NEGOTIATED AGREEMENT

Between

The Anchorage Principals' Association

and the

Anchorage School District

July 1, 2026- June 30, 2029

Document Ref: B6XZH-OJ6VR-ENQEH-DPTXQ

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100 PREAMBLE

Under the leadership and supervision of the Superintendent, the Board recognizes the principalship as a management position and endorses the management team concept in the governance of the educational program. By law, the Board is charged with the responsibility to render policy decisions regarding management and instructional functions in public education. The Board agrees to a decision-making process that provides for the participation of principals in the development of District policy. Principals, as members of the management team, accept the responsibility to share in the decision-making process and to be held accountable for the implementation of policy. Principals are to be represented in the decision-making process as determined by the Superintendent, with input from the Association.

200 AGREEMENT CONDITIONS

201 RECOGNITION

The Board will recognize the Anchorage Principals' Association as the entity for bargaining purposes preceding the terminal year of this Agreement for the purpose of negotiating salaries and other terms and conditions of employment for principals and assistant principals. The Association acknowledges that the District may employ administrators for Charter Schools, and administrative interns, who act as trainees under the supervision of principals. These positions shall be outside the bargaining unit.

Charter School Administrators/Principals shall be invited to join the bargaining unit at such time as a change in law enables the District to control the selection, supervision, evaluation and retention of these positions, using criteria common to the selection of members of the bargaining unit.

202 PRINCIPAL MEMBERSHIP RIGHTS

Principals have the right to join or to refrain from joining the organization of their choosing for the purpose of representation in their District employment relations. Membership in any organization shall not be required as a condition of District employment. The District will not discriminate with respect to any term or condition of employment for the purpose of encouraging or discouraging organization membership.

203 ASSOCIATION RIGHTS AND RESPONSIBILITIES

A. The rights and privileges of the Association to represent principals and to process grievances for principals shall be granted only to the Association and to no other organization. The

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Association shall have the exclusive right to adjudicate grievances under this Agreement; the District shall not be required to work with representatives not authorized by the Association. The Association will not be financially liable for private counsel.

B. The District will meet with the Association during negotiation preparation for employee organizations representing teachers, clerical staff, safety-security/home school coordinators, and custodians. The District will solicit from the Association recommended principal representative(s) on bargaining teams for these employee groups, and will consider these recommendations prior to appointment of the teams.

C. The District will provide leave for Association members on an as-needed and not-to-interfere basis for legitimate representation activities, including but not necessarily limited to Association training, grievance adjudication, and professional conferences where the Association assumes sponsorship of the member's participation and the member attends as a representative of the Association. For activities under this section of longer than one-day duration, which includes out-of-town travel, leave slips must be submitted in the District's leave management system.

D. The District will provide information requested by the Association within five (5) workdays of the request, if the information is readily available. Other information available under the Alaska Public Records Act shall be provided in accordance with the Act.

E. The District will include the Association's representative(s) on the school calendar preparation committee.

F. All collective bargaining agreements of the district shall be available electronically via the District website.

G. The District will involve the Association's representative(s) in proposed changes in teacher evaluation instruments and procedures.

H. The District will meet and confer with the Association's representative(s) concerning proposed changes affecting the terms and conditions of employment of principals prior to finalization.

I. The District will meet and confer with the Association's representative(s) involving any proposed changes in the principal evaluation process.

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J. Upon request from the Association's Executive Board, or when revisions occur, the Association will have the option of representation in the review of the Citizen Complaint process.

204 ASSOCIATION FEE

A. It is recognized that the responsibility for the exclusive representation of principals under this agreement entails expenses that appropriately are shared by all members of the Association.

B. Principals shall notify the District in writing their voluntary authorization to make or discontinue payroll deductions for Association membership fees. Following such authorized deductions the District shall transmit these fees directly to the Association.

C. The Association agrees to indemnify and hold the Board harmless against any liability and pay all costs and attorney's fees that may arise by reason of any action taken by the Board in complying with the provisions of this article. This indemnification shall not apply to any claim, demand, suit or other form of liability that may arise as a result of any negligence or willful misconduct by the Board.

D. The Association shall notify the District prior to the first day of each school year of the standard dues or fees.

E. The District shall withhold dues or fees in ten (10) equal amounts beginning with the September payroll and transmit them to the Association within fifteen (15) days following the payroll. The payroll deduction form shall provide for language authorizing the Association to increase or decrease the member's annual amount of dues or fees.

F. Payroll deduction for membership dues or fees is the exclusive right of the Association.

205 MANAGEMENT RIGHTS

All of the functions, rights, powers, and authority of the Board not specifically abridged, delegated, or modified by this Agreement are recognized by the Association as being retained by the Board, including the right to make final decisions on policies.

206 PAYROLL DEDUCTIONS

A. The District shall accept approved voluntary payroll deductions when written authorization is on file with the District. The District will transmit deductions to the appropriate institutions within fifteen (15) days following the payroll.

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B. The District shall accept local, state, and national Association dues payroll deduction on a continuing basis when written authorization is on file with the District. The Association shall indemnify and hold the District harmless against any liability that may arise as a result of dues payroll deduction.

C. All principals and assistant principals will have regular pay, addenda, cash-in of leave, and mileage reimbursements automatically deposited in any financial institution of their choice.

207 NON-JEOPARDY

The District will not restrain a principal from belonging to the Association or from taking an active part in Association activities or will not discriminate, coerce, or deprive promotional opportunity because of local, state, or national Association membership or lawful organizational activity.

208 DEFINITIONS

A. "Association" is the Anchorage Principals' Association, the bargaining unit for all principals.

B. "Board" is the Board of Education of the Anchorage School District.

C. "Change of Assignment" is a voluntary movement to a lower salary schedule range.

D. "Demotion" is an involuntary movement to a lower salary schedule range.

E. "Dismissal" is the involuntary termination of employment with the Anchorage School District.

F. "District" is the Anchorage School District.

G. "Immediate family" is the principal's spouse, parent, past legal guardian, child, brother, sister, mother-in-law, father-in-law, daughter-in-law, son-in-law, grandchild, grandparent, any other person living in the same household as the principal, and any other relative deemed appropriate by the supervisor.

