

Northern Lights ABC Advisory Board

MEETING MINUTES
Thursday, 11/13/2025
3:00 pm
NLABC School

PRESENT: Dorissa Martin, Jenny Cabasag, Michael Wuerth, Kristina Wuerth, Kelly DeRouin, Cheryl Holden, Tyler Kobelnyk, Robby Voelker, Elizabeth Congdon-McGee, Andie Kelly, Bernadette Wright, Rosa Hohnstein, Greta Gionet, Jackie Morris, Tiffany Voelker, Lucy Matthew, Brittany Gallagher, Danielle Tompkins

ABSENT: Terre Kimble, (excused), Zoya Stephens (excused)

1. Call to Order: 3:07PM - Jenny called to order, Kristina seconded. Motion passed.
2. Approve agenda: Kelly moved to approve agenda; Robby seconded. All in favor. Motion passed.
3. Meeting Minutes from 10/14/2025:
Jenny confirmed that October Meeting Minutes were approved via email.
4. Curriculum Update:
 - a. Mos Dos
Mrs. Matthew provided documents to each member in the meeting that outlined each unit, theme, scope/sequence, daily lesson, core standards, stories/plans, and the goal of what to do in class each week. She identified that the Mos Dos replacement is very similarly organized like the Houghton Mifflin character values & common core standards. The tests are hard but have surprisingly interesting stories; Mrs. Matthew has added questions to the tests that require the students to do personal writing in question/answer format. She discussed how she shared this packet with Mr. Redhead, and how they're both figuring it out and collaborating on what they're doing similarly and differently. Mrs. Martin inquired about the 10 anchor common core standards for reading literature and identified heavy repetition for literature standards regarding 5.1 - 5.2 (key ideas and details, more literal), but not much emphasis on the 5.4-5.10 standards (structure & complex standards; analyzation of tone, more rigorous). Mrs. Matthew addressed how the analytical questions cover the standards and make the students discuss all kinds of

things about the story and how this program was not meant to replace language arts & grammar but rather replace literature. After reviewing the different standards together aloud, Mrs. Martin confirmed that 5.8 not applicable in literary text but applies to informational text.

b. Middle School

Mrs. Wright confirmed all syllabi have been emailed or handed out at conferences. Mrs. Martin verified that all core classes are also available on canvas. Jenny said she has not yet received a syllabus for debate, but Mr. Cullings verified that the topics are chosen by students.

Mrs. Wright suggested checking “Remind” for debate syllabus; Jenny confirmed that she received the syllabus from Cullings for pre-algebra but not debate. Mrs. Wright admitted that electives are new to the faculty this year; Mrs. Martin elaborated by saying MS teacher’s communication is centered around core subjects, however, electives should be at least highlighted.

ACTION ITEM: Mrs. Martin will follow up with Mr. Cullings for the debate syllabus.

5. Follow-up Items – Mike Wuerth

a. Syllabus for classes: Mike asked for verification that all syllabi, except debate, were posted on canvas. Mrs. Martin confirmed yes, and that all teachers are now sending email updates biweekly, starting the week of 11/17, and that she will be keeping track. (Mrs. Farrens and Mr. Redhead also use “Remind”.) The expectation of teacher communication in the Teacher Handbook is minimum monthly, but preferably bi-weekly communication, and Mrs. Martin is keeping a dated checklist in her office to confirm bi-weekly updates are being sent. Additionally, one cohesive parental communication from MS with a brief synopsis of elective information. Grades K-6 communication is based around core subjects, highlights, upcoming field trips, student success, etc.

