



**Second
Charter School
APPLICATION**

Nikolaevsk Charter School

FY [2025]

Alaska Department of Education & Early Development
801 W 10th Street, Suite 200
P.O. Box 110500
Juneau, AK 99811-0500

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DIRECTIONS

Application for an Initial Charter

Parties interested in submitting an initial application for a charter school should familiarize themselves with all applicable state statutes and regulations contained within this document.

Local School Districts/School Boards may have developed a Charter Schools application form for approval at the local level that requires additional information, however for the purposes of seeking State Board of Education & Early Development approval, **this application form MUST be used.** Sufficient evidence must be presented to address all sections of this application form for the department to deem the application compliant and forward to the State Board of Education for approval.

Timeline:

Initial applicants must follow all local procedures to seek Charter School approval by their local boards.

Not later than 30 days after a local school board's decision to approve an initial application for a charter school, the local school board must forward the application to the State Board of Education & Early Development for review and approval by mailing to the department:

- (1) the complete application filed with the local school board, including all supporting documents required;
- (2) the written decision of the local school board;
- (3) all other materials considered by the local school board in support or in opposition to the application; and
- (4) the minutes of the local school board meeting at which the charter was approved.

In the event the local school district/local board has a separate application form that differs from the state required form, **it is the responsibility of the Charter School to transfer complete responses to the department form.**

An original and 4 copies of the DEED Charter School Application Form should be mailed to:

**Alaska Department of Education & Early Development
Attn: Charter School Program Manager
P.O. Box 110500**

Juneau, Alaska 99811-0500

**Please also submit via email an electronic copy of the application form to:
amanda.duvall@alaska.gov**

An initial application approved by a local school board and submitted to the department ***must be received by the department at least 90 days*** before the next regularly scheduled meeting of the State Board of Education and Early Development. See the State Board schedule (education.alaska.gov/State_Board) for a list of upcoming Board meetings.

An initial application for a charter school approved by a local school board may not be submitted to the department more than 12 months before the planned start-up date for the new school.

Required Format:

1. Not more than 200 pages single-sided, *unbound*, in 12 point font.
2. ALL pages numbered in consecutive order (i.e. 1, 2, 3, ...200).
3. A table of contents.
4. Follow in numerical order the numbered sections and sub-elements of the application.
5. ALL numbered sections and sub-elements must be addressed.

Upon receipt, the application will go through a technical review committee to determine if any additional information is necessary. Addressing each section with sufficient detail and evidence examples will decrease the likelihood of additional information being requested.

Once the technical review committee agrees the applicant has demonstrated compliance, the application will be scheduled to be addressed by the State Board of Education & Early Development at their next meeting.

Charter School Application – Initial

Please provide narrative responses to the following areas. If referencing evidence within a document that is included as an appendix, please also provide sufficient detail in the narrative response for review purposes.

Section 1: Establishment of the Charter at the local level

- i.* Provide the primary purpose of the charter, how it will specifically differ from other educational options available in the community and the student population the charter hopes to attract. *AS 14.03.265(a)(1-3)*

1.1 The purpose of Nikolaevsk Charter School is to offer an unsurpassed academic program tailored to our community's unique needs, while fostering a lifelong passion for learning.

1.1.1 Institution's Beliefs:

1.1.1.1 Nikolaevsk Charter School is "The Heart of the Community."

1.1.1.2 Genuine respect for the local culture, and that of our students by affording flexibility for subsistence lifestyles and being respectful of the observance of Holy Days and other religious beliefs, things that Nikolaevsk was founded on.

1.1.1.3 An education of the highest standards can be offered and achieved without sacrificing beliefs, respect, a subsistence schedule, religious observances, or culture.

1.1.1.4 By nurturing parent, student and community involvement, responsibility, and accountability through a school curriculum, we can improve our community.

1.1.2 Institute's Vision, Mission, and Goals:

1.1.2.1 Vision: All students are given the tools to perform to the best of their abilities.

1.1.3 Mission: Our mission is to revitalize the community by providing the highest standard of education while respecting the culture of the individual and the founding principles of Nikolaevsk.

1.1.4 Goals: To accomplish the mission, the founders of Nikolaevsk Charter School have developed the following goals through discussions based on prior experiences with other schooling options, expressed shared needs of parents/students of the community and a review of research on curriculum and other related materials.

1.1.4.1 Academic-Curriculum Goals: Nikolaevsk Charter School will provide the highest standard of curriculum possible with the funds KPBSD provides through:

1.1.4.1.1 Communication using newsletter and calendar, listing school, district, and NCS sponsored academic opportunities.

1.1.4.2 Community Goals:

1.1.4.2.1 Develop business partnerships with local vendors to increase supplemental enrichment and educational opportunities on and off campus.

1.1.4.2.2 NCS students will have the opportunity to participate in the KPBSD program for HS students taking college courses.

1.1.4.2.3 NCS will develop and provide students with a learning community through elementary, middle, and high school student cohorts, school-based sessions, and educational field trips.

1.1.4.2.4 NCS will foster community through the organization of academic competitions and other means that may be identified.

1.1.4.2.5 NCS will promote the school community through the maintenance of social media.

1.1.4.3 Technological Goals:

1.1.4.3.1 NCS will integrate digital resources into teaching, learning and operations to improve professional practice, student performance, and organizational effectiveness.

1.1.4.3.2 NCS will develop and maintain a website that can be easily updated by staff. The site will include notice of APC meetings and agendas, on-line registration and re-enrollment, and a calendar of events.

ii. Provide evidence of the local school board approval of the new charter school marked as Appendix A. AS 14.03.250(b)

1.2 Appendix A: This evidence will be provided as meeting minutes once the KPBSD School Board approves this charter application.

iii. Provide evidence of the signed contract between the new charter school and the local school board containing all required elements marked as Appendix B. AS 14.03.255(c)(1-14)

1.3 Appendix B: The proposed MOA will be provided in Appendix B, and will be amended to include the signed MOA, upon approval

iv. Provide the charter schools' bylaws marked as Appendix C. 4 AAC 33.110(a)(4)

1.4 Appendix C: Charter School Bylaws

v. Provide evidence of the formation of an Academic Policy Committee (APC) consisting of parents of students attending the school, teachers, and school employees. Evidence includes a list of the members of the APC and their qualifications, as well as the written minutes from meetings where discussions regarding academic policies, bylaws, school administration, and school educational programming occurred. Mark as Appendix D. AS 14.03.250(a), 4 AAC 33.110(a)(1)

1.5 Nikolaevsk Charter School is governed by an APC consisting of parents, educators, and members of our community.

1.5.1 These volunteers establish the mission for our school and ensure that the policies are in line with this mission.

1.5.2 They oversee the management, budget, and processes of our school, according to established bylaws.

1.5.3 Additionally, APC members conduct an extensive rewrite of the charter and resubmit an application for renewal to the Kenai Peninsula School District and the State of Alaska every ten years.

1.5.4 Parents and advisors serve three- year terms, and other community members serve one-year terms.

1.5.5 APC meetings are held at least four times a year and more, as needed. All members of the public, and especially our Nikolaevsk Charter families, are invited to attend meetings to engage with our APC members and learn more about school operations.

1.5.6 Meeting times and location, APC Bylaw, and our current charter will be posted on our website provided by KPBSD.

References: **AS 14.03.250**. Application for charter school, **AS 14.03.255** Organization and operation of a charter school, **AS 14.03.265** Admission, **4 AAC 33.110** Charter school application and review procedure.

Use the reviewer rating template below to fill in the page numbers to depict the location of the responses for each sub-element. Do not use the reviewer's notes column.

Reviewer Rating Template		
Section 1	Page Number location(s) of response(s) including Appendices	Reviewer's notes Rating: Compliant/Noncompliant
Purpose	Page 28 Appendix A	
Evidence of board approval	Page Appendix A	
Evidence of signed contract with all required elements	Page Appendix B	
1. Description of educational program	Page 40 Appendix B	
2. Specific levels of achievement for the education program	Page 99 Appendix B	
3. Admissions Policy and Procedures	Page 75 Appendix B	
4. Administrative Policies	Page 35 Appendix B	
5. Statement of Charter funding	Page 68-72 Appendix B	
6. Method of accountability for receipts and expenditures	Page 79-80 Appendix B	

Section 1	Page Number location(s) of response(s) including Appendices	Reviewer's notes Rating: Compliant/Noncompliant
7. Location and description of facility	Page 73-75 Appendix B	
8. Name of teachers who by agreement will teach in the charter	Page 32 Appendix B	
9. Teacher to student ratio	Page 32 Appendix B	
10. Number of students to be served	Page 32 Appendix B	
11. Term of contract (not to exceed 10 years)	Page 33 Appendix B	
12. Termination Clause	Page 33 Appendix B	
13. Statement of state and federal law compliance	Page 33 Appendix B	
14. Exemptions or requirements included in contract	Page 33 Appendix B	
Evidence of bylaws	Page 91-99 Appendix C	
Evidence of APC, including list of names/qualifications, meeting minutes	Page 36 Appendix D	

Section 2: Organization and Administration

- i. Provide information on how the charter school shall oversee the operation of the charter school to ensure that the terms of the contract required by AS 14.03.255 (c) are being met; including who will be responsible and what mechanism(s) they will use. AS 14.03.255(b)(2)*

2.1 Nikolaevsk Charter School staff includes a half-time principal, 6 full time certificated teachers, 1 SPED/Interventionist, a secretary, custodian, nurse, and bus driver.

2.1.1 The bargaining agreements with KPBSD will be honored for any covered employee of Nikolaevsk Charter School.

2.1.2 The administrator for Nikolaevsk Charter School will be a principal with a current Alaska Type B Administrative Certificate.

2.1.3 A teacher may not be assigned to the charter school unless the teacher consents to the assignment.

2.1.4 Teaching Staff: Instruction will be provided to Nikolaevsk Charter School students by certificated teachers and/or by qualified instructors as determined by parent/guardian and approved in the ILP. This section covers those individuals who are KPBSD full-time teachers, retired KPBSD teachers, or certificated teachers on the KPBSD eligible-to-hire list.

2.1.4.1 Any teacher employed by or retired from the KPBSD or in the KPBSD's eligible-to-hire pool of approved teacher candidates shall be eligible to be employed by Nikolaevsk Charter School. A teacher may not be assigned to the charter school unless the teacher consents to the assignment.

2.1.4.2 Charter school teachers (academic advisors) shall be evaluated in an equivalent manner as all other teachers in the District and in conformance with applicable District and State requirements. Although an advisor may teach about various religions as part of the curriculum, they may not advocate a particular religious view or that a particular religious view is true or false. Sept. 15, 1988 Op. Att'y Gen. on **AS 14.0090**.

2.1.4.3 The compensation rate for a teacher shall be that provided for under the existing collective bargaining agreement.

2.1.4.4 A teacher per hour compensation rate shall be the teacher's annual salary (according to 105 Salary Schedule) divided by the days in the school term and that quotient divided by the number of hours required by the agreement for a full-time teacher.

2.1.2.5 The principal will select teachers with input from the APC and supervise the teachers. They will work at Nikolaevsk Charter School and be assigned students according to a procedure designed in partnership between the APC and the principal.

ii. Provide the written administrative policy manual utilized by the charter marked as Appendix E. 4 AAC 33.110(a)(13)

2.2 Administrative Policy at Nikolaevsk Charter School

2.2.1 Nikolaevsk Charter School will follow the KPBSD Administrative Policies and procedures as defined in the applicable documents created by the Kenai Peninsula School District.

2.2.2 Nikolaevsk Charter School will receive and adhere to all administrative memos sent by the district and any other authorized party.

2.2.3 The aforementioned KPBSD policy manual is available online and a copy is to be located in the Nikolaevsk School Office.

iii. Provide information on how the charter school will meet regularly with parents and with teachers of the charter school to review, evaluate, and improve operations of the charter school; including who will be responsible, what mechanism(s) they will use and how often contact(s) will take place. AS 14.03.255(b)(3)

2.3 Meetings of the APC, Parent Teacher Conferences and Mechanisms of Change and Contact see page 11

iv. Provide information on how the charter school will meet the requirements of conferring with the academic policy committee at least once each year to monitor progress in achieving the committee's policies and goals; including who will be responsible, what mechanism(s) they will use and if contact(s) will take place more frequently than once a year. AS 14.03.255(b)(4)

2.4 Evidence of APC Meetings

2.4.1 Sept. 16th, 2022 at 10am

2.4.2 Sept. 20th, 2022 at 7pm The APC took public comment at the following Nikolaevsk Community council meeting.

2.4.3 Sept. 23rd, 2022 at 6pm Emergency Meeting Called to Focus on the writing of the charter.

2.4.4 September 30th APC meeting to finish working on the Charter

2.4.5 Oct. 19th, 2022 morning meeting at Soldotna preparatory with district leadership.

2.4.6 Oct . 25th 2022 online and in person APC meeting with KPBSD leadership and Alaska State Rep. Sarah Vance.

2.4.7 Oct 10th, 2023 6p APC and community meeting at Zala

v. Provide a description of the school schedule and calendar. 4 AAC 33.110(a)(9)

2.5 Nikolaevsk Charter school will follow a subsistence schedule opening to students in the first week of September and ending in the first week of May each school year. This schedule will allow for the fishing, hunting, agriculture and religious observances of our unique community. The school day is 30 minutes longer to account for less days of school, while meeting instructional time requirements.

For example:

Tuesday, September 3rd, 2024 first day of school

Friday May 3rd, 2025 last day of school

2.5.1 Daily Schedule:

7:40 -Doors Open to Students

8:00- 11:00 – Instruction/PBL/Montessori Work Cycle

11:00-11:30 - Specials (Music/Pe/Art)

11:30-12:00 – Recess

12:00- 12:30 –Lunch

12:30-3:00 – Instruction/PBL/Montessori Work Cycle

3:00- School ends

NCS schedule will include the following components

- 2.5 hours of core instruction (30 minutes math, 120 minutes of Language Arts)
- 30 minutes of Specials (music/PE/ this will be worked into the Russian immersion program k-3.)
- 1 hour for Recess & Lunch
- 3 hours of project-based learning (math, language arts are also integrated into project based learning time and Montessori Work Cycles.) Russian

immersion included in specials, math instruction, and project based learning.

NCS will allow

- vi. If applicable: Provide information on alternative educational options for students not wishing to attend the charter if the charter school is the only school in the community. 4 AAC 33.110(a)(12)***

2.6 NCS will be sharing the school facility with Nikolaevsk School. If KPBSD decides to close the Nikolaevsk School side, and students do not wish to attend the charter school, they can homeschool, or go to Chapman School K-8, or to Homer schools, for all grades.

References: **AS 14.03.255**. Organization and operation of a charter school, **4 AAC 33.110** Charter school application and review procedure.
 Use the reviewer rating template below to fill in the page numbers to depict the location of the responses for each sub-element. Do not use the reviewer’s notes column.

Reviewer Rating Template		
Section 2	Page Number location(s) of response(s) including Appendices	Reviewer’s notes Rating: Compliant/Noncompliant
Description of administrative oversight	page 35	
Evidence of written administrative policy manual	page 35	
Description of regular parent and teacher contacts for continuous improvement	page 36	
Description of APC meeting(s) to monitor progress	page 36	
Description of school schedule and calendar	page 36-37	
Alternative options for students if no other educational program exists	“not applicable” page 38-39	

Section 3: Educational Program and Student Achievement

- i. Provide a description of the educational program to be offered at the charter school. Information in this section should explicitly detail if the program is designed to meet the needs of students in a particular age group or grade level and/or meet the needs of students who will benefit from a particular teaching method or curriculum. AS 14.03.255(c)(1), AS 14.03.265(a)(1-3), 4 AAC 33.110(a)(5)***

3.1 The Educational Program of Nikolaevsk Charter School will be a Montessori and International Baccalaureate inspired school. Teachers hired will be willing to and will receive training, as able, to become proficient in these programs. See page 15

- ii. Provide a written plan that addresses the teacher-to-student ratio, including projected enrollment figures. 4 AAC 33.110(a)(16)***

3.2 Student to Teacher Ratio and Enrollment Projections

Student to teacher ratio goal is 1:15, KPBSD will assist in the achievement of this goal by providing more space in the event of higher enrollment. NCS anticipates 90 students in the first year of opening. see page 8

- iii. Provide evidence of a written instructional program that addresses state content standards under 4 AAC 04 and aligns with the content on the statewide assessment system under 4 AAC 06.710-4 AAC 06.790 marked as Appendix F. 4 AAC 33.110(a)(6)***

3.3 Implementation of Statewide Assessments and Standards as listed by DEED. page 16

- iv. Provide a description of plans for serving special education, vocational education, gifted, and bilingual students. 4 AAC 33.110(a)(10)***

3.4 Montessori and IB programs meet the needs of vocational education and the gifted.

Special needs students will receive instruction from a SPED provider, as provided for based on their IEP, MTSS needs.

Nikolaevsk is a rural community, and was founded as a Russian Old Believer village. We do not foresee being able to provide bilingual instruction outside of the already provided Russian Immersion program. See Page 21

- v. Provide written objectives for program achievement desired by the charter. 4 AAC 33.110(a)(7)***

3.5 Measuring Program Achievement

NCS will use 8 different indicators to measure our achievement. Details can be found on page 57-60.

vi. Provide a description of the mechanisms for student assessment to be utilized in addition to those required by state law. 4 AAC 33.110(a)(5)

3.6 Student Assessments at Nikolaevsk

3.6.1 Nikolaevsk Charter School exists to fulfill students' academic and developmental needs. NCS submits the following description of our assessment plan which draws from current educational research, state standards, KPBSD School District goals, parent surveys, and needs assessments.

3.6.1.1 Performance standards are evaluated using both formal and informal objective and subjective assessment tools.

3.6.1.2 Multiple assessments are used to evaluate and document student achievement, including anecdotal record keeping, reading assessments, student portfolios, report cards, presentations, and state-mandated standardized tests.

3.6.1.3 Attainment of standards is demonstrated by oral presentation, written examinations, writing samples, audio recordings, artistic renderings, technology presentations, or any combination of these examples. Page 33

References: AS 14.03.255. Organization and operation of a charter school, AS 14.03.265 Admission, 4 AAC 33.110 Charter School application and review procedure.

Use the reviewer rating template below to fill in the page numbers to depict the location of the responses for each sub-element. Do not use the reviewer's notes column.

