

Chugach School District

9312 Vanguard Drive
Anchorage, AK 99507-5355
(907) 522-7400 Phone
(907) 522-3399 Fax
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: Tuesday, October 8, 2024

PLACE: District Office

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

CSD School Board Work Session / Meeting

TIME: 9:30 AM

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

1. WORK SESSION

	Task	Force	Update/Presentation
a.	Instructional ~Stephanie Burgoon and Shannon Obrien		
b.	AK Star ~Doug Penn	Review	- Presentation
c.	Strategic Plan Overview		
d.	Overview of Goals 25		4
e.	Student Representative Chugach School Board is Seeking a Student Representative		5
f.	Digitization ~Grant Yutrzenka Board Presentation - AP Automation(1)		Presentation 6

2. CALL TO ORDER

3. ROLL CALL & ESTABLISHMENT OF QUORUM

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.	CSA Report Oct 8 CSA Report		15
b.	CFO Report		
c.	Communications		

24-25 FOCUS Welcome Letter	18
CSD AI Implementation Scale-1	19
Chenega EAC Meeting Agenda 10-3-24(1)	20
Sept EAC Meeting Agenda	22

11. PUBLIC COMMENT ON AGENDA ITEMS

12. BOARD COMMENT

13. ITEMS OF BUSINESS

- a. Approval of Focus Vendors
2024 Board VENDOR Table 23

- b. CSA Evaluation Document
- c. Selection of Services: Legal, Accounting, Banking
 - MEMO 24-06 Selection of Legal Representation 24
 - MEMO 24-07 Selection of Banking Institution 25
 - MEMO 24-08 Selection of Auditing Firm 26

- d. First Reading AI Policy
AI School Board Policy 27

- e. Board Seat Vacancy
Chugach School Board Vacancy 29
School Board Resignation 31

- f. Executive Session

14. OLD BUSINESS

- a. Second Reading AASB Policy Updates
 - 240709_PolicyUpdate_InstructionSheet 32
 - BP 5123 (2024) (RL) (01513166xAC92F) 34
 - BB 9320 (2024)(RL) (01513215xAC92F) 36
 - BB 9322 (2024)(RL) (01513211xAC92F) (1) 38

15. NEXT BOARD MEETING

- a. November 6 - Tentative

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.

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).

Chugach School Board is Seeking a Student Representative!

We are looking for a motivated student to join the School Board as a representative of the student body.

Eligibility Requirements:

1. Must be a high school upperclassman (junior or senior).
2. Academically in good standing.
3. Demonstrates a strong attendance record and commitment to school.

Application Process:

Submit an essay (*Minimum 2 paragraphs*) by **Tuesday, October 8**, detailing:

- Who you are.
- Why you want to serve on the board.
- How you plan to represent student interests.

Desired Skills and Attributes:

1. **Leadership Experience:** Prior roles in student council, clubs, or athletics.
2. **Communication Skills:** Ability to express student perspectives clearly, both verbally and in writing.
3. **Commitment to Service:** Proven dedication to school or community through volunteerism or activism.
4. **Collaboration:** Ability to work effectively with peers, staff, and administrators.
5. **Time Management:** Ability to balance school work and board responsibilities.

Expectations and Responsibilities:

1. Attend school board meetings (in-person and via Zoom) and actively participate in discussions.
2. Represent the voices and concerns of students across the district.
3. Report back to the student body on board decisions and gather feedback.
4. Maintain confidentiality on sensitive issues discussed in board meetings.

Term Length:

The term lasts one academic year, with the possibility of renewal based on performance and interest.



Chugach School District

From Manual to Modern: Transforming Accounts Payable
Leveraging AP Automation for Efficiency and Accuracy

The Evolution of AP Automation

- 1. Manual Processes to Basic Automation (2010-2015)**
- 2. Integration with ERP Systems (2015-2018)**
- 3. Shift Toward Automation and Workflow Optimization (2018-2020)**
- 4. AI and Intelligent Automation (2020-Present)**
- 5. Post-Pandemic Acceleration (2020-2024)**
- 6. The Future of AP Automation (2024 and Beyond)**

Accounts Payable Leaders' Priorities 2024

Key Findings:

