

Northern Lights ABC Advisory Board

MEETING MINUTES
Tuesday, 09/09/2025
3:00 pm
NLABC School

PRESENT: Dorissa Martin, Jenny Cabasag, Terre Kimble, Michael Wuerth, Kristina Wuerth, Kelly DeRouin, Cheryl Holden, Tyler Kobelnyk, Zoya Stephens, Greta Gionet, Jackie Morris, Tiffany Voelker, Debbie Maestas, Andie Kelly, Lucy Matthew, Rosa Hohnstein, Clare Fulp, Robyn Harris, Joshua Kaufield, Brittany Gallagher, Madelina Alsuer, Mawuor Dior, Jacquelin Villasenor, Parrish Spohn

ABSENT: Robby Voelker (excused)

1. **Call to Order:** 3:02PM - Jenny called to order, Kelly seconded. Motion passed.
2. **Approve agenda:** Terre moved to approve agenda; Mike seconded. All in favor. Motion passed.
3. **Meeting Minutes from 8/5/2025:**
 - a. Jenny met with Mrs. Son & Mrs. Heinrich about 3rd grade concerns regarding people speaking on their behalf. They requested that if there are concerns, please table the conversation until 3rd grade representation is available to discuss.
 - b. Mrs. Matthew raised concern that the August minutes inaccurately stated she had “communicated strengths and weaknesses of other staff members” to Mrs. Martin, clarifying she never identified individual teachers and requesting the minutes reflect that her communication was not beyond what actually occurred. Mrs. Martin explained her recollection was that the conversation centered on grade placement and general observations about strengths at different levels. Mrs. Matthew also requested clarification regarding a statement that teachers were “teaching whatever they’d like.” Mrs. Martin noted she had raised this concern in May in relation to low reading proficiency scores and the lack of a documented scope and sequence. Faculty discussed that while teachers do follow the established core curriculum, there is flexibility to supplement as needed: Kindergarten follows set curriculum but may add content (Maestas), 1st grade teachers follow scope and sequence with individual variations (Gionet), 2nd grade is cohesive (Kelly), and 3rd grade aligns to state standards with teamwork and adaptability (Morris). Mrs. Voelker acknowledged the concern may apply to some classrooms but affirmed that scope and sequence exists if the curriculum is followed. Mrs. Matthew emphasized that no one is “teaching whatever they want” and all faculty agreed the core curriculum is being implemented with supplemental additions where appropriate.
 - c. Mrs. Morris is concerned with three comments that were made about her in the August Meeting and would like to have any questions about her decisions brought directly to her.

4. **Teacher Committee Members for 25/26 School Year:**

- a. Greta Gionet (Primary), Tiffany Voelker (Intermediate), Rosa Hohnstein (Middle School)
- b. Teacher Leadership Committee: Debbie Maestas (K), Greta Gionet (1st/2nd), Andie Kelly (2nd), Jackie Morris (3rd/4th), Tiffany Voelker (5th/6th), Rosa Hohnstein (Middle School)

5. **Curriculum Update:**

a. Lucy Matthew confirms that 5th Grade is new & getting into Mos Dos curriculum, and all the rigor is there. Testing is all multiple choice and is on the weaker side so she is meeting with Mrs. Voelker to go through the teacher book and add question/answer format and essays. There is course work for each story, including vocabulary activities, literary components, critical thinking, comprehension elements, and analytical skills. Mrs. Voelker confirms that she met with Mr. Redhead, the other 5th Grade teacher, and he confirmed the exact same thing, and that he & Mrs. Matthew are going to work together to do a scope and sequence, with the teacher manual, and dive into the same stories at the same time, but as far as lesson planning, that's for each instructor to plan individually.

b. Mrs. Martin acknowledges that some of the bindings on the new student books/materials are falling apart and that Jenny is getting in touch with the vendor. In the meantime, book covers are recommended, and if needed, glue the spines.

c. We are still \$2,400 away from our fundraising goal to cover the new Mos Dos curriculum. Donations can be made at the GoFundMe Link - <https://gofund.me/0f036e21a>

6. **Philosophical Corner:**

a. Mrs. Martin encourages everyone to read the monthly Tiger Tracks because it contains important information to share with families. Families who have not yet completed the Philosophical Agreement, please do so ASAP (There are some Middle School students, as well as a student/parent in Mrs. Gionet's class, who are currently refusing to sign, so Jenny will be reaching out to them). Mrs. Martin would like to meet with the PTA to determine a Calendar Outline for Tiger Tracks for the year to work together and identify what's important to cover; for example - dress codes. If teachers have a specific topic they'd like addressed, please bring attention to your representative teacher.

