

# Chugach School District

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



---

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

## Vision/Mission Statement

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

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

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

## UNAPPROVED AGENDA CHUGACH SCHOOL DISTRICT

**DATE: Thursday, December 18, 2025**

**PLACE: Zoom Only**

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

## December 2025 School Board Meeting

**TIME: 1:00 PM**

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

1. CALL TO ORDER
2. ROLL CALL & ESTABLISHMENT OF QUORUM
3. WORK SESSION

a. Finance

ACSA 2026 Pencil Chart-1  
 100FunctionFY26 Nov-1

5  
6

b. School Climate and Connectedness

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

Jed Deserae and Nichole Palmer Stellwag

I would like to recognize Jed & Nichole for their endless dedication to the Tatitlek School and students. They truly care about our kids and their education. They go above and beyond what anyone could ask of them and ensure they have an environment to educate our children. At the end of past school year, they spent countless weekend and evening hours sorting, packing and moving an entire school's contents in preparation for a much needed school renovation project.

This year, they spent even more of their evening and weekend hours turning a community room into a class room, and continue spending even more evening and weekend hours moving and unpacking to get settled into the school.

Jed and Nichole, your effort and dedication don't go unnoticed. Thank you from the bottom of my heart for caring and always going above and beyond for our kids!

Tatitlek High School Students  
 Nichole and Jed Palmer

Tatitlek students have worked tirelessly and without complaint helping dismantle, pack, move and unpack our entire school last spring and this fall for our remodel. These students were a tremendous help to Mr. and Mrs. Palmer. We couldn't have done it without them. They did so with such great attitudes and ownership of their school.

Marco Christian  
 Mandy Anderson

Marco brings out the best in people through example. He always has a smile, supportive word, helping hand, or whatever else is needed. He attends as many of the FOCUS activities as he can, checking in with kids and their parents, regardless of how many other things he has on his plate. He has been learning his new role with an open mind and positive attitude and asks questions to learn and adapt. Marco, thank you for such a stellar first semester!

Tiffany  
Marco

Gifford  
Christian

Thank you, Tiffany, for your continued contribution and commitment to the families of Fairbanks. During the Thanksgiving holiday, Tiffany led a food and supply drive to assist families affected by the government shutdown. Through outreach to local businesses and community partners, she gathered donations that made a meaningful difference for those in need.

To: Shelby Carlson  
From: Whittier School

Shelby, thanks for all of your help the day our students did their delivery dinner to raise funds to donate to communities impacted by Typhoon Halong. We appreciate your flexibility and willingness to lend a hand!

To: Rachel Swain  
From: Whittier School

Rachel, thank you for helping us to make the cornbread with students as they worked on their delivery dinner to raise funds to donate to communities impacted by Typhoon Halong. We so appreciated your helpfulness and generosity with your time!

To: Rima T.  
From: Whittier School Staff

Rima, thank you so much for being willing to step in and sub for Ms. Lori in preschool while she recovered from her knee surgery. We are so grateful for your flexibility and willingness to try new things. You did a fantastic job and we knew our preschoolers were in good hands!

To: Marco Christian  
From: Whittier School Staff

Marco, thanks for being willing to come down to Whittier and sub in November while Masen and Adeline were welcoming baby Atlin into their family. We are so grateful for administrators who are not only willing, but totally jazzed to step back into the classroom and spend time with students!

To: Stephanie Burgoon  
From: Whittier School Staff

Stephanie, thanks for all of the time you dedicated to WCS in November as you subbed for Ms. Adeline. We know you have many responsibilities and we are so grateful that you are always willing to juggle things around to help us out. Thanks for being an administrator who puts kids first and is truly excited to be in a classroom with students!

To: Victor Shen  
From: Whittier School Staff

Victor, thanks for being flexible with your time in November to help us cover Ms. Adeline's class. We know your first love is outdoor education and we appreciate your willingness to shift gears and give your all to classroom teaching when needed. Thanks for truly being a team player!

10. REPORTS AND PRESENTATIONS

- a. Student Representative Report  
Gabby's Communication and Reports Form 12\_16\_2025 7
- b. CSA Report  
Dec 18 CSA Report 8

c.	Chenega/Whittier EAC Minutes			13
	EAC December 2, 2026			
	WHT EAC Meeting agenda Dec			15
d.	Communications			
	Letter of resignation-2			16
11.	PUBLIC COMMENT ON AGENDA ITEMS			
12.	BOARD COMMENT			
13.	ITEMS OF BUSINESS			
a.	Tatitlek School Trip Presentation / Approval			
b.	2026/2027 Certified Contract Approvals			
	Memo 25-13 Cert. Contracts			17
c.	David Totemoff Memorial Scholarship			
d.	Policy Committee - First Reading			
e.	Negotiations: Joint Recommendation to the Board			
	Joint Rec to the Board FY27-29 Final			18
14.	OLD BUSINESS			
a.	Policy Committee Policy for Approval (2nd Read)			
	CSD Data Protection and Privacy Policy			25
	BP 1120 PUBLIC INVOLVEMENT IN BOARD MEETINGS			26
	BP 1140 RESPONSIBILITIES OF THE BOARD			27
	BP 1112 MEDIA RELATIONS			28
	BP 0530 DISCONTINUATION OR CLOSURE OF SCHOOLS			29
	MEMO 25-14			31
15.	NEXT	BOARD	MEETING	
	February	5	or	6?
	AASB Legislative Fly-In Feb. 7-10			
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.

