

# **AGENDA**

## **ALASKA GATEWAY SCHOOL DISTRICT**

### **REGIONAL SCHOOL BOARD MEETING**

**District Board Room – Tok, Alaska**

**Monday, June 21<sup>st</sup>, 2010**

**6:00 PM Regular Meeting**

**MISSION: "EDUCATING ALL STUDENTS TO REACH THEIR FULL POTENTIAL AS RESPONSIBLE CITIZENS."**

<b>CALL TO ORDER</b>	<b>President</b>
<b>ROLL CALL</b>	<b>Secretary-Treasurer</b>
<b>PLEDGE OF ALLEGIANCE</b>	<b>President</b>
<b>HEARING OF VISITORS ON AGENDA ITEMS<sup>1</sup></b>	<b>President</b>
<b>RECEIVING OF DELEGATIONS</b>	<b>President</b>
<b>PRESENTATIONS</b>	<b>President</b>
<b>ACTION ITEMS - ROUTINE MATTERS</b>	
1. Approval of Agenda	<b>President</b>
2. Approval of Minutes	<b>President</b>
<b>ACTION ITEMS - OLD BUSINESS</b>	<b>President</b>
<b>ACTION ITEMS - NEW BUSINESS</b>	<b>President</b>
3. Personnel Actions	
4. Surplus List	
5. FY10 Special Capitol Projects-502 Funding	
6. Mikunda, Cottrell & Co., Inc. Audit Services	
7. Hale & Associates Brokerage Service – Property & Liability Insurance	
8. Reading Curriculum Adoption	
<b>REPORTS/INFORMATION/DISCUSSION</b>	
Superintendent's Report	<b>Superintendent</b>
Financial Report	<b>Chief Financial Officer</b>
Executive Director's and Directors' Reports	<b>Executive Director</b>
Principals' Reports	<b>Principals</b>
Advisory School Board Minutes	<b>Superintendent</b>
Correspondence/Miscellaneous	<b>Superintendent</b>
<b>HEARING OF VISITORS ON NON-AGENDA ITEMS</b>	<b>President</b>
<b>DISCUSSION, COMMENTS, QUESTIONS BY MEMBERS OF THE BOARD</b>	<b>President</b>
Student Wages	
Wellness Committee	
<b>FUTURE MEETING DATES</b>	<b>President</b>
<b>SUGGESTED AGENDA ITEMS</b>	<b>President</b>
<b>EXECUTIVE SESSION-- Matters Required to be Confidential by Law</b>	<b>President</b>
<b>ADJOURNMENT</b>	<b>President</b>

*<sup>1</sup>All members of the public that would like to comment on any matters during Hearing of Visitors on Agenda Items or Hearing of Visitors on Non-Agenda Items need to sign-in with the Board Secretary. The Board President will call on each member of the public in the order he or she signed-in as the meeting progresses to that section of the agenda.*

## **AGENDA**

### **ALASKA GATEWAY SCHOOL DISTRICT**

#### **REGIONAL SCHOOL BOARD HEARING**

**District Board Room- Tok, Alaska**

**Monday, June 21<sup>st</sup>, 2010**

**9:00 AM HEARING**

***MISSION: "EDUCATING ALL STUDENTS TO REACH THEIR FULL POTENTIAL AS RESPONSIBLE CITIZENS."***

#### **HEARING**

**The Regional School Board of the Alaska Gateway School District will hold a Hearing pursuant to AS 14.20.180(d) regarding the dismissal Marjorie Grant from employment. The Hearing will be open to the public and under oath or affirmation.**

#### **CALL TO ORDER ROLL CALL**

**President  
Secretary-Treasurer**

1. Hearing pursuant to AS 14.20.180(d)

President

**To: District Board Members  
Alaska Gateway School District**

**Date: 6/21/10**

**From: Superintendent**

**Approval of Minutes**

**ISSUE**

- **Approval of Minutes**

**BACKGROUND**

- **Following are the unofficial minutes for the Regular Meeting of May 17<sup>th</sup>, 2010.**

**RECOMMENDATION**

- **The minutes of the May 17<sup>th</sup>, 2010 Regular Meeting be approved as presented.**

Minutes  
Of the  
District School Board Meeting  
Alaska Gateway School District  
Monday, May 17<sup>th</sup>, 2010  
Tetlin, Alaska

The meeting was called to order at 6:15 p.m.

Roll Call

William Miller, Lisa Conrad, Donna Northway and Doug Hosken were present. Jill Kranenburg, Tim Beaucage and Melinda Rallo were absent and excused.

Hearing of Visitors on Agenda Items: Betty Zabielski spoke on the rifle range.  
Presentations

**Action Items**

1. **Motion to Approve the Agenda.**  
Lisa Conrad moved to approve the agenda with the addition of items #11. Rifle Range and #12. Teacher Contract Release Request.  
Seconded by Donna Northway.  
**Motion Carried Unanimously.**
2. **Motion to Approve Minutes of April 19<sup>th</sup> 2010.**  
Lisa Conrad moved to approve the minutes of the April 19<sup>th</sup>, 2010 meeting.  
Seconded by Doug Hosken.  
**Motion Carried Unanimously.**

**Old Business**

3. **Poll Vote.**  
Lisa Conrad moved to approve the poll vote conducted to accept the bid by Denali Fenceworks.  
Seconded by Doug Hosken.  
**Motion Carried Unanimously.**

**New Business**

4. **Mentasta Facility Agreement – Alaska A Blaze.**  
Doug Hosken moved to charge Alaska A Blaze \$50 per day to cover the cost of utilities pending the Facilities/Grounds Use Application and Permit is complete.  
Seconded by Lisa Conrad.  
**Motion Carried Unanimously.**

**5. FY11 District Calendar**

Lisa Conrad moved to approve the FY11 District Calendar as presented.  
Seconded by Doug Hosken.

**Motion Carried Unanimously.**

**6. Personnel Actions.**

Lisa Conrad moved to approve the personnel actions as presented.  
Seconded by Doug Hosken.

**Motion Carried Unanimously.**

**7. 2010-2013 AGESP Negotiated Agreement.**

Lisa Conrad moved to approve the 2010-2013 AGESP Negotiated Agreement as presented.

Seconded by Doug Hosken.

**Motion Carried Unanimously.**

**8. Teacher Laptop Upgrade Plan.**

Doug Hosken moved to approve the Teacher Laptop Upgrade Plan as presented.

Seconded by Lisa Conrad.

**Motion Carried Unanimously.**

**9. Out-of-State Travel Request – Power School Training.**

Doug Hosken moved to approve out-of-state travel request for Power School training.

Seconded by Lisa Conrad.

**Motion Carried Unanimously.**

**10. Curriculum Summer Staffing Request.**

Doug Hosken moved to approve the summer curriculum staffing request as presented.

Seconded by Lisa Conrad.

**Motion Carried Unanimously.**

**11. Rifle Range.**

Lisa Conrad moved to approve a \$35,500 budget for the rifle range.

Yes: Lisa Conrad, Donna Northway, Doug Hosken/No: Bill Miller.

**Motion Passed.**

**12. Teacher Contract Release Request.**

Doug Hosken moved to waive the resignation penalty and accept the Teacher Contract Release Request as presented.

Seconded by Lisa Conrad.

**Motion Carried Unanimously.**

Superintendent's Report

Financial Report

Directors' Reports

Principals' Reports

Advisory School Board Minutes

Correspondence/Miscellaneous

Hearing of Visitors on Non-Agenda Items

Discussion, Comments, Questions by Members of the Board: Appreciation letter to Tetlin Council and community for meeting with the Board; and continue meetings with Tetlin Council.

Future Meeting Date: June 21, 2010 at 6 PM in Tok.

Suggested Agenda Items: Letter to U of A Graduates: Sherlene Mark, Amber Champagne, Marianne Young, Doreen Mark and Darrell Felix.

Lisa Conrad moved to adjourn the meeting at 7:02 PM, Seconded by Doug Hosken. Meeting was adjourned.

I hereby submit that these minutes have been approved by the District Board of Education sitting in regular session as the official minutes of the May 17<sup>th</sup>, 2010 meeting.



Secretary/Treasurer

Work Session  
Regional School Board  
Alaska Gateway School District  
Monday, May 17<sup>th</sup>, 2010  
Tetlin, Alaska

The work session was called to order at 5:00 p.m.

Roll Call

William Miller, Lisa Conrad, Donna Northway and Doug Hosken were present.  
Melinda Rallo, Jill Kranenburg and Tim Beaucage were absent and excused.

**Discussion Item.**

1. Tetlin School Feasibility Study.

**To: District Board Members  
Alaska Gateway School District**

**Date: 6/21/10**

**From: Superintendent**

**Agenda Item: 3**

**ISSUE**

- **Personnel Actions**

**BACKGROUND**

- **All interviews have been conducted and references verified.**
- **Certified candidate has signed a Letter of Intent.**
  - **Certified Personnel Actions:**
    - **Charity Bratz      Northway School K-3 Elementary Teacher**

**RECOMMENDATION**

- **Personnel Actions be approved as presented.**



**To: District Board Members  
Alaska Gateway School District**

**Date: 6/21/10**

**From: Superintendent**

**Agenda Item: 4**

**ISSUE**

- **Surplus List**

**BACKGROUND**

- **The attached list of surplus items is submitted for approval to auction off and/or declared valueless and be dumped or given away.**

The district may own personal property that is unusable, obsolete, or no longer needed by the district and that the disposal of such property may be in the best interests of the district. Surplus property defined as equipment with an initial value of \$500.00 belonging to the school district shall be disposed of by one of the following methods: It may be sold at market value; It may be sold to another public agency for a nominal cost (\$1.00); It may be declared valueless and dumped or given away; It may be auctioned off; and It may be transferred to another governmental agency.

**RECOMMENDATION**

- **The surplus list be approve for auction and/or disposal as presented.**

## **2010 Surplus List**

The following list of items have been surplused by the district and need to be approved by the Board to be sold at auction. If the items are not sold they will be taken to the landfill for disposal.

1. Several teacher desks
2. Round Table
3. Board room table
4. Three file cabinets
5. Steel cabinet
6. Wood merry-go-round
7. Leach field pipe
8. Propane cook stove
9. Gas furnace
10. Soda machine
11. Garage door
12. Briggs and Stratton motor
13. 500 gallon fuel tank and stand
14. three slides
15. Auto scrubber
16. 30 cases of odd size trash bags
17. Blue window blinds of different lengths
18. 60 sheets of ½" sheetrock
19. 1991 Ford 12 passenger van (Minimum bid?)
20. 2001 Dodge ¾ ton truck (Minimum bid?)