7. **Committee Requests:**

- a. 7:50-8:05am crossing guards, lunch duties, and cafeteria support
 - i. Mrs. Martin needs consistency from volunteers. We welcome the support, if you have an interest, please contact Mrs. Martin directly to confirm when you're available
 - ii. We've been given three positions for noon duty coverage; these positions are posted online to apply at the [Anchorage School District - Frontline Recruitment](#) site. Apply for Service High School and then contact Mrs. Martin to confirm you've applied.

8. **1st & 2nd Grade Lunch in the Classrooms:**

Jenny opened the discussion by asking what could have been done better, stressing the importance of cohesion between parents, teachers, and staff. Mrs. Martin acknowledged that

parent outreach and communication should have been stronger. She explained that the decision to move 1st and 2nd grade lunches into classrooms came on short notice from teacher requests and was influenced by several factors: a new BPO, staff shortages, a tight MPR schedule, and the belief that classrooms would provide more time for eating and improved supervision.

Teachers expressed a range of perspectives. Mrs. Gionet noted that while the arrangement was manageable, cleanliness was a major issue, students were disappointed about missing the MPR experience, and long stretches in class reduced opportunities for breaks. Mrs. Kelly felt students enjoyed talking more freely in classrooms without discipline issues from noon-duty staff, and she found bathroom trips easier to manage, though cleaning was an ongoing task. In contrast, Mrs. Voelker emphasized fairness and consistency with NLABC's philosophy that responsibility should be taught in the lunchroom. She raised concerns about unequal workloads, pointing out that she was not offered the option of classroom lunches and had heavier duty rotations. Kindergarten teachers added that they already manage classroom lunches and duty without difficulty, noting their classrooms lack carpet and the routine includes quiet eating time.

Parents raised additional concerns. Several adjusted lunches based on carpets, avoiding messy foods. Some felt students were being punished, restricted, or treated inconsistently, with reports of children hiding food or being told what order to eat in. Others noted uneven rules across classrooms, including "no talking" policies or daily use of Clorox wipes by students. PAC members also voiced frustration about the lack of parent involvement in the decision and confusion around survey results. Concerns included whether comments outweighed votes, unclear survey design, and inconsistent data reporting.

Mrs. Martin admitted communication had been inadequate and that she "dug her heels in" during the process but expressed openness to reassessing. She agreed to send out a simplified survey to 1st and 2nd grade families, offering a straightforward choice between cafeteria or classroom lunches, with the majority determining the outcome. She also committed to sharing parent-submitted research, ensuring proper disinfectant supplies were available instead of Clorox wipes, and considering equity in duty assignments.

The meeting concluded with consensus on several key points: student social time during lunch is important, fairness across classrooms and teacher workloads must be addressed, and noon-duty roles and expectations need clarification. Mrs. Martin confirmed she would revisit the issue by mid-October after reviewing the new survey results.

Action Items:

1. Mrs. Martin will share research provided by a parent on the social environment during lunch with PAC.
2. Mrs. Martin will obtain and stock district-approved disinfectant in all classrooms (to replace use of Clorox wipes by students).
3. Mrs. Martin will resend a simplified survey to 1st and 2nd grade families (MPR vs. Classroom) between 9/15–9/19.

