



**BOARD OF DIRECTORS
MEETING**

October 2, 2024

WORK SESSION



2600 Denali St. Suite 200
ANCHORAGE, ALASKA 99503

907.334.1300 PH
844.404.1300 TF
206.330.0306 FAX
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SESA provides consultation and training to support the unique educational needs of individuals and the Alaskan communities that serve them.

BOARD OF DIRECTORS

MEETING

In-person/Zoom

October 2, 2024

9:00 AM – 9:45 AM

WORK SESSION NOTES

The Board reserves the right to enter into Executive Session for matters allowed by law.

The following Board Members participated in the Work Session on Wednesday, October 2, 2024: Jeanne Gerhardt-Cyrus, Donald Enoch, Heather Wheeler, Elizabeth Joseph, Richard Saville, Kayla McDonogh, Michaela Kolerok, Shelly Vendetti Vuckovich, and Anna Atlla.

The following staff members participated: Olivia Yancey (SESA Executive Director), Katie Groller (SESA Executive Assistant), and Genevieve Hollins (Finance Manager, AKEBS).

1) SESA FY25 Employment Data (see October 2, FY2025 SESA Fall Board Packet)

Olivia Yancey, Executive Director

Olivia Yancey presented the SESA Board with the Employment Data for FY25. She let the Board know that Robert Sinclair joined SESA as a LID-AI Specialist, M'Lissa Parker joined SESA as a LID-ED Specialist, and Samantha Weiland returned to SESA as a LID-MD and AKCAM Specialist. She also let them know a new Tech Assistant, James Batin, joined the team. All of the new members of the team are full-time employees. Heather Wheeler asked if Samantha Weiland was a returning employee. Olivia Yancey let the board know she was. Samantha Weiland returned to the agency after two years at the Anchorage School District.

2) SESA FY25 Grant Funding Update

Genevieve Hollins, AKEBS Finance Manager, and Olivia Yancey, Executive Director

Genevieve Hollins let the board know that SESA has received almost all of the funding budgeted for FY25. Genevieve Hollins let the board know that SESA is still expecting \$80,000 be awarded through GMS. She let the Board know since the Alaska Legislature restored \$50,000 originally slated to be cut, the Alaska Autism Resource Center will have the same budget as FY24. The budget for Indicators 8 & 14 was increased by \$10,000 from the previous year, but it still needs to be awarded through GMS. Genevieve Hollins let the board know she will update them at the SESA FY25 Winter Board meeting on 12/12/24.



3) Alaska Executive Search (People AK)- Temp to Full Time Program Assistant (see October 2, FY2025 SESA Fall Board Packet)

Olivia Yancey, Executive Director

Olivia Yancey reported to the board SESA has engaged Alaska Executive Search (AES), also known as People AK, to find temporary-to-hire Program Assistants. AES is contracted to vet the candidates before sending them over SESA. The candidate remains an AES employee for at least a month before being transferred to a SESA employment if they are deemed to be a good fit for the agency. SESA pays an engagement fee, an hourly rate and a conversion fee for the services. Olivia Yancey let the board know SESA currently has open two full-time Program Assistant positions.

4) FY25 Board Sponsored Staff Appreciation Luncheon (see October 2, FY2025 SESA Fall Board Packet)

Katie Groller, Executive Assistant

Katie Groller made a recommendation to the board the FY25 Board Sponsored Staff Appreciation Luncheon be held again at Simon and Seafort's with a budget of \$2,500.00. Katie Groller reported to the board the prices for the luncheon remained static from last year. She told the board the feedback from the SESA staff about the location has been positive.

5) Review Fiscal Year 2026 SESA Calendar (see October 2, FY2025 SESA Fall Board Packet)

Katie Groller, Executive Assistant

Katie Groller presented the FY26 SESA Agency Calendar. Katie Groller highlighted the start and end dates for both the classified and certified staff. She also went over the tentative dates for the FY26 SESA Board Meetings. The tentative dates are 10/1/25, 12/11/25, 3/4/26 and 5/6/26. After a discussion the tentative 3/4/26 date was moved to 2/25/26.

6) SESA Board Policy 5142.3 Restraint and Seclusion Revision (see October 2, FY2025 SESA Fall Board Packet)

Olivia Yancey, Executive Director

Olivia Yancey presented changes to SESA board policy 5142.3 Restraint and Seclusion. She let the board know the changes were made after reviewing AASB policy updates. While she didn't find the changes relevant to SESA, she had SESA attorney Michael Caulfield, who also writes AASB policy to review SESA current board policies for suggestions to changes. Heather Wheeler asked why the AASB changed their policy and Olivia Yancey answered she doesn't know. Olivia Yancey was asked if SESA has a subscription to AASB policy. She answered it does. Olivia Yancey told the board was currently exploring options offered by the six crisis intervention training programs recognized by the Department of Education and Early Development (DEED). Richard Saville asked if The Mandt System was on the list. Olivia Yancey told the board it was one option she was looking into. Jeanne Gerhardt-Cyrus asked if SESA has had any incidents involving restraint and seclusion. Olivia Yancey told the board she has received no reports of any incidents. Per board policy SESA staff are not to get involved in incidents, unless they are the only person in the room, and it is an emergency. Jeanne Gerhardt-Cyrus asked how often does training need to happen to keep specialists current. Olivia Yancey replied that it depends on the program SESA decides to go



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with. Michaela Kolerok commented CPI training certification is good for one year. Olivia Yancey told the board that per policy only “a reasonable number” of specialists need to be trained.

7) SESA Low Incident Disabilities Outreach Program Funding Formula (see October 2, FY2025 SESA Fall Board Packet)

SESA Board Committee: Jeanne Gerhardt-Cyrus, Richard Saville, Don Enoch & Shelly Vendetti Vuckovich

Jeanne Gerhardt-Cyrus updated the board on the Special Board Committee meeting held on September 11, 2024. She said a robust discussion was held by the committee members and they believe they came up with a recommendation the Governor’s Council will be supportive of to bring the formula before the legislature. Olivia Yancey told the board that as a result of the last ratified Collective Bargaining Agreement reached with the union SESA has a shortfall that would require tapping into fund balance. The committee looked at 4 options and narrowed those to two to present before the full board. The pros and cons of those two options were presented to the board. Jeanne Gerhardt-Cyrus said looking at the options they had to consider statewide enrollment is down while SESA numbers are increasing. Olivia Yancey let the board know a wait list for SESA services had been started by the LID-MD program. Jeanne Gerhardt-Cyrus told the board the committee considered two things before making their recommendation: what was the best option, and what had the best chance to be approved by the legislature. Richard Saville told the board the committee was recommending moving forward with Option 2, because it just is an increase to the current funding formula used by SESA. Jeanne Gerhardt-Cyrus said the committee felt Option 2 would be better understood by legislatures and wouldn’t require SESA to justify the \$8,500.00 cost per student on SESA’s caseload, as Option 1 might have. The board added Action Item FY25-05 to the business meeting agenda to recommend moving forward with Option 2.

	Programs	Level & Step	FTE	Days	LID 100	AKCAM 235	DSI 350	AARC 232	IND 238	TOTAL %
Admin - TRS										
Yancey, Olivia	various	SEE CONTRACT	1.0	220	0.60	0.10	0.05	0.15	0.10	1.00
TOTAL ADMIN %:					0.60	0.10	0.05	0.15	0.10	1.00
Certified - TRS										
Holt, Autum	AARC	Column D (B+54 w/Masters)/10	1.0	184				1.00		1.00
Maki, Kelly	LID-AI/AARC	Column (B+72 w/Masters)/9	1.0	184	0.20			0.80		1.00
Black, Angelique	DSI & LID-VI	Column D (B+54 w/Masters)/15	1.0	184	0.50		0.50			1.00
Barrowman, John	LID-AI	Column F (B+90 w/Masters)/17	1.0	184	0.80			0.20		1.00
Babcock, Brian	LID-AI	Column F (B+90 w/Masters)/13	1.0	184	1.00					1.00
Sinclair, Robert (NEW EE)	LID-AI	Column E (B+72 w/Masters)/4	1.0	184	1.00					1.00
Land, Erin	LID-AI	Column A (BA)/7	1.0	184	1.00					1.00
Johnson, Lyon	LID-ED	Column F (B+90 w/Masters)/26 (Step 19 was end of lane)	1.0	184	1.00					1.00
Parker, M'Lissa (NEW EE)	LID-ED	Column F (B+90 w/Masters)/8	1.0	184	1.00					1.00
Steer, Abigail	LID-HI	Column A (BA)/3	1.0	184	1.00					1.00
Schroeder, Jennifer	LID-MD	Column C (B+36)/19 (Step 12 is end of lane)	1.0	184	1.00					1.00
Topmiller, Amy	LID-MD	Column E (B+72 w/Masters)/14	1.0	184	1.00					1.00
Cory, Meriah	LID-MD	Column C (B+36 w/Masters)/17 (Step 12 is end of lane)	1.0	184	0.90	0.10				1.00
Weiland, Samantha ("NEW" EE)	LID-MD/AKCAM	Column C (B+36 w/Masters)/17 (Step 12 is end of lane)	1.0	184	0.50	0.50				1.00
Hisada, Yuya	LID-Tech (Admin)	Ed Tech Column F (B+90)/15	1.0	190	0.80	0.05	0.05	0.10		1.00
TOTAL CERT %:					11.70	0.65	0.55	2.10	0.00	15.00
Classified - PERS										
Collier, Christine	LID/IND/DB	R2/C3/L13 - see revised sal sch eff 7/1/24	0.4	625.0	0.83		0.07		0.10	1.00
Agni, Claire	various	R5/Step 9	1.0	1455.0	0.83		0.07	0.10		1.00
Batin, James (NEW Tech Asst)	LID	R3/C1/L1	1.0	1335	0.88	0.05	0.07			1.00
Clark, Brandie	LID	R3/C2/L9	0.8	1276	0.95			0.05		1.00
Groller, Katie	LID	Ex Asst. Column 1/Step 5	1.0	215	0.80			0.20		1.00
TOTAL CLASS %:					4.29	0.05	0.21	0.35	0.10	5.00

Total Employees: 21.00



Client: Special Education Service Agency

This Simple Engagement, beginning on the date of last signature below, outlines the specific effort and deliverables required by Alaska Executive Search, Inc. (AES) in support of Special Education Serviced Agency (Client). AES is instructed to work with Katie Groller to fill this Simple Engagement. AES has been provided the following email address for all correspondence: kgroller@sesa.org

1. DESCRIPTION OF SERVICES CLIENT REQUESTED

Position Title: Program Assistant Number of Positions: 1
Assignment Location: 2600 Denali St Suite 200 Anchorage, AK 99503

2. EMPLOYMENT TESTING REQUESTS

AES will perform reference checks and State of Alaska basic background checks on all candidates in final consideration for assignment. Additional testing is requested as indicated below:

Background Type	Skills Testing
Basic	Excel & Microsoft Office

3. SCHEDULE

This work order will start asap and complete TBD (TTH).

4. PRICING

AES will provide the contingent staff at the following bill rate (per hour):

Hourly Bill Rate	\$42.3
Overtime Bill Rate	\$63.45

**Three-hour minimum charge is in effect for all contingent workers (i.e., contingent worker works an hour and a half, client is still responsible for three hours of agreed billing rate.)*

Temporary workers will be invoiced at 1.8 times the hourly wage for the respective position (e.g., 1.8 x \$20/hour = invoiced at \$36/hour). Overtime will be computed at 1.8 times the standard hourly wage for regular hours and 1.5 times for overtime wages, applied to hours exceeding 8 hours per day or 40 hours per week. Conversion fees will be equivalent to 20% of the yearly salary and calculated based on full-time rates. If the contingent employee has worked more than 520 hours, then the conversion rate will be reduced to 10% of the annual salary. A deposit of \$1500.00 is due upon receipt and is nonrefundable if the employee quits or doesn't become converted. However, the deposit will be applied to the conversion fee.

AES FLEXSTAFF SOLUTIONS

Simple Engagement



5. PAYMENT

Payment may be made by check or ACH.

ACH is the preferred method of payment

Company Name: Alaska Executive Search, INC.

Account Name: Scale Funding

ACH Number: 091014924

Account Number: 216810

Please mail checks to address below:

Alaska Executive Search, INC.

c/o Scale Funding

PO Box 9149

Minneapolis, MN 55480-9149

Customer will be invoiced weekly with payment due Net-10 days. Any invoice or scheduled payment over 30 days past due may be subject to an interest at a rate of 1.25% a month, or the maximum percentage allowed under applicable Alaska law.

Client shall pay all costs of collection, including without limitation, reasonable attorney fees. In addition to any other right or remedy provided by law, if Client fails to pay for the Services when due, AES has the option to treat such failure to pay as a material breach of this Contract and may cancel this Contract and/or seek legal remedies.

If purchase order number is required on invoices, enter number here:

Client (Authorized Signer):

Print Name: Olivia Yancey Date: 07/18/24

Signature: Olivia Yancey

AES (Authorized Signer):

Print Name: Brooke Kuemper Date: 7/18/24

Signature: Brooke Kuemper



420 L St Anchorage, AK 99501

September 16, 2024

Olivia Yancey
Special Education Service Agency

Dear Olivia:

Thank you for selecting Simon & Seafort's (the "Restaurant") for your upcoming SESA event (the "Event"). We are confident that you (sometime referred to herein as "Client") and your guests will enjoy the truly unique dining experience offered by the Restaurant and are excited to provide this letter (this "Agreement") to help all document the details for the following Event:

Date	Time	Event Class	Room	Setup	AGR	Rental
Tue, 05/06/25	12:30 PM - 3:30 PM	Dinner	Room 49	Rounds	30	.00

**Should the guarantee change from the expected, room assigned may be adjusted to an alternate private room, semi-private or main dining room.*

The food and beverage minimum required for the Event is \$2,000.00 (the "Food and Beverage Minimum"), which is subject to increase based on final guaranteed guest count and the specific menu selections made by Client. The Food and Beverage Minimum does not include taxes, banquet fee of 4%, additional products or services you may choose to include by or through the Restaurant, or gratuity for the service staff. If the food and beverage total falls below the minimum, the difference will be charged in room rental. All pricing provided in connection with this Agreement is the current pricing of Restaurant and will be confirmed thirty (30) days prior to the date of the Event. Please provide Restaurant with the number of guests no less than 5 business days prior to the Event.

In order to assist you with the best possible total cost estimation, and for your convenience, we will show a Suggested Gratuity on our estimate of charges. As is customary in the restaurant business, the service staff attending to your party are tipped employees and anticipate receiving a gratuity which will be shared among the service staff. It is normal and customary that a gratuity, although voluntary, of at least 18% ("Suggested Gratuity") of the total bill be given to such service staff. Unless we are told to the contrary, the Suggested Gratuity will be shown on the final bill. Should you wish to change the Suggested Gratuity at the time of the event, please inform a manager when you are presented the final bill.

Due to limited availability, your Event will not be confirmed unless we receive a (i) signed copy of this Agreement and (ii) non-refundable deposit (the "Deposit"), by no later than September 19, 2024.

Transaction Type	Deposit	Date	Amount
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Full payment of estimated charges for the Event are due five (5) days prior to the event.

Please be sure to carefully review the Standard Terms attached to this Agreement, as they contain important information about our policies, procedures and legal requirements and are incorporated into this Agreement. If you have any questions, please do not hesitate to call. We look forward to seeing you soon!

Sincerely,

Courtney Fowler

Agreed and Accepted to Terms & Conditions:

Client Signature: _____
 Printed Client Name: _____
 Date: _____

STANDARD TERMS & CONDITIONS

1. **Payment; Deposit.** The Deposit, if any, is non-refundable for any reason (except as provided in Section 16 below) and will be applied to the Event charges. If the Deposit or any prepayments are made by credit card, Client hereby authorizes Restaurant to charge the Deposit or pre-payment on Client's credit card, as well as any other uncollected charges for services provided guarantees or the Food and Beverage Minimum. Any charges (including the Banquet Fee described below) which exceed the pre-paid Event charges and Deposit shall be due on the same day at the conclusion of the Event. Restaurant does not accept personal checks for payment of amounts due under this Agreement. A gift card cannot be redeemed in conjunction with any contracted banquet or private dining event. Caterer does not prepare separate checks.

2. **Banquet Fee, Taxes & Gratuity.** All charges are subject to a four percent (4%) banquet fee, for the operational and administrative costs incurred by the restaurant to host your event. Applicable sales taxes will also be added to the final bill. **Client understands that gratuity for the service staff is NOT included in the contract price or the Banquet Fee and Client has the unrestricted right to determine such amount, if any.** In the event that the Food and Beverage Minimum set forth herein are not reached, the Food and Beverage Minimum will be substituted for actual use in the calculation of the foregoing charges. Tax exempt organizations must furnish certificate of exemption to the Restaurant seven (7) days in advance of event. Client understands that Restaurant is relying on the accuracy of Client's tax-exempt certification and to the extent any such certification is incorrect, Client shall be solely responsible for any assessed taxes, penalties, or interest resulting from such inaccuracy.

3. **Confirmation of Event.** Choice of food items must be confirmed by Client not less than two (2) weeks prior to the Event. Client shall provide Restaurant with the number of guests no less than 5 business days prior to the Event (business days are Monday-Friday), which number is not subject to reduction when calculating charges for the Event and in no event shall the total guest count exceed the room capacity of Restaurant. Client will be charged based upon the menu selections calculated for the final guaranteed guest count, actual attendance, or the Food & Beverage Minimum, whichever is greater. Absent such notification, the number of guests set forth in the Agreement shall be used for such purposes. Client recognizes that in the event the room capacity is exceeded, the overcrowding may create a potential health and safety issue for Client, Client's guests and Restaurant, its employees, other guests or invitees or the overcrowding may interfere with the operations of Restaurant, its employees, other guests or invitees. Client agrees that in the event the capacity is exceeded, Restaurant, in its sole and absolute discretion, may suspend and/or discontinue the Event, in which event, Client shall remain liable for amounts owing hereunder. Client recognizes that Client's final guaranteed guest count and specific menu selections may result in Client being responsible for the payment of an amount over the Food & Beverage Minimum quoted herein.

4. **Special Incentives.** Landry's Select Club Points cannot be earned in conjunction with discounted or promotional group menus, with any other special group offer, employee discount or any other designated offer, discount, incentive promotion or dollar-off, limited time promotion.

5. **Rules and Regulations; Conduct; Decorations.** Client and its guests shall abide by all rules and regulations prescribed by Restaurant. Restaurant reserves the right to refuse the sale or service of alcoholic beverages to anyone at anytime. Any inappropriate dress, unprofessional behavior or use of vulgar language will be grounds for immediate eviction from Restaurant property. No food or beverage of any kind is permitted to be brought into Restaurant by the Client or its attendees. Restaurant policy does not permit "to-go" boxes for any banquet buffet or any other removal of food or beverages from the Restaurant. All displays and/or decorations proposed by Client will be subject to prior approval by Restaurant. Client shall be responsible for damages to the Restaurant, costs for excessive clean-up made necessary by Client, Client's guest or attendees, florists, decorators, or other outside agencies retained by Client.

6. **Event Hours.** Should the Event exceed the time limits set forth herein, Restaurant may, in its sole and exclusive discretion, charge Client an additional fee for such excess time.

7. **Parking.** Self-parking is available, subject to availability, at Restaurant. To the extent that Restaurant charges for self-parking, then such parking shall be provided at the then prevailing rate. To the extent provided by Restaurant, valet service is provided at the then prevailing rate and if provided, additional fees may be incurred by Client for groups of more than forty (40) guests. All parking is at Client's risk and Restaurant shall not be responsible for any theft or other damage to vehicles when either self-parking or valet parking at Restaurant.

8. **Contracted Services.** Client shall pay Restaurant in advance for any outside services contracted for Client by Restaurant (floral, audio-visual, bakery, etc). Such payment is non-refundable if such services are unable to be cancelled.

