

## School Board Policy Committee Meeting

ADC – Board Room or Zoom Webinar

April 24, 2023

5:30-7:00 pm

### AGENDA

Public Zoom Webinar Link: <https://us02web.zoom.us/j/84427512741>

(888)788-0099 or (877) 853-5247

Webinar ID: 844 2751 2741

**A. Call to Order & Land Acknowledgement Statement:** As a committee of the school board, we would like to take this moment to respectfully acknowledge we are residing on the traditional land of the Dena (pronounced duhNAY) people.

**B. Our Mission** is to provide an excellent, equitable education in a safe, supportive environment so all students will succeed and contribute to a diverse and changing society.

#### **C. Roll Call**

Committee Members:

April Smith, Chair, Board Member

Ivory McDaniel-Ilgenfritz, Exec Director of HR

Cathy Pusch, FPA Representative

Robyn Taylor, FPA Representative

Robyn Capp, FEA Representative

Patrick Frymark, FEA Representative

Ellis Ott, Non-Represented Representative

Melinda Garnier, ESSA Representative

Deborah Kitelinger, Parent Representative

Aren Gunderson, Parent Representative

Tracy Garrison, Community Representative

Carla Browning, Community Representative

Suzanne Richards, Community Representative

Shaun Kraska, Community Representative

Staff: Teresa Paulsen, HR Assistant & Committee Administrative Support

Guests: Karen Melin, Chief School Administrator

Luke Meinert, Assistant Superintendent

Andreau Degraw, Chief Financial Officer

**D. Approval of Agenda & April 10, 2023 Meeting Notes**

**E. Administration Report and Update**

**F. Discussion Items**

1. AASB Online Policy Services

**G. Action Items**

1. Policy 939: Building Education Success Together (B.E.S.T) Correspondence Program
2. Policy 1061: Student Welfare - School Wellness
3. Policy 126: Parent Involvement in Education
4. Policy 1156.1: Major Gifts and Donations

**H. Set Future Meeting Date**

**I. Adjournment**

## School Board Policy Committee Meeting

ACD Board Room and Video Conference

April 10, 2023

### Meeting Notes

**Call to Order:** April Smith called the meeting to order at 5:31 PM and read the land acknowledgment and mission statement.

#### Roll Call

Committee Members Present:

April Smith  
Ivory McDaniel-Ilgenfritz  
Cathy Pusch  
Robyn Taylor  
Patrick Frymark  
Ellis Ott  
Aren Gunderson  
Carla Browning  
Suzanne Richards  
Shaun Kraska

Committee Members Absent:

Tracy Garrison-Excused  
Robyn Capp-Excused  
Deborah Kitelinger-Excused  
Melinda Garnier

Staff Present:

Teresa Paulsen

#### Approval of Agenda and Meeting Notes from February 23, 2022.

Robyn Taylor moved to approve. Shaun Kraska seconded. The motion passed unanimously.

#### Discussion Items

Policies Discussed

Policy 939: Building Education Success Together (B.E.S.T)  
Correspondence Program - Luke Meinert/Chane Beam

- Overview and discussion

Policy 1061: Student Welfare - School Wellness - Amy Rouse

- Overview and discussion

Policy 126: Parent Involvement in Education - Karen Melin

- Overview and discussion

**Next Meeting Date:** April 24, 2023, at 5:30 pm

#### Adjournment

Aren Gunderson moved to adjourn. Ellis Ott seconded. The motion passed unanimously. The meeting was adjourned at 6:52 pm.

# Association of Alaska School Boards

## Online Policy Services Agreement – Fairbanks School District

This Agreement is made by and between the Association of Alaska School Boards (AASB) and Fairbanks School District (the District).

