RENEWAL
Charter School
APPLICATION
for

Aurora Borealis Charter School

FY 2025

Alaska Department of Education & Early Development
P.O. Box 110500
Juneau, AK 99811-0500

DIRECTIONS

Application for a Renewal Charter

Parties interested in submitting a renewal 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 renewal 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 renewal application form MUST be used.** Sufficient evidence must be presented to address all sections of this renewal application form for the department to deem the renewal application compliant and forward to the State Board of Education for approval.

Timeline:
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 a renewal application for a charter school, the local school board must forward the renewal application to the State Board of Education & Early Development for review and approval by mailing to the department:
(1) the complete renewal 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 renewal 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 renewal 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 Renewal 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 renewal application form to joni.mccarty@alaska.gov

A renewal 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.

A renewal application for a charter school approved by a local school board may not be submitted to the department more than 12 months before the expiration of the existing contract.

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 renewal 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 renewal application will be scheduled to be addressed by the State Board of Education & Early Development at their next meeting.

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Section 1: Establishment of the Charter at the local level

i. Provide the primary purpose of the charter and how it specifically differs from other educational options available in the community. Provide a narrative to describe how the charter has changed since the last application. *AS 14.03.265(a)(1-3)*

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

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

iv. Provide either the charter school's bylaws marked as Appendix C **or** an indication on the signed assurance page that the bylaws previously submitted to the department in the initial application or previous renewal applications have not changed. *4 AAC 33.110(a)(4)*

v. Provide evidence of the 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 the charter school met with the academic policy committee to fulfill the requirement of at least once each year monitoring the progress in achieving the committee's policies and goals. Mark as Appendix D. *AS 14.03.250(a), AS 14.03.255(b)(4), 4 AAC 33.110(a)(1)*

Reviewer Rating Template		
Section 1	Page Number location(s) of response(s) including Appendices	Reviewer's notes Rating: Compliant/Noncompliant
Purpose	Page 8	
Evidence of board approval	Appendix A p.36	
Evidence of signed contract with all required elements	Appendix B p.37	
1. Description of educational program	Appendix B p.37	

Section 1: Establishment of the Charter at the local level

2. Specific levels of achievement for the education program	Appendix B p.37	
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7. Location and description of facility	Appendix B p.37	
8. Name of teachers who by agreement will teach in the charter	Appendix B p.37	
9. Teacher to student ratio	Appendix B p.37	
10. Number of students to be served	Appendix B p.37	
11. Term of contract (not to exceed 10 years)	Appendix B p.37	
12. Termination Clause	Appendix B p.37	
13. Statement of state and federal law compliance	Appendix B p.37	
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Evidence of bylaws or assurance	Appendix C p.40 Appendix J p.64	
Evidence of APC, including list of names/qualifications, meeting minutes	Page 8 & Appendix D p.41	

Section 1: Establishment of the Charter at the local level

i. **Provide the primary purpose of the charter and how it specifically differs from other educational options available in the community. Provide a narrative to describe how the charter has changed since the last application.** ***AS 14.03.265(a)(1-3)***

Purpose:
Aurora Borealis Charter School is established to provide a research-based preparatory education through whole group, subject-centered direct instruction. Aurora Borealis differs from other educational programs in our community. As we choose curriculum, we look for research validating the rigor of the curriculum, correlation with Alaska State and Core Standards, and also a well-defined scope and sequence which allows us to spiral teaching through the grades, each grade building on the foundations established in years prior. Instruction is whole group, subject-centered, and direct. Use of this research-based curriculum results in a preparatory education emphasizing language arts (phonetic reading, writing, spelling, grammar, and vocabulary), mathematics, history and geography, science, technology, art and music, and physical education. An additional course, Enrichment, explores the Latin basis of our language, extended mathematic problem-solving, and, for all students in the upper grades, involvement in the Future Problem Solving research, training, and competitions.

v. **Provide evidence of the 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 the charter school met with the academic policy committee to fulfill the requirement of at least once each year monitoring the progress in achieving the committee's policies and goals. Mark as Appendix D.** ***AS 14.03.250(a), AS 14.03.255(b)(4), 4 AAC 33.110(a)(1)***

Evidence of APC, including list of names/qualifications, meeting minutes:

Academic Policy Committee members consists of the following members:

Daniel Mahr- parent- Chairperson	Gary Kuchinka- parent- Treasurer
Jamie Miller- parent- Vice-Chairperson	Ryan Culbertson- parent- Secretary
Darren Henry- parent	Jeremy Narlock- parent
Cody McCanna- School Administrator	Community member- nobody appointed

The Academic Policy Committee Meetings were held on the following dates: (last three years is included, the remaining years can be found on file at the school.)

Regular Meeting Dates:

August 16, 2022	October 11, 2022	November 1, 2022	February 7, 2023
March 4, 2024	May 23, 2023	August 22, 2023	September 11, 2023
October 9, 2023	November 13, 2023	February 19, 2024	April 10, 2024
May 16, 2024			

Annual Review Dates: Minutes are in Appendix D

May 31, 2017	May 29, 2018	May 16, 2019	June 2, 2020
May 11, 2021	May 24, 2022	May 23, 2023	May 16, 2024

Section 2: Organization and Administration

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

ii. Provide the written *administrative policy manual* utilized by the charter **or** an indication on the signed assurance page that the policy manual submitted to the department in the initial application or previous renewal applications has not changed. Mark as Appendix E. *4 AAC 33.110(a)(13)*

iii. Provide evidence that the charter school met regularly with parents and with teachers of the charter school to review, evaluate, and improve operations of the charter school, including any review recommendations. *AS 14.03.255(b)(3)*

iv. Provide evidence that the charter school met with the APC at least once a year to monitor progress in achieving the committee's policies and goals. *AS 14.03.255(b)(4)*

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

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)*

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 10	
Evidence of written administrative policy manual or assurance	Appendix E p.52 Appendix K p.65	
Evidence of regular parent and teacher contacts for continuous improvement	Page 11 & Appendix D p.41	
Evidence of annual APC meeting	Page 8 & Appendix D p.41	
Description of school schedule and calendar	Page 12	

Alternative options for students if no other educational program exists	NA	

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

Description of administrative oversight:

Aurora Borealis Charter School (ABCS) adheres to the Kenai Peninsula Borough School District (KPBSD) Charter School Policy. The administrator, with oversight by the Academic Policy Committee, shall ensure that the terms of the contract between KPBSD and ABCS are being met. Charter Schools Assurance Page, Appendix C, is evidence from KPBSD that the terms of the contact are being met. In addition, ABCS conducts an annual review using KPBSD form E6187c that is on file at KPBSD and ABCS. ABCS also adheres to all of the policies included in the KPBSD policy manual. That manual is online at the KPBSD website (http://www.kpbsd.k12.ak.us) and is in Appendix E. The Policy Manual is used as a reference for staff and our Academic Policy Committee (APC) members. Our APC handles control and supervision of the charter school according to Charter School Law and operates in accordance to the Bylaws established for Aurora Borealis Charter School.

ii. **Provide the written *administrative policy manual* utilized by the charter or an indication on the signed assurance page that the policy manual submitted to the department in the initial application or previous renewal applications has not changed. Mark as Appendix E.** ***4 AAC 33.110(a)(13)***

Evidence of written administrative policy manual or assurance:

Aurora Borealis Charter School follows the Kenai Peninsula Borough School District's administrative policies and procedures. We receive all administrative memos and the KPBSD Policy Manual is available online and a copy is located in the school office.

Refer to Appendix E for a copy of the manual.

iii. **Provide evidence that the charter school met regularly with parents and with teachers of the charter school to review, evaluate, and improve operations of the charter school, including any review recommendations.** ***AS 14.03.255(b)(3)***

Evidence of regular parent and teacher contacts for continuous improvement:

Aurora Borealis Charter School conducts parent/teacher conferences twice a year according to KPBSD District Wide Calendar. There is a Parent Comment section on every Academic Policy Committee agenda. ABCS sends home weekly newsletters and announcements to parents via written letters and e-mail lists. The list of all APC meeting dates are listed in Section 1 of this document with the agendas and minutes of several meetings in Appendix D. Every APC meeting is an opportunity for parents and teachers to give input about the operations of the charter school. Every year the APC sends out a survey to all parents to receive feedback about the school. Completed surveys from previous years are on file in the office.

iv. **Provide evidence that the charter school met with the APC at least once a year to monitor progress in achieving the committee's policies and goals.** ***AS 14.03.255(b)(4)***

Evidence of annual APC meeting:

Aurora Borealis Charter School conducts several APC meetings every year. During those meetings all members of the APC, parents, staff and community members have the opportunity to address any policies and goals. Assessment data (AIMS, Terra Nova, Ed Performance, and AMP) is shared during APC meetings after the specific assessment data has been released to the school. The data is explained by the administrator during the APC meeting and copies are given to each member. APC meeting minutes and agenda dates can be found in Section 1 of this document with specific agendas and minutes in Appendix D. ABC conducts an annual review using KPBSD's Charter School Annual Review Form (E6187c). The APC's goals are to follow Article 2 of the Bylaws (Appendix K).