9. **Deliveries.** Upon written request of Client, Restaurant may accept packages sent no earlier than three (3) business days in advance of the Event. Any shipments received prior to such date, or deemed excessive in size or volume may be subject to a storage fee. Restaurant assumes no liability in connection with the receipt of storage of such shipments.

10. **Electricity.** If Client requires additional electrical power due to the needs of a band or DJ, drayage company, decorator, or lighting designer, then that cost will be added to Client's final bill. Electrical requirements must be received no later than seven (7) days prior to the Event. Restaurant does not guarantee additional electricity on the day of the Event.

11. **No Subcontracting; Resale; Advertising.** Client shall not contract, sublet or resell any matters related to the Event to any third party without the prior written consent from Restaurant, which consent may be withheld in its sole and absolute discretion. Client shall not sell tickets or otherwise market or promote the Event to any third party to attract, solicit, or generate attendance at Restaurant without the prior written consent of Restaurant, which consent may be withheld in its sole and absolute discretion. Advertising or use of Restaurant name, logo, or pictures is not permitted without prior written consent of Restaurant. No type of solicitation on Restaurant property will be permitted at anytime.

12. **Security, Injury and Property.** Restaurant does not provide security for the Event; however, Restaurant may, in its sole discretion, require security for certain Events at Client's sole expense. Client agrees to indemnify and hold harmless from any claims, costs or expenses which arise related to any security issues.

13. **Drones/Unmanned Aerial Systems (UAS).** Use of a UAS by Client, including but not limited to, drones or radio-controlled aircraft and devices, during the Event, **is expressly prohibited** unless Client has obtained Restaurant's prior written authorization, which Restaurant may withhold in its sole and absolute discretion and Client executes and complies with the terms and conditions of Restaurant's UAS Release Agreement. If Restaurant allows Client to use a UAS at their Event, Client will be responsible for requesting and executing Restaurant's UAS Release Agreement. The use by Client, including its members, attendees, or invitees of a UAS without Restaurant's prior written authorization and without executing and comply with the Restaurant's UAS Release Agreement shall be deemed a material breach of this Agreement.

14. **Indemnification.** Client shall indemnify and hold harmless Restaurant, its principals, shareholders, directors, officers, affiliates, assigns, successors, agents, attorneys, and employees against and from any and all damages, liabilities, claims, or causes of action, including attorney's fees, arising out of Client's performance of this Agreement or related to the Event or the Client's breach of this Agreement or the representations made herein. The foregoing shall include, but not be limited to, damages to the Restaurant, costs for excessive clean-up made necessary by Client, Client's guest or attendees, florists, decorators, or other outside agencies retained by Client.

15. **Cancellation by Client.** Any cancellation by Client shall be made in writing via e-mail to the attention of the Restaurant representative listed on this Agreement. Cancellations made by phone call or by voicemail message will not be considered received unless supplemented by written cancellation. In the event that Client cancels this Agreement or the Event for any reason, Client shall be liable, as liquidated damages, but not as a penalty to Restaurant as follows:

- Seven (7) days prior to the Event, one hundred percent (100%) of the greater of (i) the amount invoiced by Restaurant as full-prepayment for the Event, or (ii) the sum of the Food and Beverage Minimum plus banquet fee.
- Sixty (60) to eight (8) days prior to the Event, fifty percent (50%) of the greater of (i) the amount invoiced by Restaurant as full-prepayment for the Event, or (ii) the sum of the Food and Beverage Minimum.
- Date of signing to sixty one (61) days prior to the Event, twenty five percent (25%) of the greater of (i) the amount invoiced by Restaurant as full-prepayment for the Event, or (ii) the sum of the Food and Beverage Minimum.

CLIENT AGREES THAT THE FOREGOING SUM IS IN CONSIDERATION OF THE SPECULATIVE NATURE OF ANY ASSOCIATED DAMAGES AND THE DIFFICULTY OF ESTIMATING THE SAME, AND IS BARGAINED FOR LIQUIDATED DAMAGES PROVISION AND NOT A PENALTY.

16. **Cancellation by Restaurant; Limitation of Liability.** In the event that Restaurant cancels this Agreement for any reason other than a default by Client hereunder, a refund of the Deposit and any pre-payments made will be processed within ten (10) business days. Client's sole and exclusive remedy against Restaurant for any claim or lawsuit under any theory under Agreement is limited to the return of the Deposit and any pre-payments. IN NO EVENT SHALL RESTAURANT'S LIABILITY TO CLIENT ARISING OUT OF OR IN CONNECTION WITH RESTAURANT'S CANCELLATION OF THIS AGREEMENT OR THE EVENT EXCEED, IN THE AGGREGATE, THE TOTAL SUMS PAID BY CLIENT TO RESTAURANT HEREUNDER.

17. **Force Majeure.** The obligations of the parties under this Agreement shall be excused in whole or in part, as necessitated based on the circumstances, to the extent that the affected party's performance under this Agreement is reasonably prevented by a Force Majeure Event (defined below). If as a result of a Force Majeure Event either party is unable to perform its obligations under this Agreement, then either party shall have the right to cancel the Event upon notice to the other party and terminate this Agreement without further liability of any nature, in which event Restaurant shall promptly return Client's deposit, except that Restaurant shall have the right to retain from the deposit, and Client shall otherwise remain liable for, an amount equal to any unavoidable out-of-pocket costs expended on Client's behalf at the time of termination. In no event shall either party be liable for consequential or punitive damages of any nature for any reason whatsoever arising out of this Agreement. As used herein, "Force Majeure Event" shall mean acts of God such as fires, extreme weather, lightning, or floods; water quality or conditions; contaminations; inability to obtain materials or supplies; confiscations or restraints of government (civil or military, including but not limited to inability to have access to roads or pathways or government directives to cease conducting normal business); strikes or labor disputes; civil disturbance; any local, regional, or national declared public health emergency related to any pandemic or epidemic which restricts attendance of more than 50% of the attendees, restricts the Restaurant from conducting the event or restricts the congregation or persons below the anticipated attendance of the event. Notwithstanding the foregoing, if government mandates attendance restrictions, Restaurant and Client agree to negotiate in good faith to reach an agreement regarding changes to the Event plans in order to adhere to applicable government requirements, including, but not limited to reducing the F&B Minimum to reflect reduced attendance due to space limitations.

18. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of Texas.

19. **Miscellaneous.** Should either party prevail in litigation to enforce the terms and conditions of this Agreement, such party shall be entitled to recover its costs of litigation and its reasonable attorney fees as fixed by the trial court and, if any appeal is taken from any decision of the trial court, such further sum as may be fixed by the appellate court. The parties hereby waive trial by jury in any action, proceeding, or counterclaim brought by either party against the other (except for personal injury or property damage) on any matters whatsoever arising out of or in any way connected with this Agreement. This Agreement is not assignable and any deposits or monies received on account are non-refundable. This Agreement may not be altered or amended except in writing and signed by both parties. Customer acknowledges and agrees that this Agreement is between Customer and Simon & Seafort's, the owner and operator of the Restaurant, and that none of the affiliates of Simon & Seafort's shall be responsible for any obligations or liability arising under this agreement.



Credit Card Authorization

I authorize Simon & Seafort's to charge my credit card listed below; I understand that I am giving this authorization in relation to the Event referenced below and in accordance with the terms and conditions of the Agreement signed on behalf of such Event. I further acknowledge that I have received and reviewed a copy of such Agreement, and to the extent I have not, I will request a copy of the same for my review. Finally, I understand that the amount identified below will be deducted from my final bill on the day/night of the event.

Name of the Event: SESA

Date of the Event: Tuesday, May 6, 2025

Transaction Type	Deposit	Date	Amount
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I would like this credit card to be used to pay for the entire bill on the day/night of the event. _____ (Please Initial)

I voluntarily agree to the addition of a 18% suggested gratuity added to the final bill.

_____ (Please Initial)

DO NOT EMAIL OR FAX THIS FORM WITH THE CREDIT CARD NUMBER INCLUDED. If you are not using our encrypted credit card submission and electronic signature process, you will need to have the card present to charge the deposit(s) and/or the final bill on the day/night of the event. Contract will not be accepted and space not reserved until deposit(s) are received. You will still be required to submit this signed and initialed form without credit card information.

Client/Credit Card Owners Authorized Signature if not submitting electronically

Date

*The payment and amount of gratuity is subject to your complete discretion. Should you wish to change the Suggested Gratuity at the time of the event, please inform a manager when you are presented the final bill. If you do not change the Suggested Gratuity, such amount will be included on the final bill.



FY 2026 Agency Calendar

Q1: July-September
 Q2: October-December
 Q3: January-March
 Q4: April-June

Jul-25							Aug-25							Sep-25							Oct-25						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						28		28	29	30	31	1	2							30							
29	30	1	2	3	4	5	3	4	5	6	7	8	9	31	1	2	3	4	5	6	28	29	30	1	2	3	4
6	7	8	9	10	11	12	10	11	12	13	14	15	16	7	8	9	10	11	12	13	5	6	7	8	9	10	11
13	14	15	16	17	18	19	17	18	19	20	21	22	23	14	15	16	17	18	19	20	12	13	14	15	16	17	18
20	21	22	23	24	25	26	24	25	26	27	28	29	30	21	22	23	24	25	26	27	19	20	21	22	23	24	25
27	28	29	30	31			31							28	29	30					26	27	28	29	30	31	
						14							21							22							23

Nov-25							Dec-25							Jan-26							Feb-26						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					31	1						28	29	28	29	30	31	1	2	3					29	30	31
2	3	4	5	6	7	8	30	1	2	3	4	5	6	4	5	6	7	8	9	10	1	2	3	4	5	6	7
9	10	11	12	13	14	15	7	8	9	10	11	12	13	11	12	13	14	15	16	17	8	9	10	11	12	13	14
16	17	18	19	20	21	22	14	15	16	17	18	19	20	18	19	20	21	22	23	24	15	16	17	18	19	20	21
23	24	25	26	27	28	29	21	22	23	24	25	26	27	25	26	27	28	29	30	31	22	23	24	25	26	27	28
30							28	29	30	31																	
						20							12							21							20

Mar-26							Apr-26							May-26							Jun-26						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					27	28									27	28	29	30	1	2							30
1	2	3	4	5	6	7	29	30	31	1	2	3	4	3	4	5	6	7	8	9	31	1	2	3	4	5	6
8	9	10	11	12	13	14	5	6	7	8	9	10	11	10	11	12	13	14	15	16	7	8	9	10	11	12	13
15	16	17	18	19	20	21	12	13	14	15	16	17	18	17	18	19	20	21	22	23	14	15	16	17	18	19	20
22	23	24	25	26	27	28	19	20	21	22	23	24	25	24	25	26	27	28	29	30	21	22	23	24	25	26	27
29	30	31					26	27	28	29	30			31							28	29	30				
						22							22							21							5

May FY25
5-6 In-House- NO TRAVEL
19 Ed Specialists/Grant staff end
22 Librarian & Tech ends
26 Memorial Day paid holiday
July FY25
1-13 Executive Director Only
15 PA's & EA and Program Admin Start
28 Librarian Begins
30 Tech Begins
August FY25
4 Specialists/Grant Staff Start
4-8 In-House- NO TRAVEL
September FY25
1 NO TRAVEL
1 Labor Day Paid Holiday
October FY25
1 FY25 Fall Board Meeting (Tentative)
November FY25
22-30 NO TRAVEL
27-28 Thanksgiving Paid Holiday
December FY25
11 FY25 Winter Board Meeting (Tentative)
24,25 Christmas Paid Holidays
15-31 Agency Closed; Winter Break

June FY25
6 Agency last day
9-30 Executive Director Only
January FY26
1 New Year Paid Holiday
2 Agency Closed- Winter Break
February FY26
5-6 In-House- NO TRAVEL
ASSEC Pre-Conference- TBD
ASSEC Main Conference-TBD
March FY26
FY25 Spring Board Meeting (Tentative)
10-14 ASD Spring Break
April FY26
May FY26
4-5 In-House- NO TRAVEL
18 ED Specialists/Grant Staff End
FY25 Summer Board Meeting (Tentative)
21 Librarian/ Technologist Last Day
25 Memorial Day Holiday
June FY26
5 Agency Last Day
8-30 Admin Only

Dates of some scheduled events are subject to change.

RESTRAINT AND SECLUSION

BP 5142.3(a)

Note: School districts must prohibit the restraint or seclusion of students except in situations where student behavior poses an imminent danger of physical injury. AS 14.33.125. Districts must also provide periodic training in an approved crisis intervention program. AS 14.33.127. The schedule of training must comply with AS 14.08.111(12) (Regional School Boards), AS 14.14.090(11) (School Boards) and AS 14.16.020(9) (State Boarding Schools). See BP 4131 – Staff Development. The following policy implements the requirements of AS 14.33.125 and AS 14.33.127 and further utilizes 2012 guidelines issued by the United States Department of Education in its *Restraint and Seclusion: Resource Document*. It also incorporates guidance from Department of Education’s December 2016 Dear Colleague Letter: Restraint and Seclusion of Students with Disabilities.

The Board believes that a safe educational environment is necessary for learning and understands there are times when student behavior may impact on the safety of that student or others. To the maximum extent appropriate, the safety and welfare of students and staff should be secured through positive behavioral interventions. The use of physical restraint and seclusion is prohibited except in emergency situations as set forth below.

Chemical or mechanical restraint of students is never allowed. Chemical restraint means a psychopharmacological drug that is administered to a student for discipline or convenience and that is not required to treat a medical symptom. Mechanical restraint refers to the use of any device or equipment to restrict a student’s freedom of movement. The term does not include devices implemented by trained school personnel, or utilized by a student that have been prescribed by an appropriate medical or related services professional and are used for the specific and approved purposes for which such devices were designed, such as: 1) adaptive devices or mechanical supports used to achieve proper body position, balance, or alignment to allow greater freedom of mobility than would be possible without the use of such devices or mechanical supports; 2) vehicle safety restraints when used as intended during the transport of a student in a moving vehicle; restraints for medical immobilization; or orthopedically prescribed devices that permit a student to participate in activities without risk of harm.

This policy shall be annually reviewed with school personnel.

(cf. 5030 – School Discipline and Safety)

(cf. 5137 - Positive School Climate)

Physical Restraint

Physical restraint means a personal restriction that immobilizes or reduces the ability of a student to move the student’s arms, legs, or head freely. Physical restraint does not include briefly holding a student in order to calm or comfort, or the use of contact that is reasonably necessary to safely escort a person from one area to another.

Physical restraint is prohibited unless the student’s behavior poses an imminent danger of physical injury to the student or others and less restrictive interventions would be ineffective at stopping the imminent danger. To the extent possible without compromising safety, other interventions should be attempted prior to the use of restraint. Restraint must be limited to that necessary to address the emergency and must be immediately discontinued when the student no longer poses an imminent danger or when a less restrictive intervention is effective to stop the danger.

(cf. 4158 – Employee Security)

(cf. 5131.41 – Violent and Aggressive Conduct)

(cf. 5131.7 – Weapons and Dangerous Instruments)

RESTRAINT AND SECLUSION

BP 5142.3(b)

Restraint may not be used as a form of discipline, to force compliance, as a convenience for staff, or as a substitute for appropriate educational support. The use of emergency restraint under this policy does not constitute corporal punishment.

Physical restraint must be implemented in a manner that protects the health and safety of the student and others. Restraint may be administered only by staff trained in crisis intervention, de-escalation, and safe restraint, unless a trained person is not immediately available and the circumstances are rare and present an unavoidable and unforeseen emergency. Restraint may not prevent or restrict the student from breathing or speaking nor may it restrict circulation. Prone or supine restraint, which occurs when the student is placed on his or her stomach or back, is expressly prohibited. A student's well-being must be monitored during restraint through the use of continuous face-to face contact or, if face-to-face contact is unsafe, by continuous direct visual supervision.

Seclusion

Seclusion means the involuntary confinement of a student alone in a room or area that the student is physically prevented from leaving. Seclusion does not include time-outs, a student's voluntary choice to enter a secluded environment, supervised detention or in-school suspension rooms that are utilized for instructional purposes, or suspension from school. "Time-outs" are behavior interventions to provide a student with an opportunity to regain self-control or engage in problem solving where the student is separated from other students for a limited period in a setting from which the student is not physically prevented from leaving. Time-out includes placing a student in an area of the classroom where the student observes classroom instruction but does not participate.

Seclusion of a student is prohibited unless the student's behavior poses an imminent danger of physical injury to the student or others and less restrictive interventions would be ineffective at stopping the imminent danger.

(cf. 4158 – Employee Security)

(cf. 5131.41 – Violent and Aggressive Conduct)

(cf. 5131.7 – Weapons and Dangerous Instruments)

Seclusion should last only as long as necessary to resolve the actual risk of imminent danger or when a less restrictive intervention is effective to stop the danger. Seclusion should never be used as a form of discipline, to force compliance, as a convenience for staff, or as a substitute for appropriate educational support.

While in a seclusion setting, a student must be continuously monitored by an adult in face-to-face contact or, if face-to-face contact is unsafe, by continuous direct visual contact with the student. Students must be provided necessities such as restroom breaks and food and water as needed. Any signs of medical distress should be immediately addressed. Seclusion must be sensitive to any particular vulnerabilities of the student and to the student's developmental level.

Follow-up and Review

As soon as practicable after restraint or seclusion have been used, staff shall review the incident. The review shall include review of and recommendations for adjusting or amending, as applicable, procedures, strategies, accommodations, the IEP, a student behavior plan, or additional staff training. Follow-up communication shall occur with the student and parent/legal guardian regarding the review process and outcomes.

Students with Disabilities

This policy does not prohibit the inclusion of safe restraint or seclusion in a student's Individualized Education Plan or behavioral intervention plan if determined appropriate by the IEP team after considering all less restrictive alternatives. However, in all instances, the use of physical restraint or seclusion must be in compliance with this policy and federal and state law regarding the restraint and seclusion of students with disabilities.

(cf. 6159 – Individualized Education Program)

Reporting/Notification Requirements

The parent/legal guardian of a student who has been physically restrained or secluded shall be notified on the same day and provided information about the incident.

Instances of physical restraint or seclusion shall be documented. A written report must be prepared by school personnel who restrain or seclude a student and provided to the school administrator. The report must include: the date and time of the incident; names and job titles of the school personnel who participated or supervised; a description of the conduct that preceded the incident, including efforts and strategies utilized prior to restraint or seclusion; a description of the restraint or seclusion, including duration; and a description of how the incident ended, including any further action taken. A copy of the written report shall be provided to the parent/legal guardian.

Annually, the District shall report to the Department of Education and Early Development the following information: the total number of restraints and seclusion; the number of injuries or deaths of students or personnel; the number of restraints or seclusion by untrained personnel; and the number of students with a disability who were restrained or secluded, including the category of disability.

RESTRAINT AND SECLUSION

BP 5142.3(d)

Crisis Intervention Training

The Superintendent or designee shall provide for periodic crisis intervention training for a sufficient number of school staff members to meet the needs of the school population. Training should include evidence based techniques effective at preventing restraint and seclusion; evidence-based skills related to positive behavior supports, conflict prevention and management techniques, skills to de-escalate student behavior, and understanding antecedents; the safe use of restraint or seclusion in emergency situations; first aid and cardiopulmonary resuscitations; and applicable policies and procedures. The form of training may vary depending upon the staff member's role and the instructional setting.

(cf. 4131 – Staff Development)

Policy Not Applicable to Law Enforcement

This policy is applicable to District employees. It is not intended to limit the use or type of restraint or seclusion by law enforcement personnel who may need to utilize these methods while on District property.