# Alaska K-12 Funding Base Student Allocation Fiscal Year 2011 - 2026



Data source: Legislative Finance  
**Line** shows inflation adjusted to FY11 value (year not shown on graph);  
 BSA of \$5,960 in FY26 has an FY11 value of **\$4,863** when adjusted for inflation



**Consolidated Statement of Activity by Fund and Function**  
**November 30, 2025**

	<u>FY25</u> <u>Y-T-D</u> <u>Actual</u>	<u>FY 26</u> <u>Y-T-D</u> <u>Actual</u>	<u>Variance</u>
<u>Revenues</u>	2,274,392	2,441,994	167,601
<u>Expenses</u>			
Total Instruction	1,070,485	1,098,554	(28,069)
Total Special Education Instruction	33,640	38,854	(5,214)
Total Special Education Support Services - Student	99,039	95,947	3,092
Total Support Services - Instruction	119,820	111,130	8,690
Total School Administration	81,870	73,159	8,711
Total District Administration	203,427	190,762	12,665
Total Board of Education	19,067	27,809	(8,742)
Total District Administration Support Services	226,472	209,673	16,799
Total Operation and Maintenance of Plant	154,992	217,033	(62,041)
Total Expenses	<u>2,008,811</u>	<u>2,062,921</u>	<u>(54,110)</u>
Excess Revenue Over (Under) Expenditures	<u>265,581</u>	<u>379,073</u>	<u>113,492</u>

# Student Representative Communication & Report Form

**Representative Name:** Gabriella Parry

**School/Region:** Chenega Community School

**Date Submitted:** 12/16/2025

---

## 1. Requests & Concerns from Students

- Tatitlek wants fresh fruits for snacks. (They might want to speak to their teachers for this one)

## 2. Monthly Highlights from Your School/Region

- School Attendance- Right now we only have 3 students in school. It has been very quiet.
- Christmas Program- We did christmas around the world and had presentations and desserts for each of our countries. We had a Christmas dinner.
- Chugachmiut did a presentation with the kids and we had a gingerbread house making competition.

## 3. Progress on Current Student Government Task/Project

- Task/Project Name: Plans for funding
- Ideas:
  - Small bakesales
  - New gear- As of this moment, the student government is creating designs for new gear for Chugach school district. We are creating logos and will vote on the logos in January.
  - Virtual lessons/activities- We want to set up little virtual lessons and activities for the students. This could be used as a fundraiser. We would apply an entrance fee if it gets popular, or just set up a donation system. Activities could include baking lessons, paint nights, or just any crafts. We would start with something easy that requires basic materials anyone would have on hand, and if it gets bigger we would send out materials for anyone who wants to join.

## 4. Additional Notes or Discussion Points

- Creating unity throughout the district
  - We want to include student government members to other unrulr groups across the district so we can support each other and get activity ideas from each other.
- Next student government meeting is set for January after winter break.



## CHUGACH SCHOOL DISTRICT

---

**Date: December 18, 2025**

**To: Chugach Board of Education**

**From: Ty Mase**

**RE: Chief School Administrator Report**

---

### **2025-26 FALL SEMESTER IN REVIEW**

**A New Member of the CSD Family:** Please join me in congratulating Adeline Knavel and Masen Smith on the arrival of their newest addition, baby Atlin! In a district of many long-tenured staff members, the arrival of a young family adds a welcome sense of excitement and energy!

**Enrollment:**

Overall CSD enrollment has remained fairly steady. We dropped several students in Focus but overall, we are happy with our numbers.

Whittier: 56 (+7 from last year)

Tatitlek: 14 (+3 from last year)

Chenega: 11 (+2 from last year)

Focus: 563 (-9 from last year)

**First-Round Draft Picks:**

We were extremely fortunate to have made some outstanding hires this past year which have graced our Chugach team with much talent! We are glad to have:

Masen Smith – Whittier middle/secondary generalist

Mandy Andersen – Focus Anchorage

Marco Christian – District-Wide Administrator

Cindy Diggs – Business Manager

Tarryn Martinez – Registrar/Secretary Focus Fairbanks



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



9312 VANGUARD DRIVE ANCHORAGE, AK 99507



907-522-7400

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





## CHUGACH SCHOOL DISTRICT

---

### **Perkins Grant:**

CSD is proud to announce that we have been awarded the Perkins Grant. This funding highlights our ongoing commitment to expanding high-quality Career and Technical Education opportunities for our students. These monies will help us strengthen hands-on learning and enhance workforce-ready skills.

### **Policy:**

We are in the process of reviewing, updating, and refining the CSD Board Policy Manual. Over time, policies can become outdated, redundant, or inconsistent with current practices and legal requirements. Our goal is to streamline the manual by removing obsolete or repetitive language, aligning policies with current needs, and improving overall organization. By doing so, we hope to give board members, staff, and the community a more user-friendly policy manual.

### **CKLA:**

Adopting the CKLA curriculum district-wide is an important step for CSD as it ensures a consistent, research-based approach to literacy instruction across all of our schools. CKLA's is strong in phonics, and vocabulary, which supports strong reading development for every student.

### **CIPs - Tatitlek and Chenega:**

UIC Nappairit is wrapped up with the Chenega renovation and is tying up loose ends in Tatitlek. As the renovations at Tatitlek near completion, there is much to be grateful for. While it's frustrating that the project is finishing several months later than expected, much of the delay was beyond the control of both the contractor and the district. Ultimately, we believe UIC did a pretty good job. In the end, the school is now well-equipped with upgrades that should serve it for decades to come. Tatitlek School scope of work:

#### **General**

1. Replace and provide new metal roof at sloped gym roof.
2. Remove existing siding and replace with metal panel system and added insulation. Replace deteriorated substrate.
3. Add structural bracing, at the lower-level playground area.
4. New exterior doors
5. Replace deteriorating entry decks at both doors of building.
6. Replace windows of school.



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



9312 VANGUARD DRIVE ANCHORAGE, AK 99507



907-522-7400

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





## CHUGACH SCHOOL DISTRICT

---

7. New Gym flooring - cushion backed vinyl sheet product in a wood maple pattern with game lines for basketball and volleyball and school logo.
8. Replace gym ceiling, and seismically brace tile ceiling, with new basketball hoops.
9. New flooring throughout school.
10. Patch, repair and paint gypsum wallboard walls.
11. New paint on walls and doors throughout the school.
12. New casework throughout school.
13. Restrooms to be updated, including finishes, toilet partitions, and fixtures.
14. Replace Category 5 telecommunications wiring with Category 6 and add hard wired drops to meet requirements in administrative and instructional spaces.

### **Mechanical**

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

### **Electrical**

20. Remove and replace fire alarm panel and devices for a manual system along with ADA compliant signaling devices.
21. Remove and replace the generator and associated apparatus.
22. Replace Category 5 telecommunications wiring with Category 6 and add hard wired drops to meet requirements in administrative and instructional spaces.
23. New LED lighting throughout building.

