Regional Board of Education Meeting

LOCATION: Akiachak, Alaska DATE: October 17, 2013

I. Call to Order
II. Roll Call
III. Invocation
IV. Oath of Office
   A. Certification of Election Results
   B. Oath of Office
   C. Election of Officers
V. Recognition of Guests
VI. Approval of Agenda
VII. Approval of Minutes
   A. September 19, 2013
VIII. Correspondence
IX. New Business:
   A. Regional School Board Appointment
   B. MOA - CITC Business Office Support Services
   C. MOA - AKEBS Contracted Payroll Services
   D. MOA – Educational Services of Alaska, Maintenance Support Service
   E. Presentation – Amanda Macomber
X. Progress Report on Recommendation’s made by Melody Douglas
XI. Unfinished Business:
   A. Monthly Attendance Report
XII. Personnel
XIII. Reports:
   A. Superintendent’s Report
   B. Assistant Superintendent’s Report
   C. Business Manager’s Report
   E. Site Administrator’s Report
   F. ANF Grant Director’s Report
   G. Technology Coordinator’s Report
   H. Maintenance Director’s Report
XIV. Travel:
XV. Executive Session
XVI. Information
   A. Strategic Planning – October 28-29, 2013
   B. AASB Annual Conference – November 6-9, 2013
XVII. Board and Public Comments:
XVIII. Date & Place of Next Meeting:
XIX. Adjournment
Elitnaurvimteni Ciutmurtukut

Yupiit School District
P.O. Box 51190
Akiachak, Alaska 99551
(907) 825-3600

To: RSB Members              Date: October 17, 2013

From: Gerald Langton
      Superintendent

Re: I. Call to Order

Memo: 13/M-1
Elitnaurvimteni Ciutmurtukut

Yupiit School District
P.O. Box 51190
Akiachak, Alaska 99551
(907) 825-3600

To: RSB Members

From: Gerald Langton
Superintendent

Date: October 17, 2013

Re: II. Roll Call

Memo: 13/M-2

___Willie Kasayulie  ___Moses Owen  ___Ivan M. Ivan

___Brian Henry  ___Sam George  ___Peter Napoka
Elitnaurvimteni Ciutmurtukut

Yupiit School District
P.O. Box 51190
Akiachak, Alaska 99551
(907) 825-3600

To: RSB Members
Date: October 17, 2013

From: Gerald Langton
Re: III. Invocation
Superintendent

Memo: 13/M-3
Elitnaurvimteni Ciutmurtukut

Yupiit School District
P.O. Box 51190
Akiachak, Alaska 99551
(907) 825-3600

To: RSB Members  Date: October 17, 2013

From: Gerald Langton  Re: IV. Oath of Office
        Superintendent  A. Certification of Election
                          Results
                          B. Oath of Office
                          C. Election of Officers

Memo: 13/M-4

Enclosed is the unofficial election results for your information. Superintendent Gerald Langton will swear in the newly elected officers, Samuel George and Moses Owen followed by election of officers.
State of Alaska  
2013 Regional Educational Attendance Area  
October 1, 2013  
Unofficial Results

<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>35-002 Akchiak</td>
<td>311</td>
<td>311</td>
<td>18.61%</td>
<td>311</td>
<td>56</td>
<td>14</td>
<td>42</td>
<td>0</td>
<td>311</td>
<td>56</td>
<td>10</td>
<td>28</td>
<td>9</td>
</tr>
<tr>
<td>36-004 Akiak</td>
<td>175</td>
<td>175</td>
<td>48.57%</td>
<td>175</td>
<td>75</td>
<td>32</td>
<td>41</td>
<td>0</td>
<td>175</td>
<td>77</td>
<td>40</td>
<td>30</td>
<td>7</td>
</tr>
<tr>
<td>35-078 Tukhaitak</td>
<td>222</td>
<td>222</td>
<td>22.97%</td>
<td>222</td>
<td>51</td>
<td>13</td>
<td>35</td>
<td>0</td>
<td>222</td>
<td>49</td>
<td>22</td>
<td>20</td>
<td>0</td>
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<td>REAA 23 Absentees</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<td>0</td>
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<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>708</td>
<td>708</td>
<td>27.12%</td>
<td>708</td>
<td>182</td>
<td>55</td>
<td>188</td>
<td>5</td>
<td>708</td>
<td>182</td>
<td>81</td>
<td>78</td>
<td>23</td>
</tr>
</tbody>
</table>

Election Certification results will be sent when received.
OATH OR AFFIRMATION

School board members, before taking office and sign the following oath of affirmation:

“I do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of Alaska and that I will honestly, faithfully, and impartially discharge my duties as a school board member to the best of my ability.”

_________________________  __________________
Samuel J. George           Date

_________________________  __________________
Moses Owen                 Date
Elitnaurvimteni Ciutmurtukut

Yupiit School District
P.O. Box 51190
Akiachak, Alaska 99551
(907) 825-3600

To: RSB Members

Date: October 17, 2013

From: Gerald Langton
Superintendent

Re: V. Recognition of Guests

Memo: 13/M-5
Elitnaurvimteni Ciutmurtukut

Yupiit School District
P.O. Box 51190
Akiachak, Alaska 99551
(907) 825-3600

To: RSB Members
From: Gerald Langton
Superintendent
Date: October 17, 2013
Re: VI. Approval of Agenda

Memo: 13/M-6

The Agenda is presented to you for your approval.
Yupiit School District
Regional Board Members

Akiachak
Willie Kasayulie
Samuel George
Brian Henry

Akiak
Ivan M. Ivan
Moses Owen

Tuluksak
Peter Napoka

Regional Board of Education Meeting

LOCATION: Akiachak, Alaska   DATE: October 17, 2013

I. Call to Order
II. Roll Call
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    B. Assistant Superintendent's Report
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    E. Site Administrator's Report
    F. ANE Grant Director's Report
    G. Technology Coordinator's Report
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XVI. Information
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XVII. Board and Public Comments:
XVIII. Date & Place of Next Meeting:
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Elitnaurvimteni Ciutmurtukut

Yupiit School District
P.O. Box 51190
Akiachak, Alaska 99551
(907) 825-3600

To: RSB Members
Date: October 17, 2013

From: Gerald Langton
Superintendent
Re: VII. Approval of Minutes
A. September 19, 2013

Memo: 13/M-7

The Regular Board meeting minutes for September 19, 2013 is presented to you for your approval.
Yupiit School District
Box 51190 Akiachak, AK 99551 (907) 825-3600 Fax (907) 825-3655
Regional School Board

Akiachak
Willie Kasayulie, Chairman
Samuel George, Treasurer
Brian Henry, Board Member

Akiak
Ivan M. Ivan, Vice Chairman
Olanka Jones, Board Member

Tuluksak
Olga Kinegak, Secretary
Peter Napoka, Board Member

Minutes of the Yupiit School District
Regional Board of Education

Held: September 19, 2013
Village: Akiachak, Alaska

Call to Order
Chairman Willie Kasayulie called the regular meeting of the Regional School Board to order at 11:14 AM.

Roll Call
Present
Willie Kasayulie, Chairman
Samuel George, Treasurer – via teleconference, excused 1:15 PM due to reception
Olanka Jones, Board Member
Brain Henry, Board Member
Peter Napoka, Board Member
Gerald Langton, Interim Superintendent
Michele George, Assistant Business Manager
Bonnie James, Recording Secretary

Absent
Ivan Ivan, Vice Chairman
Olga Kinegak, Secretary

Invocation
III. Invocation: Brian Henry rendered the invocation.

Recognition of Guests
IV. Recognition of Guests:
Rayna Hartz and Sharon Anderson

Approval of Agenda
V. Approval of Agenda:
Motion by Brian Henry, Seconded by Peter Napoka to accept the agenda as with additions to include New Business E. MOA – Alaska Education & Business Services, Inc. and Executive Session to hear Melody Douglas and Lucienne Smith, Contracted CFO Resignation. Motion was passed unanimously.

Approval of Minutes
VI. Approval of Minutes:
Motion by Brian Henry, Seconded by Olanka Jones to approve the August 15, 2013, Regular Board minutes. Motion carried.
### VII. Correspondence:

**A. Alaska Child Nutrition Programs School Nutrition & Wellness Newsletter**
Superintendent Gerald Langton reports the Alaska Child Nutrition Programs School Nutrition & Wellness Newsletter is presented for information only.

### VIII. New Business

**A. Resignation – Olga Kinegak**
Superintendent Gerald Langton reports Olga Kinegak has resigned as the Regional School Board Secretary. This is presented for approval.