(cf. 1410 – Interagency Cooperation for Student and Staff Safety)

Legal Reference:

UNITED STATES CODE

20 U.S.C. §§ 1400, et seq. Individuals with Disabilities Education Act

Every Student Succeeds Act, 20 U.S.C. §§ 7941-7948 (P.L. 114-95, December 10, 2015)

ALASKA STATUTES

11.81.430 Justification, use of force, special relationships

11.81.900 Definitions

14.03.078 Report

14.30.180-.350 Education for Exceptional Children

14.33.120 School disciplinary and safety program

14.33.125 Student restraint or seclusion; limitations

14.33.127 Crisis Intervention Training

ALASKA ADMINISTRATIVE CODE

4 AAC 06.172 -177 Reporting of school disciplinary and safety programs and incidents of R&S and crisis intervention programs

4 AAC 06.200-.270 Safe schools

4 AAC 06.250 Reporting

4 AAC 07.010-4 AAC 07.900 Student rights and responsibilities

4 AAC 52.010-.990 Education for exceptional children

Revised 3/2017

Students

RESTRAINT AND SECLUSION

BP 5142.3(a)

The Board believes that a safe educational environment is necessary for learning and understands there are times when student behavior may impact on the safety of that student or others. To the maximum extent appropriate, the safety and welfare of students and staff should be secured through positive behavioral interventions. The use of physical restraint and seclusion is prohibited except in emergency situations as set forth below.

Chemical or mechanical restraint of students is never allowed. Chemical restraint means a psychopharmacological drug that is administered to a student for discipline or convenience and that is not required to treat a medical symptom. Mechanical restraint refers to the use of any device or equipment to restrict a student's freedom of movement. The term does not include devices implemented by trained school personnel, or utilized by a student that have been prescribed by an appropriate medical or related services professional and are used for the specific and approved purposes for which such devices were designed, such as: 1) adaptive devices or mechanical supports used to achieve proper body position, balance, or alignment to allow greater freedom of mobility that would be possible without the use of such devices or mechanical supports; 2) vehicle safety restraints when used as intended during the transport of a student in a moving vehicle; restraints for medical immobilization; or orthopedically prescribed devices that permit a student to participate in activities without the risk of harm.

This policy shall be annually reviewed with Agency personnel.

(cf. 5030 – School Discipline and Safety)
(cf. 5137 – Positive School Climate)

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Physical restraint means a personal restriction that immobilizes or reduces the ability of a student to move the student's arms, legs, or head freely. Physical restraint does not include briefly holding a student in order to calm or comfort, or the use of contact that is reasonably necessary to safely escort a person from one area to another.

Physical restraint is prohibited unless the student's behavior poses an imminent danger of physical injury to the student or others and less restrictive interventions would be ineffective at stopping the imminent danger. To the extent possible without compromising safety, other interventions should be attempted prior to the use of restraint. Restraint must be limited to that necessary to address the emergency and must be immediately discontinued when the student no longer poses an imminent danger or when a less restrictive intervention is effective to stop the danger.

(cf. 4158 – Employee Security)
(cf. 5131.41 – Violent and Aggressive Conduct)
(cf. 5131.7 – Weapons and Dangerous Instruments)

Restraint may not be used as a form of discipline, to force compliance, as a convenience for staff, or as a substitute for appropriate educational support. The use of emergency restraint under this policy does not constitute corporal punishment.

Students

RESTRAINT AND SECLUSION

BP 5142.3(b)

Physical restraint must be implemented in a manner that protects the health and safety of the student and others. Restraint may be administered only by staff trained in crisis intervention, de-escalation, and safe restraint, unless a trained person is not immediately available and the circumstances are rare and present an unavoidable and unforeseen emergency. Restraint may not prevent or restrict the student from breathing or speaking nor may it restrict circulation. Prone or supine restraint, which occurs when the student is placed on his or her stomach or back, is expressly prohibited. A student's well-being must be monitored during restraint through the use of continuous face-to-face contact or, if face-to-face contact is unsafe, by continuous direct visual supervision.

Seclusion

Seclusion means the involuntary confinement of a student alone in a room or area that the student is physically prevented from leaving. Seclusion does not include time-outs, a student's voluntary choice to enter a secluded environment, supervised detention or in-school suspension rooms that are utilized for instructional purposes, or suspension from school. "Time-outs" are behavior interventions to provide a student with an opportunity to regain self-control or engage in problem solving where the student is separated from other students for a limited period of time in a setting from which the student is not physically prevented from leaving. Time-out includes placing a student in an area of the classroom where the student observes classroom instruction but does not participate.

Seclusion of a student is prohibited unless the student's behavior poses an imminent danger of physical injury to the student or others and less restrictive interventions would be ineffective at stopping the imminent danger.

(cf. 4158 – Employee Security)

(cf. 5131.41 – Violent and Aggressive Conduct)

(cf. 5131.7 – Weapons and Dangerous Instruments)

Seclusion should last only as long as necessary to resolve the actual risk of imminent danger or when a less restrictive intervention is effective to stop the danger. Seclusion should never be used as a form of discipline, to force compliance, as a convenience for staff, or as a substitute for appropriate educational support.

While in a seclusion setting, a student must be continuously monitored by an adult in face-to-face contact or, if face-to-face contact is unsafe, by continuous direct visual contact with the student. Students must be provided necessities such as restroom breaks and food and water as needed. Any signs of medical distress should be immediately addressed. Seclusion must be sensitive to any particular vulnerabilities of the student and to the student's developmental level.

Students

RESTRAINT AND SECLUSION

BP 5142.3(c)

Follow-up and Review

As soon as practicable after restraint or seclusion has been used, school district staff shall review the incident. The review shall include review of and recommendations for adjusting or amending, as applicable, procedures, strategies, accommodations, the Individualized Education Plan (IEP), a student behavior plan, or additional staff training. Follow-up communication by a school district administrator shall occur with the student and parent/legal guardian regarding the review process and outcomes.

Students with Disabilities

This policy does not prohibit the inclusion of safe restraint or seclusion in a student's Individualized Education Plan (IEP) or behavioral intervention plan if determined appropriate by the IEP team after considering all less restrictive alternatives. However, in all instances, the use of physical restraint or seclusion must be in compliance with this policy.

(cf. 6159 – Individualized Education Program)

Reporting/Notification Requirements

The parent/legal guardian of a student who has been physically restrained or secluded shall be notified on the same day and provided information about the incident by a school district administrator.

Instances of physical restraint or seclusion shall be documented. A written report must be prepared by Agency personnel who restrain or seclude a student and provided to the Agency and school administrator.

The report must include: the date and time of the incident; names and job titles of the school personnel who participated or supervised; a description of the conduct that preceded the incident, including efforts and strategies utilized prior to restraint or seclusion; a description of the restraint or seclusion, including duration; and a description of how the incident ended, including any further action taken. A copy of the written report shall be provided by the parent/legal guardian.

Crisis Intervention Training

The Administrator or designee shall provide for periodic crisis intervention training for a sufficient number of school staff members to meet the needs of the school population. Training should include evidence based techniques effective at preventing restraint and seclusion; evidence-based skills related to positive behavior supports, conflict prevention and management techniques, skills to de-escalate student behavior, and understanding antecedents; the safe use of restraint or seclusion in emergency situations; first aid and cardiopulmonary resuscitations; and applicable policies and procedures. The form of training may vary depending upon the staff member's role and the instructional setting.

(cf. 4131 – Staff Development)

Students

RESTRAINT AND SECLUSION

BP 5142.3(d)

Policy Not Applicable to Law Enforcement

This policy is applicable to Agency employees. It is not intended to limit the use or type of restraint or seclusion by law enforcement personnel who may need to utilize these methods while on District property.

(cf. 1410 – Interagency Cooperation for Student and Staff Safety)

Legal Reference:

UNITED STATES CODE

20 U.S.C. §§ 1400, et seq. Individuals with Disabilities Education Act

[Every Student Succeeds Act, 20 U.S.C. §§ 7941-7948 \(P.L. 114-95, December 10, 2015\)](#)

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[4 AAC 06.172 -177 Reporting of school disciplinary and safety programs and incidents of R&S and crisis intervention programs](#)

4 AAC 06.200-.270 Safe schools

4 AAC 06.250 Reporting

4 AAC 07.010-4 AAC 07.900 Student rights and responsibilities

4 AAC 52.010-.990 Education for exceptional children

Deleted: No Child Left Behind Act of 2001, 20 U.S.C. §§ 236 2368 (P.L. 107-110)

Deleted: ¶

Deleted: 4 AAC 06.172 Reporting of school disciplinary and safety programs¶

Revised 9/2024

Special Education Service Agency

Board Committee Report for 09/11/24

Board Committee Members: Jeanne Gerhardt-Cyrus, Rich Saville,
Shelly Vendetti Vuckovich, and Donald Enoch

Additional Board Members Attended: Anna Attla

Board Advisors: Patrick Reinhart, Olivia Yancey, Genevieve Hollins

SESA Staff: Katie Groller

SESA Low Incidence Disabilities Outreach Program Funding Formula:

Written Charge: The duties of this specific Board committee are to review different funding formulas to replace the current funding formula (AS 14.30.650) in order to meet the operational needs of SESA Low Incidence Disabilities Outreach Program due to increased caseload size. Once the Board committee has reviewed information, they will share their recommendations to the SESA Board of Directors during the fall meeting (10/2/24).

Background: As a result of the USESE & SESA most recent ratified Collective Bargaining Agreement FY25-FY27, the following observations were made about the current revenue budget for Fund 100 Low Incidence Disabilities/General Fund.

- A limited amount of funds available in revenue and fund balance to **provide salary increases** that match the cost of living/inflation in Alaska and help recruit or retain education specialists for SESA.

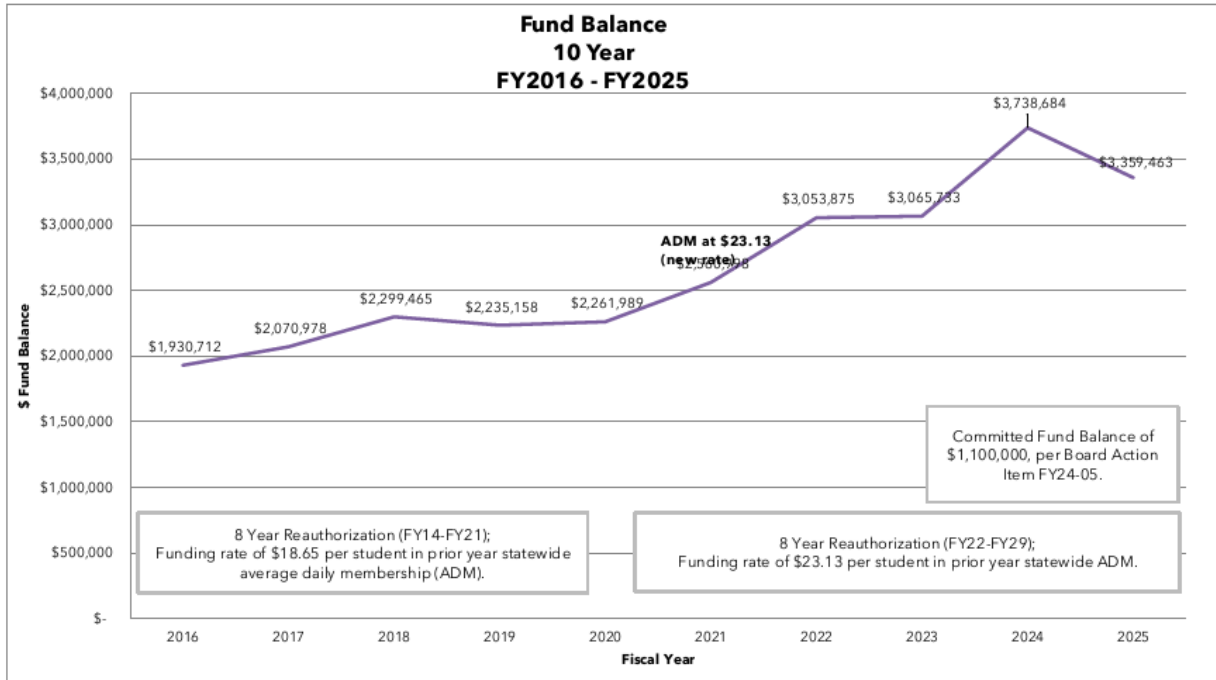
SPECIAL EDUCATION SERVICE AGENCY

Revenue Budget

FY 2025 Budget

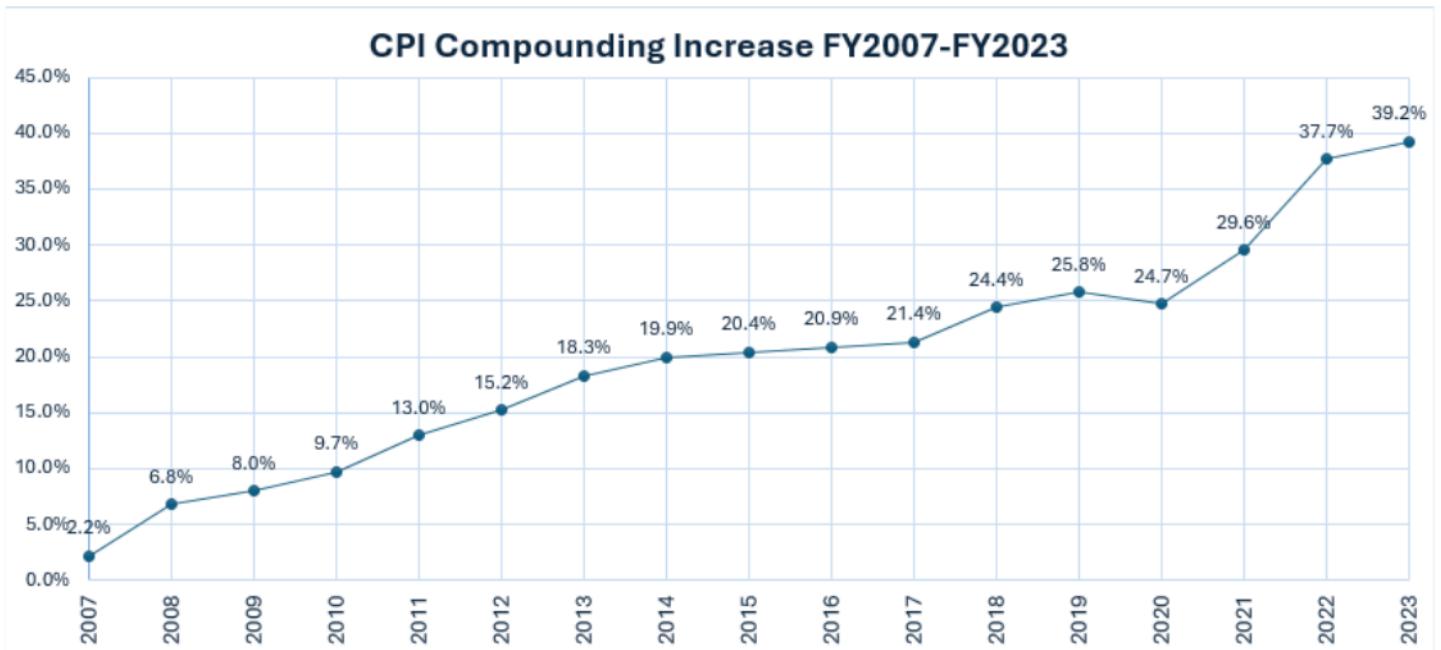
	<u>FY2024 Budget</u>	<u>FY2025 Budget</u>	<u>Change</u>
FUND 100: Low Incidence Disabilities (LID)/General Fund			
State of Alaska ¹	\$ 2,966,146	\$ 2,967,004	\$ 858
PERS On-Behalf	9,121	15,702	6,581
TRS On-Behalf	166,131	238,742	72,611
E-Rate	13,500	13,500	-
Interest & Other	15,200	15,200	-
Use Fund Balance (Add to Fund Balance)	<u>138,779</u>	<u>406,178</u>	<u>267,399</u>
FUND TOTAL	\$ 3,308,877	\$ 3,656,326	\$ 347,449

SESA has sufficient funds in fund balance to support the shortfall for now.

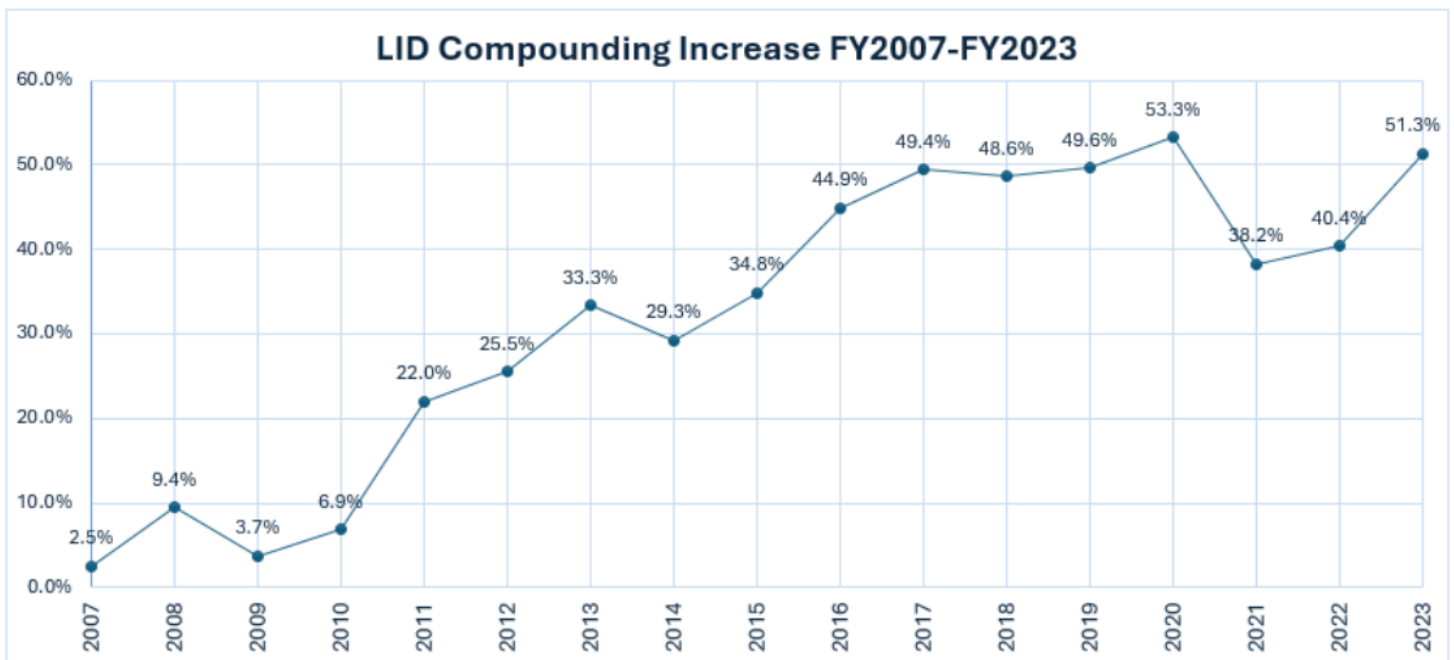


- FY 2019** Received \$175,000 in additional Discretionary funding from State of Alaska. Added 4 new Education Specialists.
- FY 2020** COVID-19 caused travel to be suspended March 13th - June 30th, 2020.
- FY 2021** 2 LID Education Specialist vacancies all year.
2 LID/grant support staff vacancies all year.
Travel still suspended.
Received \$63,000 in additional Discretionary funding from State of Alaska.

- FY 2022** Received \$360,000 in additional Discretionary funding from State of Alaska.
- FY 2024** 12.03 Education Specialist FTEs
Received \$600,000 in additional Discretionary funding from State of Alaska at year-end.
- FY 2025** 13.26 Education Specialist FTEs; Increase in Sal Schedules



- SESA Board of Directors is **unable to increase number** of FTEs for education specialists beyond 13.80 FTE to serve LID and AKDBP students at 40 students per specialist with no more than 50% at intensive/targeted level of service due to current revenue budget.
- The **maximum amount of total students SESA LID can currently serve is 550** (i.e., dependent on how many specialists are working within each LID program). If 13.8 FTE is not filled or students max (i.e., 40 students per specialist per program) has been met, a waitlist has to be initiated.
- **If SESA were to maintain a 12.79% increase to students served each year** without any student exits, SESA would reach its maximum by FY26 and students would either be discontinued or new referrals would be placed on a waitlist.
- SESA is unable to **add needed program administrator** to support the LID programs.