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

Description of school schedule and calendar:

Aurora Borealis School Daily Schedule

In order for the staff and students to best utilize the school day, it is necessary that all observe the following schedule: This is the schedule for grades 1-8.

7:45 Students may enter school and sit in the hallway adjacent their classrooms.
7:55 Students enter classrooms.
8:00 Classes begin.

Any students entering the school after 8:00 must go to the office and sign in prior to going to their classrooms. It is the responsibility of parents and students to come to school on time and prepared to work. Tardies are disruptive and provide a poor learning environment for students. Excessive tardies (6 per quarter), you will receive a letter. Anything in excess of 6 tardies will be brought to the attention of the Academic Policy Committee for possible action.

2:45 Students are dismissed from class.
3:00 All students should have been picked up for their ride home.

Please notify the office by note or telephone if you will be unable to pick up your student as scheduled. Any students remaining after 3:00 will be supervised in the office. Such students will not be allowed to remain unsupervised in the building.

The Kindergarten schedule is as follows:
7:45 Morning students may enter school and sit in the hallway adjacent their classrooms.
7:55 Students enter classrooms.
8:00 Morning classes begin.
9:50 Afternoon students may enter school and sit in the hallway adjacent their classrooms.
10:00 Afternoon class begins.
12:45 Morning class dismissed.
2:45 Afternoon class dismissed from class.
3:00 All students should have been picked up for their ride home.

Aurora Borealis Charter School follows the KPBSD District wide calendar that can be found on their website at https://kpbsd.org/students-parents/calendars/ .

Section 3: Educational Program and Student Achievement

i. Provide a description of the educational program to be offered at the charter school including specific teaching methods that benefit an age group, grade level or specific type of student and examples of curriculum utilized. *AS 14.03.255(c)(1), AS 14.03.265(a)(1-3), 4 AAC 33.110(a)(5)*

ii. 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)*

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

iv. Provide the written objectives for program achievement desired by the charter. Include information on the progress of the charter to date in reaching the objectives. Include in this section information on ASPI star rating, comparisons of state assessments for the school to district and state averages, as well as student performance by disaggregated groups. Include a synopsis of how students in your school are performing. Also include information on how the charter addresses the needs of students who do not perform at acceptable levels of proficiency. *4 AAC 33.110(a)(7)*

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

Reviewer Rating Template		
Section 3	Page Number location(s) of response(s) including Appendices	Reviewer's notes Rating: Compliant/Noncompliant
i. Description of educational program	Page 15	
ii. Evidence of written instructional program that addressees content standards and aligns with statewide assessment system	Page 17 Appendix F p.59	
iii. Description of plans for serving special education, vocational education, gifted and bilingual students	Page 18	
iv. Evidence of written objectives for program achievement, progress on meeting objectives,	Page 18 Appendix F p.59	

comparisons of disaggregated assessment data to district and state averages, and plans to address students who do not perform at acceptable levels		
v. Description of the mechanisms for student assessment in addition to those required by state law	Page 23	

Section 3: Educational Program and Student Achievement

i. **Provide a description of the educational program to be offered at the charter school including specific teaching methods that benefit an age group, grade level or specific type of student and examples of curriculum utilized.** ***AS 14.03.255(c)(1), AS 14.03.265(a)(1-3), 4 AAC 33.110(a)(5)***

Description of educational program:

Aurora Borealis Charter School provides a research-based preparatory education through whole group, subject-centered direct instruction. Emphasis is placed on language arts (phonetic reading, spelling, grammar, and vocabulary), penmanship, mathematics, history, science, geography, technology, art, music and physical education. Reading begins in kindergarten and is stressed throughout the program. Our Language Arts curriculum in kindergarten is ABCS Phonics that originated from Riggs, but is unique to our school. Students learn 55 phonograms and start doing first grade reading after the first semester. Math is accelerated in kindergarten with students finishing Saxon kindergarten level by October and then getting half of the Saxon first grade completed by the end of the year. First grade students finish Saxon first grade level by the end of the second quarter and then go on to finish second grade level Saxon math by the end of first grade. Therefore, students start second grade doing Saxon level three math. The teaching of students is accomplished through a well-defined scope and sequence using proven programs. Students are expected to perform at or above grade level and maintain a minimum grade of a C in all subjects. Grade scales are as follows:

Kindergarten: No Letter Grades

Grades 1-8: (A+) 100-97 (A) 96-93 (A-) 92-90 (B+) 89-87 (B) 86-83 (B-) 82-80
(C+) 79-77 (C) 76-73 (C-) 72-70 (D) 69-60 (F) 59-0

A list of the curriculum utilized by ABCS can be found in Appendix F.

Aurora Borealis Charter School Standards of Performance

Aurora Borealis has high academic standards. In order to ensure that all parents and students understand what is expected, these written standards have been developed. Students may have some initial difficulty adjusting to the Aurora Borealis academic program; however, the goal will always be to bring all students up to these written standards:

In general, the following standards will be followed for all grades; however, standards may vary by grade level according to developmental appropriateness:

I. Class work standards
   a. All students will complete assignments.
   b. Proper formatting, which includes name and assignment heading at the top right side of the paper, will be followed.
   c. Papers will have clear margins: left, right, top, and bottom.

d. All mistakes should be clearly and completely erased. No doodling and drawings are allowed on assignment papers unless part of the assignment.
e. All assignments will be turned in on time.

II. Handwriting standards

a. Students are encouraged to write neatly using the approved alphabet. Teachers will instruct in correct letter formation.
b. Cursive writing will be taught beginning in third grade and will be used on final drafts in grades 4-8.
c. Penmanship grades will be awarded randomly for assigned daily work. Papers receiving less than a C in penmanship will be redone until requirements are met. Other redo's are at teacher discretion.

III. Math paper standards

a. Numbers should be carefully written in pencil.
b. There should be clear space around each problem.
c. Math fact standards are established for each grade level.
d. Other requirements as set by teacher.

IV. Organization skills: Grades 3-8

All students will have the following materials:

a. A three-ringed binder with dividers and three-hole paper.
b. Spiral bound notebooks will only be used in certain classes as learning logs or journals. Spiral bound notebook paper will not be allowed for daily assignments.
c. Assignments should always be placed in the appropriate section of the 3-ring binder.
d. Holes should be on left side of paper when student begins work.
e. Papers should not be ripped from notebooks.
f. Notebooks will be periodically checked and graded.

V. Computer Writing Standards

a. All written assignments will be double-spaced and checked for spelling.
b. Fringes will be torn off of computer paper, as applicable, before turning in assignments.
c. Font and print size should be approved by the teacher prior to printing.

Aurora Borealis FOUNDATION STONES

As an ABC student, I will practice the following character qualities:

Respect: Showing consideration for others and their property; listening to and following instructions of those in authority; honoring others; following the Golden Rule; being courteous and polite.

Responsibility: Doing what we have said we will do; being accountable for our actions and consequences because we know right from wrong; being dependable and reliable; not making excuses or blaming others.

Citizenship: Using the rights and privileges one has as a member of the community to make that community a better place; being socially responsible; obeying the laws and rules; doing one's part for the common good; respect authority; helping your community by volunteering service.

Self Control: Being rational – acting out of reason, not anger; knowing the difference between what you have a right to do and what is right to do; being in control of yourself, not letting others influence your decision as to what is right or wrong; being disciplined; having power over what you do.

Integrity: Knowing the difference between right and wrong and having the courage to do what is right, even when it is not easy to do so; living up to the highest ethical standard; not compromising one's value; building and guarding your reputation.

Cooperation: Listening and paying attention to others, sharing and taking turns, doing a fair share of the work, acknowledging the contribution of others; serving others with patience and a positive attitude; working well with others.

Perseverance: Sticking to a purpose and never giving up on what one has to do; being determined to improve; being committed to justice; not leaving things unfinished; striving for excellence.

ii. **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)***

Evidence of written instructional program that addressees content standards and aligns with statewide assessment system:

Aurora Borealis Charter School regularly monitors curriculum implementation and quality using a variety of assessment data. Terra Nova, mCLASS, NWEA Maps, and Alaska Star testing is conducted each year in grades 1-8. Curriculum review days are done each spring to ensure student data reflects comprehension on statewide standards. When state assessment data is available it is reviewed annually when results are available to analyze each specific area tested.