Thank You,

Chris Rauch  
Director of Facilities and Operations  
Alaska Gateway School District

**To: District Board Members  
Alaska Gateway School District**

**Date: 6/21/10**

**From: Superintendent**

**Agenda Item: 5**

**ISSUE**

- **FY10 Special Capital Projects – Fund 502**

**BACKGROUND**

- **The District has two types of capital project funds.**
- **The 502 Special Capital Projects is funded with District foundation revenue as designated by the Regional School Board.**
- **As these projects are completed, any remaining funds are designated to other Fund 502 Projects.**
- **Capital Improvement Projects are funds provided by the State outside the foundation formula.**
- **FY07 Special Capital Projects – Fund 502 transfer was \$180,000**
- **FY08 Special Capital Projects – Fund 502 transfer was \$383,000**
- **FY09 Special Capital Projects – Fund 502 transfer was \$535,000**

**RECOMMENDATION**

- **The Special Capital Projects – Fund 502 be approve as presented.**

## Fund 502 Capital Projects

### **FY10 Proposed Fund 502 Special Capital Projects**

	-
Summer Maintenance	100,000.00
School Incentives	50,000.00
District Wide Upgrades	58,000.00
Student Performance	12,000.00
Food Service Equipment Repair and Upgrade	15,000.00
Curriculum	75,000.00
Technology/Copiers	75,000.00
<b>Total Amount to be transferred from 100 Funds</b>	<b>\$385,000.00</b>

# Alaska Gateway School District

Estimated Fund Balances as 06/10/2010

Unaudited figures

Fund Balances	June 30, 2009	Changes In Fund Bal	June 30, 2010
<b>Reserved</b>			
Encumbrances	-	-	-
Inventories	116,977	(52,228)	169,205
Prepaid Expense	224,853	(147)	225,000
Impact Aid	547,171	72,043	475,128
Insurance	75,000	-	75,000
<b>Rev Over/(Under) Exp</b>	-	(59,236)	(59,236)
<b>Unreserved</b>			
Designated-Comp-Absences	35,752	(11,014)	24,738
Undesignated	654,447	(39,568)	614,879
<b>Total Fund Balance</b>	<u>1,654,200</u>	<u>(11,014)</u>	<u>1,524,714</u>

Unreserved fund balance	=	639,617	=	8.65%
Current Year expenditures		7,393,386		

## 10% Calculation

Current Expenses	7,415,668
Less Transfers made	
Pupil Transportation	(32,574)
Food Service	(170,000)
Fund 502	(385,000)
Total of Transfer	<u>(587,574)</u>

## 10% Calculation Adjusted Expenses

6,828,094

## Revenue Over/(Under) Expense

Current Revenues	7,415,668
Less Current Expenses	(6,092,085)
Pupil Transportation	(32,574)
Food Service	(170,000)
Fund 502	(385,000)
Less Estimated P/R & other	(25,000)
Less Current Encumbrances	<u>(770,245)</u>
	7,393,386
Total Revenue Over Expenses as of June 10, 2010	(59,236)

## Revenue Over Expense after Reallocation of Expenses

(59,236)

**To: District Board Members  
Alaska Gateway School District**

**Date: 6/21/10**

**From: Superintendent**

**Agenda Item: 6**

**ISSUE**

- **Mikunda, Cottrell & Co. Audit Services**

**BACKGROUND**

- ⇒ **Audit services for FY10.**
- ⇒ **Board approval and signature required.**
- ⇒ **FY06- \$24,650**
- ⇒ **FY07- \$23,130**
- ⇒ **FY08- \$25,792**
- ⇒ **FY09- \$27,327**
- ⇒ **FY10- Projected at over \$28,000 by Mikunda, Cottrell & Co.**
- ⇒ **Billings are for previous year's audit.**

**RECOMMENDATION**

- **Approve Mikunda, Cottrell & Co. as the accounting firm for the FY10 audit.**



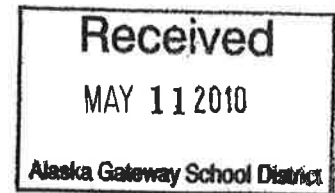
**Mikunda,  
Cottrell & Co., Inc.**  
Certified Public Accountants & Consultants

**RSM McGladrey Network**  
An Independently Owned Member

Offices in Anchorage & Kenai

April 30, 2010

School Board  
C/O Robbie MacManus, Chief Financial Officer  
Alaska Gateway School District  
P.O. Box 226  
Tok, Alaska 99780



Attention: School Board

This letter is to explain our understanding of the arrangements for the services we are to perform for the Alaska Gateway School District (the District) for the year ending June 30, 2010. We ask that you either confirm or amend this understanding.

### **Audit Services**

We will perform an audit of Alaska Gateway School District's governmental activities, each major fund, and aggregate remaining fund information as of and for the year ended June 30, 2010 which collectively comprise basic financial statements. We understand that the financial statements will be prepared in accordance with accounting principles generally accepted in the United States of America. The objective of an audit of financial statements is to express an opinion on those statements.

We are responsible for forming and expressing an opinion about whether the financial statements that have been prepared by management with the oversight of the School Board are presented fairly, in all material respects, in conformity with accounting principles generally accepted in the United States of America.

We will also perform the audit of the District as of June 30, 2010 so as to satisfy the audit requirements imposed by the Single Audit Act and the U.S. Office of Management and Budget (OMB) Circular No. A-133 and the State of Alaska Audit Guide and Compliance Supplement for State Single Audits.

We will conduct the audit in accordance with auditing standards generally accepted in the United States of America and "Government Auditing Standards" issued by the Comptroller General of the United States; and the provisions of the Single Audit Act, OMB Circular A-133, and OMB's Compliance Supplement; and State of Alaska Single Audit Guide and Compliance Supplement. Those standards, circulars, supplements, or guides require that we plan and perform the audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement whether caused by error or fraud. Accordingly, a material misstatement may remain undetected. Also, an audit is not designed to detect errors or fraud that are immaterial to the financial statements. The determination of abuse is subjective; therefore, Government Auditing Standards do not expect us to provide reasonable assurance of detecting abuse.

An audit of financial statements also includes obtaining an understanding of the District and its environment, including its internal control, sufficient to assess the risks of material misstatement of the financial statements, and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, we will communicate to management and the School Board any significant deficiencies or material weaknesses that become known to us during the course of the audit.

We will also communicate to the School Board (a) any fraud involving senior management and fraud (whether caused by senior management or other employees) that causes a material misstatement of the financial statements, (b) any illegal acts, violations of provisions of contracts or grant agreements, and abuse that come to our attention (unless they are clearly inconsequential), (c) should any arise, any disagreements with management and other serious difficulties encountered in performing the audit, and (d) various matters related to the District's accounting policies and financial statements.

In addition to our report on the District's financial statements, we will also issue the following reports or types of reports:

- A report on the fairness of the presentation of the District's Schedule of Expenditures of Federal Awards and Schedule of State Financial Assistance for the year ending June 30, 2010.
- Reports on internal control related to the financial statements and major programs. These reports will describe the scope of testing of internal control and the results of our tests of internal controls.
- Reports on compliance with laws, regulations, and the provision of contracts or grant agreements. We will report on any noncompliance which could have a material effect on the financial statements and any noncompliance which could have a direct and material effect on each major program.
- A schedule of findings and questioned costs.
- OMB Form SF-SAC, the data collection form.

The District will provide a listing of all funds maintained by the District prior to audit fieldwork. All funds will be included in the financial statements audit.

The District will provide a schedule of all federal and state financial assistance programs that the District participates in and that are to be included as part of the single audit prior to fieldwork.



Our reports on internal control will include any significant deficiencies and material weaknesses in controls of which we become aware as a result of obtaining an understanding of internal control and performing tests of internal control consistent with requirements of the standards and circulars identified above. Our reports on compliance will address material errors, fraud, abuse, violations of compliance requirements, and other responsibilities imposed by state and federal statutes and regulations and assumed by contracts; and any state or federal grant, entitlement of loan program questioned costs of which we become aware, consistent with requirements of the standards and circulars identified above.

### **District's Responsibilities**

Management is responsible for the financial statements, including the selection and application of accounting policies, adjusting the financial statements to correct material misstatements, and for making all financial records and related information available to us. Management is responsible for providing us with a written management representation letter confirming certain representations made during the course of our audit of the financial statements and affirming to us that it believes the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole and to the opinion units of the financial statements.

Management is responsible for establishing and maintaining effective internal control over financial reporting and for informing us of all significant deficiencies and material weaknesses in the design or operation of such controls of which it has knowledge.

Management is responsible for identifying and ensuring that the District complies with the laws and regulations applicable to its activities, and for informing us about all known material violations of such laws or regulations. In addition, management is responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the District involving management, employees who have significant roles in internal control, and others where the fraud could have a material effect on the financial statements. Management is also responsible for informing us of its knowledge of any allegations of fraud or suspected fraud affecting the District received in communications from employees, former employees, analysts, regulators, or others.

Management is also responsible for (a) making us aware of significant vendor relationships where the vendor is responsible for program compliance, (b) following up and taking corrective action on audit findings, including the preparation of a summary schedule of prior audit findings, and a corrective action plan, and (c) report distribution including submitting the reporting package(s).

The School Board is responsible for informing us of its views about the risks of fraud within the District, and its knowledge of any fraud or suspected fraud affecting the District.

Because Mikunda, Cottrell & Co., Inc. will rely on the District and its management and audit committee to discharge the forgoing responsibilities, the District holds harmless and releases Mikunda, Cottrell & Co., Inc., its shareholders, and employees from all claims, liabilities, losses, and costs arising in circumstances where there has been a knowing misrepresentation by a member of the District's management which has caused, in any respect, Mikunda, Cottrell & Co., Inc.'s breach of contract or negligence. This provision shall survive the termination of this arrangement for services.

### **District's Records and Assistance**

If circumstances arise relating to the condition of your records, the availability of appropriate audit evidence, or indications of a significant risk of material misstatement of the financial statements because of error, fraudulent financial reporting, or misappropriation of assets which in our professional judgment prevent us from completing the audit or forming an opinion, we retain the unilateral right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawal from the engagement.

During the course of our engagement, we may accumulate records containing data that should be reflected in the District's books and records. The District will determine that all such data, if necessary, will be so reflected. Accordingly, the District will not expect us to maintain copies of such records in our possession.

The assistance to be supplied by District personnel, including the preparation of schedules and analyses of accounts, will be discussed and coordinated with Robbie MacManus. The timely and accurate completion of this work is an essential condition to our completion of the audit and issuance of our audit report.

If, in connection with our audit, you request us to perform accounting services necessary for the preparation of the financial statements such as, drafting the financial statements, you agree to designate an appropriate individual to oversee the services, make all management decisions involved in those services, evaluate the adequacy and results of the services, and accept responsibility for the results of the services.

### **Other Terms of our Engagement**

Our fees for the audit and accounting services described above are based upon the time required by the individuals assigned to the engagement, plus direct expenses. Interim billings will be submitted as work progresses and as expenses are incurred. Billings are due upon submission.

In the event we are requested or authorized by District or are required by government regulation, subpoena, or other legal process to produce our documents or our personnel as witnesses with respect to our engagements for District, the District will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, incurred in responding to such requests.

