

**SKAGWAY SCHOOL BOARD  
REGULAR MEETING  
Tuesday, December 17, 2013**

- 1) **CALL TO ORDER:** President Brown called this regular meeting to order at 7:00 p.m.
  
- 2) **ROLL CALL/ESTABLISHMENT OF A QUORUM:**

Darren Belisle, President	- Present
John Hischer, Vice-President	- Present
Cara Cosgrove, Treasurer	- Present
Andy Miller, Clerk	- Present
Stuart Brown, Member	- Absent
Joshua Coughran, Superintendent	- Present
Hannah O'Daniel, Student Council Rep	- Present, left at 7:20 p.m.

A quorum was established with four board members present.
  
- 3) **APPROVAL OF MINUTES:** Hischer moved to approve the minutes for the November 19, 2013 regular board meeting. Cosgrove seconded the motion and it carried unanimously.
  
- 4) **APPROVAL OF AGENDA:** Cosgrove moved to approve the December 17, 2013 agenda as is. Hischer seconded the motion and it carried unanimously.
  
- 5) **REPORTS:**
  - 5.1 Superintendent:
    - *Teacher Evaluation Update* DEED is offering to facilitate a series of five meetings to help districts adopt a teacher evaluation system that meets the State education evaluation regulations. Meetings will be held between February and June and will involve board members, teachers, administration, and parents.
    - *Energy Audit Action Update* Along with addressing our major issues of heat and lighting related to energy efficiency, motion sensor lights were installed in the locker rooms and the high school wing bathrooms. The plan is to install them in the coaches room and north storage area. Emergency lights have been changed out to LED bulbs. Automated flush for toilets and urinals as well as hands free faucets will be pursued in the new year.
    - *Course Handbook Committee Work* Information has been compiled from teachers and the course handbook committee to create a document that we can use. The purpose of the handbook is to increase parental involvement, ensure consistency with the Alaska Performance Scholarship, allow for responsive scheduling, provide a consistent flow of classes, and increase student and teacher readiness. In March, face-to-face meetings with all high school students and parents will be scheduled to discuss preferences and a course of study. These meetings will drive the completion of the master schedule as well as individual student schedules.
    - *Technology Conference* Want to send the three elementary teachers and Superintendent to the 'EdTech Teacher I-Pad Summit' in San Diego February 3-5. The conference will focus on classroom integration, pedagogy, curriculum, assessment, leadership, management, and professional development.
    - *GED Testing Center* The paperwork needed to become an authorized Testing Center has been completed and is currently under review. Once approved, Skagway School will be able to administer the GED exam.
    - *Basketball to Tok* Spoke with the AD about travel to Tok; the threshold of 10 degrees below zero for not traveling was previously discussed by the Board. If that's what the Board wants, it should be in the handbook as it relates to activities travel.

5.1 Superintendent Continued:

- *Communication Initiative* Spoke about the Blackboard Connect System for \$1000-\$1500 for a yearly subscription and per call services which are pretty bare bones and require a lot of leg work. There is an organization called 'One Call Now' who can basically do everything we basically need for a yearly contract fee of \$350. This would allow voice mail or texts regarding school events or an emergency.
- *Denver Evans Presentation* One of our students, Denver Evans, has become a published author in the Mushing magazine. A picture of her work was presented and Denver came forward for recognition.

5.2 Financial:

a) *Financial Report* **Cosgrove moved to approve the following checks issued for the month of November 2013 from the school operating fund cash disbursement checks #64703 through #64774 and payroll checks #18261 through #18311 with no exceptions. Miller seconded the motion and a roll call vote was taken.**

**Roll Call:**           **Cosgrove - Aye**                               **Hischer - Aye**  
                               **Miller - Aye**   **Belisle - Aye**

**The motion carried unanimously.**

b) *Approval of Purchase Orders* None

5.3 Committees:

- *Capital Improvement* LED lights are on tonight's agenda. Belisle thanked Mr. Coughran and Rick for the time they've put into researching this and getting things moving.
- *Curriculum* Teachers are working on math curriculum; piloting GO Math and college preparatory math for high school. Shifting to college preparatory math for high school, need to decide how to present that information to high school students and parents so they can think about it this summer.
- *Evaluation* Coming up again; Cosgrove was thanked for all her hard work.
- *Legislative Liaison* The sustainable education task force met on the 4<sup>th</sup> in Kodiak and in Kenai yesterday and today. Agenda and audio are both on their website [www.housemajority.org/sustainable-education-task-force](http://www.housemajority.org/sustainable-education-task-force). The new legislative session starts January 16. Need to start looking at what to do when we go down in February, especially in regards to Senate Bill 90. November 13 President Obama signed the Emergency Epinephrine Act which encourages, with financial incentives, schools to have epi pens in stock. This would be a good thing for us to explore and then train several staff members.
- *Negotiations* STO has officially submitted a letter to begin the negotiation process.
- *Policy* An eCig policy draft has been sent to Belisle and Supt. Coughran for review; first reading to be done at the January meeting.
- *Staff Relations* Christmas cards are all signed.
- *Voc/Tech Advisory* None