Motion by Brian Henry, Seconded by Olinka Jones to accept the resignation for Olga Kinegak as Regional School Board member for Tuluksak site. Motion carried and passed.

Motion by Brian Henry, Seconded by Olinka Jones for administration to post seat vacancy for Tuluksak. Motion carried and passed.

**B. ANE Grant Presentation – Rayna Hartz**
Superintendent Gerald Langton reports Rayna Hartz, ANE Grant Director will do a presentation.

### Recess
Chairman Willie Kasayulie called for a recess at 12:00 PM. Reconvened at 12:57 PM

### Excused
Regional School Board, Sam George asked to be excused due to cell phone reception.

**C. ESEA (NCLB) Waiver**
Superintendent Gerald Langton reports the Alaska Department of Education & Early Development has applied for a flexibility waiver from components of ESEA. This is presented for your review and information.

**D. Student Transportation**
Superintendent Gerald Langton reports the YSD Administration requests that the Yupiit School district approve the changes to the general fund and transfer to special revenue funds by $49,284. This is presented for approval.

Motion by Brian Henry, Seconded by Olinka Jones to approve the changes to the general fund and transfer to Special Revenue Funds by $49,284.00. Motion carried and passed.

**E. MOA – Alaska Education & Business Services, Inc.**
Superintendent Gerald Langton reports the MOA with Alaska Education Business Services, Inc., (AKEBS) will be to provide E-rate application submittal for the erate FY 2015 (E-rate FY2014) thru funding. This is presented for approval.

Motion by Brian Henry, Seconded by Peter Napoka to approve the
<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
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<tbody>
<tr>
<td><strong>Continue – New Business</strong></td>
<td>MOA with Alaska Education &amp; Business Services, Inc. (AKEBS) to provide E-rate application submittal for the E-rate FY2015 (E-rate FY2014) thru funding at the approximate amount of $7,500.00. Motion carried and passed.</td>
</tr>
<tr>
<td><strong>Progress Report on Recommendations</strong></td>
<td>IX. Progress Report on Recommendations made by Melody Douglas Superintendent Gerald Langton reports the progress report by Melody Douglas is presented for review and information only.</td>
</tr>
</tbody>
</table>
| **Unfinished Business**                 | Unfinished Business:  
A. Monthly Attendance Report  
Superintendent Gerald Langton reports the K-12 attendance monthly reports for Akiachak, Akiak and Tuluksak School is presented for review and information only. |
| **Personnel**                           | X. Personnel:  
A. Lisa Lane, Special ED Teacher, Tuluksak School  
Superintendent Gerald Langton reports Lisa Lane has been hired as a Special Education Teacher for Tuluksak School. This is presented for approval.  
Motion by Brian Henry, Seconded by Olinka Jones to approve the new hire for Lisa Lane, Special Education Teacher for Tuluksak School. Motion carried and passed.  
B. Resignations:  
1. Lucienne Smith, Contracted CFO  
2. Alfreda Dock, SpEd Teacher Aide, Akiak School  
Superintendent Gerald Langton reports Lucienne Smith, contracted CFO and Alfreda Dock, SPED Teacher Aide for Akiak School turned in their resignations. This is presented for approval.  
Motion by Olinka Jones, Seconded by Peter Napoka to approve the resignations for Lucienne Smith, Contracted CFO and Alfreda Dock, Special Ed Teacher Aide for Akiak School. Motion carried and passed. |
| **Recess**                              | Chairman Willie Kasayulie called for a recess at 1:40 PM  
Reconvened at 1:55 PM |
| **Consent Agenda Reports**              | XI. Superintendent, Gerald Langton’s report:  
Motion by Brian Henry, Seconded by Peter Napoka to accept the Consent Agenda report for Superintendent, Gerald Langton. Motion carried |
| **Assistant Superintendent’s Report**   | Assistant Superintendent, Diane George’s report:  
Motion by Brian Henry Seconded by Peter Napoka to accept the Consent Agenda report for Assistant Superintendent, Diane George. Motion carried |
| **Business Manager’s Report**           | Business Manager, Michele George’s report:  
Motion by Brian Henry, Seconded by Peter Napoka to accept the |
<table>
<thead>
<tr>
<th>Site Administrator's Report:</th>
<th>Consent Agenda report for Assistant Business Manager, Michele George. Motion carried.</th>
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</thead>
<tbody>
<tr>
<td>ANE Grant Director’s Report:</td>
<td>ANE Grant Director, Rayna Hartz Report: Motion by Brian Henry, Seconded by Peter Napoka to approve the Consent Agenda report for ANE Grant Director, Rayna Hartz. Motion carried.</td>
</tr>
<tr>
<td>Technology Director’s Report</td>
<td>Technology Director, Gus Perkins Report: Motion by Brian Henry, Seconded by Peter Napoka to approve the Consent Agenda report for Technology Director, Gus Perkins. Motion carried.</td>
</tr>
<tr>
<td>Maintenance Director’s Report</td>
<td>Maintenance Director, Aaron Chingliak’s Report: Motion by Brian Henry, Seconded by Peter Napoka to approve the Consent Agenda report for Maintenance Director, Aaron Chingliak. Motion carried.</td>
</tr>
<tr>
<td>Recess</td>
<td>Chairman Willie Kasayulic called for a recess at 2:50 PM Reconvened at 2:57 PM</td>
</tr>
<tr>
<td>Travel</td>
<td>XII. Travel: none</td>
</tr>
<tr>
<td>Executive Session</td>
<td>XIII. Executive Session: Motion by Olinka Jones, Seconded by Peter Napoka to get into an executive session at 3:00 PM to discuss subjects that tend to prejudice the reputation and character of any persons provided the person may request a public discussion. Motion by Brian Henry, Seconded by Peter Napoka to get out of an executive session at 4:05 PM. Motion carried and passed.</td>
</tr>
<tr>
<td>Information</td>
<td>XIV. Information: A. AASB Calendar of Events Superintendent Gerald Langton reports the AASB Calendar Events is presented for information only.</td>
</tr>
<tr>
<td>Board and Public Comment</td>
<td>XV. Board &amp; Public Comments</td>
</tr>
<tr>
<td>Date of Next Board Meeting</td>
<td>Date and Place of Next Meeting: October 17, 2013</td>
</tr>
</tbody>
</table>
XVI. Adjournment: Motion by Olinka Jones, Seconded by Brian Henry to adjourn the meeting.

Secretary

Date
To: RSB Members

From: Gerald Langton
Superintendent

Date: October 17, 2013
Re: VIII. Correspondence
A. none

Memo: 13/M-8
Elitnaurvimteni Ciutmurtukut

Yupiit School District
P.O. Box 51190
Akiachak, Alaska 99551
(907) 825-3600

To: RSB Members
Date: October 17, 2013

From: Gerald Langton
Superintendent

Re: IX. New Business
A. Regional School Board
Appointment

Memo: 13/M-09

Superintendent Gerald Langton reports the school board declared a regional school board seat vacancy on September 20, 2013. The deadline to turn in the letter of interest for the RSB was set on October 14, 2013. As of today, we have (1) candidate from Tuluksak, Noah Andrew.
Elitnaurvimteni Ciutmurtukut

Yupiit School District
P.O. Box 51190
Akiachak, Alaska 99551
(907) 825-3600

To: RSB Members

From: Gerald Langton
Superintendent

Date: October 17, 2013

Re: IX. New Business
B. MOA – CITC Amy Fredeen,
Business Office Support Services

Memo: 13/M-09

Superintendent Gerald Langton reports the MOA – CITC for Amy Fredeen will be centered on helping Yupiit School District Staff design a system that will help ensure compliance and will initially include the following: 1 day of onsite review of systems; 1 day of onsite coaching’ 1 written report on recommendations and observations; 40 hrs of follow up coaching and analysis. The approximate amount of the MOA is $15,000.00. The Funds to cover this contract will come from the unexpected funds resulting from the AKEBS contract resignation. This is presented for approval.
October 7, 2013

MEMORANDUM

TO: Board of Education
FROM: Kim Langton, Superintendent
RE: Business Office Support Services

Pertinent Information: Termination of the AKEBS contract for Chief Financial Officer (Lucienne Smith) contracted services leaves Yupiit School District with the need to determine which and if contracted services of this nature are necessary at this time.

I contacted Amy Fredeen, CFO for the Cook Inlet Tribal Council (CITC) to see if she would be available to assist YSD in this reviewing this matter. Attached is information she provided.

Recommendation: YSD enter into a contracted services agreement with CITC to address the following Scope of Service:

The work will be centered on helping Yupiit School District Staff design a system of procedures that will help ensure compliance and will initially include the following:
1 day of onsite review of systems
1 day of onsite coaching
1 written report on recommendations and observations
40 hours of follow up coaching and analysis

This scope of work is expected to be completed by November 30, 2013 and expected not to exceed an amount of $15,000.