H. "Principal" is a High School Principal, Middle School Principal, Elementary Principal, Alternative Principal, or Assistant Principal who is eligible for membership in the Association.

I. "Promotion" is movement to a position in a higher salary schedule range.

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J. "Superintendent" is the District Superintendent or designee.

K. "Transfer" is movement within the same salary schedule range.

L. "Workday" is a day in paid status inclusive of paid leaves.

M. "Acting principal" is a principal or assistant principal whose assignment is expected to be for a period of less than one school year.

300 GRIEVANCE PROCEDURE

301 GRIEVANCE PURPOSE

The purpose of this grievance procedure is to provide a framework within which a principal or the Association may work toward solving problems as they arise and to guarantee fair treatment to all. Nothing in this procedure shall negate the right of a principal to appeal to the Board a decision of the Superintendent as provided in Board Policy or this Agreement.

302 GRIEVANCE DEFINITION

A grievance is a claim by a principal(s) that there has been a violation, misinterpretation, or misapplication of the terms of this Agreement, Board Policy, or written rules and regulations of the District affecting Association rights or conditions of employment of a principal(s).

303 GRIEVANCE COMMITMENTS

A. Parties to a disagreement will initially attempt to solve problems at the lowest possible administrative level through free and informal communication.

B. Grievance proceedings shall be confidential.

C. No reprisals shall be invoked against a principal for processing a grievance or participating in the grievance procedure.

D. The Association and its committees shall have the right to advise, represent, or take action for any aggrieved principal who so requests in writing.

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E. An aggrieved principal may be represented at any grievance procedure level by a principal of the principal's choice and/or by counsel authorized by the Association. The Association will not be financially liable for private counsel.

F. A principal(s) shall have the right, at any time, to present grievances to the District and to have such grievances adjusted, without Association intervention as long as the resolution sought is not inconsistent with the Agreement; however, no other employee organization shall have the right to represent a principal(s) in any grievance proceeding.

G. If the District refuses to proceed with a grievance on the grounds that the alleged violation is not grievable, the cost of arbitration or court proceedings shall be assessed against the District if it is determined that the District was unreasonable or acted in bad faith.

H. Records, or any other documents relating to the grievance or the proceedings, shall not be included in the principal's personnel file and shall not be referred to for any purpose other than one related to the specific grievance procedure for which it was accumulated.

I. The Association may request a meeting with the Superintendent in an attempt to resolve an issue prior to arbitration.

J. The Association reserves the right to file grievances on its own behalf.

304 GRIEVANCE TIME LIMITS

A. A grievance must be filed within twenty (20) workdays of the time the grievant knew or should have known of the occurrence or non-occurrence of the act(s) or action(s) on which the grievance is based. The grievant shall inform the appropriate Senior Director or designee that a grievance is being initiated.

B. Grievances shall be processed as rapidly as possible. Participants shall follow the specified procedure within the time limits. Time limits may be reduced or extended by mutual agreement in writing and signed by all parties. At any point in the grievance proceedings, by mutual agreement, informal meetings may be conducted in an effort to resolve the grievance.

C. The Association shall process a grievance with expedience and, when possible, without loss of time in school by a principal. Witnesses may be called and shall be released as necessary without loss of pay if the hearing is scheduled during school time.

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D. Grievance time limits will be commensurate with the grievant's work calendar unless otherwise mutually agreed.

305 GRIEVANCE LEVEL ONE

A principal may initiate the grievance procedure by submitting a written grievance to the appropriate Senior Director or designee. The Senior Director or designee shall meet with the grievant and accompanying representative(s) within ten (10) workdays of receipt of the grievance. The Senior Director or designee shall set the time of the meeting. The Senior Director or designee shall render a written decision with justification to the grievant and the Association within ten (10) workdays of the Level One meeting.

306 GRIEVANCE LEVEL TWO

If the grievant is not satisfied with the disposition of the grievance at Level One, the grievant shall file the grievance in writing to the Chief Human Resources Officer within ten (10) workdays of the Level One decision or the date the decision was due, whichever is sooner. The Chief Human Resources Officer shall immediately notify the Association as to the nature of the grievance. Within ten (10) workdays of receipt of the written appeal, the Chief Human Resources Officer shall meet with the grievant and accompanying representative(s) in an effort to resolve the grievance. The Chief Human Resources Officer shall render a written decision with justification to the grievant and the Association within ten (10) workdays of the Level Two meeting.

307 GRIEVANCE LEVEL THREE

If the grievant and the Association are not satisfied with the disposition of the grievance at Level Two, the grievance may be submitted to final and binding arbitration only by the Association and within twenty (20) workdays of the Level Two decision. If the parties cannot agree on an arbitrator within ten (10) workdays from the notification date that arbitration will be pursued, the arbitrator shall be selected by striking names from a list of 11 arbitrators jointly developed between the Association and the District. The District and the Association shall not be permitted to present in arbitration proceedings any evidence not previously presented at any other level. The District may reference evidence in a Level II proceeding without examining witnesses directly. The right to examine witnesses whose evidence has been referenced in the Level II hearing shall be reserved to Level III. The Association reserves the right to suspend or postpone Level II proceedings in order to access witnesses referenced by the District during discussions. The arbitrator shall have no power to alter, add to, or subtract from the terms of this Agreement. Both parties shall be bound by the decision. The arbitrator's fees and expenses shall be borne equally by both parties.

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400 WORKING CONDITIONS

401 WORK CALENDAR

Principals will submit a personal work calendar to their supervisor for approval by June 30. Principals are expected to be on duty during days when teachers are on duty; however, modifications may be made. Such modifications will be viewed conservatively while teachers are on duty.