In consideration of the mutual promises and covenants contained in this Agreement, the parties agree as follows:

- I. **Description.** The District has elected to take part in the Policy Online service. This project involves having the AASB publish the *Board's Online Policy Manual* on the Internet in Folio electronic format. AASB updates the Board's online policies promptly after receipt of word processing files for revisions. AASB also updates links to the Alaska statutes and other legal authority provided by the Board's policies as soon as practical.
- II. **Current and Archived Copies of the Board's Policies and Materials.** The parties agree that the District shall maintain current and archived copies of its policies and materials separate and apart from the copies maintained by AASB or given to AASB in order for AASB to fulfill its obligations under this Agreement. No agency relationship is created between the District and AASB for the purposes of record retention, storage, organization, dissemination, destruction, or maintenance, and the AASB will not be responsible for responding to requests for public records under the Alaska Freedom of Information Act or for responding to any subpoena on behalf of the District.
- III. **Disclaimer/Liability.** While every effort is made to ensure accuracy and completeness, neither AASB nor the District shall be liable to each other for any omissions that may occur, errors in judgment or mistake of law or for any loss suffered by either party in connection with the matters, to which this Agreement relates, except a loss resulting from bad faith or negligence on either party's part in the performance of their duties under this Agreement. AASB does not warrant that the Board's policies or other materials are fit for any particular purpose. Furthermore, AASB will not be liable for any direct, indirect, or consequential damages, including any loss of data arising out of use or inability to use the Board's policies or other materials.
- IV. **Subscription Fees.** A subscription begins when the District executes this Agreement indicating its desire to be a Policy Online subscriber. Districts may subscribe to Policy Online at any time, although subscriptions are on a calendar year basis.

Each subscriber must pay a one-time policy online development and publication fee for converting the Board's policies into the Folio format, which is **One thousand two hundred forty dollars (\$1,240)**. The initial annual subscription fee will be prorated for the remainder of the calendar year (April, 2022) and that fee is **two thousand two hundred ninety-five dollars (\$2,295)**. The 2023 policy update fee is **one thousand four hundred seventy dollars (\$1,470)**. The total initial publication and subscription fees are **five thousand five dollars (\$5,005.00)** and are due within 30 days of invoice. The following table shows the charges described above.

Development and publication fee	\$ 1,240.00
Prorated subscription fee (1 mos.)	\$ 2,295.00
Annual update fee for 2022	\$ 1,470.00

**Total initial fees: \$ 5,005.00**

The current annual subscription fee is **three thousand sixty dollars (\$3,060)** and includes the AASB Annual Policy Update Service as well as the Policy Online subscription fee. Annual fees are subject to yearly adjustment. The annual fee for the next 12 months period, January 1, 2024 through December 31, 2024, has not yet been approved by the AASB Board of Directors.

- V. **Term and Renewal.** This Agreement is effective for the remainder of the calendar year in which it is executed. After that, AASB will send a renewal notification and invoice to the District in **January** of each year, which, if paid by the District, will automatically renew their participation in the service for one calendar year. Any provision of a Policy Online subscription, including fees, may be altered after the initial subscription. AASB will notify the District of all changes by specifying them in the renewal notification. Renewal payment will constitute acceptance by the District to the new agreement terms.

## VI. Responsibilities

### A. AASB Duties

1. Through an arrangement with MicroScribe Publishing, this service provider will create a digital version of the manual in a Folio format InfoBase (***Board's Online Policy Manual***). This conversion to a digital format will usually be accomplished within 60 days of receiving the policy manual from the District. The conversion includes:
  - a) Creating hyperlink launching points and destinations;
  - b) Linking document hyperlinks to Alaska legal authority and other appropriate legal authority;
  - c) Creating a digital table of contents;
  - d) Creating a custom display using district-specific logo or colors
  - e) Developing browser rights and password protection, as necessary;
  - f) Conducting proofreading of the entire manual;
  - g) Providing password/FTP download setup, when appropriate;
  - h) Establishing a procedure for updating the online presentation;
  - i) Providing "Print Friendly" functionality;
  - j) Providing "Archive" functionality
  - k) Maintaining a 24-hour accessible server
2. Grants a non-exclusive user license and/or authorization to the District to use the ***Board's Online Policy Manual*** and a Folio format InfoBase. AASB will pay all costs associated

with acquiring, maintaining, and updating said license and all royalties and fees associated with it.

3. Publishes the District's online policy manual on the Internet site of the AASB's Folio Consultant, MicroScribe Publishing, at <http://www.microscribepub.com/>. AASB provides the District with an Internet URL address so that the District can link to the ***Board's Online Policy Manual*** from the District's Website.
4. Updates the District's online policy manual within a reasonable number of days (usually not more than three (3) after receiving word processing files for revisions. AASB posts unlimited revisions to the ***Board's Online Policy Manual***.
5. Links and references to the Alaska Statutes and other legal authorities are provided with the ***Board's Online Policy Manual***. AASB does not warrant the accuracy of these links or the material found on the linked website.