Reviewer Rating Template		
Section 3	Page Number location(s) of response(s) including Appendices	Reviewer's notes Rating: Compliant/Noncompliant
Description of educational program	page 40	
Evidence of written instructional program that addresses content standards and aligns with statewide assessment system	page 40	
Evidence of written plan to address PTR and projected enrollment	page 64	
Description of plans for serving special education, vocational education, gifted and bilingual students	page 65	
Evidence of written objectives for program achievement	page 28	
Description of the mechanisms for student assessment in addition to those required by state law	page 66	

Section 4: Professional Development

- i. Provide a description of and schedule for staff development activities. 4 AAC 33.110(a)(8)*

4.1 Staff Development Activities

4.1.1 This will take place over summer breaks with IB training. According to IB availability and staff interests there are courses in many different countries as well as online.

4.1.2 Other staff training will take place throughout the course of the school year to continue and foster growth in our educators and continue their professional development to be at or above standards.

References: 4 AAC 33.110 Charter School application and review procedure.

Use the reviewer rating template below to fill in the page numbers to depict the location of the responses for each sub-element. Do not use the reviewer's notes column.

Reviewer Rating Template		
Section 4	Page Number location(s) of response(s) including Appendices	Reviewer's notes Rating: Compliant/Noncompliant
Description of and schedule for planned professional development	page 99	

Section 5: Facility

- i. Provide information on the location for the charter school, description of the facility and lease information. Information in this section should include a description of the process used by the school and district to comply with the right of first refusal for a lease of space in an existing school district facility or in a facility within the school district that is not currently being used as a public school. AS 14.03.255(c)(7)(d), 4 AAC 33.110(a)(15)***

5.1 Nikolaevsk Charter School will be located at and operate out of the existing Nikolaevsk School, 65524 Nikolaevsk Rd, Nikolaevsk, AK, 99556.

5.1.2 NCS and KPBSD have negotiated a lease and shared spaces agreement under the MOA includes the following:

5.1.2.1 Outlines the costs NCS agrees to pay for the shared spaces, shared staff, shared materials, shared equipment and shared utilities.

5.1.2.2 Designates the spaces for NCS classrooms and offices.

5.1.2.3 Outlines the services, materials, etc, that KPBSD will include with the already deducted 4% administrative fee.

5.1.2.4 Contract Administrator outline.

Describe the plans for the charter school's facility and any plans for projected growth. 4 AAC 33.110(a)(15)

5.2 The Nikolaevsk Charter School's plans for the facility are as follows:

5.2.1 Utilize 5 classrooms and the previously outlined shared spaces (gym, library/music room, weight room, hydroponics, soccer fields, etc as agreed on in the MOA), based on a projected enrollment of 80 students.

5.3 Increase enrollment through community outreach, and responsiveness to parental concerns and student needs.

5.3.1 With increased enrollment in any one age group of 5 or more students, Nikolaevsk Charter School would need another classroom. Classroom sizes should not exceed 16 students up to a maximum of 20. Additional teachers would need to be hired to accommodate this kind of growth.

References: AS 14.03.255. Organization and operation of a charter school, 4 AAC 33.110 Charter School application and review procedure.

Use the reviewer rating template below to fill in the page numbers to depict the location of the responses for each sub-element. Do not use the reviewer's notes column.

Reviewer Rating Template		
Section 5	Page Number location(s) of response(s) including Appendices	Reviewer's notes Rating: Compliant/Noncompliant
Description of facility and location of the charter school including addressing district leased space if applicable	page 73-75	
Evidence of a written facility plans	page 75	

Section 6: Admission

- ***Provide the written admission policies and procedures utilized by the charter. Please include evidence that the school is ensuring an equal and bias-free access to all eligible students. Mark as Appendix G. AS 14.03.255(c)(3), 4 AAC 33.110(a)(11)***

6.1 NCS will be open to the public.

6.1.1 Tuition will not and cannot be charged.

6.1.2 The children of staff members account for a relatively small percentage of the new student body, and the staff's children should be considered the highest priority.

6.1.3 NCS will serve the students living inside of the current (2023 District map) Nikolaevsk School Service Area boundaries with priority. More details on Page 34

- ***Provide a written student recruitment process, including a lottery or random drawing mechanism for enrollment if applicants exceed the school's capacity. Mark as Appendix H. AS 14.03.265(b) Admission, 4 AAC 33.110(a)(17)***

6.2 NCS will advertise on local social media as well as posting on local bulletin boards and local gatherings.

6.2.1 NCS will accept all applications for enrollment in the form of a lottery.

6.2.2 All eligible children from each eligible family may be entered in the said lottery.

6.2.3 If one child from the family is chosen from the lottery, then that entire family will be enrolled.

6.2.4 The application deadline is March 15th for the upcoming school year.

6.2.5 The lottery will be held on the second Tuesday in April and is to be supervised by an outside agency.

6.2.6 NCS reserves the right to test all students for proper academic placement.

References: AS 14.03.255 Organization and operation of a charter school, AS 14.02.265 Admission, 4 AAC 33.110 Charter School application and review procedure.

Use the reviewer rating template below to fill in the page numbers to depict the location of the responses for each sub-element. Do not use the reviewer's notes column.

Reviewer Rating Template		
Section 6	Page Number location(s) of response(s) including Appendices	Reviewer's notes Rating: Compliant/Noncompliant
Evidence of written admission policies and procedures	page 75	
Evidence of a written student recruitment process, including plans if applicants exceed capacity	page 75	

Section 7: Fiscal

- i. Provide a written budget summary and financial plan, including a statement of the charter school's funding allocation from the local school board and costs assignable to the charter school program budget. Information in this section should explicitly detail the amount and sources of the revenue streams; the specific indirect rate (not to exceed 4%) and details of what the indirect rate charges cover; as well as the charter's eligibility to receive additional revenue over the 2.65 mills required in the foundation formula. Projected budget marked as Appendix I. AS 14.03.255(c)(5), 4 AAC 33.110(a)(14)(A)*

7.1 Budget Summary and Financial Plan

7.1.1 Funding Nikolaevsk Charter School is based on the State of Alaska's per-pupil funding formula, as per **AS 14.03.260**.

7.1.2 The school's funds may be supplemented by grants, fundraisers within the school community, all Title I funds, additional funds from KPBSD to meet the standard they provide to other rural schools of similar size (like Razdolna) or the State of Alaska.

7.1.3 Fundraisers at Nikolaevsk are coordinated between the school and the APC.

7.1.4 Grants sought by Nikolaevsk must relate to the charter and program, and must be approved by the APC prior to application. More information can be found on page 36

7.1.5 All funds and donations made through the non-profit for NCS will remain property of the non-profit and will be marked as property of the non-profit.

- ii. Provide information on how the charter school will keep financial records, including who will be responsible, what mechanism(s) they will use and how often financial oversight will take place. AS 14.03.255(b)(1)*

7.2 Description of How Financial Records Will be Kept

7.2.1 NCS will provide a budget summary, and a statement of the charter school funding allocation for the local school board and costs assignable to the charter school program budget.

7.2.2 The charter school accounts for receipts and expenditures by using and complying with district accounting, audit and fiscal procedures that apply to charter schools. Nikolaevsk Charter School will allow district personnel or district auditor's access to financial information to perform the annual audit.

7.2.3 The charter school shall cooperate with the School Board and the Department of Education in complying with the requirements of **AS 14.17.910**.

7.2.4 All leases, debts and other financial obligations of Nikolaevsk shall not constitute a debt liability or financial obligation of the Kenai Peninsula School Board or District.

7.2.5 All financial and accounting information requested by the Department of Education will be provided.

iii. Provide a description of the method by which the charter school will account for receipts and expenditures. AS 14.03.255(b)(1)(c)(6), 4 AAC 33.110(a)(14)(B)

7.3 Accounting Services Provided by NCS - The Operating Budget.

7.3.1 Includes all expenses necessary for the day-to-day operation and continuation of the school, and is negotiated with the KPBSD School Board each year.

7.3.2 The budget is a cost-effective and efficient plan for educating students.

7.3.3 NCS is responsible for certifying all staff payroll information through current KPBSD processes to KPBSD in accordance with specific timelines that allow for the sequential processing of all employees' data and preparation of payroll checks consistent with KPBSD requirements.

7.3.4 KPBSD is responsible for furnishing NCS with these payroll practices and procedures, necessary to fulfill KPBSD requirements.

7.3.5 NCS reserves the right to reallocate funds from one line item to another if purchasing practices or conservation result in an expenditure less than budgeted.

7.3.6 For budgetary purposes, annual appropriations lapse at fiscal year-end, except for that portion related to encumbered amounts.

7.3.7 Encumbrances outstanding at year-end are reported as reservations of fund balance and are automatically carried forward to the new fiscal year budget, not included in the KPBSD negotiated budget for the new FY.

7.3.8 NCS agrees to maintain appropriate financial records in accordance with all applicable federal, state, and local laws, rules and regulations.

7.3.9 The school further agrees to make all such records available to the KPBSD for auditing purposes and cooperate in the annual independent financial audit of KPBSD records.

7.3.9.1 Accounting Services Provided by KPBSD

7.3.9.1.1 KPBSD provides appropriate assistance to NCS in the areas of finance, budgeting, insurance, legal issues, administrative and instructional in-services to help ensure the most economical and sensible decision-making process in the utilization of the NCS budget funds.

7.3.9.1.2 KPBSD assists with technical details of budgeting and accounting. All purchase orders, expenses and payroll are routed to the KPBSD for payment. Proceeds from public funds, such as state foundational revenue, are forwarded directly to the KPBSD for credit to the NCS account.

7.3.9.1.3 KPBSD provides payroll functions for NCS similar to those provided for other employees of KPBSD, including the preparation of W-2's and other Form # 05-15-036 Alaska Department of Education & Early Development 35 reports that are required by state or federal law to be given to employees or filed with such agencies.

7.3.9.1.4 NCS is audited as any other public school.

Use the reviewer rating template below to fill in the page numbers to depict the location of the responses for each sub-element. Do not use the reviewer's notes column.

Reviewer Rating Template		
Section 7	Page Number location(s) of response(s) including Appendices	Reviewer's notes Rating: Compliant/Noncompliant
Written budget summary and financial plan	page 76	
Description of how financial records will be kept	page 76	
Description of accountability for receipts and expenditures	page 79	

Section 8: Transportation

- i. Provide a plan for pupil transportation and the district charter school transportation policy, if proposed or adopted, marked as Appendix J. 4 AS 14.09.010 (e)(1-3)(f)(g), AAC 33.110(a)(19)*

8.1 Nikolaevsk School has not had a bus for many years, due to a declared hazardous condition to exist in 2017.

8.1.1 **4 AAC 27.057**. Charter school transportation policy. Which states that: (a) A local school board shall adopt a charter school transportation policy that describes transportation services that will be provided by the district to students attending a charter school operated by the district if (1) a district provides transportation services under **AS 14.09.010**; and (2) the district operates a charter school or an application for the establishment of a charter school in the district is pending with the district under **AS 14.03.250**. And (b) A district must submit to the department an application for approval of its charter school transportation policy on a form provided by the department (1) not later than April 15, 2015, if a charter school is in operation in the district on July 1, 2014;

8.1.2 **4 AAC 27.036** states that a hazardous condition declaration can not exceed one school year.

8.1.3 KPBSD will adopt a transportation policy that meets all state regulations and provide funding for this transportation as it does for other public schools.

8.1.4 NCS and its APC will continue to pursue solutions to the lack of transportation for NCS through all legal pathways.

8.1.5 To date, negotiations with KPBSD have not produced solutions that have resolved this issue.

References: **AS 14.09.010 (e)(1-3)(f)(g)** Transportation, **4 AAC 33.110** Charter School application and review procedure, **4 AAC 27.057** Charter School Transportation policy.

Use the reviewer rating template below to fill in the page numbers to depict the location of the responses for each sub-element. Do not use the reviewer's notes column.

Reviewer Rating Template		
Section 8	Page Number location(s) of response(s) including Appendices	Reviewer's notes Rating: Compliant/Noncompliant
Plans for pupil transportation	page 83	

Appendix A

Evidence of School Board Approval

Appendix B

Contract Between the Charter School and the School Board and MOA

Term of this Contract

The term of this contract is for five academic years beginning in the Fall Semester of 2024, September 2024 through July 2029. The contract for Nikolaevsk Charter School is renewable by the Kenai Peninsula Borough School District upon approval by application during the fifth year of operation under this contract.

In Event of Termination

The charter school contract may be terminated for such causes as found in AS.03.255 (12) and upon receipt of a Sixty Days Notice. In the event NCS should cease operations it is agreed that the KPBSD shall supervise and have due authority to conclude any business and affairs of the school, provided the district does not assume any liability incurred by the school, beyond the funds allocated to it under this contract and the terms herein.

Students and credits shall be transferable from NCS to any other school contained or under the jurisdiction of the Kenai Peninsula School District at their academic or educational current level and/or academic achievement in line with the current policies of the Kenai Peninsula Borough School District. Academic Placement and class choice of a student shall be in the best interest of the student and may be facilitated by the parent, teacher, and a school board member or other representative or staff member at Nikolaevsk Charter School.

On Federal and State Law Compliance and Adherence

The Charter School agrees to comply with state and federal requirements. NCS shall also agree to such regulations in regards to the receipt and use of public money.

Exemptions and Requirements Included in this Contract

Sec. 14.03.255. Organization and operation of a charter school. (a) A charter school operates as a school in the local school district except that the charter school (1) is exempt from the local school district's textbook, program, curriculum, and scheduling requirements; (2) is exempt from AS 14.14.130(c);

The Charter School Proposal as approved by the Alaska State Board of Education is hereby

incorporated into this contract by nature of this clause. This contract shall bind Nikolaevsk Charter School to its stated purposes, goals, operational procedures, and all other aspects of the herein to be approved proposal.

Intellectual Property

Nikolaevsk Charter School and the Kenai Peninsula School District shall retain the rights to intellectual property developed by staff using school and contract time, professional development, materials, resources and facilities. Nikolaevsk Charter School's primary educational philosophy is Project-Based Learning, so significant time and resources shall be committed to professional development, planning, and developing projects. Any longitudinal projects and ongoing research shall remain with Nikolaevsk Charter School regardless of changes in staffing during the project.

Memorandum of Agreement (MOA)

Memorandum of Agreement

The Kenai Peninsula Borough School District (KPBSD) and Nikolaevsk Charter School (NCS) Academic Policy Committee (APC) agree to this Memorandum of Agreement regarding sharing facility space, staff sharing costs, and all contained in this document.

1. Room Usage and Operational Costs

- A. The District will provide 5 classrooms at Nikolaevsk School, Rooms 1,3,4, 5, and 6.
- B. The District will restore and provide room 16 for Library/Music Room use.
- C. The District will provide Room 7 for an office area at Nikolaevsk School for the Administrator of NCS.
- D. KPBSD agrees to allow NCS to implement a community garden in accordance with their school model/curriculum for their FFA and Montessori programs.
- E. Each student of Nikolaevsk Charter School will be assigned a locker for school use.
- F. Any shared staff will retain existing, or negotiate new, appropriate space needed for offices, supplies, not already designated for use by NCS.
- G. Nikolaevsk Charter School and Nikolaevsk School staff will share the staff lounge and restroom. Meetings or special classes scheduled for this space must be

approved by the administrator and will be available to NCS and Nikolaevsk School, but will not interfere with either school’s staff necessary lunch/break schedules unless requested and permitted.

- H. Nikolaevsk Charter School will pay the District \$133,699.62 to cover the pro-rated operational cost associated with sharing a district facility each year (utilities, shared staff, shared supplies, on-site unused furniture, on-site unused technology devices, etc). All values represent the entire amount to be paid; to include healthcare, PERS, and salary for shared employees. No on-site Nikolaevsk School materials, supplies, equipment, technology devices, furniture, or anything that could be utilized for the purposes of the Nikolaevsk Charter School, as of Oct 2023, shall be removed without consent of the APC. Utilities listed based on FY 22 costs at 39%. The following fiscal year, an adjustment to “true-up” the actual costs will be posted. This will allow Nikolaevsk Charter School to rely on budget estimates and at year-end when calculating possible carry-over of funds. The District will provide evidence (copies of utility bills) of utility costs to the APC of Nikolaevsk Charter School for each school year to help quantify budgeting for the following year.

Nurse	2 days/month	\$790.42
Secretary .875	5 days/week	\$70,101.79
Custodial .5	5 days/week	\$33,861.41
Water/Sewer		\$251
Garbage		\$78
Electricity		\$20,599
Nat Gas		\$8,018

- I. KPBSD agrees the 4% Administrative Fee is already taken out of our proposed budget and will include the cost of any expenditures not listed here or in the charter application for building use and operation, equipment, cleaning supplies, driveway, parking lot maintenance, soccer fields, play grounds, out buildings, etc. KPBSD will provide internet/wireless guest username and password allowing specific named users (age appropriate NCS students, all NCS staff and APC members) the ability to login to the “KPBSD Guest” wireless network. In the event this agreement spans multiple years, guest wireless accounts supplied under this agreement will expire on June 30th of each year. Wireless account renewal must be requested through KPBSD Information Services yearly by supplying a list of the-current named users requiring wireless guest accounts.

All public information requests of the KPBSD by the NCS administrator will fall under costs covered and included in the 4% Administrative Fee, to include, but not limited to, records for accounting purposes, personnel files for hiring purposes, etc.

- J. Common Areas: Use and scheduling of the library, gym, music room, computer lab, hydroponics room, cafeteria, staff lounge, weight room, locker rooms, storage, soccer field, playground areas, gazebo and basketball courts will be pro-rated according to the percentage of students attending Nikolaevsk Charter School compared to Nikolaevsk School population. The enrollment projections for 2024-25 indicate the pro-rated amount is 88%. KPBSD agrees to a 70/30 split, where 70% of shared space usage would be for the Nikolaevsk Charter School. This shared space agreement to be adjusted based on student enrollment. Scheduling of these shared spaces will be negotiated by the principals, keeping the 70/30 split in mind, to accommodate both schools amicably. Additional times when the spaces are not scheduled for use by either school, or for special events, will be scheduled with the shared administrator.
- K. In the event that Nikolaevsk School becomes no longer operational due to continued low enrollment, KPBSD agrees to give notice of this decision to the NCS administrator and its APC 90 days prior to the negotiation of the next FY budget that would be affected, so that NCS can budget accordingly or KPBSD will be responsible for the same negotiated shared costs from the previous year.