Funds to cover this contract will come from the unexpended funds resulting from the AKEBS contract resignation. The account number to be used for this contract is 100-500-550-000-410.
September 19, 2013

Yupiit School District
Attention: Willie Kasayulie, Chairperson
PO Box 51190
Akiachak, AK 99551

Re: Proposal for Compliance Training Engagement

Dear Mr. Kasayulie:

I am writing in regards to a request for services I received from Superintendent Kim Langton. My name is Amy Fredeen, and I am Inupiaq and serve as Cook Inlet Tribal Council’s Chief Financial Officer and Executive Vice President. I appreciate you taking the time to talk to me about the request.

At the heart of every organization and school district is the desire to make change. In the case of Yupiit School District (Yupiit), the mission to educate all children to be successful in any environment is an integral part of the success of Our Youth. In order to meet that mission Yupiit not only has to carry out the core educational services, but also act as a steward for the funds it receives to carry out the mission.

Accountability and compliance are very western terms. However, accountability has been ingrained in Our Alaska Native Culture for millennia. While as a People we never used the term accountability, we held roles of accountability to each in our traditional roles within village life. One of CITC’s skills is to take the western compliance regulations and help translate them into manageable procedures to help ensure our modern institutions can carry out their mission and work.

Yupiit is as a turning point as an institution, having been in receivership and needing to address several audit concerns. The attached proposal is designed to give Yupiit a greater understanding of the work that needs to be done to ensure compliance, which helps with the sustainability of the mission. If you have any questions, feel free to contact me at 907-793-3431 or afredeen@citcl.org.

Sincerely,

Amy Fredeen
Cook Inlet Tribal Council, Inc.
Chief Financial Officer & Executive Vice President
CITC Proposal for Services

Statement of Scope
The work will be centered on helping Yupiit School District Staff design a system of procedures that will help ensure compliance and will include the following:

- 1 day of onsite review of systems
- 1 day of onsite coaching
- 1 written report on recommendations and observations
- 40 hours of follow up coaching and analysis

Assigned Staff:
Amy Fredeen, CITC Chief Financial Officer & Executive Vice President
Ms. Fredeen will act as lead on the consulting engagement.

Amy Fredeen is a Certified Public Accountant (CPA) with more than 17 years of experience in financial administration. Ms. Fredeen currently serves as the Chief Financial Officer (CFO) and Executive Vice President for Cook Inlet Tribal Council (CITC)—one of the nation’s preeminent culturally responsive social-service organizations helping to improve the lives of more than 10,000 Alaska Native and American Indian people residing in the Cook Inlet Region of Alaska annually. CITC’s array of support services includes education, employment and training services, workforce development, family preservation, and support for individuals recovering from addiction, substance abuse and/or incarceration.

Having earned her Bachelor of Arts degree from Gonzaga University, Ms. Fredeen’s accounting background was heavily influenced by the university’s emphasis on altruistic efforts. Ms. Fredeen was hired as CITC’s senior controller in 2001. In 2006, Ms. Fredeen was promoted to CFO. In 2012 Ms. Fredeen was promoted to hold the dual role of Chief Financial Officer and Executive Vice President.

Under Ms. Fredeen’s oversight, CITC’s $42 million annual budget has resulted in unqualified independent annual audits. As former controller of CITC’s Shared Services department, she managed a total of $85 million in budgets for 43 additional non-profit partner agencies.

Ms. Fredeen’s volunteer work, leadership roles and recognitions include:

- member of the Contract Support Cost Work Group for the Bureau of Indian Affairs (2008-current)
- Board Trustee of Make-A-Wish Foundation of Alaska and Washington (2009-present)
- Board Member of Cook Inlet Native Head Start (2009-present)
- Board Member of International Funders of Indigenous People (2010-present), current Chair
- Board Member of the Alaska Center for the Performing Arts (2011-present)
- Former Board Member of Victims for Justice (2003-2006)
• Anchorage Downtown Rotary Member (2009-present)
• 2010 Anchorage Chamber of Commerce and the Alaska Journal of Commerce “Alaska’s Top 40 Under 40” award recipient

Ms. Fredeen is of Inupiat heritage and was raised in Chugiak, Alaska. Her mother is originally from Nome/Teller area of Alaska.

Alexandra Griggs, CITC Compliance Officer
Ms. Griggs will be supporting the engagement and provide the compliance analysis.

Alexandra Griggs, Yup’ik Eskimo, is from Kwethluk, Alaska. Ms. Griggs spent her childhood in Dillingham, spent my summers in Kwethluk and graduated from Mt. Edgecumbe High School.

Ms. Griggs has been with Cook Inlet Tribal Council’s Accounting Department since August 2000 and began working with grant compliance in 2007. I received Grants Management Certification from Management Concepts in September 2010 and in January 2011 was promoted to Financial Grant Compliance Officer.

Ms. Griggs also serves on CITC’s Johnson O’Malley Education Committee, as a parent representative.

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**Fee Structure**

**Hourly Rate:**

- Chief Financial Officer & Executive Vice President (CFO/EVP) $245
- Compliance Officer $65

An hourly rate of $65 per hour for the Compliance Officer is requested, with a max daily charge of $520. CFO/EVP hourly rate of $245 will be waived for the on-site work in recognition of the alignment with CITC’s youth education initiatives and in recognition of the fact that the CFO/EVP is treating this as a leadership training opportunity for the Compliance Officer. **Estimated fee range for the entirety of the scope are as follows and are dependent on actual time spent based on the fee structure noted above:** $1,040 to $9,800.

Additionally, travel costs for both the Compliance Officer and CFO/EVP is requested to be reimbursed under this proposal.
Elitnaurvimteni Ciutmurtukut

Yupiit School District
P.O. Box 51190
Akiachak, Alaska 99551
(907) 825-3600

To: RSB Members
From: Gerald Langton
Superintendent

Date: October 17, 2013
Re: IX. New Business
C. MOA – AKEBS Contracted Payroll Service

Memo: 13/M-09

Superintendent Gerald Langton reports the MOA – AKEBS for payroll contracted services from approximately mid-November 2013 through January 2014. The approximate amount of the MOA is $7,640.00 per month. This is presented for approval.
October 8, 2013

MEMORANDUM

TO: YSD Board of Education

THROUGH: Kim Langton, Superintendent

FROM: Michele George, Business Manager

RE: Departmental Coverage during Employee Leaves

PERTINENT INFORMATION: There are two employee leave requests that are planned beginning in November 2013 through possibly January 2014.

Business Manager: During this leave this employee will be available by phone and email. The school district’s general bank account and health insurance account will be frequently monitored. Some remote work will be completed during employee leave; for example the FY15 Impact Aid application is due by the end of January 2014. Some other business office functions will be handled on a part-time basis while employee is on leave status; a timesheet of hours worked will be maintained so that leave may be recorded appropriately. The Business Manager’s leave will occur from approximately mid-November through January with plans to return to work full time February 3, 2014.

Payroll Specialist: The Payroll Specialist has requested leave beginning after she processes the November 15th payroll. She plans to return to work to process the January 31, 2014 payroll and possibly finalize the processes for the 2013 W-2s.

Payroll: contract services will be needed starting with the November month end payroll. A contractor will need to process payroll in December and January and possibly generate 2013 W-2’s while Payroll Specialist is on leave.

Accounts payable: Processing purchase orders and accounts payable checks will be handled by YSD staff while Payroll Specialist is on leave.

RECOMMENDATION: The administration recommends approval entering a MOA with AKEBS for payroll contracted services from approximately mid-November 2013 through January 2014.
MEMORANDUM OF AGREEMENT
CONTRACT No. 2014-1008

It is hereby understood that Yupiit School District (YSD) has agreed to contract with Alaska Education and Business Services, Inc., (AKEBS) for the purpose of providing payroll processing services.

PERIOD OF CONTRACT: This Memorandum of Agreement shall be effective from November 15th payroll thru the January 15th payroll or when the Superintendent notifies AKEBS that YSD payroll staff is back on the job full time.

PAYMENT: The above-described services will be performed by AKEBS for $7,640.00 per month. Each month will include 2 semi-monthly and one monthly payroll. Payment will be made by YSD upon receipt of monthly invoice. Invoices will require approval by Gerald Langton, Superintendent of Yupiit School District.

SUPPLIES: Paper product, toner, etc., will be at the expense of AKEBS when the processing occurs in their Anchorage office. When the processing occurs at the YSD site, the cost will be borne by YSD. Postage to mail any payroll related liabilities from AKEBS Anchorage will be reimbursed by YSD as invoiced for actual cost.