The SESA Board of Directors reviewed 4 options and narrowed the options to the following:

SESA LID Funding Formula Comparisons with Option 1 and Option 2

Statewide Enrollment	SESA Funding Rate	LID Count	FY	Historical SESA Funding	Option 1	Option 2
					LID Caseload x \$8,500	PY Statewide ADM x \$26.89
130,164	\$ 15.75	241	2007	\$ 2,072,312	\$ 2,048,500	\$ 3,500,116
128,975	\$ 15.75	259	2008	\$ 2,072,312	\$ 2,201,500	\$ 3,468,144
128,381	\$ 15.75	245	2009	\$ 2,031,304	\$ 2,082,500	\$ 3,452,158
129,229	\$ 15.75	253	2010	\$ 2,026,100	\$ 2,150,500	\$ 3,474,959
129,047	\$ 15.75	298	2011	\$ 2,021,600	\$ 2,533,000	\$ 3,470,066
128,886	\$ 15.75	309	2012	\$ 2,025,955	\$ 2,626,500	\$ 3,465,740
128,966	\$ 15.75	335	2013	\$ 2,029,953	\$ 2,847,500	\$ 3,467,883
128,435	\$ 18.65	322	2014	\$ 2,405,207	\$ 2,737,000	\$ 3,453,623
128,580	\$ 18.65	341	2015	\$ 2,395,317	\$ 2,898,500	\$ 3,457,521
129,705	\$ 18.65	379	2016	\$ 2,398,020	\$ 3,221,500	\$ 3,487,760
130,295	\$ 18.65	397	2017	\$ 2,418,993	\$ 3,374,500	\$ 3,503,641
129,954	\$ 18.65	394	2018	\$ 2,430,008	\$ 3,349,000	\$ 3,494,467
129,005	\$ 18.65	398	2019	\$ 2,423,645	\$ 3,383,000	\$ 3,468,943
128,797	\$ 18.65	413	2020	\$ 2,405,942	\$ 3,510,500	\$ 3,463,346
127,015	\$ 18.65	359	2021	\$ 2,402,061	\$ 3,051,500	\$ 3,415,441
127,588	\$ 18.65	367	2022	\$ 2,937,864	\$ 3,119,500	\$ 3,430,852
128,238	\$ 23.13	412	2023	\$ 2,951,038	\$ 3,502,000	\$ 3,448,321

NOTE:

FY14-FY21 Funding rate of \$18.65 per student in prior year statewide ADM.

FY22-FY29 Received \$23.13 funding rate per student statewide ADM during the extension on June 30, 2021.

Funding Formulas with Pro's and Con's

Formula	Pro	Con
<p>Current y = a(x)</p> <p>Fiscal Year Revenue = Total Statewide Enrollment (\$23.13 per student)</p>	<p>The current formula which relies on statewide ADM depends on such a large number that any fluctuations are very minor percentage-wise, and create a smoother overall funding forecast.</p>	<p>See "Background" for 4 listed concerns.</p>
<p>Option 1 y = b(c)</p> <p>Fiscal Year Revenue = \$8,500(SESA Child Count)</p>	<p>Caseload = Increase/Decrease in Funding Directly Correlated to SESA's Caseload</p>	<p>Time & Effort: The State of Alaska would require a mechanism from SESA to verify & approve SESA's Caseload with Deadline. This increases the need for another administrator to oversee this verification and turn in before due date.</p> <p>NOT Inflation Proof: SESA's funding would STILL end up being insufficient over time due to inflation, unless the formula was also tied to inflation and would be "inflation proof." The State would most likely not want to inflation proof anyone's funding so SESA would end up back at square 1 anyway due to inflation.</p> <p>Large Increases and Decreases: Any change to a smaller number would be a very large percentage change and a very large increase (or decrease) from year-to-year, thereby making it extremely difficult to budget properly. We could have to make major shifts in staffing due to possible swings.</p> <p>Require justification for \$8,500 per SESA child served.</p>
<p>Option 2 y = a(x)</p> <p>Fiscal Year Revenue = Total Statewide Enrollment (\$26.89 per student)</p>	<p>The new student rate would match current program needs.</p> <p>This is not a new formula to advocate.</p>	<p>NOT Inflation Proof: SESA's funding would STILL end up being insufficient over time due to inflation. This request for funding would require future requests for funding to match salary increases and caseload size.</p>

SESA Board Committee's Recommendation:

Prior to the next reauthorization cycle, the committee recommends Option 2 for the SESA Board of Directors to consider.

BUSINESS MEETING



2600 Denali St. Suite 200
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SESA provides consultation and training to support the unique educational needs of individuals and the Alaskan communities that serve them.

BOARD OF DIRECTORS MEETING

Hybrid: Zoom & In Person
Wednesday, October 2, 2024
9:56 AM – 11:22 AM

BUSINESS MEETING AGENDA

The Board reserves the right to enter into Executive Session for matters allowed by law.

1. CALL TO ORDER

Board President Jeanne Gerhardt-Cyrus called the October 2, 2024 Business Meeting to order at 9:56 AM.

a. Board Roll Call

Called By Katie Groller, SESA Executive Assistant (see attached roll call sheet)

b. Introduction of Staff and Guests

Staff was introduced to the SESA Board by Olivia Yancey, Executive Director.

c. Reading of SESA Mission Statement

Elizabeth Joseph, SESA Board Member, read the SESA Mission Statement

2. MEETINGS' NOTES AND MINUTES

a. Approval of May 8, 2024 Business Meeting Minutes (attached)

MOTION: "Move to approve the Work Session Notes & Business Meeting Minutes of May 8, 2024."

MOVED: Heather Wheeler

SECOND: Don Enoch

DISCUSSION: None

AYES: Unanimous

OPPOSED: None

MOTION PASSED

3. APPROVAL OF BUSINESS MEETING AGENDA

MOTION: "Move to approve the Business Meeting Agenda of October 2, 2024 with an amendment to add an Action Item FY25-05 recommending Option 2 from the 9/11/24 Budget Committee Report as presented in the Work Session."

MOVED: Heather Wheeler

SECOND: Elizabeth Joseph



AYES: Unanimous
OPPOSED: None
MOTION PASSED

4. CONSENT AGENDA

Note: Consent Agenda means automatic unanimous approval of business listed under it. If a determination is made that item requires discussion, it will then become an Action Item with an Action Item number assigned. After discussion, a formal vote will be taken.

- a. FY25 Employment Data
- b. FY25 Grant Awards

5. PUBLIC COMMENT – 10:50 AM – 11:20 AM

6. CORRESPONDENCE TO/FROM THE BOARD

- a. Correspondence from Executive Director to SESA Board of Directors with an update of additional funds received from DEED on June 19, 2024.
- b. Correspondence about Position on FY25 Budget on June 24, 2024 from SESA Board Chair to Governor Dunleavy, Commissioner Deena Bishop, Director Donald Olson, Legislative Director Laura Stidolph, OMB Director Lacey Sanders, Senior and Disability Services Director Tony Newman, GCDSE Executive Director Patrick Reinhart, and SESA Executive Director Olivia Yancey.
- c. Correspondence between Executive Director and SESA Board of Directors from August 26, 2024 to August 27, 2024 to collect a vote on establishing a Board committee with the written charge: The Duties of the specific Board committee is to review different funding formulas that would replace the current funding formula (AS 14.30.650) in order to meet the operational needs of SESA Low Incidence Disabilities Outreach Program due to increased caseload size. Once the Board Committee has reviewed information, they will share their recommendations of which funding formula to support with the SESA Board of Directors during the fall meeting (10/2/24).
- d. Correspondence from Executive Director on August 27, 2024 informing the SESA Board of Directors that a majority vote had been obtained to establish a board committee that would be established by the Board Chair.
- e. Correspondence from SESA Board Chair on August 27, 2024 to SESA Board of Directors, Finance Manager, Executive Assistant, and Executive Director appointing SESA Board Members Don Enoch, Rich Saville and herself to the committee and scheduled a meeting on September 11, 2024 via Zoom. Invitation to Patrick Reinhart, Executive Director and Finance Manager was extended to serve as advisors.

7. ACTION ITEMS

FY25-01 FY26 SESA Agency Calendar

MOTION: “Move to approve the SESA Fiscal Year 2026 Agency Calendar”

MOVED: Elizabeth Joseph

SECOND: Shelly Vendetti Vuckovich

DISCUSSION: Jeanne Gerhardt-Cyrus asked if it would be possible to move the March 5, 2025 meeting to February 26, 2025 on the FY25 SESA Agency Calendar. It was explained the date could be changed, but that it would take an Action Item at the Winter meeting to change the calendar for FY25, since it had been previously approved by the board.

ROLL CALL VOTE: See attached Action Item FY25-01 Roll Call Vote

AYES: 8

OPPOSED: None

ABSTAIN: None

MOTION PASSES

FY25-02 Alaska Executive Search/People AK – Classified Staff

MOTION: “Move to approve the use of Alaska Executive Search/People AK to obtain temporary staffing for vacant positions and when recruiting for permanent support staff.”

MOVED: Shelly Vendetti Vuckovich

SECOND: Elizabeth Joseph

DISCUSSION: None

ROLL CALL VOTE: See attached Action Item FY25-02 Roll Call Vote

AYES: 8

OPPOSED: None

ABSTAIN: None

MOTION PASSED

FY24-03 FY25 Staff Appreciation Luncheon

MOTION: “Move to approve a budget of \$2,500 for the FY25 SESA Staff Appreciation Luncheon as presented during the October 2, 2024 SESA Board Work Session.”

MOVED: Michaela Kolerok

SECOND: Shelly Vendetti Vuckovich

DISCUSSION: None

ROLL CALL VOTE: See attached Action Item FY25-03 Roll Call Vote

AYES: 8



OPPOSED: None
ABSTAIN: None
MOTION PASSED

FY25-04 SESA Board Policy 5142.3 Update

MOTION: “Move to approve the revisions to SESA Board Policy 5142.3 as presented during the October 2, 2024 Work Session”

MOVED: Elizabeth Joseph
SECOND: Heather Wheeler
DISCUSSION: None
ROLL CALL VOTE: See attached Action Item FY25-04 Roll Call Vote
AYES: 8
OPPOSED: None
ABSTAIN: None
MOTION PASSED

FY25-05 Recommendation to Change SESA’s LID Funding Formula

MOTION: “Move to approve moving forward with funding formula Option 2 as recommended by a SESA board committee and presented during the October 2, 2024 Work Session.”

MOVED: Shelly Vendetti Vuckovich
SECOND: Michaela Kolerok
DISCUSSION: None
ROLL CALL VOTE: See Action Item FY25-05 Roll Call Vote
AYES: 8
OPPOSED: None
ABSTAIN: None

8. STANDING REPORTS

- a. Executive Director’s Report (See October 2, 2024 FY25 Fall Board Packet)
SESA Executive Director Olivia Yancey reported to the board mission centric posts continue to be made on all four of Facebook pages (e.g., Low Incidence Disabilities Program (LID), Alaska Autism Resource Center (AARC), Alaska Center for Accessible Materials (AKCAM), and the Alaska Deafblind Project (AKDBP). In addition, SESA programs continue to produce and send out 3 quarterly newsletters. During the first quarter of FY25 30 new subscribers were added to the newsletters. Olivia Yancey told the board that the most visited webpage for SESA is the About Us Page which has been updated with photos and bios of current staff. Olivia Yancey reported over the summer, SESA Multiple Disabilities Specialist Amy Topmiller worked with UAA Summer Engineering Academy to increase the accessibility of two

weeklong camps focused on corrosion chemistry for middle school students. Olivia Yancey told the board it was a nice connection to make with UAA.

Olivia Yancey presented to the board that SESA Staff continue to offer technical assistance, both in person and via distance delivery. In the period between 07/01/24 to 9/11/24, SESA Specialist have spent 13,261 on Zoom Meetings and Webinars, have completed 14 on-site itineraries, and offered 33 customized trainings for community organizations and school district teams.

Olivia Yancey highlighted activities during the same period for The Anne Freitag Library, AARC, AKCAM, AKDBP, The Indicators 8 & 14 Project, and SESA's work with the American Printing House (APH).

She walked the SESA Board through the current Level of Service on the caseload for each LID program, with the numbers for the LID Visual Impairment program combined with the caseload for AKDBP. As of 9/13/24 levels of service were identified by specialists as providing 42% general technical assistance, 31% targeted technical assistance, and 27% intensive technical assistance.

Olivia Yancey shared with the board the results of survey's given to stakeholders, focusing on the question "I gained knowledge..." She also shared with the board comments left on the surveys by stakeholders.

Olivia Yancey highlighted the staffing changes since the beginning of 2025. She told the board SESA is using the SESA Website, Indeed.com and Alaska Teacher Placement for the following vacant certified positions: 1 FTE LID Multiple Disabilities Education Specialist and 1 FTE LID Deaf and Hard of Hearing Education Specialist/Multiple Disabilities Education Specialist.

b. Financial Report (October 2, 2024 FY25 Fall Board Packet)

Genevieve Hollins presented the final financial report for FY24 and let the board know during FY24 a little more than 82% of the total budget was spent. Genevieve Hollins highlighted Fund 239 which was spent down 100% and allowed funds from Fund 100, the SESA General Fund to be saved and rolled over.

Genevieve Hollins explained that Fund 100 rolls, while Fund 232 for AARC and Fund 235 for AKCAM do not. Fund 350 for AKDBP is on a different fiscal schedule. Genevieve Hollins then presented the financial report from the beginning of the financial year to 9/18/24. She let the board know that since the report had been prepared the footnotes about funding that had not been received was obsolete, and all expected funds were now available. Genevieve Hollins let the board know during the FY25 SESA Winter Meeting she will be presenting revisions to the FY25 budgets.

9. BOARD COMMENTS/DISCUSSION

Don Enoch thanked the Board for another great meeting. He appreciates the how all of the financial information is explained.



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Heather Wheeler told the board her district has already has visits by SESA Specialists and is looking forward to the upcoming year.

Elizabeth Joseph thanked the board for a great meeting.

Kayla McDonogh said she enjoyed her first meeting. She told the board all of the financial information is new to her. She was impressed by all of the reports and everything SESA does.

Richard Saville thanked the board for a good meeting. He let the board know the Governor's Council Legislative Council will be meeting next week. Discussion about advocacy for SESA's new funding formula will start then. He will find out if they would like a SESA staff member to attend to explain the need for the increase.

Anna Attla expressed it was a good meeting and she enjoyed it.

Shelly Vendetti Vuckovich said it was a great meeting. She told the board she's amazed at how streamlined the processes are and how much is covered. It feels really effective and thanked the board for being here.

Michaela Kolerok said she enjoyed looking at the feedback for Specialists and from communities who have received training.

Jeanne Gerhardt-Cyrus wanted to share a conversation she said with the Governor's Council about rural representation on the SESA board, as that is the population SESA predominately serves. She let the board know Kayla McDonogh is an acting member of the board, having replaced Caitlin Poindexter after her resignation. She told the board she is working with the Governor's Council chair about the appointment process. She told the board that she is very fortunate and they make the work easy. She appreciates all of the questions during the meeting. She thanked Richard Saville for being a conduit between the Governor's Council and SESA.

Olivia Yancey thanked the board for their feedback. She told the board she is very fortunate to support the staff she has. She shared with the board the feedback she receives from stakeholders she shares with the staff in the Friday email sent out weekly.

Jeanne Gerhardt-Cyrus shared with the board she would like more participants for public comment and suggested sending out a notice to the entire Governor's Council about the meeting or an email out to school districts. A comment was made that inviting SPED directors could also be a way to increase public comment. Don Enoch told Olivia Yancey and Katie Groller he would send them the updated list of SPED directors for the state.



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Richard Saville suggested highlighting specific areas the board would like feedback on when sending notices out and posting information to the SESA Facebook page to increase participation during SESA Board Meetings.

Michaela Kolerok shared with the Board about the West High School Partners Club, a club that brings together special education and general education students. She told the board they've had great participation this year with over 35 kids attending lunches and great attendance at events and activities. She told the board at West the club runs a coffee shop to fundraise so no SPED student is ever turned away for not being able to afford an activity.

Shelly Vendetti Vuckovich told the board she wanted to recognize the work Michaela Kolerok does with the Partner's Club at West. Her daughter is currently participating in the club and really enjoys it.

10. ADJOURNMENT

President Jeanne Gerhardt-Cyrus entertained a motion to adjourn the SESA Board of Directors Business Meeting of October 2, 2024.

MOVED: Don Enoch

SECOND: Heather Wheeler

The SESA Board of Directors meeting was adjourned at 11:22 AM

Shelly Vendetti-Vuckovich
Shelly Vendetti-Vuckovich (Dec 13, 2024 10:12 AKST)

Dec 13, 2024

Shelly Vendetti Vuckovich

Date

**SESA Board of Directors
Business Meeting
October 2, 2024**

ROLL CALL

<i>Name</i>	<i>Present</i>	<i>Absent</i>
Richard Saville, Ex Officio	X	
Jeanne Gerhardt-Cyrus	X	
Donald Enoch	X	
Anna Attla	X	
Madeline Aguiard		X
Michaela Kolerok	X	
Shelly Vendetti Vuckovich	X	
Kayla McDonogh	X	
Heather Wheeler	X	
Elizabeth Joseph	X	

Staff:

Olivia Yancey, SESA Executive Director
Katie Groller, SESA Executive Assistant

Guests:

**SESA Board of Directors Meeting
October 2, 2024**

**Approval of May 8, 2024
Business Meeting Minutes**

ROLL CALL VOTE

<i>Name</i>	<i>Aye</i>	<i>Oppose</i>	<i>Abstain</i>
Richard Saville			
Jeanne Gerhardt-Cyrus	X		
Donald Enoch	X		
Anna Attla	X		
Madeline Aguillard			
Michaela Kolerok	X		
Shelly Vendetti Vuckovich	X		
Kayla McDonogh	X		
Elizabeth Joseph	X		
Heather Wheeler	X		
TOTALS			

MOTION: X Passes Fails

**SESA Board of Directors Meeting
October 2, 2024**

**Approval of October 2, 2024 Business Meeting Agenda
Amended to Add Action Item FY25-05 Recommendation to
Change SESA's LID Funding Formula**

ROLL CALL VOTE

<i>Name</i>	<i>Aye</i>	<i>Oppose</i>	<i>Abstain</i>
Richard Saville			
Jeanne Gerhardt-Cyrus	X		
Donald Enoch	X		
Anna Attla	X		
Madeline Aguiard			
Michaela Kolerok	X		
Shelly Vendetti Vuckovich	X		
Kayla McDonogh	X		
Elizabeth Joseph	X		
Heather Wheeler	X		
TOTALS	8		

MOTION: X Passes Fails

**PRIOR MEETING
WORK SESSION NOTES
AND BUSINESS MEETING MINUTES**

SESA provides consultation and training to support the unique educational needs of individuals and the Alaskan communities that serve them.

BOARD OF DIRECTORS

MEETING

In-person/Zoom

May 8, 2024

9:00 AM – 10:22 AM

WORK SESSION NOTES

The Board reserves the right to enter into Executive Session for matters allowed by law.

The following Board Members participated in the Work Session on Wednesday, May 8, 2024: Jeanne Gerhardt-Cyrus, Donald Enoch, Heather Wheeler, Elizabeth Joseph, Richard Saville, Caitlin Poindexter, Shelly Vendetti Vuckovich, and Anna Attla.

