) certification, and agrees to secure and maintain any and all additional certification necessary to provide school psychology services.

**Independent Contractor Status:**

The Contractor proposes to be acting and performing as an independent contractor and shall not be considered an employee of the Chugach School District for any purpose. The School Psychologist proposes to exercise his professional judgment free of any direction or control by the Chugach School District while meeting the Professional Standards of the National Association of School Psychologists. State mandated regulations and Chugach School District guidelines will be followed in accordance with School District requirements.

The Contractor will maintain adequate insurance coverage at all times during the agreement, so that all potential liability with regard to malpractice or general liability are covered. The Contractor shall maintain at all times during the term of the agreement, malpractice coverage of not less than one million dollars (\$1,000,000) per occurrence, and three million dollars (\$3,000,000) in the aggregate or what may be required by the Chugach School District. The Contractor will be solely responsible for obtaining ongoing professional development to support the provision of best practices in the field of school psychology and to ensure State of Alaska/NCSP certification.

**Proposal for services:**

The Contractor will provide school psychology services including:

- Psycho-educational assessments including the administration of standardized intellectual ability and academic achievement assessments as needed, administration and interpretation of standardized behavioral evaluations, student observations, and parent/student/staff interviews.
- Supporting administration/staff to conduct school-based suicide risk screenings, if needs arise

- Comprehensive written assessment reports to include summarize of assessment data, recommendations and information that may support staff in drafting Individual Education Plan (IEP) goals
- Consultation with and training of teachers and other staff to support student academic, behavior/social and coping skills instruction
- Participation in team meetings, as needed
- Consultation or direct counseling and/or social and emotional learning skills instruction services to students, if needed.

Reports will be provided to the Chugach School District, Director of Special Education, within two weeks of evaluation. The Contractor proposes to be available to participate in Special Education eligibility meetings/IEP meetings during in-person meetings or via phone/video conferencing, as needed. In addition, ongoing consultation with Chugach School District administration, teachers/staff, and/or parents will be accommodated during in-person meetings, via phone or video conferencing, and/or through email consultation as needed (including outside of the on-site visit dates that are scheduled) to meet the needs of students, staff, and administration.

**Proposed Service Schedule:**

- Eight days of on-site service from August through May during the 2025-2026 school year.
- When requested by the special education director, an additional day of on-site service, up to 3 days total for the 2025-2026 school year, can be added to an already scheduled service visit to support student or school district needs.

**Rate:**

- The contractor proposes a rate of **\$780.00** per day for up to 8 days of on-site school psychology service to the Special Education Program of the Chugach School District. Additional days of service may be added to this contract at the allotted rate to be used at the discretion of the Chugach School District special education administrator to support critical incidents, mental health needs of students, or when special education workload warrants additional service time.
- It is estimated that 8 days of on-site service, as described above, will cost **\$6240**.
- The Contractor proposes that off-site report writing and consultation (such as participation in ESER/IEP meetings by phone/video conferencing) will be billed at a rate of **\$97.50** per hour. As much as possible, report writing and meeting participation will be completed during onsite visits. Experience indicates that assessment, consultation, and direct student service during on-site visits will require off-site report writing to meet district, state, and federal special education paperwork requirements and to fulfill the terms of this contract. It is estimated that a total of 40 hours of off-site report writing time will cost **\$3900**.
- **Services under this contract will not be billed in excess of \$10,140.**

**Travel and Lodging:**

- The Contractor proposes a daily **\$45.00** per diem for in-district travel among Chugach School District remote sites, while on contract.
- When traveling between Chugach School District sites on the road system, mileage will be reimbursed for personal vehicle use at the approved Internal Revenue Service (IRS) rate of per mile reimbursement, adjusted annually, and billed at the rate recognized for the date of travel. According to the IRS, for 2025, the rate is **70 cents** per mile driven.  
(<https://www.irs.gov/tax-professionals/standard-mileage-rates>), which is also recognized by the State of Alaska. For example, when travel by vehicle is required to provide services at Whittier Community School, the Contractor proposes that the round-trip mileage is calculated from the Chugach School District office in Anchorage to Whittier School and back (Traveling 54 miles one way and 108 miles round trip @ \$.70 would equal \$75.60 reimbursement). When travel by vehicle is required to provide services at the FOCUS-MatSu Valley office, the Contractor proposes that the round-trip mileage is instead calculated beginning and ending at the Contractor's home (11042 Kaskanak Drive, Eagle River, AK) instead of the Chugach School District office in Anchorage.
- The Contractor proposes that the Chugach School District will reimburse for flights required when the Contractor provides school psychology services to Chugach School District locations outside of the Municipality of Anchorage (e.g., Valdez and Fairbanks).
- The Contractor proposes that the Chugach School District will reimburse the Contractor when the school psychology services to Chugach School District are provided in sites outside of the Municipality of Anchorage that require multi-day visits. The rate of reimbursement is anticipated to be approximately \$175 per night or whatever the actual cost of lodging is.