TRAVEL: Any required costs incurred for travel to and from the Yupiit School District will be paid at cost by the Yupiit School District upon receipt of an invoice with a copy of the actual receipts for same. Per diem (food) will be paid at $60.00 per day.

SATISFACTORY: Satisfactory completion shall be determined by Gerald Langton, Superintendent of Yupiit School District.

AGREED THIS Day of ______, 2013.

YUPIIT SCHOOL DISTRICT
Gerald Langton, Superintendent

Alaska Education & Business Services, Inc.
Lucienne Smith, President
Alaska Business License #732107
Federal ID # 20-3944964
Payroll Services
For the Yupiit School District
10/07/2013

Scope of Service:

- Process semi monthly and monthly payroll as advised by YSD;
- Process all payroll liabilities that accompany payrolls;
- Follow up and respond to all payroll questions during period of MOA;
- Prepare 4th Quarter 941 and ESC report (10/01/2013 thru 12/31/2013);
- Prepare excess insurance information for and draft 2013 W2’s - print if required;
- Work closely with YSD site and department staff to insure all payroll’s are accurately and timely completed;
- Above work will require the YSD’s Wells Fargo sign on and keyfob security; PERS/TRS e-reporting user ID approval, and EFTPS passwords.
Elitnaurvimteni Ciutmurtukut

Yupiit School District
P.O. Box 51190
Akiachak, Alaska 99551
(907) 825-3600

To: RSB Members
Date: October 17, 2013

From: Gerald Langton
Superintendent
Re: IX. New Business
D. MOA – Educational Services
of Alaska, Maintenance Support
Services

Memo: 13/M-09

Superintendent Gerald Langton reports the MOA – Educational Services of Alaska, Maintenance Services is presented for approval.
October 8, 2013

MEMORANDUM

TO: YSD Board of Education
FROM: Kim Langton, Superintendent
RE: MOA for Contracted Maintenance Projects

PERTINENT INFORMATION: Yupiit School District (YSD) decided in FY12 to discontinue using SERRC for maintenance work orders, preparing the mandated 6 Year Plan, and submitting CIP applications. However, a plan to transition these projects and train YSD staff was not developed to implement these changes.

It is extremely difficult for anyone to perform the day-to-day functions of ‘the job’ and to learn and implement new job functions at the same time. John Weetman has been working with me, Aaron Chingliak, and Jack Annis in recent months. He has worked through the School Dude process and has most of the work processes entered into this system. Work orders for employee housing need to be developed and entered into School Dude. The reports out of this system will help the maintenance team schedule their work and to have materials and supplies here when work begins on any given project.

The CIP application process requires a viable 6 Year Plan. YSD’s current plan is a basic plan; however, this document must be updated every year and should provide direction to the maintenance team. The CIP application process needs a sound work order system to provide needed information as well.

In addition, there is no manual to guide principals on managing school and employee housing.

Given the current state of school and employee housing maintenance, there is not time for Aaron or Jack to transition these projects to effective implementation at YSD.

With Lucienne Smith’s departure, more of Melody Douglas’ time is now focused on YSD’s business office operations. Consequently, she has indicated that she can no longer cover costs for YSD maintenance support through her contract.

Since John Weetman has been working with YSD, he is up to speed on maintenance issues. I asked him to submit a proposal to address these projects targeting completion this year. Use of unexpended funds from the AKEBS (Lucienne Smith) will cover the cost of a MOA for John Weetman’s services.

RECOMMENDATION: The administration recommends approval of the enclosed MOA with Educational Services of Alaska for maintenance projects performed during FY14.
YSD AGREEMENT FOR CONSULTING SERVICES

Provided by

EDUCATIONAL SERVICES OF ALASKA

Educational Services of Alaska (hereafter called Contractor) agrees to provide the following services to Yupiit School District (hereafter called Client):

1. **School Dude Implementation of Preventative Maintenance work orders, (PM’s)**
   a. Finalize implementing school building PM’s
   b. Develop and implement district office PM’s
   c. Develop and implement employee housing PM’s
   d. Develop and implement vehicle PM’s

2. **Develop a Maintenance Manual for Principals**
   a. Will be maintained electronically
   b. Include training for principals in managing building maintenance; public use of the buildings; and employee housing.
   c. This document will incorporate Board Policy
   d. This document will be placed on the website.

3. **Mandated 6 Year Plan**
   a. Assist in the development of a 6 Year Plan.
   b. Train staff on how to maintain and update it annually.
   c. Model with the assistance of knowledgeable professionals to make the changes to the 6 Year Plan
   d. The goal is for Director of Maintenance to learn this process and to ultimately take over the required annual updates.

4. **Summer Maintenance**
   a. Determine if there are other options/models available for performing summer maintenance work

This work is for FY14, and will be performed by Educational Services of Alaska. It is understood that circumstances arising during the consulting project may require the activities described above to be replaced with other activities of an equivalent value. Such changes will be based on mutual agreement of both parties, which may be recorded as an addendum to this agreement, or as a letter from one party to the other.

☐ ☐ Contractor fee is set at $19,500 plus expenses. Expenses to be billed include travel to and from Palmer to Akiachak ($0.55 per mile for auto travel) and meals. Meal expenses will be based on Alaska State per diem rate of $12/breakfast, $16/lunch, and $32/dinner.
Payments will be made after services are rendered and invoiced. The project will be considered complete when the client is satisfied with the contractor’s services. Either Party may terminate this agreement with written notice. If the agreement is terminated, Contractor will present Client with a statement of account showing all fees paid to that time, and itemizing work performed.

Signed: for Yupiit School District

_________________________________________ Date __________

Signed: for Educational Services of Alaska

_________________________________________ Date __________

John Weetman
Elitnaurvimteni Ciutmurtukut

Yupiit School District
P.O. Box 51190
Akiachak, Alaska 99551
(907) 825-3600

To: RSB Members  
From: Gerald Langton
Superintendent

Date: October 17, 2013
Re: IX. New Business
E. Presentation – Amanda Macomber

Memo: 13/M-09

Superintendent Gerald Langton Amanda Macomber, 4th Grade Teacher for Akiachak School will do a presentation.
To: RSB Members  Date: October 17, 2013

From: Gerald Langton, Superintendent  Re: X. Progress Report on Recommendations made by Melody Douglas

A. Monthly Report

Memo: 13/M-10

Superintendent Gerald Langton reports the progress report by Melody Douglas is presented for review and information only.
PROJECT UPDATE

I arrived at Yupiit School District (YSD) October 7, 2013 and will be working with YSD staff until October 18, 2013. I look forward to working with the Board of Education during its October 17, 2013 meeting.

Of significant note is more of my time is now needed to assist with business operations with Lucienne Smith’s departure.

RECOMMENDATIONS STATUS

Budget: The FY14 budget was developed on the FY13 OASIS count even though enrollment increased throughout FY13. Although unexpected, this conservative approach served YSD well; otherwise YSD would now be in the position of cutting the budget. It was hoped that YSD would be able to increase the budget due to increased enrollment. Hopefully current enrollment will hold through the OASIS 20 day count period.

The budget transfer process will be reviewed with principals and District Office (DO) administrators during their October meeting. In addition, the initial FY15 budget components will be discussed.

Business Office: There are a couple of Business Office employees who will be taking leave in December and January. Planning is underway to ensure continuation of business office functions while these employees are on leave. I have asked for viewing access only to YSD’s software system to assist YSD during this time; Dr. Kim Langton and Michele George have agreed to my accessing YSD data. I will not have access to processing any transactions for YSD.

Human Resources: Bonnie James’s has been working through the process of evaluating employee transcripts for salary placement. Review of other school district’s criteria for evaluating transcripts is underway with the goal of developing written criteria for YSD’s use. Review of YSD staffing sheets will be conducted while I am at YSD; these documents will be the basis for revising the FY14 budget.
Bonnie James will be attending a human resources training later this month sponsored by the District’s insurance company.

The review and updating of certified and classified handbooks is slated for this year.

**Travel:** Travel procedures will be addressed with District administrators during their October 2013 meeting.

**Information Technology:** Additional classroom computers were ordered with residual SIG grant funds and continued expansion of the YSD website is underway. YSD processes and procedures are being posted to the website for future reference.

**Student Nutrition:** Use of the Power School food service module has not been implemented; however implementation is expected in the near future. Michele George plans to review the meal planning and analysis software that the Department of Education and Early Development (EED) is recommending. However, the software expected to be ready in November now won’t be ready until February. In addition, there is concern that EED won’t be able to maintain the availability of this software in the future. Review of available software and a recommendation for Board consideration is expected in the near future from Michele George.