The following staff members participated: Olivia Yancey (SESA Executive Director), Katie Groller (SESA Executive Assistant), and Genevieve Hollins (Finance Manager, AKEBS).

The Work Session was attended by one guest: Ivory Gerhardt-Cyrus

1) SESA FY24 Revised Budget (see May 8, 2024 FY24 SESA Summer Board Packet)

Genevieve Hollins, Finance Manager, and Olivia Yancey, Executive Director

Genevieve Hollins and Olivia Yancey presented the revised FY2024 budget to the SESA board. The revised budget reflects actual expenses for FY24, as opposed to the forecasted budget approved by the SESA board in May of 2023. Genevieve Hollins let the board know the biggest revision is to the Low Incidence Disabilities (LID)/General Fund, Function 220. Function 220 is for Special Education Support Services. The FY24 budget, as approved by the SESA board, had funding for 16 FTE. Due to specialist vacancies SESA only had 12.83 FTE for FY24, which reduced expenses.

2) FY25 Classified Staff Wage Schedule-Hourly (see May 8, 2024 FY24 SESA Summer Board Packet)

Olivia Yancey, Executive Director, and Genevieve Hollins, Finance Manager

Olivia Yancey presented the FY25 Classified Staff Wage Schedule-Hourly to the SESA Board. Olivia Yancey told the board the changes were necessary for the salary to reflect the increased duties the Senior Program Assistant has compared to the other Program Assistants on staff. Olivia Yancey reported to the board the salary for the Senior Program Assistant was the only change being made to the salary schedule.

3) Classified Staff-Retention Bonus (see May 8, 2024 SESA Summer Board Packet)

Olivia Yancey, Executive Director, and Genevieve Hollins, Finance Manager

Olivia Yancey proposed to the SESA Board a retention bonus for the classified staff of \$2,000.00 at 2 complete years of employment, \$2,000.00 at 5 complete years of employment, and \$2,000.00 at 10 years of employment. Richard Saville asked Olivia to define classified staff. She explained it is SESA support staff consisting of the Program Assistants, Tech Assistant, Executive Assistant, and Librarian. Heather Wheeler suggested increasing the bonus to \$2,000.00 for 2 complete years of employment, \$3,000.00 for 5 complete years of employment, and \$4,000.00 for 10 complete years of employment. Richard Saville commented if the bonus is being used as an incentive to stay employed at SESA, increasing over the years makes more sense to him. Jeanne Gerhardt-Cyrus asked if the bonuses would be received at the end of the year. Genevieve Hollins replied that we could make it conditional of a date in the next fiscal year. Jeanne Gerhardt-Cyrus said if bonuses are rewarded at the start of the year after the year, they were earned it makes more sense to her if retention is the goal. Don Enoch agreed. He also suggested letting the bonuses stand for two years and then revisit to see if they are working to retain classified staff.

Olivia Yancey told the board she could take their suggestion and make the bonuses paid to employees who have earned them after September 30th.

4) FY25-FY26 Plan of Operations & Business Plan (see May 8, 2024 FY24 SESA Summer Board Packet)

Olivia Yancey, Executive Director and Genevieve Hollins, Finance Manager

Olivia Yancey presented the FY25-FY26 Plan of Operations & Business Plan.

She told the board both plans are updated every 2 years. Olivia Yancey reported to the board that both plans are very similar to the Plan of Operations and Business Plan approved by the board for FY23 & 24. She highlighted the most significant change was to staffing. Resumes for the administrative staff have also been updated. Don Enoch asked if the percentile of students served by SESA increases every year. Olivia Yancey replied during the last couple of fiscal years it has gone up about 15% to 20%. Richard Saville commented that the board may want to look at the different funding formulas, as the numbers for SESA's Low Incident Disability program are rising and the funding is static. Richard Saville asked if changes to SESA's funding formula can be done by the Commissioner of the Department of Education and Early Development or if it is a change

that needs to be approved by the Alaska Legislature. Don Enoch replied changes to the funding formula need to be approved by the Alaska Legislature and next year might be the time to look at it. Rich Saville suggested looking at several changes to the funding formula to present to the Board in FY25.

5) SESA FY25 Draft Budget (see May 8, 2024 FY24 SESA Summer Board Packet)

Genevieve Hollins, Finance Manager and Olivia Yancey, Executive Director

Genevieve Hollins presented the FY25 Draft Budget to the Board going through each fund SESA has for the different programs. She shared a look at the projected fund balance over ten years, noting the drop in fund balance for FY25 as it is the first year for the increase in salary schedules for the Certified Staff. Genevieve Hollins highlighted the changes for each fund from FY24 to FY25, noting that the Alaska Autism Resource Center's (AARC) budget is projected to be receive a cut in state funding of \$50,000.00. Richard Saville reported the funding for AARC was restored into the state's budget, but it still needs to be signed by the Governor, which could not happen. Jeanne Gerhardt-Cyrus asked what the impact will be to the AARC if it loses the \$50,000.00. Olivia Yancey answered there will be a reduction in the LID Program Supplies Budget from \$1,000.00 to \$500.00 and a staff member will be split a position between the LID Autism program and AARC. Genevieve Hollins let the board know that The Indicators grant received an additional \$5,000.00 in the budget due to the rising cost of supplies. The fund for other special revenue and mini-grants is also \$15,000.00 less due to a grant received by the Rasmussen Foundation to increase the juvenile collection in FY24. Olivia Yancey let the board know that SESA will be looking again for grants to supplement the library materials budget in FY25. Genevieve Hollins let the board know the biggest expense to the general fund, outside of the salaries for certified staff, is health insurance. According to Genevieve Hollins report costs are expected to go up 5% in FY25. Heather Wheeler asked what SESA pays per month for health insurance. Genevieve Hollins replied about \$36,000.00 per month. She added the deductible for a single SESA employee is \$750 and the deductible for a family is \$2,250.00. Olivia Yancey let the board know that the budget for office supplies was trimmed per program from \$700.00 to \$500.00. Olivia Yancey went through the budget for the Alaska Center for Accessible Materials (AKCAM). She also let the board know AKCAM is working on a 3-year plan to expand local capacity for school districts.

SESA provides consultation and training to support the unique educational needs of individuals and the Alaskan communities that serve them.

BOARD OF DIRECTORS MEETING

Hybrid: Zoom & In Person

Wednesday, May 8, 2024

10:37 AM – 12:00 PM

BUSINESS MEETING AGENDA

The Board reserves the right to enter into Executive Session for matters allowed by law.

1. CALL TO ORDER

Board President Jeanne Gerhardt-Cyrus called the May 8, 2024 Business Meeting to order at 10:37 AM.

a. Board Roll Call

Called By Katie Groller, SESA Executive Assistant (see attached roll call sheet)

b. Introduction of Staff and Guests

Staff introduced themselves to the SESA Board. Ivory Gerhardt-Cyrus, a community member was also introduced.

c. Reading of SESA Mission Statement

Anna Atla, SESA Board Member, read the SESA Mission Statement

2. MEETINGS' NOTES AND MINUTES

a. Approval of March 6, 2024 Business Meeting Minutes (attached)

MOTION: "Move to approve the Work Session Notes & Business Meeting Minutes of March 6, 2024."

MOVED: Heather Wheeler

SECOND: Don Enoch

DISCUSSION: None

AYES: Unanimous

OPPOSED: None

MOTION PASSED

b. Approval of March 28, 2024 Business Meeting Minutes

MOTION: "Move to approve the Business Meeting Minutes of March 28, 2024."

MOVED: Catlin Poindexter

SECOND: Shelly Vendetti Vuckovich

DISCUSSION: None

AYES: Unanimous

OPPOSED: None
MOTION PASSED

3. APPROVAL OF BUSINESS MEETING AGENDA

MOTION: “Move to approve the Business Meeting Agenda of May 8, 2024 with an amendment to Action Item FY24-10 FY25 Classified Staff-Retention Bonus.”

MOVED: Heather Wheeler

SECOND: Shelly Vendetti Vuckovich

AYES: Unanimous

OPPOSED: None

MOTION PASSED

4. CONSENT AGENDA

None

5. PUBLIC COMMENT – 10:50 AM – 11:20 AM

6. CORRESPONDENCE TO/FROM THE BOARD

a. None

7. ACTION ITEMS

FY24 – 07 SESA FY24 Revised Budget Revision Roll Call Vote

MOTION: “Move to approve the revision to the SESA FY24 Revised Budget as presented in the work session.”

MOVED: Caitlin Poindexter

SECOND: Elizabeth Joseph

DISCUSSION: None

ROLL CALL VOTE: See attached Action Item FY24-07 Roll Call Vote

AYES: 8

OPPOSED: 0

ABSTAIN: 0

MOTION PASSES

FY24 – 08 SESA FY25 Draft Budget Roll Call Vote

MOTION: “Move to approve the SESA FY25 Draft Budget as presented in the work session.”

MOVED: Caitlin Poindexter

SECOND: Heather Wheeler

DISCUSSION: None

ROLL CALL VOTE: See attached Action Item FY24-08 Roll Call Vote

AYES: 8

OPPOSED: None

ABSTAIN: None

MOTION PASSED

FY24-09 FY25 Classified Staff Wage Schedule – Hourly Roll Call Vote

MOTION: “Move to approve the FY25 Classified Staff Wage Schedule - Hourly as presented in the work session.”

MOVED: Caitlin Poindexter

SECOND: Shelly Vendetti Vuckovich

DISCUSSION: None

ROLL CALL VOTE: See attached Action Item FY24-09 Roll Call Vote

AYES: 8

OPPOSED: None

ABSTAIN: None

MOTION PASSED

FY24-10 Classified Staff- Retention Bonus Roll Call Vote

MOTION:” Move to approve the Classified Staff – Retention Bonus at \$2,000.00 for 2 continuous years of continuous employment, \$3,000.00 for 5 years of employment, and \$4,000.00 for 10 years of continuous employment as amended in the work session”

MOVED: Caitlin Poindexter

SECOND: Shelly Vendetti Vuckovich

DISCUSSION: None

ROLL CALL VOTE: See attached Action Item FY24-10 Roll Call Vote

AYES: 8

OPPOSED: None

ABSTAIN: None

MOTION PASSED

FY24-10 FY25-FY26 Plan of Operations & Business Plan Roll Call Vote

MOTION: “Move to approve the FY25-FY26 Plan of Operations & Business Plan as presented in the work session.”

MOVED: Caitlin Poindexter

SECOND: Heather Wheeler

DISCUSSION: None

ROLL CALL VOTE: See Action Item FY24-11 Roll Call Vote

AYES: 8

OPPOSED: None

ABSTAIN: None

8. STANDING REPORTS

a. Executive Director’s Report (See May 8, 2024 FY24 Summer Board Packet)

Executive Director Olivia Yancey updated the SESA Board on the public relations outreach done in FY24, including the number of Facebook posts across the agency’s four pages, the number of new subscribers to the SESA newsletter, and outreach done as exhibitors at several conferences in Alaska. Olivia Yancey told the board that as part of the outreach, booklists, featuring items available in The Anne Freitag have been created. They are being distributed at events and trainings. All of the booklists are now available on the SESA website.

Olivia Yancey then updated the board on the activities of the grants during FY24. She highlighted the Alaska Autism Resource Center (AARC) partnering with SESA’s Low Incident Disability (LID) program and Stone Soup Group to make it possible for at least ten families to attend the Stone Soup Group’s Parent Conference. She also reported to the board that the Alaska Deafblind Project was one of ten state deafblind projects selected to produce a description and supporting materials of new services offered in FY22 (October 1, 2021 – September 30, 2022.) She also touched on the 3 one-hour live Zoom trainings in March of 2024 presented by the Alaska Deafblind Project (AKDBP) on the topic *Introduction to Deafblindness*. She also let the board know that the Alaska Center for Accessible Materials (AKCAM) also presented a free Zoom webinar called *Amplify: Supporting All Learners* in April.

Before updating the board on the LID caseload for FY24, Olivia Yancey let the board know that in February all five LID programs were asked for input in the development of a rubric to expand on the existing definitions of Levels of Service (LOS) that an educational specialist is providing in technical assistance to a site. This information will

help guide the lead specialists and administrator when determining caseload assignments during the next school year. Olivia Yancey then went through the caseload for the LID programs over the last four fiscal years. She also reported to the board the breakdown of LOS of each of the LID program's caseload for FY24.

Olivia Yancey gave the board an update on staffing letting the board know that Samantha Weiland will be returning to the SESA team in split position on LID Multiple Disabilities Specialist and AKCAM Accessibility Specialist for FY25. Kelly Maki will also be working in a split position for FY25 as a LID Autism Specialist and AARC Autism Resource Specialist. She also told the board that 3 specialist submitted resignations and will not be returning in FY25. SESA is currently looking to fill the following vacant positions: 1 FTE LID Multiple Disabilities Education Specialist, 1 FTE LID Deaf and Hard of Hearing Education Specialist/Multiple Disabilities Specialist, 1 FTE LID Emotional Disabilities Education Specialist, and 1 FTE Autism Education Specialist.

b. Financial Report (See May 8, 2024 FY24 Summer Board Packet)

Genevieve Hollins presented the Financial Report. She let the board know that these are the numbers that were looked at during the budget revision during the work session, not the revised budget voted on and approved in the business meeting.

9. BOARD COMMENTS/DISCUSSION

Shelly Vendetti Vuckovich told the board that she always appreciates hearing all of the budget numbers broken down and explained in a way that makes sense.

Anna Attla said she finds the budget stuff very interesting and she continues to learn about the funding and budgets for SESA.

Don Enoch said he is really happy the board continues to be concerned for staff outside of the contract negotiations.

Heather Wheeler wanted to say thank you to both the certified and classified staff. She says it's sad to see people leave and hopes we can find people to fill the vacant positions.

Richard Saville told the board that he enjoyed the luncheon. It was nice to talk to the staff and he hopes we can continue to hold the luncheon in the future. He also told the board he hopes the board can continue to look at funding for SESA.

Elizabeth Joseph agreed it was great to meet the staff at the luncheon and talk to them.

Jeanne Gerhardt-Cyrus also enjoyed the luncheon and talking to the staff at the luncheon. She said it makes a difference when you get to sit down face to face and talk to them. She loves the idea of incentives, because anytime you can keep staff it's better for the organization. She told the board she would like to look at adding a Program Administrator, because it's hard when you have different people doing different pieces of a job and it has to be overseen. She encouraged the board members to call in about SESA funding at the next Governor's Council Meeting.

10. ADJOURNMENT

President Jeanne Gerhardt-Cyrus entertained a motion to adjourn the SESA Board of Directors Business Meeting of May 8, 2024.

MOVED: Caitlin Poindexter

SECOND: Shelly Vendetti Vuckovich

The SESA Board of Directors meeting was adjourned at 11:30 PM

Shelly Vendetti Vuckovich

Date

**SESA Board of Directors
Business Meeting**

ROLL CALL

<i>Name</i>	<i>Present</i>	<i>Absent</i>
Richard Saville, Ex Officio	X	
Jeanne Gerhardt-Cyrus	X	
Donald Enoch	X	
Anna Attla	X	
Madeline Aguiard	X	
Michaela Kolerok		X
Shelly Vendetti Vuckovich		X
Caitlin Poindexter	X	
Heather Wheeler	X	
Elizabeth Joseph	X	

Staff:

Olivia Yancey, SESA Executive Director

Katie Groller, SESA Executive Assistant

Guests:

Ivory Gerhardt-Cyrus, Community Member

**SESA Board of Directors Meeting
May 8, 2024**

**Approval of March 6, 2024
Business Meeting Minutes**

ROLL CALL VOTE

<i>Name</i>	<i>Aye</i>	<i>Oppose</i>	<i>Abstain</i>
Richard Saville			
Jeanne Gerhardt-Cyrus	X		
Donald Enoch	X		
Anna Attla	X		
Madeline Aguiard	X		
Michaela Kolerok			
Shelly Vendetti Vuckovich	X		
Caitlin Poindexter	X		
Elizabeth Joseph	X		
Heather Wheeler	X		
TOTALS	8		

MOTION: X Passes Fails

**SESA Board of Directors Meeting
May 8, 2024**

**Approval of March 28, 2024
Business Meeting Minutes**

ROLL CALL VOTE

<i>Name</i>	<i>Aye</i>	<i>Oppose</i>	<i>Abstain</i>
Richard Saville			
Jeanne Gerhardt-Cyrus	X		
Donald Enoch	X		
Anna Attla	X		
Madeline Aguiard	X		
Michaela Kolerok			
Shelly Vendetti Vuckovich	X		
Caitlin Poindexter	X		
Elizabeth Joseph	X		
Heather Wheeler	X		
TOTALS	8		

MOTION: X Passes Fails

**SESA Board of Directors Meeting
May 8, 2024**

**Approval of May 8, 2024
Business Meeting Agenda
with the FY24-10
Amendment as discussed
in the work session**

ROLL CALL VOTE

<i>Name</i>	<i>Aye</i>	<i>Oppose</i>	<i>Abstain</i>
Richard Saville			
Jeanne Gerhardt-Cyrus	X		
Donald Enoch	X		
Anna Attla	X		
Madeline Aguiard	X		
Michaela Kolerok			
Shelly Vendetti Vuckovich	X		
Caitlin Poindexter	X		
Elizabeth Joseph	X		
Heather Wheeler	X		
TOTALS	8		

MOTION: X Passes Fails

SESA Board of Directors Meeting
May 8, 2024
Action Item FY24-07
FY24 Budget Revision

“Move to approve the revision to the SESA
 FY24 revised budget as presented in the
 work session”

ROLL CALL VOTE

<i>Name</i>	<i>Aye</i>	<i>Oppose</i>	<i>Abstain</i>
Richard Saville			
Jeanne Gerhardt-Cyrus	X		
Donald Enoch	X		
Anna Attla	X		
Madeline Aguillard	X		
Michaela Kolerok			
Shelly Vendetti Vuckovich	X		
Caitlin Poindexter	X		
Elizabeth Joseph	X		
Heather Wheeler	X		
TOTALS	8		

MOTION: X Passes Fails

SESA Board of Directors Meeting
May 8, 2024
Action Item FY24-08
FY25 Draft Budget

“Move to approve the SESA FY25 Draft Budget as presented in the work session”

ROLL CALL VOTE

<i>Name</i>	<i>Aye</i>	<i>Oppose</i>	<i>Abstain</i>
Richard Saville			
Jeanne Gerhardt-Cyrus	X		
Donald Enoch	X		
Anna Attla	X		
Madeline Aguillard	X		
Michaela Kolerok			
Shelly Vendetti Vuckovich	X		
Caitlin Poindexter	X		
Elizabeth Joseph	X		
Heather Wheeler	X		
TOTALS	8		

MOTION: X Passes Fails

SESA Board of Directors Meeting
May 8, 2024
Action Item FY24-09
FY25 Classified Staff Wage Schedule

“Move to approve the FY25 Classified Staff Wage Schedule - Hourly as presented in the work session.”

ROLL CALL VOTE

<i>Name</i>	<i>Aye</i>	<i>Oppose</i>	<i>Abstain</i>
Richard Saville			
Jeanne Gerhardt-Cyrus	X		
Donald Enoch	X		
Anna Attla	X		
Madeline Aguiard	X		
Michaela Kolerok			
Shelly Vendetti Vuckovich	X		
Caitlin Poindexter	X		
Elizabeth Joseph	X		
Heather Wheeler	X		
TOTALS	8		

MOTION: X Passes Fails

SESA Board of Directors Meeting
May 8, 2024
Action Item FY24-10
FY25 Classified Staff – Retention Bonus

“Move to approve the Classified Staff – Retention Bonus at \$2000 for two years of employment, \$3,000 for 5 years of employment, and \$4,000 for 10 years of employment as amended in the work session.”