The District shall establish starting and ending dates for principal work years. The regular workweek shall be defined as Monday through Friday, exclusive of holidays or vacation days listed in the adopted school calendar. The number of regular workdays between the starting and ending dates of established work years shall be as indicated in Article 701.

401.1 Work Calendar Adjustment

The approved work calendar may be modified if events requiring the principal's attendance or absence occur or if building needs change.

When actual work demands for principals include workdays not previously identified on a principal's approved work calendar, an adjustment in the principal's work calendar may be made with the approval of his/her supervisor.

The Superintendent may also designate a District sponsored conference or event occurring outside the normal Monday-Friday work week as a work calendar adjustment.

402 PERSONNEL FILE

Upon written request to the Records Department, a digital copy of a member's personnel file will be made available to them within three (3) business days. Before any reprimand or other record of discipline is placed in the personnel file, the principal shall be given a copy of such record through District email or hand delivery. Principals shall be given ten (10) workdays to respond to any such record and the response will be attached to the filed record.

Informal files maintained by Division Senior Directors or other District supervisors on individual principals may be examined by the named principal, with reasonable notice. Principals shall be given ten (10) workdays to respond to any material contained in those files. Materials contained in files maintained by Human Resources or the Equal Employment Opportunity (EEO) office that may be used to support disciplinary action against a principal will be provided upon request.

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403 STUDENT ASSIGNMENT

The principal in charge of each unit shall determine each student's classroom assignment. The determination shall be made in agreement with Board policies regarding the placement, classification, and promotion of students. Assignment of students to special programs within the unit shall be made within policy and legal requirements but shall not occur without prior consultation with the affected principal. Decisions regarding sensitive placements require the input of the instructional leader of the school.

404 STAFF SELECTION AND ASSIGNMENT

As instructional leaders, the principals will play a primary role in determining the composition of building staff, based on unit needs established by the principal, in consultation with staff and parents, as appropriate. In accepting transfer requests for teacher assignment to the unit, the principal shall consider certification and instructional requirements, educational program needs, educational attainments, teaching experience, seniority, personal qualifications as determined during the interview, and Human Resources requirements.

Reasonable effort will be made to contact the principal, if not on duty, prior to assigning staff to a building. When principals are on duty, contact regarding assignment of staff shall occur prior to the report date.

The principal shall determine each staff member's assignment in the building. Unit administrators will consider all of these criteria in the following order of importance, when assigning staff within the unit: 1) educational program needs of students; 2) academic preparation**,** certification and endorsement; 3) experience; 4) seniority. When making assignments, voluntary applicants will be considered first, except as otherwise established by the District in consultation with the unit administrator.

Consistent with applicable collective bargaining agreements, principals shall be given an opportunity for input in defining the special qualifications for any vacant position in their schools.

405 TRANSFER AND REASSIGNMENT

405.1 Transfer of Principals

A. Members will be notified of APA posted position vacancies. In addition, the District's Human Resources Department will make a concerted effort to notify members of any certificated director level or above administrative posted position vacancies. A principal may

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apply for a promotion or change of assignment at any time. The Senior Director will interview, when available, a minimum of three current APA members that meet the qualifications for a vacant APA position.

B. A principal who is not selected for transfer, promotion, or change of assignment may meet with the appropriate administrator upon request.

405.2 Transfer of Assistant Principals
Assistant principals may submit a written request of transfer to their Senior Director at any time.

405.3 Reassignment of Principals and Assistant Principals

A. Annually the District will provide an opportunity for assistant principals to submit a site preference list which will be considered if reassignments are necessary to balance administrative teams across a division.

B. Once a principal has been notified of reassignment, that individual may request and be granted a meeting with the Division Senior Director or designee to discuss the reassignment.

C. Once an assistant principal has been notified of reassignment, that individual will meet with the Division Senior Director or designee and the receiving principal to discuss the placement or reassignment. When District program needs permit, assignments of assistant principals should be of such duration so as to maximize knowledge of a facility and provide an opportunity to evaluate their effectiveness related to program responsibilities.

D. The Senior Directors of the Elementary and Secondary divisions will have an established process for hiring assistant principals that takes into consideration feedback from the APA Executive Board. Upon request from the Association's Executive Board, or when revisions occur, the Association will have the option of representation in the review of the assistant principal hiring process.

E. The Superintendent reserves the right to assign principals and assistant principals.

406 DUE PROCESS

Disciplinary action against a principal that leads to transfer, demotion, or other involuntary loss of an employment benefit short of dismissal, shall be taken only for just cause, except as otherwise provided in this Agreement. Dismissal or non-retention of a principal shall be managed in accord with applicable statute.

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407 PERSONNEL COMPLAINTS

Any principal identified by a complaint will receive notice of the complaint as soon as is reasonably possible and provided opportunity to respond to the complaint. It is understood and agreed that if the issue is not resolved and is appealed, the principal must have the opportunity to provide the necessary background information before any further action is taken on the matter.

If a complaint is to be used as the basis for disciplinary action against a principal, normal disciplinary procedures will be followed and representation rights provided.

408 REDUCTION IN FORCE

In the event the District elects to reduce the number of positions in the principal bargaining unit, the following procedures will apply: The District shall notify the Association and affected principals as soon as practical of the need for lay-offs. Principals must receive formal notice of lay-off in accordance with AS 14.20.140.

LEVEL I: VOLUNTARY REDUCTIONS

1. Reductions will be accomplished through normal attrition, if possible.

2. If attrition fails to generate sufficient reduction in force, the District may encourage early retirement or introduce whatever other incentives may be appropriate to achieve voluntary reductions.

3. If voluntary reductions are insufficient to meet District needs, lay-offs and/or reassignments will occur.

LEVEL II: REASSIGNMENT, DEMOTION, LAY OFF

1. When reductions are necessary, principals may be reassigned within the bargaining unit; assigned to a teaching position, if a vacancy exists for which the principal is qualified; or Non-retained/laid off (as defined in AS 14.20.140).