The school freezers are full of frozen foods rendering it difficult to rotate the food to use the oldest items first.

**Maintenance Programs:** Unfortunately, there wasn’t significant improvement between the end of the 2013 summer maintenance season and the end of the 2012 maintenance season in spite of an aggressive administrative plan otherwise. Employee performance issues are being addressed.

In addition, YSD needs assistance to ensure compliance with the EED mandated 6 Year Plan to be able to upgrade its CIP application. The 6 Year Plan must be updated each year; the current plan is a basic plan last done by SERRC that, in my opinion, does not provide adequate maintenance guidance. In addition, there are no written guidelines to assist YSD principals in managing school and teacher housing maintenance.

John Weetman has been working in support of the YSD maintenance program. There was no implementation plan developed when YSD made the decision to use School Dude for managing building and teacher housing maintenance work orders. Consequently, essentially nothing was done with School Dude until John Weetman began working on this project. The plan was for a YSD staff person to enter all the data into School Dude; that plan proved unsuccessful. Many of school maintenance work orders have been entered in School Dude.

I have been covering costs for John Weetman’s assistance to YSD through my contract since funds weren’t needed for my services because Lucienne Smith was also contracted for business services. YSD’s maintenance programs heavily impact the District’s budget; therefore, to avoid duplication of effort between Lucienne’s and my work for YSD, I tried to assist with needed changes to the YSD maintenance operations. With Lucienne’s departure, more of my time is needed to focus on YSD’s budget and business office matters.

I recommend YSD enter into a MOA for assistance with the YSD maintenance program. YSD staff does not have the time to focus on updating the mandated 6 Year Plan, developing a manual of maintenance processes and procedures for principals and to finalize implementation of the School Dude program. At this time,
employee housing work order templates need to be created and entered into the software in addition to all district vehicles.

Most of this work can be done within this school year if a contract is initiated soon. The majority of the cost of contracting for these services can be covered by the funds freed up through the termination of the AKEBS (Lucienne Smith) contract.

**Administration:** Dr. Langton is actively engaged in addressing YSD operational issues.

**Board of Education:** The strategic planning dates have been moved to October 28 and 29, 2013; I am not able to participate in this important process due to a previous commitment. You will undoubtedly be looking at establishing operational goals as well as student learning goals to guide YSD in the years ahead. Since I am not able to participate in your strategic planning, I will provide some written operational suggestions for your consideration in developing your Strategic Plan.

YSD Board Policy AR 9311 Regular Policy Review states:

*To insure that policies are updated to meet changing conditions and legal requirements, all policies will be subject to regular review and revision.*

Sections of the policy manual shall be reviewed on the following continuous rotating schedule:

- **Year 1** – Chapters 0 through 3
- **Year 2** – Chapters 4 through 5
- **Year 3** – Chapters 6 through 7
- **Year 4** – Chapters 8 through 9

Board Policy Section 3000 – Business and Instructional Support Operations was updated in 2013. Would the Board consider reviewing BP Section 0000 – Philosophy – Goals – Objectives, section 1000 – Community Relations, and Section 2000 – Administration during this school year? This would allow the Board to reinstate its continuous rotating schedule of policy review.
To: RSB Members  

From: Gerald Langton, Superintendent  

Date: October 17, 2013  

Re: XI. Unfinished Business  
A. Monthly Attendance Report  

Memo: 13/M-11  

Superintendent Gerald Langton reports the K-12 attendance monthly reports for Akiachak, Akiak and Tuluksak School is presented for review and information only.
**ADA/ADM by Date**

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https://yupiit.powerschool.com/admin/reportqueue/PSPRE_AD...

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</table>

**Total:** 931.00  843.50
**Average:** 51.72  46.86
### ADA/ADM by Date

**Henry Lott Memorial Elementary**

Reporting Period: 09/01/2013 to 09/30/2013

<table>
<thead>
<tr>
<th>Number</th>
<th>Date</th>
<th>Day</th>
<th>Membership</th>
<th>Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>09/03/2013</td>
<td>Tue</td>
<td>94.00</td>
<td>67.50</td>
</tr>
<tr>
<td>2</td>
<td>09/04/2013</td>
<td>Wed</td>
<td>95.00</td>
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</tr>
<tr>
<td>3</td>
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<td>Thu</td>
<td>95.00</td>
<td>65.50</td>
</tr>
<tr>
<td>4</td>
<td>09/06/2013</td>
<td>Fri</td>
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<td>09/11/2013</td>
<td>Wed</td>
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<td>6</td>
<td>09/12/2013</td>
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<td>94.00</td>
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<td>7</td>
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<td>Fri</td>
<td>95.00</td>
<td>69.00</td>
</tr>
<tr>
<td>8</td>
<td>09/16/2013</td>
<td>Mon</td>
<td>95.00</td>
<td>68.50</td>
</tr>
<tr>
<td>9</td>
<td>09/17/2013</td>
<td>Tue</td>
<td>95.00</td>
<td>68.00</td>
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<tr>
<td>10</td>
<td>09/18/2013</td>
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<td>68.00</td>
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<tr>
<td>11</td>
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<td>Fri</td>
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<td>75.50</td>
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<tr>
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<td>09/23/2013</td>
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<td>82.50</td>
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<tr>
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<tr>
<td>15</td>
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<td>Wed</td>
<td>92.00</td>
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<tr>
<td>16</td>
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<td>Thu</td>
<td>91.00</td>
<td>63.50</td>
</tr>
<tr>
<td>17</td>
<td>09/27/2013</td>
<td>Fri</td>
<td>91.00</td>
<td>50.50</td>
</tr>
<tr>
<td>18</td>
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<td>Mon</td>
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<td>64.50</td>
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**Total:** 1688.00

**Average:** 93.78

### ADA/ADM by Date

**Tululksak High School**

Reporting Period: 09/01/2013 to 09/30/2013

<table>
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<tr>
<th>Number</th>
<th>Date</th>
<th>Day</th>
<th>Membership</th>
<th>Attendance</th>
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</thead>
<tbody>
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<tr>
<td>2</td>
<td>09/04/2013</td>
<td>Wed</td>
<td>57.00</td>
<td>43.00</td>
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<tr>
<td>3</td>
<td>09/05/2013</td>
<td>Thu</td>
<td>57.00</td>
<td>41.00</td>
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<td>45.50</td>
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<td>09/16/2013</td>
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<tr>
<td>9</td>
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<td>Tue</td>
<td>53.00</td>
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<tr>
<td>18</td>
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<td>Mon</td>
<td>50.00</td>
<td>40.25</td>
</tr>
</tbody>
</table>

**Total:** 550.00

**Average:** 52.78

89
Elitnaurvimteni Ciutmurtukut

Yupiit School District
P.O. Box 51190
Akiachak, Alaska 99551
(907) 825-3600

To: RSB Members
From: Genrald Langton,
Superintendent

Date: October 17, 2013
Re: XII. Personnel
A. none

Memo: 13/M-12
Elitnaurvimteni Ciutmurtukut

Yupiit School District
P.O. Box 51190
Akiachak, Alaska 99551
(907) 825-3600

To: RSB Members
Date: October 17, 2013

From: Gerald Langton, Superintendent
Re: XIII. Consent Agenda Reports
    A. Superintendent’s Report

Memo: 13/M-12

Enclosed is Superintendent, Gerald Langton’s report for the month of October 2013.
Board Report
Kim Langton
Superintendent
October 17, 2013
Akiachak, Alaska

Travel
September 24-27, 2013
• I attended the Alaska Association of School Administrators, AASA, in Anchorage. It is the association for superintendents, as AASB is for School Board Members. I can give you an agenda if you like, but the most important part of the meeting was the effort with AASA, AASB and other organizations that value education, to work with the legislature to adequately fund our schools. We are looking at a shortage of money throughout our schools in Alaska, and we must work together for improved funding or suffer alone with less.

The first day of the conference was also very exciting, as a group of superintendents went to the Chugach School district to learn more about the Voyage to Excellence program or what used to be the Anchorage House program. YSD has been sending its students to VTE for years, especially with the SIG grant. We now have two funding sources to send students, the Moore lawsuit agreement, and the Alaska Native Education (ANE) School to Life grant, directed by Rayna Hartz.

VTE takes students to Anchorage, where they learn about careers available to them, often in their villages and in other areas of Alaska. They take classes that are good for both high school and college credit, and earn certification in various trades.