Classroom assessment data is also reviewed at the end of each quarter to identify specific students who may be struggling with content standards. The above mentioned data are used for setting school goals. ABC follows the KPBSD Assessment Calendar for conducting Federal, State and District assessments.

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

Description of plans for serving special education, vocational education, gifted and bilingual students:

Aurora Borealis Charter School will provide educational services in compliance with individual education plans/504 plans as required by law. When a student with an active IEP/504 enrolls, a detailed assessment of the student's educational program and needs will be made by the IEP/504 team, and the school will provide services to meet those needs within the scope of the IEP/504. In compliance with IEPs/504s, all students will be served in the least restrictive environment. Special education goals are the responsibility of the IEP team, of which the parent/guardians are an integral part. The IEP team also includes the student, a certified special education teacher, a regular education teacher, a district representative, therapists and others involved with the student's educational program, including other professionals as applicable.

iv. **Provide the written objectives for program achievement desired by the charter. Include information on the progress of the charter to date in reaching the objectives. Include in this section information on ASPI star rating, comparisons of state assessments for the school to district and state averages, as well as student performance by disaggregated groups. Include a synopsis of how students in your school are performing. Also include information on how the charter addresses the needs of students who do not perform at acceptable levels of proficiency.** ***4 AAC 33.110(a)(7)***

Evidence of written objectives for program achievement, progress on meeting objectives, comparisons of disaggregated assessment data to district and state averages, and plans to address students who do not perform at acceptable levels:

Aurora Borealis Charter School serves families in the general Kenai-Soldotna area, which includes Nikiski, Sterling, and Kasilof. By incorporating high academic and behavior expectations with a spiraling, skills and knowledge based curriculum and direct instruction, Aurora Borealis provides students with the foundation necessary to live successfully, contribute to their communities, and to be responsible citizens.

It is the goal of ABCS to provide a research-based preparatory education through whole group, subject-centered direct instruction, with textbooks used in the classroom. Emphasis is placed on language arts (phonetic reading, spelling, grammar, and vocabulary), penmanship, Latin,

mathematics, history, science, geography, technology, art, and physical education. Character education, with strong emphasis on citizenship, values, self-discipline, and patriotism is an integral part of the Aurora Borealis education.

Students who do not perform at acceptable levels of proficiency are identified and referred to our intervention team. A team meeting is held to review student data and address the specific needs of each student. Aurora creates a new Multi-Tiered System of Support (MTSS) plan every year for DEED as part of the Alaska Reads Act requirement.

The following pages contain data that is used to measure program achievement, progress on meeting objectives, comparisons of data to district, state, and national averages. Data sources include: Terra Nova scores and Alaska Star Assessment scores.

AK STAR
ALASKA SYSTEM OF ACADEMIC READINESS

2022 School Summary Report - English Language Arts
District: KENAI PENINSULA BOROUGH SCHOOL DISTRICT
School: AURORA BOREALIS CHARTER SCHOOL

	# Students Tested	Mean Score	Median Score	% of Students by Achievement Level
AURORA BOREALIS CHARTER SCHOOL	106	1614	1605	
KENAI PENINSULA BOROUGH SCHOOL DISTRICT	3822	1596	1591	
ALASKA STATE ORG	54745	1591	1585	

Achievement Levels

Overall scores on the AK STAR Assessments are divided into four achievement levels: Advanced, Proficient, Approaching Proficient, and Needs Support.

Scale Scores

The number of students and median and mean scale scores are reported at the school level in the table below. The median is the middle score in the ordered list of all students' scale scores. The mean is the average scale score by grade.

NS AP P A

NS Needs Support AP Approaching Proficient P Proficient A Advanced

Comparisons: District and State

- ↑ did better than the district and state mean for the reporting category
- ≈ did about as well as the district and state mean for the reporting category
- ↓ did not do as well as the district and state mean for the reporting category
- ∅ did not attempt any items in this category

AK STAR
ALASKA SYSTEM OF ACADEMIC READINESS

2023 School Summary Report - English Language Arts
District: KENAI PENINSULA BOROUGH SCHOOL DISTRICT
School: AURORA BOREALIS CHARTER SCHOOL

	Students Tested	Mean Score	Median Score	% of Students by Achievement Level
AURORA BOREALIS CHARTER SCHOOL	118	1613	1610	
KENAI PENINSULA BOROUGH SCHOOL DISTRICT	3,862	1594	1588	
ALASKA	55,941	1589	1583	

Section 3: Educational Program and Student Achievement

AK STAR
ALASKA SYSTEM OF ACADEMIC READINESS

2024 School Summary Report - English Language Arts
District: KENAI PENINSULA BOROUGH SCHOOL DISTRICT
School: AURORA BOREALIS CHARTER SCHOOL

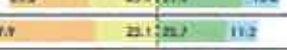
	Students Tested	Mean Score	Median Score	% of Students by Achievement Level
AURORA BOREALIS CHARTER SCHOOL	119	1610	1609	
KENAI PENINSULA BOROUGH SCHOOL DISTRICT	3,728	1594	1589	
ALASKA	54,814	1588	1583	

Science Assessment
Alaska Department of Education & Early Development

School Summary Report

District Name: Kenai Peninsula Borough School District
School Name: Aurora Borealis Charter School
Subject: Science
Test Date: Spring 2024

Achievement Level Summary

Group	# Tested	% in Each Level
School	36	
District	1,508	
State	21,717	

AK STAR
ALASKA SYSTEM OF ACADEMIC READINESS

2022 School Summary Report - Mathematics
District: KENAI PENINSULA BOROUGH SCHOOL DISTRICT
School: AURORA BOREALIS CHARTER SCHOOL

	# Students Tested	Mean Score	Median Score	% of Students by Achievement Level
AURORA BOREALIS CHARTER SCHOOL	106	1575	1562	
KENAI PENINSULA BOROUGH SCHOOL DISTRICT	3802	1546	1542	
ALASKA STATE ORG	54688	1542	1537	

Achievement Levels

Overall scores on the AK STAR Assessments are divided into four achievement levels: Advanced, Proficient, Approaching Proficient, and Needs Support.

Scale Scores

The number of students and median and mean scale scores are reported at the school level in the table below. The median is the middle score in the ordered list of all students' scale scores. The mean is the average scale score by grade.

Comparisons: District and State

- ↑ did better than the district and state mean for the reporting category
- ≈ did about as well as the district and state mean for the reporting category
- ↓ did not do as well as the district and state mean for the reporting category
- ∅ did not attempt any items in this category

Section 3: Educational Program and Student Achievement

AK STAR
ALASKA SYSTEM OF ACADEMIC READINESS

2023 School Summary Report - Mathematics
District: KENAI PENINSULA BOROUGH SCHOOL DISTRICT
School: AURORA BOREALIS CHARTER SCHOOL

	Students Tested	Mean Scale Score	Median Scale Score	% of Students by Achievement Level
AURORA BOREALIS CHARTER SCHOOL	118	1575	1568	
KENAI PENINSULA BOROUGH SCHOOL DISTRICT	3,865	1549	1544	
ALASKA	55,950	1542	1537	

AK STAR
ALASKA SYSTEM OF ACADEMIC READINESS

2024 School Summary Report - Mathematics
District: KENAI PENINSULA BOROUGH SCHOOL DISTRICT
School: AURORA BOREALIS CHARTER SCHOOL

	Students Tested	Mean Scale Score	Median Scale Score	% of Students by Achievement Level
AURORA BOREALIS CHARTER SCHOOL	119	1576	1570	
KENAI PENINSULA BOROUGH SCHOOL DISTRICT	3,707	1548	1544	
ALASKA	54,834	1541	1536	

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TERRANOVA

TerraNova NEXT

Assessment Summary

Group: AURORA BOREALIS CHA

Grade: 1

Purpose
This section of the report provides an analysis of your group's performance on the TerraNova objectives.