ROLL CALL VOTE

<i>Name</i>	<i>Aye</i>	<i>Oppose</i>	<i>Abstain</i>
Richard Saville			
Jeanne Gerhardt-Cyrus	X		
Donald Enoch	X		
Anna Attla	X		
Madeline Aguillard	X		
Michaela Kolerok			
Shelly Vendetti Vuckovich	X		
Caitlin Poindexter	X		
Elizabeth Joseph	X		
Heather Wheeler	X		
TOTALS	8		

MOTION: X Passes Fails

SESA Board of Directors Meeting
May 8, 2024
Action Item FY24-11
FY25 – FY26 Plan of Operations and
Business Plan

“Move to approve the FY25 – FY26 Plan of Operations and Business Plan as presented in the work session.”

ROLL CALL VOTE

<i>Name</i>	<i>Aye</i>	<i>Oppose</i>	<i>Abstain</i>
Richard Saville			
Jeanne Gerhardt-Cyrus	X		
Donald Enoch	X		
Anna Attla	X		
Madeline Aguillard	X		
Michaela Kolerok			
Shelly Vendetti Vuckovich	X		
Caitlin Poindexter	X		
Elizabeth Joseph	X		
Heather Wheeler	X		
TOTALS	8		

MOTION: X Passes Fails

**CORRESPONDENCE
TO/FROM
BOARD**



Olivia Yancey <oyancey@sesa.org>

SESA Board Update: No Action Needed

Olivia Yancey <oyancey@sesa.org>

Wed, Jun 19, 2024 at 9:26 AM

To: Jeanne Gerhardt-Cyrus <fasdkvc@gmail.com>, Heather Wheeler <heatherwheeler.asmp@gmail.com>, Shelly Vendetti Vucovitch <vendettis@aol.com>, Anna Attla <mattla2@alaska.edu>, "Saville, Richard L (DOH)" <richard.saville@alaska.gov>, Elizabeth Joseph <Elizabeth_Joseph@ykhc.org>, Caitlin Poindexter <cjd15@hotmail.com>, Madeline Aguillard <maguillard@kuspuk.org>, Donald Enoch <donald.enoch@alaska.gov>, Michaela Kolerok <kolerok_michaela@asdk12.org>
Cc: Genevieve Hollins <genevieve.hollins@akebs.com>, Katie Groller <kgroller@sesa.org>

Good morning Jeanne, Heather, Shelly, Anna, Rich, Elizabeth, Caitlin, Dr. Aguillard, Don, and Michaela,

I wanted to let you know that we received \$600,000 in VIB Discretionary funds from DEED. These funds have been used this fiscal year on payroll for staff. This will help the shortfall highlighted in the FY25 Budget presentation to the board during our May meeting. I will share more information with you at our next board of directors meeting.

Please let me know if you have any questions.

Sincerely,

Olivia

--

Olivia Yancey, Executive Director
Special Education Service Agency (SESA)
2600 Denali Street, Suite 200, Anchorage, AK 99503
Phone: (907) 334-1300 Fax: (206) 330-0306
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Olivia Yancey <oyancey@sesa.org>

FY 2025 Budget

1 message

Jeanne Gerhardt-Cyrus <fasdkvc@gmail.com>

Mon, Jun 24, 2024 at 9:33 AM

To: ULP.GOV.MD@alaska.gov

Cc: deena.bishop@alaska.gov, laura.stidolph@alaska.gov, lacey.sanders@alaska.gov, "Newman, Anthony (DOH)" <anthony.newman@alaska.gov>, "Enoch, Donald E (EED)" <donald.enoch@alaska.gov>, "Reinhart, Patrick J (HSS)" <patrick.reinhart@alaska.gov>, Olivia Yancey <oyancey@sesa.org>

Please see attached letter regarding FY 2025 Budget, Thank you, Jeanne

Jeanne Gerhardt-Cyrus
President, Kobuk Valley Consulting
PO Box 15
Kiana, AK 99749
fasdkvc@gmail.com
CELL- 907-412-0419
FAX: 866-331-2297
Member of Governor's Council on Disabilities and Special Education 2012- Present
President: SESA Board
Chair: Workgroup on FASD
Member: Executive Committee, Legislative Ad Hoc

Trainer: FASD Into Action; FASD 101/201

Because, **"It is better to light one small candle than to curse the darkness!"**

 **JGC FY 2025 BUDGET LETTER.pdf**
94K

PO Box 15
Kiana, Alaska
June 25, 2024

The Honorable Mike Dunleavy, Governor
Office of the Governor
P.O. Box 110001
Juneau, AK 99811-0001

Re: Position on FY 25 Budget

Dear Governor Dunleavy,

As President of the Special Education Service Agency (SESA) Board, I am writing in support of funding for the Alaska Autism Resource Center. I respectfully ask that you maintain the Alaska Autism Resource Center (AARC) funding in the FY 2025 Budget.

AK Autism Resource Center (DEED)+\$50,000 (GF/MH) The Alaska Autism Resource Center (AARC) serves the needs of individuals of all ages with Autism Spectrum Disorder, their families, caregivers, and service providers throughout Alaska by providing education, resources, and training. Autism training and education are critical components of Alaska's overall autism priorities and help individuals with autism work towards goals of independence and self-sufficiency. The AARC is managed by DEED through a contract with the Special Education Service Agency. Individuals receiving services in an outpatient setting are more cost-effective and keep the individual in their community.

The AARC, in particular, supports rural students. Rural Districts are less likely to have specialized staff available not only to these students, but to adults and their families as well. AARC provides a resource to individuals and service providers to enable individuals with Autism to access information and resources at no cost, thus enhancing their success in living fully in their chosen communities.

In addition, as a long-standing Member of the Governor's Council on Disabilities and Special Education, I request your support for the following:

GCDSE Joint Staffing (DOH)+\$50,000 (GF/MH) The Governor's Council on Disabilities & Special Education (GCDSE or the Council) was created to meet Alaska's diverse needs to support people with Intellectual and Developmental Disabilities (IDD). The Council uses planning, capacity building, systems change, and advocacy to create change for people with disabilities. Federal regulations require a council make-up to include 60% of council members to be people with disabilities or family members. Due to the disabilities experienced by the council members, in-person meetings are

necessary to engage in the work to be done at the full board meetings. Funding for GCDSE is mostly federal funds, with some general funds, MHTAAR, and GF/MH. If GF/MH funding is reduced, GCDSE will not be able to meet its obligations of full accessibility for meetings.

Home and Community Based Service HCBS Rate Increase (DOH)+\$10 Mil

(GF/Fed) One proposed increase that is very important to DD service providers is a proposed \$5 million increase in state funds (a total of \$10 million when matched with federal funds). Home and community-based services help Alaskans who require lifelong services; community services are significantly more cost effective than hospitalization or nursing homes. These funds would be used to implement an across-the-board rate increase, similar to last fiscal year, and help providers meet a critical need while the Department undergoes a long-term strategy to study and implement new rates that fully support the services that are provided to seniors and persons with disabilities.

Thank you in advance for your continued support of the populations SESA and GCDSE represent and serve.

Jeanne Gerhardt-Cyrus, SESA Board President

CC: Commissioner Deena Bishop, Dept. of Education and Early Development
Donold Olson, Director of Special Education, State of Alaska
Laura Stidolph, Legislative Director
Lacey Sanders, OMB Director
Tony Newman, Senior and Disability Services Director
Patrick Reinhart, GCDSE Executive Director
Olivia Yancy, Executive Director, SESA



Olivia Yancey <oyancey@sesa.org>

SESA Board Action Needed: SESA Committee Vote

Olivia Yancey <oyancey@sesa.org>

Mon, Aug 26, 2024 at 7:44 PM

To: Jeanne Gerhardt-Cyrus <fasdkvc@gmail.com>, "Saville, Richard L (DOH)" <richard.saville@alaska.gov>, Anna Attla <mattla2@alaska.edu>, Shelly Vendetti Vucovitch <vendettis@aol.com>, Elizabeth Joseph <Elizabeth_Joseph@ykhc.org>, Caitlin Poindexter <cjd15@hotmail.com>, Heather Wheeler <heatherwheeler.asmp@gmail.com>, Madeline Aguiard <maguiard@kuspuk.org>, Donald Enoch <donald.enoch@alaska.gov>, Michaela Kolerok <kolerok_michaela@asdk12.org>
 Cc: Genevieve Hollins <genevieve.hollins@akebs.com>, Katie Groller <kgroller@sesa.org>, Olivia Yancey <oyancey@sesa.org>

Good evening SESA Board Members,

Genevieve and I have been tasked to research and present various funding formula options for the SESA LID Outreach Program to a Board committee. The Board must approve the formation of such a committee. In order to form this committee, we are requesting your vote on this proposal.

The following constitutes an online vote sent **individually** to each board member. **Please respond to that individual email sent directly to you** with **Yay** or **Nay** or **Abstain**.

According to Board Bylaws 9130 (see attachment), the committee should consist of no more than 5 members with a written charge or duty from the Board of Directors.

Board Committee's Written Charge: The duties of this specific Board committee is to review different funding formulas that would replace the **current funding formula** (AS 14.30.650) in order to meet the operational needs of SESA Low Incidence Disabilities Outreach Program due to increased caseload size. Once the Board committee has reviewed information they will share their recommendations of which funding formula to support with the SESA Board of Directors during the fall meeting (10/2/24).

Please respond with **Yay**, **Nay** or **Abstain**.

Vote **Yay** to establish a Board Committee with members appointed by the Board Chair to review options for funding formulas and provide recommendations to the Board of Directors at the next scheduled meeting.

Vote **No**

Vote **Abstain**


Results will be presented in the October Board Meeting.

Olivia

--

Olivia Yancey, Executive Director
 Special Education Service Agency (SESA)
 2600 Denali Street, Suite 200, Anchorage, AK 99503
 Phone: (907) 334-1300 Fax: (206) 330-0306
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 **BB-9130.pdf**
35K



Olivia Yancey <oyancey@sesa.org>

SESA Board Action Needed: SESA Committee Vote

Olivia Yancey <oyancey@sesa.org>
 To: Caitlin Poindexter <cjd15@hotmail.com>

Mon, Aug 26, 2024 at 8:43 PM

Thank you for your vote, Caitlin.

On Mon, Aug 26, 2024 at 8:12 PM Caitlin Poindexter <cjd15@hotmail.com> wrote:

Yay

Caitlin
 Sent from my iPhone

On Aug 26, 2024, at 7:45 PM, Olivia Yancey <oyancey@sesa.org> wrote:

Good evening SESA Board Members,

Genevieve and I have been tasked to research and present various funding formula options for the SESA LID Outreach Program to a Board committee. The Board must approve the formation of such a committee. In order to form this committee, we are requesting your vote on this proposal.

The following constitutes an online vote sent **individually** to each board member. **Please respond to that individual email sent directly to you** with **Yay** or **Nay** or **Abstain**.

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Please respond with **Yay**, **Nay** or **Abstain**.

Vote **Yay** to establish a Board Committee with members appointed by the Board Chair to review options for funding formulas and provide recommendations to the Board of Directors at the next scheduled meeting.

Vote **No**

Vote **Abstain**

Results will be presented in the October Board Meeting.

Olivia

--

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distribute, or disclose its content. If you have received this email in error, please advise us by return email.
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Olivia Yancey <oyancey@sesa.org>

Individual Vote - SESA Board Action Needed: SESA Committee Vote

Olivia Yancey <oyancey@sesa.org>
 To: Anna Attla <mattla2@alaska.edu>
 Cc: Katie Groller <kgroller@sesa.org>

Tue, Aug 27, 2024 at 9:52 AM

Thank you for your vote, Anna.

On Tue, Aug 27, 2024 at 5:25AM Anna Attla <mattla2@alaska.edu> wrote:

Yay

On Mon, Aug 26, 2024, 8:35 PM Olivia Yancey <oyancey@sesa.org> wrote:

Hello Anna,

Please respond with **Yay**, **Nay** or **Abstain**.

Genevieve and I have been tasked to research and present various funding formula options for the SESA LID Outreach Program to a Board committee. The Board must approve the formation of such a committee. In order to form this committee, we are requesting your vote on this proposal.

According to Board Bylaws 9130 (see attachment), the committee should consist of no more than 5 members with a written charge or duty from the Board of Directors.

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Please respond with **Yay**, **Nay** or **Abstain**.

Vote **Yay** to establish a Board Committee with members appointed by the Board Chair to review options for funding formulas and provide recommendations to the Board of Directors at the next scheduled meeting.

Vote **No**

Vote **Abstain**

Results will be presented in the October Board Meeting.

Olivia

--

Olivia Yancey, Executive Director
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Olivia Yancey <oyancey@sesa.org>

Individual Vote - SESA Board Action Needed: SESA Committee Vote

Olivia Yancey <oyancey@sesa.org>
 To: "Enoch, Donald E (EED)" <dona1d.enoch@alaska.gov>
 Cc: Katie Groller <kgroller@sesa.org>

Tue, Aug 27, 2024 at 9:54 AM

Thank you for your vote, Don.

On Mon, Aug 26, 2024 at 9:01 PM Enoch, Donald E (EED) <dona1d.enoch@alaska.gov> wrote:

Yay for me.
 Thank you,
 Don

Don Enoch
 Alaska DEED, IEE/SPED
 M - Th 6:00 am to 4:30 pm
 907.465.2972
 Sent from my phone

On Aug 26, 2024, at 8:42 PM, Olivia Yancey <oyancey@sesa.org> wrote:

CAUTION: This email originated from outside the State of Alaska mail system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Don,

Please respond with **Yay**, **Nay** or **Abstain**.

Genevieve and I have been tasked to research and present various funding formula options for the SESA LID Outreach Program to a Board committee. The Board must approve the formation of such a committee. In order to form this committee, we are requesting your vote on this proposal.

According to Board Bylaws 9130 (see attachment), the committee should consist of no more than 5 members with a written charge or duty from the Board of Directors.

Board Committee's Written Charge: The duties of this specific Board committee is to review different funding formulas that would replace the [current funding formula](#) (AS 14.30.650) in order to meet the operational needs of SESA Low Incidence Disabilities Outreach Program due to increased caseload size. Once the Board committee has reviewed information they will share their recommendations of which funding formula to support with the SESA Board of Directors during the fall meeting (10/2/24).

Please respond with **Yay**, **Nay** or **Abstain**.

Vote **Yay** to establish a Board Committee with members appointed by the Board Chair to review options for funding formulas and provide recommendations to the Board of Directors at the next scheduled meeting.

Vote **No**

Vote **Abstain**

Results will be presented in the October Board Meeting.

Olivia

--

Olivia Yancey, Executive Director
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Olivia Yancey <oyancey@sesa.org>

Individual Vote - SESA Board Action Needed: SESA Committee Vote

Olivia Yancey <oyancey@sesa.org>
 To: Madeline Aguillard <maguillard@kuspuk.org>
 Cc: Katie Groller <kgroller@sesa.org>

Tue, Aug 27, 2024 at 9:53 AM

Thank you for your vote, Dr. Aguillard.

On Mon, Aug 26, 2024 at 10:36 PM Madeline Aguillard <maguillard@kuspuk.org> wrote:

Yay

Dr. Madeline Aguillard
 Superintendent
 Kuspuk School District

On Aug 26, 2024, at 8:41 PM, Olivia Yancey <oyancey@sesa.org> wrote:

Hello Dr. Aguillard,

Please respond with **Yay**, **Nay** or **Abstain**.

Genevieve and I have been tasked to research and present various funding formula options for the SESA LID Outreach Program to a Board committee. The Board must approve the formation of such a committee. In order to form this committee, we are requesting your vote on this proposal.

According to Board Bylaws 9130 (see attachment), the committee should consist of no more than 5 members with a written charge or duty from the Board of Directors.

Board Committee's Written Charge: The duties of this specific Board committee is to review different funding formulas that would replace the [current funding formula](#) (AS 14.30.650) in order to meet the operational needs of SESA Low Incidence Disabilities Outreach Program due to increased caseload size. Once the Board committee has reviewed information they will share their recommendations of which funding formula to support with the SESA Board of Directors during the fall meeting (10/2/24).

Please respond with **Yay**, **Nay** or **Abstain**.

Vote **Yay** to establish a Board Committee with members appointed by the Board Chair to review options for funding formulas and provide recommendations to the Board of Directors at the next scheduled meeting.

Vote **No**

Vote **Abstain**

Results will be presented in the October Board Meeting.

Olivia

--

Olivia Yancey, Executive Director
 Special Education Service Agency (SESA)
 2600 Denali Street, Suite 200, Anchorage, AK 99503
 Phone: (907) 334-1300 Fax: (206) 330-0306
 TTY: (907)-644-3228
www.sesa.org

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[<BB-9130.pdf>](#)

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Olivia Yancey <oyancey@sesa.org>

Individual Vote - SESA Board Action Needed: SESA Committee Vote

Olivia Yancey <oyancey@sesa.org>
To: Elizabeth Joseph <Elizabeth_Joseph@ykhc.org>
Cc: Katie Groller <kgroller@sesa.org>

Tue, Aug 27, 2024 at 9:49 AM

Thank you for your vote, Elizabeth.

On Tue, Aug 27, 2024 at 9:22AM Elizabeth Joseph <Elizabeth_Joseph@ykhc.org> wrote:

yay

Elizabeth Joseph

Office Assistant

Cauyaq Susie Chanigkak Health Clinic, YKHC

PO Box 5089 Kongiganak, Alaska 99545

(P) 907-557-5125 I (F)907-557-5620

Ext. 41800

www.ykhc.org



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“We can't do it alone, but we can be there for each other” – Jen Schmidt

From: Olivia Yancey <oyancey@sesa.org>
Sent: Monday, August 26, 2024 8:37 PM
To: Elizabeth Joseph <Elizabeth_Joseph@ykhc.org>
Subject: Individual Vote - SESA Board Action Needed: SESA Committee Vote

Hello Elizabeth,

Please respond with **Yay**, **Nay** or **Abstain**.

Genevieve and I have been tasked to research and present various funding formula options for the SESA LID Outreach Program to a Board committee. The Board must approve the formation of such a committee. In order to form this committee, we are requesting your vote on this proposal.

According to Board Bylaws 9130 (see attachment), the committee should consist of no more than 5 members with a written charge or duty from the Board of Directors.

Board Committee's Written Charge: The duties of this specific Board committee is to review different funding formulas that would replace the **current funding formula** (AS 14.30.650) in order to meet the operational needs of SESA Low Incidence Disabilities Outreach Program due to increased caseload size. Once the Board committee has reviewed information they will share their recommendations of which funding formula to support with the SESA Board of Directors during the fall meeting (10/2/24).

Please respond with **Yay**, **Nay** or **Abstain**.

Vote **Yay** to establish a Board Committee with members appointed by the Board Chair to review options for funding formulas and provide recommendations to the Board of Directors at the next scheduled meeting.

Vote **No**

Vote **Abstain**

Results will be presented in the October Board Meeting.

Olivia

--

Olivia Yancey, Executive Director

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2600 Denali Street, Suite 200, Anchorage, AK 99503

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Olivia Yancey <oyancey@sesa.org>

Individual Vote - SESA Board Action Needed: SESA Committee Vote

Olivia Yancey <oyancey@sesa.org>
 To: Heather Wheeler <hwheeler@lysd.org>
 Cc: Katie Groller <kgroller@sesa.org>

Tue, Aug 27, 2024 at 9:49 AM

Thank you for your vote, Heather.

On Tue, Aug 27, 2024 at 9:31 AM Heather Wheeler <hwheeler@lysd.org> wrote:
 Yay

On Mon, Aug 26, 2024 at 8:40 PM Olivia Yancey <oyancey@sesa.org> wrote:
 Hello Heather,

Please respond with **Yay**, **Nay** or **Abstain**.

Genevieve and I have been tasked to research and present various funding formula options for the SESA LID Outreach Program to a Board committee. The Board must approve the formation of such a committee. In order to form this committee, we are requesting your vote on this proposal.