1) Top Priority in 2024

- Enhancing Operational Efficiency and Cost Management

2) Biggest Threat to Accounts Payable

- Navigating the Risk Landscape

3) Investment Focus

- Embracing Digital Transformation and Technology Adoption

Accounts Payable Leaders' Priorities 2024

Research Insights – Top Three Priorities

- 78.5% Increasing Efficiency
- 58.1% Full automation
- 45.2% Enhancing Payment Accuracy
- 44.1% Improved Reporting and Analytics
- 30.1% Reducing Costs
- 29.0% Improving Fraud Controls

Our Current Challenges with Manual AP

Inefficiency - Time-consuming and labor-intensive processes

Errors - High risk of human error leading to financial discrepancies

Cost - High operational costs due to paper usage and manual labor

Delayed Payments - Slower processing times affecting vendor relationships

Fraud Detection – Identifying unusual patterns or anomalies

Benefits of Going Digital

Efficiency - Faster processing times and improved workflow

Accuracy - Reduction in errors and increased data accuracy

Cost Savings - Lower operational costs due to reduced paper use and manual labor

Accessibility - Easier access to documents and data from anywhere

Environmentally Friendly - Reduced paper consumption and waste

Key Features

User-Friendly Interface - Easy to use for all team members

Scalability - Ability to grow with your business needs

Security - Robust security measures to protect sensitive data

Integration Capabilities - Seamless integration with existing systems

Customizable Workflows - Ability to tailor workflows to our business processes

Analytics and Reporting - Comprehensive reporting tools for insights and decision-making

Potential Challenges and How to Overcome

- Resistance to Change
 - Strategies for gaining buy-in from staff
- Data Security Concerns
 - Ensuring robust security measures are in place
- Integration Issues
 - Working with partners/vendors to ensure seamless integration
- Training Requirements
 - Providing comprehensive training and support

A scenic view of a fjord with snow-capped mountains and turquoise water. The text "Discussion and Questions?" is overlaid in red.

Discussion and Questions?



CHUGACH SCHOOL DISTRICT

Date: August 22, 2024

To: Chugach Board of Education

From: Ty Mase

RE: Chief School Administrator Report

CIP Update:

The Chenega Renovation Project is nearing completion. We will be traveling to Chenega on October 14th with a team of architects and engineers for the final walk-through. This will likely result in a punch list of items to be addressed before the project is officially completed. Chenega staff should be able to return to the school and begin settling in on October 15th.

We've decided to wait on purchasing upgraded furnishings until the project is fully complete. This will allow us to evaluate the new space and determine what will work best.

Looking ahead, the Tatitlek Renovation Project is set to begin in April, with an expected completion date in September. UIC is already staging materials and equipment in Tatitlek as the Chenega project wraps up.

AI:

The AI Conference with our certified staff (and Carter) was a great success. Our AI implementation plan moving forward. Please note this is all in draft form and not necessarily sequential.

Part 1: Policy Adoption

- Share/communicate CSD AI Implementation Protocol
- Share/communicate with students responsible use of AI
- Introduce Board Policy on Usage of AI by students and staff

Step 2: Continued Staff Training

- After Winter Break: AI Classroom Implementation webinar series with Jeff Utecht through ASDN



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

- Access to EdX AI Implementation course
- Utilizing 1-2 days of April Inservice for in-person AI training

Step 3: Parent/Family Training

- Host an online parent AI training series with Jeff Utecht to help families better understand and utilize AI technology.

Important Dates to Remember:

- November 7/9 – AASB Annual Conference
- December 13/14 – Winter Conference
- February 7/8 – AASB Fly-In

Policy Highlight:

BB 9222 RESIGNATION

A School Board member who wishes to resign may do so by submitting his/her written resignation to the School Board. The Board shall declare the board member's seat vacant upon acceptance of the resignation. The Board may accept the resignation with a deferred effective date.

BB 9223 BOARD VACANCIES

The School Board may declare a regional school board seat vacant if the person elected:

1. fails to qualify for Board membership within 30 days of certification of the election,
2. refuses to take office,
3. resigns,
4. is convicted of a felony involving moral turpitude or a violation of the oath of office while serving as a School Board member,
5. no longer resides within the boundaries which he/she was elected to represent and a two thirds vote of the Board declares the seat vacant.