Number of Students: 23

Form/Level: G-11

Test Date: 02/26/24

QM: 23 TN Norms Date: 2017

AURORA BOREALIS CHARTER S 40024001
KENAI PENINSULA BOROUGH 40024000

City/State: KENAI, AK

000001 Page 2

DRC

Performance on Objectives

Obj. No.	Objective Title	Average OPI: Local	Average OPI: National	Average OPI: Difference	Moderate Mastery Range	Objectives Performance Index (OPI)* 0 20 40 60 80 100
	Reading					
104	Key Ideas & Details	86	80	+ 06	64-88	
107	Reading Literature Text	87	79	+ 08	62-86	
112	Foundational Skills	91	72	+ 19	60-85	
151	Craft&Struct/Integration	-	-	-	-	
601	Oral Comprehension	90	82	+ 08	69-89	
602	Basic Understanding	87	69	+ 18	62-83	
603	Analyze Text	-	-	-	-	
604	Evaluate/Extend Meaning	-	-	-	-	
605	Reading/Wrtg Strategies	89	68	+ 21	59-85	
606	Introduction to Print	93	82	+ 11	68-90	
	Mathematics					
116	Measurement and Data	87	60	+ 27	38-73	
118	Number/Ops - Base Ten	90	65	+ 25	55-81	
119	Operations/Alg Thinking	93	66	+ 27	39-82	
120	Geometry	96	83	+ 13	68-92	
610	Number & Number Relations	92	67	+ 25	43-82	
611	Computation & Estimation	90	62	+ 28	35-78	
612	Question Concepts	-	-	-	-	
613	Measurement	91	71	+ 20	47-84	
614	Geometry & Spatial Sense	97	84	+ 13	69-93	
615	Data, Stats & Probability	-	-	-	-	
616	Patterns, Functions, Algebra	-	-	-	-	
617	Prob Solving & Reasoning	-	-	-	-	
	Science					
619	Science Inquiry	93	81	+ 12	63-89	
620	Physical Science	91	77	+ 14	65-82	
621	Life Science	93	78	+ 15	61-84	
622	Earth and Space Science	79	62	+ 17	64-84	
623	Science and Technology	-	-	-	-	
	Social Studies					
626	Geographic Perspectives	94	77	+ 17	64-90	
627	History and Culture	95	79	+ 16	66-92	
628	Civics and Government	83	70	+ 13	56-75	
629	Economic Perspectives	97	88	+ 29	69-95	

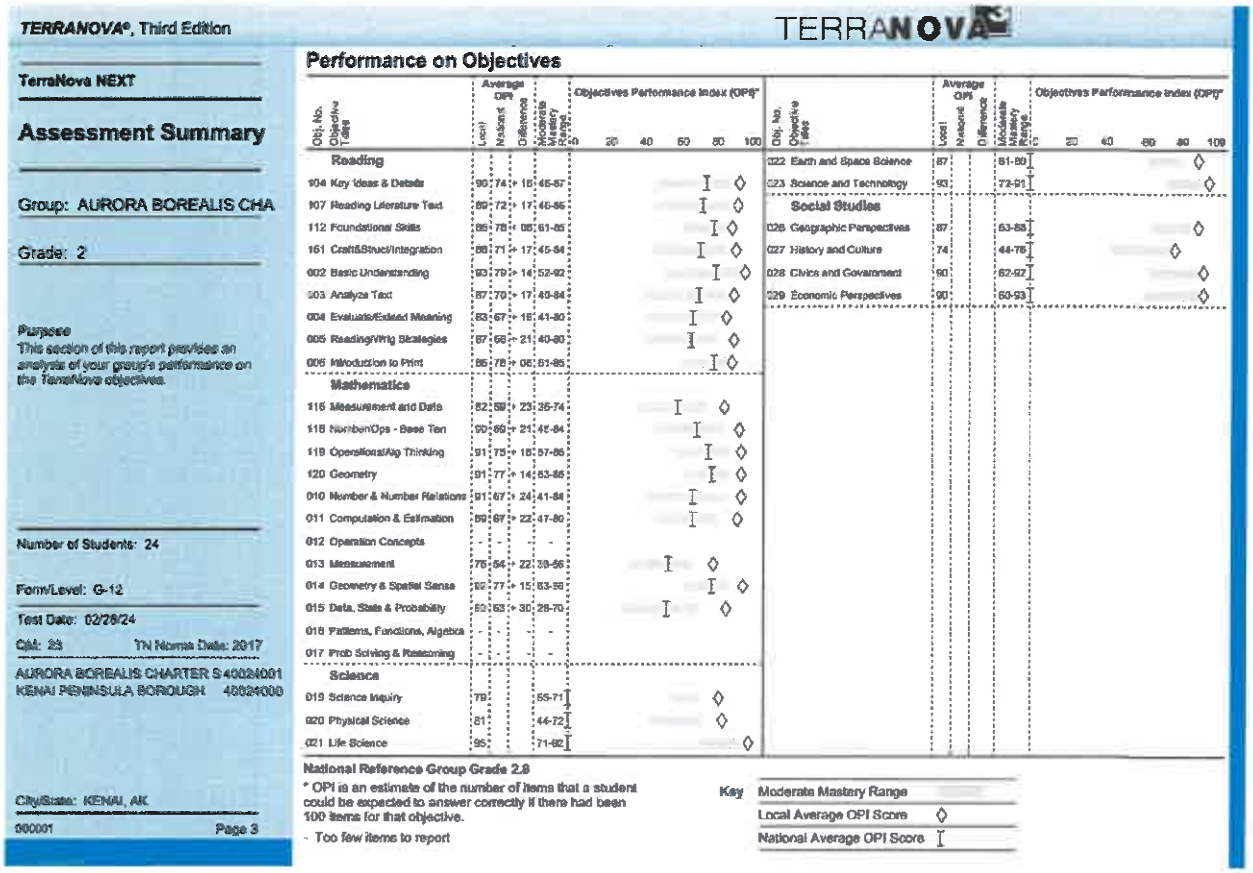
National Reference Group Grade 1.8

* OPI is an estimate of the number of items that a student could be expected to answer correctly if there had been 100 items for that objective.

- Too few items to report

Key
Moderate Mastery Range
Local Average OPI Score ◇
National Average OPI Score I

Section 3: Educational Program and Student Achievement



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TERRANOVA

TerraNova NEXT

Assessment Summary

Group: AURORA BOREALIS CHA

Grade: 2

Purpose
This section of the report provides an analysis of your group's performance on the TerraNova objectives.