**Missed Service**

It is proposed that compensatory service time equal to scheduled days of service missed due to absence by the Contractor due to illness or inclement weather will be permitted.

**Additional Services**

The Contractor proposes an hourly fee of **\$97.50** may be charged for off-site services such as the development of extensive behavior intervention plans, support for critical incidents, etc. If additional services are anticipated to exceed 20 hours in a given contract month, contact will be made with the District representative via email or phone call for prior approval of more than 20 hours in a given contract month. As much as possible, report writing will be completed within contracted work days.

**Billing:**

It is proposed that the Contractor will provide the Chugach School District with a monthly invoice for services rendered by the end of each calendar month or within 30 days of service delivered.

**Confidentiality:**

The Contractor confirms that all records and information relating to the business of the Chugach School District, including but not limited to school psychology services delivered to children, which the School Psychologist may receive or learn during the course of performing services for the Chugach School District, are confidential and proprietary information. The Contractor shall not communicate or disclose, directly or indirectly, orally or in writing, any record or information learned in the performance of this agreement for any purpose other than for a purpose directly related to the performance of services on behalf of the Chugach School District or pursuant to the express written direction of the Chugach School District.

The above proposal has been submitted by Knutson School Psychology Consulting, Todd W. Knutson for consideration by the Chugach School District.



\_\_\_\_\_  
Signature

3/29/2025

\_\_\_\_\_  
Date

Account Number: AK KNUT 1100

Date: 12/08/24 Initials: ALANJOB

# CERTIFICATE OF INSURANCE

ALLIED WORLD INSURANCE COMPANY  
C/O: American Professional Agency, Inc.  
95 Broadway, Amityville, NY 11701  
800-421-6694

This is to certify that the insurance policies specified below have been issued by the company indicated above to the insured named herein and that, subject to their provisions and conditions, such policies afford the coverages indicated insofar as such coverages apply to the occupation or business of the Named Insured(s) as stated.

THIS CERTIFICATE OF INSURANCE NEITHER AFFIRMATIVELY NOR NEGATIVELY AMENDS, EXTENDS OR ALTERS THE COVERAGE(S) AFFORDED BY THE POLICY(IES) LISTED ON THIS CERTIFICATE.

Name and Address of Named Insured:  
KNUTSON SCHOOL PSYCHOLOGY  
CONSULTING LLC  
11042 KASKANAK DRIVE  
EAGLE RIVER AK 99577

Additional Named Insureds:  
TODD W KNUTSON

Type of Work Covered: MENTAL HEALTH COUNSELOR  
Location of Operations: N/A  
(If different than address listed above)

Claim History: None

Retroactive date is 01/23/2023

Coverages	Policy Number	Effective Date	Expiration Date	Limits of Liability
PROFESSIONAL/ LIABILITY	5006-4234	1/23/2025	1/23/2026	1,000,000 3,000,000

NOTICE OF CANCELLATION WILL ONLY BE GIVEN TO THE FIRST NAMED INSURED, WHO SHALL ACT ON BEHALF OF ALL INSURED WITH RESPECT TO GIVING OR RECEIVING NOTICE OF CANCELLATION.

Comments: Defense Reimbursement Proceedings Limit is \$25,000.