b. Safety issues with doors locked/unlocked: Mike asked if the doors have begun being locked around all access points except the front door. Mrs. Martin had not relayed this proposal to parents or staff yet, as she received the October meeting minutes later than usual. Tardies are a huge concern as 91 students were tardy on Wed 11/12, and 61 tardies took place on Thurs 11/13. Furthermore, two complaints were received from citizens regarding backed-up parking/congested traffic due to snowy weather & road delays. From a leadership perspective, Mrs. Martin questioned the likelihood of a safety concern with side doors remaining unlocked until Mr. Jason can lock them (after morning announcements). Last year, Mr. Bobby opened the doors @7:50am/8:50am, depending on traditional start or late-start-Monday, and locked the doors following announcements. Mrs. Martin believes that a greater concern is the number of students the front office is seeing up-front after the first bell rings, and that it should be a common practice to always be aware & alert of safety, whether the doors are open or closed. Jenny stated that her opinion was what’s best for the teachers & how they feel because anything can happen in a minute. Mrs. Voelker expressed concern about no one being outside to watch

children walking alone outside and agrees that the doors should remain locked after the teachers are done bringing students inside after the 7:50am/8:50am bell rings. Mrs. Wright also agreed that the side doors should be locked, and that she and Mrs. McConnell are usually in the hallway by the door to let students in when the doors are closed/locked anyway. Mrs. Morris stated that she has observed parents waiting in the parking lot until the 7:50am/8:50am bell rings and then allowing their kids to go in through the front door, so they do not have to wait outside or walk around the building, and that there are usually 20+ cars still in line when the first bells rings. Mrs. Martin identified that with the congestion of cars in the lot during the timeframe of 8am-8:04am, Tyler stated it takes an average of 3-4 minutes per car to get through and is concerned about the safety of a child getting hurt while they are out front. Brittany Gallagher mentioned that the Dowling traffic at the light gets backed up and she frequently gets stuck sitting through 5 rounds - even if they leave earlier than usual. Mrs. Martin said ASD took a call from a parent in the lot who's upset about safety concerns on Dowling and ASD suggested the parent call 311 non-emergency line to report. Mrs. Kelly said during the two days a week she is in the front during morning crosswalk duty, she has to "be pushy" and make students walk around to get in line or wait for the bell to ring because they just want to walk in through the front doors. Jenny acknowledges that the light at Lake Otis & Dowling is definitely shorter, and that it is sometimes backed up to the roundabout; previously, a call had to be made to the Municipal of Anchorage regarding the light at Laurel because it was shorter, too. Mrs. Matthew agreed that the crosswalk is very busy at 8:50am/8:50am and suggested assigning a person that does not have a morning class to fill in the time between the first bell & 8:05/9:05 to assist cars getting through faster. Cheryl gave a shoutout to both Mrs. Congdon & Mr. Pierce for their hard work in the morning crosswalk duty. Mrs. Martin confirmed that they split the week 3days/2days as their lesson planning starts promptly at 8am/9am. Mrs. Matthew asked if there is any adjusting we can allow to cover their crosswalk time until 8:15/9:15. Mrs. Martin stated that unfortunately, we cannot hold them past 8/9am because of their contracts. Tyler said this has been a consistent issue; with 400 cars a day, in a 20 minute window, we are in need of someone to stay outside past 8am/9am because of cars driving in the lot. Mrs. Martin suggested parents walk around with positive posters thanking the cars for driving safe & going slow. Brittney suggested giving tiger bucks to parents, to get to their kids, to reward the parents for driving carefully and to help build the community. Mrs. Morris asked if we can purchase and display the neon-lighted signs that identify "drive slow, children present" as a reminder that kids are walking all around. Kristina asked if Mrs. Martin can add to the next Tiger Tracks how dangerous it is to let students out in the second-parking lot because it is dark and not as easy to see students walking in that area. Mrs. Gionet said her hallway's door has never been unlocked until this year, but now it's unlocked until about 8:15/8:15am and students AND parents are able to get in as of now. Mrs. Morris & Mrs. Voelker both agreed that doors should always remain locked and teachers can use fobs to open if needed. Kristina asked what expectation is listed in the Student Handbook regarding tardies and enforcing parents to leave earlier so their children aren't late. Mrs. Martin said that there is a statement in the Lottery Application that says the student's seat could be revoked if they receive too many (15x) tardies, and there is a letter in ASD Queue that

is generated to notify the parents. Mrs. Matthew inquired about NLABC creating our own letter that reiterates the tardy policy and potential consequences, but Mrs. Martin confirmed that since it's self-generated in Queue, it would create more work for the front desk staff because they would have to print them individually. Tyler asked what the earliest time for students to be dropped off and Mrs. Martin confirmed 7:40/8:40am.

