



Alaska Native Cultural Charter School
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Academic Policy Committee
 General Meeting Agenda Minutes
 Monday, January 12, 2025, at 5:30 pm
 Location: ANCCS Library
 Zoom Link: <https://bit.ly/ANCCSAPC>
 Meeting ID: 988 3826 2941
 Passcode: eagles

<u>ANCCS APC Board Members</u>		
☒ Michael Patterson, President, Parent	☐ Danielle Larsgaard, Parent	☒ Danielle Keyes, Staff
☒ Ayayaruk-Shannon Hawkins, Vice President/ Community	☐ Amelia Simeonoff, Parent	☒ Sheila Sweetsir, Principal <i>Ex Officio</i>
☒ Lina Mariscal, Treasurer, Community	☐ Chris Kalmakoff, Parent	☐ Robyn Harris, District Rep. <i>Ex Officio</i>
☒ Krystalynn Scott, Secretary, Community	☒ Jenee Aramburo, Community	
Guests: Jeff Mayrand, Friends of ANCCS		

<u>ANCCS Founders Council</u>		
☒ Martha Gould-Lehe ☐ Friends of ANCCS ☒ Founders	☐ Elizabeth Hancock ☐ Friends of ANCCS ☐ Founders	☐ Virginia Juettner
☐ Lisa Dolchek	☐ Deborah Pungowiyi	☐ Rosemary Savage-Cook
☐ Janann Kaufman	☐ Sheila Sweetsir	Max Dolchek, <i>Remembered Fondly for faithful service</i>
<u>ANCCS Elders Council</u>		
☐ Agnes Baptiste	☐ Lucy Brown	☐ Edgar Blachford
☐ Anthony Nakazawa		

Item	Opening of Meeting	
	Call to Order at 5:30 pm. Roll Call Present: Michael (chair), Shannon, Krystalynn, Danny K., Janae, Principal Sweetsir, Miss Martha (Founders rep), Jeff (Friends of ANCCS), Lina (arrived during roll call). Quorum confirmed. Quorum established at 5:30 PM	
	Land Acknowledgement: Recognized traditional lands of the Dena'ina people of Upper Cook Inlet.	
	Announcements: No public general comments received. No additional announcements. Public Comment: None.	
1	Approve/ Amend Agenda: Shannon moved to approve the agenda as presented; seconded by Janae. Roll call vote passed (Shannon, Krystalynn, Lina, Janae, Dani K. all yes). Motion carried.	Vote
2	Approve Meeting Minutes for December 15, 2025: Motion: Approve meeting minutes from Dec 15, 2025. Moved by Shannon; seconded by Lina. Roll call vote passed. Minutes approved.	Vote
Meeting Business		
3	Principal's Report (Principal Sheila Sweetsir): - No major announcements; budget reviewed previously. Shared current grants and grant applications. [- Staffing: interviewing for multiple open positions — paraprofessional (interview tomorrow), specialized professional, BPO (two candidates contacted). Zero applicants for the nurse position at the time of the meeting. - Southcentral Foundation partnership follow-up pending; principal expects reply by mid-week.	Vote