They took us through a new facility they are building for a new boarding school that will allow students from across Alaska to attend. I first thought, just like Galena, or Mt. Edgcumbe or Nenana. They are going to be a bit different, thanks to some legislation sponsored by Jerry Covey and others, that allows for a “variable term”. Students will not stay there the entire year, and the school will receive a stipend separate from the Basic Students Allocation (BSA), which all districts receive for each enrolled student. That means, students could go to the school part of the year, and we do not lose any of the money coming to the district for that child. They will have a curriculum tailored for each student’s needs, in vocational and regular academic education.

Considering the value our students have received from VTE, and the grant money we have spent to send them, this has the potential to serve our students without costing the district any money, at a time when our budget is tight.

While in Anchorage, I visited Amy Fredeen, CFO of the Cook Inlet Tribal Council:

MOA for Amy Fredeen
With the resignation of Lucienne Smith, we are realizing the need for business office support. It will also be tremendously important to get a new set of eyes on our district, in addition to the perspective we receive from Melody Douglas. Amy Fredeen is Native Alaskan, and hires people from our area. Her MOA is in new Business.
Moore Cultural Grant
Cris Goldy and Paul Berg will be visiting our district in October. Pausauraq Jana Harcharek, Director of Inupiaq Education, will attend our November Board meeting. I notified you that she would be attending our October meeting, but I was mistaken. She will describe for us all North Slope’s journey to create culturally relevant curriculum, a district that honors the heritage of its students. It will serve as one example; the Maoris of New Zealand are another example. The Yup’ik people of YSD will create their own journey, their own example of how to accomplish this goal in a manner that is harmonious with its traditions and values.
Amanda Macomber received a grant to visit New Zealand and study the Maori schools there. She will be giving the Board a presentation regarding her experience with those schools. As members of our Regional Board know, the Maori have taken steps toward taking back their culture, and influencing the education their children receive, that is more relevant to the culture, heritage and experience of the Maori people.

Turn-Around-Team
As you know, we tentatively set September 21 and 22 for the retreat to launch our efforts. Some things kept me from being able to move forward on this, including verification of funding, which I now have, and simply all of the business we have all been engaged in starting off the year. I have been talking to Sarah Sledge, and we both agree that it would be in the interest of ultimate quality of this work to postpone it to a later date. While I am anxious to get this moving, as I believe the sooner we begin the sooner we can put into motion some needed conversations and subsequent actions to improve our district, starting sooner has to be balanced with starting well, starting prepared. We are looking at the weekend of October 19th and 20th and holding the retreat in Tuluksak.

Obviously, we need Regional Board member support with the focus groups, and having Board members on the actual Team makes a lot of sense. Let me know if you are interested in attending.
To: RSB Members  

Date: October 17, 2013

From: Gerald Langton, Superintendent

Re: XIII. Consent Agenda Reports  
B. Asst. Supt. Report

Memo: 13/M-13

Enclosed is Assistant Superintendent, Diane George’s report for the month of October 2013.
To: The YSD Board of Education  
From: Diane George, Assistant Superintendent  
Re: October 2013 Board Report  
Date: October 7, 2013

Special Education:

I attended the Special Education Directors training on September 17 and 18, 2013. It was a good opportunity to network with other Special Ed. Directors around the state. I was able to spend some time planning and collaborating with representatives from the YK region Infant Toddler Program and the Directors from LKSD and Kuspuk. We have scheduled a meeting for mid-November to revise our early childhood interagency agreement. The revision is necessary due to changes to Part C of IDEA (Individuals with Disabilities Education Act), which serves children 0-3 years old. The school district provides services under Part B of IDEA. We serve students with disabilities ages 3 – 22.

Assessments:

Kindergarten Developmental Profile – The Kindergarten teachers are working on completing their observations and reporting results by November 1.

Fall HSGQE – The fall HSGQE took place on October 1, 2, and 3. Results will be reported in mid-November.

I am hoping that we can implement the WorkKeys test (internet version) during the week of October 28. I am still learning the ins and outs of this test and plan to have it ready to go by the 28th. The deadline for all 11th graders to take the test is December 31st.

I attended District Test Coordinator training on September 19 and 20. There are a lot of changes happening due to the adoption of the new State of Alaska ELA and Math standards and the implementation of a new test beginning in Spring 2015. The DEED has asked all districts to do a technology assessment to determine each district’s readiness to implement an internet test to all students in grades 3 – 11 beginning in Spring 2015. This has been a very time consuming process and I believe something Gus is still working on.

I will also be attending training for the English Language Proficiency assessment on October 21 and 22.
Elitnaurvimteni Ciutmurtukut

Yupiit School District
P.O. Box 51190
Akiachak, Alaska 99551
(907) 825-3600

To: RSB Members

From: Gerald Langton, Superintendent

Date: October 17, 2013

Re: XIII. Consent Agenda Reports
C. Business Manager’s Report

Memo: 13/M-13

Enclosed is Business Manager, Michele George’s report for the month of October 2013.
MEMORANDUM

TO: Board of Education

THROUGH: Kim Langton, Superintendent

FROM: Michele George, Business Manager

RE: October 8, 2013

YTD BUDGET

I have included a current budget report to date for your perusal. We are 33% into the school year, and showing 21.67% expended. Keep in mind that we paid off our heating fuel for the whole school year, as well as our property and liability insurance and our teachers received their first check in August so this slightly skews this % of expenditures.

I have included a budget for the School Board travel summary for 2014.

GENERAL FUND REVENUE: Enrollment

The FY2013 School Operating Budget is based on 431 students. The Fall 2013 OASIS count started on September 29, 2013. The first day of the counting period YSD started with 434 students and ended the first week with 437. There are 2 sites who have maintained enrollment but the third site showed a significant decrease. This count period will last for 20 days and will end on October 25, 2013. We should know exactly how many student we can revise our current year budget for by the end of October.

FOOD SERVICE

It is the second year we have received the Nutritional Alaskan Foods grant this school year from the State of Alaska, Dept. of Commerce, Community and Economic Development for $36,703. We plan to purchase more canned wild pink salmon, frozen coho salmon and halibut fillets which will be included in our monthly menus.

We still have not heard from the State of Alaska, Child Nutrition Services (CNS) about the new PrimeroEdge software our district will be able to use for our nutrient analysis, production records, etc. During the conference in August the CNS Director had mentioned that they will be conducting webinars, trainings of this new software throughout this school year. We do plan on having our cooks involved with the trainings once this software is online. The district is exploring the software to see if it will fit our needs.
Memorandum

TO: YSD Board of Education
THRU: Kim Langton, Superintendent
FROM: Michele George, Business Manager
SUBJECT: FY2014 Expenditures: 7/01/2013 through 10/08/2013
- All Except Special Revenue Programs -
DATE: October 8, 2013

<table>
<thead>
<tr>
<th>REVENUE:</th>
<th>Received</th>
<th>Budget</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>State of Alaska - Foundation</td>
<td>$1,542,087</td>
<td>$6,108,290</td>
<td>25.25%</td>
</tr>
<tr>
<td>State of Alaska - Quality Schools</td>
<td>-</td>
<td>$24,926</td>
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<tr>
<td>State of Alaska - $25M/$21M Funding per ADM</td>
<td>-</td>
<td>$299,417</td>
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</tr>
<tr>
<td>State of Alaska - TRS On-behalf</td>
<td>-</td>
<td>$1,200,173</td>
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<tr>
<td>State of Alaska - PFRS On-behalf</td>
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<td>$172,843</td>
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<tr>
<td>U.S. Government PL-874</td>
<td>760</td>
<td>$3,300,000</td>
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<tr>
<td>ERATE</td>
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<td>$1,102,148</td>
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<td>Other (100-040, 255-020)</td>
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<td>$34,881</td>
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<tr>
<td>Food Service (USDA)</td>
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<tr>
<td>Teacher Housing</td>
<td>52,736</td>
<td>$401,881</td>
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<tr>
<td><strong>Totals</strong></td>
<td><strong>$1,590,413</strong></td>
<td><strong>$13,080,309</strong></td>
<td><strong>12.20%</strong></td>
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(Excluding Federal Programs)

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<tr>
<th>EXPENDITURES:</th>
<th>Expended</th>
<th>Budget</th>
<th>Expended</th>
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</thead>
<tbody>
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<td>General Fund (100)</td>
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<td>Teacher Housing (390)</td>
<td>211,746</td>
<td>$551,880</td>
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<td>Food Service Fund (255)</td>
<td>120,345</td>
<td>$515,632</td>
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<td><strong>TOTAL EXPENDITURES</strong></td>
<td><strong>$2,834,008</strong></td>
<td><strong>$13,080,309</strong></td>
<td><strong>21.67%</strong></td>
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<td><strong>AND ENCUMBRANCES</strong></td>
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</table>