ACTION ITEM: Mrs. Martin will look at assigning someone to cover the crosswalk until 8am/9am

ACTION ITEM: PAC will investigate posters/signs and positive reinforcement for attention to children in the parking lot & driving cautiously.

ACTION ITEM: Mrs. Martin will relay the new procedure to parents and staff that all doors will remain locked & teachers on duty will open and close doors when the bell rings.

ACTION ITEM: Mrs. Martin will confirm the power of a tardy letter in the next Tiger Tracks email and reiterate to parents that multiple repeat offenders can be at risk of losing their lottery spot.

6. AI Governance

Jenny & Mrs. Hohnstein had a conversation about how to work around Chat GPT, Gemini, Gemini, Copilot, etc. and how most of the time you can often type the AI answers into AI and it will tell you if it's AI.

It was questioned whether a paper should be kicked back to a student if they've used AI, or if they should just be given a zero. Mrs. Voelker confirmed her students receive a zero, and how she uses in class writing samples to compare to their computer essays; if a student's writing is suddenly much different, it's usually a red flag, and how she (and Mr. Kach) does not let the students use computers until a final draft.

Mrs. Hohnstein agreed it would be useful to form a committee to discuss guidelines to be cohesive & determine what disciplinary actions would look like. Mrs. Morris said she discusses the word "cheating" with her 3rd graders and how it's not fair to the person who originally wrote the work unless you show her that it came from somewhere else and give them credit.

Jenny inquired about the option to block AI from Chromebooks. Mrs. Martin discussed the teacher/learning page on the ASD site regarding resources for teachers to provide about "What is AI?" and agrees that a committee to determine when it's appropriate to utilize AI would be useful because then it brings the question of- is it cheating when a parent helps a student with homework? ...Or when students are working with teachers? ...Or when students are working together with their peers? ...Or students are working with a tutor?

ACTION ITEM: Mrs. Martin will add to the "NL News," the link/resource to let teachers know where to see information on the ASD site to better understand AI.

ACTION ITEM: Jenny can provide a class to teachers about "Is this AI?" as she has given these types of classes for her work before. Some teachers who aren't tech savvy might not even have this topic on their radar.

ACTION ITEM: Mrs. Voelker & Mrs. Hohnstein can email each other to discuss further & provide an AI Update before committing to an actual committee.

7. PTA Comments

Cheryl confirms the School Store is taking place Fri 11/13. No new Tiger Bucks have been distributed so it may be a smaller store. The Free Book Cart on display during the School Store has been a huge success. Mrs. Martin reiterates that she will be sleeping on the roof overnight when the students achieve 3.5 million pages read!

8. Philosophical Corner

After discussion it was determined that we need to incorporate parent/guardian behavior, and that there was an essay done on generosity that was really well written. Decision made to write a blurb on generosity around parents modeling the behavior and the impact it will have on our students.

ACTION ITEM: Jenny to provide a blurb to be incorporated into the December Tiger Tracks.