Number of Students: 24

Form/Level: G-12

Test Date: 02/26/24

QM: 23 TN Norms Date: 2017

AURORA BOREALIS CHARTER S 40024001
KENAI PENINSULA BOROUGH 40024000

City/State: KENAI, AK

000001 Page 3

Performance on Objectives

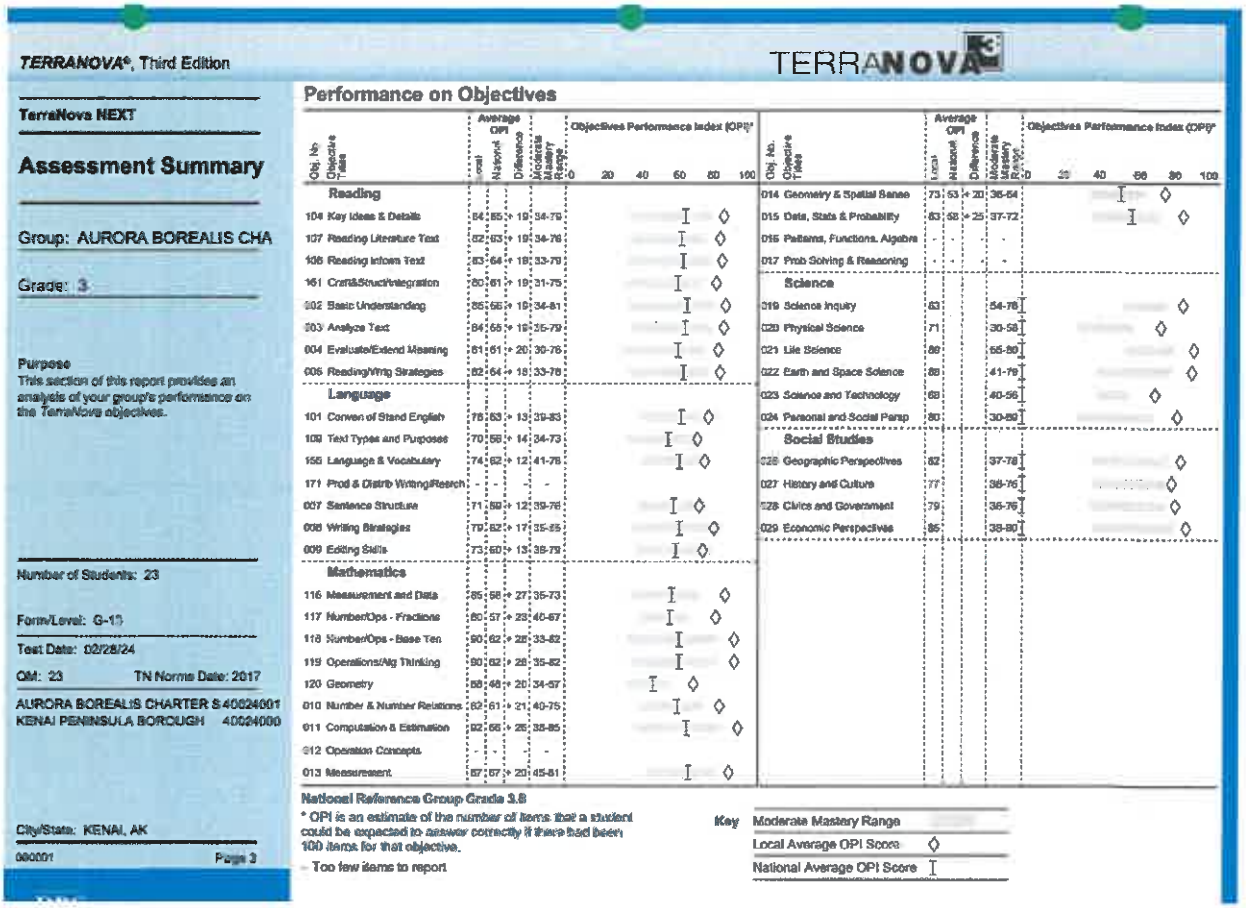
Obj. No.	Objective Title	Average OPI: Local	Nation	Difference	Moderate Mastery Range	Objectives Performance Index (OPI)* 0 20 40 60 80 100
	Reading					
104	Key Ideas & Details	90	74	+ 16	45-87	
107	Reading Literature Text	89	72	+ 17	45-86	
112	Foundational Skills	86	78	+ 08	61-85	
161	Craft&Struct/Integration	88	71	+ 17	45-84	
002	Basic Understanding	93	79	+ 14	52-92	
003	Analyze Text	87	70	+ 17	40-84	
004	Evaluate/Extend Meaning	83	67	+ 16	41-80	
005	Reading/Wrtg Strategies	87	66	+ 21	40-80	
006	Introduction to Print	86	78	+ 08	61-85	
	Mathematics					
116	Measurement and Data	82	59	+ 23	35-74	
118	NumbenOps - Base Ten	90	69	+ 21	48-84	
119	Operations/Alg Thinking	91	75	+ 16	57-86	
120	Geometry	91	77	+ 14	63-86	
010	Number & Number Relations	91	67	+ 24	41-84	
011	Computation & Estimation	89	67	+ 22	47-80	
012	Operation Concepts	-	-	-	-	
013	Measurement	76	54	+ 22	38-66	
014	Geometry & Spatial Sense	92	77	+ 15	63-86	
015	Data, Stats & Probability	83	53	+ 30	28-70	
016	Patterns, Functions, Algebra	-	-	-	-	
017	Prob Solving & Reasoning	-	-	-	-	
	Science					
019	Science Inquiry	79			55-71	
020	Physical Science	81			44-72	
021	Life Science	95			71-92	
022	Earth and Space Science	87			61-80	
023	Science and Technology	93			72-91	
	Social Studies					
026	Geographic Perspectives	87			63-88	
027	History and Culture	74			44-76	
028	Civics and Government	90			62-92	
029	Economic Perspectives	90			60-93	

National Reference Group Grade 2.8

* OPI is an estimate of the number of items that a student could be expected to answer correctly if there had been 100 items for that objective.

- Too few items to report

Key
- Moderate Mastery Range
- Local Average OPI Score ◊
- National Average OPI Score I



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TERRANOVA

TerraNova NEXT

Assessment Summary

Group: AURORA BOREALIS CHA

Grade: 3

Purpose
This section of this report provides an analysis of your group's performance on the TerraNova objectives.

Number of Students: 23

Form/Level: G-15

Test Date: 02/28/24

QM: 23 TN Norms Date: 2017

AURORA BOREALIS CHARTER S 40024001
KENAI PENINSULA BOROUGH 40024000

City/State: KENAI, AK

000001 Page 3

Performance on Objectives

Obj. No.	Objective Title	Average OPI: Local	Average OPI: National	Average OPI: Difference	Moderate Mastery Range	Objectives Performance Index (OPI)* 0 20 40 60 80 100
	Reading					
104	Key Ideas & Details	64	85	+ 19	34-79	
107	Reading Literature Text	82	63	+ 19	34-76	
108	Reading Inform Text	83	64	+ 19	33-79	
161	Craft&Struct/Integration	80	61	+ 19	31-75	
002	Basic Understanding	85	66	+ 19	34-81	
003	Analyze Text	84	65	+ 19	35-79	
004	Evaluate/Extend Meaning	81	61	+ 20	30-76	
006	Reading/Wrtg Strategies	82	64	+ 18	33-78	
	Language					
101	Convey of Stand English	76	63	+ 13	39-83	
103	Text Types and Purposes	70	56	+ 14	34-73	
155	Language & Vocabulary	74	62	+ 12	41-78	
171	Prod & Distrb Writing/Resrch	-	-	-	-	
007	Sentence Structure	71	59	+ 12	39-76	
008	Writing Strategies	79	62	+ 17	35-85	
009	Editing Skills	73	60	+ 13	38-79	
	Mathematics					
116	Measurement and Data	85	58	+ 27	35-73	
117	Number/Ops - Fractions	80	57	+ 23	40-67	
118	Number/Ops - Base Ten	90	62	+ 28	33-82	
119	Operations/Alg Thinking	90	62	+ 28	35-82	
120	Geometry	68	48	+ 20	34-67	
010	Number & Number Relations	82	61	+ 21	40-75	
011	Computation & Estimation	92	66	+ 26	38-85	
012	Operation Concepts	-	-	-	-	
013	Measurement	87	67	+ 20	45-81	
014	Geometry & Spatial Sense	73	63	+ 20	36-84	
015	Data, Stats & Probability	83	58	+ 25	37-72	
016	Patterns, Functions, Algebra	-	-	-	-	
017	Prob Solving & Reasoning	-	-	-	-	
	Science					
019	Science Inquiry	83			54-76	
020	Physical Science	71			30-58	
021	Life Science	88			55-80	
022	Earth and Space Science	88			41-79	
023	Science and Technology	69			40-56	
024	Personal and Social Persp	80			30-59	
	Social Studies					
026	Geographic Perspectives	82			37-78	
027	History and Culture	77			38-76	
028	Civics and Government	79			36-76	
029	Economic Perspectives	85			38-80	

National Reference Group Grade 3.8

* OPI is an estimate of the number of items that a student could be expected to answer correctly if there had been 100 items for that objective.

– Too few items to report

Key
Moderate Mastery Range
Local Average OPI Score
National Average OPI Score

More Terra Nova data is available upon request at Aurora Borealis Charter School office.

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

Description of the mechanisms for student assessment in addition to those required by state law:

Aurora Borealis Charter School participates in Kenai Borough School District assessments, which includes NWEA Maps (3 times a year in grades K-8), DIEBELS 8 mCLASS (3 times a year in grades K-5), and quarterly writing assessments. ABCS utilizes the curriculum assessments as outlined in the program's scope and sequence. Terra Nova testing for grades 1-8 have been done historically to get a national perspective on student and school performance since 2003.

Section 4: Professional Development

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

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	Pages 24	

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

Description of and schedule for planned professional development:

Aurora Borealis Charter School provides professional development that is goal-based and driven by student assessment data. Professional development is directly related to the academic needs of students and the instructional needs of the staff in relation to gaps in student achievement. Over the past three years, the staff has completed professional development in the areas of Response to Intervention (RTI), Formative Assessment Strategies, SmartBoard Training, and Saxon Math Curriculum. ABCS has a Professional Development Liaison that is a resource for all staff members who seek training in specific areas. Currently, the staff is receiving professional development in utilizing Charlotte Danielson's Framework for Effective Teaching. Staff receives annual training for Kenai Peninsula Borough School District and has the opportunity to take classes and professional development throughout the year. At the end of every year all teachers collaborate around year end data to review curriculum concerns.