### **Site Work**

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

### **Notable Change Orders**

27. Water and Waste Lines Replaced
28. Ceiling Tiles Replaced
29. Fire Pump Replacement
30. Wall to Wall Gym Padding
31. Sub Floor Replacement



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



9312 VANGUARD DRIVE ANCHORAGE, AK 99507



907-522-7400

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





## CHUGACH SCHOOL DISTRICT

---

### **Fall Inservice:**

A big thanks goes out to Stephanie and Marco for coordinating a very relevant inservice focused on MAP and DIBELS testing. The session not only clarified key assessment processes, but also taught how we can interpret data, monitor growth, and adjust instruction/intervene to meet individual student needs. Their planning and recruitment of expertise/instructors helped our staff walk away more confident and better equipped to use these assessments effectively.

### **Chenega Corporation Contribution:**

Chenega Corporation again stepped up in support of their students/school with donation of \$100,000 under Alaska's Education Tax Credit Program. The contribution was welcome income to help CSD continue the innovative education happening at our smallest school site. A huge thanks to all those who helped make this possible.

### **Voyage Offerings /Purchases:**

With the pandemic behind us, Stephanie and her Voyage team devised a comprehensive schedule of opportunities for our region's students. Offered this semester:

- Culinary Arts
- Outdoor Leadership
- ETT
- Driver's Education
- STEAM / AK History
- First Trek Phases

At the conclusion of the OIE Grant, Voyage and KCA had hoped for an extension but were informed that all remaining funds needed to be spent and the grant closed out. As a result, several key purchases were made, including:

- Two driver training vehicles
- Vape detectors for the Voyage dorms
- New mattresses and bedding for dorm rooms
- A new perimeter fence around the lot
- New Voyage furniture
- Various much-needed supplies



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



9312 VANGUARD DRIVE ANCHORAGE, AK 99507



907-522-7400

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





## CHUGACH SCHOOL DISTRICT

---

### **Chenega Heritage Week:**

The school year started off with Chenega hosting their Second Annual Heritage Week. Students and adults came from Tatitlek to join in the cultural activities, and classes. Thanks to the Elders, community, teachers, Chenega IRA, Chenega Corp, and the Center for Alaska Coastal Studies for all their work with staff and students to support this wonderful learning experience.

### **Negotiations:**

The proposed FY2027–2029 agreement represents a significant step forward in strengthening teacher recruitment and retention across the Chugach School District. Key improvements—including enhanced travel benefits, no-cost district housing, expanded recognition of prior teaching experience, and a modernized salary structure—position the district to better attract and support high-quality educators. We extend sincere thanks to Andrea Korbe and Ryan Schmidt (PWSTA) for their collaborative spirit and thoughtful leadership throughout the negotiation process.

**To close**, this has been a strong semester, and we have planted many seeds that will lead to continued growth and improvement across Chugach School District. The district is in a healthy, positive place - our focus remains firmly on students, exactly where it belongs. With our individualized, student-centered focus (standards and competencies) and the strength of our students, staff, and stakeholders, CSD is set up for success. I look forward to the spring semester!



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



9312 VANGUARD DRIVE ANCHORAGE, AK 99507



907-522-7400

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



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

Education Advisory Committee (EAC) Agenda 12-2-2025

1. Call to Order at: 3:52 p.m.
2. Attendees
  - Camille
  - Sue
  - Melonie
  - Marco (Zoom)
  - Steven Kashevarof (Zoom)
3. Election of officers for the 2025-2026 school year- Camille moved to table it until there are more attendees.
4. Head Teacher Report
  - Students are studying WWII and the Holocaust, Winter Celebrations around the world, will be beginning to study Chinese Mythology in January, just finished up units on Norse and Greek Mythology, and the Roaring 20s through the New Deal/
  - Reading of District attendance policy: excused vs. unexcused absences. Checking with the district what homework policies are for extended absences- may have to come up with additional policies of our own.
  - Halloween Carnival- Students raised \$469 after expenditures. There are some outstanding tabs that need to be collected.
  - Christmas program-Saturday, December 13<sup>th</sup> @ 5:30 p.m.
    - I am asking that the EAC take charge of the dinner, including planning and decorating of the gym as desired. Staff and teachers will handle the program and dessert.
      - Christmas Around the World Presentations
      - Songs and poems
      - Pinata- donated by Chugachmiut Behavioral Health
      - Santa will hand out candy canes. If parents want more than that, we ask they supply it.
    - We will not be having a silent auction or bazaar this year. Last year's bazaar was too much work for not enough profit. Unless the EAC would like to head the bazaar and silent auction, I propose that we make this a non-fundraising event this year and in the future.
    - The next fundraiser is tentatively scheduled for February, depending on the number of people in the village at the time and student participation and attendance.
    - Minnie and Melody will be returning this Thursday for the remainder of the school year.
    - Jubal has been working with Chenega Corp. to obtain new gym equipment for the community and school. A grant was found and granted for \$15,000. The equipment has been purchased and should be delivered within the next week or so. Some will go to the clinic and some to the school
    - Jubal has applied to be part of Team Alaska and represent Chenega in the Winter Games in Whitehorse in February

- Chugachmiut Behavioral Health plans to be here sometime next week and has asked to come into the classroom to present a lesson on friendship. They will also be having community events in the evenings.
- Marco: Chenega School has been designated for a Comprehensive Support and Improvement (CSI) grant. The grant will support school improvement over the next three years, totaling about \$60,000. The grant will require a needs assessment and a 3-year school improvement plan for academics (reading, math, and basic skills), \$ 20,000 per year. We can focus on attendance incentives, etc. Normally, it is proposed at the beginning of the year, but we may be able to table it for the next meeting in February. The CLSD grant will cover the CKLA. We still do not know when we will get the materials for CKLA. Marco is hoping we will get it sooner rather than later. The new grant can also help with training and support
- NYO practice will start in February. There is funding available for

5. Mrs. Parker Teacher Report

- Working on Christmas projects and crafts
- Working on letter and number recognition- what is a number and what is a letter.
- All the kids will be working on Christmas projects. Wright is working on Christmas trees, and Gillian is working on Gingerbread Men. Melodie-Puerto Rico, Wayne- Philippines Islands, William- Alaska, Jesse-Egypt,
- Older students are working on Multiplication and division families
- Melody is working with addition and subtraction- fact families
- Wayne is working on fractions and 3<sup>rd</sup>-grade-level math.
- Sue will be gone from the 14<sup>th</sup> until the Sunday before school begins.