The school board shall declare a vacancy on the Board for any actions which disqualify a member from service in accordance with state laws and local ordinances.

Note: A.S. 14.14.080 allows a school board to declare a board vacancy when a member fails to attend three consecutive regular board meetings without being excused by the Board



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

President. Three consecutive unexcused absences from regular board meetings shall be sufficient cause for the Board to declare a Board vacancy.

Appointment to the Board

A vacancy on the Board shall be filled within 30 days of the vacancy by Board appointment. When making an appointment to the Board, the Board desires to draw from the widest possible number of candidates.

The Board shall:

1. Advertise the vacancy in suitable local media.
2. Solicit applications or nominations of any legally qualified citizen interested in serving on the Board.
3. Provide candidates with appropriate information regarding Board member responsibilities.
4. Announce names of candidates.
5. Select the provisional appointee by majority vote at a public meeting.

The person appointed shall hold office until the next regularly scheduled election for district Board members and shall be afforded all the powers and duties of a Board member upon appointment



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

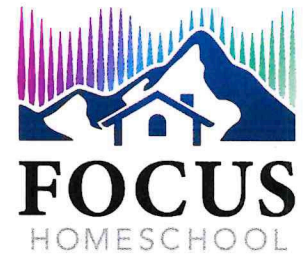
9312 Vanguard Drive, Suite 100

Anchorage, AK 99507-5355

(907) 522-7400 Phone

(907) 522-3399 Fax

chugachschoools.com



8/29/24

Dear FOCUS Families,

Welcome back to another exciting school year with FOCUS Homeschool! We hope your summer was filled with adventure and relaxation. We're delighted to have you in our program for what promises to be a wonderful year of learning and growth for your children.

As we prepare to dive into the new academic year, we're thrilled to partner with you to foster successful learning opportunities for your family. Our dedicated FOCUS team is committed to supporting each student's journey, ensuring a year full of discovery, creativity, and growth.

We want to provide a brief update on the court case that challenged the constitutionality of Alaska Homeschool law. This case was successfully appealed in the Alaska Supreme Court and as we anticipated, FOCUS Homeschool continue to support families through allotment distribution the same way we always have.

It is our top priority to serve our families and students. Our FOCUS staff is energized and ready for the upcoming school year. We're here to support you and your student in every way possible. Should you have any questions or need assistance, please don't hesitate to contact us.

Thank you for being a valued member of our FOCUS Homeschool family. We look forward to a fantastic year filled with learning, exploration, and success!

Sincerely,

Doug Penn and the entire FOCUS Team
District Principal



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

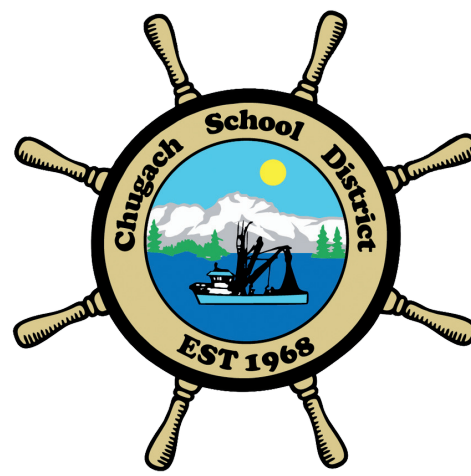




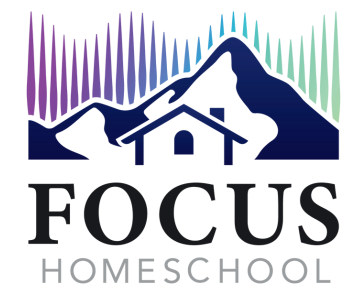
Whittier Community School



Chenega Community School



Tatitlek Community School



FOCUS Homeschool

Chugach School District AI Implementation Scale



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.

Chenega EAC Meeting Agenda
October 3, 2024
Time: 3:40 p.m.
Chenega Community Center

**In attendance: Michael Vigil, Norma Selanoff, Gail Evanoff, Teri Michener, Sue Parker,
Camille Parry, Melonie Kashevarof**

1. Call to Order

- Welcome and opening remarks.