The working papers for this engagement are the property of Mikunda, Cottrell & Co., Inc. However, you acknowledge and grant your assent that representatives of the cognizant or oversight agency or their designee, other government audit staffs, and the U.S. Government Accountability Office shall have access to the audit working papers upon their request; and that we shall maintain the working papers for a period of at least three years after the date of the report, or for a longer period if we are requested to do so by the cognizant or oversight agency. Access to requested work papers will be provided under the supervision of Mikunda, Cottrell & Co., Inc. audit personnel and at a location designated by our Firm.

The two overarching principles of the independence standards of the "Government Auditing Standards" issued by the Comptroller General of the United States provide that management is responsible for the substantive outcomes of the works, and therefore, has a responsibility and is able to make any informed judgment on the results of the services described above. Accordingly, the District agrees to the following:

- Robbie Macmanus will be accountable and responsible for overseeing the drafting of the basic financial statements and supplementary information.
- District will establish and monitor the performance of the drafting of the basic financial statements and supplementary information to ensure that they meet management's objectives.
- District will make any decisions that involve management functions related to the drafting of the basic financial statements and supplementary information and accepts full responsibility for such decisions.
- District will evaluate the adequacy of services performed and any findings that result.

### **Claim Resolution**

District and Mikunda, Cottrell & Co., Inc. agree that no claim arising out of services rendered pursuant to this agreement shall be filed more than two years after the date of the audit report issued by Mikunda, Cottrell & Co., Inc. or the date of this arrangement letter if no report has been issued. District waives any claim for punitive damages. Mikunda, Cottrell & Co., Inc.'s liability for all claims, damages and costs of District arising from this engagement is limited to the amount of fees paid by District to Mikunda, Cottrell & Co., Inc. for the services rendered under this arrangement letter.

This letter constitutes the complete and exclusive statement of agreement between Mikunda, Cottrell & Co., Inc. and District, superseding all proposals, oral or written, and all other communications, with respect to the terms of the engagement between the parties.

In accordance with *Government Auditing Standards*, a copy of our most recent peer review report and applicable letter of comment is enclosed, for your information.

If this letter defines the arrangements as the District understands them, please sign and date the enclosed copy and return it to us.

Mikunda, Cottrell & Co., Inc.



Alex Beckman, Audit Director

Confirmed on behalf of the Alaska Gateway School District:

\_\_\_\_\_  
Management Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Representative

\_\_\_\_\_  
Date



SPOKANE  
BOISE  
COLFAX  
GRANDVIEW  
MOSES LAKE  
OMAK

OTHELLO  
QUINCY  
TRI-CITIES  
WALLA WALLA  
WENATCHEE  
YAKIMA

ACCOUNTING

AND

CONSULTING

SERVICES

MEMBER OF

THE

McGLADREY

NETWORK

To the Shareholders  
Mikunda, Cottrell & Co.  
Anchorage, Alaska


We have reviewed the system of quality control for the accounting and auditing practices of Mikunda, Cottrell & Co. (the Firm) in effect for the year ended March 31, 2007. A system of quality control encompasses the Firm's organizational structure, the policies adopted, and procedures established to provide it with reasonable assurance of conforming with professional standards. The elements of quality control are described in the Statement on Quality Control Standards issued by the American Institute of CPAs (AICPA). The Firm is responsible for designing a system of quality control and complying with it to provide the Firm reasonable assurance of conforming with professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the Firm's compliance with its system of quality control based on our review.

Our review was conducted in accordance with standards established by the Peer Review Board of the AICPA. During our review, we read required representations from the Firm, interviewed Firm personnel, and obtained an understanding of the nature of the Firm's accounting and auditing practice, and the design of the Firm's system of quality control sufficient to assess the risks implicit in its practice. Based on our assessments, we selected engagements and administrative files to test for conformity with professional standards and compliance with the Firm's system of quality control. The engagements selected represented a reasonable cross-section of the Firm's accounting and auditing practice with emphasis on higher-risk engagements. The engagements selected included among others, audits of Employee Benefit Plans and engagements performed under *Government Auditing Standards*. Prior to concluding the review, we reassessed the adequacy of the scope of the peer review procedures and met with Firm management to discuss the results of our review. We believe that the procedures we performed provide a reasonable basis for our opinion.

In performing our review, we obtained an understanding of the system of quality control for the Firm's accounting and auditing practice. In addition, we tested compliance with the Firm's quality control policies and procedures to the extent we considered appropriate. These tests covered the application of the Firm's policies and procedures on selected engagements. Our review was based on selected tests therefore it would not necessarily detect all weaknesses in the system of quality control or all instances of noncompliance with it. There are inherent limitations in the effectiveness of any system of quality control and therefore noncompliance with the system of quality control may occur and not be detected. Projection of any evaluation of a system of quality control to future periods is subject to the risk that the system of quality control may become inadequate because of changes in conditions, or because the degree of compliance with the policies or procedures may deteriorate.

In our opinion, the system of quality control for the accounting and auditing practice of Mikunda, Cottrell & Co. in effect for the year ended March 31, 2007, has been designed to meet the requirements of the quality control standards for an accounting and auditing practice established by the AICPA and was complied with during the year then ended to provide the Firm with reasonable assurances of conforming with professional standards.

As is customary in a system review, we have issued a letter under this date that sets forth comments that were not considered to be of significance tot affect the opinion expressed in this report.

A handwritten signature in cursive script, appearing to read "Donald R. C.", is written over the printed name.

Yakima, Washington

August 2, 2007

**To: District Board Members  
Alaska Gateway School District**

**Date: 6/21/10**

**From: Superintendent**

**Agenda Item: 7**

**ISSUE**

- **Hale & Associates Brokerage Service – Property & Liability Insurance**

**BACKGROUND**

- **This proposal from AMLJIA is \$12,255 less than last year's property and liability premium.**
- **We change our property and liability insurance carrier two years ago for a lower premium with the same coverage.**

**RECOMMENDATION**

- **Approve the AMLJIA premium as submitted by Hale & Associates.**

***Alaska Gateway School District***  
***BROKERAGE SERVICES PROPOSAL***

*Effective*  
*From: 07/01/2010 To: 07/01/2011*

*Presented by:*

David R. Hale  
President



100 Cushman Street, Suite 200  
Fairbanks, AK 99701

Phone: (907) 456-6671  
Toll Free: (800) 570-6671  
Fax: (907) 452-5214



*Executive Summary*

---

This quote has been based on the information you provided to us and on which we have relied and is subject to the terms and conditions of the policy forms. In the event the information provided to the underwriters/(re)insurers is not complete and accurate, it may allow the underwriters/(re)insurers to avoid liability for a particular claim or to void the policy entirely. If any material information has been excluded or if any of the information provided is now inaccurate please advise us immediately in order that we can seek revalidation of terms with underwriters/(re)insurers.

This quote is valid until 07/01/10 after which the pricing, terms, and conditions are subject to change. It does not constitute confirmation of full or further support of the placement at these terms; it is recommended, therefore, that you respond to us as soon as possible. We will not be responsible for any consequences that may arise from any delay or failure by you to respond to us by 06/30/10.

You are requested to review this indication to confirm that it accurately reflects the coverage conditions, limits and other terms that you require. If the indication of coverage and terms does not accord with your instructions please kindly advise us immediately by contacting David Hale at (907) 456-6671.

***Alaska Gateway School District***

***Client Service Team***

---

Hale & Associates is committed to not only meeting your unique business demands, but to exceeding your expectations as a first class insurance broker and risk management partner. We know your value:

- a personal relationship with an increased access to your account team
- state-of-the-art market knowledge and expertise
- enhanced claims advocacy
- quicker, more streamlined processes (e.g., claims filing, certificate issuance)

**The following is your Service Team:**

Hale & Associates

Phone: (907) 456-6671

Fax: (907) 452-5214

***David Hale***

***President***

***david.hale@hale-insurance.com***

***Darlene Balog***

***Account Executive***

***darlene.balog@hale-insurance.com***

***Bobby Hanson***

***Account Executive***

***bobby.hanson@hale-insurance.com***

***Grace Becker***

***Account Executive***

***grace.becker@hale-insurance.com***

***Nancy Harcourt***

***Account Executive***

***nancy.harcourt@hale-insurance.com***

***Shana Pilkinton***

***Account Executive***

***shana.pilkinton@hale-insurance.com***

**ALASKA GATEWAY SCHOOL DISTRICT  
AML/JIA PREMIUM SUMMARY**

	<u>07-01-10/11</u>	<u>07-01-09/10</u>	<u>Change +/-</u>
General Liability	<b>\$20,581</b>	\$31,805	-\$11,224
School Leaders E&O	<b>Included</b>	Included	\$0
Workers' Compensation	<b>\$55,041</b>	\$57,510	-\$2,469
Auto*	<b>\$10,312</b>	\$9,372	\$940
Property/Boiler & Machinery*	<b>\$90,505</b>	\$90,007	\$498
Total Premium	<b>\$176,439</b>	\$188,694	-\$12,255

\*Added 1 vehicle and 2 trailers

\*Added Northway Duplex

Reported Payroll	<b>\$3,701,550*</b>	\$3,333,295
*Subject to Audit		
Average Daily Membership	362	383
Vehicles	14	11
Property Values	<b>\$48,544,056</b>	\$48,293,056

<i>Brokerage Service Fee:</i>	<b>\$7,000</b>	\$7,000
-------------------------------	----------------	---------

# Alaska Municipal League Joint Insurance Association, Inc.

## Member's Notice of Deposit Contribution

Policy Term 2011

### Alaska Gateway School District

Robbie MacManus

CFO

PO Box 226

Tok

AK

99780-

Broker: David Hale

Brokerage Firm: Hale & Associates

Broker Phone Number:

(907) 456-6671

Broker Fax Number:

(907) 452-5214

Phone Number:

(907) 883-5151

Fax Number:

Policy #: 120

Joined AML/JIA:

Coverage Type and Exposure: CORE Package

ANNUAL CONTRIBUTION

### 1. GENERAL LIABILITY

General Liability Limits: \$10,250,000

\$20,581

General Liability Deductible: \$0

Reported Payroll: \$3,701,550

Average Daily Membership (School only) 362

General Liability Broker Fees \$1,871

### 2. PUBLIC OFFICIALS LIABILITY / School Leaders E and O

Included in General Liability

### 3. WORKERS' COMPENSATION

Reported Payroll: \$3,701,550

\$55,041

Workers' Comp Broker Fees: \$5,004

### 4. AUTO LIABILITY

Auto Liability Limits: \$10,250,000

\$5,518

Auto Liability Deductible: \$0

Auto Liability Broker Fees: \$502

Total Number of Vehicles: 14

Scheduled Values: \$245,116

Comp. and Collision Premium:

\$4,794

Comp. and Collision Broker Fees \$368

### 5. PROPERTY

*Deductibles and Rates are listed on your Property Detail Report*

Total Values: \$48,544,056

\$90,505

Total Mobile Equipment Values: \$0

\$0

Mobile Equipment Broker Fees: \$0

Property Broker Fees: \$8,228

*Earthquake and Flood Coverage: ( See Property Detail Report for coverage and limits.)*