6. Gail Report: Gail was not present. Melonie is not sure when she will be back. Larry is still in the hospital.

7. School Board Representative Report: Not present

8. Next EAC Meeting February 3, 2026

9. The meeting adjourned at 3:38 p.m.

EAC Meeting Agenda  
December 10, 2025

In attendance: Andrea Korbe, Josh Hall, Britta Pese, Lori Berg, Stephanie Burgoon, Jesse Walts, Peka Pese, Bibo Chung

- I. Call to Order at 5:37pm
- II. Old Business
  - a. Thanksgiving Potluck
    - a. Great attendance at the potluck and the food was delicious
    - b. Andrea's class's turkey headbands were adorable
  - b. KMTA
    - a. High school participated in a Where I am From poetry project with other schools in KTMA region
    - b. All students participated and poems are published and hanging on cafeteria wall
- III. New Business
  - a. Holiday Program and Potluck
    - a. Program is Thursday, December 18<sup>th</sup> at 6pm
    - b. Includes a play or song from every class, potluck, and Santa visit
  - b. Skate fundraising
    - a. Victor and Rachel received a grant for ice skates
    - b. Students fundraising for funds as well
      1. Shens sold fire logs at Girdwood Craft Fair and raised around \$280
  - c. Whittier School Spirit Week - December 15-19
    - a. Monday - Merry and Bright Day (bright colored clothes)
    - b. Tuesday - Pajama Day
    - c. Wednesday - Winter Wonderland (icy whites and blues)
    - d. Thursday - Silly Socks
    - e. Friday - Hat Day
  - d. Volleyball
    - a. Practices on Mondays and Wednesdays at 4pm
    - b. Lots of students participating
    - c. Upcoming community vs. students game for practice
- IV. Announcements
  - a. Bibo - CSD Board Meeting on Thursday at 1pm

Next meeting: January 14, 2026 at 5:30pm

Adjourn at 5:50pm

Melissa Rowland

Homeschool Advisory Teacher

Chugach School District

11/13/2025

Dear Ty Mase,

I am writing to formally resign from my position with Chugach School District, effective June 4, 2026.

I want to express my deep appreciation for the opportunity to serve our homeschool families over the years. It has been an honor to support and partner with families through FOCUS Homeschool, and I am grateful for the trust placed in me throughout this work. My time here has been meaningful, both professionally and personally. I have sincerely valued the collaboration with colleagues across the district. Working alongside such dedicated and supportive individuals has strengthened my commitment to education and has made my experience here truly rewarding.

Thank you again for the opportunity to grow, contribute, and be part of a mission that matters so much. I remain grateful for the years spent supporting our homeschool community.

Sincerely,

Melissa K. Rowland

## MEMORANDUM # 25-13

**DATE:** December 18, 2025

**TITLE:** Certified Contracts

**BACKGROUND:** School Board Policy 4112.1 states that Board approval is required for all teacher and administrator contracts:

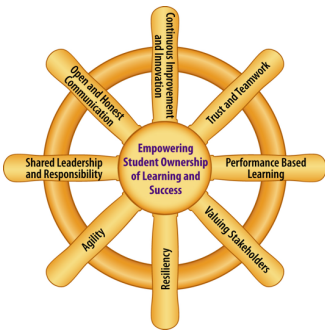
1. Mike Briseno – Voyage Teacher, Anchorage
2. Stephanie Burgoon – Voyage and Whittier Administrator, Anchorage
3. Annie Dougherty – Focus Teacher, Fairbanks
4. Seth Haines – Focus Teacher, Fairbanks
5. Chris Irvin – Counselor / Voyage Teacher, Anchorage
6. Andrea Korbe – Elementary Teacher, Whittier
7. Molly Lashier – Focus Teacher, Anchorage
8. Shannon O'Brien – Focus Teacher, Anchorage
9. Jed Palmer – Secondary Teacher, Tatitlek
10. Nicole Palmer – Elementary Teacher, Tatitlek
11. Douglas Penn – SPED
12. Kat Lien - Focus Teacher, Mat Su
13. Ryan Schmidt – Technology/Maintenance Lead, Anchorage
14. Christine Traeger – Focus Teacher, Mat Su
15. Tanya Wimer – Preschool Lead / Focus Teacher, Fairbanks
16. Megan Maloney – Voyage Teacher, Anchorage
17. Josh Hall – Middle/Secondary Teacher, Whittier
18. Jen Childress – Middle/Secondary Teacher, Whittier
19. Adeline Knavel – Elementary Teacher, Whittier
20. Camille Parry – Elementary Teacher, Chenega
21. Suzanne Parker – Secondary Teacher, Chenega
22. Lori Montes – Focus Teacher, Valdez / Anchorage
23. Masen Smith – Middle Level Teacher, Whittier
24. Amanda Andersen – Focus Teacher, Anchorage
25. Marco Christian – District-Wide Administrator, Anchorage

**CHIEF SCHOOL ADMINISTRATOR RECOMMENDATION:**

The CSA recommends the Board approve all teacher and administrator contracts recommended for the 2026/2027 school year.

**SUGGESTED MOTION:**

A motion to approve memo 25-13, approving all teacher and administrator contracts for the 2026/2027 school year.



# Chugach School District

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

Date: 12/2/25

To: Chugach School Board  
From: Ty Mase, Chief School Administrator  
Andrea Korbe, PWSTA Representative

Re: Joint Recommendation for FY2027, 2028, and 2029 Contract

As a result of ongoing negotiations, the Prince William Sound Education Association and the Chief School Administrator jointly recommend the following items for a successor agreement:

A new contractual agreement for FY2027, 2028 and 2029 with existing terms, conditions and language remaining the same except as outlined below:

## DURATION:

~~All aspects of this agreement are effective and binding as of July 1, 2023, and shall continue in full force until June 30, 2026.~~

All aspects of this agreement are effective and binding as of July 1, 2026, and shall continue in full force until June 30, 2029.

## BENEFITS:

~~201.2 Coverage will be extended until August 31, for any terminating teacher who holds and complete a full contract year.~~

For non-returning staff, coverage shall terminate on the final day of the month during which the teacher fulfills their contractual obligations.