2. Contract Administrator

Nikolaevsk Charter School APC will hire a part time administrator and part time teacher, to be determined based on applicant skill sets available.

- A. Administrator responsibilities involve the management of all daily operations of Nikolaevsk Charter School. Student Achievement will match or exceed District goals and State standards.
- B. The administrator will be the official liaison between the District administration, the APC and the charter school. The administrator will negotiate scheduling of shared spaces with the Nikolaevsk School principal. Frequent open and regular

communication will be maintained with the neighborhood school administrator to insure a successful relationship.

- C. The administrator will consult with the APC on negotiating scheduling of shared spaces for both Nikolaevsk Charter School staff/students and Nikolaevsk School staff/students.

- D. The administrator shall maintain fiscal management according to District guidelines and State Statutes. This includes the preparation and oversight of the school's budget, with regular accountability to, and approval of, the APC.

3. Shared Services

The administrator of Nikolaevsk Charter School will hire for the shared positions of Custodian, and Secretary. The administrator will seek input from the APC on potential hires.

- A. Nikolaevsk Charter School may consider sharing costs of a Librarian as the need for this position becomes evident and KPBSD adjusts the budget to accommodate this need. KPBSD agrees to purchase and restore 150 Russian books to the shared Nikolaevsk School/Nikolaevsk Charter School library. Any other supplies needed for the library will be shared costs between Nikolaevsk School and Nikolaevsk Charter School.

- B. The supplies and equipment for gym/sports use already in use at Nikolaevsk School will be shared with Nikolaevsk Charter School and will be in accordance with the schedule for the appropriate spaces worked out by the administrator.

- C. The supplies and equipment for each of these programs may be shared with all students of both schools. Nikolaevsk Charter School will have no liability for Nikolaevsk Students when using shared equipment or shared spaces.

- D. Repair costs for KPBSD property will be paid by KPBSD, and is considered included in the 4% administrative fee.

- E. Equipment, materials, items and supplies purchased by the non-profit for the Nikolaevsk Charter School, will remain the property of the non-profit and will be marked as property of the non-profit. Repair of this property will be the sole responsibility of the Nikolaevsk Charter School and/or non-profit.

- F. Staff from Nikolaevsk Charter School will share in the responsibility of care and maintenance of shared equipment, supplies and common spaces.

4. Emergency and safety plans

The shared administrator will be responsible for emergency and safety training; the charter school is responsible to be present during training.

5. Budget

KPBSD agrees to pay Nikolaevsk Charter School \$1,278,306.07, in accordance with the budget outlined in the Nikolaevsk Charter School application. Any monies leftover at the end of FY24, will be rolled over in the Nikolaevsk Charter School account to be utilized in a manner the APC approves for the purposes of increasing services, courses, programs, training, or activities offered, as well as for any other charter school uses.

- A. KPBSD agrees to pay any other monies received from Federal or State programs and grants for Title I schools (as Nikolaevsk School/area is rural and low income) at the allotted amount per enrolled student, above and beyond the proposed budget, if KPBSD is receiving that funding.

6. District Policy, State Statute, and Federal Requirement Accountability

Nikolaevsk Charter School will comply with District Charter School policies, State Statutes and Federal requirements during the duration of the charter.

No edits to the Nikolaevsk School Charter application, or this agreement will be made without the permission of the APC.

This Memorandum of Agreement is effective January 1, 2024 to May 15, 2025.

Nikolaevsk Charter School recognizes that the charter school will not be operational until Fall of 2024-25, in accordance with the schedule outlined in the application. The APC would like to facilitate preparation for the start of school, as well as use rooms/offices/gym for APC meetings, community meetings, interviews etc. as the current administrator approves. By signing this MOA, KPBSD agrees to be accommodating to the needs of the APC in anticipation of the 2024-25 school year.

APC President

Date

Nikolaevsk Charter School Administrator

Date

Superintendent Holland

Date

Appendix C

Bylaws

Nikolaevsk Charter School

Mission Statement

The purpose of Nikolaevsk Charter School is to provide the finest academic program possible. To meet this purpose, it is our obligation to promote an educational environment that reflects high academic achievement and standards, character and citizenship standards for all students and establish classroom conditions where these standards can be demonstrated and perfected.

Article 1

SCHOOL NAME

The name of the school Nikolaevsk Charter School, hereinafter referred to as NCS.

Article 2

IMPLEMENTATION OF MISSION STATEMENT

- A. To conduct NCS affairs in accordance with its mission statement.
- B. To exercise all such powers as are provided by state and federal law, Kenai Peninsula Borough School District (KPBSD) policy, including but not limited to the the power to make use of and file the applicable forms (listed) under KPBSD

policy 6187, and these bylaws in order to accomplish this NCS mission statement.

- C. Support teachers in maintaining a classroom environment where high academic, character, and citizenship standards can be met for all students.
- D. Support the administrator in the accomplishment of this mission statement through implementation of adopted policies and procedures while holding the administrator accountable for the achievement of measurable standards through annual review of test scores.
- E. Maintain current core curriculum classroom materials as approved by the APC.
- F. Encourage parents/guardians to actively participate in their child's education.

Article 3

ACADEMIC POLICY COMMITTEE

1. There shall be an Academic Policy Committee (APC) pursuant to Alaska State Statute 14.03.255. Organization and Operation of Charter Schools.
2. The APC shall consist of the following:
 - a. 5 parents of current enrolled NCS students, elected at large.
 - b. School Administrator or staff designee, in an advisory non-voting capacity.
 - c. Community member, if one is appointed by the APC.
3. APC Seats

Section 1 Parent Seat Terms

- a. Each year (after the first 3 years) 2 APC seats shall be elected by NCS parents for a term of 3 years, in the 3rd year only one seat will go to vote since there is an odd number of seats. Terms start April 30th and terminate April 29th of the following year.

b. Interim vacancies shall be filled by appointment of the majority of the remaining APC, should a quorum exist. These appointments shall be effective until the end of the original term of the appointed seat. Should a quorum no longer exist, due to voluntary resignation and/or dismissal, a special election will be held to fill vacant seats. The APC member(s) elected in said special election shall remain seated for the duration of the original term of the vacant seat(s).

c. Election of Parent Members of APC:

- i. Parent seats must be filled by parents of students currently attending NCS
- ii. Only one parent per family may serve on the APC.
- iii. Nominations shall be taken in writing during the month of February.
- iv. Elections shall be conducted by ballots distributed and collected in the school gymnasium on an APC designated election day.
- v. One ballot shall be provided per family. In cases involving custody, only one custodial parent and/or guardian shall have the voting privilege.
- vi. Elected members shall be seated at the next meeting of the APC following April 30th of the calendar year of the election.

d. Administrator Seat

Interim vacancy shall filled by the interim administrator selected by the APC.

e. Community Member Seat

At the sole discretion of the APC, the APC committee may appoint a

member of the community to serve on the board. The community member shall be a voting member. The term of a community member is to start on April 30th and conclude on April 29th of the following calendar year. Community members serve at the sole discretion of the APC. Community members may be removed by the majority vote of the APC.

APC Offices

- a. The APC shall elect the following officer position as determined among the APC at the first APC meeting following the April election. The officers are:
 1. Chairperson: The Chair-Person shall preside over all meetings of the APC and shall have the duties and powers normally given to that office, in addition to those particularly specified by these by laws.
 2. Vice Chairperson: The Vice Chairperson shall have the powers and exercise the duties of the Chair in the Chair Person's absence or his/her incapacitation as well as assign duties by the APC over the course of .
 3. Secretary- The Secretary shall keep a record of all meetings of the APC and shall have all the duties and powers normally attributed to the office of Secretary.
 4. Treasurer- The Treasurer shall have access to all financial records of NCS both present and past and have all the powers and duties attributed to the office of Treasurer. The Treasurer shall give a financial report at each quarterly meeting of the APC and such report shall be made a part of the minutes of that meeting.
 5. Special events coordinator -The Special Events coordinator will oversee fundraisers, performances, and other events hosted by NCS, scheduling and notification and coordinates with the administrator.

b. APC Responsibilities

1. The APC is accountable to the KPBSD School Board.
2. Pursuant to the State of Alaska Charter School Law (AS 14.03.255 (b) (4)), the NCS APC shall meet at least annually to monitor progress in achieving the committee's policies and goals. However, the APC will strive to meet at least quarterly.
3. The APC has the due responsibility to review and approve proposed annual budget, make changes to the maximum enrollment, curricula, plan, brainstorm approve and help bring to fruition co-curricular activities, as well as make any changes to policies and procedures of any part of Nikolaevsk Charter School that is under the jurisdiction of the APC.
4. The APC shall review all proposed contracts with any party seeking to make a contract with the Nikolaevsk Charter School or any part thereof.
5. The APC will discuss the terms of employment of and hire the NCS Administrator.
6. The APC will conduct an Annual Administrator Performance Review based on the Administrator's contract and renew the contract as merited.
7. An APC member's absence from 3 consecutive APC meetings may constitute grounds for dismissal from the APC.
8. To avoid conflicts of interest, APC members shall disclose known or potential conflicts of interest prior to the time set for voting on any transactions and shall not vote on the matter or attempt to influence the decision of other APC

members in voting on the matter. Such disclosure will be noted in the minutes of the meeting. The APC may, by a majority vote, determine there is not a conflict of interest. If no such declaration of conflict of interest is made while the person has such conflict of interest and such conflict of interest is made known to the board or any of its members at a subsequent meeting or at another time such my constitute grounds to nullify the vote of the person who wrongly declared they did not have such conflict of interest.

9. Members of the APC shall not receive any form of compensation due to their membership of the APC.
10. For voting purposes a quorum shall consist of 4 voting APC members. Action requires an affirmative vote of at least 4 of the voting members.
11. All regular and special meetings of the APC shall be open to the public.
12. The APC may call an Executive Session to discuss any one or more of the following:
 - a. Attorney/client matters
 - b. Acquisitions, leases, rental, or sale of school property
 - c. Contract proposals and/or negotiations
 - d. Confidential or sensitive personal or student matters. Only those persons invited by the APC may be present during the Executive Session. The APC shall not make final policy decisions, nor shall any resolution, rule, regulation, formal action, or any action approving a contract or regarding monetary payments or debts be adopted or approved at any

session that is closed to the general public. Matters discussed during an Executive Session shall remain confidential among those attending. The Secretary of the APC will name the topic of the Executive Session in the APC minutes of the following, open to the public APC meeting.

13. Any APC member may resign at any time by giving written notice to the Chairperson or the Secretary of the APC. Such resignation shall take effect at the time specified in the written notice.

14. The APC may recommend removal of an APC member with an affirmative vote for removal by 4 of the APC members at an APC meeting open to the public. The APC member who is being considered to be removed from their office shall not participate in the voting of the APC on the matter of their removal.

- a. Upon an affirmative vote by the APC to remove an APC member, such APC member shall be suspended from membership on the APC until a parent/guardian vote is conducted.
- b. Removal of an APC member shall be confirmed a majority of the NCS parents, by ballot vote in the gymnasium of the school within 10 days such election will be held in a similar fashion to election day using paper ballots, conducted at a similar time and the parents of attending and (or) enrolled students given a similar notice.
- c. Notifications of the removal of an APC member shall be posted within the minutes of the following APC meeting.

ADVISORY COMMITTEES

The APC possesses and shall possess certain legal powers and prerogatives, which can not be

delegated or surrendered to others or other committees. As a result, all recommendations of an advisory committee must be submitted to the APC for an or any official action. The APC shall have power to create or dissolve any advisory committee or committees and shall reserve the right to exercise this right at any time during the term of the current Academic Policy Committee.

Article 5

NOTICE OF THE MEETINGS OF THE ACADEMIC POLICY COMMITTEE

Notice of meetings of the APC and committee meetings shall be posted, at least one week prior, at a prominent place outside of NCS office. Such notice should include specified agenda information when possible, including any proposed policy, position, resolution, rule, regulation, or formal action to be considered. The posting of such notice shall be considered full and timely notice to the public of such meetings. Parents will also be notified of such meetings by receiving an email stating the same items of the posted notice of meetings. The “Notice of Meetings” can and may be posted on any social media account operated full or in part by Nikolaevsk Charter School.

Article 6

TRANSACTION OF BUSINESS

All business shall be conducted through the financial office of the Kenai Peninsula Borough School District.

Article 7

BYLAWS

A draft of changes to the bylaws of NCS will be read at two consecutive, open to the public, APC meetings before a vote is held regarding the changes. The approval or amendment of said bylaws requires a 2/3rd vote of the APC.

Article 8

BOOKS AND RECORDS

NCS shall keep minutes of regular APC meetings and meetings of APC committees. It shall also keep at its registered or principal office: a record giving the names and contact information of

the APC members and the APC committees. All records of NCS are considered public and may be inspected at any reasonable time.

Article 9

Indemnification and Hold Harmless of APC members

APC members shall be indemnified and held harmless in the conduct of official NCS business in the same manner as the members of the KPBSD School Board.

Article 10 Dissolution

On the dissolution of NCS, all properties not labeled as non profit property, shall be dispersed in accordance with contract provisions approved by the State of Alaska Department of Education and the Kenai Peninsula School District.

Objective for Program Achievement

Nikolaevsk Charter School has eight program goals with specific levels of achievement for each.

1. Stable Enrollment: Excluding those who move out of the area, the school will aim for a voluntary re-enrollment of 90%. This is a good indicator of community satisfaction.

2. Community Instruction: NCS has set a goal of involvement by guest speakers and guest instructors in and out of school to equal at least 500 hours each year. We will calculate the hours based on the time guests spend teaching individuals, small groups, and whole classes.

a. We aim to meet or exceed this goal each year. Students at every level participate in several go out groups into the community, such as local Gardens and farms, Culture Camp, Marine and national/state park discovery, and the fire/police department.

b. 4th-6th graders learn from Denali Park Rangers when they spend 3 days in Denali every three years. The 7th- 8th graders will take a trip to Juneau every 2 years to have a better understanding of state government.

c. 9-12 graders will travel to National parks and monuments to ensure that they have a broad sense of culture and our nation's history. If the opportunity arises for the students to safely travel outside of the country to study and service abroad then NCS will help the students fundraise to make this experience possible for students who are in good academic and

behavioral standing at NCS.

D. NCS will also bring in guest instructors, such as nurses, pilots, musicians, farmers and artists in residence.

3. Community Service: NCS has set a goal of offering at least 500 hours of student community service each year. We will calculate hours based on the time individual students perform community service.

NCS will aim to meet this yearly goal, if not exceed the goal. Our younger students (K-3rd) will be helping make bread and Russian cuisine for the sick and elderly in the community. These younger students also help with local trash cleanup. The students will help in the school garden. Our students (4th-8th) volunteer in a wide variety of community service opportunities. They will help in local high tunnels and farms to provide food for the community and have a better understanding of Alaska's food security. AS for our (9-12) grade students they will volunteer in fields of their own interest. Their formative years have allowed them many different opportunities and in these final years of school they get to explore their abilities and talents forming their own working relationships within the community and designing their own project with the goal of strengthening the community. Community service is a big part of NCS philosophy.

4. Educational Program: 100% of students will have an individualized learning program emphasizing academics, self-discipline, and responsible behavior as members of a learning community. Our Goal is for the students who start at NCS in pre-k or kindergarten to graduate as fluent in both English and Russian language. Our students will have a multi-cultural worldview that allows them to be thoughtful and self driven members of society that know how to pursue their goals.

Students make weekly and yearly goals in academic, physical, and social areas. Students also write weekly reflections on work selections and write letters in which they reflect on their overall goal progress each semester.

5. Parent Satisfaction and School reflection: The school has a goal of having 90% of the parents surveyed indicate that they are satisfied with NCS . This will also be an opportunity for NCS to reflect on process that are working well for the parents and students and

6. Small Class Size with Low Adult-Student Ratio: In order to maintain a family-like atmosphere, increase learning and meet the individual needs of students. NCS will maintain small class sizes

by having parents to assist the teacher in the education of the students in group work. The school will be limited to approximately 200 children. The teacher-student ratio will not exceed 1:24 with a goal of 1:15. NCS will provide an unprecedented opportunity for parents to have hands-on involvement in the structure and operation of the school. Our goal is for ninety percent of all families to volunteer an average of fifteen hours per semester. We will assign a parent the position of Volunteer Coordinator. The coordinator will help set our families up with an application that will keep track of hours volunteered. The volunteer coordinator will ensure that all families have accounts. At meetings, and events, a kiosk for check-ins will be provided to track volunteer hours on site.

8. Reading Competence: 80% of all students will be at or above grade level in reading Steps moving forward: This is an area of growth for us and we plan to use Professional Development to strengthen this goal.

9. IB and or project/placed based training: 100% of the NCS educators will participate in on-going training or continued teacher research. Our goal is that eighty percent of the NCS teachers will be IB certified. The remaining twenty percent will focus their continual education in their field of interest or specialization such as agriculture, FFA, and music or fine arts.

Appendix D

List of The Members of the APC, Qualifications, Minutes

Evidence of Academic Policy, Committee Names and Respective Qualifications;
APC Meeting at APC President's Domicile on Sept. 16th, 2022 at 10am

Sept. 20th, 2022 at 7pm The APC took public comment at the following Nikolaevsk Community council meeting.

Sept. 23rd, 2022 at 6pm Emergency Meeting Called to Focus on the writing of the charter

September 30th APC meeting to finish working on the Charter

Oct. 19th, 2022 morning meeting at soldotna preparatory with district leadership

Oct . 25th 2022 APC meeting with KPBSD leadership and Sarah Vance

Academic Policy Committee Membership

Mariah Kerrone - Parent

Chandra Caffroy - Parent

Juliana McConnell - Parent

Nicole Donham- Parent

Annebelle Louw - Parent

Informative Positions on the APC

Principal (non voting)

Teacher Representative (Non voting)

Student Body President - student representative (Non voting, student body president will be invited to attend when appropriate)

Appendix E

Addressing State Content Standards Test Preparation and Coverage of Educational Content Areas

Overall, the areas of content through which concepts are learned and understood at NCS are intentionally and coherently structured to develop a rich content knowledge within and across grades. The skills and standards for this foundation are provided and informed by the previously established curriculum of NCS, the curriculum of the Kenai Peninsula Borough School District, the Alaska State Content Standards, GLEs and National standards. Preparation for the state exams will be integrated into each subject area in order to prepare students to excel in testing, this will include but not necessarily exclude: integration of similar test questions within each unit, intentional time set aside for practice tests, and a test prep course 4-6 weeks prior to each testing time where NCS educators will focus on educating students on the the best practices and methods for taking tests in an effort to curb test anxiety.