### 6. POLICE PROFESSIONAL LIABILITY

PPL Limits: \$0

\$0

PPL Deductible: \$0

PPL Broker Fees: \$0

Reported Police Payroll: \$0

\$0

LCIP Discount:

\$0

Crime Coverage:

**TOTAL CONTRIBUTION**

**\$176,439**

**Alaska Municipal League Joint Insurance Association, Inc.**

**General Liability  
DETAIL REPORT**

*FY2011*

**General Liability Contribution Calculation**

**Alaska Gateway School District**

Member # 120

<b>GL Limits:</b>		<b>\$10,250,000</b>	<b>GL Deductible:</b>		<b>\$0</b>
Expense Rate	\$35.426		GL Variable		\$0
POL/E and O Rate	\$0.159		Expense Contr.		\$12,824
ADM*	362		POL/E and O Contr.		\$5,885
<i>*School Districts Only</i>			Base GL Contribution		\$18,710
Total Payroll	\$3,701,550		GL Broker Fee		\$1,871
<b>GL Experience Modifier</b>		<b>0.982</b>	<b>General Liability Contribution</b>		<b>\$20,581</b>

**GL Note:**

# Alaska Municipal League Joint Insurance Association, Inc.

## Workers' Compensation DETAIL REPORT

FY2011

### Workers' Compensation - Scheduled Payroll

#### Alaska Gateway School District

Member ID: 120

CODE	DESCRIPTION	# VOL	PAYROLL	RATE	CONTRIBUTION
8810	Clerical/Professional Employees	0	\$1,260,356	\$0.67	\$8,444
8868	Schools/Professionals Employees	0	\$2,166,954	\$1.05	\$22,753
9101	Schools/All Other Employees	0	\$274,240	\$6.87	\$18,840

### Workers' Compensation Contribution Calculation

Total Payroll	\$3,701,550	WC Variable	\$0
WC Experience Modifier	1.06	Base WC Contribution	\$50,038
Employee Federal ID #	92-0058369	WC Broker Fee	\$5,004
		Total WC Contribution	\$55,041

WC Note:

Alaska Municipal League Joint Insurance Association, Inc.

Automobile Liability/Comp. and Collision

DETAIL REPORT

FY2011

Automobile Detail Schedule

Alaska Gateway School District

Account ID: 120

Veh#	Year	Make	Model	Serial/Vin#	Value	C/C ?	C/C Ded.	C/C Rate	C/C Contri.	AL Contri.	Date Start	Date End
370208	1991	Ford	E350	77383	\$19,939	Yes	\$500	\$1.50	\$299	\$418	7/1/2010	7/1/2011
370209	1991	Chevrolet	K3500	01914	\$5,635	Yes	\$500	\$1.50	\$85	\$418	7/1/2010	7/1/2011
370210	1998	Ford	Club Wagon	15627	\$26,073	Yes	\$500	\$1.50	\$391	\$418	7/1/2010	7/1/2011
370211	2001	Chevrolet	Express Van	03374	\$12,050	Yes	\$500	\$1.50	\$181	\$418	7/1/2010	7/1/2011
370212	2001	Chevrolet	Express Van	22358	\$12,050	Yes	\$500	\$1.50	\$181	\$418	7/1/2010	7/1/2011
370213	2001	Dodge	3/4 Ton Pickup	36424	\$28,500	Yes	\$500	\$1.50	\$428	\$418	7/1/2010	7/1/2011
370214	2001	Ford	E350	61752	\$14,695	Yes	\$500	\$1.50	\$220	\$418	7/1/2010	7/1/2011
370215	2001	Ford	Econoline	50055	\$25,174	Yes	\$500	\$1.50	\$378	\$418	7/1/2010	7/1/2011
370216	2004	Ford	E350	09336	\$26,000	Yes	\$500	\$1.50	\$390	\$418	7/1/2010	7/1/2011
370217	2006	Ford	15 Pas Van	SS31L36HA7	\$12,990	Yes	\$500	\$1.50	\$195	\$418	7/1/2010	7/1/2011
370218	2008	Ford	F250	79507	\$28,342	Yes	\$500	\$1.50	\$425	\$418	7/1/2010	7/1/2011
370219	2010	Subaru	Forester	H6AC7AH73	\$23,303	Yes	\$500	\$1.50	\$350	\$418	7/1/2010	7/1/2011
371656	2009	MIRA	Enclosed Trailer	BE10129104	\$4,365	Yes	\$500	\$1.50	\$65	\$0	7/1/2010	7/1/2011
371657	2008	TRLK	Flat Bed	U016228M02	\$6,000	Yes	\$500	\$1.50	\$90	\$0	7/1/2010	7/1/2011

# Automobile Detail Schedule

## Alaska Gateway School District

Alaska Gateway School District												Account ID	120
Veh#	Year	Make	Model	Serial/Vin#	Value	C/C ?	C/C Ded.	C/C Rate	C/C Contri.	AL Contri.	Date Start	Date End	

### Automobile Contribution Calculation -- Auto Liability/Comp. and Collisi

Auto Liability Limit	\$10,250,000	Auto Liability Deductible	\$0
Scheduled Values	\$245,116	Total Number of Vehicles	14
Non-Owned/Hired	\$750	Base AL Contribution	\$5,016
Base C/C Contribution	\$4,427	AL Brokerage Fee	\$502
C/C Brokerage Fee	\$368		
Auto C/C Contribution	\$4,794	Auto Liability Contribution	\$5,518

Note:

NOTE: Only those vehicles that are covered under Comp. and Collision have recorded scheduled values.



# Alaska Municipal League Joint Insurance Association, Inc.

Property -- Building, Contents, EDP, Fine Arts, Business Interruption and Garaged Vehicles  
DETAIL REPORT

Wednesday, May 12, 2010

FY 2011

## Alaska Gateway School District

Member ID: 120

SCHEDULED VALUES FOR EXPOSURE														
ID#	PROPERTY ITEM	ADDRESS	Appraised Bldg Value*	BLDG/REAL PROP	CONTENT	EDP	FINE ART	BUS INT	GAR	VEH	Total Values	Ded	Rate	Contribution
Building/Real Prop + Contents + EDP + Fine Arts + Bus Int + Garaged Veh = Total Values														
126994	Boiler Shed	Mile 7 Mentasta Rd	\$0	\$11,931	\$1,351	\$0	\$0	\$0	\$0	\$0	\$13,282	\$5,000	\$0.17	\$23
126995	Dot Lake School	MP 1360 AK Hwy	\$0	\$2,840,826	\$159,807	\$16,761	\$0	\$0	\$0	\$0	\$3,017,394	\$5,000	\$0.17	\$5,130
126996	Eagle School	100 School Rd	\$0	\$3,795,556	\$308,167	\$12,874	\$1,319	\$0	\$0	\$0	\$4,117,916	\$5,000	\$0.17	\$7,000
126997	East Office (Board Room)	MP 1313 AK Hwy	\$0	\$123,338	\$18,852	\$0	\$0	\$0	\$0	\$0	\$142,190	\$5,000	\$0.17	\$242
126998	Hockey Shed	Mile 6 Northway Rd	\$0	\$23,822	\$2,400	\$0	\$0	\$0	\$0	\$0	\$26,222	\$5,000	\$0.17	\$45
126999	Hockey Shed	MP 1360 AK Hwy	\$0	\$27,796	\$3,429	\$0	\$0	\$0	\$0	\$0	\$31,225	\$5,000	\$0.17	\$53
127000	Mentasta School	Mile 7 Mentasta Rd	\$0	\$2,780,044	\$240,343	\$18,138	\$2,130	\$0	\$0	\$0	\$3,040,656	\$5,000	\$0.17	\$5,169
127001	Northway Garage	Mile 7 Northway Rd	\$0	\$254,993	\$0	\$0	\$0	\$0	\$0	\$0	\$254,993	\$5,000	\$0.17	\$433
127002	Sewer Plant	Mile 6 Northway Rd	\$0	\$67,704	\$7,663	\$0	\$0	\$0	\$0	\$0	\$75,367	\$5,000	\$0.17	\$128
127003	Shop	MP 1313 AK Hwy	\$0	\$166,584	\$13,958	\$3,653	\$0	\$0	\$0	\$0	\$184,195	\$5,000	\$0.17	\$313
127004	Staff House	Mile 6 Northway Rd	\$0	\$65,000	\$4,000	\$0	\$0	\$0	\$0	\$0	\$69,000	\$5,000	\$0.17	\$117
127005	Storage Bldg	MP 1313 AK Hwy	\$0	\$23,134	\$2,853	\$0	\$0	\$0	\$0	\$0	\$25,987	\$5,000	\$0.17	\$44

# Property Detail Schedule

## Alaska Gateway School District

Member ID: 120

ID#		PROPERTY ITEM	ADDRESS	Appraised Bldg Value*	SCHEDULED VALUES FOR EXPOSURE											Ded	Rate	Contribution
					BLDG/REAL PROP	CONTENT	BDP	FINE ART	BUS INT	GAR	VEH	Total Values						
					Building/Real Prop + Contents + EDP + Fine Arts + Bus Int + Garaged Veh = Total Values													
127006	Tanacross School	General Delivery		\$0	\$1,910,098	\$136,328	\$8,933	\$0	\$0	\$0	\$0	\$2,055,359	\$5,000	\$0.17		\$3,494		
127007	Tellin Main School	General Delivery		\$0	\$3,204,792	\$349,551	\$12,626	\$6,296	\$0	\$0	\$0	\$3,573,265	\$5,000	\$0.17		\$6,075		
127008	Tok Athletic Facility	249 Jon Summar Dr		\$0	\$2,300,279	\$260,325	\$0	\$0	\$0	\$0	\$0	\$2,560,604	\$5,000	\$0.17		\$4,353		
127009	Tok Garage	249 Jon Summar Dr		\$0	\$75,368	\$0	\$0	\$0	\$0	\$0	\$0	\$75,368	\$5,000	\$0.17		\$128		
127010	Tok School	249 Jon Summar Dr		\$0	\$18,965,586	\$1,478,475	\$116,875	\$17,700	\$0	\$0	\$0	\$20,578,637	\$5,000	\$0.14		\$29,736		
127011	Walter Northway School	Mile 6 Northway Rd		\$0	\$7,120,871	\$546,414	\$60,397	\$7,500	\$0	\$0	\$0	\$7,735,182	\$5,000	\$0.17		\$13,150		
127012	West Office (Main)	MP 1313 AK Hwy		\$0	\$157,439	\$420,693	\$138,083	\$0	\$0	\$0	\$0	\$716,215	\$5,000	\$0.17		\$1,218		
128210	Northway Duplex	Mile 6 Northway Road		\$0	\$227,000	\$10,000	\$0	\$0	\$14,000	\$0	\$0	\$251,000	\$5,000	\$0.17		\$427		

# Property Detail Schedule

## Alaska Gateway School District

PROPERTY ITEM		ADDRESS		Appraised Bldg Value*		Member ID: 120	
ID#	SCHEDULED VALUES FOR EXPOSURE						
	BLDG/REAL PROP	CONTENT	EDP	FINE ART	BUS INT	GAR VEH	Total Values
	Building/Real Prop + Contents + EDP + Fine Arts + Bus Int + Garaged Veh = Total Values						
							Ded Rate Contribution

### Property Totals/Contribution Calculation

Earthquake and Flood	
Flood Zone	0
Earthquake Limits	\$35,000,000
Flood Limits	\$175,000,000
Earthquake Deductible	2% / \$100,000 minimum
Flood Deductible	Flood Zones A & V \$250,000

Property Note:

**\*APPRAISED BUILDING VALUES -**

Property Appraisals are a member service of the AMLJIA. Appraisal data is collected by AMLJIA Risk Managers and values are reviewed by Appraisal Company of Alaska, but are not certified appraisals and can not be used as such. Appraisal values are intended to give you an idea of the current value of your property, with the understanding that the AMLJIA is not engaged in rendering legal, survey or other professional services. If there is a difference from your scheduled value, we **STRONGLY RECOMMEND** that your scheduled values be within 20% of the estimated appraisal value. Property values will not be adjusted without your written request.