4. Mrs. Martin will meet with Mike Wuerth on 9/11 to finalize the survey before distribution on 9/12.
 5. Mrs. Martin will reassess the decision on 1st and 2nd grade lunches by mid-October, based on survey results and feedback.
8. **Middle School Electives:**
Mrs. Martin discusses that Environmental Studies was brought up at the August PAC Meeting & how elective selections have come back since then and the number of students who chose Biology are enough students to fill 1st and 2nd semester classes so her proposal is to steer clear of the controversy of environmental studies. All parents agree.
9. **Committees:**
- a. Jenny needs a Chair for the Thanksgiving Committee- Brittany Gallagher & Cheryl Holden volunteer to co-chair. Mrs. Martin clarifies if it always has to be a PAC member to chair, or co-chair. Jenny confirms for a committee, the PAC President always has to be there, then at least one PAC member is usually requested since the Thanksgiving Feast is a PAC Event.
 - b. Jenny requests help for the Veteran Wall - Mrs. Morris will lead & Kristina Wuerth will volunteer. Parent Jacqueline Villasenor can assist with cutting/gluing at home.
10. **Primary Teacher Rep Comments:**
Mrs. Gionet inquired about the noon-duty jobs being posted, and if this means potential to bring back Kindergarten Aides, since they're currently only there for 2 hours. There are strong special education needs in the rooms and for our program to meet the philosophy, the SPED students will not be successful without extra attention required. Also, very interested in bringing the "Sunshine Club" back; staff needs morale. Teachers buy in and either do potlucks, or donuts, or whatever helps to build the connection and community, like if someone is in need. Each staff member brings \$25 and there's approximately 40 staff, that's \$1,000. Mrs. Voelker agrees that a lot of teachers and staff can feel the whole vibe is off and stressed, no one knows how to get that support and how to have fun!
11. **Secondary Teacher Rep comments:**
Mrs. Voelker raised concerns about distractions during MAP Testing, noting insufficient monitoring in the halls and students moving freely to lockers, compared to last year's structured lining up. She requested clarification on the change in procedures and emphasized the need for consistent expectations and curriculum continuity. Teachers are encouraged to collaborate to ensure homework and assignment expectations are consistent through 6th grade, including monitoring no-name papers and missing assignments. Mrs. Matthew supported the recommendation that new teachers consult with veteran staff to understand the scope and sequence. Mrs. Voelker requested this be addressed at the next PLC meeting, with attention to vocabulary, Cornell notes, phonograms, and consistent instructional delivery. Questions were raised about the 3rd grade teaching the "Anchorage Unit," a 2nd grade curriculum, which Mrs. Morris explained is being used as a guide to assess students' fine motor and task-following skills. Mapping of units has begun, and Mrs. Martin confirmed that a document exists showing curriculum coverage per grade, though it is not detailed. Plans at the 9/22 PLC meeting include

analyzing three-week periods for K-3 and 4-6 to create a more detailed timeline for curriculum documentation. Mrs. Matthew emphasized ensuring new teachers are not “reinventing the wheel,” and Jenny noted that retired teachers left behind instructional materials for reference. Middle school Language Arts remains handwritten to reinforce cohesive writing skills without technology. Concerns were raised regarding teacher preparedness and lack of formal lesson plan submission, limiting the ability to track curriculum. Mrs. Martin confirmed that, while teachers submit limited written plans, walkthroughs indicate that the same material and subjects are being covered across classrooms. Mrs. Morris reported that 3rd grade spelling materials were misaligned with Spaulding phonograms; she marked five lists and plans to adjust the remaining 20+ lists. It was confirmed the current book will not be used next year due to cost and misalignment, with phonograms and spelling being taught via the Spaulding method. Mrs. Morris and Mrs. Matthew discussed curriculum alignment and resources, noting efforts to supplement materials where gaps exist. Jenny clarified that teachers cannot be expected to cover every 3rd grade class individually, emphasizing team-based consistency. Mrs. Kelly noted that different teaching styles across multiple teachers can create varied delivery, reinforcing the importance of cohesive planning. Mrs. Morris confirmed she is working within the team structure to maintain alignment with NLABC’s philosophy and curriculum standards.