5.4 *Other: Student Council* Hannah O'Daniel spoke about the Christmas Bazaar & Carnival held on Saturday, December 14<sup>th</sup>; it was awesome. Have also been working with Mr. Coughran and Ms. Meyer on the shortened class schedule and fun activities for Friday, December 20<sup>th</sup>. Student Council is helping with the silent auction in the hallway, has a adopted family in need for Christmas, and did a Student Council Secret Santa which everyone enjoyed. The tech committee will be meeting with Mr. Hess about which laptops will be best for high school students next year. Due to finals tomorrow, Hannah left at 7:20 p.m.

**6) COMMUNICATIONS FROM THE PUBLIC:**

- Heather Rodig thanked Mr. Coughran for Denver's picture and recognition.
- Courtney Pfannenstein thanked the Board for their support of a teacher aide for her classroom.
- Richard Vandines shared that he's received no phone calls this winter since auto service is being done at the school. This has impacted his business. The old auto program would fix family vehicles. He's looking for some kind of balance. Discussion followed: doing family cars or project cars at the school; already have people scheduled at the school; it's the school's prerogative to change the guidelines for the automotive class; this change won't affect the instructional value of the program while co-existing with his business.
- Tim Cochran stated that he brought up the new building at the last Council meeting; there's good support for it. The School should bring it to the Council as a Capital Improvement project
- Vivian Meyer thanked Rick Ackerman for all his work on Saturday. She also thanked Courtney and Mary, Becky and Mindy, and Student Council for all the work they did. The Bazaar went really well.

**7) QUESTIONS AND COMMENTS BY BOARD MEMBERS:**

- Miller commented he's very proud of you, Denver, and the Robotics team.
- Hischer also said congratulations to Denver. He then acknowledged the good job the superintendent is doing. Hischer then spoke about Senate Bill 90 which proposes to pool all school districts for health insurance and doesn't want to give control of that to the State.
- Belisle repeated what everyone else said; Denver that's awesome. The Robotics team won in Southeast again. Our kids are truly amazing.

**8) UNFINISHED BUSINESS: None****9) NEW BUSINESS:**

9.1 Teacher Aide Hire: Mr. Coughran spoke about the position and the four applicants. As recommended by Mr. Coughran, **Cosgrove moved to hire Lillian Outcalt as the teacher aide. Miller seconded the motion and it carried unanimously.** Prior to the vote, Cosgrove shared that she was on the interview committee and agreed with everything Mr. Coughran said.

9.2 Superintendent Travel:

- a) *SERRC Board Meeting January 13-14, 2014 in Juneau.*
- b) *iPad Summit February 2-5, 2014 in San Diego*

After Mr. Coughran provided information about the SERRC Board meeting and the iPad Summit, **Cosgrove moved to approve travel for Mr. Coughran to the SERRC Board Meeting January 13-14, 2014 in Juneau and the three elementary teachers and Mr. Coughran to the iPad Summit February 2-5, 2014 in San Diego. Miller seconded the motion and it carried unanimously.** A discussion occurred prior to the vote about a presentation being done about the iPad Summit at the following board meeting, Rick Hess not going, and training versus the teachers not in their classroom for a week.

9.3 LED Lighting RFP: Mr. Coughran reported that there was one response to the RFP; it was a little more than the initial estimate which was mainly due to the dimming capabilities here in the library. He felt that cost could be reduced. **Cosgrove moved to approve the RFP for LED lighting from Auke Bay Electrical. Miller seconded the motion and it carried unanimously.** Brief discussion occurred prior to the vote about the amount of light, taking the dimmer out, and having auto on when the light switch is flipped on.

9.4 Teacher Evaluation Delegation: Mr. Coughran explained that this is what he covered in his Superintendent report. He's looking for stakeholders (board members, parents, teachers, and administration) to attend the four or five meetings between February and June. Following a brief discussion, it was determined that John Hischer will be the Board representative.

9.5 Resolution #14-01 Appointing Primary & Alternate Members in Charge of Gaming: **Cosgrove moved to approve Resolution #14-01 Appointing Primary & Alternate Members in Charge of Gaming. Hischer seconded the motion and it carried unanimously.**

9.6 Kitchen Use Request: Mr. Coughran spoke about a letter from Dylan Healy requesting to use the school facility to do the Box Lunch Program for White Pass; this will not impact the school lunch program. **Cosgrove moved to approve Kitchen Use Request. Hischer seconded the motion and the motion failed unanimously 0/4.** Discussion occurred prior to the vote: can this legally be done in the school kitchen; is it legal through the State to prepare this food in the school; should there be a charge; the school should not compete with other entities; another question is where does it stop; events different than business for profit; should there be a fee; more comfortable because Dylan knows how to use the school's equipment; it is a fine line between a public building and a private business; need more structure for this; understands the hesitance of the Board; not sure the school should be used commercially; this facility is the Municipality's building; could doing this offend the Municipality.