Total Building Values	\$44,142,162
Total Contents Values	\$3,964,609
Total EDP Values	\$388,340
Total Business Int	\$14,000
Total Fine Arts	\$34,945
Total Garaged Veh.	\$0
<b>Total Property Values</b>	<b>\$48,544,056</b>
Base Contribution	\$77,277
Property Broker Fee	\$8,228
BM Contribution	\$5,000
<b>Property Contribution</b>	<b>\$90,505</b>

***IMPORTANT – PREMIUM/COMPENSATION INFORMATION***

---

General Liability premiums are subject to annual audit and adjustment; increases or decreases in annual premium may result. The adjustment will be based upon the rating plan of your policy.

Workers Compensation premiums are subject to annual audit and adjustment; increases or decreases in annual premium may result. The adjustment will be based upon your actual payroll and other variables such as the rules, rates, classification, and experience modification as promulgated by the various state rate bureaus and the Interstate Rate Bureau.

Date: June 1, 2010

Policy Reference Number: 120 Policy Period From: July 1, 2010 To July 1, 2011

On your instruction, coverage has been negotiated with the Alaska Municipal League Joint Insurance Association, Inc. (AML/JIA), which is an assessable self-insurance fund or risk retention pool for Alaska municipalities and school districts rather than an insurance company.

As a professional insurance broker it has been our established policy to make every effort to place coverages only with insurance companies having, at the time of placing a risk, a Best's rating of A++, A+, A or A-, which are the four highest ratings available, and a minimum of A.M. Best Financial Size Category VII in Policyholders' Surplus.

As AML/JIA is not an insurance company, is not rated by AM Best's, and is not evaluated by HALE & Associates, we will be unable to proceed without your authorization.

**Please note that HALE & Associates does not guarantee the financial position and solvency of any insurer, self-funded pool or risk retention pool utilized. Please also note that participants in the AML/JIA risk retention pool are subject to assessment for pool liabilities.**

A statement of AML/JIA's latest financial position can be made available to you if you wish to examine it.

If you wish us to proceed to place this coverage with the AML/JIA, please so indicate by signing the authorization below and returning one copy of your authorization for our records.

A new authorization will be required for each new placement and for each renewal.

Best regards,

David R. Hale  
President

---

**AUTHORIZATION – TO BE RECEIVED FROM CLIENT**

To: HALE & Associates, Inc.

Policy Reference Number: 120

Policy Period From: July 1, 2010 To July 1, 2011

I refer to the above request and approve the use of AML/JIA and hereby authorize you to complete the placement of my coverages with this assessable risk retention pool.

Signed \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Company ALASKA GATEWAY SCHOOL DISTRICT

Date \_\_\_\_\_



**SIGN  
HERE**

Alaska Gateway School District  
PO Box 226  
Tok, AK 99780



STATEMENT OF VALUES

Policy Year 07/01/2010-2011

<u>Occupancy/Desc</u>	<u>Location</u>	<u>City</u>	<u>Zip</u>	<u>Building</u>	<u>Contents</u>	<u>EDP</u>	<u>Bus Int.</u>	<u>Fine Arts</u>	<u>Total Value</u>
Dot Lake School	MP 1360 AK Hwy	Dot Lake	99780	2,840,826	159,807	16,761			3,017,394
Hockey Shed	MP 1360 AK Hwy	Dot Lake	99780	27,796	3,429				31,225
Eagle School	100 School Rd	Eagle	99738	3,795,556	308,167	12,874		1,319	4,117,916
Mentasta School	Mile 7 Mentasta Rd	Mentasta	99780	2,780,044	240,343	18,138		2,130	3,040,655
Boiler Shed	Mile 7 Mentasta Rd	Mentasta	99780	11,931	1,351				13,282
Walter Northway School	Mile 6 Northway Rd	Northway	99764	7,120,871	546,414	60,397		7,500	7,735,182
Sewer Plant	Mile 6 Northway Rd	Northway	99764	67,704	7,663				75,367
Hockey Shed	Mile 7 Northway Rd	Northway	99764	23,822	2,400				26,222
Tanacross School	General Del.	Tanacross	99776	1,910,098	136,328	8,933			2,055,359
Tellin Main School	General Del.	Tellin	99779	3,204,792	349,551	12,626		6,296	3,573,265
Tok School-New	249 Jon Summar Dr	Tok	99780	18,965,586	1,478,475	116,875		17,700	20,578,636
Tok Athletic Facility	249 Jon Summar Dr	Tok	99780	2,300,279	260,325				2,560,604
Storage Bldg. (moved from Tok Schoc	MP 1313 AK Hwy	Tok	99780	23,134	2,853				25,987
West Office (Main)	MP 1313 AK Hwy	Tok	99780	157,439	420,693	138,083			716,215
East Office (Board Room)	MP 1313 AK Hwy	Tok	99780	123,338	18,852				142,190
Shop	MP 1313 AK Hwy	Tok	99780	166,584	13,958	3,653			184,195
Tok Garage	249 Jon Summar Dr	Tok	99780	75,368					75,368
Northway Garage	Mile 7 Northway Rd	Northway	99764	254,993					254,993
Staff House	Mile 6 Northway Rd	Northway	99764	65,000	4,000				69,000
Northway Duplex	Mile 6 Northway Rd	Northway	99764	227,000	10,000		14,000		251,000
				<b>44,142,161</b>	<b>3,964,609</b>	<b>388,340</b>	<b>14,000</b>	<b>34,945</b>	<b>48,544,055</b>

Insured Sign: All values submitted are correct to the best of my knowledge and belief.

Signed: Matthew Morris  
Title: CFO  
Date: June 10, 2010



HALE & Associates, Inc.  
100 Cushman Street, Suite 200  
Fairbanks, AK 99701  
Tel (907)456-6671  
Fax (907)452-5214

<u>Sq Ft</u>	<u>Yr Built</u>	<u>Const Type</u>	<u>Sprinklered</u>	<u>Latitude</u>	<u>Longitude</u>	<u>GPS Elev</u>
11330	1984	Frame	No	63.65802	144.0594	
640	1977	Frame	No	63.658	144.06	
15140	1986	Frame	No	64.788	141.2	853
11040	1976	Frame	No	62.92952	143.7981	
320	1976	Frame	No	92.92952	143.7981	
28400	1977	Frame	No	62.96767	141.8917	1709
510	1977	Frame	No	92.96767	141.8917	1709
640	1977	Frame	No	92.96767	141.891	1709
7618	1982	Frame	No	63.8252	142.1605	1539
11776	1989	Frame	No	63.00138	142.5201	
75640	1994	Frame	Yes	63.32825	142.9797	1635
29810	1982	Frame	No	63.32825	142.9797	1635
650	1994	Frame	No	63.32825	142.9797	1635
2500	1976	Frame	No	63.32825	142.9797	1635
2400	1976	Frame	No	63.32825	142.9797	1635
2500	1977	Frame	No	63.32825	142.9797	1635
1408	2004	Frame	No	63.32825	142.9797	1635
1280	2004	Frame	No	63.32825	142.9797	1635
1300	1960	Frame	No	62.9767	141.8917	1709
1907	2009	Frame	No			

100 Cushman Street  
Suite 200 Fairbanks  
AK 99701  
Phone: (907) 456-6671  
Fax: (907) 452-5214



**To: District Board Members  
Alaska Gateway School District**

**Date: 6/21/10**

**From: Superintendent**

**Agenda Item: 8**

**ISSUE**

- **Reading Curriculum Adoption**

**BACKGROUND**

- **See attached summary letter explaining selection and review process.**

**RECOMMENDATION**

- **Adopt and purchase the Treasures Reading Program for grade levels K-6.**

Dear Members of the Board,

Re: Adoption of new Reading Program materials

Ten teachers throughout the District met May 15<sup>th</sup>, 2010 to review four reading programs, and two were selected for final review. These two programs were:

*Reading Street* (published by Pearson)

*Treasures* (published by Macmillan/McGraw-Hill Glencoe).

In early June, a final review and selection was made by a committee consisting of:

Sara Talus  
Diana Darby

Paula Canner  
Murv Cudney

Jane Broome

We reviewed the materials using the AGSD curriculum as our rubric. Where AGSD curriculum was not available, the state GLEs served as the rubric. Concepts and processes required by the curriculum were given a score of three, two, or one if they were addressed in the reading program as follows:

3 – Element consistently exceeds/meets criterion

2 – Element inconsistently exceeds/meets criterion

1 – Element does not satisfy criterion

Additionally, we scored each program in terms of ease of use for educators, supplementary materials, and reference to Response to Intervention (RTI). RTI addresses the needs of struggling readers who require strategic or intensive support.

It was noted that both programs had strengths and weaknesses. *Treasures* more closely matches the AGSD curriculum and State GLEs, as well as the four-session language arts framework. Another major factor in favor of *Treasures* was its wide variety of resources in that RTI is included in its core program. *Reading Street* addresses RTI only through the purchase of a separate program. *Treasures* was ranked higher in terms of supplementary materials and ease of use for teachers, both experienced and new.

Both programs also had the same area of weakness. Following one-step, two-step, and multi-step directions (given orally or in writing) are not adequately covered in the material. Teachers will need to supplement this component of the AGSD curriculum and GLE.

Based upon our review of these materials, we recommend that the Board adopt the *Treasures* reading program for the next five school years. In order to meet the needs of multi-age classrooms in Eagle, Northway, Tetlin, Mentasta, Tanacross, and Dot Lake, we recommend adoption for Kindergarten through 6<sup>th</sup> grade.

Respectfully submitted,



Jane Broome

**To: District Board Members  
Alaska Gateway School District**

**Date: 6/21/10**

**From: Superintendent**

**Superintendent's Report**

**ISSUE**

⇒ **Superintendent's Report**

**BACKGROUND**

- ⇒ **Superintendent's report submitted in written form.**
- ⇒ **K-5 Literacy Framework attached.**
- ⇒ **Filled Positions attached.**



**Alaska Gateway School District**  
**P.O. BOX 226 TOK, AK 99780**  
**907-883-5151 Fax: 907-883-5154**

**"THE GATEWAY TO LEARNING"**

**Todd Poage, Superintendent**

## **MEMORANDUM**

June 11<sup>th</sup>, 2010

To: Board of Education

RE: *Monthly Report*

Below is an update pertaining to some of the issues I have been addressing since the last Board meeting.