Evidence of Written Plan to Address Pupil to Teacher Ratio (PTR) and Projected Enrollment

Currently NCS has over 80 students “intent to enroll” forms for the fall 2024 Semester. Based on research into the past twelve years of the school attendance, written community support for the charter and transportation data; we project enrollment for September, 2024 to be around 80 students. NCS will have a half time administrator that teaches half of the day. NCS will procure 5.5 certified teachers, and one full time SPED/interventionist. Growth in the student population will necessitate the procurement of more educational professionals. The current building can facilitate 180 students and a proportional number of educators.

Administration of Special Education, Vocational and Bilingual Programs

NCS will accommodate the needs of special education students to make sure that their education at Nikolaevsk school is both challenging and rewarding. Due to our small class size and multi grade classrooms. We are well equipped to serve students that are struggling without constantly separating them from their peer group. Our hands on and self paced education is designed so that both gifted and special needs students can thrive in the same classroom.

NCS has contacted the International Language Programs (ILP). The International Language Program has shown a keen interest in providing NCS Russian speaking language instructors from

Ukraine. Local families will provide lodging and accommodation for these Ukrainian instructors. Several families have offered such accommodation and lodging.

According to a representative from the National Future Farmers of America (FFA) charter, to be a FFA member student (an agriculture leadership program) a student must be enrolled in an agriculture program. Our FFA program will be offered to students of the 7th through 12th grades. A comprehensive program would be a class or classes offered to each grade.

Appendix F

Evidence of Equal and Bias-Free Access

NCS will ensure equal and bias-free access for all students, facilities, courses, programs, activities, and services. Nikolaevsk Charter School will follow the guidelines set out by the Kenai Peninsula School District that ensure non-discrimination policies with regard to race, gender, national origin, color, disability or age under Title 9 of the Education Amendments of 1972. Age appropriate curriculum, programs, and activities will be available to all students. Students in need of special education will have access to services as available within funding limitations.

Appendix G

Description of Enrollment and Waitlist Numbers

Admission Policy and Procedures

NCS is a public school. Tuition cannot and will not be charged. NCS will serve the students living inside of the current Nikolaevsk school boundaries with priority. NCS will serve the students living inside of the current (2023 District map) Nikolaevsk school boundaries with priority. The staff's children account for a small percentage of the student body, and we ask that the district allow the staff's children to be considered the highest priority. NCS will accept all applications for the enrollment lottery. All eligible children from each family may be entered in the lottery. If one child from the family is chosen in the lottery, then that entire family will be enrolled. The application deadline is March 15th at 11:59pm for the upcoming school year, applications may be submitted digitally or in person. The lottery will be held on the second Tuesday in April and is supervised by an outside agency. Families who are not chosen to be admitted for the current school year will go on a waitlist which will also be determined by the lottery. NCS reserves the right to test all students for proper academic and grade placement. NCS will not discriminate against entering students because of disability, race, creed, color, gender, national origin, or religion. Parents must meet with the Administrator prior to enrollment. Students who have enrolled in NCS will automatically qualify for future terms, until they graduate or are withdrawn. If a student who is enrolled has a sibling, including foster siblings that would like to enroll in NCS, the enrollment will be accepted at any time.

Nikolaevsk Charter school covenants and agrees that it shall not discriminate against applicants based upon any of the protected classes, and that it shall provide equal access to its facilities to all students in compliance with state and federal law.

Student Recruitment Procedure and in Case of Excess Applications

NCS will advertise on local social media as well as posting on local bulletin boards and local gatherings. NCS will accept all applications for enrollment in the form of a lottery. All eligible children from each eligible family may be entered in the said lottery. If one child from the family is chosen from the lottery, then that entire family will be enrolled. The application deadline is March 15th for the upcoming school year. The lottery will be held on the second Tuesday in April and is to be supervised by an outside agency. NCS reserves the right to test all students for proper academic placement.

Appendix H

Projected Budget

Proposed Budget 2024-2025

All funding generated by NCS students will be provided to NCS. ALASKA STATUTES 14.03.260

Funding for charter schools

The "amount generated by students enrolled in the charter school" **is to be determined in the same manner as it would be for a student enrolled in another public school in that school district** and includes funds generated by grants, appropriations, federal impact aid, the required local contribution, the local contribution under AS 14.17.410(c), special needs under AS 14.17.420(a)(1), and secondary school vocational and technical instruction under AS 14.17.420(a)(3). A school district shall direct state aid under AS 14.11 for the construction or major maintenance of a charter school facility to the charter school that generated the state aid, subject to the same terms and conditions that apply to state aid under AS 14.11 for construction or major maintenance of a school facility that is not a charter school.

Explanation: We have researched the costs of the Nikolaevsk School and KPBSD's reporting of the budget for operating this school. Nikolaevsk School has consistently operated at a higher rate per student than most other schools and, in recent years, consistently gone well over their projected budget. We see this as a clear indication that has been admitted in public meetings, that need is considered when determining the funding of the students of other district schools. KPBSD is well aware that the rural and remote location of Nikolaevsk necessitates a much higher cost to operate while maintaining the building for safety, cleanliness and other standards. We expect that KPBSD will continue to provide in-kind funds to educate the students of this area that it has been providing. For example, KPBSD budgeted in 2022-23 \$452,950 for 16 students. Their actual budget ended up being \$817,335, and their actual student count ended up being 21. That is a staggering \$38,920.71 per student and no bus is being provided. We will demonstrate that we are asking for \$15,978.82 per student with our projected budget. A savings of \$22,941.88/student with which we still intend to provide a bus.

KPBSD has estimated our budget at \$950,691, that is with 4% taken out for administrative costs, for 80 students. That is only \$133,356 more for an additional 59 students. KPBSD has proposed that the charter school pay \$205,889.63 to share the school utilities and some staff. We agree to

pay the \$205,889.63 for these shared services and spaces. While we have found a way to move forward with less, we believe that charter school students are KPBSD students, and should not be allotted less. Charter Schools fund themselves through the children they enroll, and are not a financial burden to the KPBSD any more than any other district school. We would be thrilled if this board would approve a budget that was more commensurate with other rural district schools, in compliance with the above referenced **AS 14.03.260**. However, below, you will see the budget aligned with the proposed budget from KPBSD:

Custodial	\$33,861.41
Secretarial	\$70,101.79
Nurse	\$790.42
Principal	\$72,190.01
Utilities 39%	\$28,946
Certified Teachers	\$606,898.63
Student Desks	On-Site in good condition provided by KPBSD
Teachers Desks	On-Site in good condition provided by KPBSD
Materials	\$62,902
Travel	\$50,000
Add'l Training	\$25,000
TOTAL:	\$950,690.26

4% for Administrative services already deducted.

All other funding generated by NCS student enrollment not included in the proposed budget by KPBSD will be provided to NCS for the appropriate spending purposes, (Title I, Lunches, Transportation, etc).

SPED/MTSS Support	(\$110,345.21) Funded through Title I Funds
Bus Route/Transportation	Funding generated by NCS students who meet the requirements for transportation to NCS.

KPBSD agrees to partner with NCS to meet the transportation needs of Nikolaevsk School and NCS, jointly, as required by **AS 14.09.010** and **4 AAC 27.011** and will establish a transportation policy for charter schools per **4 AAC 27.057**. Charter school transportation policy. Which states that: (a) A local school board shall adopt a charter school transportation policy that describes transportation services that will be provided by the district to students attending a charter school operated by the district if (1) a district provides transportation services under **AS 14.09.010**; and (2) the district operates a charter school or an application for the establishment of a charter school in the district is pending with the district under **AS 14.03.250**.

Computers, lab equipment, sports and gym equipment, cafeteria and reusable kitchen supplies and other reusable learning materials not otherwise specified, that are on-site, not in use or can be reasonably shared with scheduling and cooperation, to be provided, maintained and updated by KPBSD.

Playground, outdoor basketball court and soccer field and equipment on-site to be maintained to safe standards by KPBSD.

Non reusable learning materials, such as office supplies, curriculum, gardening tools, and other materials to support the charter school that are not already on-site will be purchased by the charter school or the Alaskan Homestead Education Nonprofit. ALL materials purchased by the nonprofit will be owned by the nonprofit, of which there will be evidence of purchase, via receipt and marked as such.

The Breakfast and Lunch Program are anticipated to be funded by KPBSD's Student Nutrition Services and Community Eligibility Provision, which Nikolaevsk School qualified for in 2022-23.

Any funds not spent will be rolled over to the following school year, in the savings account of the Charter School, above the allotted budget to be used at the discretion of the APC for the purposes of the Charter School.

In partnership with KPBSD, in an effort to restore the Nikolaevsk School Library, for the use of NCS as well, KPBSD agrees to match the purchases of NCS for the shared school library, up to 125 books, in new or good condition, ranging in ages K-12, in Russian, for the school year 2024-25.

Currently this projected budget is for 80 students, and the space, educators and learning materials needed for them. In the event of a growth of 20 students, and for every 20 students

up to 180 students, we would ask for another teacher and salary, any additional SPED services needed, and all other budget lines to be increased accordingly, to account for space needed and materials.

Appendix I

Financials

Statement of Charter Funding

All funding generated by NCS students will be provided to NCS. ALASKA STATUTES 14.03.260
Funding for charter schools

The "amount generated by students enrolled in the charter school" **is to be determined in the same manner as it would be for a student enrolled in another public school in that school district** and includes funds generated by grants, appropriations, federal impact aid, the required local contribution, the local contribution under AS 14.17.410(c), special needs under AS 14.17.420(a)(1), and secondary school vocational and technical instruction under AS 14.17.420(a)(3). A school district shall direct state aid under AS 14.11 for the construction or major maintenance of a charter school facility to the charter school that generated the state aid, subject to the same terms and conditions that apply to state aid under AS 14.11 for construction or major maintenance of a school facility that is not a charter school.

KPBSD, or any relevant boards, shall allocate funding for NCS in accordance with Alaska State Law, including administrative costs. This is to be determined by applying the Department of Education approved indirect cost rate to the amount allocated for Nikolaevsk Charter School. An annual budget for NCS shall be submitted to the school district according to schedules established as standard by the Kenai Peninsula School District. Funds shall be made available to Nikolaevsk Charter School on July 1st of each year of this contract. The amount of the budget will be adjusted immediately following the ADM (average daily member) count period as established by the State of Alaska. **All materials and services provided by the school district to Nikolaevsk Charter School shall be provided to Nikolaevsk Charter School at rates equal to those of other schools in the district.** No tuition shall be charged to Nikolaevsk Charter School students who reside in the Kenai Peninsula School District. Fees shall be consistent with KPBSD policy and any funds collected from charter school students shall be retained by the Nikolaevsk Charter School.

Method of Accountability for Receipts and Expenditures

Nikolaevsk Charter School shall account for receipts and expenditures by using the current School District purchasing and account systems. Nikolaevsk Charter School therefore covenants and agrees that it shall comply with all state and federal regulations for receipt and use of public money.

Receipts and expenditures:

Accounting Services Provided by NCS The Operating Budget, which includes all expenses necessary for the day-to-day operation and continuation of the school, is negotiated with the KPBSD School Board each year. The budget is a cost-effective and efficient plan for educating students. NCS is responsible for certifying all staff payroll information through TimeClock Plus to KPBSD in accordance with specific timelines that allow for the sequential processing of all employees' data and preparation of payroll checks consistent with KPBSD requirements. NCS reserves the right to reallocate funds from one line item to another if purchasing practices or conservation result in an expenditure less than budgeted. For budgetary purposes, annual appropriations lapse at fiscal year-end, except for that portion related to encumbered amounts. Encumbrances outstanding at year-end are reported as reservations of fund balance and are automatically carried forward to the new fiscal year budget. Unspent and unencumbered funds at fiscal year-end will be reported to the Board of Education and may be re-appropriated by the Board at their discretion. NCS agrees to maintain appropriate financial records in accordance with all applicable federal, state, and local laws, rules and regulations. The school further agrees to make all such records available to the KPBSD for auditing purposes and cooperate in the annual independent financial audit of KPBSD records. Accounting Services Provided by KPBSD, KPBSD provides appropriate assistance to NCS in the areas of finance, budgeting, insurance, legal issues, administrative and instructional in-services to help ensure the most economical and sensible decision-making process in the utilization of the NCS budget funds. KPBSD assists with

technical details of budgeting and accounting. All purchase orders, expenses and payroll are routed to the KPBSD for payment. Proceeds from public funds, such as state foundational revenue, are forwarded directly to the KPBSD for credit to the NCS account. KPBSD provides payroll functions for NCS similar to those provided for other employees of KPBSD, including the preparation of W-2's and other Form # 05-15-036 Alaska Department of Education & Early Development 35 reports that are required by state or federal law to be given to employees or filed with such agencies. NCS is audited as any other public school.

Appendix J

Corrective Action at NCS

Students at Nikolaevsk Charter School are expected to maintain at least a C 70% average in all subject areas. Students having difficulty are given individual or small group assistance by a tutor or other staff member(s). The will be loosely defined as, but not limited too: a student who is not turning in assignments that result in 70%, a student who is showing a lack of understanding in-class and within their work, or a student who is consistently turning in low quality work, or a student who turns in 3 or more consecutive assignments that are below a passing grade. Any and all use of a tutor or other staff members is done under the direction of NCS with input taken from either or both the student, teacher, parent or other staff members. When appropriate, students are referred for special education services. Failure to meet academic expectations will result in the student being placed on academic probation for a period of five academic days (if in middle school). High school students with a C (70%) or lower will be placed on academic probation for ten academic days (if in high school) with a specific contract addressing the academic goals and terms to be followed. Such a punishment can be enacted if the student has a failing grade on 3 or more consecutive assignments for a period of 10-30 days under the direction of the administrator with input from the instructor of the child. This time frame is subject to change under the direction of NCS and its several applicable committees. This Academic Corrective Contract will be made between the student, staff, and parents. At the end of the probation period staff member(s) will perform a review, and the students will be removed from probation if conditions of the contract have been satisfied. If the student has not met the agreed upon terms, the student, parents, and staff member(s) will again meet, the contract will be revised, and the student will remain on academic probation for an additional 10 academic days. Students who continue to stay on probation will be referred to the intervention team.

Disciplinary Actions at NCS

The purpose of our disciplinary policy is to foster an environment where teacher centered

instruction is both possible and effective. Classroom teachers will work with their students to establish rules and consequences in their classroom. Additionally, the school staff will construct rules and consequences for general indoor/outdoor areas and will be responsible for enforcing them.

The Card Based Discipline System

A card-based discipline system will be used throughout Nikolaevsk Charter School and will be implemented for students of all ages and all grades. Each student will be issued 4 cards: one green, one yellow, one red and one white. With a few exceptions the student begins each day on green. Any minor offenses/violations will require a student to "pull a card." For example, if a green card is pulled, it means that student is "on yellow," an area of caution. The next card pulled leaves the student "on red." A red card may earn a student a special chore or minor restriction. If a student is told to pull another card, it leaves him/her "on white," which is a ticket to see the administrator and contact a parent/guardian. However, over a period of time, if several white cards are pulled, a behavior contract will be drawn up in which the student agrees to certain stipulations to improve his/her behavior. Students who are in the business of mischief may be sent to the administrator for a conference and determination of consequences. When a student is referred to the administrator, information will be gathered from the student, teacher, and others as deemed appropriate. Parents will be notified of any interactions and the consequences that are imposed upon their student. If behavioral problems persist, or the infraction is severe enough, a student can be suspended, or after due process, recommended to the KPBSD school board for expulsion. NCS follows KPBSD policies concerning alcohol and other drugs, weapons, ect. Student discipline shall be enforced by measuring escalation, rising, when warranted, to the recommendation for expulsion by the School District.

Appendix K

School Meals

Meals will be provided as Nikolaevsk currently qualifies for the free school lunch program. All meals will be prepared at the school using whole foods and following the Nikolaevsk Old Rite Russian Orthodox dietary requirements of the particular day. Meals will be prepared by the home economics class or other students would like to offer assistance with the proper approval. NCS will facilitate the training needed for compliant and safe kitchen and food practices.

Appendix L

Transportation

There is currently no transportation provided for students living inside the Nikolaevsk school boundary at this time. As a result parents will be responsible for transportation to and from the proposed Nikolaevsk Charter School. The community has requested transportation from the district for several years. The state maintains the road to the school however the road is not currently meeting the standards for safe travel for the students to get to their designated school. Nikolaevsk Charter School has requested that KPBSD bring this to the state's attention in order that the road may be in compliance with standards for safer travel for students. NCS will strive to procure a safe mode of transportation that will serve the rural Nikolaevsk village adequately. Nikolaevsk Charter School is currently engaging in talks and negotiations with the "Bus Barn." The subject of these talks and negotiations has been the topic of safe procurement of pupil transportation for the Nikolaevsk Service Area. At this time, talks and negotiations must take place with the District financial team. Such urgency is due to the unfortunate and inconvenient fact that the district has not provided bussing since the year of 2017.

Exhibit A

School Calendars

Schedule

In response to the community's requests, the APC has designed Nikolaevsk Charter School to follow a subsistence calendar to better allow for hunting, fishing, berry picking, and harvesting which are common practices the student population of Nikolaevsk engage in. Instead of a typical August through May, school will only be in session from September to the end of April. This is done under authority of Alaska State Statute Sec. 14.03.255 which states that charter schools are exempt from the scheduling requirements of the district among other things. To make up the time lost, 30 minutes of instruction will be added to each day. There is also an optional two week summer school in August, which incorporates subsistence activities. As well as garden work days over the course of the summer. To clarify, Nikolaevsk Charter School will comply with the mandatory 180 school days requirement as issued by the state of Alaska under Alaska State Statute 14.03.030 unless given express permission for a shorter school calendar by the educational commissioner. Students missing too much school will have the opportunity to attend via remote/hybrid learning in order to maintain attendance requirements.