Section 5: Facility

i. Provide the location for the charter school, description of the facility and lease information. *AS 14.03.255(c)(7)(d), 4 AAC 33.110(a)(15)*

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

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 26	
Evidence of a written facility plans	Pages 28	

Section 5: Facility

i. **Provide the location for the charter school, description of the facility and lease information.** *AS 14.03.255(c)(7)(d), 4 AAC 33.110(a)(15)*

Description of facility and location of the charter school including addressing district leased space if applicable:

Aurora Borealis Charter School is located in the Old Kenai Elementary School building. A separate wing of the building is used by Kenai Alternative High. The building is a renovated elementary school that meets all codes and requirements for a public school building. ABCS occupies 21 classrooms and 2 offices. The gymnasium is shared with the other tenant. Kenai Peninsula Borough School District has a copy of the lease information.

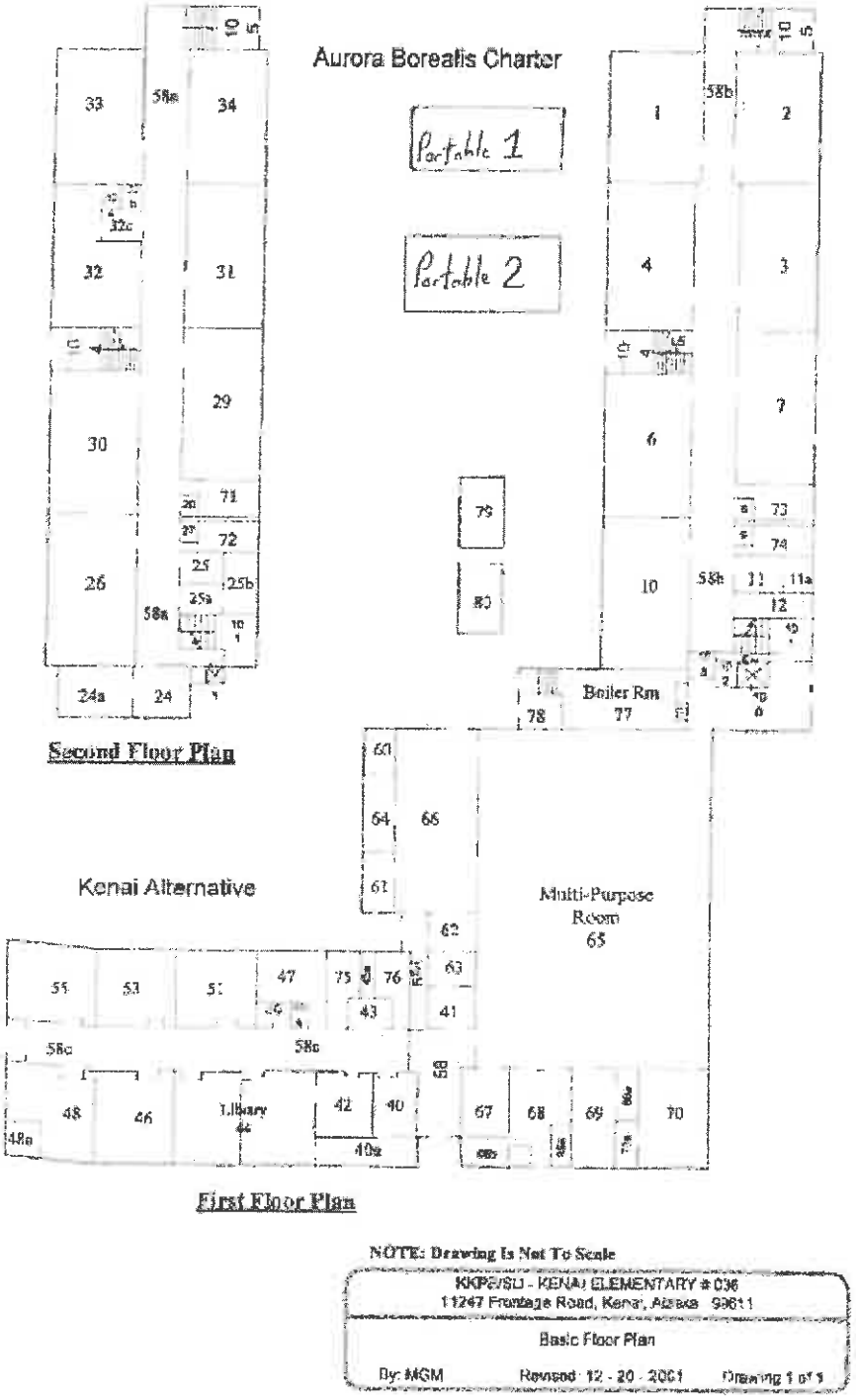
ii. **Describe the plans for the charter school's facility and any plans for projected growth.** *4 AAC 33.110(a)(15)*

Evidence of a written facility plans:

Aurora Borealis Charter School plans on continuing the use of the Old Kenai Elementary School building. There are no plans for growth during the 2025-26 school year. The current APC is discussing the option of adding high school grades for the 2026-27 school year. That change would need to go through the renewal/change charter process with Kenai Peninsula Borough School District.

A copy of the Kenai Elementary School is on the next page for your reference.

Section 5: Facility



Section 5: Facility

MEMORANDUM OF AGREEMENT

Between
Kenai Peninsula Borough School District
and
Aurora Borealis Charter School
Sharing Facilities Contract Addendum

The Kenai Peninsula Borough School District and Aurora Borealis Charter School Academic Policy Committee agrees to this Memorandum of Agreement regarding sharing facility space for the 2025-26 school year, renewable through the 2034-35 school year.

1. **Room Usage and Operational Costs**
   a. The District will provide all of the rooms in the Kenai Elementary basic floor plan except for the following rooms occupied by Kenai Alternative School: Rooms 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 75, 76.
   Portables 1 and 2 on the facilities map above will be provided as classrooms.

   b. Aurora Borealis will pay the District *a proportional share of In-Kind services, determined in the following manner: To calculate the Aurora Borealis percentage share, divide the Aurora Borealis Adjusted Average Daily Membership (AADM) by the total KPBSD AADM. Multiply that percentage by the total In-Kind Services to calculate the Aurora Borealis proportional share. Rent will be at the rental rate times Aurora Borealis AADM. In FY 25, the rental rate was $625 times AADM.*

   These estimated expenditures are booked in the online accounting system as expenditures for the current fiscal year, based on the prior fiscal year actual expenditures. The following year, an adjustment to "true-up" the actual costs will be posted. This allows for continuity in budgeting and allows Aurora Borealis administration and APC to rely on budget estimates when reviewing year-end costs and calculating possible carry-over of funds.

   c. Aurora Borealis will pay the district each year _____ to cover the pro-rated operational cost associated with sharing a district facility for the 2025-26 school year. (utilities, shared staff, shared supplies, etc.) *To provide for continuity in budgeting, estimated costs will be booked in the accounting system in the current year, based on the prior fiscal year actual expenditures. The following fiscal year, an adjustment to "true-up" the actual costs will be posted. This will allow Aurora Borealis to rely on budget estimates and at year-end when calculating possible carry-over funds.*

   d. Common Areas: Use and scheduling of the gym is split during the day between Aurora Borealis Charter School and Kenai Alternative School. ABC has gym priority from 8:00 AM-12:05PM and from 1:30-5:00PM.

Section 5: Facility

2. **Aurora Borealis Administrator**
   a. Administrator responsibilities involve the management of all daily operations of Aurora Borealis. Student achievement will match or exceed District goals and State standards.
   b. 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.
   c. The administrator will be the official liaison between the District administration, the APC and the charter school. Frequent open and regular communication will be maintained with the neighborhood school administrator to insure a successful relationship.

3. **Equipment and Supplies**
   Aurora Borealis will purchase their own supplies and equipment needed for operation of their own program, or will share in rental costs on an as-needed basis.

4. **District Policy, State Statute, and Federal Requirement Accountability**
   Aurora Borealis Charter School will comply with District Charter School policies, State Statutes, and Federal requirements during the duration of the charter. The charter school will meet all educational achievement goals and State standards as measured by the benchmark tests, mCLASS, NWEA MAP, AK Star, and other prescribed or required assessments.

This Memorandum of Agreement is for a one-year period, beginning *July 1, 2025 and ending June 30, 2026, with automatic renewal each year through June 30, 2035, as long as the charter is current and the charter school is operating in good standing.*

_____ _____

Kari Dendurent, Assistant Superintendent — Date
Kenai Peninsula Borough School District

_____ _____

Cody McCanna, Principal — Date
Aurora Borealis Charter School

Section 6: Admission

i. 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)*

ii. Provide a written student recruitment process, including a lottery or random drawing mechanism for enrollment if applicants exceed the school's capacity. Please include information in this section describing enrollment and waitlist numbers for the past 3-5 years. Mark as Appendix H. *AS 14.03.265(b), 4 AAC 33.110(a)(17)*

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	p. 31 & Appendix G p.60	
Evidence of a written student recruitment process, including enrollment and waitlist numbers	p. 32 & Appendix H p.61	

Section 6: Admission

i. **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)***

Evidence of written admission policies and procedures:

Enrollment and Lottery Procedures

Charter Schools of the Kenai Peninsula Borough School District are public schools which comply with all Federal and State Laws, as well as Borough Policies, concerning public education and equal opportunity.