### **2010-2014 Strategic Plan**

A brochure outlining the Mission and Strategies of the District is now complete and being printed for distribution this fall.

### **Certified Vacancies**

As of today, all vacancies except for the newly created music position are filled. There have been five staff members accepting transfers and five new hires. The principal from Northway and myself interviewed five candidates for the elementary vacancy in Northway and offered the position to the top candidate. A new hire for the Walter Northway School K-3 Elementary Teacher vacancy will be included as an Action Item within the agenda. Attached to this report is a site breakdown of the transfers and new hires.

### **Elementary Meeting**

A few teachers and district office staff met to discuss a block of scheduled time so the elementary staff can establish an ability grouped language arts program within the grades K-5. This scheduling will begin the second week of the 2010-2011 school year once testing data can be analyzed. A copy of a draft schedule is included.

### **District Calendar**

The FY11 District Calendar approved by the Board has been submitted to the State.

### **Negotiations**

AGESP and the District negotiating teams and the Board have now ratified a 2010-2013 agreement. The new AGESP agreement has been emailed to the classified staff and also posted on the District's website.

### **Site Travel**

Since the last Board Meeting, I have traveled to Mentasta Lake, Dot Lake, Tanacross and Tok to attend graduations that also included award ceremonies. A district office director and/or myself attended all graduations.

**"EDUCATING ALL STUDENTS TO REACH THEIR FULL POTENTIAL AS RESPONSIBLE CITIZENS"**

Dot Lake 907-882-2663 Fax: 907-882-2112	Eagle 907-547-2210 Fax: 907-547-2302	Mentasta 907-291-2327 Fax: 907-291-2325	Northway 907-778-2287 Fax: 907-778-2221	Tok 907-883-5161 Fax: 907-883-5165	Tanacross 907-883-4391 Fax: 907-883-4390	Tetlin 907-324-2104 Fax: 907-324-2114
---	--	---	---	--	--	---

### **Tok Fire**

Worked with the finance person for forestry to establish facility rental agreements, food service pricing and usage areas available. Principal Young, Director of Maintenance Rauch and Director of the Child Nutrition Services Pennington have been putting in additional time monitoring the facilities, employees and/or food services during this emergency. CFO MacManus has been working with the department of forestry to make sure all billings are current and funds will begin to come in to cover these unexpected costs in a timely basis. At the peak of activity there were approximately 800 additional forestry personnel and others utilizing the facilities at Tok School and Tanacross School. As of today, there are approximately 275 additional personnel utilizing the schools.

### **Biomass Boiler Project**

The District did receive the \$325,000 legislative appropriation for the power component of this heating project that now becomes a combined heat and power project. Thanks to our lobbyists Dick Shultz and Dave Stancliff for staying on top of this appropriation throughout the legislative session. The biomass building is beginning to take shape and the boiler will be ready for pickup the first full week of July. The project is on schedule.

### **Summer Institute**

Attended the summer Leadership Workshop with a district team of five— Superintendent, Executive Director, Principal, Instructional Coach and a Teacher. As part of the RAPPs program three additional teachers attended the training but in another conference room for portions of these sessions. There were a number of ideas that will be utilized or further developed during the upcoming school year, especially in sites that do not make AYP requirements.

### **Hearing pursuant to AS 14.20.180(d)**

There will be a hearing at 9:00 AM on June 21<sup>st</sup> that involves a special education teacher and the district administration. Those present will include the Board, a hearing officer, teacher, NEA lawyer, District attorney, witnesses called to testify and District staff involved with the issue. The hearing officer's duties will align closely to that of a judge during a trial and the Board will be the jury needing to render a decision at the close of the hearing. This is an important role for the Board and hopefully all members will be present for the hearing. The hearing is open to the public.

### **Summer Hours**

On June 7<sup>th</sup> summer hours began that will remain in effect until August 16<sup>th</sup>. The district office is open from 7 AM to 5:30 PM on Tuesdays thru Fridays.

If you have any questions, concerns and/or additions to the agenda, contact me at your earliest convenience. I hope everyone enjoys their summer vacation! Thanks.

Respectfully,



Todd Poage,  
Superintendent

### **Other Items:**

Interviews;  
Legal issues;  
References;  
Assisting principals with site issues;  
Facility Issues;  
Daily contact with directors;  
State required forms;  
Personnel issues;

Site/District finances;  
Staffing meetings;  
Alaska Teacher Placement updates;  
Board meetings;  
Check signatures;  
Public Relations;  
Technology; and  
NCLB policy/procedures.

Tok School  
K-5 Literacy Framework  
2010-2011

8:30 - 9:00	Homeroom: Students meet in grade level classes for attendance, morning meetings and messages.		
	Guided Reading:  Students transition to ability grouping for this block.		
9:00 - 10:15			
Transition back to grade level classrooms			
10:15 - 11:05	<u>Grades K-2</u> 10:15 - 10:35 10:35 - 11:05  Recess Snack and Self-Selected Reading	<u>Grades 3-5</u> 10:15 - 10:45 10:45 - 11:05  Snack and Self-Selected Reading Recess	
From 11:05	Remaining literacy blocks:  Working with words 45 minutes Writing 45 minutes		



**Alaska Gateway School District**

**P.O. BOX 226 TOK, AK 99780**

**907-883-5151**

**Fax: 907-883-515**

**"THE GATEWAY TO LEARNING"**

**Todd Poage, Superintendent**

## ***CURRENT & FILLED VACANCIES FOR FY11***

### **TOK**

- ☐ Principal – William Schildbach (Hired)
- ☐ Science Teacher - Cary Bloomquist (Hired)
- ☐ Elementary Teacher - Sara Talus (Transferred)
- ☐ Elementary Teacher - Lucia Zaczkowski (Transferred)
- ☐ Elementary Teacher – Potential Transfer

### **DOT LAKE**

- ☐ Elementary Teacher - Joyce Dunning (Hired)

### **MENTASTA**

- ☐ Elementary Teacher - Lisa Lucien (Transferred)

### **TETLIN**

- ☐ Elementary Teacher - Jacklynn Horton (Hired)

### **DISTRICT-WIDE**

- ☐ Itinerate Title I Teacher - Laura Roxbury (Transferred)
- ☐ Itinerate Special Education Teacher – Paula Bears (Transferred)
- ☐ *Itinerate Music Teacher – Vacant*

### **GCS**

- ☐ Principal/Teacher – LeAnn Young (Transferred)

### **NORTHWAY**

- ☐ Elementary Teacher K-3 – Charity Bratz

### **TANACROSS AND EAGLE**

- ☐ None

**"EDUCATING ALL STUDENTS TO REACH THEIR FULL POTENTIAL AS RESPONSIBLE CITIZENS"**

Dot Lake  
907-882-2663  
Fax: 907-882-2112

Eagle  
907-547-2210  
Fax: 907-547-2302

Mentasta  
907-291-2327  
Fax: 907-291-2325

Northway  
907-778-2287  
Fax: 907-778-2221

Tok  
907-883-5161  
Fax: 907-883-5165

Tanacross  
907-883-4391  
Fax: 907-883-4390

Tetlin  
907-324-2104  
Fax: 907-324-2114

**To: District Board Members  
Alaska Gateway School District**

**Date: 6/21/10**

**From: CFO**

**Financial Report**

**ISSUE**

⇒ **Financial Report**

**BACKGROUND**

- ⇒ **CFO's report submitted in written form.**
- ⇒ **The FY '10 budget serves as the current financial report.**



June 10th, 2010

TO: Regional School Board Members

FROM: Robbie MacManus  
CFO

RE: June Board Report

The end of the school year has come and gone, with that, brought principal's year-end check out. With the their year-end paperwork we are able to tie up all the loose ends, complete teacher and principal summations, close out any of the final purchase orders that have been ordered. The final payrolls are completed and deduction checks are written. Now we are preparing for the end of the fiscal year.

At the time of this meeting we will have gone through the budget and determined the approximate fund balance and how much we can move into the "502" funds special project accounts. We will have a suggested list for you at the meeting. Mikunda Cottrell & Company will be in our office June 21<sup>st</sup> and 22<sup>nd</sup> performing the pre-audit for the upcoming annual audit which takes place the first week of August. During this time, they are performing compliance checks, for example, they will pull payroll and accounts payable checks and verify that the code on the check is the same code that is in our computer system. They look for amounts paid exceeding \$10,000 and verify we had board approval. All of our State and Federal issued grants are gone through and they decide which one or two will be pulled for a more in depth audit.

Dannie and I are busy completing all of the fiscal year end processes and getting ready for FY2011, this is always a busy time of year and a little overwhelming but we always make it through. Enjoy your summer.

**Agency: Department of Education and Early Development****Project Title:****Project Type:** Remodel, Reconstruction and Upgrades

# Alaska Gateway School District - Tok School Biomass Energy System

**State Funding Requested:** \$325,000  
One-Time Need**House District:** 6 / C**Brief Project Description:**

Installation of an electrical generation system into the new biomass heating system currently heating the school.

**Funding Plan:****Total Cost of Project:** \$325,000*There is no other funding needed***Detailed Project Description and Justification:**

The Tok School currently has a newly installed biomass energy system to supply heat. This funding will install an electrical generation system that utilizes the renewable energy biomass process.

A 120 Kw electrical generator will be installed this summer's (2010) construction season. Providing electricity for the school from the biomass system will add an additional savings in energy costs of \$170,000 per year.

Under the community's Emergency Preparedness Plan, the Tok School has been designated as the only safe gathering point and has been used when past wildfires have struck as a command and control point for federal and state agencies. Installation of this electrical generation system at the school will provide the back-up needed for all responders as well as the public should the main power grid in the community be compromised.

**Project Timeline:**

The electrical system will be installed and connected during the 2010 construction season.

**Entity Responsible for the Ongoing Operation and Maintenance of this Project:**

Alaska Gateway School District

**Grant Recipient Contact Information:**

Name: Todd Poage, Superintendent  
Address: PO Box 226  
Tok, AK 99780  
Phone Number: (907)883-5151  
Email: tpoage@agsd.us

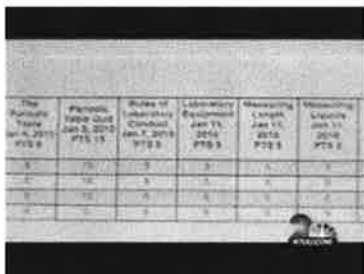
Has this project been through a public review process at the local level and is it a community priority? ☒ Yes ☐ No



On a recent morning at the Tuluksak School, only five of 15 kids in a kindergarten class showed up on time. (Joshua Borough/KTUU-DT)



Teacher Juli Schroeder says students don't know the alphabet and can't write their name, which is an early hardship. (Joshua Borough/KTUU-DT)



Low test scores posted outside a science lab offer a glimpse of the larger problem. (Joshua Borough/KTUU-DT)



Tuluksak principal Lance Jackson says trying to teach a second language to kids who can't read and write in their first one leaves them illiterate in both. (Joshua Borough/KTUU-DT)

by Christine Kim  
Monday, May 17, 2010

**Editor's note:** This week, Channel 2 begins a series examining the problems kids face in some of the lowest-performing school districts in the state, with a look at education in rural Alaska.