Respected Old Believer Holidays

April 17-21, 2023 Pascha (Passover) Spring Break

Old Believer and/or Russian Orthodox Holy days that Usually Fall on the Same Day of the Year:

January 7th- Nativity of Christ (Christmas)

January 19th- Holy Theophany of Our Lord Jesus Christ

February 15th- The Presentation of Our Lord

March- No Old Believer Holidays of Note

April 7th- The Annunciation of the Most Holy Theotokos

Summer Break

September 11th- Beheading of Saint John the Baptist

September 21st- Nativity of our Most Holy Lady Mother of God

September 27th- Exaltation of the Precious Cross of The Lord

October 9th- Repose of St. John the Theologian

November- No Holy Days of Note

December 4th- The Entry into the Temple of the Most Holy Mother of God

December 19th- Saint Nicholas Day

December 18th-January 2nd Winter Break (this may vary slightly from year to year)

Exhibit B

Schedule for Nikolaevsk Charter School Staff Development

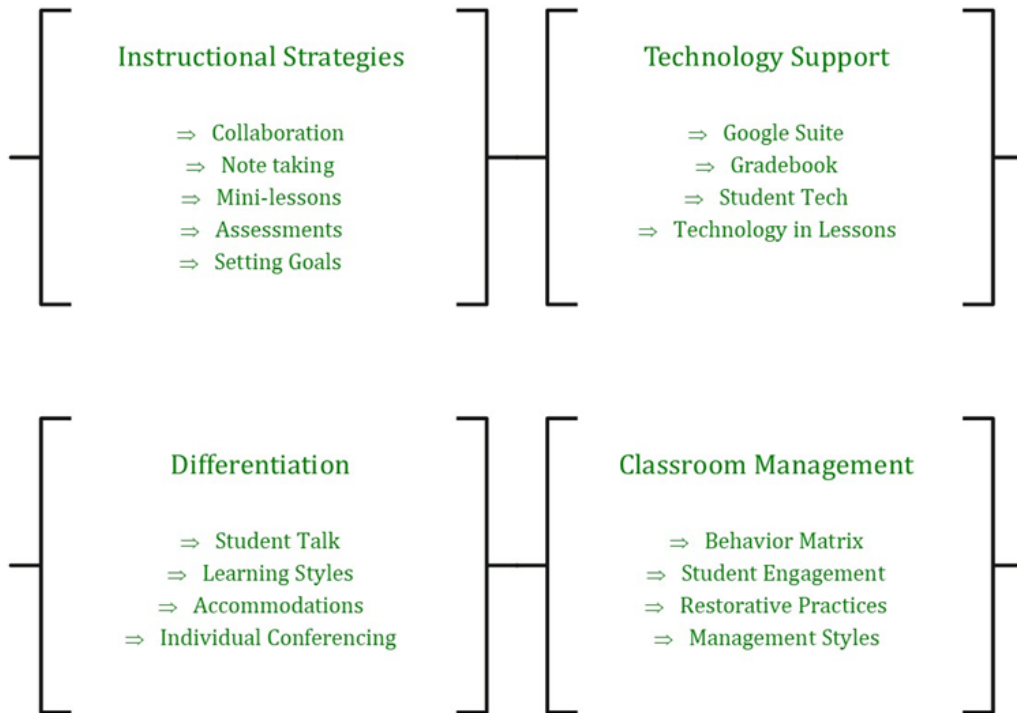
Professional Development: Methods and Timelines

NCS provides a professional development system and program that is goal based and driven by accurate and precise student assessment data. Professional development will be directly tied to the academic needs of students and the instructional needs of the staff in relation to gaps in student achievement.

Empowered teachers are professionals who have the power to create curriculum, administer their own lessons, and as a result effectively teach their students and their colleagues (Stacy, 2013). Setting aside intentional time to help teachers increase knowledge, improve instructional strategies, and promote collaboration is essential for staff morale, teacher motivation, and teacher success (Gunning et. al, 2020). Blending intentional time with teachers teaching their expertise to their colleagues is a recipe for success. Table 1 shows an array of topics that are useful to include in professional development. All the topics will provide knowledge and skills to improve instructional strategies resulting in increased teacher confidence and student success. Professional development for teachers will include training on project based learning, social emotional learning, and test prep.

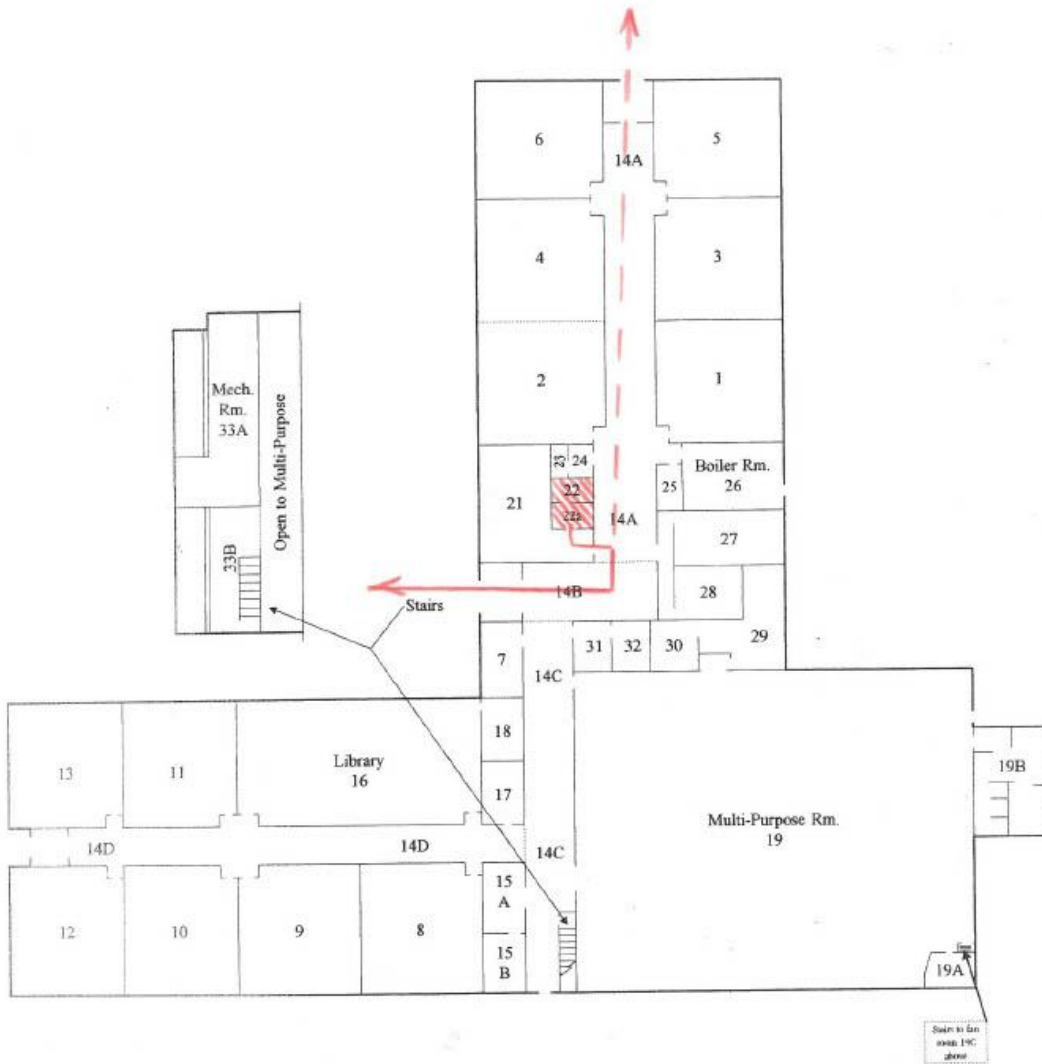
Professional Development

Teacher Led



Teachers learn best from their peers. Utilizing the strengths of your staff and encouraging them to teach their colleagues is the best type of professional development. It promotes teacher engagement, motivation, and learning. Listed above are suggestions for topics of professional development, but can be customized based on teacher strengths and district needs. This could be done in a workshop style or provided through PLC/vertical teams.





FIRE EVACUATION PLAN

- Primary
- - - - Secondary

NOTE: Drawing Is Not To Scale

KENAI PENINSULA BOROUGH - Nikolaevsk school #038 #1 Warrior Way, Nikolaevsk, Alaska		
Basic Floor Plan		
By: MGM	Revised: 9 - 04 - 2002	Drawing 1 of 1

Exhibit D

AK Reads Act/MTSS

Reference Curriculum Exhibit I

Exhibit E

Nikolaevsk Charter School Complaint Resolution Policy

Accountability

The Nikolaevsk Charter School Academic Policy Committee (APC) shall operate according to the provisions of Alaska Statute 14.03.255. The APC may execute any powers delegated to it by

federal or Alaska state law. The APC will, hereby, consist of: five parents or guardians of currently enrolled NCS students, the school administrator or appropriate staff designee acting in an advisory, and non-voting capacity, a student representative acting in an advisory, non-voting capacity, and a selected community member.

The Academic Policy Committee (APC) will meet at least quarterly to monitor progress in achieving the schools' goals.

Nikolaevsk Charter School will develop a complaint resolution policy along with their administrator, in accordance with all applicable laws, statutes and policies.

Exhibit F
Community Approval

Exhibit G

Intent to Enroll

Parents name	Number of Students to enroll 2024-2025	Student grade 2024-25
Chandra Caffroy	1 Student	5th
Mariah Kerrone	4 Students	1st, 2nd, 9th, 10th

Rebecca Ellsworth	2 Students	10th
Varsonofy Martushev	4 Students	2rd, 2nd, 4th, 10th
Rebeca Miller	3 Students	8th, 10th, 11th
Efrosinia Yakunin	2 Students	3rd, 5th
Ryan Toney	3 Students	2nd, 4th, 6th
Talia Folkestad	2 Students	4th, 6th, 9th
Juliania McConnell	1 Student	9th
Pete Kalugin	1 Student	11th
Fektista Nelson	2 Students	9th, 9th
Paul Robinette	2 Students	8th, 9th
Bonnie Pierson	2 Students	1st, 2nd
Trent Herbst	1 Student	7th
Natilie Thomas	3 Student	1st, 1st, 2nd
Suzi Eller	1 Student	5th
Elizabeth Holcob	3 Students	1st, 5th, 9th
Nicole Donham	3 Students	2nd, 5th, 10th

Eudoksia Hasiter	1 Student	1st
Jessica Rawls	2 Students	9th, 11th
Annabelle Louw	2 Students	7th, 9th
Evdokia Fefelov	1 Student	10th
Jennifer Poteet	2 Students	2nd, 8th
Kristin Kuzmin	3 Students	1st, 4th, 6th
Oliva Tipkin	3 Students	2nd, 4th, 10th
Neil Arthor	1 Student	4th
Trena Dagenhart	2 Students	9th, 11th
Eleanore Ostler	5 Students	2nd, 4th, 6th, 9th, 11th
Simeon Kuzmin	2 Students	6th, 8th
Tara Hicks	2 Students	k, 2nd
Katie Hand	5 Students	1st, 3rd, 4th, 9th, 10th
Shannon fritz	3 Students	5th, 8th, 11th
Tiffany Stockstill	3 Students	2nd, 2nd, 2nd
Christopher Branhan	4 Students	1st, 8th, 9th, 10th

Exhibit H
School Comparison

Exhibit I

Curriculum

Description of Nikolaevsk Charter School's Educational Program

Language Immersion (Previously Referred to as Russian Immersion)

Learning by immersion requires student's hearing, speaking, and learning a second language in an authentic everyday context and experiencing it in their community. The community of Nikolaevsk is a Russian community and thus many of NCS students will already be striving

towards bilingualism in English and Russian. At NCS, Kindergarten students through students of the third grade will be immersed in the Russian Language and Culture in order to set a foundational education which will help them to experience the Russian culture and language, to be an active member in their Russian community. Students in the third grade through twelfth grade will be required to be admitted to a Russian course to study Russian culture and Language (with few exceptions such as special needs students, whose teacher instructs otherwise).

NCS will utilize the Russian Immersion curriculum in use at Turnagain Elementary in the Anchorage School District, The Rodnik Program and supplemental educational Russian materials approved by the APC.

The Nikolaevsk Charter School is to be a public K-12th grade charter school that will develop student academic and life skills through integrated study through Russian Immersion, Montessori/International Baccalaureate Inspired school.

NCS shall provide an educational program which shall advance basic skills in the areas of mathematics, science, language arts and social studies appropriate to the age of the student.. The administrator and instructors will ensure that students are being taught Alaska state standards. Additionally, this educational program shall be designed as defined in this charter. As approved by the Kenai Peninsula and by the Alaska State Board of Education.

Aligning with the Statewide Assessment System: A Written Instructional Program Curriculum

Sec. 14.03.255. Organization and operation of a charter school. (a) A charter school operates as a school in the local school district except that the charter school (1) **is exempt from the local school district's textbook, program, curriculum, and scheduling requirements;** (2) is exempt from AS 14.14.130(c); the principal of the charter school shall be selected by the academic policy committee and shall select, appoint, or otherwise supervise employees of the charter school; and (3) operates under the charter school's annual program budget as set out in the contract between the local school board and the charter school under (c) of this section. **A local school board may exempt a charter school from other local school district requirements if the exemption is set out in the contract.** A charter school is subject to tests required by the department.

NCS example of plan to meet AK Reads Act as required by the state/district:

The following example will be followed in conjunction with the Alaska Reads Act. There are currently other public Alaska Montessori schools that are using Montessori curriculum and still working on developing in this area. Including the component Tier I Universal Instruction, Tier II: Targeted Instruction, Tier III: Intensive Instruction.



The Alaska Reads Act



AK Reads Act: K-3 MTSS Planning Tool

This tool is to be used for planning only. It will not be turned into AK DEED. Information from it will be transferred to the K-3 MTSS Reading Plan. The K-3 MTSS Reading Plan will be submitted by September 1st each year.

Component	Tier I Universal Instruction	Tier II: Targeted Instruction	Tier III: Intensive Instruction
Curriculum/Program	Core Curriculum: <ul style="list-style-type: none"> • Montessori • Lower EI: Waseca Reading Towers and Waseca Reading Works • Junior Great Books (K-6th) • Skyscrapers (1st-6th) • Pink, Blue, and Green work (K) • Bob Books (K and Lower EI) • Heggerty (Kindergarten and Lower EI) 	Intervention Programs: <ul style="list-style-type: none"> • SIPPS • Phonics for Reading • Heggerty • 6-Minute Solution • STAR Binder (K) • Boost Reading/online mClass intervention • Elkonin Boxes • Upper EI: Waseca Reading Towers and Waseca Reading Works 	Intervention Programs: Replacement Curriculum: Reading Mastery, Corrective Reading, Language for Learning, Reading Milestone, Edmark, Star, Visualizing and Verbalizing (Lindamood-Bell), Barton Phonics
Learner	<i>ALL Students</i>	Students identified with a reading deficiency on the screening tool.	Students with reading deficiencies identified by the screening tool that is persistent, even with intervention from Tier II.
Frequency	5 days per week	Days per week: 5 days per week	5 days per week
Time	Minutes per day: 60	Minutes per day: 30	Minutes per day: 30-60
Group Size	Whole class/Small group maximum size: 10	Small group maximum size: 10	Small group maximum size: 8
Assessments used	Screener and Progress Monitoring tool: mCLASS Literacy Screener (benchmark) and HM Phonics Decoding Screener How often students are screened using the screening tool: Three times per year (Fall, Winter, and Spring). Progress monitoring is done every two weeks with mCLASS for Tier II and weekly for Tier III.		

Alaska Department of Education and Early Development
Form # 05-23-033



The Alaska Reads Act



AK Reads Act: K-3 MTSS Planning Tool

	Diagnostic Reading Assessment(s) used: HM Phonics Decoding Screener		
Progress Monitoring:	Not needed at Tier 1	How Often: Every 2 weeks	How often: Every week
Home Support for Early Literacy	Home Support: <ul style="list-style-type: none"> • mClass Benchmark reports 3x year • Draft ASD AK Reads Parent Notification Letter 1 • mClass progress monitoring reports sent home quarterly • Boost online intervention 		
Professional Development Plan for Reading	<ul style="list-style-type: none"> • mClass training on how to read reports and intervention planning • Heggerty Training • Book Study: Powerful Literacy in the Montessori Classroom: Aligning Reading Research and Practice by Zoll, Feinberg, and Saylor • Science of Reading professional development or PRAXIS exam to meet the State certification requirement 		
Reads Act Required Summer Learning	20 hours of summer learning for students moving from third grade to fourth grade, access to digital reading program		

Best Practice for Planning the K-3 MTSS Reading Plan

	Tier I: Universal Instruction	Tier II: Targeted Instruction	Tier III: Intensive Instruction
Program (intervention tool)	Evidence-based core program implemented with fidelity	Evidence-based, supplemental, short-term interventions implemented with fidelity	Evidence-based, focused intervention implemented with fidelity
Learner	ALL students	Students identified with reading deficiencies on screening tool. Individual Reading Improvement Plan is implemented	Students with reading deficiencies, despite Tier I and II efforts
Time	From 90-120 minutes per day	From 30-45 additional minutes per day, three-to-five times per week	From 45-60 additional minutes per day



The Alaska Reads Act



AK Reads Act: K-3 MTSS Planning Tool

Grouping	Whole class plus differentiated instruction	Small group intervention (4-8 students)	One-on-one or small group (2-4 students) intervention
Teacher	Classroom teacher	Reading teacher or paraprofessional under the supervision of a reading teacher	Reading teacher
Assessment	Screening three times per year for all students; regular progress monitoring for students with deficiencies	Progress monitoring monthly and/or diagnostic assessment in reading as needed	Progress monitoring weekly or bi-weekly; diagnostic assessment as needed
Support for Early Literacy at Home	District-provided resources and/or parent training support early literacy at home	District-provided resources and/or parent training support early literacy at home	District-provided resources and/or parent training support early literacy at home
Professional Development	Ongoing training and support aligned with the core reading program, assessment and data-based decision making.	Ongoing training and support aligned with core and intervention programs, assessment and data-based decision making	Ongoing training and support with intervention program, assessment and data-based decision making

(Honig et.al., 2018)

The following curriculums were chosen by the CRC to best meet the educational needs in our community and fulfill the Alaska state standards. The CRC will annually assess the curriculum and adapt or change it to ensure that Alaska state standards are being met and the educational needs of our students fulfilled.

Rodnik Program (Russian Immersion and Russian Language) :

Rodnik program, this program was designed for and implemented with success in the Turnagain Russian Immersion School in Anchorage.

Phonics in Motion: A program that utilizes The Science of Reading and is designed to support preschool through third-grade classroom teachers, as well as intervention, and remediation. The scope & sequence and lesson plans provide teachers with a comprehensive classroom literacy program. Or, you can easily integrate the motions and tools with literacy programs you may already be using, or our Core program, Montessori.