The enrollment procedures for Aurora Borealis Charter School are as follows:

Applying:
Parents should come to the school office and fill out a lottery application for the upcoming school year. Applications are accepted from the first day of September, until the first Friday in March at 3:00 p.m.

Enrollment:
Currently enrolled students will be rolled over to the next academic year. Kindergarten and other open slots will be filled through the lottery. If a kindergarten student's parents choose to hold their student out they will be placed on next years waiting list for kindergarten. If there is no wait list for a specific grade and vacancies exist, students will be enrolled without going through the lottery.

Lottery Procedures:

Applicants will be listed in order by the date of their application from earliest to newest. Each applicant is randomly assigned a lottery number. Students are then placed on a waitlist in order of the number they were assigned. The lottery will be held on the last Thursday in March. The lottery results will be posted in the hallway outside the office the day following the lottery.

Preference:

If there is a vacancy in a classroom, or for kindergarten enrollment, children of full time school employees and siblings of children already enrolled who have attended at least one school day, will be selected first to fill the vacancy.

Waiting List:

In the event that vacancies still exist in a class, they are to be filled from the waiting list, beginning with the lowest lottery number. The number of slots available will depend upon each class. Students drawn from the lottery who are placed on the waiting list remain on the list until they request removal or are placed in a classroom.
Refer to Appendix G for evidence of equal and bias-free access to all eligible students.

ii. **Provide a written student recruitment process, including a lottery or random drawing mechanism for enrollment if applicants exceed the school's capacity. Please include information in this section describing enrollment and waitlist numbers for the past 3-5 years. Mark as Appendix H.** ***AS 14.03.265(b), 4 AAC 33.110(a)(17)***

Evidence of a written student recruitment process, including enrollment and waitlist numbers:

Charter Schools of the Kenai Peninsula Borough School District are public schools which comply with all Federal and State Laws, as well as Borough Policies, concerning public education and equal opportunity.

Aurora Borealis Charter School works with Coghill Group, PC to conduct and observe the Lottery.

Refer to Appendix H

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)*

ii. Provide a signed assurance that:

- the charter school follows all district approved practices to account for receipts and expenditures;
- the charter school has been successful in ending each year with a zero or positive fund balance;
- all audit reports to date indicate the school has met its obligation to ensure the fiscal integrity of the school's financial operation. *AS 14.03.255(b)(1)(c)(6)*

Reviewer Rating Template		
Section 7	Page Number location(s) of response(s) including Appendices	Reviewer's notes Rating: Compliant/Noncompliant
Evidence of a budget plan	Appendix I p.62	
Evidence of assurance	Appendix B p.37	

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)***

Evidence of a budget plan:

Refer to Appendix I for outlined budget.

ii. **Provide a signed assurance that:**

- **the charter school follows all district approved practices to account for receipts and expenditures;**
- **the charter school has been successful in ending each year with a zero or positive fund balance;**
- **all audit reports to date indicate the school has met its obligation to ensure the fiscal integrity of the school's financial operation. AS 14.03.255(b)(1)(c)(6)**

Evidence of assurance:

Refer to the Charter Renewal Contract in Appendix B.

Section 8: Transportation

i. Provide the district charter school transportation policy, if proposed or adopted, marked as Appendix J. *4 AAC 33.110(a)(19)*

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, AS 14.09.010 Transportation (e)(1-3)(f)(g), 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	p. 35 & Appendix J p.64	

i.* Provide the district charter school transportation policy, if proposed or adopted, marked as Appendix J. *4 AAC 33.110(a)(19)

Plans for pupil transportation:

Aurora Borealis Charter School is a school of choice where parents are expected to drop their children off and pick them up every day in a timely manner. ABCS operates under option 3 of Kenai Peninsula Borough School District's Transportation Policy that states the following: 3. If a charter school declines pupil transportation services, no funding allocation will be made by the district. We encourage parents to come to the office at ABCS to discuss carpooling options.

Appendix A

School Board Approval

Aurora Borealis Charter School, whose address is 705 Frontage Road, Suite A, Kenai, Alaska 99611 and the Kenai Peninsula Borough School Board (KPBSB), whose address is 148 N. Binkley, Soldotna, Alaska 99669.

WHEREAS, *AS 14.03.250 (b)* asks for a decision of a local school board approving the application for a charter school.

WHEREAS, Zen Kellly is the President of the Kenai Peninsula Borough School Board.

NOW THEREFORE, the Kenai Peninsula Borough School Board approved to renew Aurora Borealis Charter School's Charter Renewal Application during the _____ regular School Board meeting, commencing with the first day of school in the School District for the 2025-26 school year and continuing through the last day of school in the 2035-36 school year.

Signed_____ Date_____

Zen Kelly President KPBSB

Appendix B

AURORA BOREALIS CHARTER SCHOOL CONTRACT

THIS AGREEMENT is between Aurora Borealis Charter School, whose address is 705 Frontage Road, Suite A, Kenai, Alaska 99611, hereinafter "Charter School", and the Kenai Peninsula Borough School Board, whose address is 148 N. Binkley, Soldotna, Alaska 99669, hereinafter "School Board".

WHEREAS, Charter School desires to operate within the Kenai Peninsula Borough School District (hereinafter "School District" in conformance with Alaska Statute 14.03.250-.290 and School District policies and procedures; and

WHEREAS, at its meeting dated (Board Meeting Date) the School Board reviewed and approved the Charter School's application; and

NOW THEREFORE, in consideration of the mutual covenants and agreements contained herein, the parties do agree as follows:

Charter School shall provide educational programs and services subject to the terms and conditions of this contract, commencing with the first day of school in the School District for the 2025-26 school year and continuing through the last day of school in the 2035-36 school year.

1. **Description of educational program:** Charter School shall provide an educational program which shall advance basic skill areas including mathematics, science, language arts and social studied appropriate to the age of students included in the program. Additionally, the educational program shall be designed as defined in Charter School Proposal as approved by School District and by the Alaska State Board of Education.

2. **Specific levels of achievement for the education program:** Charter School's educational program shall meet the specific levels of achievement specified in the proposal.

3. Admissions Policy and Procedures: Any resident of the school district that is otherwise eligible to attend School District schools may apply for admission to the Charter School. In addition, the Charter School shall adhere to the admissions policies and procedures specified in the proposal. Charter School covenants and agrees that is shall not discriminate against applicants based upon any of the protected classes, and that is shall provide equal access to its facilities to all students in compliance with state and federal law. The Charter School shall be nonsectarian, and shall not be affiliated in any respect with any sectarian institution.

4. Administrative Policies: Except as otherwise provided herein, Charter School is required to comply with School Board policies and procedures, and Alaska Department of Education regulations. To develop and implement admission and administrative policies for the school, the Charter School shall establish an Academic Policy Committee. Charter School shall adhere to Charter School administrative policies as specified in the proposal. The Charter School 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 applicable Alaska Statutes, state and federal regulations and school district policies.

5. Statement of Charter funding: School District shall allocate funding for Charter School in accordance with State Law, less administrative costs determined by applying the DOE approved indirect cost rate to the amount allocated for Charter School. An annual budget for Charter School shall be submitted to School District according to schedules established by the district. Funds shall be made available to Charter School on July 1 of each year of this contract. The amount of the budget will be adjusted immediately following the ADM count period as established by the State of Alaska. All materials and services provided by School District to Charter School shall be provided to Charter School at rates equal to those charged to other schools in the district. No tuition shall be charged to Charter School students who reside in the district. Fees consistent with School District policy and collected from Charter School students shall be retained by Charter School.

6. Method of accountability for receipts and expenditures: Charter School shall account for receipts and expenditures by using and complying with the School District purchasing and accounting systems. Charter School covenants and agrees that is shall comply with all state and federal requirements for receipt and use of public money.

7. Location and description of facility: Charter School shall be operated at the following location: Aurora Borealis Charter School, 705 Frontage Road, Suite A, Kenai, Alaska 99611. School District covenants and warrants that the current facility complies with all local, state and federal health and safety requirements applicable to other public schools in the district. Charter School agrees to pay utilities at a rate agreed upon on an annual basis.