12. Middle School Teacher Rep comments:

Mrs. Hohnstein emphasized the need for a published scope and sequence to provide parents with clear curriculum information. Mrs. Martin confirmed that creating a transparent, supportive document has been a plan since last year. Teachers are documenting scope and sequence through PLC meetings, and the timeline suggested is one year for documentation, followed by two months of committee review, with adjustments as needed based on test scores. The goal is a living document ready by December 2026. Concerns were raised about student behavior and supervision during three-minute passing periods. Hallway congestion is increased due to backpacks and student questions, and noise, including locker slamming, remains an issue. Mrs. Martin emphasized the need for adult supervision and intentional monitoring. Suggestions included alternating locker visits every other class and involving the Student Advisory Committee to support peer management. Discussion addressed consistency across grade levels, including homework expectations, curriculum alignment, and adherence to school traditions such as singing songs, reciting the pledge, and listening to announcements. Teachers agreed to collaborate to ensure expectations are clear and consistent, with support from veteran teachers as needed.

13. Principal comments:

a. Currently have 604 students – at capacity for district PTR (Pupil to Teacher Ratio)

- i. 8th grade has some seats available, Kindergarten has a seat, 1st grade has a seat, and 4th grade has a seat

b. Still have an open position for guidance counselor. Hoping to have a face-to-face interview with a candidate on Thursday. Other than that, and noon-duty openings, all positions are filled. We had a second SPED teacher position allotted to us at the beginning of the year, but that’s been removed which is devastating. Mr. Theiler is scheduled to be at our school 70% of the time, and Baxter Elementary 30% of the time.

c. The first evacuation drill went well, the second one will be scheduled after assessments have been completed. Typically, the drills will be done at the beginning of every month. There is a new

system protocol for ALICE, it's now a much cheaper drill for ASD called SRP "Standard Response Protocol" which has been adopted all across the United States. Posters have been laminated and put in classrooms, but we are searching for volunteers to hang posters in the hallways. Nurse Natasha has inventory, cleaned, and restocked emergency backpacks for all classrooms; they had not been looked at in over four years.

d. Mrs. Martin has been to all but 3 classrooms to review the district handbook for middle & elementary schools and is looking to meet with the leadership team to review the behavior matrix that has been adopted by NLABC to go over common area expectations, like the hallways, cafeteria & playground. Tentative date is 9/17 for behavior expectations.

e. Mrs. Martin, and everyone in the room, give Jenny Kudos on the new Calendar with all of the events and activities in one place, and will make sure to include this in every Tiger Tracks email.

f. Met with Savannah who's in charge of grants for the district. We agreed the first grant needs to support training the teachers with Spaulding and it will probably happen over the summer. We will pursue curriculum grants as needed; it's important to get the missing pieces to support Spaulding classroom sets. We were able to obtain 70 Saxon pre-algebra books for middle school, from the warehouse.

g. Since adjusting to the new BPO role, Mr. Jason has received positive feedback from teachers regarding his attention to detail. He is actively working through the transition and collaborating with Mrs. Reale for mentorship. Regarding facility concerns, the presence of fruit flies in the building has been traced to the door near the garbage handler being left open, which allowed flies to access the garbage retractor. Apple cider vinegar traps have been placed throughout the school, and we are taking steps to address and eliminate the issue promptly.

14. PTA comments:

a. Cheryl oversees the school store, with Tiger Reading Bucks, and would like to know what we'd like to see, or not see, in the store. Mrs. Kelly requests no slap bracelets.

b. Terre inquired about how volunteers should handle picture day dress codes, adhering to what's in the school handbook. Many students, mostly middle school girls, are showing belly buttons, and wearing fake nails & lashes. Mrs. Hohnstein says she has XL white tee shirts in her classroom for dress code offenders. Mrs. Martin will send an email reminder that if the dress code isn't not adhered to, no picture will be taken, the student will need to come back for retake day, and they will need to contact their guardians for replacement clothing.

15. Celebrating Successes & Positive Wins

a. Jenny loved the Tiger Tracks email that went out. Mrs. Martin confirmed that Mrs. Johnson does the skeleton of the Tiger Tracks and they work as a team to complete it. Jenny also acknowledged the "The Group Norm Cards" that Clare had the district made for our PAC meetings and gave them a "chefs kiss".