Percentage of Budget Expenditure: $2,834,008/$13,080,309 = 21.67%

Percentage of Year Passed: 4/12 = 33%

Days of Expenditures for this Fiscal Year: 100 Days

Remaining in Fiscal Year for expenditures: 265 Days

*Average Daily Checking Account Balance - Month of September - $1,758,183*
**Date:** October 7, 2013  
**TO:** Board of Education  
**THROUGH:** Kim Langton, Superintendent  
**FROM:** Michele George, Business Manager  
**RE:** FY 2013-2014 Year-to-Date Financial Report  
July 1 through October 8, 2013

### GENERAL FUND

#### REVENUE:

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<th>Budget</th>
<th>YTD Actual</th>
<th>Difference</th>
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<td>1,542,087</td>
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<tr>
<td>Federal Revenue</td>
<td>4,402,148</td>
<td>760</td>
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<td>Local Revenue</td>
<td>15,000</td>
<td>830</td>
<td>-14,170</td>
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<td><strong>Total Revenue</strong></td>
<td>12,312,797</td>
<td>1,543,677</td>
<td>-10,769,120</td>
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#### EXPENDITURES:

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<th>Budget</th>
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<th>Difference</th>
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<td>Special Education Instruction</td>
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<td>Special Education Support</td>
<td>133,080</td>
<td>19,893</td>
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<td>329,558</td>
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<td>1,584,547</td>
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<td>499,104</td>
<td>91,448</td>
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<td><strong>Total Instruction (70% Target)</strong></td>
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<td>21,986</td>
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<td>Board of Education</td>
<td>126,297</td>
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<td>Operations and Maintenance</td>
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<td><strong>Total Instructional Support (30% target)</strong></td>
<td>4,111,468</td>
<td>1,597,534</td>
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<td>9,810,879</td>
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<td><strong>Net General Fund</strong></td>
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**Percentage of Instructional Expenditures**  
64.17%  
36.15%
<table>
<thead>
<tr>
<th>Event</th>
<th>In-District Travel</th>
<th>Willie Kasynski</th>
<th>Peter Napoliko</th>
<th>TILT VACANT</th>
<th>Ivan Fram</th>
<th>O.J. Moore Owen</th>
<th>Samuel George</th>
<th>Brian Henry</th>
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<td>Board Meeting - JulyCanceled</td>
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<td>560</td>
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<td>Board Meeting - AugustCanceled</td>
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Elitnaurvimteni Ciutmurtukut

Yupiit School District
P.O. Box 51190
Akiachak, Alaska 99551
(907) 825-3600

To: RSB Members

From: Gerald Langton,
Superintendent

Date: October 17, 2013

Re: XIII. Consent Agenda
Reports
D. Site Administrator’s
Report
1. Peggie Price

Memo: 13/M-13

Enclosed is Site Administrator’s Peggie Price’s Consent Agenda report for
the month of October 2013.
To: Yupiit School Board  
From: Peggie Price  
    Akiachak School  
Re: Board Report  
Date: 10-07-13  

Cama-i!

Akiachak School – Quvaut.

**Students:** As of September 10, 2013, we have a student enrollment count of 187 students. 98 students are in the elementary school grades K-6. 90 students are in the middle school and high school.

**Academics:**
- MAP testing for students 3-12 in the fall. Comparing fall scores from 2012 to fall scores in 2013 focusing on %ile ranking we saw a 38% increase for 8th graders, 50% increase for 9th graders, 25% for 10th graders, and 41.6% for 11th graders.
- AimsWeb testing for K-2 also occurred. We are encouraged with the results we are seeing

**Activities:**
- The Akiachak Husky Cross-Country team went to regional competition on September 28th. They ran a great race. Three members of the team qualified to advance to state competition on October 5th. These students did great for their first state competition. We loose two seniors this year so look forward to having a strong returning team next year.
- On the last Friday of each month, we will be holding an awards assembly. This is to acknowledge students with perfect attendance, students who have been chosen by their teachers to be the student of the month, special awards for writing, grammar, math, and reading from teachers. Eddie Phillip was the elder who spoke to the students on September 27th.
- On Wednesday, September 25, 2013, we had a lockdown drill. The VPO and state troopers assisted us. The lockdown drill went smoothly.
- On September 17th we had a game night hosted by our community committee. It was well attended and enjoyed by all.
- Janice George is leading our elementary students in a healthy living competition. The students fill out a log documenting activities that they do outside of school which they turn in to receive a prize.
Staff:
  • Mr. Dan Monroe is currently filling in for us in our science class. We are still looking for a permanent replacement.

Professional Learning Communities
Students will be excused from school early on Thursday so that the teachers can attend, participate, and collaborate in professional learning communities. Our emphasis for the first semester is looking at the nine design questions in Marzano’s Instructional Model and Evaluation Protocol. Teachers have met to discuss the first three design questions in the instructional model. It is great to be taught by teachers.

Community/Cultural Connections:
We had a lot of students take advantage of the Cultural Heritage days and go moose hunting. In order to have this absence excused, the student had to fill out a competency paper and keep a journal. It was intriguing to read the accomplishment of these hunters.

Akiachak School has a strong and talented staff. We feel fortunate to be a part of the education and accomplishments of the students. Thank you for supporting us as we work together for the benefit of the students and the community.

Sincerely,

Peggie R. Price

Peggie R. Price  
Principal  
Akiachak School
Elitnaurvimteni Ciutmurtukut

Yupiit School District
P.O. Box 51190
Akiachak, Alaska 99551
(907) 825-3600

To: RSB Members

From: Gerald Langton,
Superintendent

Date: October 17, 2013

Re: XIII. Consent Agenda
Reports
D. Site Administrator’s
Report
2. Susan Heyer

Memo: 13/M-13

Enclosed is Site Administrator, Susan Heyer’s Consent Agenda report for the month of October 2013.
The Akiak Thunderbolts are healthy, happy, and productive!

An Overview of the month of September

Students are working hard and aware of their progress; they are encouraged to put forth their best efforts on a daily basis.

We had MAP testing and will begin to look at that data on Thursday, October 10th. So far, it looks as though the majority of students put forth their best efforts to “show what they know.”

The students and staff have been building a structure of expected behaviors and they practice this on a daily basis in a variety of ways. We have developed posters throughout the school, videos created by the students to be shown in the classes, and role-playing in order for everyone to know what is expected. This has been a challenging area – student behaviors – as we have students who stay out past curfew, going without good sleep, poor eating opportunities, and lack of parental supervision. The students affected by these actions have difficulty behaving, listening, and working toward their education. We will continue to put into practice TEACHING the students HOW to handle these negative actions and be prepared for learning. All in all, students report that they believe behaviors have improved and the atmosphere of the school is positive.

Students have also been busy with getting ready for the upcoming sports season. Many of our middle school students have shown interest in forming a Junior High Mix-6 Volleyball Team. Mr. Jordan Duncan has chosen to put together a team and will begin that action this week – kids are happy!

High School Volleyball is underway with a strong and optimistic team under the direction of coach Leann Jackson. These students are eager to work hard, encourage each other, and represent our school with dignity, honor, and respect for all. They held their first fund-raiser on Friday, October 4, 2013 by offering a movie night with popcorn and juice. What a success!! They are now in full swing of making and selling cupcakes at lunch, another success!!

We will have a “Positive Energy” presentation involving all grade levels on Wednesday and Thursday. The presenter is Ty Cunningham who is a Grand Marshall in JuJitsu (a Martial Art form of effective communication) and who also contracts his presentations through LYSO. Ty has developed a program that introduces students and parents to the benefit of recognizing when they feel negative “pressure” and how to send this energy into a positive direction – which will affect their relationships. A parent presentation will be held on Thursday night – this should be fun!

Teachers are working hard at creating meaningful instruction and implementing cultural awareness and opportunities. We look forward to developing these programs throughout the year.