9. Committees:

Thanksgiving Feast: Cheryl said the Thanksgiving Feast is coming along great; candy and the rolls of paper are here, and the collection of money for meals is trickling in and a majority of the cost is being covered by parents. Brittany confirms that the seating chart has been finalized and will be sent to parents the day before the feast. A schedule has been sent to the PAC, teachers, and PTA. Yankee Doodle music for the parade should have a trial-run to ensure the Gym & MPR audio works, as well as the movie in the MPR. Mrs. Martin confirmed there's been no sound in the MPR since August, a work order has been submitted for months, and the part needed is expected to arrive a week before the feast. Mrs. Hohnstein confirms that you can Bluetooth music through the MPR. Brittany asks that the teachers continue to encourage parents to sign-up to volunteer; the sooner they sign up, they can ensure they are on the approved volunteer list or not. We still need about 25 volunteers for 5th/6th grade in the afternoon.

ACTION ITEM: Some parents have not used their full names for the signup list, but rather initials, so Jenny is going to see if she can see more identification on the signup site/link to show who's who and follow up with Brittany.

ACTION ITEM: Mrs. Martin will forward this information to Libby Gionet too, so she can add this need for volunteers to the Facebook page.

10. Parent Comments:

Brittany asks how the teachers feel the intermediate assembly went last week; the microphone volume was very quiet on top of some parents yelling and hollering in the crowd which caused some students to not hear their name being called.

ACTION ITEM: Mrs. Martin will send an email to parents before the 11/21 RWB Assembly asking parents to please hold their applause until all names have been called so each student is acknowledged for their hard work.

Jenny discusses how Mr. Cullings class has been decorating for the Thanksgiving Feast during debate class and asks if there is a better use for this in study hall.

ACTION ITEM: Mrs. Martin agrees that electives should include rigor and expectations and will follow up with Mr. Cullings.

11. Primary Teacher Rep Comments:

Mrs. Gionet notifies everyone that the NL Official Facebook page and Instagram are now official and Ms. Libby Gionet is the primary moderator and has been boosting the engagement by sharing cool things we do at our school.

ACTION ITEM: Jenny will post about the NL Official Group in the NL Community Group to mass-invite everyone to be in both groups.

12. Secondary Teacher Rep comments:

Mrs. Voelker left early but communicated nothing to report.

13. Middle School Teacher Rep comments:

Mrs. Hohnstein confirmed that the Boo Pop Fest raised over \$780! Also, the MS students had a door decorating contest in C-Hall for DARE against drugs. Mr. Cullings has been working with his class to create posters for the Thanksgiving Feast. She also confirmed that the system for identifying which MS students are receiving department awards has been reworked, and they will be meeting with Mrs. Martin to finalize the guidelines.

ACTION ITEM: Mrs. Martin will add new definitions to the handbook once the guidelines are established.

Lastly, Mrs. Hohnstein informs everyone that there are district sponsors, such as Parks Foundation, to take students on buses to teach them how to ice-fish, and/or Botanical Gardens, to teach students how to revitalize gardens.

14. Principal comments:

Discusses the NL Official Facebook Page & Instagram, and how she met with Corey Young at ASD to make sure the page(s) were legitimate and had the appropriate people monitoring it. In less than a week, 30+ new followers already and a huge shoutout to Libby Gionet!

Students are flying on their phonogram tests! Mrs. Martin has a list posted in her office with the teachers and it's getting very (friendly) competitive.

Sports continue to thrive; JV volleyball won both games. Also worth mentioning our pool of athletes is much smaller and we're still standing out.

MAP and MCLASS assessments are taking place in the first week of December.

New LED Light that was installed in the crosswalk; very exciting, and much more lit-up in the dark winter mornings.

15. Celebrating Successes & Positive Wins

Mrs. Martin is excited that the crosswalk now has a new LED light installed outside.

Jenny acknowledged Mrs. Congdon for her attentiveness out front in the mornings at the crosswalk.

Robby Voelker would like to make a donation on behalf of his company; parent volunteers that assist with the Thanksgiving Feast will be entered to WIN a Thanksgiving meal; Kids that dress up will be entered to WIN a raffle prize; and Middle School will receive a pizza party for dressing in all black (approximately 130 students).

16. Adjournment: Jenny motioned to adjourn at 5:43pm; Robby seconded. Motion passed.