2. The District retains the right to identify the Range(s) (as defined in Article 701) from which positions may be eliminated. Once the Range(s) where reductions will occur are identified, the following criteria will determine the order of displacement:

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Within Range(s):

a. Tenure status (as defined in AS 14.20.150 and AS 14.20.150). Any non-tenured principals will be selected before tenured principals.
b. Bargaining unit seniority with the least senior principal being first affected.

3. Once the initial review process has been completed and the least senior principals are identified within the range(s) where positions are to be reduced, the District will undertake further review to determine if there are senior principals within the targeted group who may be qualified to accept assignments into a position at a lower range within the division (Elementary or Secondary) held by a junior member.

4. There shall be no automatic promotions based on simple seniority. Reassignment to a higher range will be undertaken through the normal selection process.

5. The District retains the right to transfer remaining principals as needed.

6. Principals assigned to position at a lower range position within the bargaining unit, as a result of a reduction in force, shall suffer no loss in per diem or change in work year for one school year.

   Principals assigned to teaching positions shall be placed in accord with the teacher staffing process and be paid in accord with the terms of the teacher collective bargaining agreement.

   Principals for whom positions cannot be found through demotion, assignment to a teaching position, or by other means, shall be non-retained (non-tenured) or laid off (tenured), effective the last workday of the year in which notice was given.

7. Unpaid leave of absence for up to three years may be granted to any tenured principal who is a candidate for layoff, in order to enable the principal to purchase retirement service credit during the period of lay-off.

LEVEL III: RECALL RIGHTS

1. No principal positions will be filled with a new hire until all qualified reduction-in-force (RIF) individuals have been offered the positions at or below the range formally occupied

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2. Principals reassigned to positions of a lower range shall have preferential rights of reassignment to any vacancy within the Range formerly occupied.

3. Principals displaced or laid off from the bargaining unit shall be given first rights of refusal and recalled into the Association in inverse order of layoff, and into a position with a title/range previously held. If a principal is offered a position within a title/range previously held and declines the offer or fails to accept it within ten (10) days, the principal is no longer considered to be on layoff status and is no longer entitled to a hiring preference under this section unless the principal declines the offer because the principal is contractually obligated to provide professional services to another private or public educational program or is sick. If the principal is medically unable to return to duty at the time needed, notice shall be given to the District regarding a probable date of availability for return, based upon physician certification. In the case of serious medical condition, normal processes for leave approval shall be in effect. The principal in this circumstance will be considered to be on unpaid medical leave from the date the District receives medical verification of an inability to report or from the date of expected report for duty, whichever is later.

4. It is the express responsibility of the principal to keep the District informed regarding any change of address or telephone number. The District's obligation to notify extends only to the use of addresses or telephone numbers provided by the principal. Refusal to accept less than a full-year contract for less than full-time service shall not cancel the recall rights of a laid-off, full time principal. However, if members in one division have not been recalled within their respective division, and a vacancy exists in the other division for which they are qualified, they will be preferentially interviewed, upon request.

5. Principals who elect to take unpaid leave during their period of lay-off shall be considered for recall following the expiration of such leave in accordance with these procedures, provided written notice of interest and availability is provided to the District by March 15, annually. The District has no obligation to notify a principal regarding recall opportunities that arise during the term of an approved leave.

6. Former Association members who have moved to ACE or Exempt positions and have returned to the APA bargaining unit, with continuous ASD service, shall be granted uninterrupted seniority status.

7. ASD employees outside the Association will not displace current members through a reduction in force. However, in accordance with 405.3(B), the Superintendent retains the right to fill vacant positions with exempt administrators, with prior notice.

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409 SAFE SCHOOLS

Safety in schools is an issue of growing significance for all employees. As unit leaders, principals are sometimes exposed to dangerous situations that require concerted and supported action. Principals will bring to the attention of their supervisors any situation that they believe will place them or others in their charge in personal danger, so that appropriate help and support may be provided as quickly as possible. In addition, principals shall develop and maintain emergency plans for protecting themselves, staff and students from physical harm in the event of potentially dangerous situations.

When prior knowledge exists, appropriate efforts will be made to notify a principal prior to admitting/registering/transferring any child with a documented history of violent behavior. At the principal's request, a meeting will be held with the principal's supervisor, and when appropriate the supervisor of special education, to review the individual situation and any support that may be required. If it is determined, after reviewing the full staffing context, that the school is not in a position to provide appropriate supports, said supports will be put in place as soon as practicable so as to ensure a safe environment. If the necessary support is not provided timely, typically within twenty (20) school days, the department responsible for allocating the support and the principal's senior director will meet with the principal to resolve the issue.

The District shall establish and adhere to a consistent anti-violence policy. A provision in this policy will require the District to notify principals, prior to student placement in any unit classroom, about any student who has, within two years, been expelled from any school for weapons possession or incidents of violence.

The District and the Association will work together to establish regular training focused on school safety procedures and supports.

410 ADMINISTRATIVE COVERAGE FOR ACTIVITIES

1. Principals frequently are needed in their schools to monitor and cover a wide variety of after-school activities. The coverage required at the high school level is especially demanding. Principals will coordinate with their assistants to ensure that coverage duties are assigned fairly among available administrative staff.

2. In an effort to moderate the coverage demands placed on members of the bargaining unit, mandatory administrative coverage will be limited to the activities listed below:

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- Home activities and away games when crowd control or safety is expected to be an issue. Normally included will be home and away varsity hockey and football games; home varsity basketball games; and all school dances.
- School-elected athletic team activities requiring out-of-state travel.
- State tournaments and other required state travel.
- Field trips requiring out-of-state travel, unless the principal designates a non-administrator as responsible.

3. If the unit principal feels that extraordinary circumstances at other events require administrative coverage, it will be provided by the home school. If the event involves another district school, as in a competitive athletic meet, administrators from the visiting school may also be required to provide coverage support for students in their charge.