According to Board Bylaws 9130 (see attachment), the committee should consist of no more than 5 members with a written charge or duty from the Board of Directors.

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Please respond with **Yay**, **Nay** or **Abstain**.

Vote **Yay** to establish a Board Committee with members appointed by the Board Chair to review options for funding formulas and provide recommendations to the Board of Directors at the next scheduled meeting.

Vote **No**

Vote **Abstain**

Results will be presented in the October Board Meeting.

Olivia

--

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--

Olivia Yancey, Executive Director

8/27/24, 9:51 AM

Special Education Service Agency Mail - Individual Vote - SESA Board Action Needed: SESA Committee Vote

Special Education Service Agency (SESA)
2600 Denali Street, Suite 200, Anchorage, AK 99503
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Olivia Yancey <oyancey@sesa.org>

SESA Board Action Needed: SESA Committee Vote

Jeanne Gerhardt-Cyrus <fasdkvc@gmail.com>

Tue, Aug 27, 2024 at 1:49 PM

To: Olivia Yancey <oyancey@sesa.org>

Cc: "Saville, Richard L (DOH)" <richard.saville@alaska.gov>, Anna Attla <mattla2@alaska.edu>, Shelly Vendetti Vucovitch <vendettis@aol.com>, Elizabeth Joseph <Elizabeth_Joseph@ykhc.org>, Caitlin Poindexter <cjd15@hotmail.com>, Heather Wheeler <heatherwheeler.asmp@gmail.com>, Madeline Aguillard <maguillard@kuspuk.org>, Donald Enoch <donald.enoch@alaska.gov>, Michaela Kolerok <kolerok_michaela@asdk12.org>, Genevieve Hollins <genevieve.hollins@akebs.com>, Katie Groller <kgroller@sesa.org>

I vote Aye, sorry for the late response! Jeanne

On Mon, Aug 26, 2024 at 11:44 PM Olivia Yancey <oyancey@sesa.org> wrote:

Good evening SESA Board Members,

Genevieve and I have been tasked to research and present various funding formula options for the SESA LID Outreach Program to a Board committee. The Board must approve the formation of such a committee. In order to form this committee, we are requesting your vote on this proposal.

The following constitutes an online vote sent **individually** to each board member. **Please respond to that individual email sent directly to you** with **Yay** or **Nay** or **Abstain**.

According to Board Bylaws 9130 (see attachment), the committee should consist of no more than 5 members with a written charge or duty from the Board of Directors.

Board Committee's Written Charge: The duties of this specific Board committee is to review different funding formulas that would replace the **current funding formula** (AS 14.30.650) in order to meet the operational needs of SESA Low Incidence Disabilities Outreach Program due to increased caseload size. Once the Board committee has reviewed information they will share their recommendations of which funding formula to support with the SESA Board of Directors during the fall meeting (10/2/24).

Please respond with **Yay**, **Nay** or **Abstain**.

Vote **Yay** to establish a Board Committee with members appointed by the Board Chair to review options for funding formulas and provide recommendations to the Board of Directors at the next scheduled meeting.

Vote **No**

Vote **Abstain**

Results will be presented in the October Board Meeting.

Olivia

--

Olivia Yancey, Executive Director
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Olivia Yancey <oyancey@sesa.org>

Individual Vote - SESA Board Action Needed: SESA Committee Vote

Olivia Yancey <oyancey@sesa.org>
 To: Michaela Hernandez <mkhernandez88@gmail.com>
 Cc: Katie Groller <kgroller@sesa.org>

Tue, Aug 27, 2024 at 11:34 AM

Thank you for your vote, Michaela.

On Tue, Aug 27, 2024 at 10:34AM Michaela Hernandez <mkhernandez88@gmail.com> wrote:

Yay
 Michaela

On Mon, Aug 26, 2024 at 8:43 PM Olivia Yancey <oyancey@sesa.org> wrote:

Hello Michaela,

Please respond with **Yay**, **Nay** or **Abstain**.

Genevieve and I have been tasked to research and present various funding formula options for the SESA LID Outreach Program to a Board committee. The Board must approve the formation of such a committee. In order to form this committee, we are requesting your vote on this proposal.

According to Board Bylaws 9130 (see attachment), the committee should consist of no more than 5 members with a written charge or duty from the Board of Directors.

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Please respond with **Yay**, **Nay** or **Abstain**.

Vote **Yay** to establish a Board Committee with members appointed by the Board Chair to review options for funding formulas and provide recommendations to the Board of Directors at the next scheduled meeting.

Vote **No**

Vote **Abstain**

Results will be presented in the October Board Meeting.

Olivia

--

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--
 Olivia Yancey, Executive Director

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Olivia Yancey <oyancey@sesa.org>

Individual Vote - SESA Board Action Needed: SESA Committee Vote

Olivia Yancey <oyancey@sesa.org>
 To: Vendetti's <vendettis@aol.com>
 Cc: Katie Groller <kgroller@sesa.org>

Wed, Aug 28, 2024 at 9:33 PM

Thank you for your vote, Shelly.

On Wed, Aug 28, 2024 at 8:02 PM Vendetti's <vendettis@aol.com> wrote:

yay

Shelly Vendetti-Vuckovich

“Our lives begin to end the day we become silent about things that matter.” *Martin Luther King, Jr.*

On Wednesday, August 28, 2024 at 08:51:11 AM AKDT, Olivia Yancey <oyancey@sesa.org> wrote:

----- Forwarded message -----

From: **Olivia Yancey** <oyancey@sesa.org>
 Date: Mon, Aug 26, 2024 at 8:36 PM
 Subject: Individual Vote - SESA Board Action Needed: SESA Committee Vote
 To: Shelly Vendetti Vucovitich <vendettis@aol.com>

Hello Shelly,

Please respond with **Yay**, **Nay** or **Abstain**.

Genevieve and I have been tasked to research and present various funding formula options for the SESA LID Outreach Program to a Board committee. The Board must approve the formation of such a committee. In order to form this committee, we are requesting your vote on this proposal.

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Please respond with **Yay**, **Nay** or **Abstain**.

Vote **Yay** to establish a Board Committee with members appointed by the Board Chair to review options for funding formulas and provide recommendations to the Board of Directors at the next scheduled meeting.

Vote **No**

Vote **Abstain**

Results will be presented in the October Board Meeting.

Olivia

--

Olivia Yancey, Executive Director
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Olivia Yancey <oyancey@sesa.org>

SESA Board Action Needed: SESA Committee Vote

Olivia Yancey <oyancey@sesa.org>

Tue, Aug 27, 2024 at 10:06 AM

To: Jeanne Gerhardt-Cyrus <fasdkvc@gmail.com>, "Saville, Richard L (DOH)" <richard.saville@alaska.gov>, Anna Attla <mattla2@alaska.edu>, Shelly Vendetti Vucovitch <vendettis@aol.com>, Elizabeth Joseph <Elizabeth_Joseph@ykhc.org>, Caitlin Poindexter <cjd15@hotmail.com>, Heather Wheeler <heatherwheeler.asmp@gmail.com>, Madeline Aguiard <maguillard@kuspuk.org>, Donald Enoch <donald.enoch@alaska.gov>, Michaela Kolerok <kolerok_michaela@asdk12.org>
Cc: Genevieve Hollins <genevieve.hollins@akebs.com>, Katie Groller <kgroller@sesa.org>

Good morning SESA Board,

As of 10 am, there have been 6 votes received in the affirmative to establish a Board Committee with the following written charge:

The duties of this specific Board committee is to review different funding formulas that would replace the current funding formula (AS 14.30.650) in order to meet the operational needs of SESA Low Incidence Disabilities Outreach Program due to increased caseload size. Once the Board committee has reviewed information they will share their recommendations of which funding formula to support with the SESA Board of Directors during the fall meeting (10/2/24).

The Board Committee will be established by the Board Chair.

Please let me know if you have any questions.

Olivia

[Quoted text hidden]



Olivia Yancey <oyancey@sesa.org>

SESA Board Action Needed: SESA Committee Vote

Jeanne Gerhardt-Cyrus <fasdkvc@gmail.com>

Tue, Aug 27, 2024 at 2:20 PM

To: Olivia Yancey <oyancey@sesa.org>

Cc: "Saville, Richard L (DOH)" <richard.saville@alaska.gov>, Anna Attla <mattla2@alaska.edu>, Shelly Vendetti Vucovitich <vendettis@aol.com>, Elizabeth Joseph <elizabeth_joseph@ykhc.org>, Caitlin Poindexter <cjd15@hotmail.com>, Heather Wheeler <heatherwheeler.asmp@gmail.com>, Madeline Aguillard <maguillard@kuspuk.org>, Donald Enoch <donald.enoch@alaska.gov>, Michaela Kolerok <kolerok_michaela@asdk12.org>, Genevieve Hollins <genevieve.hollins@akebs.com>, Katie Groller <kgroller@sesa.org>

Hello all, As Board Chair, I am appointing SESA Board Members Don Enoch, Rich Saville and myself to this committee to review different funding formulas for the SESA LID Outreach Program on September 11, 2024 and if necessary subsequent meetings to make a recommendation to share with the SESA Board of Directors during the work session on October 2, 2024. In addition, I will be inviting Patrick Reinhart, Olivia Yancey and Genevieve Hollins to attend our committee meeting as advisors. Thank you everyone for responding so quickly (quicker than I) and for all you do. Jeanne

On Tue, Aug 27, 2024 at 5:49 PM Jeanne Gerhardt-Cyrus <fasdkvc@gmail.com> wrote:

I vote Aye, sorry for the late response! Jeanne

On Mon, Aug 26, 2024 at 11:44 PM Olivia Yancey <oyancey@sesa.org> wrote:

Good evening SESA Board Members,

Genevieve and I have been tasked to research and present various funding formula options for the SESA LID Outreach Program to a Board committee. The Board must approve the formation of such a committee. In order to form this committee, we are requesting your vote on this proposal.

The following constitutes an online vote sent **individually** to each board member. **Please respond to that individual email sent directly to you** with **Yay** or **Nay** or **Abstain**.

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Please respond with **Yay**, **Nay** or **Abstain**.

Vote **Yay** to establish a Board Committee with members appointed by the Board Chair to review options for funding formulas and provide recommendations to the Board of Directors at the next scheduled meeting.

Vote **No**

Vote **Abstain**

Results will be presented in the October Board Meeting.

Olivia

--

Olivia Yancey, Executive Director

76

ACTION ITEMS

**SESA Board of Directors Meeting
 October 2, 2024
 Action Item FY25-01
 FY26 SESA Agency Calendar**

“Move to approve the SESA Fiscal Year
 2026 Agency Calendar”

ROLL CALL VOTE

<i>Name</i>	<i>Aye</i>	<i>Oppose</i>	<i>Abstain</i>
Richard Saville			
Jeanne Gerhardt-Cyrus	X		
Donald Enoch	X		
Anna Attla	X		
Madeline Aguillard			
Michaela Kolerok	X		
Shelly Vendetti Vuckovich	X		
Kayla McDonogh	X		
Elizabeth Joseph	X		
Heather Wheeler	X		
TOTALS	8		

MOTION: X Passes Fails

**SESA Board of Directors Meeting
 October 2, 2024
 Action Item FY25-02
 Alaska Executive Search/People AK- Classified
 Staff**

“Move to approve the use of Alaska Executive Search/People AK to obtain temporary staffing for vacant positions and when recruiting for permanent support staff”

ROLL CALL VOTE

<i>Name</i>	<i>Aye</i>	<i>Oppose</i>	<i>Abstain</i>
Richard Saville			
Jeanne Gerhardt-Cyrus	X		
Donald Enoch	X		
Anna Attla	X		
Madeline Aguillard			
Michaela Kolerok	X		
Shelly Vendetti Vuckovich	X		
Kayla McDonogh	X		
Elizabeth Joseph	X		
Heather Wheeler	X		
TOTALS	8		

MOTION: X Passes Fails

**SESA Board of Directors Meeting
 October 2, 2024
 Action Item FY25-03
 FY25 Staff Appreciation Luncheon**

“Move to approve a budget of \$2,500 for the FY25 SESA Staff Appreciation Luncheon as presented during the October 2, 2024 SESA Board Work Session”

ROLL CALL VOTE

<i>Name</i>	<i>Aye</i>	<i>Oppose</i>	<i>Abstain</i>
Richard Saville			
Jeanne Gerhardt-Cyrus	X		
Donald Enoch	X		
Anna Attla	X		
Madeline Aguillard			
Michaela Kolerok	X		
Shelly Vendetti Vuckovich	X		
Kayla McDonogh	X		
Elizabeth Joseph	X		
Heather Wheeler	X		
TOTALS	8		

MOTION: X Passes Fails

**SESA Board of Directors Meeting
 October 2, 2024
 Action Item FY25-04
 SESA Board Policy 5142.3 Updates**

“Move to approve the revisions to SESA Board Policy 5142.3 as presented during the October 2, 2024 Board Work Session”

ROLL CALL VOTE

<i>Name</i>	<i>Aye</i>	<i>Oppose</i>	<i>Abstain</i>
Richard Saville			
Jeanne Gerhardt-Cyrus	X		
Donald Enoch	X		
Anna Attla	X		
Madeline Aguillard			
Michaela Kolerok	X		
Shelly Vendetti Vuckovich	X		
Kayla McDonogh	X		
Elizabeth Joseph	X		
Heather Wheeler	X		
TOTALS	8		

MOTION: X Passes Fails

SESA Board of Directors Meeting
October 2, 2024
Action Item FY25-05
Recommendation to Change SESA’s LID Funding
Formula

“Move to approve moving forward with funding formula
Option 2 as recommended by a SESA board committee and
presented during the October 2, 2024 Work Session”

ROLL CALL VOTE

<i>Name</i>	<i>Aye</i>	<i>Oppose</i>	<i>Abstain</i>
Richard Saville			
Jeanne Gerhardt-Cyrus	X		
Donald Enoch	X		
Anna Attla	X		
Madeline Aguiard			
Michaela Kolerok	X		
Shelly Vendetti Vuckovich	X		
Kayla McDonogh	X		
Elizabeth Joseph	X		
Heather Wheeler	X		
TOTALS	8		

MOTION: X Passes Fails

STANDING REPORTS



Executive Director’s Report
October 2, 2024

SESA Public Relations



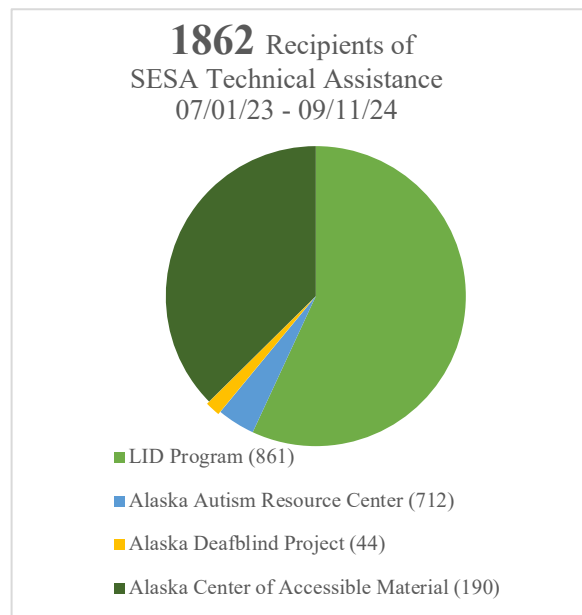
Spreading awareness of the resources and technical assistance available at SESA is a recurring priority. SESA staff have made regular mission centric posts on all **four** Facebook pages (e.g., Low Incidence Disabilities Program, Alaska Autism Resource Center, Alaska Center for Accessible Materials, and Alaska DeafBlind Project). SESA programs continue to announce various events or trainings for Alaskans subscribed to the three SESA quarterly newsletters sent out via through Constant Contact emails. Since the start of the school year, SESA has received **30** new subscribers to SESA newsletters. During August Inhouse, SESA staff photos were taken and the SESA About Us page was updated with current staff.

The image to the left is Autumn Holt and John Barrowman from the Alaska Autism Resource Center hosting a booth at Fairbanks Resource Agency community event called “Bubbles Bonanza” on August 30, 2024.

This past summer, SESA partnered with [UAA Summer Engineering Academies](#) to increase the accessibility of two weeklong camps focused on corrosion chemistry for middle school students. Amy Topmiller, LID Multiple Disabilities Education Specialist, accepted the additional duty to work with Dr. Raghu Srinivasan and provided recommendations on the 10 stations of the camp to increase Universal Design for Learning and access for individuals with unique needs that attended the camp.

SESA Technical Assistance

SESA staff continue to offer technical assistance to Alaskans, seek professional development, and plan services via distance delivery. Specialists have held **169** Zoom meetings and spent **13,261** minutes on Zoom Meetings and Webinars. They have completed **14** on-site itineraries for urban, rural and rural remote locations. Since the start of the school year, specialists across all programs have offered **33** customized trainings for community organizations and school district teams. From 07/01/24 to 09/10/24, SESA’s main website has had **2169** visitors. Approximately **24%** of those visitors viewed SESA content from Alaska. SESA staff have provided at least **27** customized student or client centered reports across **52** school districts.



The Anne Freitag Library has checked out **208**, checked in **106**, and renewed **22** items to patrons. There have been **24** additions to the collection, **16** discarded, and **12** new registered patrons since the start of the school year. Claire Agni, SESA librarian, has been updating the collection and sharing with Alaskans the new resources available to check out via weekly Facebook posts, quarterly SESA newsletters, customized book lists for specialists to distribute



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during technical assistance, and hosting booths at community events. Librarian collects needs and update requests from new and returning (i.e., currently **1,336**) patrons specific to the topic of low incidence disabilities.



The image to the left is a Totally Tactile Communicator (C142 Tactile) which was recently added to the library for patrons to check out. Patrons are encouraged to follow the SESA Facebook Pages for updates on what has been added to the collection.

The **Alaska Autism Resource Center** continues to provide both distance delivery and in-person technical assistance. Since the start of the school year, the AARC held **7** different resource consultations with Alaskans, **61** information dissemination activities with and at least **8** trainings have been provided to various Alaskans. Quarter 1 report is being prepared to have been submitted to DEED Project Officer.



The image to the right is Autumn Holt and John Barrowman at a training for staff with Aspire Behavior Solutions in Fairbanks, Alaska.



The **Alaska Center for Accessible Materials** is working hard to build local capacity to increase Alaskan student’s access to information about print disabilities. Quarter 1 has consisted **at least 21** technical assistance

activities for **190** participants including the formatting or locating of resources (e.g., large print books, braille, audio resources, and assistive technology for reading support) and disseminating information to individuals in urban and rural Alaskan communities. Within the 21 technical assistance activities, 38% were trainings about print disabilities and resources available at AKCAM for site and district level training. AKCAM specialists and support staff undergo annual training to remain current in best practice when developing or retrieving accessible education materials. During August Inhouse, our Education Technologist, Yuya Hisada, led the SESA team in training on how to make digital accessible materials referencing WCAG guidelines and an asynchronous training through LinkedIn Learning. Interagency collaboration within SESA occurred to add essential feedback on other considerations to make when creating digital accessible documents. Quarter 1 report is being prepared to submit to DEED Project Officer. The image is the program’s logo used on brochures, forms and information dissemination activities.



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The **Alaska DeafBlind Project** has offered technical assistance both onsite and via distance delivery to school districts, families and community service providers that serve individuals with deafblindness.

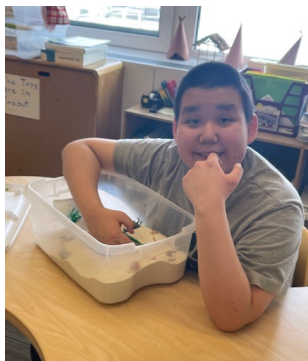
The image to the right shows Angel Black, Alaska Deafblind Project Co-Director, working with a student with a speech generating device this past August as school district staff observe her.