Montessori:

The Montessori method has a different approach to teaching children how to read. Developing the language is supported by hands-on activities and the introduction of interactive learning materials and toys that help encourage kids to develop and enrich their vocabulary and communication skills.



Learning Phonics

Montessori learning focuses on phonics. In essence, children are taught to understand sounds by encoding symbols that are combined in order to form words, before they are decoded or read. The Montessori method incorporates rhymes with songs and sound games to improve the children's understanding of phonics.

Child-Led Approach

The learning approach of the Montessori method is focused on the child's unique pace. Key elements of the literacy curriculum include the introduction of writing before reading, the breaking down of the constituent skills of writing (pencil control, letter formation, spelling) before the child actually writes words on paper, and the use of phonics for teaching sound-letter correspondences. Grammar—parts of speech, morphology, sentence structure—are taught systematically through teacher and child-made materials.

International Baccalaureate (IB) Diploma Program:

The Curriculum Review Committee is working with IB International Baccalaureate to become a certified IB world school with the IB diploma program. By working with IB we will be providing a world class education for our students. IB is currently not offered by any other school public or private on the Kenai peninsula. "The IB enables students to direct their own learning pathway and develop the skills and confidence they need to thrive and make a lasting difference. It empowers teachers as the architects of learning excellence, working alongside engaged colleagues in a rewarding career supported by a strong global network. And it brings schools a strong reputation for successful outcomes that uplift the whole community." (International Baccalaureate)

- Implement the IB Diploma program, incorporating six subject groups, extended essay, theory of knowledge, and creativity, activity, service (CAS) requirements.
- Provide guidance on subject selection and higher-level study options to meet IB Diploma program criteria.

By incorporating the IB Diploma program, Future Farmers of America, and Russian language studies into the existing curriculum, this comprehensive lesson plan ensures students meet or exceed 8-12 grade Alaska state standards while fostering a well-rounded and globally competitive educational experience.

The CP core or the Career Program uses some course of the DP core curriculum enables students to:

- follow their chosen education and career pathways in life
- combine academic subjects with their personal and professional interests and skills
- engage in learning that makes a positive difference to their community
- think critically and creatively
- communicate clearly and effectively in a variety of situations
- work independently and in collaboration with others
- consider new perspectives and other points of view
- develop greater self-confidence and self-awareness
- demonstrate high levels of resilience and flexibility
- be internationally-minded and globally aware
- apply their knowledge to real-world scenarios and situations

Saxon Math

Saxon's incremental approach is one of the most effective teaching methods; learning pieces of information in small amounts, and then continually repeating concepts keeps knowledge and skills fresh.

Project Based Learning (PBL)

Project-Based Learning is an instructional approach designed to give students the opportunity to develop knowledge and skills through a project set around a real-world problem. PBL is inquiry based and focuses on open ended questions and problems for the student to research, study, and solve. This mode of learning and way of instruction focuses on promoting creativity, increasing communication and student collaboration, and allows for student choice. This ensures the ample attention and dedication of students, and provides opportunities for revision and feedback from fellow students and teachers.

NCS educators will work together in Parental Leadership Committees PLCs and with the curriculum review committee and the aforementioned external consultant to choose curriculum that melds the state of the Project Based Learning Curriculum and reviews it for compliance of the national educational standards. NCS educators will also work together to create additional curriculum and lessons to provide greater opportunity for their students to explore real-life problems to expand their knowledge and skills.

Social Emotional Learning

Social Emotional Learning (SEL) is important to teaching the entirety of the student. Through classroom management strategies and external professional development, teachers and administrators can focus on creating a positive school culture. There is a plethora of training and professional development revolving around SEL. One way NCS will be focusing on the social emotional learning of every child is by implementing and training teachers on Positive Behavior Interventions and Supports (PBIS). PBIS training will come from internal services offered by the state and district as well as external training through consultation and out of state conferences and organizations including the nationwide Capturing Kids Hearts.

Professional Learning Communities

Studies suggest teachers working in teams have higher skill variety, knowledge of students, growth satisfaction, professional commitment, and internal motivation, states Pounder in a 1998 paper. Professional Learning Communities (PLCs) will consist of a collaborative structure of teachers and will have the function to examine classroom evidence and data to improve instruction and increase student success. This structure includes teachers from the same or different grade levels and content areas with the common goal of making sure all students perform to their highest potential (Van Lare et. al, 2013). NCS will be focusing on implementing PLCs as a form of professional development which will occur once a month throughout the entire school year. The PLCs will be including but not excluding the topics found in Table 1.

A Project in Action

Preschool- second grade example:

This project takes a run-down grassy area on the playground that has a real shortage of options for creative outdoor play. To create an inquiry-based project about the nature of play, in the hopes it could ultimately transform the underused space into a nature playground.

Teachers began their project by asking some open-ended questions:

Why do children like to play? How do they like to play? What allows children to be creative, to pretend, to build, to be active?

The project launches with a trip to a nature playground, where their class plays for hours and then reflects on how they played, and how the materials they encountered encouraged them to

play. In the following days, when students are back at school, the teachers observe other students playing. Finally, based on their observations and field work, they begin a process of re-designing the run-down play area. Children make sketches of their ideas, and give and receive critique from classmates, as well as older students and adults in the school. Students vote on final ideas for various areas of the playground, which ultimately include a sand house for pretend play, sticks and rocks for building, stumps for balancing, a water wall, a music/sound wall and a giant tire for climbing.

The final weeks of the project are spent building. Each group also creates safety rules for each play area, and writes how-to books to teach other children how to use the new play area.

As an example of NCS Agricultural program:

9th grade would include an introduction to these topics: FFA, horticulture, animal husbandry, welding, mechanics, carpentry etc;

In 10th grade, time would be spent on improving 9th grade skills and adding others like surveying, plumbing, wiring, animal nutrition, advanced plant growing techniques and record keeping, ;

11th grade would include computer technology integration, fishing, forestry etc as well as improving previous introduced skills, and;

12th grade would culminate in a senior project, ending with a real resume, job interview skills, public speaking skills etc.

PROJECT LEARNING GOALS

This project met many standards for kindergarten learning, including counting; measuring; data collection; observation; reflection; persuasive speaking; drawing a model of a proposed solution; giving and receiving constructive criticism and writing informational how-to manuals. Social and emotional learning goals included collaboration; negotiating over final products; analyzing what makes playtime fun; and understanding and creating rules for play spaces.

Middle School Project Example

Students are to conduct research about the ecosystem and the organisms that inhabit our region of the world. Through field work, research, presentations by experts, and modeling, our

students will curate posters and species cards to enhance the educational efforts for our local National Park. Once students learn about the intertidal ecosystems, they will begin to examine the health of our ocean and the impact of pollution, plastics, and climate changes on local species and habitats. Students will have the opportunity to create further educational materials for the area. Students will learn more about the human impact on our coastal habitats and think more critically about their responsibility to our natural world.

DRIVING QUESTIONS

How can we as environmental stewards create educational materials to inform visitors about the importance of protecting our coastal habitats? How can we as environmental stewards advocate for and help protect the biodiversity in our local coastal ecosystems?

High School Project Example

Students will study the history and influence of maritime culture. During this time, they will research as well as keep a Captain's Log of their journey. There are various field trips culminating with the students working on a vessel for 3 days and 2 nights. Their final products will be displayed at the local museum. At the beginning of the Maritime project, the class will take a day-long field trip to a marine museum. Students will be learning about the extensive history and influence of maritime culture on our community. The students will work with the museum to create displays for a special exhibit on Maritime history, culture and influence. The students will host an Exhibition. Each student will choose an historic time period spanning from the Golden Age of Sail to World War II, research voyages that took place during that time period and specific crew who took part in the voyage. Individually, students will write an APA compliant research paper on a historical voyage. Students will then create a professional design of that ship using 2D AutoCAD software on the school supplied desktops. They will also act as a naturalist and research, identify and illustrate a new species of marine animal that they may have come across on their voyage. Students will also put their mathematical skills to the test by mapping out voyages using longitude and celestial navigation. They will also learn to use the traditional devices of sailing navigation and construct their own working Sextant! Each of these pieces of the project, among others, will be captured in your very the student's Captain's Log and all of these will be part of the exhibition at museum, where they will present them to family, friends, and the public in a period costume that authentically reflects the time of your historic journey. Prior to this, the students will become working crew on a 3 day, 2 night trip

aboard the ship. On-board the ship, students will raise the sails, navigate the ship, study local ocean life and habitats, learn the history of sailing, as well as snorkel and participate in several other exciting activities!

ESSENTIAL QUESTION

How have maritime discoveries, advancements, and events shaped our world?

PROJECTS, ASSIGNMENTS AND FINISHED WORKS

- Research Paper on a Historical Voyage
- 2D AutoCAD Drawings of Historical Ships
- Sextants
- Log Books
- Period Costume
- Naturalist Drawings
- Paper on the Evolutionary History of an Unidentified Organism

Alternative Projects:

- Design and build an actual sailing vessel

LEARNING GOALS

What Will Students Be Able To Do?

Students will be able to:

- Research a historic event
- Write a coherent and focused historical research paper using appropriate APA format
- Cite sources using in-text citations and a Bibliography in the APA Styles
- Create a 2D blueprint in AutoCAD
- Give an extemporaneous presentation to members of the public
- Solve navigational problems using sextants, celestial navigation, and mathematics.
- Make detailed scientific observations

- Create cladograms

Objective for Program Achievement

Nikolaevsk Charter School has eight program goals with specific levels of achievement for each.

1. Stable Enrollment: Excluding those who move out of the area, the school will aim for a voluntary re-enrollment of 90%. This is a good indicator of community satisfaction.
2. Community Instruction: NCS has set a goal of involvement by guest speakers and guest instructors in and out of school to equal at least 500 hours each year. We will calculate the hours based on the time guests spend teaching individuals, small groups, and whole classes.
 - a. We aim to meet or exceed this goal each year. Students at every level participate in several go out groups into the community, such as local Gardens and farms, Culture Camp, Marine and national/state park discovery, and the fire/police department.
 - b. 4th-6th graders learn from Denali Park Rangers when they spend 3 days in Denali every three years. The 7th- 8th graders will take a trip to Juneau every 2 years to have a better understanding of state government.
 - c. 9-12 graders will travel to National parks and monuments to ensure that they have a broad sense of culture and our nation's history. If the opportunity arises for the students to safely travel outside of the country to study and service abroad then NCS will help the students fundraise to make this experience possible for students who are in good academic and behavioral standing at NCS.
 - d. NCS will also bring in guest instructors, such as nurses, pilots, musicians, farmers and artists in residence.

3. Community Service: NCS has set a goal of offering at least 500 hours of student community service each year. We will calculate hours based on the time individual students perform community service.

NCS will aim to meet this yearly goal, if not exceed the goal. Our younger students (K-3rd) will be helping make bread and Russian cuisine for the sick and elderly in the community. These younger students also help with local trash cleanup. The students will help in the school garden. Our students (4th-8th) volunteer in a wide variety of community service opportunities. They will help in local high tunnels and farms to provide food for the community and have a better understanding of Alaska's food security. As for our (9-12) grade students they will volunteer in

fields of their own interest. Their formative years have allowed them many different opportunities and in these final years of school they get to explore their abilities and talents forming their own working relationships within the community and designing their own project with the goal of strengthening the community. Community service is a big part of NCS philosophy.

4. Educational Program: 100% of students will have an individualized learning program emphasizing academics, self-discipline, and responsible behavior as members of a learning community. Our Goal is for the students who start at NCS in pre-k or kindergarten to graduate as fluent in both English and Russian language. Our students will have a multi-cultural worldview that allows them to be thoughtful and self driven members of society that know how to pursue their goals.

Students make weekly and yearly goals in academic, physical, and social areas. Students also write weekly reflections on work selections and write letters in which they reflect on their overall goal progress each semester.

5. Parent Satisfaction and School reflection: The school has a goal of having 90% of the parents surveyed indicate that they are satisfied with NCS . This will also be an opportunity for NCS to reflect on process that are working well for the parents and students and

6. Small Class Size with Low Adult-Student Ratio: In order to maintain a family-like atmosphere, increase learning and meet the individual needs of students. NCS will maintain small class sizes by having parents to assist the teacher in the education of the students in group work. The school will be limited to approximately 200 children. The teacher-student ratio will not exceed 1:24 with a goal of 1:15. NCS will provide an unprecedented opportunity for parents to have hands-on involvement in the structure and operation of the school. Our goal is for ninety percent of all families to volunteer an average of fifteen hours per semester. We will assign a parent the position of Volunteer Coordinator. The coordinator will help set our families up with an application that will keep track of hours volunteered. The volunteer coordinator will ensure that all families have accounts. At meetings, and events, a kiosk for check-ins will be provided to track volunteer hours on site.

8. Reading Competence: 80% of all students will be at or above grade level in reading Steps moving forward: This is an area of growth for us and we plan to use Professional Development to strengthen this goal.

9. IB and or project/placed based training: 100% of the NCS educators will participate in on-going training or continued teacher research. Our goal is that eighty percent of the NCS teachers will be IB certified. The remaining twenty percent will focus their continual education in their field of interest or specialization such as agriculture, FFA, and music or fine arts.

STANDARDS ADDRESSED

Alaska State Standards Covered in the Maritime Project

English: 2.0 Writing Applications (Genres and Their Characteristics)

Students combine the rhetorical strategies of narration, exposition, persuasion, and careful elaborate description to produce texts of at least 1,500 words each. Student writing demonstrates a command of standard American English and the research, organizational, and drafting strategies outlined in Writing Standard 1.0.

Alternative Options

NCS will make use of a learning system called: Project-Based Learning (PBL). The building block of PBL is a central project. A central project will allow necessary student interaction with a main idea or theme at several levels and as the future basis and building block of our curriculum it will therefore be a main driving force in instructional delivery and assessment. Ideally, every course the student is taking—mathematics, language skills, science, social studies, and the arts—will be interrelated to the overall theme of a project. These themes may be decided by the APC. This will be done in an effort to turn education into a complete and fully engaging experience for everyone: students, teachers, staff, educators and parents or guardians. If possible, the entirety of the school body can be involved in the same project, with each grade level engaged in age-appropriate tasks and assignments. Nikolaevsk Charter School will be ideally structured for project-based learning because it will allow for greater flexibility in choosing textbooks and learning strategies for the specific needs of the Nikolaevsk community. Project based learning will allow NCS to incorporate the values, and educational content the community has requested for in the education of our students. These are to include but are not limited to foreign language, music study and fine arts, physical education, intensive projects, home economics, internships, and FFA (ie. Future Farmers of America). Students' mastery of subjects will be measured through teacher assessment and the required state testing. This assessment will first be administered and overseen by the various teachers at NCS however if a more fundamental change is needed the administrator and principal in addition to the district may work together to produce a fundamental change in the administration of the curriculum at NCS. All students who are at the high school level will be given the opportunity to participate in the middle college program if they meet the requirements as set out by the district and NCS.

Kindergarten- 3rd grade will have a foreign language immersion program. The program will be administered and held 4-5 days a week in the morning hours. The 4th-12th grade students will have a foreign language class that will be administered either at Nikolaevsk Charter School or through the district's online learning program. An integral part of the educational program will be the focus on agriculture and the natural world. The school will, therefore, have a community garden that will be nurtured by students in the kindergarten to 3rd grade and their respective teachers. Through the help of district funding and community support students will be able to go on field trips. These same students will also be able to help members in the community by having dedicated "garden sites" that community members and the school will provide for the students. Each teacher will issue the parent of each student a "Parent Guide." This will be issued in an effort to maintain and improve upon student knowledge in case of an absence. If the student or parent is able to amply demonstrate that they have instructed their child from the guide in the child's absence from NCS the absence may be taken off or not included in the absence/attendance role. Students will be given the option to learn in an offline or online hybrid environment. In such an environment a student's access to the world wide web and a wireless connection are not strictly mandatory. Regular check-ins with the student's teacher that ensures that the educational standards are met and that the current administration of the academic curriculum is not in any way lacking will, however, be mandatory.

Considerations for Special Education and Rural Students

NCS is aware of the importance of rural families having access to a central location for education. In an effort to support this, Nikolaevsk Charter School is to be created in such a way that students work with their peers without having to be at the same level of academic competence or knowledge. This will allow for Special Education students to spend more time in the classroom collaborating with their respective classmates. This design will also facilitate growth for students who are currently excelling. Students have the opportunity to reinforce their knowledge by leading their peers through the educational process and possibly taking advantage of the Middle College Program.

In Nikolaevsk rural students face a unique set of challenges. This hybrid educational model is the result of much consideration and much pondering of the testimony of several parents on the unique needs of their children and our future students. Students will be able to "Attend" the charter school even when they are unable to physically be present at school. This is the basis of digital classes and digital learning, a key part of the hybrid model. The instructor will work with

such students for whom the hybrid option is a necessity. Although most virtual and digital classes are associated with access to a stable wireless connection to the world wide web such connection will not be necessary for students engaged in hybrid learning. Many students hunt or fish as a way of life and in such areas a stable internet connection is hard to come by. In addition some students have chosen to live “off the grid” meaning that with an internet connection, nonetheless a stable internet connection is infeasible if not impossible. In such cases, the teacher will line out “assignments” for the students and then check in at least once per week or as deemed necessary with the student to grade and discuss academic progress and struggles. In such a system the teacher will ensure students are not only progressing at an appropriate rate but are also meeting state standards.

Project Completion and Grading System

NCS will be based on projects that students complete that will have several steps or “assignments” these grades on these assignments as well as possible tests and quizzes to test knowledge will be graded on a traditional grading scale will be managed in a grade keeping system, possibly the district PowerSchool system. However, the GPA grading system will be divided not only on the letter grade but the actual percentage of the grade. For example, a C+ grade of 79% would result in a grade of 2.9. The 70% letter grade will be used for the first digit in the GPA while the second digit will be determined by the second digit of the grade percentage. Except in the case of an A grade, which is only given the GPA of 4.0. Special exceptions will be made for the district’s Advanced Placement Courses.

GPA System Incentives

The GPA system is structured in such a way to incentivise students to try to perform to the best of their ability as the GPA is more precisely tied to the work and quality of work of a student. It discourages the idea of “just a C” as the actual percentage of the grade is made in the calculation of a GPA.