4. Non-administrative supervision may be used for coverage, as appropriate, when a trained staff member is available to address reasonably expected safety issues. Principals are encouraged to utilize these trained staff as much as possible, to reduce coverage responsibilities for administrators. Furthermore, the District will attempt to provide additional financial support for the use of non-administrative supervisory staff, through the normal budget process.

5. A principal who is functioning as the administrative designee for school sponsored overnight out-of-district/out-of-state travel may flex their calendar if the travel falls outside the member's approved personal work calendar. Calendar changes in this subsection are dependent upon approval by the Supervisor and the Division Senior Director.

411 ADMINISTRATIVE ALLOCATION

The allocation of administrative staff to schools shall be determined by the Superintendent. The Association reserves the right to recommend to the Superintendent its allocation preferences.

412 PROFESSIONAL DEVELOPMENT

A. Principals will be afforded opportunities for Professional Development Training. The District will provide principals an annual calendar of professional training opportunities each July. Opportunities will address program and or site-specific duties. These may include; review of current state of Alaska regulations/law, School Board Initiatives, Special Education, Title 1. Principals are encouraged to recommend training topics to the Professional Learning Department at any time.

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B. Newly promoted, 1st – 3rd year principals or those new to a specific program may be assigned different start dates for focused professional development or training. Work Calendar adjustments may be made in accordance with article 401.1.

C. A Professional Growth Program is established in order to promote the professional growth of principals and ensure opportunity for skill maintenance. As a condition of continuing employment, each principal shall prepare and complete a Professional Growth Plan each school year in accord with procedures established by the District. Such plans will outline activities which shall require approximately thirty (30) hours to complete, which may include portions of the workday, as appropriate. The Superintendent and Association president shall confer annually regarding topics or issues that shall be the focus for training and development activities for the subsequent year. A description of the Professional Growth Program shall be distributed to principals.

D. In support of principal professional growth, the District will budget up to $60,000 for each school year to provide for professional growth opportunities for principals and other administrators. The $60,000 shall be provided to and allocated by the Association and must support at least 40 different principals for each year of the contract in pursuance of professional interests that address District goals. The Association may request these funds any time after August 15th of each year. When requesting these funds, the Association will provide an annual report to the District of how these funds were disbursed and to whom the previous year.

E. When a principal attends classes, workshops, or seminars at the request of the District, the principal will not lose salary.

500 LEAVES

501 SICK LEAVE

A. Sick leave shall be used in compliance with all applicable state laws and Board policies, rules, and regulations.

B. Principals shall accrue paid sick leave without limit at the rate of one and one-third days for each calendar month or each major portion of each calendar month of actual service.

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C. Principals may use sick leave following the birth of a child. Principals may use six weeks of accrued sick leave for recovery during the six weeks immediately following childbirth, and an additional two weeks if delivery is cesarean. Access to accrued sick leave may be extended due to postpartum complications when verified by a physician's statement.

D. Non-birth parents may use up to ten days of their accrued sick leave for leave immediately following the birth or adoption of their child. Principals may be eligible for additional leave protections available under the Family and Medical Leave Act (FMLA) or Alaska Family Leave Act. Resources related to the Acts and available family medical leave can be on the Benefits Department's website.

502 SICK LEAVE BANK

A. A Joint Sick Leave Bank serving members of the Anchorage Principals Association, the Anchorage Council of Education, and the Exempt Employees Group, will be established by the District. The Association will be guaranteed one representative on the Sick Leave Committee that will be made up of four members. The Committee will develop criteria for the use of the leave in the Bank and be responsible for reviewing and approving requests for withdrawal from the Bank. A principal who has contributed to the bank one-half day and who has exhausted accumulated sick and flex days may make reasonable withdrawals as approved by the Committee, provided sufficient leave is available in the Bank.

B. One-half day contribution to the Bank will occur automatically through payroll deduction in accordance with the rules established by the Sick Leave Bank Committee. A newly hired principal electing not to join the Bank will inform the Human Resources Department in writing within 15 calendar days after reporting date. Current principals electing to join or withdraw from the bank will inform Human Resources in writing during the annual open enrollment period of September 1 – 15.

C. Sick leave time assigned to the Bank shall remain the property of the Bank; no donor shall have further claim to donated days.

503 CATASTROPHIC LEAVE

In the case of catastrophic illness or extreme hardship, a principal may apply for leave through the Sick Leave Bank. The Sick Leave Bank committee will develop criteria for use of catastrophic leave and shall be responsible for reviewing and approving requests for catastrophic leave withdrawal from the Bank.

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504 EMERGENCY LEAVE

A. In each case of death, serious illness, or accident within the immediate family, the principal shall be entitled to use up to five days of sick leave if the circumstances require out-of-state travel, the principal may be granted up to 10 days of sick leave. The supervisor may waive the time restrictions for unusual circumstances, for example, a family member's death following 10 days of serious illness.

B. Professional emergency leave may be granted for delays because of weather, serious accident, or for transportation delays occurring during the school year while on a trip which was organized and executed for District business, including absences necessitated by the Office of the Governor, the Department of Education, or other State or Federal agencies.

505 SHORT TERM UNPAID LEAVE

Upon request, a principal may be granted up to five days of unpaid leave per school year.

506 MILITARY LEAVE

Military leave shall be granted when a written request, by a military authority stating reasons why the leave is necessary, has been submitted to the Human Resources Office. When such leave is approved, the principal shall receive regular District salary, up to a cumulative total of 16.5 days per school year in accordance with Alaska State Statute.

507 OTHER LEAVES

A principal may apply for career, sabbatical, civic, professional, legal, or long-term unpaid leave, which are subject to the approval of the Superintendent and/or Board in accordance with statutes, Board Policies, and/or administrative procedures. A principal granted such leave will return to a position in the same range. The District may fill the vacancy on a temporary basis in order to hold the position for the principal.