SESA staff have collaborated with Northwest Center for Assistive Technology Training (CATT-NW) with Washington State School for the Blind (WSSB) to offer a 3-day virtual workshop on **Assistive Technology Considerations for Deafblind Students** from October 28, 2024 through October 30, 2024 from 11-12:30pm via Zoom. Subscribers to the AKDBP and LID Newsletters will receive registration information via Constant Contact.

Indicators 8 & 14 Project continues to work on preparing and collecting data on Indicators 8 & 14. Quarter 1 report is being drafted to send to the DEED Project Officer. A contract has been initiated for FY25 from July 1, 2024 to December 31, 2024 with contractor, David Tarcy from Alaska Research and Evaluation Services. Once all funds have been awarded in DEED Grant Management System, a second contract will be issued to complete the project.

American Printing House (APH) – Claire Agni, APH Ordering and Census Assistant, and EOT, Olivia, have spent down last year quota funds prior to due date. Alaska APH Census Data will start being collected. Claire Agni and Angel Black will be attending American Printing House Annual Meeting, October 2 – 4, 2024 to learn what specialized materials are currently available and could be added to the Anne Freitag Library for students with low vision, visual impairment and dual sensory loss. Olivia and Claire share training opportunities to school staff and early intervention staff that participate in the APH Census and Ordering for their school districts via email listserv.

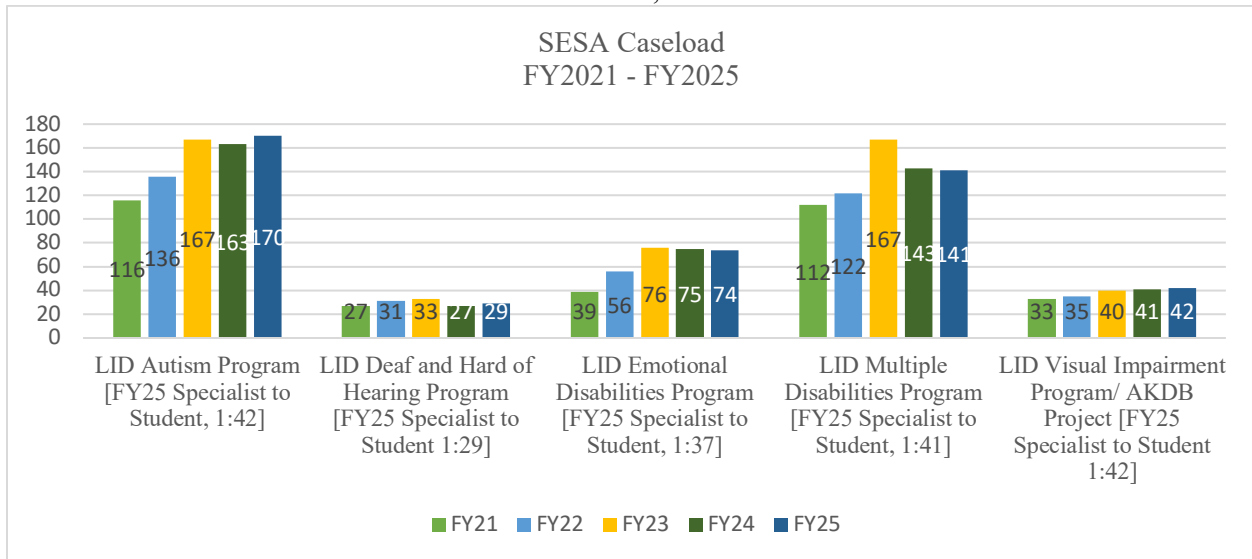


Low Incidence Disabilities Outreach Program and **Alaska Deaf Blind Project** continue to provide technical assistance both in-person and via distance delivery. Since the start of the school year until 09/11/24, the LID and AKDBP program have offered technical assistance to over **456** students and their school teams. There were **73** LID Student Consultations, **17** training, and **18** site consultations provided to school districts teams.

The image to the left is of a student who participated in an independent activity that was both fun and goal driven while an LID education specialist was out on site demonstrating teaching strategy for school staff. He said he was happy!



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General/Universal Technical Assistance- The site has the support they require and benefits from feedback on priorities and strategies. Site subscribes to quarterly newsletters, have access to The Anne Freitag Library, and request monthly or quarterly check-ins from specialist, and invitations to trainings or special events. **Required:** At least 2 technical assistance activities entered in the data management system each school year.

Targeted Technical Assistance- The site knows what the student needs but requires guidance for implementation. Support can include specific student needs per school request, IEP guidance and feedback, and assistance with an adaptation of informal assessment. **Required:** At least 1 Student Service Report or 1 Service Delivery Summary written and sent to site each school year.

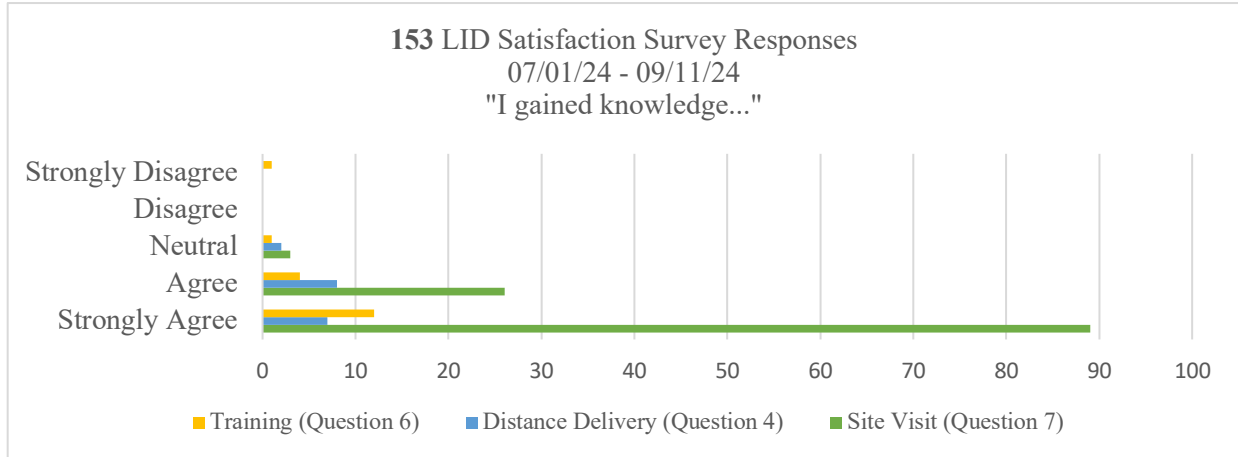
Intensive Technical Assistance- The site needs help in multiple areas to identify priorities, means, materials and follow through for a student's program. Support includes on-going follow through and continuous feedback, frequent contact with staff regarding student needs, IEP planning assistance and meeting attendance, and/or assistance with and adaptation of formal assessment. **Required:** At least 2 Student Service Report or Service Delivery Summaries written and sent to site each school year.

As of 09/13/24, SESA LID and AKDBP Levels of service were identified by education specialists as providing **42%** general technical assistance, **31%** targeted technical assistance, and **27%** intensive technical assistance.



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Feedback for SESA



I was a SpEd aide in the ASD for about 10 years before moving out to Bethel. This has been the best training I have been to in a very long time. She was knowledgeable and engaging. The information was relevant to all and easy to understand [08/13/2024, 10:45 am, LID Site Survey FY2024](#)

Jennifer takes her job seriously and personally. That's why she takes her service delivery to the next level. I don't have teacher planning time this year. When Jennifer found out that my new students didn't have access to their AAC devices from the previous year she helped create an awareness and sense of urgency for our unique need for IPADS in my Intensive Needs Classroom. When we did get the IPADS (thankfully the next day) Jennifer took it upon herself to "Set Up" and "Assign" all of my classroom IPADS for my students. Jennifer added this to her regular observations and recommendations for each visit. She is a saint. [08/16/24, 04:04pm, LID Site Visit Survey FY2024](#)

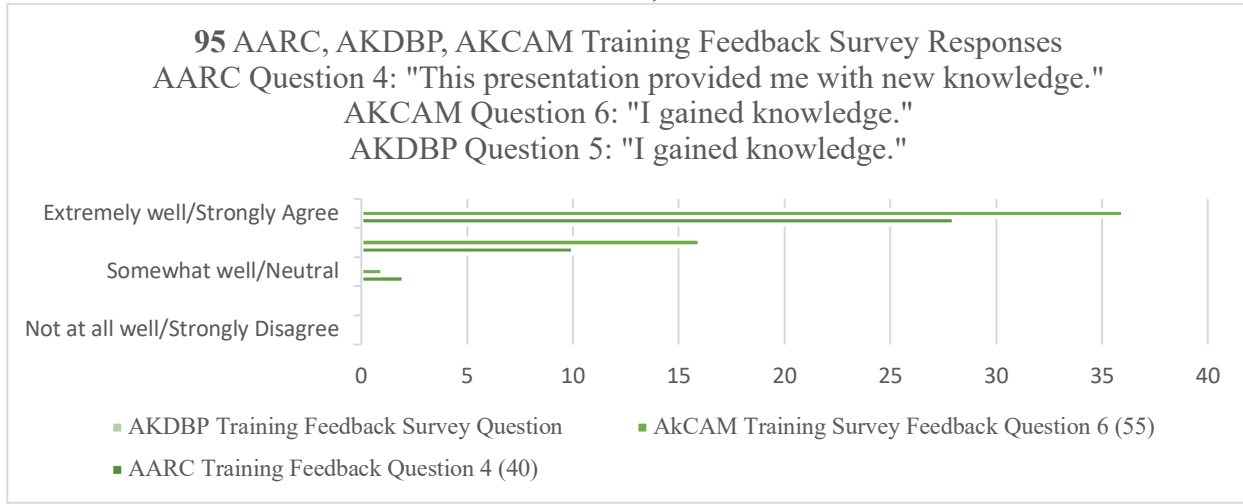
Amy Topmiller possesses an impressive depth of knowledge and is always accessible to offer assistance and services in various formats, including in-person, via Zoom, or over the phone [08/27/24, 08:48am, LID Site Visit Survey FY2024](#)

Abby and Angel are always a delight to work with. My staff learns something enriching with each visit or Zoom call! [08/30/2024, 09:04 am, LID Site Visit Survey FY2024](#)

Meriah is amazing and gives the student so much support and teaches us how do the best things for our student. I learn so much from her when she comes to visit. [09/10/2024, 08:21am, LID Site Visit Survey FY2024](#)



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*Going to refer community employers for training to better support employees. 09/11/2024 10:52AM
[FY25 AARC Training Survey](#)*

*Great presentations and resources shared! Thank you so much! 08/27/2024 03:16 PM FY25 AKCAM
[Training Survey](#)*

*I really enjoyed the session about the ABC's of Behavior. Hope I can have the access for the worksheets
 that maybe I can use with my intensive student. All in all, it was so great! 08/15/2024 11:14 AM FY25
[AARC Training Survey](#)*

*I work with students on behalf of certified staff to assist students one-on-one struggling with reading. This
 presentation today helped me learn key points in identifying students who may have a Print Disability.
 Using this information I can give better feedback to my teachers in identifying potential red flags.
 08/12/2024 10:40 AM FY25 AKCAM Training Survey*

SESA Vacancies

- Celena Khotessouvan resigned from her position as program assistant to become a paraprofessional in the Anchorage School District. SESA has contracted with Alaska Executive Search/People AK to obtain 2 temporary to hire fulltime program assistants.
- Planning for 2024 August Inhouse events to include mandatory and risk management trainings is underway. SESA will be working with Straight Ahead Rescue for survival training specialists require every two years.
- SESA continues to advertise on the SESA website, Indeed.com, Alaska Teacher Placement for the following vacant certified positions: 1 FTE LID Multiple Disabilities Education Specialist, 1 FTE LID Deaf and Hard of Hearing Education Specialist/Multiple Disabilities Education Specialist.

SESA Operations

- SESA welcomed 3 new education specialists: M'Lissa Parker, Robert Sinclair and Samantha Weiland during SESA's August Inhouse to the LID Emotional Disabilities Program, LID Autism Program and the LID Multiple Disabilities/AKCAM Program(s). Additionally, James Batin joined the SESA team as the new technology assistant.



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- SESA classified and certified staff participated in asynchronous and synchronous training throughout August Inhouse (e.g., risk management trainings, SESA procedures and policies, program specific meetings).
- SESA's FY24 Annual Financial Audit was conducted by Altman, Rogers & Co. the week of 9/4/24. Genevieve Hollins, SESA's Finance Manager, provided all necessary documents. Results will be shared at the SESA Board of Directors Winter Meeting.
- SESA Board Chair, Executive Director and Finance Manager updated SESA's checking to be a Business Sweep Checking with Northrim Bank. Collected funds in excess of established target balance are automatically swept daily from the Business Analysis Account to a designated interest-bearing account.
- Executive Director and Genevieve Hollins created a funding formula presentation with options for the SESA Board Committee on 9/11/24 to consider for the Low Incidence Disabilities (LID) Outreach Program.

SESA Grant Awards

- SESA submitted continuation proposals with budget narratives for the following grants (DS 25.116.01): Alaska Autism Research Center (AARC), Alaska Center for Accessible Materials, and Indicators 8&14 Project. SESA was approved and awarded \$638,000 which is \$80,000 less than budgeted. Project Officer indicated additional \$80,000 would be awarded at later date. Indicators 8 & 14 Project does not have 100% funding to complete year of activities. Reference grant award report below.

Alaska Department of Education and Early Development

Grant Award Report
Special Education Service Agency (SESA) (116) Nonprofit - FY 2025 - Discretionary Special Education - Rev 0 - Grant Award Report

Session Timeout: 59:44

Alaska Department of Education and Early Development

Grant Recipient: Special Education Service Agency (SESA) **Grant Number:** DS 25.116.01

Vendor Number: SES98248 **Revision:** 0

Authorized Representative: Olivia Yancey **Total Grant Amount:** \$638,000.00

Funding Application: Discretionary Special Education **Previous Amount:** \$0.00

Contact Person: Genevieve Hollins **Change:** \$638,000.00

Grant Period: 7/1/2024 - 6/30/2025 **UEIDUNS #:** L4ADLKNFA3V3

R&D: No

Total	Previous	Change	Financial Coding	Indirect Rate	CFDA	Grant	Federal Award	Federal Award Period of Availability	Federal Award Date	Awarding Agency
\$400,000.00	\$0.00	\$400,000.00	1004 ESSA11002 2610 VIBOSCRET PY2024	.00	84.027	VI-B Discretionary	H027A230016	7/1/2023 - 6/30/2025	7/1/2023	LEDCOE
\$238,000.00	\$0.00	\$238,000.00	1004 ESSA1037 2610	.00	Mental Health- CF	General Fund - Mental Health	General Funds	7/1/2024 - 6/30/2025	7/1/2024	SOA/DEED

Consultant Approval Step: DEED Program Manager Approved **Director Approval Step:** DEED Administrator Approved

Consultant Approver: Don Enoch **Director Approver:** Don Enoch

Consultant Approval Date: 8/14/2024 10:20:16 AM **Director Approval Date:** 9/4/2024 7:08:35 AM

For questions regarding this grant award, please contact the Grant Administration Team, 907-465-8694.



TO: SESA Board of Directors
THROUGH: Olivia Yancey, Executive Director
FROM: Genevieve Hollins, Alaska Education & Business Services, Inc.
SUBJECT: FY2024 Expenditures: July 1, 2023 through June 30, 2024 FINAL
DATE: 9/18/2024

<u>Funds</u>	<u>Current Budget</u>	<u>YTD Expended</u>	<u>% Expended</u>	<u>Available Balance</u>
100 - LID Entitlement/General Fund	\$ 3,308,877	\$ 2,522,413	76.23%	\$ 786,464
232 - AARC	388,000	345,148	88.96%	42,852
233 - Alaska Autism Walk	6,263	6,263	100.00%	0
235 - AKCAM	150,000	145,819	97.21%	4,181
238 - Indicators	170,000	169,608	99.77%	392
239 - Disc Personnel	600,000	600,000	100.00%	0
350 - Deafblind	141,084	131,246	93.03%	9,838
371 - Rasmuson - Equip & Collection	15,000	15,000	100.00%	0
37X - AKMHTA Mini-Grant(s)	5,404	5,404	100.00%	0
	\$ 4,784,628	\$ 3,940,901	82.37%	\$ 843,727

Percent of Year Passed: 100.00%
 Percent of Expense Budget Expended: 82.37%

Cash Flow

Average Daily Balance in Checking Account through June 30, 2024:	\$ 1,843,157
Checking Account Book Balance as of June 30, 2024:	\$ 1,245,964
The Alaska CD Balance as of March 31, 2024:	0.10% APY \$ 2,275
Jump Up CD 1 Balance as of March 31, 2024:	2.30% APY \$ 263,894
Jump Up CD 2 Balance as of March 31, 2024:	5.00% APY \$ 267,962
Jump Up CD 3 Balance as of March 31, 2024:	5.00% APY \$ 1,021,137
TOTAL ALL ACCOUNTS:	\$ 2,801,232

<u>General Fund - Fund Balance</u>	<u>Prepays</u>	<u>Committed</u>	<u>Unassigned</u>	<u>TOTAL</u>
June 30, 2019 Balances	\$ 53,318	\$ 713,349	\$ 1,466,491	\$ 2,233,158
June 30, 2020 Balances	\$ 29,877	\$ 713,349	\$ 1,518,763	\$ 2,261,989
June 30, 2021 Balances	\$ 43,505	\$ 713,349	\$ 1,847,648	\$ 2,604,502
June 30, 2022 Balances	\$ 27,442	\$ 713,349	\$ 2,313,083	\$ 3,053,874
June 30, 2023 Balances	\$ 24,240	\$ 713,349	\$ 2,328,147	\$ 3,065,736
June 30, 2024 Balances	\$ 32,371	\$ 1,100,000	\$ 2,606,313	\$ 3,738,684



TO: SESA Board of Directors
THROUGH: Olivia Yancey, Executive Director
FROM: Genevieve Hollins, Alaska Education & Business Services, Inc.
SUBJECT: **FY2025 Expenditures:** July 1, 2024 through September 18, 2024
DATE: 9/18/2024

<u>Funds</u>	<u>Current Budget</u>	<u>YTD Expended</u>	<u>% Expended</u>	<u>Available Balance</u>
100 - LID Entitlement/General Fund	\$ 3,656,326	\$ 305,570	8.36%	\$ 3,350,756
232 - AARC ¹	338,000	40,539	11.99%	297,461
233 - Alaska Autism Walk	62	62	100.00%	0
235 - AKCAM	150,000	8,153	5.44%	141,847
238 - Indicators ²	175,000	23,804	13.60%	151,196
350 - Deafblind	122,805	19,730	16.07%	103,075
	\$ 4,442,193	\$ 397,858	8.96%	\$ 4,044,335

Percent of Year Passed: 21.92%
 Percent of Expense Budget Expended: 8.96%

Cash Flow

Average Daily Balance in Checking Account through August 31, 2024:		\$ 1,446,410
Checking Account Book Balance as of August 31, 2024:		\$ 1,565,773
The Alaska CD Balance as of September 18, 2024:	0.10% APY	\$ 2,275
Jump Up CD 1 Balance as of September 18, 2024:	2.30% APY	\$ 263,894
Jump Up CD 2 Balance as of September 18, 2024:	5.00% APY	\$ 270,193
Jump Up CD 3 Balance as of September 18, 2024:	5.00% APY	\$ 1,221,137
TOTAL ALL ACCOUNTS:		\$ 3,323,271

¹Current approved application in GMS is \$318,000. Expecting additional \$20,000 soon. AARC budget will also increase by \$50k for the State-approved AARC funding. Anticipating to see these updates to allocations in GMS within the next couple months. New AARC budget to total \$388,000.

²Indicators budget anticipated to increase to \$180,000 per DEED. Anticipating to see these updates to allocations in GMS within the next couple months.