2. Chenega EAC Sign-Up

- Review and approval of the previous meeting's minutes.

3. Head Teacher's Report

- School Update: The latest estimate for returning to the school building was October 14, but the foreman of UIC thinks it will be closer to the end of November or the beginning of November.
- School count
 1. We are at 9. We will have an additional student join us tomorrow, weather permitting.
- Every Child Matters Unit/Friday Reading Matters event
 1. 2:30 p.m. @ the community center. Please join us for a Reader's Theatre and frybread.
- Close-Up (Washington D.C. and New York City): approved by the EAC for May 18-15th, 2024.
- Doug will be here on Monday, October 7. Ryan will be here on the 14th of October.

4. Mrs. Parker's Report

- Presented by: Mrs. Parker
- Four students in K-5. We have seen a lot of progress over the summer.
- The kids seem happy to be back in school.
- We are working on basic math skills using what we have available. The community center doesn't have a curriculum.
- We will start preschool on Tuesday afternoons from 1-2:30 p.m.
- We are looking for a new math program that will help the kids learn faster. We are considering Right Start Math.
- We are also looking for a new reading curriculum that offers many downloads for easy access to books.
- Tanya Wiemer sent us many books for the preschool and other books to keep our students going.
- Working on

5. Halloween Activity

- Discussion and planning for the upcoming Halloween event.
 1. October 31st @1:30
 2. Chili cook-off with prizes and games for the kids.
- Saturday School October 26th. We will feed them breakfast.

6. **Fall Carnival**

- Initial planning and discussion for the Fall Carnival. November 16, 2024
 1. Carnival games
 2. Concession stand
 3. Bingo

7. **Christmas Bazaar**

- Initial planning and discussion for the Christmas Bazaar. Friday, December 20

8. **New Business**

- Open the floor for additional items or new topics.
- NYO: Chenega Heritage Inc. donated \$4,500 for new NYO gear- Possibly \$5,000
- The pavilion is still moving forward. It will be by Long Beach. Chenega Future and Chenega Heritage both contributed to that account.

9. **Adjournment:** The next meeting is on Thursday, November 7th- Place to be determined.

EAC Meeting Agenda
September 18, 2024

Members present: Stephanie Burgoon, Andrea Korbe, Adeline Knavel, Stephanie Atonio, Britta Pese, Carter Briggs, Joy Briggs, Bibo Chung, Victor Shen, Josh Hall, Jennifer Childress

- I. Call to Order at 5:38pm
- II. Old Business
- III. New Business
 - a. Enrollment
 - a. 60 students in Pre-K - 12
 - b. Science Week
 - a. Lots of fun with students from across the district
 - b. Great to have science organizations from different regions of the state working with our students
 - c. After School Activities
 - a. Victor had taken students hiking, biking, etc. He has also been working with students in shop making projects.
 - d. Inservice
 - a. No school Sept. 23-27 due to teacher inservice
 - e. Halloween Skate Party
 - a. Costume skate party on Oct. 31
 - f. Phone
 - a. Still now working and trying to figure it out with DO
- IV. Announcements
 - a. Wellness Week is October 14-18
 - a. Jamie Loan will be bringing guest speakers every morning
 - b. Jamie will provide games and prizes

Next meeting: 10/16 at 5:30pm

FOCUS Homeschool Vendor Overview October 2024

VENDOR NAME	TYPE PRODUCT	STANDARD MET	SOP CRITERIA MET
IGNITE Learning	Online classes	RE	All criteria met
Denison Algebra	Online classes	MA, STEM	All criteria met
Mat-Su Community Theatre Arts	In-person lessons	Art	All criteria met
Hablemos	In-person lessons	Foreign Language	All criteria met
Create with Jess	In-person lessons	Art, SS, SCI	All criteria met
Minds of All Kinds	In-person lessons	MA, SS, LA, STEM	All criteria met
The Book and Pen LLC	In-person lessons	SS, LA	All criteria met
Maddy Munro	In-person lessons	Chess Club	All criteria met
Greenhouse Music LLC	In-person and online lessons	Music	All criteria met
Watch4Wonders	In-person and online lessons	MA, STEM, PSS, Language	All criteria met
Trinity Olsen	In-person	Art, Lifeskills, Health/Safety	All criteria met
Northland Youth Choir	In-person	Music	All criteria met
Paperpie Learning	Online	Supplemental Resources	All criteria met