Up to a maximum of three principals each year shall be granted on request - first come, first served, a one-year leave of absence without pay. Principals who lose District medical and life insurance coverage while on leave without pay must re-establish their medical and life insurance eligibility in accordance with Article 601.B. upon their return to work.

Sabbatical Leave

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If the District elects to grant sabbatical leave to principals in the future, guidelines will be established by mutual agreement between the District and Anchorage Principals Association and in accordance with Board policy.

In order to protect full access to available vacancies, principals on leave must notify the supervisor in writing by January 1 of the intent to return from leave the following school year.

Upon return from an approved leave, the principal shall be assigned on a position available basis to a position at the same range and title as that held just prior to the award of the leave. If no position in the same range is available, the principal shall be placed into a vacant position at a range previously occupied within the District. Furthermore, a returning principal may apply for any vacant position for which qualified.

Refusal to accept an offer of assignment to a vacant position in the same range and title as that previously held will result in forfeiture of all rights under this Agreement and will constitute a resignation from employment. If no position is available to a returning principal, up to one additional year of leave without pay may be granted. During this period, it is the sole responsibility of the principal to keep the Human Resources Department apprised of his/her whereabouts. If no position is available at the close of the second year of unpaid leave, the employment relationship between the District and the principal shall be severed.

Principals on approved long-term leave may return before the expiration of that leave, on a position available basis, at District discretion.

508 ANNUAL LEAVE

Full-time principals shall be entitled to fourteen (14) days of paid annual leave each year; six (6) days of non-cashable leave and eight (8) days of cashable leave. Part-time principals and principals who work a partial calendar year will have their paid leave prorated accordingly.

A. Annual leave days may be taken with supervisor approval. Principals are expected to exercise their best judgment regarding school needs when scheduling use of annual leave. When taking a block of three (3) or more days, a minimum of five (5) workdays' notice to the supervisor will be provided before the planned absence. Exceptions may be granted at the discretion of the supervisor. If the request is at the end of the work calendar, normal year-end checkout procedures must be completed. At any time, the principal may request a review of a supervisor's decision by the Chief Human Resources Officer.

B. The six (6) non-cashable leave days may not be carried over from one school year to the next.

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C. No more than eight (8) days of cashable leave may be carried over from one school year to the next. Unused cashable leave days in excess of eight days will be cashed out at the end of the school year at the principal's per diem rate for the year.

D. A principal may cash out previously accrued unused cashable leave days at any time at the principal's per diem rate for the year. A principal requesting an annual leave cash out must submit the request through the district's time and attendance system by the last day of the month to receive payment in the following month.

E. Annual leave is provided in recognition of weekend and evening time demands placed on principals during the school year and replaces flex days provided for this purpose in previous contract years.

600 BENEFITS

601 HEALTH BENEFITS

A. For the duration of the Agreement, the District shall contribute to a health plan which meets applicable federal law for all eligible full-time principals and their eligible dependents.

B. Eligibility is attained after a waiting period of 60 calendar days for employees who do not currently have health benefit coverage with one of the District employee benefit plans. Coverage shall begin on the first day of the month following attainment of eligibility.

C. Principals who lose their eligibility for health benefits for any reason may elect to pay the full cost of the health program provided through COBRA, according to its provisions.

D. The District's monthly contribution for health benefits for principals shall be $2,200 effective July 1, 2026. Health insurance benefits shall be described in the District's summary plan description as periodically amended.

E. The amount of the monthly contribution provided by the District shall in no case be less than the highest monthly contribution provided for any other employee group participating in the District's employee health benefits health plan.

F. The Association may have up to two (2) representatives on the District Health Benefits Task Force.

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602 LIFE INSURANCE

A. The District shall provide, on a fully paid basis, group term life insurance for each eligible principal in the amount of 3x salary up to $300,000, as described in the insurance policy provided by the District's insurance carrier. Eligibility requirements for life insurance benefits for new-to-district employees are the same as those for medical insurance benefit eligibility.

B. Accidental death and dismemberment insurance (AD&D) will be provided for an additional amount equal to the face amount of the life insurance.

C. Principals may purchase, at their own expense supplemental life insurance and accidental death and dismemberment (AD&D) coverage in increments up to a maximum benefit amount as specified within the life policy in effort at the time of election. Principal contributions shall be made by payroll deduction.

D. Life insurance and AD&D insurance will terminate on the date employment ends.

E. Upon termination for any reason, a principal may elect to exercise conversion rights as described in the insurance policy in effect.

F. The District shall make available dependent life insurance coverage in the amount specified within the life policy in effect at the time of election but not less than $5000. The premiums shall be paid by the principal.

603 WORKERS' COMPENSATION

A. The District shall provide Workers' Compensation for on-the-job injuries for principals in accordance with the Alaska Workers' Compensation Act.

B. Consistent with Workers' Compensation Law, the District shall assume full liability for job related principal injury. Protection against damage to property shall be limited to the terms of the District's existing liability policy. Generally, personal property is not the responsibility of the District unless damage to such property is the direct result of District action or due to assault while a principal is engaged in a duty-related activity.

C. In the event that a principal sustains a physical injury, in the performance of assigned duty, as a result of an act committed by a student or adult, the District will provide direct and immediate assistance in securing access to available benefits, including but not necessarily

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limited to: the Employee Assistance Program (including legal advice in case civil action is contemplated); direct counseling and support for applicable insurance and workers' compensation benefits; direct counseling and support for completion of all forms required to secure medical retirement, if eligible; family medical leave (FMLA) to protect access to health insurance, during the allowed coverage period. Other benefits may be provided at the discretion of the Superintendent, depending upon individual circumstances.

604 LIABILITY INSURANCE

Principals are protected from liability suit in connection with their jobs in accordance with AS 14.12.115.