	• Student needs: clothing/gear shortages (esp. middle school); school has washer/dryer and spare items, but limited supplies for older students. Reminder sent to families about proper gear. • Friends of donation for teacher supplies: only one staff member has used the allocated funds so far; funds were communicated via Eagle Events. Encourage broader staff awareness. • Pre-K enrollment numbers flagged in red — likely over 10% threshold relative to charter; APC should review and remedy before the end of the school year. Awaiting official ASD counts (expected Oct/Nov numbers). Discussion / Questions re: Nursing shortage District-wide nursing shortage; ASD is providing substitute coverage where possible. A regular substitute is considering applying; another potential candidate has been identified. Principal and staff are pursuing leads.	
4	President's Report (Michael Patterson) • A Memorandum of Agreement (MOA) between ANCCS and the Association of Alaska School Boards (ASAB) was finalized; payment is not required until the conclusion of the strategic planning process. Plans to announce the MOA and start of strategic planning via robocall and social media by the end of the week (Friday). • Principal evaluation subcommittee activated. Proposed process: principal completes self-assessment first; APC completes evaluation; schedule a standalone special meeting to discuss, with completion by the end of February (self-assessment, APC evaluation, follow-up meeting). • Request: Election subcommittee to publicly announce the election season and timeline to the community (robocall/social media).	Vote
5	NEW BUSINESS Election Subcommittee — Update • Administrative issues accessing Google Drive and website updates caused delays. Krystalynn and others assisted; the application was updated and published. • Timeline established: Application due Feb 9; elections scheduled for Jan? (discussion confirms elections will be held on the 26th — likely Feb 26 given application timeline). Campaign materials/social blurbs encouraged for candidate introductions via social media. • Seats open (corrected during discussion): 1 staff seat, 2 community seats, 1 parent seat. Confirmed that staff seats are annual; community seats rotate. Confirm any final seat numbers prior to publishing.	

	● Election logistics: one household = one vote; staff voting rules confirmed. Results to be announced within the required bylaw window (discussion referenced 2–3 days); candidates must accept election results after notification. ● Subcommittee will have representation at family night (see Upcoming Events in ANCCS newsletter). Fundraising ● Request to distribute schedule for booth staffing during in-school events: will go out today; subcommittee responsible for staffing; volunteers may be needed. ● Clarification on role of PTO/PTO status: Mrs. Martha is working on establishing a PTO; seeking assistance with state forms and connecting with Winterberry PTO for guidance. ● The relationship between the grant writer (new position employed by the school), Friends of, APC, and PTO needs clarification. Intend to clarify by the end of the school year. Strategic plan to inform roles and relationships. ● Friends of contribution: Friends of ANCCS donated \$15,000 to the Close Up Foundation to support the student DC trip. Thank you to Friends of ANCCS. Building Subcommittee ● Issue: Lighting controls unclear — some lights remain on 24/7, increasing electric costs. The principal will consult Manny and/or ASD for resolution. The building is ASD-owned; ASD involvement is required for major changes. Transportation plan required per contract; will coordinate with ASD after the strategic plan is underway.	
6	Old Business Bylaws committee status: ● Member Krystalynn is to convene a post-election meeting with the election subcommittee to review needed bylaw amendments. Initial discussions covered: ○ Hiring committee language: current bylaws require an APC member on hiring committees ("shall"). Proposal to change to "may" to reduce mandatory time commitment and clarify oversight role vs. principal autonomy. ○ Background checks/volunteer application language: may reference ASD requirements rather than duplicate.	Vote

	Timeline: Bylaws meeting planned in February; larger bylaw overhaul to follow completion of strategic plan (target: update bylaws over summer and submit for ASD consideration prior to next school year/charter renewal cycle). Charter renewal due ~2032.	
Upcoming Events and Closing Comments		
7	Upcoming Events/Closing Comment: Upcoming Events - Family Night: Jan 22 (5:30 PM) — APC members requested to staff a table and promote elections. Confirm check-in with Ms. Wiseman. - Story Night: Wednesday in the library (monthly guest reader / book checkout). - School Climate & Connected Survey window: opens Feb 23, closes Mar 20 — families encouraged to participate. - Spring conferences and spring intensives are scheduled in February for students. Closing Comments & Adjournment - Appreciation noted for Friends of ANCCS support for teacher classroom budgets and cultural instruction.	Vote
Close of Meeting		
8	Adjournment: Motion to adjourn — Motion: Shannon moved to adjourn at 6:29 PM; seconded by Dani K. Meeting adjourned at 6:29 PM. Next Meeting Date: Monday, February 09, 2026	Vote

Prepared for distribution to APC members. If any attendee identifies inaccuracies, please submit corrections to the secretary prior to the next meeting.

Attachments: Principal's Report
Submitted by: Krystalynn Scott, February 09, 2026

These minutes are prepared in compliance with the Open Meetings Act requirements and provide an accurate record of the meeting proceedings for public review.