201.4 An employee will receive \$25,000 a year for opting out of CSD health insurance coverage provided through District employment. An eligible opt-out payment is one that is available only to employees who provide reasonable evidence that the individual (employee) as well as any other individuals whom the employee expects to claim a personal exemption for in the affected taxable year or years (the employee's expected tax



Whittier Community School  
(907) 472-2575

Tatitlek Community School  
(907) 325-2252

Chenega Bay Community School  
(907) 573-5123

Valdez FOCUS  
Homeschool  
(907) 835-5528

Anchorage FOCUS  
Homeschool  
(907) 522-7400

Fairbanks FOCUS  
Homeschool  
(907) 457-2545

Voyage to  
Excellence  
(907) 222-2712





# Chugach School District

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

family) has or will have minimum essential coverage (other than Chugach S.D. coverage). The in-lieu of payments (the opt-out) will be paid over the duration of the plan year.

Married Couples: Teaching couples will individually be eligible for the opt-out. ~~This pilot provision will sunset and will be of no force or effect as of June 30, 2026.~~

*This provision will sunset and will be of no force or effect as of June 30, 2029.*

## 202 TRAVEL PAY:

~~The District will pay on an annual basis four (4) one-way trips (commercial fare) for each teacher between Anchorage and the teaching sites of Chenega and Tatitlek. The district will provide four (4) tunnel tickets for each teacher to travel into Whittier.~~

*The district will pay on an annual basis for four (4) one-way commercial fare trips for each teacher and their spouse and dependent children (under age 18 or still in high school) between Anchorage and the teaching sites of Chenega and Tatitlek. These trips are intended to support family unity and must be taken concurrently with the teacher’s travel. District-funded travel for spouses or children shall only be authorized when they are traveling with the teacher on the same itinerary, unless otherwise approved in advance by the Superintendent or designee for compelling circumstances. The district will provide four (4) tunnel tickets for each teacher to travel into Whittier.*

## HOUSING:

~~203.3 District owned housing rent structure is \$650.00 per unit per month in Tatitlek and Chenega and \$1000 per month in Whittier. The rent will remain the same for the 2023-2026 Collaborative Agreement. The District will pay electricity, heating oil and other utilities: excluding cable television, telephone services and internet.~~

*Certified staff will be provided district housing at no cost in Tatitlek, Chenega, and Whittier. If district housing is not available, teachers who live off campus and reside within the community of their assigned site will receive a monthly housing stipend. This stipend, issued on a per-household basis (i.e., teaching couples sharing one household will receive only one stipend), will be equivalent to the estimated rental value of the district-provided housing.*

*For district-owned housing, the District will pay for electricity, heating oil, and other standard utilities, excluding cable television, telephone services, and internet.*

*This provision will sunset and will be of no force or effect as of June 30, 2029.*



*Whittier Community School  
(907) 472-2575*

*Tatitlek Community School  
(907) 325-2252*

*Chenega Bay Community School  
(907) 573-5123*

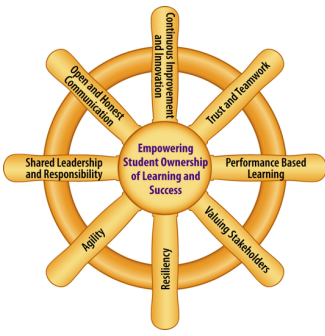
*Valdez FOCUS  
Homeschool  
(907) 835-5528*

*Anchorage FOCUS  
Homeschool  
(907) 522-7400*

*Fairbanks FOCUS  
Homeschool  
(907) 457-2545*

*Voyage to  
Excellence  
(907) 222-2712*





# Chugach School District

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

## SICK LEAVE CONTRIBUTIONS:

**302.1** A teacher may donate up to their current number of sick days per year to a specific teacher or teachers who has exhausted his/her accumulated Sick and Personal Leave. Days donated will not be deducted from the donating teacher's leave account until used. Donated days will be used in the order they are received by the District. To receive any such donated days, the teacher must submit to the Superintendent verification of illness or injury from his/her attending physician. ~~The District shall contact teachers following a request for Sick Leave donations.~~

The Teacher's Association shall contact teachers following a request for Sick Leave donations and communicate the results back to the District.

\*A maximum of sixty (60) days each school year can be drawn by one individual from the bank (in addition to his/her own accumulated days)

## PERSONAL LEAVE:

**305.4** ~~Unused Personal Leave days shall be reimbursed to the teacher at the end of the school year at the daily per diem rate.~~

Unused Personal Leave days shall not carry any monetary value and shall expire at the end of the school year without reimbursement.

## TRANSFERS AND REASSIGNMENTS:

~~A teacher transferred at the request of the District shall be reimbursed for moving expenses.~~

In addition to transportation, the District shall reimburse parcel post and/or air freight to a maximum of \$2,500.00 per contract, for customary and reasonable moving expenses for teachers involuntarily transferred.

A teacher being involuntary transferred will be granted up to ~~ten (10)~~ **five (5)** work days Administrative Leave to replace contract days to prepare for the move.

## PUBLICATION OF AGREEMENT:

~~Copies of this agreement shall be duplicated in the newly numbered format at District expense within thirty (30) days after the agreement is signed. The document shall be jointly proofread by the Board and the Association. Copies shall be distributed to all certificated staff by the District Office prior to signing this contract. Further, an additional ten (10) copies of the agreement shall be furnished to the Association.~~



Whittier Community School  
(907) 472-2575

Tatitlek Community School  
(907) 325-2252

Chenega Bay Community School  
(907) 573-5123

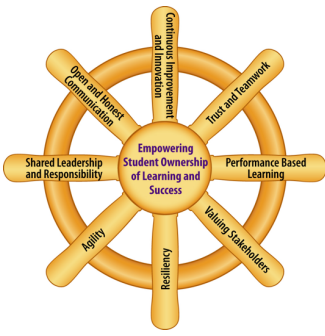
Valdez FOCUS  
Homeschool  
(907) 835-5528

Anchorage FOCUS  
Homeschool  
(907) 522-7400

Fairbanks FOCUS  
Homeschool  
(907) 457-2545

Voyage to  
Excellence  
(907) 222-2712





# Chugach School District

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

The document shall be jointly proofread by the Board and the Association. Electronic copies shall be distributed to all certificated staff by the District Office prior to signing this contract.