Each principal who is, or who is threatened to be made, a party to or is otherwise involved (including without limitation, as a witness) in any actual or threatened action, suit, or proceeding, whether civil, criminal, administrative or investigative, by reason of the fact that the principal is or was employed by the District shall be indemnified, protected and defended by the District, against all expense, liability and loss (including attorney's fees, judgments, fines, penalties, and amounts to be paid in settlement) actually and reasonably incurred or suffered by such principal in connection therewith.

The District shall not be obligated to indemnify, protect and defend a principal who:

A. Fails to act in good faith in a manner the principal reasonably believed to be in or not opposed to the best interests of the District and, with respect to any criminal investigation or proceeding, the District had reasonable cause to believe that the principal's conduct was unlawful; or

B. Fails to provide the District with timely notice of the action, suit, or proceeding; or

C. Fails or refuses to cooperate fully with the District in defense of the action, suit, or proceeding; or

D. Admits guilt or pleads *nolo contendere* in a criminal court proceeding, or is convicted in a court of law of a crime, arising out of the principal's alleged acts or omissions which also are the subject of the action, suit, or proceeding for which the principal seeks indemnification, protection, and defense by the District.

605 AUTOMOBILE ALLOWANCE

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A. Principals shall have access to and be able to use a private motor vehicle in fulfilling their employment responsibilities. Insurance obligations for the vehicle are the sole responsibility of the vehicle owner. Principals shall receive reimbursement for the use of the vehicle when: the vehicle was used to provide transportation for a Principal whose duties require automobile travel; no District vehicle was available or assigned for use by the principal; mileage submitted by the principal is not a part of daily travel to or from a single place of employment or assignment.

B. A principal shall submit a mileage report each month to the supervisor. Reimbursement of vehicle mileage shall be at the approved federal rate at time of submission. Requests for mileage reimbursement must be submitted to the Payroll Department by June 30th in order to be considered for payment.

C. In the case of an automobile accident involving a principal using a private vehicle for District business where personal injuries result, the principal's personal insurance coverage shall be primary. The District shall provide secondary coverage for liability in accordance with Article 604.

606 SUPPLEMENTAL RETIREMENT ACCOUNTS

Tier III members may request to cash out sick leave at the principal's per diem rate to contribute to their 403(b) or 457 supplemental retirement account in the amounts defined below:

Tier III members with at least:

- 10 sick days accrued may contribute up to one (1) sick day per year
- 25 sick days accrued may contribute up to two (2) sick days per year
- 50 sick days accrued may contribute up to three (3) sick days per year

The sick day accrual levels and the number of contributable days at each tier shall in no case be less generous than those provided to other District bargaining groups.

Annual requests to cash out sick leave must be received by the District's payroll department no later than May 1st and meet the required conditions outlined on the request form. Timely requests will be processed between May 1st and the final payroll cycle for principals of the contract year.

In the event there is a change in state law which provides new value to TRS Tier III principals' accrued sick leave, whether realized at retirement or otherwise, the District is under no obligation to continue the contributions identified in this article.

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700 SALARY

701 JOB TITLES/WORK YEAR

Range	Job Title	Work Year Excluding Holidays
1	Elementary Assistant Principal	201
2	Middle Level Assistant Principal	204
3	Senior High Assistant Principal	209
4	Elementary Principal (a)	204
5	Elementary Principal (b)	204
6	Secondary Alternative Program Principal <250	214
7	Middle Level Principal	214
8	Secondary Alternative Program Principal >250	214
9	Senior High Principal	221

702 SALARY SCHEDULE

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2026-2027 Salary Schedule

	A	B	C	D	E	F	G	H	I	J
1	110,577	112,787	115,043	117,344	119,690	122,084	124,526	127,017	129,557	132,148
2	114,517	116,807	119,142	121,526	123,956	126,435	128,964	131,544	134,174	136,857
3	117,899	120,256	122,662	125,115	127,617	130,169	132,772	135,428	138,137	140,900
4	115,670	117,984	120,344	122,750	125,205	127,709	130,264	132,868	135,525	138,236
5	117,984	120,344	122,750	125,205	127,709	130,264	132,868	135,525	138,236	141,001
6	121,340	123,767	126,243	128,767	131,342	133,969	136,649	139,381	142,169	145,012
7	123,435	125,903	128,421	130,989	133,609	136,282	139,008	141,787	144,623	147,515
8	123,435	125,903	128,421	130,989	133,609	136,282	139,008	141,787	144,623	147,515
9	130,835	133,452	136,121	138,843	141,619	144,452	147,341	150,287	153,293	156,359

2027-2028 Salary Schedule

	A	B	C	D	E	F	G	H	I	J
1	115,000	117,299	119,645	122,037	124,478	126,968	129,507	132,098	134,739	137,433
2	119,098	121,479	123,908	126,387	128,914	131,492	134,123	136,806	139,540	142,331
3	122,615	125,066	127,569	130,119	132,722	135,376	138,083	140,845	143,662	146,536
4	120,297	122,703	125,157	127,660	130,213	132,818	135,474	138,183	140,946	143,766
5	122,703	125,157	127,660	130,213	132,818	135,474	138,183	140,946	143,766	146,641
6	126,193	128,718	131,293	133,918	136,596	139,328	142,115	144,956	147,856	150,812
7	128,372	130,939	133,558	136,228	138,953	141,733	144,568	147,458	150,408	153,416
8	128,372	130,939	133,558	136,228	138,953	141,733	144,568	147,458	150,408	153,416
9	136,068	138,790	141,565	144,396	147,284	150,230	153,235	156,298	159,425	162,613

2028-2029 Salary Schedule

	A	B	C	D	E	F	G	H	I	J
1	119,600	121,991	124,431	126,919	129,457	132,046	134,687	137,381	140,129	142,931
2	123,862	126,338	128,864	131,442	134,071	136,752	139,487	142,278	145,122	148,024
3	127,519	130,069	132,672	135,324	138,030	140,791	143,606	146,479	149,409	152,398
4	125,108	127,611	130,164	132,766	135,421	138,130	140,893	143,710	146,584	149,517
5	127,611	130,164	132,766	135,421	138,130	140,893	143,710	146,584	149,517	152,507
6	131,241	133,867	136,544	139,274	142,060	144,901	147,800	150,754	153,770	156,845
7	133,507	136,177	138,900	141,677	144,511	147,403	150,351	153,357	156,424	159,552
8	133,507	136,177	138,900	141,677	144,511	147,403	150,351	153,357	156,424	159,552
9	141,511	144,342	147,228	150,172	153,175	156,239	159,364	162,550	165,802	169,118

703 SALARY SCHEDULE CONDITIONS

A. The District reserves the right to determine placement for new-to-the-District principals or principals new to this bargaining unit on the schedule appropriate to that year.