#### **B. District Duties**

1. The District provides AASB with its policy manual in electronic format (almost any word-processing program is sufficient, Word is preferred). The Board must decide for itself whether the contents of its policy manual are suitable for publication. AASB recommends that, before online publishing, the manual should be reviewed to ensure it is up-to-date with current legal requirements. If the Board wants the District's logo to appear on the ***Board's Online Policy Manual***, it must provide a JPEG version of the District logo.
2. Provides and maintains updated information as requested.
3. Grants to the AASB the permission to link to the ***Board's Online Policy Manual*** from the AASB website.
4. Participate in online training of the use of the MicroScribe platform and process for policy development.

**VII. Termination.** Either party has the right to terminate this Agreement immediately in cases of fraud or dishonesty by the other party. In cases of a material breach of the Agreement, a complaining party shall give written notice of the breach to the non-complying party. Notwithstanding the above, AASB has the right to terminate this Agreement immediately if, (a) its contract with MicroScribe Publishing terminates with AASB, and after a reasonable effort, AASB cannot find a similarly situated consultant to provide the services described in this Agreement, or (b) the Board discontinues its membership with AASB.

AGREED TO BY:



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Lon D. Garrison  
Executive Director  
Association of Alaska School Boards

Date: February 27, 2023

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Karen Melin  
Chief School Administrator  
Fairbanks School District

Date: \_\_\_\_\_

If these terms are acceptable, please sign and keep one copy for your files and return one copy to the office of the Association of Alaska School Boards.



Book	School Board Policy
Section	CHAPTER 09 - (2) Policy Manual
Title	Policy Committee/ Policy 939: Building Education Success Together (B.E.S.T.) Correspondence Program
Code	939
Status	Up for Revision
Adopted	January 15, 1985
Last Revised	September 21, 2010

The Fairbanks North Star Borough School District will ~~provide~~ **operate** a **statewide** correspondence ~~program~~ **school** that provides an alternative for families and students who want to pursue their public education outside of the traditional classroom.

~~Correspondence courses are available for students residing within the Fairbanks North Star Borough through Building Education Success Together (B.E.S.T.). B.E.S.T. offers two program options:~~

- ~~1. Parent driven K-12 home instruction; and~~
- ~~2. District provided classes for students in grades 7-12, which may include online courses.~~

Students enrolled in B.E.S.T.:

1. are assigned a certified educational **specialist** ~~coordinator~~ who oversees their individual learning plan (**ILP**);
2. are eligible to participate in athletics, music programs, and other extra curricular activities at their attendance area school according to district and state guidelines; and
3. may also enroll in classes at their attendance area school.

~~Students must be eligible to enroll in the school district in order to enroll in B.E.S.T.~~ **To be eligible for enrollment, all students must be enrolled in the Fairbanks North Star Borough School District and reside in the State of Alaska.** All students enrolling in the ~~program~~ **school** will follow the ~~program~~ **school**'s guidelines.



Book	School Board Policy
Section	CHAPTER 10 - (2) Policy Manual
Title	Policy Committee/Policy 1061: Student Welfare - School Wellness
Code	1061
Status	
Legal	<a href="#">Healthy, Hunger-Free Kids Act of 2010 Public Law 1111-296 Section 204</a>
Adopted	April 18, 2006
Last Revised	August 5, 2014

The Fairbanks North Star Borough School District believes the intellectual, social, emotional and physical development of each student is enhanced by healthy nutrition and physical activity. Our schools are committed to promoting and protecting students' health, well-being, and ability to learn by encouraging lifelong habits of healthy eating and physical activity.

It is the policy of the School Board to comply with federal wellness policies as a tool to promote student wellness, prevent and reduce childhood obesity, and provide assurance that school meal nutrition guidelines meet the minimum federal school meal standards. The superintendent will be responsible for implementing, disseminating, and evaluating the school wellness policy and its goals, as well as reporting its assessment to the Board.

An advisory team of collaborators, representing physical education teachers, school nurses, parents, students, nutrition service representatives, school board members, principals, and the public shall assist in the development, implementation, periodic review, and update of the wellness policies and goals.