This Certificate Issued to:

Name: KNUTSON SCHOOL PSYCHOLOGY  
CONSULTING LLC  
Address: 11042 KASKANAK DRIVE  
EAGLE RIVER AK 99577  
APA 00138 00 (06/2014)



Authorized Representative

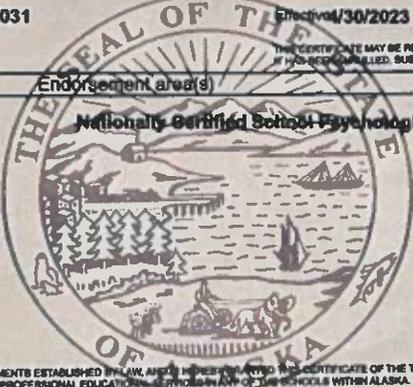
STATE OF ALASKA  
DEPARTMENT OF EDUCATION & EARLY DEVELOPMENT

**K-Advanced Special Service Provider Advanced Special Services Certificate** **Regular**

**Alaska Teacher Identifier (ATI) 21031** Effective **4/30/2023** To **10/31/2025**

No. **4120728 (1108)** THIS CERTIFICATE MAY BE RENEWED PRIOR TO EXPIRATION PURSUANT TO LAW UNLESS IT HAS BEEN CANCELED, SUSPENDED OR REVOKED FOR CAUSE.

Issued to	Endorsement area(s)	Endorsement effective date(s)
Todd W Knutson 11042 KASKANAK DRIVE EAGLE RIVER, AK 99557	<b>Nationally Certified School Psychologist</b>	<b>4/30/2023</b>



THE PERSON NAMED HEREIN HAS FULFILLED THE REQUIREMENTS ESTABLISHED BY LAW, AND IS HEREBY GRANTED THIS CERTIFICATE OF THE TYPE INDICATED, WHICH AUTHORIZES THE HOLDER TO PERFORM PROFESSIONAL EDUCATIONAL SERVICES IN ANY OF THE SCHOOLS WITHIN ALASKA.  
THE HOLDER OF THIS CERTIFICATE MAY NOT BE ASSIGNED AS A REGULAR CLASSROOM TEACHER.

*Heidi Teshner*  
**Heidi Teshner**  
Acting Commissioner  
COMMISSIONER OF EDUCATION & EARLY DEVELOPMENT



## Nationally Certified School Psychologist

This is to certify that:

*Todd W. Knutson, NCSP*

has successfully completed the requirements set forth by the National School Psychology Certification Board, which hereby confers the designation of Nationally Certified School Psychologist (NCSP) subject to triennial review.

**Certification Number: 30025**

Official Certification Date: 09/15/1995

Expiration Date: 10/31/2025

*Kathleen Minke*  
Kathleen Minke, PhD, NCSP  
Executive Director

**NASP**   
NATIONAL ASSOCIATION OF  
School Psychologists

*Lisa York*  
Lisa York, NCSP  
Chair, National School Psychology Certification Board

**Alaska Department of Commerce, Community, and Economic Development**  
Division of Corporations, Business, and Professional Licensing  
PO Box 110808, Juneau, AK 99811-0808

This is to certify that

**Knutson School Psychology Consulting**

11042 Kaskanak Drive, Eagle River, AK 99577

owned by

Todd William Knutson

is licensed by the department to conduct business for the period

January 21, 2023 to December 31, 2024  
for the following line(s) of business:

61 - Educational Services



This license shall not be taken as permission to do business in the state without having complied with the other requirements of the laws of the State or of the United States.

This license must be posted in a conspicuous place at the business location. It is not transferable or assignable.

Julie Sande  
Commissioner



## CHUGACH SCHOOL DISTRICT

---

4-24-25

Office of the Commissioner  
Alaska Department of Education & Early Development  
PO Box 110500  
Juneau, AK 99811-0500

Subject: Request for Transfer of Ownership/Deed for Tatitlek School Property

Dear Commissioner Bishop,

On behalf of the Chugach School District, I am formally requesting the transfer of ownership and deed for the Tatitlek School property, in accordance with AS 14.08.151 and AS 14.08.101(8). As the Regional Educational Attendance Area (REAA) responsible for Tatitlek School, the Chugach School District has maintained and operated the facility to serve the students and community of Tatitlek. The formal transfer of ownership will ensure that the district can continue to invest in the long-term sustainability, maintenance, and enhancement of the school facilities without uncertainty regarding property status.

The transfer of ownership aligns with the district's commitment to providing high-quality, student-centered education in a safe and well-maintained learning environment. Securing the deed will enable the district to make necessary improvements, seek funding opportunities, and manage the property efficiently in alignment with community and district needs.