#### 10) QUESTIONS AND COMMENTS BY BOARD MEMBERS:

- Cosgrove distributed a final superintendent evaluation for this year to each Board member to review; it will be on the January agenda. The superintendent and teacher evaluation for next year will be aligned with Marzono. She seconded what Belisle said about Mr. Coughran, his role here, and his positive energy. Cosgrove also commented Denver, we're so proud of you.
- Miller thanked Cosgrove for doing the superintendent evaluation.
- Hischer shared that at the communication meeting, they identified five target groups (parents, non-parent community members, businesses, the government, and alumni) for public outreach. They are looking at an automated phone and automated texting system; an annual learning expo; multi generational activities with the students; welcome baby letter from the superintendent; annual alumni recognition and alumni updates on facebook. He added that the Early Learning project this spring will be at White Pass with a train theme book.
- Cosgrove added that the course handbook will tie right into communications.
- Belisle recommended that Communications be added to 5.3 on the agenda. It's quite exciting to be on the Board; we're getting a lot done. Our kids excel which comes from the teachers and us.

#### 11) BOARD DISCUSSION ITEMS:

11.1 High School Credit for Graduation Revision: Mr. Coughran spoke about the course handbook meeting last week. They discussed setting up the course handbook with a vision towards scheduling with an emphasis on the Alaska Performance Scholarship which is based on courses taken by a student, their grades, and their SAT scores. He then addressed changing the 26 credit graduation requirement to four credits of English, Math, Science and Social Studies; .5 credit for physical education, health, life skills, and technology; and eight elective credits so a student would meet the course requirements for the scholarship. Tim Cochran commented on how the Alaska Performance Scholarship was working for his son and he commented on the importance of a student's SAT scores when qualifying for the scholarship. Mr. Coughran added that by changing the graduation requirements a student would automatically qualify for the scholarship course requirements; grades and test scores would then be up to the student.

11.1 High School Credit for Graduation Revision Continued: Then Cosgrove commented about the math curriculum and appropriate level teaching for students. She suggested personal math could be added and only available the senior year. Personal Math would be a class that specifically addresses the skill sets an individual student needs and would require teacher recommendation. Then the credits a student has at graduation would automatically make them eligible for the Alaska Performance Scholarship. Discussion followed: see this change impacting shop classes; what about students not going to college; special students taking advanced math; highly self motivated student versus a struggling student; see this as more of a counseling issue instead of a graduation requirement; online classes for students; students are more aware of this scholarship and take the classes they need; thanked Ms. Meyer for her involvement with the students; the costs of college are going up; recommendation to educate parents through an informational meeting; students taking teacher aide and OJT classes; goal is to prepare students for after high school.

11.2 Healthcare Report: Mr. Coughran introduced Nancy Tegee, our insurance broker. She works to get us the best deal with our policy and met with a group of teachers and Cosgrove to discuss the current state of affairs regarding health care and proposed changes. Nancy stated that Skagway School currently has a non-grandfathered health care plan. That does means that new health care plan that Skagway School has to get at renewal on July 1 will have to conform with all the new health care conform rules. Essentially that means it will have to have all the essential benefits and meet all the design requirements the feds put out. The consolidation of benefits and package will increase the price approximately 30% for next year. She spoke about the changes that will affect Skagway School's health care. Then she spoke about how the pool operates currently and how it would be affected by Senate Bill 90. Need to try to keep the power and decision making local. There will be rate increases; prices are as good as the pool is; and the School is in the same pool as the Municipality. Pricing will be available mid to late April. Plans are being structured and information should be out in February. The Skagway School District has to submit a budget which is due March 15. Senate Bill 90 passing could affect the cost of Skagway's School's health care plan.

**12) COMING EVENTS AND MEETING ANNOUNCEMENTS:**

- A Community Forum was previously scheduled for January 21, 2014.
- A Work Session and a Regular Board Meeting was previously scheduled for January 28, 2014.
- A Regular Board Meeting was scheduled for February 25, 2014.
- An Early Education Committee meeting was scheduled for January 8, 2014.

**13) EXECUTIVE SESSION (If Required): FY2015 Budget Hischer moved to go into executive session at 8:55 p.m. for matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the District. Cosgrove seconded the motion and it carried unanimously.**

8:55 p.m. Went in to executive session

9:52 p.m. Came out of executive session

**14) ADJOURNMENT: Miller moved to adjourn at 9:53 p.m. Cosgrove seconded the motion and it carried unanimously.**

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Debbie Knorr  
Administrative Assistant

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Andy Miller  
Board Clerk