MEMORANDUM # 24-06

DATE: October 8, 2024

TITLE:

SELECTION OF LEGAL REPRESENTATION FOR FY24/25

BACKGROUND:

Each year the Board is required to select an individual or firm to provide for the District's legal needs. The District moved from its past legal counsel provider to Sedor, Wendlandt, Evans, Filippi when John Sedor opened his own firm in 2004. Approximate Cost for 23/24: \$15,000

SUPERINTENDENT RECOMMENDATION:

It is recommended the Chugach School Board approve Memo #24-06 keeping Sedor, Wendlandt, Evans, Filippi as the District's Legal Representation for FY24/25

MEMORANDUM # 24-07

DATE: October 8, 2024

TITLE:

SELECTION OF BANKING INSTITUTION FOR FY24/25

BACKGROUND:

The Board is required to select at least one banking institution annually for the purpose of conducting district banking and investing needs. The district has been with First National Bank of Alaska since 2018.

SUPERINTENDENT RECOMMENDATION:

It is recommended the Chugach School Board approve Memo #24-07 keeping First National Bank of Alaska as the District's banking institution for FY24/25.

MEMORANDUM # 24-08

DATE: October 8, 2024

TITLE:

SELECTION OF AUDITING FIRM FOR FY22/23

BACKGROUND:

Board Policy requires the Board to select an accounting firm for the purpose of conducting the mandatory audit as outlined in the State Regulations. The accounting firm of Altman, Rogers & Company has provided this function for the past several years for the District. Approximate Cost: \$52,000

We have just completed the FY23/24 financial audit process and are pleased with the services provided.

SUPERINTENDENT RECOMMENDATION:

It is recommended the Chugach School Board approve Memo #24-08 choosing Altman, Rogers & Company as the District's accounting firm for FY24/25.

BP 6161.6 AI Usage by Chugach Students and Staff

This policy encourages responsible, ethical engagement with AI while maintaining the integrity and privacy of the educational experience for all members of the school community.

Purpose:

The purpose of this policy is to establish guidelines for the responsible and ethical use of Artificial Intelligence (AI) technologies by students and staff within Chugach School District. This policy aims to ensure that AI tools are used to enhance learning and support district goals while safeguarding student data, privacy, equity, and the integrity of educational practices.

Appropriate Uses of AI: Students and staff are encouraged to use AI tools in the following ways, provided they adhere to ethical standards, protect privacy, and comply with district goals:

For Students (based on criteria set by staff):

- Personalized Learning Support, Academic/Study Support, Research and Exploration, Writing and Revision Assistance, Language Learning, Creativity and Brainstorming, Time Management and Organization, Educational Games and Simulations, Collaboration and Communication, etc.

For Staff (based on criteria set by the district):

- Data-Driven Instruction/Insights, Administrative Efficiency, Professional Development, Personalized Learning, Content Creation, Collaboration and Communication, etc.

Inappropriate Uses of AI: The following uses of AI by students and staff are prohibited, as they violate ethical standards, district policies, or the integrity of the educational environment:

For Students:

- Academic Dishonesty/Plagiarism, Misrepresentation, Cyber Bullying, Bypassing Learning, Unauthorized Access, Inappropriate Content Creation, Avoiding Critical Thinking, etc.

~Students should use AI responsibly, ensuring it complements their learning rather than replacing their effort and intellectual integrity.

For Staff:

- Violation of Student Privacy, Bias in Decision-Making, Over-Reliance on Automation, Automated Grading Without Oversight, Use of AI w/o Attention to Customization, etc.

~Teachers should use AI as a supportive tool, not as a substitute for their professional judgment, personalized instruction, or ethical responsibilities.

Privacy and Data Protection: All use of AI technologies must comply with applicable privacy laws and district policies.

- **Student Data:** AI tools must adhere to strict data protection protocols and be transparent about how data is collected, stored, and used.
- **Consent:** Parents/guardians must be informed of any AI tools used that collect individual student data, and appropriate consent must be obtained when necessary.
- **Transparency:** Staff should ensure that students understand when AI is being used and how it impacts their learning.