**TULUKSAK, Alaska** -- The school in Tuluksak is one of many in Alaska struggling to make the grade. Last spring, students scored 10 times lower in math and nearly seven times lower in reading and writing than the state average.

Within the walls of the Tuluksak School, you can find students from kindergarten all the way up to 12th grade.

There are 120 students enrolled, but in a kindergarten class of 15 kids only five show up on time.

"This morning we had a very low initial attendance," said teacher Juli Schroeder.

Teachers say low attendance is normal in rural schools. They know it may result in a delayed start for many, in an already slow learning process.

"Many of them can't write their name, they can't tie their shoe, they can't -- they don't know their alphabet, and so that starts out to be a hardship for them," Schroeder said.

Children speak neither English nor Yupik very well. They are caught between two worlds and two languages, a trait principal Lance Jackson sees in students of all grade levels.

"So now you have a kid who can't read and write in one language, and now picks up another one and can't read and write, and now they're illiterate in two," Jackson said. "So now you give them a test and they're saying, 'What do you want us to do?'"

Class exam scores offer a glimpse of the larger problem. On the wall of one science lab is a list of students' grades -- the majority below average.

Tuluksak and the other two schools in the Yupiit School District are at Level 5 improvement status, which means that for several years their students' state test scores haven't met the standards.

Six percent of the district's students are proficient in math, versus the state average of 68 percent. The proficiency figure for reading and writing is 10 percent -- but the state average is nearly seven times higher.

Officials say the root of the problem may be from beyond school grounds, because they're living in an environment much different from the rest of the nation.

"Ask a kid what a gutter is, ask a kid what a rainspout is, things on houses. Well, what's a gutter -- you see that on an NCLB (No Child

Left Behind) test, well, that's not even relevant. You can throw that test question out. That's half of -- six, seven questions in any section -- that's half a test," Jackson said.

Another test for students is the conditions in the village. There's no sewage system or running water, and educators say those factors and other challenges are holding students back.

*Watch Part 2 of this series on KTUU and KTUU.com Tuesday to find out how factors outside school may affect students' performance in the Yupiiit School District.*

Contact Christine Kim at [ckim@ktuu.com](mailto:ckim@ktuu.com)



All content © Copyright 2000 - 2010 WorldNow and KTUU. All Rights Reserved. For more information on this site, please read our [Privacy Policy](#), [Terms of Service](#), [Meet the News Team](#), [Employment Opportunities](#), [Contact Us](#) and [Public Filings](#).



Volume 2, Issue 2

# Dot Lake News

## *The Multi-talented Mrs. Charles of Dot Lake*

By Quentin Mercer, Jo Zaczkowski, Nicki Allen, Chance Shank

One morning I went to the library to interview Mrs. Charles. Mrs. Charles is one of the teacher aides in our school. She supervises us in the gym, she is also a spelling teacher, a math teacher, and a lunch lady, and otherwise she just watches us in the lunchroom. She does spelling and math with the big kids like 7<sup>th</sup> graders.

Mrs. Charles lived in Canada until she was 22. When Mrs. Charles was working in Beaver Creek she met Ivan. "My husband is from Dot Lake," she said. Her husband worked at the border. Then she lived in Dot Lake with Ivan for 36 years. Mrs. Charles lived in Fairbanks

for a year, but she likes Dot Lake much better.

Working at Dot Lake is not her dream job. She likes her job very much, but she thinks that being a nurse might be nice.



## *Writing with an Extraordinary Alaskan Author*

By Nicki Allen

The 5<sup>th</sup> and 7<sup>th</sup> graders went to the Young Authors Conference at Tanacross School. I had a blast. We got to do thinking games and play basketball. We all had writing groups. My group was the smallest. Our group won one of the games. The game we played was to unscramble words. We got suckers because of that. Also we got to stay the night!

We got to meet Seth Kanter! Seth looked a little shy when he came but then he got used to us and wasn't shy anymore. He is very kind. He wrote two books. I am reading one of his books now. When I bought the book he gave me a free picture because of my good writing and reading story to everybody. Seth is a really good writer. He inspired me to write a story about a

wolf. It is a fairy tale. Then I read it to every one who was there. I did feel shy, like Seth did, but then I didn't because I kind of fell into my writing and stayed focused on my writing.



# *The Duck Stamp Contest*

By Chance Shank

This year in February Dot Lake School was competing in the duck stamp contest. Miss Mary Timm came and showed us what ducks we can draw, what coloring accessories to use, and what we can't draw.

Some of the fifth grade students that I know have gone to duck camp: Nicki Jean Allen and Jo Zaczkowski. This year Nicki drew a green winged teal. Her green winged teal was taking a walk on the ground in middle of the paper. She had it stand on gravel. Behind



the gravel there is water. In between them are some nice green plants. Jo drew a hooded merganser in the water with a nice reflection. Off the water it looks like mist is rising from the water. If you really want to know what I drew, it was a ruddy duck. My ruddy duck was in the middle of the cerulean colored water with a reflection. There are plants sticking out of the water with a perfect reflection. Behind the plants is the ground with plants and rocks on it. I hope you enjoyed reading this!

## *The Duck Stamp Results*

By Jo Zaczkowski

The first duck is Nicki's marvelous green winged teal. On the day of the bird festival she was awarded an honored mention for doing this great drawing! She got a shirt and an honored mention ribbon.

The second duck Chance's duck. Sadly he did not get an award for this nice drawing, but next year I am sure he will do even better.

The third duck is Jo's duck, which she got 2<sup>nd</sup> place for in the state of Alaska. She received a set of marvelous colored pencils, a really nice drawing pad, a professional sharpener, erasers, and a ribbon.

Next year anyone in grades kindergarten through twelfth who is interested in drawing ducks should talk to Miss Mary Timm, and enter a drawing in the Duck Stamp Contest. And even if you don't get an award, your picture will be put on a big board for everyone to see, or you might just be lucky enough to receive some of the great awards you just read about!

If you would like to see more duck stamp winners including more Dot lake awards go to

[http://alaska.fws.gov/jrduck/all\\_winners.htm](http://alaska.fws.gov/jrduck/all_winners.htm)



# Book Recommendations: Great Books to Read this Summer

By Jo Zaczkowski

Star in the Storm by Joan Hiatt Harlow is Nicki's book choice. It's about a dog, Star, which saved a sheep that fell off a cliff: he jumped in after it. A girl owned a sheep that was pregnant and she got her father to ban dogs except sheepdogs. So the owner of Star has to keep him in hiding or else he will be shot, because he isn't a sheepdog.

The Wee Free Men By Terry Pratchett is Jo's book choice. It is about a 9-year-old girl named Tiffany who meets these little blue men called the Nac Mac Feegle aka The Wee Free Men. She becomes their queen and she has them help her find her brother, who has been stolen by an evil queen. The whole story is in a Celtic fairytale style.

The Eragon Series by Christopher Paolini is Quentin's book choice. It is a mystical magic story about a dragon rider who is trying to destroy Galbutatorx, a magician who controls the evil people. He has 23 dragons on his side.

The Lightning Thief by Rick Riordan is Chance's book choice. It is about a kid named Percy who figures out he is a half blood: part god part human. His best friend is half goat half human. Percy goes to Camp Half Blood and he goes on a journey with his best friend and a girl who had been waiting to take him on a quest. The quest is to return a lightning bolt to Zeus before the summer solstice, or the world will end.

We all have finished reading My Brother Sam is Dead which is by James Lincoln Collier and Christopher Collier. It is about a family back in the late 1700s. It tells of the death and sorrows of war. It is from the point of view of a 13 or 14-year-old boy, Tim, who has a brother, Sam, in the war on the Colonist side. Tim's dad has been taken away by cattle thieves who take him to a prison ship where he dies. In the end Sam gets blamed for stealing and his officer has him put to death. It is a very sad, but real story about war.



Dot Lake School  
hopes that  
you all *can*  
have a  
great summer!  
See you  
next year!

Department of Education & Early Development  
801 West Tenth Street, Suite 200  
Juneau, Alaska 99801-1894



DATE: Friday, June 11, 2010  
TIME: 2:19 PM

	<b>TO:</b>
NAME:	<b>TODD POAGE</b>
TITLE:	<b>Superintendent</b>
AGENCY:	<b>Alaska Gateway Schools</b>
FAX:	<b>907-883-5154</b>
PHONE:	<b>907-883-5151</b>

	<b>FROM:</b>
NAME:	<b>Liz Brooks</b>
TITLE:	<b>Program Associate</b>
DIVISION:	<b>Teaching &amp; Learning Support</b>
FAX:	<b>907-465-2989</b>
PHONE:	<b>907-465-8578</b>
E-MAIL:	<b>liz.brooks@alaska.gov</b>

REMARKS: ☒ Urgent ☐ Per Your Request ☐ Reply ASAP ☐ Please Comment

**REFERENCING:**

Attached please find Notice of Intent to Award for the Enhancing Education Through Technology (E2T2) Wave VII Competitive Grant. If you have any questions, please contact me. Thank you.

This transmittal contains 3 page(s) including the cover page. If you do not receive the total number of pages, please contact the sender.



# STATE OF ALASKA

Department of Education & Early Development  
Teaching & Learning Support

SEAN PARNELL, GOVERNOR

Goldbelt Place  
801 West 10<sup>th</sup> Street, Suite 200  
PO BOX 110500  
Juneau, Alaska 99811-0500  
(907) 465-8703  
(907) 465-2989 Fax  
Cecilia.Miller@alaska.gov

## MEMORANDUM

To: Superintendents,  
E2T2 District Applicants

Date: June 11, 2010

From: Cecilia Miller,   
Educational Technology Program Manager

Subject: E2T2 Competitive Grant  
Wave VII Intent to Award

The Department of Education & Early Development (EED) received 19 applications in response to the Enhancing Education Through Technology (E2T2) Wave VII RFA. These applications included many thought-out plans for teachers to receive professional development to enhance their teaching using educational technology. Due to the amount of available funds, we are not able to fund every application completely.

As a result of the review process, the following districts have been selected to receive awards:

District (Eligible Partnership District)	Award Amount
Sitka Borough Schools	\$99,778.70
Alaska Gateway Schools (Delta/Greeley Schools)	\$149,997.19
Fairbanks North Star Borough Schools	\$100,000.00
Dillingham City Schools	\$99,502.93
North Slope Borough Schools	\$100,000.00
Copper River Schools	\$82,364.11
Kuspuk School District	\$74,930.82
Chatham Schools	\$31,790.00

Additionally, the recommendation of the review team is to partially fund the eleven applications that received a minimum score of 35. The intent is to help offset the cost of the district's technology coach to attend an educational technology professional development activity. The complete list of scores for all districts that applied is attached.