We respectfully request guidance on the process and any additional requirements necessary to facilitate this transfer. Please let us know if further documentation or action is required on our part to expedite the process. Thank you for your time and consideration. We appreciate your support in ensuring that the Tatitlek School continues to serve as a vital educational institution for our students and community. Please feel free to contact me to discuss this matter further.

Sincerely,

Ty Mase  
Chief School Administrator



 [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





## CHUGACH SCHOOL DISTRICT

---

MEMO 25-02

TO: CSD School Board  
FROM: Ty Mase  
DATE: 4-25-25  
RE: Contract Approval for Marco Christian

---

This memorandum seeks the Chugach School Board's approval to finalize and approve a contract for Mr. Marco Christian for the position of District-Wide Administrator. The contract will be provided for review and signature at the meeting.

Following a thorough search and selection process, with over twenty applicants, Marco stood out as the top candidate for the District-Wide Administrator position. He brings a wealth of experience in educational leadership, program management, and community engagement that aligns well with CSD's needs.

I recommend that the Chugach School Board approve the employment contract for Mr. Marco Christian. The terms of the contract are consistent with the district's salary schedule and benefits package for administrative positions.



[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



**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 AL 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>\$800,572</u>
<b>(Excluded from the 10% Limit)</b>	<u>\$1,129,202</u>
<b>Total Beginning Fund Balance</b>	<u>\$1,929,774</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>0</u>
<b>Total Expenditures</b>	<u>\$6,805,530</u>

<b>Ending Fund Balance: June 30, 2026 (Subject to 10% Limit per AS 14.17.505(a))*</b>	<u>\$657,786</u> **
<b>(Excluded from the 10% Limit)</b>	<u>\$1,300,000</u>
<b>Total Ending Fund Balance</b>	<u>\$1,957,786</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>Function 100 Instruction</i>	Amount	Personnel FTE
Salaries		
310 Certificated Salaries	<u>1,369,425</u>	<u>          </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>\$1,901,553</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>\$1,338,872</u>	
<b>Total Salaries, Benefits, Non-Personnel</b>	<u>\$3,240,425</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>	_____	<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:		
_____	_____	
_____	_____	
_____	_____	
510 Equipment	_____	
<b>Total Non-Personnel</b>	_____	<b>\$0</b>
<b>Total Salaries, Benefits, Non-Personnel</b>	_____	<b>\$0</b>

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>	
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**

	Amount	Personnel FTE
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 (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 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>	_____	<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:		
_____	_____	
_____	_____	
_____	_____	
510 Equipment	_____	
<b>Total Non-Personnel</b>	_____	<b>\$0</b>
<b>Total Salaries, Benefits, Non-Personnel</b>	_____	<b>\$0</b>

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>	_____	\$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:	5,000	
_____	_____	
_____	64,000	
_____	_____	
510 Equipment	_____	
<b>Total Non-Personnel</b>	_____	\$69,000
<b>Total Salaries, Benefits, Non-Personnel</b>	_____	\$69,000

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

	<u>0</u>

Total Other Financing Uses

\$0

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>	200,000	15,000
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.

## **Board Proposal: Chugach School District Board Meeting Schedule Adjustment**

### **Proposal:**

To establish a revised Chugach School District (CSD) Board Meeting Schedule that includes a combination of in-person and virtual meetings to enhance board effectiveness, ensure strategic alignment, and support fiscal responsibility.

### Proposed Meeting Structure:

- Three In-Person Board Meetings Annually:
  - Fall Meeting – Dedicated to Strategic Planning and long-term visioning.
  - Winter Meeting – A Mid-Year Check-In to assess progress on goals, student outcomes, and operational priorities.
  - April Meeting – Focused on Budget Review and Approval, and the Evaluation of the Chugach School Administrator (CSA).
- Monthly Zoom Meetings or As Needed:
  - Remote meetings will be held in the remaining months or as needed to address time-sensitive issues, policy updates, and emerging district matters.

### Rationale: This proposal is intended to:

- Foster engagement during key decision-making points.
- Support flexibility and accessibility for board members.
- Optimize time and travel resources while maintaining transparency and responsiveness.