Training and Professional Development

- **Staff Training:** The district will provide ongoing training for staff on the ethical, effective, and responsible use of AI in the classroom and administrative roles.
- **Student Education:** Schools will educate students on the appropriate use of AI tools, including understanding its benefits and limitations, and promoting digital citizenship.

Monitoring and Review

- The district will regularly review AI tools used in the educational setting to ensure they align with this policy. Updates to the policy will be made as needed to adapt to the evolving landscape of AI technology.

Consequences for Policy Violations

- Any violation of this policy may result in disciplinary action according to district policy and procedures.



CHUGACH SCHOOL DISTRICT

Chugach School Board – Board Seat Vacancy

The Chugach School Board seeks a qualified applicant to fill School Board Seat B, for Whittier. The Board asks for letters of interest from Whittier residents in order to appoint an individual to fill the vacancy during their December Board Meeting. The Board desires to draw from the widest possible number of candidates.

The Board shall:

1. Advertise the vacancy in suitable local media.
2. Solicit applications or nominations of any legally qualified citizen interested in serving on the Board.
3. Provide candidates with appropriate information regarding Board member responsibilities.
4. Announce names of candidates.
5. Select the provisional appointee by majority vote at a public meeting.

Please send letters of interest to the School Board Secretary, Serena Jackson at secretary@chugachschooldistrict.com.



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



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



To the CSD Board and Administration,

I am writing to formally tender my resignation from the School Board of the Chugach School District, effective October 14th, 2024.

When I joined the board a year ago, I was excited to contribute to the growth and success of our students and communities. I never expected or imagined that I would need to leave prematurely. However, due to my family's decision to move out of state, I find it necessary to step down from my position.

I am grateful for the opportunity to serve alongside such dedicated individuals and to have played a part in the important work being done in our district. I appreciate the support and collaboration we have shared during my tenure, and I will always cherish the experiences and insights gained.

Thank you for understanding, and I wish the board and the entire Chugach School District continued success in the future.

-Carter Briggs

AASB POLICY REFERENCE MANUAL UPDATE SERVICE

SUMMER 2024 UPDATE

INSTRUCTION SHEET

NOTE: This packet includes only those policy manual pages that have been revised, deleted or newly established. Full text pages are included and are to be substituted as indicated below. Additional updates will be forthcoming in the fall of 2024.

For ease of School Boards, AASB has identified those portions of the Update that require formal Board action in order to implement the policy changes. This is indicated by a “Yes” or “No.” A “No” is used if changes have been made only to an AR or an Exhibit, or if policy changes are limited to explanatory notes, legal reference or cross-reference updates, or minor grammatical or stylistic changes that have not changed the policy meaning.

REPLACE/ADD	FORMAL ADOPTION REQUIRED	DESCRIPTION
<u>ARTICLE 0, Series 0000 – Philosophy, Goals, Objectives and Comprehensive Plans</u>		
AR 0510	No	This update modifies AR 0510 to simplify the regulation and bring it into compliance with provisions necessary for a District Report Card under AS 14.03.120 and 4 AAC 06.895. The specific requirements of the report card have been removed from the regulation so as to not require updates based on regulatory changes. The requirements of AS 14.03.120 and 4 AAC 06.895 remain and are cited to in the regulation.
<u>ARTICLE 5, Series 5000 – Students</u>		
BP 5123	Yes	This update revises the policy to reflect the student retention procedures required by the Alaska Reads Act.

REPLACE/ADD	FORMAL ADOPTION REQUIRED	DESCRIPTION
-------------	--------------------------------	-------------

ARTICLE 6, Series 6000 – Instruction

BP 6174.1	No	This update is a formatting revision to delete a repeated word. Board approval is not required.
------------------	----	---

ARTICLE 9, Series 9000 – Bylaws of the Board

BB 9320	Yes	This update includes additional language to clarify that poll voting by a school board is not permitted and all official board action must be taken in an open meeting.
BB 9322	Yes	This update clarifies that a board president and superintendent may reject community requests to place an item on the board agenda.