**The District will prohibit the marketing and advertising of all foods and beverages that do not meet Smart Snacks nutrition standards on the school campus (i.e. locations on the school campus that are accessible to students) during the school day (i.e. the midnight before to 30 minutes after the end of the school day). The marketing standards described above apply but are not limited to, oral, written, and graphic statements made for promotional purposes. Items subject to marketing requirements include but are not limited to, posters, menu boards, vending machines, coolers, trash cans, scoreboards, and other equipment.**

The superintendent shall designate one or more school officials to ensure each school complies with this policy. The public shall be informed about the content and implementation of the policy. A periodic assessment of schools in compliance, a comparison of the district's wellness policy to model wellness policies, and progress made in attaining the wellness goals will be made available to the public.





Book	School Board Policy
Section	CHAPTER 01 - (2) Policy Manual
Title	Policy Committee/Policy 126: Parental Involvement in Education
Code	126
Status	Proposed

**The School Board recognizes that parents/guardians are their children's first and most influential teachers and that continued parental involvement in the education of children contributes greatly to student achievement and conduct. Parents/guardians can directly affect academic success by reinforcing their children's motivation and commitment to education. The district shall include parent involvement strategies as a component of instructional planning.**

**In exercising their roles in the education of their students, parents/guardians have the following specific rights:**

- 1. The right to object to and withdraw their student from a standards-based assessment or test required by the State of Alaska.**
- 2. The right to object to and withdraw their student from an activity, class, or program.**
- 3. The right to be notified at least two weeks before any activity, class, or program is provided to their student that includes content involving human reproduction or sexual matters, except this right does not extend to training provided to students on awareness and prevention of sexual abuse, sexual assault, and dating violence and abuse.**
- 4. The right to withdraw their student from an activity, class, program, or standards based assessment or test required by the State of Alaska for a religious holiday, as defined by the parent/guardian.**
- 5. The right to review the content of an activity, class, performance standard, or program.**

**In exercising the rights above, parents/guardians must object each time the parent/guardian wishes to withdraw their student from an activity, class, program, or standards-based assessment or test required by the State of Alaska. Categorical objections and withdrawals from all activities, classes, programs, or assessments are not permitted.**

**Students will not be penalized when withdrawn by parents/guardians from an activity, class, program, or standards-based assessment or test. Absences based on parent objection and withdrawal will be excused and, as appropriate, alternative work assigned.**

**Teachers and parents/guardians can better understand and meet student needs if they work together. All of our schools have a duty to communicate frequently with the home and to help parents/guardians develop skills and family management techniques which support classroom learning. Administrators and teachers should keep parents/guardians well informed about school expectations and tell them when and**

**how they can assist their children in support of classroom learning activities. The School Board encourages staff training in effective communication with the home. The School Board encourages parents/guardians to serve as volunteers in the schools and to attend student performances and school meetings.**



Book	School Board Policy
Section	CHAPTER 11 - (2) Policy Manual
Title	Policy Committee/Policy 1156.1: Major Gifts and Donations
Code	
Status	Up for Revision
Cross References	<a href="#">170 - Policy 170: Tobacco and Nicotine-Free School District</a> <a href="#">1156 * - Policy 1156: Community Participation in District Programs - Gifts &amp; Donations</a> <a href="#">1156 - AR 1156: Community Participation in District Programs - Gifts and Donations</a> <a href="#">1156.2 - Policy 1156.2: Community Participation in District Programs - Minor Gifts and Donations</a>
Adopted	March 21, 2006

~~A major gift or donation may only be accepted by formal action of the Board **of Education**. A major gift or donation is defined as either an individual item or a collection of items valued at \$1,000 or more; or an item, individually or collectively, of undetermined value which will incur maintenance, operating, or other costs reasonably expected to be \$1,000 or more.~~

The superintendent will submit a recommendation for action to the school board on any major gift or donation containing an advertising message.

An advertising message is defined as a verbal, visual, or written communication designed to influence a person to acquire, utilize, or support a service or product. (The manufacturer's company or brand name on an item or product is not considered an advertising message.)

The acceptance of a major gift or donation containing an advertising message will be based on the following guidelines:

- Educational value, **and**
- Impact on student learning environment, and
- Consistency with community standards.
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A place will be designated in schools to display the names of major gift donors.