## Chugach School Board Standard Operating Procedure (SOP) Timeline

<b>JULY</b>	<ul style="list-style-type: none"> <li>- No Meeting</li> <li>- Board Election Seat Applications</li> </ul>
<b>AUG.</b>	<ul style="list-style-type: none"> <li>- Aug. 6: Board Seat Apps. Due</li> <li>- Approve Budget Transfers</li> <li>- Approve % match of staff retirement funds</li> <li>- Set Annual Calendar</li> <li>- Review Student Handbook</li> <li>- CIPs Review / Update</li> <li>- Back to School Events</li> <li>- Approve CSA Evaluation Document</li> </ul>
<b>SEPT.</b>	<ul style="list-style-type: none"> <li>- Set Board Goals</li> <li>- Review CSA's Goals</li> <li>- Student Performance Review</li> <li>- Review State Testing – AK STAR</li> <li>- Climate Survey Review</li> <li>- Review &amp; Update Strategic Plan</li> <li>- Select Services, Legal, Audit Banking, Accounting</li> <li>- Tax Credit Donation Proposals &amp; Reports</li> <li>- Scholarship Committee Meets</li> <li>- Focus Vendors Approved</li> </ul>
<b>OCT.</b>	<ul style="list-style-type: none"> <li>- No Meeting</li> <li>- Chenega Cultural Heritage Week</li> <li>- Student Count Period</li> <li>- Board Seat Election</li> <li>- AFN</li> </ul>
<b>NOV.</b>	<ul style="list-style-type: none"> <li>- Swear in new board</li> <li>- Board Officer Selection</li> <li>- Annual Conference</li> <li>- New Board Training</li> <li>- Select Rep for NSBA Amer. Ind. And AK Native Committee</li> <li>- Review Policy Updates – 1<sup>st</sup> Read</li> <li>- Board Scholarship window opens – 1<sup>st</sup> semester</li> </ul>
<b>DEC.</b>	<ul style="list-style-type: none"> <li>- Approve Policy Updates – 2<sup>nd</sup> Read</li> <li>- Approve Board Scholarships</li> <li>- Health Insurance Contract</li> <li>- Department Head Reports</li> <li>- Winter AASB Boardsmanship</li> <li>- New Grant Applications</li> <li>- Audit Report – Altman and Rogers</li> <li>- Audit Adoption</li> <li>-Spring Trip Proposals</li> </ul>
<b>JAN.</b>	<ul style="list-style-type: none"> <li>- No Meeting</li> <li>- Russian Orthodox Holidays</li> </ul>
<b>FEB.</b>	<ul style="list-style-type: none"> <li>- CSA PEP</li> <li>- Board PEP</li> <li>- Legislative Fly-In</li> <li>- Request Fuel Bids</li> <li>- Approve Certified Contracts</li> </ul>
<b>MAR.</b>	<ul style="list-style-type: none"> <li>- 1<sup>st</sup> Reading Budget</li> <li>- NSBA Conference</li> <li>- Fuel Bid Approved</li> <li>- Spring Board Newsletter</li> <li>- Request School Calendars from EACs</li> <li>- Scholarship Committee Meets</li> </ul>
<b>APR.</b>	<ul style="list-style-type: none"> <li>- Next Year Service Contracts</li> <li>- Review Strategic Plan</li> <li>- Next FY budget 2<sup>nd</sup> Read - Approval</li> <li>- Community Input Survey</li> <li>- Board Scholarship window opens</li> </ul>
<b>MAY</b>	<ul style="list-style-type: none"> <li>- Graduations</li> <li>- Award Board Scholarships</li> <li>- Grant Reports</li> <li>- Summer Facility Projects</li> <li>- Approve School Calendars</li> <li>- Tatitlek Cultural Heritage Week</li> </ul>
<b>JUNE</b>	<ul style="list-style-type: none"> <li>- No Meeting</li> </ul>

**AASB** - Alaska Association of School Boards  
**ADM** - Average Daily Membership  
**AFN** - Alaska Federation of Natives...  
**AIMS** - Aligned Information Management System  
**APEI** - Alaska Public Entity Insurance  
**CHE** - Chenega Bay  
**CHW** - Cultural Heritage Week  
**CIP** - Capital Improvement Plan  
**EAC** - Education Advisory Committee

**FY** - Fiscal Year  
**NSBA** - National School Board Association  
**NYO** - Native Youth Olympics  
**OASIS** - Online AK School Info System  
**PEP** - Performance Evaluation Process  
**PIER** - Plan, Implement, Evaluate, Refine  
**SOY** - Start of Year  
**TAT** - Tatitlek  
**WHT** - Whittier