## CONTRACT / SALARY:

~~805.1 Certified Teachers new to CSD may bring in a maximum of seven (7) years of out-of-state experience from another public or non-public school. All teaching experience within the State of Alaska will be credited for initial placement only.~~

Certified teachers new to CSD may receive credit for all verified years of teaching experience in public or non-public schools, both within and outside the State of Alaska, for the purpose of initial salary placement. (HB 230, passed in 2024, repealed the statutory limits on how much out-of-state teaching experience can be applied to salary scales in AK.)

805.4 Parties agree on guaranteed step increases for 2026-27, 27-28, 28-29, the duration of this one (3) year contract.

## QUALIFYING REQUIREMENTS FOR PROFESSIONAL GROWTH PLAN

### 806.1 B.A./B.S. +18:

For horizontal movement to eighteen (18) credits, transcripts showing eighteen (18) semester hours of credit in a teacher's major or minor field must be presented. Nine (9) of the eighteen (18) credit hours must be at graduate level, while six (6) hours of non-academic credit, approved and awarded through the Alaska Department of Education, may be used.

### 806.2 B.A./B.S. +36:

Same as 806.1 above, except that at least eighteen (18) of the thirty-six (36) semester hours must be at graduate level. Up to twelve (12) hours of non-academic credit, approved and awarded through the Alaska Department of Education, may be used.

### 806.3 B.A./B.S. +54:

Same as 806.1 above, except that at least twenty-seven (27) of the fifty-four (54) semester hours must be at graduate level. Up to eighteen (18) hours of non-academic credit, approved and awarded through the Alaska Department of Education, may be used.



Whittier Community School  
(907) 472-2575

Tatitlek Community School  
(907) 325-2252

Chenega Bay Community School  
(907) 573-5123

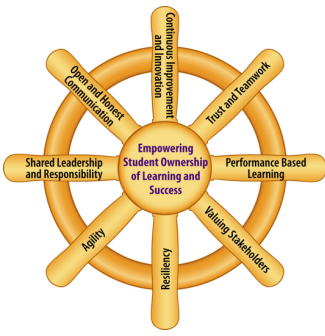
Valdez FOCUS  
Homeschool  
(907) 835-5528

Anchorage FOCUS  
Homeschool  
(907) 522-7400

Fairbanks FOCUS  
Homeschool  
(907) 457-2545

Voyage to  
Excellence  
(907) 222-2712





# Chugach School District

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

## 806.4 B.A./B.S. +72:

Same as **806.1** above, except that at least thirty-six (36) of the seventy-two (72) semester hours must be at graduate level. Up to eighteen (24) hours of non-academic credit, approved and awarded through the Alaska Department of Education, may be used.

## 806.4 M.A. Degree:

Official transcripts must be submitted showing the granting of the degree. Master's degrees in fields other than Education are acceptable only if approved by the Alaska Department of Education for certification purposes.

## 806.5 M.A. Degree +18:

Same as **806.4** except transcript must show eighteen (18) semester hours; nine (9) semester hours must be at the graduate level; and six (6) semester hours can be of non-academic level, approved and awarded through the Alaska Department of Education.

## 806.6 M.A. Degree +36:

Same as **806.4** above except that at least eighteen (18) semester hours must be at the graduate level courses, with at least twelve (12) earned in residence and up to twelve (12) may be non-academic credit.

## 806.7 M.A. Degree +54:

Same as **806.4** above, except that at least twenty seven (27) of the fifty four (54) semester hours must be at graduate level. Up to eighteen (18) hours of non-academic credit, approved and awarded through the Alaska Department of Education, may be used.

## 806.8 Double M.A. or Doctorate:

Official transcripts must be submitted showing the granting of the degree(s). Degrees in fields other than Education are acceptable only if approved by the Alaska Department of Education for certification purposes.

**808.1** These schedules have been negotiated for the 2026-2029 school years and will remain in place for the duration of this agreement (June 30, 2029), unless mutually agreed by PWSTA and the Board. A signing/retention bonus of \$2500 will be provided to all certified staff for the 2023-2024 school year.



Whittier Community School  
(907) 472-2575

Tatitlek Community School  
(907) 325-2252

Chenega Bay Community School  
(907) 573-5123

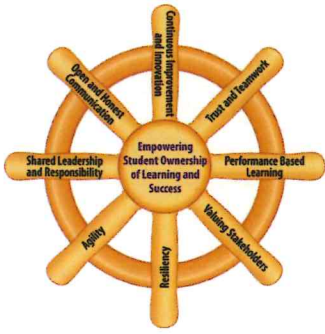
Valdez FOCUS  
Homeschool  
(907) 835-5528

Anchorage FOCUS  
Homeschool  
(907) 522-7400

Fairbanks FOCUS  
Homeschool  
(907) 457-2545

Voyage to  
Excellence  
(907) 222-2712





# Chugach School District

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

\* The District is proposing a change to the salary schedule that would remove the first three columns, making the current BA column align with the MA column as the new starting point. In addition, we propose shifting from a degree-based column structure to a credit-based system. **SCHEDULE IS BELOW.**

In addition, a \$1,200 per cell increase has been added in lieu of cashing out personal leave.

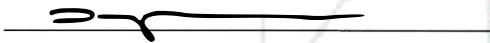
This adjustment would take effect in the 2026–27 school year. Following that, the District proposes salary increases of 1% in each of the final two years of the contract.

Teachers who have reached the maximum step on the salary scale (Step 27, BA+72) shall receive an annual salary increase of 2% for each year of service beyond the scale.

The Association and Chief School Administrator jointly recommend the board concur with and approve the above proposal for a successor agreement between the PWS Teacher's Association and the District.