Project “Assignments” Deadlines and Deadline Management

Grades will be submitted in accordance with the district's mandated policy on academic eligibility and the submission of grades. NCS will issue quarter grades that will be a reflection of the work done and the quality of said work in regards to their project but will not be considered a “solid grade.” Instead grades that permanently affect the GPA of a student will be given at the conclusion of the course, or one semester of instruction, whichever comes first.

Grading and Standards

Not only will the quality of work and amount of work of a student be reflected in their current grade at NCS but their knowledge of standards both federal, state and course based will be reflected on through the grades of the student as deemed appropriate by the NCS administration and its hitherto aforementioned committees.

Specific levels of achievement for the education program

Levels of academic achievement at NCS will be measured by but not exclusively by the The school year is a minimum of 150 days. See Appendix K for our current calendar.

Exhibit K

Purpose

The purpose of Nikolaevsk Charter School (NCS) is to offer an unsurpassed academic program tailored to our community's unique needs, while fostering a lifelong passion for learning. Nikolaevsk Charter School has the goal to provide an environment designed to meet each student's unique needs and promote their learning style for an optimal retention. NCS will give much needed flexibility to students who live subsistence and rural lifestyles, while maintaining the finest education possible; encouraging both effective and innovative teaching methods and techniques. NCS will provide teachers and parents with the opportunity to create an environment where each student is individually cared for. NCS will offer an educational experience of the highest quality that endows students with truly competent and marketable skills. NCS will nurture both parent and student involvement, responsibility, and accountability of the school curriculum.

The Academic Policy Committee (APC) met together on September 16th, 2022, to discuss our mission statement. Parents expressed grievances with the limited educational options available and the lack of flexibility found in the existing school; however, these parents have shown overwhelming support of Nikolaevsk Charter school.

Academic Achievement and School Spirit and Student Motivation and Success plays a Role in Enrollment

When students are constantly working towards real life, concrete and interesting projects they are intrinsically motivated not only to be creative but to exceed expectations. The idea of student “buy-in” or the idea that students will actively participate in a course is extremely strong in systems like that of the proposed Project Based Learning system at the proposed Nikolaevsk Charter School.

The Role of Discipline and Grades

As previously mentioned, the falling of a student behind a 70% or the letter grade of C will result in disciplinary action as previously stated. This disciplinary action is done in an effort to provide much needed support to students who are extremely struggling.

Administrative Policies

The Nikolaevsk Charter School Administrator will follow the procedures and policies of the Kenai Peninsula Borough School District as set forth in the various applicable policy manuals. NCS will strive to and maintain an accountable administrator that maintains a respectful, nondiscriminatory and nonprejudicial relationship with the parents, staff, students and community members. A neglect of these duties can be grounds for termination by the applicable termination process.

Nikolaevsk Charter School will employ and be administered by a full time type B certified Administrator.

Type B Certificated Principal (Referred to Hereafter as Administrator)

The Type B Certified Principle will be selected by the Administrative Policy Committee as per KPBSD AR 6187. The school administrator is required to comply with all the obligations and requirements outlined and specified in the written contract between NCS , the APC and the KPBSD. The administrator will be required to attend and participate in district-wide administrator meetings. The administrator will have to comply with the KPBSD’s “deadlines list.” The Administrator will also receive all administrative memos and packets. The necessary adherence to the aforementioned obligations and conditions will ensure the terms laid out in Alaska State Statute 14.3.255(c) are being fulfilled.

The APC handles the control and supervision of the school according to the state of Alaska Charter School Law. It is therefore responsible for hiring, firing, and evaluating the principal

through the appropriate procedures and processes fulfilled by a bi-yearly formal evaluation process.

Except as otherwise provided herein, NCS is required to comply with school board policies and procedures, and the Alaska Department of Education Regulations. To develop and implement admission along with administrative policies for the school, the charter school shall establish an Administrative Policy Committee. Charter School shall adhere to Charter School Administrative Policies as specified in the proposal. NCS shall prohibit violence and the use or possession of drugs, alcohol, tobacco, and weapons on school grounds. Disciplinary proceedings for violations shall be consistent with the applicable Alaska Statutes, State and Federal regulations and School District policies as set out in their respective documents.

Names of Teachers who, by Agreement, will Teach at Nikolaevsk Charter School

To be determined.

Student to Teacher Ratio

Nikolaevsk Charter School will strive to maintain the teacher to student ratio of 15 students to 1 teacher. KPBSD agrees to help NCS meet this goal by providing space as NCS grows.

At this time the use of teacher's aids is not defined in the student to teacher ratio such issues as teacher's aids and their role in the Student to teacher ratio will be decided by the APC committee when the need arises.

Oversight of the Office of the Administrator

Nikolaevsk Charter School will adhere to the KPBSD Charter School Policy and the Charter School Policy of the State of Alaska. The administrator, with the due oversight of the APC, shall ensure that the terms of this, and any other contract(s), between KPBSD and NCS, are being met. NCS bylaws located in the third section of the appendix (Appendix C) outline how the school is to be administered to. In addition, the APC bylaws address and comply with the applicable Alaska State Law regarding the operation, facilitation and creation of charter schools. NCS also adheres to all of the relevant and necessary policies included in the KPBSD manual. This manual was posted to the world wide web and is accessible through at the Uniform Resource Locator (URL): (<http://www.kpbsd.k12.ak.us>). Or by clicking the hyperlink available in the digital version that supports such technology. This manual is found through careful navigation of the district website as mentioned previously. This can also be found in Appendix

E. The policy manual is to be used as a reference for staff and APC Members. Staff can be required to show a level of competency of the Manual as the relevant committees of Nikolaevsk Charter School see fit. The APC will control and supervise the charter school according to the Districts Charter School Law and operate in accordance with the bylaws previously established for Nikolaevsk Charter School.

Administrative Policy Manual

Nikolaevsk Charter School will follow the KPBSD Administrative Policies and procedures as defined in the applicable documents created by the Kenai Peninsula School District. Nikolaevsk Charter School will receive and adhere to all administrative memos sent by the district and any other authorized party. The aforementioned KPBSD policy manual is available online and a copy is to be located in the Nikolaevsk School Office.

Description of Standard Parent and Teacher Contacts for Continuous Sustainable Improvement of Academic Learning and Administration

NCS conducts conferences between parents and the teachers of their children twice a year with respect to Holy days. There is a parent comment section on every APC agenda. That is meant to solicit feedback from parents in regards to any of the operations of NCS NCS will send home weekly newsletters and announcements to parents via written letters and via electronic mail (email). To receive electronic mail from the Nikolaevsk Charter School a parent must become part of the Nikolaevsk Charter School email list. The list of all APC meetings dates are listed in Section 1 of this document. Every year the APC will send out a survey to all the parents in effort to receive feedback about the academic school year. Every Academic Policy Committee shall be an opportunity for the parents of students and teachers of said students to give feedback and necessary input about the educational and systemic operations of Nikolaevsk Charter School.

Description of Academic Policy Committee Meeting(s) to be Held in an Effort to Monitor Progress:

Quarterly meeting to be held by the APC in order to assess progress, facilitate necessary changes, evaluate the administrator, assess finances and to make curriculum decisions.

Written Facility Plans and Evidences Thereof

We will negotiate with the KPBSD a contract to lease the current Nikolaevsk School building and

equipment. Such negotiations have yet to produce such facility plans and evidences. Once such plans are given to the Nikolaevsk Charter School the facility plans will become more exhaustive.

Nikolaevsk Charter School Goals

Nikolaevsk will strive to:

1. Provide the best education possible to K-12th grade students in the Nikolaevsk area.
2. Make good use of a competency-based educational program that is both individualized and self-paced.
3. Implement high student standards, expectations, requirements, and discipline.
4. Employ a competent and professional staff with opportunities for expanded professional development.
5. Maintain a school environment which encourages and promotes innovative student programs and learning techniques.
6. Explore more innovative and flexible methods of education.
7. Pursue avenues of diverse learning opportunities.
8. Challenge each student to excel academically through mastery of fundamental skills and knowledge.
9. Complete the high school education of students who have developed critical thinking and problem-solving skills, group skills and a sense of community responsibility.
10. Foster a life-long love of learning

11. Maintain a low student/teacher ratio of 15:1
12. Incorporate student involvement in the community
13. Involve parents and guardians in the learning process of their children.
14. Create students who masterfully excel the standards set in place by the State of Alaska and the Kenai Peninsula School District

Let it be known, that the Academic Policy Committee consulted with several successful charter schools in the Kenai Peninsula and around the State and have chosen our goals based on the wisdom and experience they have imparted to the APC.

Exhibit L

Description of School Schedule and Calendar

7:40 -Doors Open to Students
8:00- 11:00 – Instruction/PBL/Montessori Work Cycle
11:00-11:30 - Specials (Music/Pe/Art)
11:30-12:00 – Recess
12:00- 12:30 –Lunch
12:30-3:00 – Instruction/PBL/Montessori Work Cycle
3:00- School ends

The Schedule will include the following components

- 2.5 hours of core instruction (30 minutes math, 120 minutes of Language Arts)

- 30 minutes of Specials (music/PE/ this will be worked into the Russian immersion program k-3.)
- 1 hour for Recess & Lunch
- 3 hours of project-based learning (math, language arts are also integrated into project based learning time and Montessori Work Cycles.) Russian immersion included in specials, math instruction, and project based learning.

A notice will be given to parents stating: "Please notify the office by note or telephone if you will not be able to pick up your student as scheduled. Any students remaining after 3:45 pm will be supervised in the office. Such students will not be allowed to remain unsupervised in the building."

Written objective for Academic Success

Academic success at NCS will be seen through performance in the state standardized test in current use during the current school year. Nikolaevsk Charter School will constantly be looking to improve the state testing results of the attending students. Nikolaevsk Charter School will discover and document the level of state deemed, proficient, advanced, approaching proficient and needs support (or any future terms used by the state to deem academic performance) and seek to improve and (or) maintain the level of proficient and advanced students.

In addition students academic success will be measured by quarterly and semester grades assigned by teachers of the Nikolaevsk Charter School.

NCS Student Assessment

Academic success will be quantified and measured using the aforementioned assessments. Including but not limited assessments administered by the State of Alaska and the instructors at NCS. Nikolaevsk Charter School exists to fulfill students' academic and developmental needs.

NCS submits the following description of our assessment plan which draws from current educational research, state standards, KPBSD School District goals, parent surveys, and needs assessments. Performance standards are evaluated using both formal and informal objective and subjective assessment tools. Multiple assessments are used to evaluate and document student achievement, including anecdotal record keeping, reading assessments, student portfolios, report cards, presentations, and state-mandated standardized tests. Attainment of standards is demonstrated by oral presentation, written examinations, writing samples, audio recordings, artistic renderings, technology presentations, or any combination of these examples.

AK Reads Act Assessments will be given three times a year to track progress and identify students that have fallen behind grade level standards, as well as identify the areas that students require additional help. An MTSS program will be implemented that meets AK requirements, to meet the needs of the students that fall behind.

Accountability

The Nikolaevsk Charter School Academic Policy Committee (APC) shall operate according to the provisions of Alaska Statute 14.03.255. The APC may execute any powers delegated to it by federal or Alaska state law. The APC will, hereby, consist of: five parents or guardians of currently enrolled NCS students, the school administrator or appropriate staff designee acting in an advisory, and non-voting capacity, a student representative acting in an advisory, non-voting capacity, and a selected community member.

The Academic Policy Committee (APC) will meet at least quarterly to monitor progress in achieving the schools' goals.

NCS Uniform Requirements for Staff, Students and Volunteers

All students and staff are expected to abide by these uniform requirements.

1. Volunteers are asked to wear modest work attire when involved in school activities.
2. School colors are: Maroon, Navy, Light blue/teal, gray/silver, black and khaki. NO fabrics should be transparent or denim.
3. All visible clothing should be in school colors. No visible skin tight clothing, (leggings,

spandex, etc.).

4. Shirts for in school wear and school activities should be:
 - a. Polo style, or
 - b. School color sweater or
 - c. School logo hoodie or
 - d. Long sleeve and button up, solid color, or plaid, or
 - e. Short sleeve and button up, solid color, or plaid, in school colors, and
 - f. Not khaki.
5. Uniform blazers for in school wear and school activities should be solid navy, maroon, or gray/silver. NOT white or khaki.

Cardigans should be in school colors.

Vests should be in school colors.

All clothing accessories should be in school colors, not khaki.

No writing that is not in the school emblem

Small brand emblems are permissible

Skirts/dress skirts should be below the knee or longer

Old Believer traditional dress for girls and boys is permissible in school colors

School sweatshirts/hoodies

No hats in the classrooms, cafeteria or gymnasium

Day wear shorts should be in coordinating colors and knee length.

Sports/Gym Uniforms a combination of:

- a. Shirts

1. Crew neck t-shirt, short sleeve or long sleeve, no tank tops

2. Cover the stomach, no skin shows when arms are lifted above head

b. Bottoms

1. Shorts should be knee length

2. Sweat pants

3. Team Sports Uniforms will be approved by the APC

Staff and School Location and Leasing/Sharing of District Space

On September 23rd, 2022, the Nikolaevsk Village Community Council convened a meeting to assess the community's inclination towards the transformation of the current Nikolaevsk educational institution into a charter school. The collective response yielded a unanimous vote in favor of the proposed establishment of the Nikolaevsk Charter School. Detailed minutes were documented, and the consensus was officially recorded. The Nikolaevsk school premises, situated at 65524 Nikolaevsk Road, 99556, AK, currently fall within the KPBSD school district in the village of Nikolaevsk, Alaska, marking the proposed location for NCS.

NCS will engage in negotiations to establish mutually acceptable terms for the lease or shared utilization of the existing Nikolaevsk School facilities, in collaboration with the KPBSD School Board, as outlined in the Memorandum of Agreement (MOA).

Proposed Location

NCS's proposed location is at the Nikolaevsk School, 65524 Nikolaevsk Road 99556 in the KPBSD school district in the village of Nikolaevsk, Alaska. Nikolaevsk Charter School is currently

pursuing a building sharing agreement with the Kenai Peninsula School District.

Operation of Social Media Account and Website

NCS will operate a school website that will allow students and parents to find all necessary tools. NCS also has the power to operate social media accounts on all major and minor social media platforms.

Parental and Community Involvement

NCS is a public school. Teachers and staff are hired under Kenai Peninsula Education Association negotiated agreements, and Nikolaevsk Charter School is and will be administered under a specific Academic Policy Committee (APC) according to the provision of the applicable Alaska Statute. The APC sets school policy and is accountable to the parents of enrolled students. The APC is subject to its written bylaws and funding formulas negotiated by the Kenai Peninsula Borough School District. Parents are encouraged to be involved in the education of their children at NCS. Parents are expected to support the educational needs of their children by assisting in various areas of organization and preparation. Parents and community members are encouraged to be involved in NCS, including volunteering in classrooms and/or the office, serving on the APC, and/or its subcommittees.

Alaska State Charter School Statutes

Sec. 14.03.250. Application for charter school.

(a) A local school board shall prescribe an application procedure for the establishment of a charter school in that school district. The application procedure must include provisions for an academic policy committee consisting of parents of students attending the school, teachers, and school employees and a proposed form for a contract between a charter school and the local school board, setting out the contract elements required under AS 14.03.255(c).

(b) A decision of a local school board approving or denying an application for a charter school must be in writing, must be issued within 60 days after the application, and must include all relevant findings of fact and conclusions of law.

(c) If a local school board approves an application for a charter school, the local school board shall forward the application to the State Board of Education and Early Development for review and approval.

(d) If a local school board denies an application for a charter school, the applicant may appeal the denial to the commissioner. The appeal to the commissioner shall be filed not later than 60 days after the local school board issues its written decision of denial. The commissioner shall review the local school board's decision to determine whether the findings of fact are supported by substantial evidence and whether the decision is contrary to law. A decision of the commissioner upholding the denial by the local school board may be appealed within 30 days to the State Board of Education and Early Development.

(e) If the commissioner approves a charter school application, the commissioner shall forward the application to the State Board of Education and Early Development for review and approval. The application shall be forwarded not later than 30 days after the commissioner issues a written decision. The State Board of Education and Early Development shall exercise independent judgment in evaluating the application.

(f) A local school board that denied an application for a charter school approved by the state board on appeal shall operate the charter school as provided in AS 14.03.255 - 14.03.290. [This statute applies to charter school applications filed with a local school board on or after July 1, 2014.]

Sec. 14.03.253. Charter school application appeal.

(a) In an appeal to the commissioner under AS 14.03.250, the commissioner shall review the record before the local school board. The commissioner may request written supplementation of the record from the applicant or the local school board. The commissioner may

(1) remand the appeal to the local school board for further review;

(2) approve the charter school application and forward the application to the State Board of Education and Early Development with or without added conditions; or

(3) uphold the decision denying the charter school application; if the commissioner upholds a local school board's decision to deny a charter school application and the applicant appeals to the State Board of Education and Early Development, the commissioner shall immediately forward the application and record to the State Board of Education and Early Development.

(b) In an appeal to the State Board of Education and Early Development of a denial of a charter school application under (a)(3) of this section, the state board shall determine, based on the record, whether the commissioner's findings are supported by substantial evidence and whether the decision is contrary to law. The state board shall issue a written decision within 90 days after an appeal.

[This statute applies to charter school applications filed with a local school board on or after July 1, 2014.]

Sec. 14.03.255. Organization and operation of a charter school.

(a) A charter school operates as a school in the local school district except that the charter school (1) is exempt from the local school district's textbook, program, curriculum, and scheduling requirements; (2) is exempt from AS 14.14.130(c); the principal of the charter school shall be selected by the academic policy committee and shall select, appoint, or otherwise supervise employees of the charter school; and (3) operates under the charter school's annual program budget as set out in the contract between the local school board and the charter school under (c) of this section. A local school board may exempt a charter school from other local school district requirements if the exemption is set out in the contract. A charter school is subject to tests required by the department.

(b) A charter school shall

- (1) keep financial records of the charter school;
- (2) oversee the operation of the charter school to ensure that the terms of the contract required by (c) of this section are being met;
- (3) meet regularly with parents and with teachers of the charter school to review, evaluate, and improve operations of the charter school; and
- (4) meet with the academic policy committee at least once each year to monitor progress in achieving the committee's policies and goals.