B. Promotions within this bargaining unit shall be assigned to the respective experience level at the appropriate range.

C. One experience step on the salary schedule shall be provided to eligible principals July 1, 2026, July 1, 2027, and July 1, 2028, during the term of the Agreement. Principals who do not receive step movement (in years step movement is available) as a result of being at the end of the salary schedule shall receive a salary supplement of $2,000 for that year. This salary supplement will be added to their base salary and paid over the course of the contract year.

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A principal holding an earned doctorate on July 1 shall receive an additional salary supplement of 3% of their base salary payable with the March payroll. Submission of transcripts to Human Resources is required no later than December 1.

Alternative principals' Range for the current school year will be determined based on student enrollment data collected as of January of the previous school year. The determinations for the following school year will be completed and sent to the Association President for dissemination to principals by March 1.

Elementary principals will be placed at the appropriate salary range based on the school's designation. A school's designation as 4 or 5 will be reviewed on an annual basis. Placement at Range 5 is not guaranteed in subsequent years but will be dependent on the established criteria and relevant factors. Changes in compensation as a result of movement between Range 4 and 5 are solely dependent on the established criteria and relevant factors. Once a school's designation is determined, it will remain in effect throughout the following school year.

Determination will be based on data collected as of January of each school year. The determinations for the following school year will be completed and sent to the Association President for dissemination to principals by March 1. Questions regarding a school's designation shall be forwarded to the Elementary Senior Director for review and discussion with the Association. The decision of the Elementary Senior Director shall be final.

D. When major construction renovations are undertaken in a school, a modified work plan will be prepared by the supervisor and affected principal that will reflect the anticipated impact of additional duties caused by the renovation. Additional compensation for special time and effort will be provided, according to a plan approved by the division Senior Director. Additional compensation may include, but not necessarily be limited to, extra workdays or added duty addenda.

E. When a principal is designated to serve as a "Project Principal," i.e. to act as the District's primary representative on program issues in the construction of a new school, a full review of expected responsibilities and expectations will be undertaken before the initial phases of the project begin. A "Project Principal Agreement" will be prepared, with the approval of the appropriate Instruction Senior Director, and will include a clear statement of expectations and additional support and/or compensation, through extra days, added duty addenda, or other means.

G. Prior to implementing a new District-initiated program or significantly changing an existing program, the District and Association President will collaborate to review the responsibilities

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and expectations, assess whether additional support and/or compensation for principals may be appropriate, and identify principals to include in planning.

800 TERMS/CONDITIONS OF AGREEMENT

801 DURATION

A. This Agreement shall be effective from July 1, 2026, through June 30, 2029.

B. The Association agrees that during the life of this Agreement there will be no Association strike or job actions. The Association and its officials shall take such reasonable action as may be necessary to prevent and terminate any such activity.

C. The District agrees that during the life of this Agreement there will be no lockout.

802 SAVINGS CLAUSE

A. No provisions of this Agreement may be changed, modified, or altered during the term of this Agreement, except by mutual consent of the District and Association.

B. If any part of this Agreement should be decided by a court of competent jurisdiction or by mutual agreement of the District and the Association to be in violation of a federal, state, or local law and/or ordinance or of adherence to or enforcement of any part of this Agreement should be restrained by a court of law, the remainder of the Agreement shall not be affected. If such decision is made, the District and Association shall meet within 10 workdays after the decision to negotiate a satisfactory substitute for the invalidated portion.

C. This Agreement shall supersede any rules, regulations, or practices of the Board that shall be contrary to or inconsistent with its terms.

803 NEGOTIATIONS

A. Either party may initiate negotiations by written notice of intent to negotiate by January 15 of the year this Agreement expires. Written notice of intent to negotiate shall be submitted by the Association to the Superintendent's designee, or by the Superintendent's designee to the Association.

B. The first negotiation session shall be held no later than the first day of February in the final year of this contract.

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C. If tentative agreement on all articles cannot be reached, impasse shall be declared and procedures outlined in 23.40.190 and 23.40.200 (or any statutes which may supersede them) shall be utilized.

D. When both parties agree, timelines may be adjusted.

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ANCHORAGE SCHOOL DISTRICT

Carl Jacobs

Carl Jacobs, President – School Board, Anchorage School District

Jharrett Bryantt

Dr. Jharrett Bryantt, Superintendent

Martin Lang

Martin Lang, Chief Human Resources Officer, Spokesperson

Andrew Sundboom

Andrew Sundboom, Senior Director, Labor Relations

Kersten Johnson-Struempler

Kersten Johnson, Senior Director, Secondary Education

Andy Ratliff

Andrew Ratliff, Chief Financial Officer

Mike Fleckenstein

Mike Fleckenstein, Chief Information Technology Officer

ANCHORAGE PRINCIPALS' ASSOCIATION

Michael Scott

Michael Scott, President Anchorage Principals' Association

Kim Bautista

Kim Bautista, Elementary Principal, Spokesperson

Luke Almon

Luke Almon, Senior High Principal

Laura Carter

Laura Carter, Middle Level Assistant Principal

Molly Hickox

Molly Hickox, Elementary Principal

Bennetta Orchitt

Bennetta Orchitt, Middle Level Principal

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