Ty Mase, Chief School Administrator

Andrea Korbe, PWSTA Spokesperson



Whittier Community School  
(907) 472-2575

Tatitlek Community School  
(907) 325-2252

Chenega Bay Community School  
(907) 573-5123

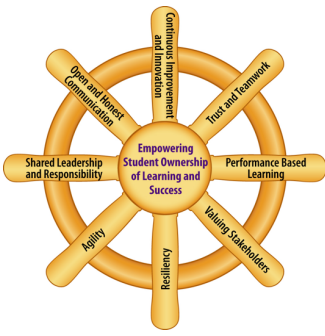
Valdez FOCUS  
Homeschool  
(907) 835-5528

Anchorage FOCUS  
Homeschool  
(907) 522-7400

Fairbanks FOCUS  
Homeschool  
(907) 457-2545

Voyage to  
Excellence  
(907) 222-2712





# Chugach School District

9312 Vanguard Drive, Suite 100

Anchorage, AK 99507-5355

(907) 522-7400 Phone

(907) 522-3399 Fax

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

Years Exp.	Step	BA	BA + 18	BA + 36	BA + 54	BA+72
0	1	\$56,615	\$58,047	\$59,479	\$60,910	\$62,343
1	2	\$58,047	\$59,479	\$60,910	\$62,343	\$63,774
2	3	\$59,479	\$60,910	\$62,343	\$63,774	\$65,207
3	4	\$60,910	\$62,343	\$63,774	\$65,207	\$66,638
4	5	\$62,343	\$63,774	\$65,207	\$66,638	\$68,070
5	6	\$63,774	\$65,207	\$66,638	\$68,070	\$69,502
6	7	\$65,207	\$66,638	\$68,070	\$69,502	\$70,934
7	8	\$66,638	\$68,070	\$69,502	\$70,934	\$72,366
8	9	\$68,070	\$69,502	\$70,934	\$72,366	\$73,798
9	10	\$69,502	\$70,934	\$72,366	\$73,798	\$75,229
10	11	\$70,934	\$72,366	\$73,798	\$75,229	\$76,662
11	12	\$72,366	\$73,798	\$75,229	\$76,662	\$78,093
12	13	\$73,798	\$75,229	\$76,662	\$78,093	\$79,526
13	14	\$75,229	\$76,662	\$78,093	\$79,526	\$80,957
14	15	\$76,662	\$78,093	\$79,526	\$80,957	\$82,389
15	16	\$78,093	\$79,526	\$80,957	\$82,389	\$83,821
16	17	\$79,526	\$80,957	\$82,389	\$83,821	\$85,253
17	18	\$80,957	\$82,389	\$83,821	\$85,253	\$86,685
18	19	\$82,389	\$83,821	\$85,253	\$86,685	\$88,117
19	20	\$83,821	\$85,253	\$86,685	\$88,117	\$89,548
20	21	\$85,253	\$86,685	\$88,117	\$89,548	\$90,981
21	22		\$88,117	\$89,548	\$90,981	\$92,412
22	23		\$89,548	\$90,981	\$92,412	\$93,845
23	24		\$90,981	\$92,413	\$93,845	\$95,277
24	25			\$93,845	\$95,277	\$96,709
25	26			\$95,278	\$96,709	\$98,141
26	27			\$96,710	\$98,142	\$99,573



Whittier Community School  
(907) 472-2575

Tatitlek Community School  
(907) 325-2252

Chenega Bay Community School  
(907) 573-5123

Valdez FOCUS  
Homeschool  
(907) 835-5528

Anchorage FOCUS  
Homeschool  
(907) 522-7400

Fairbanks FOCUS  
Homeschool  
(907) 457-2545

Voyage to  
Excellence  
(907) 222-2712



# Chugach School District Data Protection and Privacy Policy

**Purpose:** The Chugach School District (CSD) is committed to protecting the privacy and security of all personal and educational information. This policy outlines how the district collects, uses, protects, and retains data transmitted through district communication systems, including Zoom Phone texting.

**Scope:** This policy applies to all district employees, students, and authorized users who access or transmit information through district-managed systems.

---

## 1. Data Collection and Use

- Data is collected and used only for educational and operational purposes.
- Texting through district accounts must support legitimate school business or instruction.
- No data is used for marketing or shared for non-educational purposes.

## 2. Data Security and Retention

- Communications are protected by industry-standard encryption and stored on secure systems accessible only to authorized personnel.
- The district maintains safeguards to prevent unauthorized access or disclosure.
- Data is retained in accordance with district recordkeeping schedules and FERPA requirements, then securely deleted or archived.

**3. Data Sharing:** The district does not sell or share personal data except:

- With approved service providers (e.g., Zoom) operating under data protection agreements;
- With parents, guardians, or eligible students under FERPA; or
- As required by law or court order.

## 4. User Responsibilities

- Employees must use district-issued accounts for all professional communication.
- Personal devices or accounts should not be used for student contact.
- Users must maintain confidentiality, follow the Acceptable Use Policy, and report any suspected data breaches immediately.

**5. Rights and Compliance:** Parents, guardians, and eligible students have the right to review and request corrections to educational records and will be notified in the event of any data breach. CSD complies with FERPA, COPPA, and Alaska State privacy laws.

**6. Oversight:** The Superintendent or designee oversees policy implementation, vendor compliance, and staff training. Violations may result in disciplinary action or loss of access.

## **~~BP 1120 PUBLIC INVOLVEMENT IN BOARD MEETINGS~~**

~~The Board encourages community involvement in the schools as an essential element of effective schools. The Board and administration shall provide an opportunity for the input of parents and interested community members on Board agenda items. (cf. 9320-Meetings)~~

~~(cf. 9321—Closed Meetings)~~

~~(cf. 9322—Agenda/Meeting Materials)~~

~~(cf. 9323—Meeting Conduct)~~

~~(cf. 9323.2—Actions by Board)~~

~~Adopted: March 2, 2006~~

## **~~BP 1140 RESPONSIBILITIES OF THE BOARD~~**

~~The responsibility of the Board is the management and control of the district's schools. The Board's prime functions are the formulation of policies and the judgment of results. Its ultimate goal is the maintenance and upgrading of the educational standards and facilities so that the best possible education will be available to the children of the community.~~

~~(cf. 9300 – Governance)~~

~~The local school district has been created as a unit of state government. The Board is, therefore, responsible to the local community and to the state government. The Board may take a public position on legislation which will directly affect the education program within the community.~~

~~Members of the Board individually will refer compliments, suggestions and constructive criticism about operational matters directly to the Superintendent or designee for appropriate consideration and action. Comments affecting policy will be routed through regular channels to the Board meeting agenda for consideration by the Board as a whole.~~

~~(cf. 1312 – Public Complaints Concerning the Schools)~~

~~(cf. 9000 – Role of the Board and Members)~~

~~(cf. 9010 – Public Statements)~~

~~Adopted: March 2, 2006~~

## **BP 1112 MEDIA RELATIONS**

~~The School Board recognizes that the media significantly influences the public's understanding of the school issues and can greatly assist the district in communicating with the community.~~

~~The Board respects the public's right to information and recognizes that the media has a legitimate interest in the schools and a responsibility to provide the community with the news.~~