Under state statute, applicants who wish to dispute the grant award process must notify the Commissioner of Education by registered mail of the intent to appeal within 30 days from the date of receipt of the notice of the action being appealed. The date on this fax will serve as the notification date. Only applicants may appeal the grant award process. The notice of appeal must include the decision being appealed; the legal authority; factual arguments supporting the applicant's allegations; the remedy sought; the name, address, and telephone number of the protester; and the signature of the district superintendent or the chair or presiding officer of the board, committee, or organization making the appeal. This process is outlined on the legislative page at:

1. <http://www.legis.state.ak.us/cgi-bin/folioisa.dll/aac?>
2. Select TITLE 4 Education and Early Development
3. Scroll down to Chapter 40. Review and Appeals of Actions and Decisions Regarding Funding.  
(4 AAC 40.010 - 4 AAC 40.050)

We appreciate every district's participation in this process. The reviewer's scores and comments are available upon request. If you would like any additional information, please let me know.

FY10 Enhancing Education Through Technology (E2T2) Competitive Grant Wave VII			
Applicant	Average Score	Priority Points	Final Score
Sitka	58.00	3	61.00
Alaska Gateway Schools / Delta-Greely	55.33	3	58.33
Fairbanks	50.67	3	53.67
Dillingham	46.00	6	52.00
North Slope	45.33	6	51.33
Copper River	46.00	3	49.00
Kuspuk	46.00	3	49.00
Chatham	42.67	6	48.67
Craig	42.00	6	48.00
Lower Kuskokwim	44.67	3	47.67
Pribilof	41.33	6	47.33
Anchorage	44.00		44.00
Kake	38.00	6	44.00
Kashunamiut	37.33	6	43.33
Ketchikan	35.33	6	41.33
Kenai	37.33	3	40.33
Juneau	34.67	3	37.67
Yakutat	34.67	3	37.67
Yupit	16.67	6	22.67

Following is the wage schedule for temporary employees. In the event that the Superintendent determines that good cause exists to deviate from the wage schedule due to special circumstances, prior approval of the Board is required.

Effective 07/01/10	FY 11	FY 12	FY 13
Laborer	10.01 /hour	10.31 /hour	10.62 /hour
Laborer - Semi-Skilled	12.52 /hour	12.90 /hour	13.28 /hour
Laborer Skilled (Without Tools)	14.75 /hour	15.19 /hour	15.65 /hour
Laborer - Skilled (With Tools)	18.12 /hour	18.66 /hour	19.22 /hour
Journeyman	21.48 /hour	22.12 /hour	22.79 /hour
Student Worker	7.75 /hour	7.75 /hour	7.75 /hour
Substitute Classified Employee	10.01 /hour	10.31 /hour	10.62 /hour
Substitute Classified Employee II	13.43 /hour	13.83 /hour	14.25 /hour
Instructor	17.56 /hour	18.09 /hour	18.63 /hour
Academic Tutor - Non Certified	11.95 /hour	12.31 /hour	12.68 /hour
Academic Tutor - Certified	23.15 /hour	23.84 /hour	24.56 /hour
Activity Monitor	10.01 /hour	10.31 /hour	10.62 /hour

Effective 07/01/10

Substitute Teacher - Non Certified	99.24 /day	102.22 /day	105.08 /day
Substitute Teacher - Certified	177.24 /day	182.56 /day	188.03 /day

The temporary employee wage schedule shall be adjusted automatically as follows. The wage for Student Workers shall be adjusted to match the Alaska minimum wage. The wage for the Substitute Teacher - Certified shall be adjusted by the percentage change in the base teacher salary under the teacher collective bargaining agreement. The remaining wages shall be adjusted by the percentage change in the classified employees' wage schedule under the classified employee collective bargaining agreement.

The wage for a temporary employee, other than a substitute employee, who occupies a temporary position covered under the wage schedule contained in the classified employee collective bargaining agreement shall be paid in accordance with the wage scale.

A temporary employee is an employee whose employment meets at least one of the following requirements:

1. The employee is serving as a substitute for an absent employee;
2. The employment addresses a short-term work-overload condition or other short-term need not to exceed 100 working days;
3. The position requires specialized knowledge or skills related to the educational program such as mentoring, tutoring, specialized instruction, and similar activities and has a predetermined terminal point not to go beyond the end of the school session.

03/07/02; 5/19/08



# Tetlin Village Council

P.O. Box 797  
Tok, Alaska 99780  
(907) 883-2021 phone  
(907) 883-1267 fax

## RESOLUTION NO. 10-26-05 B

WHEREAS, the Tetlin Village Council, hereinafter called the Council, is the duly constituted and legal governing body of the Native Village of Tetlin, Alaska, and

WHEREAS, the Council met on May 26, 2010, to the situation at Tetlin School, and

WHEREAS, the Council acknowledges the dire situation at Tetlin School involving the education of the youth within the Native Village of Tetlin, and

THEREFORE BE IT RESOLVED: the Council requests that the Alaska Gateway School District allow the elementary teacher, Lisa Lucien, remain at her position at Tetlin School.


THEREFORE BE IT RESOLVED: that the Council recognizes that Lisa Lucien participates in community events in the Native Village of Tetlin and is the only teacher to be actively involved in community functions that are not directly tied to Tetlin School; thus Lisa attempts to actively work together with the Council, and

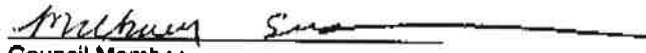
THEREFORE BE IT RESOLVED: that the Council hereby authorizes its support to have Lisa Lucien continue working with youth in Tetlin as their elementary teacher at Tetlin School

### CERTIFICATION

DULY ADOPTED this 26<sup>th</sup> day of May, 2010.

This certifies that the above resolution was duly adopted at a convened meeting of the Tetlin Tribal Council, at which time a quorum was present. This resolution was adopted by a vote 4 for, 0 against, with 0 abstaining.

  
Chief Donald Adams

  
Council Member



**ALASKA GATEWAY SCHOOL DISTRICT**  
**P.O. BOX 226 TOK, AK 99780**  
**907-883-5151 Fax: 907-883-5154**

**"THE GATEWAY TO LEARNING"**

**TODD POAGE, SUPERINTENDENT**

**LETTER OF APPRECIATION TO GOVERNOR SEAN PARNELL**

June 16, 2010

Governor Parnell  
Third Floor, State Capitol  
P.O. Box 110001  
Juneau, AK 99811-0001

Dear Governor Parnell,

The Alaska Gateway School District is developing a renewable energy project that will reduce hazardous fuels in the Tok area, expand partnerships within the community, create a more efficient and cleaner method of producing heat, keep revenue local and reduce the high cost of heat and power to the District's largest facilities. This project offers an excellent opportunity for long-term cost savings thru the conversion of an oil furnace to a combined heat and power system, CHP, utilizing a woodchip boiler at Tok School that should provide 85% of our heating and electrical needs.

The Alaska Gateway School District is extremely excited about this renewable energy project. We plan for our largest facility, Tok School, to be heat and power self-sufficient by next November. After three years of lobbying, planning and research, construction began this May with a completion date of mid to late October.

This is a renewable Energy project that affects environmental, economic and educational concerns. Not only is biomass a cleaner burning fuel for the environment; not only does this project create local jobs and have the potential to build a biomass economy; but these energy savings can be utilized to enhance the instructional program which directly impacts what matters most- the students and their education.

We firmly believe that the development of alternative energy sources is essential to a healthy future for our state. We applaud your commitment to our energy project thru the support of the approved legislative appropriation that will fund and install the electrical generation system along with the previously funded wood chip boiler – especially thru the "red pen" veto process. On behalf of the Regional School Board, District staff and students whose education will be enriched, "Thank You!"

Respectfully,  
*Todd Poage*  
Todd Poage,  
Superintendent

**"EDUCATING ALL STUDENTS TO REACH THEIR FULL POTENTIAL AS RESPONSIBLE CITIZENS."**

Dot Lake 907-882-2663 Fax: 907-882-2112	Eagle 907-547-2210 Fax: 907-547-2302	Mentasta 907-291-2327 Fax: 907-291-2325	Northway 907-778-2287 Fax: 907-778-2221	Tok 907-883-5161 Fax: 907-883-5165	Tanacross 907-883-4391 Fax: 907-883-4390	Tetlin 907-324-2104 Fax: 907-324-2114
---	--	---	---	--	--	---



## FAIRBANKS NORTH STAR BOROUGH SCHOOL DISTRICT

520 Fifth Avenue

Fairbanks, Alaska 99701

(907) 452-2000



*Human Resources Department*  
*Fax: (907) 451-6008*

## \*\*\*FAX TRANSMISSION COVER SHEET\*\*\*

Date: 06/16/10To: To: H. PageFax: 1-907-883-5154Re: Resignation LetterSender: Pos Charlie

You should receive [ 3 ] page(s), including this cover sheet. If you do not receive  
all the pages, please call (907) 452-2000 ext. \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

June 16, 2010

To Whom It May Concern,

I am submitting my letter of resignation as a teacher of Alaska Gateway School District immediately upon approval. I write this with mixed emotions because I am resigning from the School District I graduated from in 1981. I have lived in Tok most of my life and my family will continue to live here.

Last October 2009, my father-in-law Neal Charlie Sr. and my mother-in-law had to move into Fairbanks due to health problems. In March 2010 my husband and I decided to try to transfer to Fairbanks so that we can be closer to them and help them anyway we can. Both Neal and I have obtained jobs in Fairbanks. Neal will be working at the Fairbanks Forestry and I will be teaching 4th grade at Nordale Elementary.

I know that I have broken my contract. I am hoping that you will understand our reasons for transferring and that you will waive the penalty fee.

As I have stated, it's with mixed emotions that I am resigning from our School District. I'm leaving one family to assist the other family.

Thank you for your time and consideration of the waiver of resignation.

Sincerely,





**TANANA CHIEFS CONFERENCE**  
**CHIEF ANDREW ISAAC HEALTH CENTER**  
1408 - 19<sup>TH</sup> AVENUE  
FAIRBANKS, ALASKA 99701-5903  
PHONE (907) 451-6682 FAX (907) 459-3811

October 25<sup>th</sup> 2009

To Whoever It May Concern

Mr. Neal Charlie DOB 10/10/1919 is currently under treatment with me at Chief Andrew Isaac Health Center .

Due to multiple medical problems including heart problems, in situ pacemaker, hemolytic anemia, secondary hemochromatosis and recent hospital admission for pneumonia, he is advised to stay in Fairbanks for closer follow up. He is currently driving from Minto almost every week for medical follow up in the clinic in Triage and for scheduled appointments.

Please contact me for any information that you may require.

Thank you.

Sincerely,

Richa Uppal M.D.  
Internal Medicine  
CAIHC  
Fairbanks  
Ph: 4516682 extn 3676  
[richa.uppal@tananachiefs.org](mailto:richa.uppal@tananachiefs.org)