The Akiak Thunderbolts are a team!
Elitnaurvimteni Ciutmurtukut

Yupiit School District
P.O. Box 51190
Akiachak, Alaska 99551
(907) 825-3600

To: RSB Members

From: Gerald Langton,
Superintendent

Date: October 17, 2013

Re: XIII. Consent Agenda
Reports
E. ANE Grant Director

Memo: 13/M-13

Enclosed is ANE Grant Director Rayna Hartz report for the month of October 2013.
To: YSD Board of Education  
From: Rayna Hartz, ANE Grant Director  
Re: October 2013 Board Report  
Date: October 8, 2013

ANE School To Life:

1. Community Liaisons are fully staffed.  
   We are traveling to Bethel to visit the preschool and Myers Farm  
   Outcomes: (To be shared at board meeting)

2. Early Learning and Moore Preschool Grants Awarded:  
   Semester 1: To be used to train Elders and Head Start staff in Action Based Learning  
   Semester 2: Early Childhood Specialist added
Elitnauvimteni Ciutmurtukut

Yupiit School District
P.O. Box 51190
Akiachak, Alaska 99551
(907) 825-3600

To: RSB Members

Date: October 17, 2013

From: Gerald Langton,
Superintendent

Re: XIII. Consent Agenda
Reports
F. Technology Coordinator’s
Report

Memo: 13/M-13

Enclosed is Technology Director, Gus Perkins report for the month of October 2013.
Yupiit School District
Technology Report
Gus Perkins
October, 2013

iObservation – Teacher Observation

- Tech director was instrumental in the setup, updating of data to prepare for the iObservation/Administrator Webinar.
- iObservation Webinar took place to demonstrate and set in motion iObservation with district administrators.
- iPads were given to principals to conduct their teacher observations. One-on-one contact has been made with each principal and the usage of iPad and iObservation.

State Online Assessments – Coming Soon:

- Issues with the State Online Assessments from the Alaska Department of Education.
  - Our district network will be able to handle.
  - Computers do not meet the minimum requirements. Schools will not have sufficient numbers for the number of students testing.
  - Installation of testing software will be an ongoing process. Software can be installed remotely, but each computer will need to be setup to talk to Testing Servers and this can also be done remotely.
  - Working around students to install software has been difficult.
- The technology director completed the required a State Survey to address our network, hardware and Operating Systems.
- Tech Director is installing software and testing its connections with the DRC testing company.

Schoolwires – District Website, Nimbus Site:

- District Communication, updating and adding new pages/links continue to take place on our New Website.
- Nimbus is set and ready to go for all staff members and school board. Tech Director is working with Schoolwires and other districts using Nimbus to expand its collaborating tools to connect teachers with other teachers in the state.

New Computers:

- Akiak (7) computer lab was setup in computer lab.

Concerns:

- Tech director is working closely with District Lawyer to gather electronic information and computer hardware. Several Email requests and teleconferences have taken place with Tech Director and the District Lawyer to collect this needed information.
- Reconfigure District Phones - At this time, principals have requested to reconfigure their staff phones to the new staff members. To eliminate the time, money and reconfiguring the district phone system each year, I would like to standardize the district phones and associate the phones to a room instead of a staff member.
- With the new CORE Standards, PowerSchool and district report cards will need to be reconfigured to address these new standards.
Yupiit School District
Technology Report
Gus Perkins
October, 2013

- Power outages and heat in server closets continue to cause interruptions with Internet and Email services for the district schools. The constant power surges and extreme heat in server closets will continue to damage all electronic equipment in our schools.

School Tech Support

- Tech Director continues to support district office personnel, school board members, principals and teachers remotely. He is able to run computer/software updates, install software, create new computer accounts, change passwords and check computers.

- Tech Director continues to make weekly/Monthly trips to school sites.
  - Tech travel to school sites:
    - Tuluksak - 9/19/2013 and 10/9/2013
    - Akiak – 10/1/2013
    - Akiachak – 9/24/2013 and 10/3/2013

Thank you,
Gus Perkins
Elitnaurvimteni Ciutmurtukut

Yupiit School District
P.O. Box 51190
Akiaehak, Alaska 99551
(907) 825-3600

To: RSB Members

From: Gerald Langton, Superintendent

Date: October 17, 2013

Re: XIII. Consent Agenda Reports
G. Maintenance Director

Memo: 13/M-13

Enclosed is Maintenance Director Aaron Chingliak’s report for the month of October 2013.
To: RSB Members  
Fr: Maintenance Director  
Re: Director’s Report  
Date: 10/08/2013

Everyone is working on getting ready for freeze-up. The water supply line in Akiachak feeding houses #9, 10, 11, and 12 is working right now, but the system isn’t installed completely as it should be yet. Along with this the Sewer line going out of these houses have yet to be prepared for the winter. All the of the proper connections haven’t been insulated and the Heat Trace hasn’t been installed yet. Eddie Phillip has been waiting for the ground to harden before working on elevating House #9. During the height of summer he indicated that the elevation can’t be done while the ground is soft.  
The new freezer is up and running, but once again there is still working before the job can be call completed.

Barry William from Systemhouse has been to all three sites and has been working on our HVAC systems. He has discovered that the KKI Jace controller is not working and reported to me that he has requested a quote for the repair. He has also been having a difficult time reprogramming the Tuluksak site. He had better luck with the Akiak site, the primary plant controller has been diagnosed and we are able to read what is going on with the air handlers now. Barry also found out that the computer that sets the programs was not programmed properly, he brought it with him back to Anchorage to attempt to but a working program into it.

There are still major problems in Tuluksak regarding work required by the EPA. We also are still looking to hire a maintenance worker in Tuluksak. If any of you know of a qualified person, please ask them to apply.

We are still striving throughout the District to make sure that our work is done properly the first time so that we will not have to re-do the work and we are trying to eliminate the term “Good enough” from the maintenance department. This may make some of our projects take longer, but the end product will over all be better for our District.

If at any time you the Board Members or the Administration have questions about the Maintenance Department and its Operations, please feel free to contact me. Thank you for your support.

Aaron Chingliak  
Director of Maintenance  
Yupiit School District  
ACHingliak@yupiit.org
Elitnaurvimteni Ciutmurtukut

Yupiit School District
P.O. Box 51190
Akiachak, Alaska 99551
(907) 825-3600

To:    RSB Members                Date:    October 17, 2013

From:  Gerald Langton,
       Superintendent

Re:    XIV. Travel
       A. none

Memo:  13/M-14
To: RSB Members

From: Gerald Langton, Superintendent

Date: October 17, 2013

Re: XV. Executive Session
A. none

Memo: 13/M-15
Elitnaurvimteni Ciutmurtukut

Yupiit School District
P.O. Box 51190
Akiachak, Alaska 99551
(907) 825-3600

To: RSB Members

Date: October 17, 2013

From: Gerald Langton,
Superintendent

Re: XVI. Information
A. Strategic Planning
Session – October 28-29,
2013

Memo: 13/M-16

Superintendent Gerald Langton reports the YSD Strategic Planning Session is scheduled on Monday-Tuesday of October 28-29, 2013 in Akiachak, facilitated by Tom Begich. This is presented for information only.
Elitnauvimteni Ciutmurtukut

Yupiit School District
P.O. Box 51190
Akiachak, Alaska 99551
(907) 825-3600

To: RSB Members

From: Gerald Langton, Superintendent

Date: October 17, 2013

Re: XVI. Information
B. AASB Annual Conference – November 6-9, 2013

Memo: 13/M-16

Superintendent Gerald Langton reports the AASB Annual Conference is scheduled on November 6-9, 2013. This is presented for information only.
Elitnaurvimteni Ciutmurtukut

Yupiit School District
P.O. Box 51190
Akiachak, Alaska 99551
(907) 825-3600

To: RSB Members

Date: October 17, 2013

From: Gerald Langton, Superintendent

Re: XVII. Board & Public Comment

Memo: 13/M-17
To: RSB Members
From: Gerald Langton, Superintendent

Date: October 17, 2013
Re: XVII. Date & Place of Next Meeting

Memo: 13/M-18

The date and place of next meeting is scheduled on November 21, 2013 in Akiachak.
Yupiit School District  
Board of Education Meetings  
District Office at **11:00 AM**

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Packet Information Due @ <strong>8:00 AM</strong></th>
<th>Packets</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 15, 2013</td>
<td>August 6, 2013</td>
<td>August 7, 2013</td>
</tr>
<tr>
<td>October 17, 2013</td>
<td>October 8, 2013</td>
<td>October 9, 2013</td>
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<td>February 20, 2014</td>
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<td>May 15, 2014</td>
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<td>May 7, 2014</td>
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**BB 9320(a) Regular Meetings:** The Board shall adopt a yearly calendar specifying the date, time and place of each regular meeting. The local media shall be provided with an annual calendar of regular Board meetings and shall be notified of any changes to the calendar.

The Board shall hold 1 regular meeting on the 3rd Thursday of each month. Unless changed by the Board, regular meetings shall be held at 11:00 AM at the School Library. Notice of regular meetings shall be posted at least three days prior to the meeting.
Elitnaurvimteni Ciutmurtukut

Yupiit School District
P.O. Box 51190
Akiachak, Alaska 99551
(907) 825-3600

To: RSB Members  Date: October 17, 2013

From: Gerald Langton, Superintendent  Re: XVI. Adjournment

Memo: 13/M-19

Need a motion to adjourn the meeting.