WORKSHEETS for the district policy committee:

DISCARD WHEN FINISHED

Students

PROMOTION/ACCELERATION/RETENTION

BP 5123(a)

Note: The following optional policy may be revised or deleted as desired to reflect district philosophy and needs.

The School Board desires to see students progress with their peers through the school district's grade levels. To accomplish this, instruction should accommodate the varying interests and growth patterns of individual children and include strategies for providing extra attention or assistance when needed.

Promotion

Students shall progress through the school district's grade levels by demonstrating growth in learning the required basic skills.

Progress toward high school graduation shall be based on the student's ability to pass the subjects and electives necessary to earn the required number of credits.

(cf. 6146.1 - High School Graduation Requirements)

(cf. 6146.5 - Differential Requirements for Individuals with Exceptional Needs ~~Elementary School Promotion~~)

Acceleration

Acceleration is possible when high academic achievement is evident. However, the student's social and emotional growth shall be taken into consideration before placing him/her in a higher grade.

Retention

The School Board recognizes that research indicates that very few children benefit from being retained during the elementary and middle grades. The Superintendent or designee shall promote alternatives to retention among certificated staff.

Note: Strategies for reducing retention rates may include reading intervention programs, tutorial programs, and the use of ungraded schools, combination classes, year-round education, and developmentally appropriate primary curriculum designed to meet the needs of children at their own developmental stage.

Note: The following paragraph requires the use of student study team when retention is recommended.

When a teacher believes that retention is necessary to meet a student's needs, he/she shall ask the principal to establish a student study team to consider the child's academic, social and emotional performance. The student's parent/guardian shall be invited to participate on the student study team.

Under the Alaska Reads Act, a student retained due to a reading deficiency must be provided the process set forth in BP 6147 and AS 14.30.765(d) – (m).

WORKSHEETS for the district policy committee:

DISCARD WHEN FINISHED

Students

PROMOTION/ACCELERATION/RETENTION

BP 5123(b)

(cf. 6164.5 - Student Study Teams)

(cf. 5121 - Grades/Evaluation of Student Achievement)

(cf. 6141 - Curriculum Development and Evaluation)

(cf. 6146.5—Elementary School Promotion/Standards of Proficiency)(cf. 6147 – Alaska Reads Act Intervention Programs)

Legal Reference:

ALASKA STATUTES

AS 14.30.760 Statewide screening and support

AS 14.30.765 Reading intervention services and strategies; progression

ALASKA ADMINISTRATIVE CODE

4 AAC 06.400 Statewide literacy screening and support

4 AAC 06.405 Reading intervention services and strategies

4 AAC 06.410 Individual reading improvement plan

4 AAC 06.415 Student Progression

4 AAC 06.490 Definitions

Updated 6/2024

Bylaws of the Board

BB 9320(a)

MEETINGS

Note: Alaska's Open Meetings Act A.S. 44.62.310-.312 requires meetings of the Board to be open to the public except as allowed by law and requires reasonable public notice of such meetings. 1994 revisions to the Act are reflected in this sample policy.

Meetings of the Board are conducted for the purpose of accomplishing district business. A meeting of the Board shall consist of any gathering of the members of the Board when more than three members of the Board, or a majority of the members, whichever is less, are present and collectively consider a matter upon which the Board is empowered to act. As a matter of district policy and state law, meetings ordinarily shall be open to the public. The Board may meet in closed sessions only to discuss certain matters as permitted or required by Alaska's Open Meetings Act. All business of the Board must be conducted at a duly convened meeting of the Board. Poll voting between meetings is not allowed.

(cf. 9321 Executive Sessions)

Reasonable public notice shall be given for all meetings of the Board in accordance with law and district practice, and shall be posted at all regular district and school sites before the meeting. Such notice shall include the date, time and place of the meeting and, if the meeting is by teleconference, the location of any teleconferencing facilities that will be used. Public meetings may not be held in a private home or private business.

(cf. 9012 - Communications To and From the Board)

(cf. 9322 - Agenda/Meeting Materials)

(cf. 9323 - ~~Conduct of Meetings~~ Meeting Conduct)

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 the annual calendar of regular Board meetings and shall be notified of any changes to the calendar.