(c) A charter school shall operate under a contract between the charter school and the local school board. A contract must contain the following provisions:

- (1) a description of the educational program;
- (2) specific levels of achievement for the education program;
- (3) admission policies and procedures;
- (4) administrative policies;
- (5) a statement of the charter school's funding allocation from the local school board and costs assignable to the charter school program budget;
- (6) the method by which the charter school will account for receipts and expenditures;
- (7) the location and description of the facility;
- (8) the name of the teacher, or teachers, who, by agreement between the charter school and the teacher, will teach in the charter school;
- (9) the teacher-to-student ratio;
- (10) the number of students served;
- (11) the term of the contract, not to exceed a term of 10 years;
- (12) a termination clause providing that the contract may be terminated by the local school board for the failure of the charter school to meet educational achievement goals or fiscal management standards, or for other good cause;
- (13) a statement that the charter school will comply with all state and federal requirements for receipt and use of public money;
- (14) other requirements or exemptions agreed upon by the charter school and the local school board.

(d) A school district shall offer to a charter school the right of first refusal for a lease of space in an existing school district facility or in a facility within the school district that is not currently being used as a public school, if the chief school administrator determines the facility meets requirements for health and safety applicable to public buildings or other public schools in the district. If the school district requires lease payments by a charter school, the school district shall negotiate a lease agreement with the charter school for an amount that does not exceed

the true operational costs calculated on a square foot basis for space leased under this subsection.

Sec. 14.03.260. Funding for charter school.

(a) A local school board shall provide an approved charter school with an annual program budget. The budget shall be not less than the amount generated by the students enrolled in the charter school less administrative costs retained by the local school district, determined by applying the indirect cost rate approved by the department up to four percent. Costs directly related to charter school facilities, including rent, utilities, and maintenance, may not be included in an annual program budget for the purposes of calculating the four percent cap on administrative costs under this subsection. A local school board shall provide a charter school with a report itemizing the administrative costs retained by the local school board under this section. The "amount generated by students enrolled in the charter school" is to be determined in the same manner as it would be for a student enrolled in another public school in that school district and includes funds generated by grants, appropriations, federal impact aid, the required local contribution, the local contribution under AS 14.17.410(c), special needs under AS 14.17.420(a)(1), and secondary school vocational and technical instruction under AS 14.17.420(a)(3). A school district shall direct state aid under AS 14.11 for the construction or major maintenance of a charter school facility to the charter school that generated the state aid, subject to the same terms and conditions that apply to state aid under AS 14.11 for construction or major maintenance of a school facility that is not a charter school.

(b) The program budget of a charter school is to be used for operating expenses of the educational program of the charter school, including purchasing textbooks, classroom materials, and instructional aids.

(c) The charter school shall provide the financial and accounting information requested by the local school board or the Department of Education and Early Development and shall cooperate with the local school district or the department in complying with the requirements of AS 14.17.910.

(d) The expenses of housing nonresident students who attend the charter school, including room, board, and other reasonable housing expenses, may not be paid for with state money but may be paid for with funds contributed by sources other than the state.

Sec. 14.03.263. Charter school grant program. [Repealed, Sec. 1 ch 100 SLA 2003].

Repealed or Renumbered

Sec. 14.03.264. Charter school grant program.

(a) A charter school that is established on or after the effective date of this section may receive a one-time grant from the department equal to the amount of \$500 for each student enrolled in the school on October 1 of the first year in which the school applies for the grant. The charter school shall use a grant received under this section to provide educational services. In this subsection, "educational services" includes curriculum development, program development, and special education services.

(b) The department shall establish by regulation procedures for the application for and expenditure of grant funds under (a) of this section.

(c) If the amount appropriated in a fiscal year for the charter school grant program is insufficient to meet the amounts authorized under (a) of this section, the department shall reduce pro rata the per pupil grant amount by the necessary percentage as determined by the department. If a charter school grant is reduced under this subsection, the charter school may apply to the department in a subsequent fiscal year for the balance of the grant amount.

Sec. 14.03.265. Admission.

(a) The program of a charter school may be designed to serve

- (1) students within an age group or grade level;
- (2) students who will benefit from a particular teaching method or curriculum; or
- (3) nonresident students, including providing domiciliary services for students who need those services, if approved by the board.

(b) A charter school shall enroll all eligible students who submit a timely application, unless the number of those applications exceeds the capacity of the program, class, grade level, or building. In the event of an excess of those applications, the charter school and the local school board shall attempt to accommodate all of those applicants by considering providing additional classroom space and assigning additional teachers from the district to the charter school. If it is not possible to accommodate all eligible students who submit a timely application, students shall be accepted by random drawing. A school board may not require a student to attend a charter school.

(c) In addition to other requirements of law, a charter school shall be nonsectarian.

Sec. 14.03.270. Teacher or employee transfers, evaluations, and negotiated agreements.

(a) A teacher or employee may not be assigned to a charter school unless the teacher or employee consents to the assignment.

(b) All provisions of an existing negotiated agreement or collective bargaining agreement applicable to a teacher or employee of a district apply to that teacher or employee if employed at a charter school in that district, unless the district and the bargaining unit representing the teacher or employee agree to an exemption.

(c) A teacher in a charter school shall be evaluated in an equivalent manner as all other teachers in the district, except that if there is no administrator assigned to the charter school, the local school board, with the agreement of the charter school, shall designate a school district administrator in that district to evaluate a teacher in a charter school.

Sec. 14.03.275. Contracts; duration.

A contract for a charter school may be for a term of no more than 10 years.

Sec. 14.03.280. Regulations.

The State Board of Education and Early Development may adopt regulations under AS 44.62 (Administrative Procedure Act) necessary to implement AS 14.03.250 - 14.03.290.

Sec. 14.03.290. Definitions. In AS 14.03.250 - 14.03.290,

- (1) "academic policy committee" means the group designated to supervise the academic operation of a charter school and to ensure the fulfillment of the mission of a charter school;
- (2) "charter school" means a school established under AS 14.03.250 - 14.03.290 that operates within a public school district;
- (3) "local school board" means a borough or city school board or a school board of a regional educational attendance area;
- (4) "parent" means a biological, adoptive, or foster parent, or an adult who acts as guardian of a child and makes decisions related to the child's safety, education, and welfare;
- (5) "teacher" means a person who serves a school district in a teaching, counseling, or administrative capacity and is required to be certificated in order to hold the position.

Sec. 14.07.165 Duties.

The [State Board of Education and Early Development] shall adopt

- (4) regulations requiring approval by the board before a charter school, state boarding school, or a public school may provide domiciliary services.

Sec. AS 14.09.010 is amended by adding new subsections to read:

- (e) A school district that provides transportation services under this section shall provide transportation services to students attending a charter school operated by the district under a policy adopted by the district. The policy must:
 - (1) be developed with input solicited from individuals involved with the charter school, including staff, students, and parents;
 - (2) at a minimum, provide transportation services for students enrolled in the charter school on a space available basis along the regular routes that the students attending schools in an attendance area in the district are transported; and
 - (3) be approved by the department.
- (f) If a school district fails to adopt a policy under (e) of this section, the school district shall allocate the amount received for each student under (a) of this section to each charter school operated by the district based on the number of students enrolled in the charter school.
- (g) Nothing in (e) of this section requires a school district to establish dedicated transportation routes for the exclusive use of students enrolled in a charter school or authorizes a charter school to opt out of a policy adopted by a school district for the purpose of acquiring transportation funding.

Sec. AS 14.17.450(d) is amended to read:

- (d) If a charter school has a student count of at least 75 but less than 150 for the current year and is in the first three years of operation or had a student count of at least 75 in the previous year of operation

- (1) the adjusted student count for the school shall be calculated by multiplying the student count by the student rate for a school that has a student count of 150; and
- (2) not later than February 15, the charter school shall submit for approval of the governing board of the district a plan for the following school year that includes a statement about whether the school will continue to operate if the student count remains the same that year and, if so, a projection of the funding anticipated from the state and other sources, a proposed budget, and a description of anticipated changes to the school staff, program, and curriculum; if the school intends to close if the student count remains the same the following year, the plan must describe transfer plans for students, staff, facilities, and materials.

Alaska State Charter Schools Regulations

4 AAC 27 is amended by adding a new section to read:

4 AAC 27.057. Charter school transportation policy.

(a) A local school board shall adopt a charter school transportation policy that describes the transportation services that will be provided by the district to students attending a charter school operated by the district if

- (1) a district provides transportation services under AS 14.09.010; and
- (2) the district operates a charter school or an application for the establishment of a charter school in the district is pending with the district under AS 14.03.250.

(b) A district must submit to the department an application for approval of its charter school transportation policy on a form provided by the department

- (1) not later than April 15, 2015, if a charter school is in operation in the district on July 1, 2014; or
- (2) not later than 30 days after approval of a charter school by a local school board, if a charter school is approved by a local school board after July 1, 2014, and a charter school transportation policy approved by the department is not in effect in the district.

(c) The application to the department must include:

- (1) evidence that the charter school transportation policy was developed in compliance with AS 14.09.010(e)(1); and
- (2) the charter school transportation policy adopted by the local school board that provides transportation service for charter school students in compliance with AS 14.09.010(e)(2); and
- (3) other documents or information the department needs to evaluate a charter school transportation policy adopted by a local school board.

(d) Not later than 60 days after receipt by the department of an application for approval of a charter school transportation policy, the department will grant approval for a charter school transportation policy if the charter school transportation meets the requirements of AS 14.09.010 and this section.

(e) If a district seeks to amend an approved charter school transportation policy, it must submit an application for approval of an amendment of the charter school transportation policy on a form provided by the department not later than April 15 of the fiscal year prior to the fiscal year when the proposed amendment will take effect. An application for approval of an amendment of a charter school transportation policy must meet the requirements of (c) of this section.

(f) Not later than 60 days after receipt by the department of an application for approval of an amendment of a charter school transportation policy, the department will grant approval for the amendment of a charter school transportation policy if the amendment meets the requirements of AS 14.09.010 and this section. (Eff. 4/8/2015, Register 214)

Authority: AS 14.07.020 AS 14.07.060 AS 14.09.010

4 AAC 33.110 is repealed and readopted to read:

4 AAC 33.110. Charter school application and review procedure.

(a) The application procedure required by AS 14.03.250(a) for the establishment of an initial or renewed charter for a charter school must be in writing and must be available upon request at the school district's central office. The local school board must require an applicant to submit sufficient information so that the local school board may conduct a thorough review of the proposed charter school. An application must conform to the content areas and formatting standards set out at the department's Charter School webpage at: education.alaska.gov/Alaskan_Schools/Charter.

An application, upon final approval by the State Board of Education and Early Development, will operate as the charter for the school. In addition to the requirements of AS 14.03.250(a), an application must include, at a minimum,

- (1) a list of the members of the academic policy committee and their qualifications;
- (2) the length of the term of the contract required under AS 14.03.255(c);
- (3) the charter school's bylaws;
- (4) a description of the education program to be offered at the charter school and mechanisms for student assessment to be utilized in addition to those required by state law;
- (5) a written instructional program that addresses state content standards under 4 AAC 04 and that aligns with the content on the statewide student assessment system under 4 AAC 06.710 – 4 AAC 06.790;
- (6) written objectives for program achievement;
- (7) a description of and schedule for staff development activities;
- (8) a school schedule and calendar;
- (9) plans for serving special education, vocational education, gifted, and bilingual students;
- (10) written admissions policies and procedures;

- (11) if the charter school is the only school in the community, an alternative option for students not wishing to attend the charter school;
- (12) a written administrative policy manual;
- (13) a written budget summary and financial plan, including
 - (A) a statement of the charter school's funding allocation from the local school board and costs assignable to the charter school program budget; and
 - (B) the method by which the charter school will account for receipts and expenditures;
- (14) a written plan for the charter school's facility;
- (15) a written plan that addresses the teacher-to-student ratio, including projected enrollment figures;
- (16) a written student recruitment process, including a lottery or random drawing mechanism for enrollment if applicants exceed the school's capacity;
- (17) a requested or existing exemption for the charter school from a written collective bargaining contract;
- (18) a plan for pupil transportation and the district charter school transportation policy, if proposed or adopted;
- (19) the written termination clause that must appear in the contract between the charter school and the local school board;
- (20) proof of compliance with applicable law; and
- (21) other documents or information the district needs to evaluate the proposed charter school.

(b) Not later than 30 days after a local school board's decision to approve an initial application or a renewal application for a charter school, the local school board must forward the application to the State Board of Education and Early Development for review and approval under AS 14.03.250(c) by mailing to the department:

- (1) the complete application filed with the local school board, including all supporting documents required by (a) of this section;
- (2) the written decision of the local school board;
- (3) all other materials considered by the local school board in support or in opposition to the application; and
- (4) the minutes of the local school board meeting at which the charter school was approved.

(c) An initial application for a charter school approved by a local school board may not be submitted to the department under subsection (b) more than 12 months before the planned start-up date for the new school. A renewal application for a charter school approved by a local school board may not be submitted to the department under (b) of this section more than 12 months before the expiration of the existing contract.

(d) An initial application and a renewal application approved by a local school board and submitted to the department under (b) of this section must be received by the

department at least 90 days before the next regularly scheduled meeting of the State Board of Education and Early Development.

(e) The State Board of Education and Early Development will review an initial application or a renewal application approved by the local school board and submitted to the department under (b) of this section. The State Board of Education and Early Development will consider an initial application or a renewal application in the order in which it is received.

(f) Not later than 60 days after a local school board issues a decision to deny an initial application or a renewal application for a charter school, an applicant may file a notice of appeal to the commissioner under AS 14.03.250(d). In the notice of appeal, the applicant must specify the grounds for its appeal, stating which, if any, finding of fact or conclusion of law in the local school board's decision is alleged to be in error. If the applicant alleges that a finding of fact is in error, the applicant shall specify in the notice of appeal the evidence in the record before the local school board that supports a contrary finding of fact. With the notice of appeal, the applicant must file with the commissioner

- (1) the complete application submitted to the local school board, including all supporting documents required by (a) of this section;
- (2) the written decision of the local school board;
- (3) any other materials considered by the local school board in support or in opposition to the application;
- (4) the minutes of the local school board meeting at which the charter school was approved or denied, or if the minutes are not yet available, the date on which the minutes will be available for review by the department; and
- (5) within ten working days of receipt of the commissioner's written request for a hearing transcript, a transcript of any recorded testimony presented to the local school board regarding the charter school application.

(g) The commissioner will review an appeal of a local school board decision denying an initial or renewal application for a charter school under AS 14.03.250(d).

(h) If the commissioner upholds the denial of an application, the applicant may file an appeal of the commissioner's decision to the State Board of Education and Early Development within 30 days of the issuance of the commissioner's decision. The commissioner will forward the appeal to the State Board of Education and Early Development immediately for consideration at its next meeting. The State Board of Education and Early Development will issue a decision within 90 days after the filing of an appeal of a commissioner's decision upholding a denial of an application.

(i) If the commissioner approves an initial or renewal application by overturning a denial by the local school board, the commissioner will forward the application and record to the State Board of Education and Early Development not later than thirty days after the

commissioner issues a written decision of approval. The State Board of Education and Early Development will consider the application at its next meeting.

(j) The State Board of Education and Early Development will not approve an application that contains insufficient information to determine compliance with applicable law.

(k) A decision of the State Board of Education and Early Development granting or denying approval for a charter school application is a final agency action for purposes of an appeal to the superior court. (Eff. 4/27/96, Register 138; am 3/31/2002, Register 161; am 7/26/2002, Register 163; am 8/6/2004, Register 171; am 4/18/2015, Register 214)

Authority: AS 14.03.250 AS 14.03.280 AS 14.07.060
AS 14.03.253 AS 14.07.020

4 AAC 33 is amended by adding a new section to read:

4 AAC 33.113. Amendment of charter.

A charter school may apply to a local school board for an amendment to its charter during the term of its contract with the local school board. If a local school board approves an amendment to the charter, an amended contract must be executed to conform to the amended charter. The local school board must forward an amended charter and amended contract to the department. A charter school may make district-approved changes to its program that do not require an amendment to its charter without review by the State Board of Education and Early Development, except that a change of program that involves the addition of an elementary or secondary program must be approved by the local school board and the State Board of Education and Early Development. (Eff. 4/18/2015, Register 214)

Authority: AS 14.03.250 AS 14.07.020 AS 14.07.060 AS 14.03.280

4 AAC 33 is amended by adding a new section to read:

4 AAC 33.115. Operation of charter schools.

(a) The department may audit the charter school's program during the term of the contract under AS 14.03.255(c) and may take any action necessary to ensure compliance with federal and state law, including the withholding of money under AS 14.07.070. Notwithstanding any provision of a charter or contract, a charter school must comply with state and federal law. A change in state or federal law taking effect during the term of an existing contract or charter will override an inconsistent provision of a contract or charter. (Eff. 4/18/2015, Register 214)

Authority: AS 14.03.250 AS 14.03.280 AS 14.07.060
AS 14.03.255 AS 14.07.020

4 AAC 33 is amended by adding a new section to read:

4 AAC 33.117. Charter school grant program.

(a) A charter school that is established on or after July 1, 2014, may apply to the department for one-time grant funding under AS 14.03.264. An applicant charter school must

- (1) apply on a form prescribed by the department;
- (2) provide evidence in its application that demonstrates that grant funding will be used to provide educational services as defined under AS 14.03.264(a); and

(3) file its application with the department no later than September 15 to receive funding based on student enrollment on October 1 of the same fiscal year.

(b) A charter school that received reduced grant funding in a prior fiscal year as permitted under AS 14.03.264(c) may apply for the balance of the grant amount using the procedures described in (a) of this section.

(c) The department will notify a newly approved charter school of its eligibility for grant funding under AS 14.03.264 promptly after approval of the charter by the state Board of Education and Early Development. (Eff. 4/18/2015, Register 214)

Authority: AS 14.03.264 AS 14.07.020 AS 14.07.060

4 AAC 33 is amended by adding a new section to read:

4 AAC 33.119. Definitions. In 4 AAC 33.110 – 4 AAC 33.119,

(1) "charter school" has the meaning given in AS 14.03.290;

(2) "commissioner" means the commissioner of education and early development;

(3) "department" means the Department of Education and Early Development;

(4) "local school board" has the meaning given in AS 14.03.290.

(Eff. 4/27/96, Register 138; am 3/31/2002, Register 161; am 7/26/2002, Register 163; am 8/6/2004, Register 171; am 4/18/2015, Register 214)

Authority: AS 14.03.250 AS 14.07.020 AS 14.07.060
AS 14.03.280