

Board of Education Special Meeting

Monday, February 2, 2026 Immediately following the Work Session
KIBSD Central Office Conference Room F140, 722 Mill Bay Road, Kodiak, Alaska
99615

1. KIBSD Board of Education

2. Preliminaries

2.a. Call to Order **Speaker (s)** : Board President

2.b. Legal Statements **Speaker (s)** : Board President

2.c. Public Notification of Recording **Speaker (s)** : Board President

2.d. Location of Board Meeting Agendas and Documents **Speaker (s)** : Board President

3. Opening Items

3.a. Alutiiq Land Acknowledgment **Speaker (s)** : Board President

3.b. Roll Call **Speaker (s)** : Board President

4. Community Comments

4.a. Community Comments **Speaker (s)** : Board President

5. Action Items

5.a. MOU with USCG JROTC Program

5.b. FY 27 Budget

6. Board Comments

7. Adjournment

7.a. Adjournment



Kodiak High School

Coast Guard Junior Reserve Officers Training Corps

CGJROTC



MEMORANDUM OF UNDERSTANDING
BETWEEN
U.S. COAST GUARD JROTC PROGRAM AND
KODIAK HIGH SCHOOL

SUBJECT: Memorandum of Understanding establishing a Kodiak High School Coast Guard JROTC Air Rifle program at Kodiak High School

1. The purpose of this memorandum is to document an understanding between the parties involved. Parties include Kodiak High School CGJROTC program and Kodiak High School and Kodiak Island Borough School District.
2. A partnership between the parties mutually supports the mission and goals of each organization and will provide additional resources to accomplish training events without additional liability concerns.
3. Kodiak High School will create opportunities for cadets to participate in marksmanship activities in conjunction with the CGJROTC curriculum.
4. The JROTC Instructor and a volunteer instructor will support marksmanship activities to include classroom instruction and participation in marksmanship training involving firing on ranges.
5. The range location will be coordinated by availability of spaces and prioritized as follows; primary- Tom Simpler Gym, secondary- Yoga classroom D122, tertiary- JROTC classroom C022. Designating a new air rifle range may be done in writing with the approval of both the JROTC instructor and the KHS principal.
5. The following controls will be established with regards to the rifle range:
 - a. Access Control: Only cadets enrolled in JROTC will be allowed on the range during JROTC range operations.
 - b. Maintenance of the Range: Clean ups will be conducted IAW the Lead management will be completed IAW the attached *Guide to Lead Management of Air Gun Shooting* (encl 1) Kodiak JROTC program will complete the clean ups after each use.
 - c. Types of rifles to be used: Only sporter class, .177 caliber, single shot Air Rifles with a maximum muzzle velocity of 600 fpm will be allowed on the range.

6. The following safety rules will be in effect:

a. All operations will be conducted IAW CMP procedures as laid out in the *A Junior Shooters Guide to Air Rifle Safety* (encl 2)

b. Air rifle marksmanship will only be conducted by Instructors trained by the Civilian Marksmanship Program (CMP) and certified with the JROTC Marksmanship Instructor Course (JMIC). Designating an Air Rifle instructor will require approval of both the JROTC instructor and the KHS principal. Currently, the instructors are:

1. James Kenshalo (JROTC instructor, 415-341-4450), and
2. Velma Vining (volunteer marksmanship instructor, 907-942-4668)

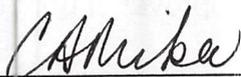
c. Prior to conducting air rifle operations, cadets will receive training on CMP range procedures, read the Jr Safety Guide to AR safety, passed a knowledge test, and signed the Individual Shooter Safety Pledge. (encl 3)

d. Prior to conducting marksmanship training the JROTC Instructor will ensure compliance with CMP regulatory requirements and safety procedures

7. Security of equipment: Air rifles and pellets must be stored IAW the CGJROTC Standard Operating Procedures, CGJROTC M01-25, under double lock security with access only to authorized personnel.

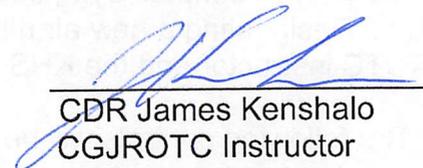
8. The school and JROTC recognize that marksmanship training remains a wholly voluntary program for JROTC cadets.