The Board shall hold ___ regular meetings each month. Unless changed by the Board, regular meetings shall be held at ___ p.m. at _____. Notice of regular meetings shall be posted at least five (5) days prior to the meeting.

Special Meetings

Special meetings of the Board may be called by the presiding officer or a majority of the Board members.

Except in the case of an emergency, notice of special meetings shall be provided at least 24 hours before the meeting. This notice shall specify the date, time, place and, if the meeting is by teleconference, the location of any teleconferencing facilities that will be used. Such notice shall be given to all Board members, the superintendent and to the local news media. This notice also shall be posted at all regular district and school sites at least 24 hours before the meeting.

Bylaws of the Board

BB 9320(b)

MEETINGS (continued)

Notice of a special meeting shall include a statement of the purpose of the meeting. No business may be transacted at this special meeting, other than that which is specifically stated in the notice of the meeting.

Emergency Special Meetings

The Board president or designee shall give notice of an emergency special meeting to the local media by telephone before the meeting. If telephone services are not functioning, the notice requirement is waived. In that event, as soon after the meeting as is practicable, the Board shall notify the local media that the meeting was held and shall describe the purpose of the meeting and any action taken by the Board.

Teleconferences

Recognizing the inherent responsibility and statutory duties of Board members, the Board strongly encourages Board members to attend and participate at meetings of the Board. Though great importance is given to the physical presence of Board members at meetings, the attendance and participation of members by teleconference is authorized whenever physical presence is not practicable. All votes at a meeting of members attending by teleconference shall be taken by roll call.

The Board also authorizes the use of teleconferences for Board meetings when receiving public comment or testimony, and during Board deliberations.

Whenever possible, meeting agendas and supporting materials shall be available at all teleconference facilities used for the Board meeting.

Legal Reference:

ALASKA STATUTES

14.08.091 Administration

14.14.070 Organization of school board

14.14.080 Declaring a school board vacancy

29.20.020 Meetings public

44.62.310 Agency meetings public

44.62.312 State policy regarding meetings

Revised ~~2/066/2024~~

Bylaws of the Board

BB 9322(a)

AGENDA/MEETING MATERIALS

Note: The following optional bylaw may be revised to reflect district practice and needs.

Construction of Agenda

The School Board president and the Superintendent shall prepare an agenda for each meeting of the Board.

(cf. 9121 - Board President)

Board members may place any item on the agenda no later than five days before the scheduled meeting date.

All agendas shall include the meeting time and place and a description of each business item to be transacted or discussed. All agendas shall be posted for public review prior to the meeting.

(cf. 9320 - Meetings)

Note: A.S. 29.20.020 requires governing bodies provide a reasonable opportunity for the public to be heard.

Any member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting. The request must be in writing and submitted to the Superintendent with supporting documents and information, if any, at least ten working days before the scheduled meeting date.

When constructing the agenda, the Board president and Superintendent will decide whether a request is within the subject matter jurisdiction of the Board and whether the agenda item is appropriate for discussion in open or executive session. The Board president and Superintendent may reject a public request for a matter to be added to the agenda for any reason.

The Board shall also give members of the public the opportunity to testify at regular meetings on matters which are not on the agenda but which are within the subject matter jurisdiction of the Board. An agenda item for such input shall be included on Board agendas. The Board shall not take action on such matters at that meeting.

(cf. 9012 – Communications To and From the Board)

(cf. 9323 - Meeting Conduct)

All public communications with the Board are subject to requirements of relevant Board policies and administrative regulations.

(cf. 1312 - 1312.3 - Complaints Concerning Schools)

Board Member Preparation

A copy of the agenda shall be forwarded to each Board member at least three days before each regular meeting date, together with the Superintendent or designee's report, minutes to be approved, copies of communications, reports from committees, staff, citizens and others, and other available documents pertinent to the meeting.

When special meetings are called, the secretary and president shall make every effort to get the agenda and support materials to Board members as soon as possible.

Board members shall review agenda materials before each meeting. Individual members may confer directly with the Superintendent or designee to obtain specific information on agenda items.

(cf. 9200 - Board Members)

Legal Reference:

ALASKA STATUTES
29.20.020 Meetings public

Revised 9/016/2024