~~Media representatives are welcome at all Board meetings and shall receive meeting announcements and agendas upon request.~~

~~(cf. 9320 Board Meetings)~~

~~Like all other visitors, media representatives must register in the school office when coming on campus during school hours.~~

~~(cf. 1250 Visits to the School)~~

~~(cf. 3515.2 Intruders on Campus)~~

~~The Superintendent or designee shall coordinate the release of information concerning the district and the actions of the Board. The principal or designee of each school shall provide the media with information relating to his/her school, including information about student awards, school accomplishments, and events of special interest.~~

~~Staff and student interviews conducted on school grounds must be approved by the superintendent or designee. For this section, the superintendent must appoint a designee in writing.~~

~~(cf. 9010 Public Statements)~~

~~During crisis situations, all media inquiries shall be routed to the Superintendent or designee, who shall prepare and update an official statement responding to the particular situation as events unfold.~~

~~The district shall not release information which is private or confidential as identified by law and the Board policy or administrative regulation.~~

~~(cf. 1340 Access to District Records)~~

~~(cf. 5125 Student Records; Confidentiality)~~

~~Adopted March 2, 2006~~

~~Revised November 3, 2021~~

## **BP 0530 DISCONTINUATION OR CLOSURE OF SCHOOLS**

**Note:** This **optional policy** complies with [4 AAC 05.090](#) establishing required procedures to be followed before a School can be permanently or temporarily closed.

The Board strives to maintain schools in local communities but recognizes that low student enrollment or other factors may necessitate temporary or permanent closure of a school. Board action to close a school will only occur after written notice to the affected families which will be provided at least 10 days prior to school closure, absent emergency circumstances that do not permit such notice.

Absent emergency circumstances, no school closure will occur until development and approval of a closure plan. The plan must provide for the continued educational services to all eligible students, including students with disabilities. The plan must address pupil transportation services, if applicable. Additionally, the plan should contain a schedule for providing compensatory services that may be required under state and federal laws for the education of students with disabilities. Finally, the plan will provide for reimbursement to the State of money already paid for the period of closure, unless the school year is extended. If the closure is temporary, the plan will identify steps for reopening the school.

~~**Note:** The Department of Education and Early Development must approve all permanent and non-emergency temporary school closures. Permanent school closure plans will be considered approved if the Department does not disapprove the plan within 90 days. [4 AAC 05.090\(b\)](#). Temporary school closure plans must be submitted to the Department for approval at least ten days before the planned closure. [4 AAC 05.090\(c\)](#).~~

The plan will be reviewed and approved by the Board at a public meeting. Following Board approval, the plan will be submitted to the Department of Education and Early Development for approval. The plan will not be executed until Department approval.

### **Emergency Closure Days**

The Superintendent may order one or more emergency closure days if conditions exist posing a threat to the health or safety of students, staff, or the community. To the extent practicable, the Superintendent shall consult with the Department of Education and Early Development and with federal and state health and safety agencies. In all cases of emergency closure, the Superintendent shall notify the Board and the Department of Education and Early Development, in writing, within 24 hours.

~~**Note:** Under [4 AAC 05.090\(h\)](#), a district may, on a form prescribed by the Department, apply to the Commissioner for approval to substitute an emergency closure day for a day in session or a day used for in-service training. The Commissioner may approve all, none, or some of the days the school was closed as emergency closure days, and require that the district replace the remaining days. In determining whether to approve, deny, or partially approve the request, the Commissioner will consider (1) the extent to which the district implemented a continuation of educational services plan during the closure; (2) the depth and quality of the educational services the district provided to students during the closure; (3) if the district had warning of the pending emergency, the extent to which the district used the warning to prepare for continuation of educational services specific to the pending emergency; (4) the communication with families of students to facilitate delivery of educational services during the emergency; (5) the nature and duration of the emergency; (6) whether teachers and administrators were in~~

~~on-duty status working to deliver educational services during the emergency; (7) the academic needs of the students in the district; and (8) the public interest. ¶~~

As soon as practicable after ordering an emergency closure, the Superintendent shall submit a modified calendar to the Department. The calendar will be modified using one or more of the following options:

(1) If the original calendar provided for more than 180 days, or 170 student days, reduce the number of days in session or days used for in-service training for the school, so the combined number of days in session and days used for in-service training under the modified calendar remains in compliance with state law ([AS 14.03.030](#));

(2) Designate emergency closure days in place of days in session or days used for in service training if the emergency closure days have been approved by the Commissioner of Education;

(3) Designate additional days that the school must be in session to replace school Closure days that were not reduced under (1) of this subsection or approved as emergency closure days by the commissioner.

*(cf. 6111 - School Calendar)*

If a school is temporarily closed for disciplinary or safety reasons, the facility must remain closed for all purposes until the school is reopened.

Legal Reference:

ALASKA STATUTES

[14.03.030](#) School Term

[14.33.120](#) School Disciplinary and Safety Program

ALASKA ADMINISTRATIVE CODE

[4 AAC 05.090](#) Discontinuation or closure of schools

Revised 2/2010

AASB Policy Reference Manual 9/92

**Chugach School District**



# CHUGACH SCHOOL DISTRICT

## MEMO #25-14

**TO:** Chugach School Board  
**FROM:** Ty Mase  
**DATE:** December 18, 2025  
**RE:** Second Reading of Policy Committee's Recommended Policy

**Purpose:** This memorandum is provided to request Board action on the Policy Committee's recommended policy. See below:

Policy	First Read	Notes
BP XXXX PRIVACY POLICY	11/7/25	Created for Zoom texting
BP 1120* PUBLIC INVOLVEMENT IN BOARD MEETINGS	11/7/25	Recommended to Omit (restates statute)
BP 1140* RESPONSIBILITIES OF THE BOARD	11/7/25	Recommended to Omit (covered in Bylaws – restates)
BP 1112* MEDIA RELATIONS	11/7/25	Omit and move to a procedures manual
BP 0530 DISCONTINUATION OR CLOSURE OF SCHOOLS		Amend

**Motion:** *I move to approve the following policies upon second reading:*

- **BP XXXX – Privacy Policy**
- **BP 1120 – Public Involvement in Board Meetings**
- **BP 1140 – Responsibilities of the Board**
- **BP 1112 – Media Relations**
- **BP 0530 – Discontinuation or Closure of Schools**



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