9. Effective date of this Memorandum of Understanding is _____.



Dr. Cindy Mitka.
Superintendent
KIBSD

Matthew Bieber
Principal
Kodiak High School



CDR James Kenshalo
CGJROTC Instructor
Kodiak High School



Kodiak High School
Coast Guard Junior Reserve Officers Training Corps
CGJROTC



MEMORANDUM OF UNDERSTANDING
BETWEEN
U.S. COAST GUARD JROTC PROGRAM AND
KODIAK HIGH SCHOOL

SUBJECT: Memorandum of Understanding establishing a Kodiak High School Coast Guard JROTC Archery program at Kodiak High School

1. The purpose of this memorandum is to document an understanding between the parties involved. Parties include Kodiak High School CGJROTC program and Kodiak High School and Kodiak Island Borough School District.
2. A partnership between the parties mutually supports the mission and goals of each organization and will provide additional resources to accomplish training events without additional liability concerns.
3. Kodiak High School will create opportunities for cadets to participate in marksmanship activities in conjunction with the CGJROTC curriculum.
4. The JROTC Instructor will support marksmanship activities to include classroom instruction and participation in marksmanship training involving firing on ranges.
5. The range location will be coordinated by availability of spaces and prioritized as follows: primary- Tom Simpler Gym, secondary- Yoga classroom D122, tertiary- JROTC classroom C022. Designating a new air rifle range may be done in writing with the approval of both the JROTC instructor and the KHS principal.
5. The following controls will be established with regards to the Archery Range:
 - a. Access Control: Only cadets enrolled in JROTC will be allowed on the range during JROTC range operations.
 - b. Set up of the Range: Range operations will only be conducted with a properly set up archery net, targets and floor protectors to avoid damage to KHS facilities, any damage will be reported to the KHS principal and range operations will be secured until the damage risk can be identified and mitigated.
 - c. Types of archery equipment to be used: Only National Archery in the Schools Program (NASP) approved equipment, will be used. The NASP Genesis Bow is limited to 20 lbs draw weight and will be the only bow used without written agreement between the CGJROTC instructor and KHS principal.

6. The following safety rules will be in effect:

a. All operations will be conducted IAW NASP procedures as laid out in the *NASP National Curriculum "On Target For Life" grades 9-12.*

b. Instructors shall be Basic Archery Instructors (BAI) certified by NASP prior to conducting Archery operations. Designating an Archery instructor will require approval of both the JROTC instructor and the KHS principal. Currently, the instructors are:

1. James Kenshalo (JROTC instructor, 415-341-4450), BAI training is delayed pending training availability.

d. Prior to conducting Archery operations, cadets will receive training on NASP range procedures, read the NASP Safety guidelines, passed a knowledge test, and sign the Cadet Archery Safety Pledge.

e. Prior to conducting marksmanship training the JROTC Instructor will ensure compliance with NASP regulatory requirements and safety procedures.

7. Security of equipment: USCG owned archery equipment must be stored IAW the CGJROTC Standard Operating Procedures, CGJROTC M01-25, under double lock security with access only to authorized personnel.

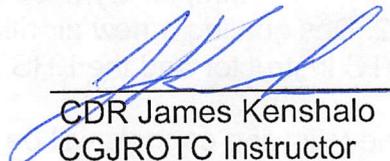
8. The school and JROTC recognize that marksmanship training remains a wholly voluntary program for JROTC cadets.

9. Effective date of this Memorandum of Understanding is _____.



Dr. Cindy Mitka.
Superintendent
KIBSD

Matthew Bieber
Principal
Kodiak High School



CDR James Kenshalo
CGJROTC Instructor
Kodiak High School



Board Agenda Item

Kodiak Island Borough School District
722 Mill Bay Rd
Kodiak, Alaska 99615

Board Mtg. Date
2.2.26 SM

Reports of the
Superintendent

Action
Item

Consent
Agenda

Reports,
Routine
Monthly

Other

Subject:

BOARD POLICY ADOPTION & UPDATES

**Presenter or
Contact Person:
Summary:**

Cyndy A. Mika, Superintendent

**Financial
Implications:**

Superintendent Mika is requesting the approval of an MOU with the Coast Guard JROTC Program

Attachments:

There is no financial impact to the budget.

- CGROTC MOU Jan 2026

Recommendation:

The Administration recommends the Board approve the MOU.

Motion:

Move to approve the MOU with USCG JROTC Program.