8. Name of teachers who by agreement will teach in the charter: At the time of executing this contract, Charter School anticipates that the following teachers and support staff will perform teaching/support services in the charter school:

Administrator- Cody McCanna

Teachers as Budgeted

1. Heather Huff- Kindergarten
2. Jill Quesenberry- First Grade
3. Darci Drury- Second Grade
4. Don Drury- Third Grade
5. William Severson- Fourth Grade
6. Derek Ratliff- Fifth Grade
7. Don Combs- 6^{th}-8^{th} Grade History, Technology
8. Danielle Huerta- 6^{th}-8^{th} Grade Language Arts
9. Tim Main- 6^{th}-8^{th} Grade Science, Math
10. Pam Burns- Physical Education
11. Eleanor VanSickle- Music and Art
12. Nikiesha Richards- Latin and Intervention Specialist

a) Secretary (full time)
b) Custodial Staff (full time)
c) School Nurse (part-time)
d) Other staff as required

9. Teacher to student ratio: Charter School agrees to maintain the teacher-to-student ratio as defined in the charter school proposal approved by School District.

10. Number of students to be served: Charter School shall enroll a maximum of 24 students at all times in each grade level and shall enroll a minimum number of students that would keep the school financially viable.

11. Term of contract: This contract may be effective upon complete execution and shall terminate at the end of ten (10) academic years unless earlier terminated as provided elsewhere herein.

12. Termination Clause: This contract may be terminated by School Board for Charter School's failure to meet educational achievement goals or fiscal management standards, for a default in any material provision of this agreement or for other good cause. The School Board shall provide 90 days written notice to Charter School of its intent to terminate this contract and the reasons therefore. If Charter School fails to remedy the cause for termination within the time provided by School District, this contract shall automatically terminate at the end of the stated time. Any unused funds and all properties remaining shall immediately be returned to the School District upon such termination.

13. Statement of state and federal law compliance: The Charter School agrees to comply with all state and federal requirements for receipt and use of public money.

14. Exemptions or requirements included in contract: The Charter School Proposal as approved by the Alaska State Board of Education is hereby incorporated into this contract. This contract shall bind Charter School to is stated purpose, goals, operational procedures, and all other aspects of the approved proposal.

This Charter School was approved by the Kenai Peninsula School Board on (Board Meeting Date). The Undersigned agree to this entire contract as specified herein.

Signed_____ Date_____ (For School District)

Signed_____ Date _____ (For Charter School)

Appendix C

Charter Schools Assurance Page

By singing this document, the school district files its assurance that the statements, documents and and/or information listed below is in compliance with all state and federal laws and regulations.

The charter school bylaws previously submitted to the department in the initial application or previous renewal applications have not changed. 4 AAC 33.110.(a)(4)

The charter school administrative policy manual submitted to the department in the initial application or previous renewal applications has not changed. 4 AAC 33.110(a)(13)

The charter school follows all district approved practices to account for receipts and expenditures. AS 14. 03255(b)(1)(c)(6), 4 AAC 33.110(a)(14)(B)

The charter school has been successful in ending each year with a zero or positive fund balance. AS 14.03255(b)(1)

All audit reports to date indicate the charter school has met its obligation to ensure the fiscal integrity of the school's financial operation. AS 14.03255(b)(2)(c)(13)

Name of School District: Kenai Peninsula Borough School District

Name of Charter Program: Aurora Borealis Charter School

Name of Superintendent: Clayton Holland

Signature of Superintendent: _____ Date: _____

Appendix D

AURORA BORELIS CHARTER SCHOOL
ACADEMIC POLICY COMMITTEE MEETING
ANNUAL REVIEW MINUTES
May 31, 2017 at 5:30p.m.

1. Welcome
    a. Call to Order- at 5:47 by Mr. Jackman
    b. Roll Call
        i. Present- Mr. Jackman, Mr. Strait, Mr. Gordon, Mr. Sturman, Mr. Klein (6:10) Mr. McCanna
        ii. Absent- Mr. Wonser
    c. Introduction of Guests- Heidi Harding, Dana McDonald, Anita Ledoux, Stephanie Randall, Leah Stevens
    d. Approval of Minutes of May 16, 2017- Motion was made by Jerry to change section 5. Wording from persuading to pursing and ad to and, then change section 8 to say that 30 kids lived in town and were not able to ride the bus so 60 students would be eligible to ride a bus if the school offered bussing. Seconded by Steve.
    e. Any additions to the Agenda- none
    f. Approval of Agenda- Mr. Gordon made a motion to approve. Seconded by Mr. Sturman.

Agenda:

1. **PARENT COMMENTS:** Kim stated that she wanted to be a part of the high school committee.
2. **STAFF COMMENTS:** Heidi asked why the APC only wanted 3 questions on their evaluation sheet that was given about the principal. Mr. McCanna stated that the Survey Monkey questionnaire was created at the last minute so that teachers could have an anonymous way of commenting about the principal to the APC to include in the year end survey results and that it was not created for evaluation purposes. Stephanie asked why it was only given to teachers and Mr. McCanna stated that most of the classified staff had already left for the summer and it was just a way of allowing teachers the opportunity to give feedback to the APC and that having a new set of surveys that include all staff will be used next year. Anita was concerned about the high school time frame and wanted to make sure the committee got input from office staff. Stephanie stated that she thought adding a high school would not fit with the school's original mission of serving K-8 students. She asked the APC members if they would give her their personal opinion about expanding the school to K-12. Mr. Jackman, Mr. Strait, Mr. Gordon, and Mr. Klein stated they would want to see the actual proposal and review it before they made a decision on anything. Mr. Sturman stated he loved the school and would want to see the school expand to K-12 if it was done right. It was discussed and decided to send out an e-mail to all parents and staff that the first official High School Committee meeting would meet June 8 at 3:30 at ABCS. (There was a lot more dialogue back and forth.)

3. **ANNURAL REVIEW OF POLICIES/GOALS:** The board reviewed the goals that were set this year (Following the 6 Implementation of Mission Statement from Article 2 of the APC Bylaws). The board reviewed the Parent Survey results, which included copies of the actual comments parents made. APC members discussed the different issues that came out of the comments section. The APC made note of specific issues: the open fence area, possibly

stopping the rocks from getting on the pavement, being more visible to the parents and staff. Mr. McCanna stated that there was no data from PEAK (state test) and that Terra Nova results were still not back since the company made changes to their data processing company. Mr. McCanna presented Ed Performance data for Reading, Language Arts, and Math. The data was reviewed and discussed as evidence that the school is operating at a high academic level. More than 50% of the students performed at or above the National percentile of 85% in Reading, Language Arts, and Math. Mr. McCanna also gave APC members the results from a Survey Monkey survey he created for teachers that allowed them to write any feedback they wanted the APC to know about the current administrator. There was a discussion about goal setting for next year and that it would be good to set specific goals for the APC next fall.

4. **PARENT COMMENTS:** Dana stated that her daughter expressed concern that she was not able to finish the Ed Performance test at the end of the year since she had so much class work to finish. Mr. McCanna commented that Ed Performance has not traditionally been done by all grade levels from 3-8, so there was some issues for a lot of students this year, and that those issues will be resolved.

5. **BOARD MEMBER COMMENTS:** None

6. **NEXT MEETING DATE:** August 8, 5:30

7. **ADJOURNMENT:** Motion made by Mr. Gordon, Seconded by Mr. Klein. Unanimous. At 7:10

AURORA BORELIS CHARTER SCHOOL
ACADEMIC POLICY COMMITTEE MEETING
ANNUAL REVIEW Minutes
May 29, 2018 at 5:30p.m.

2. Welcome
   a. Caledl to Order-Mr Strait @ 5:35
   b. Roll Call

      Present- Mr Sturman Mr Gordon Mr Klein Mr Strait Mr Wonser Mr McCanna

      Absent- Mr Jackman
   c. Introduction of Guests. Parents: Dana McDonald,. Ginni DeLon, Vicki Wonser Staff: Mary Johnson, Anita LeDoux
   d. Approval of Minutes for Approval 3, 2018. Motion by Mr.**Sturman** , 2nd by Mr.**Gordon**
   e. Any additions to the Agenda. **None**
   f. Approval of Agenda Motion by Mr.**Klein**, 2nd by Mr. **Sturman**. Unanimously passed

Agenda:

8. PARENT COMMENTS: **None**

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9. STAFF COMMENTS:
   Anita LeDoux Appreciates PTC. Took a great load off her shoulders.
   Mary Johnson wants to encourage B&G club to make sure their custodian (Tom, Paid by Aurora through B&G) cleans lower restrooms during his evening shift. She cleans by 4 but bathrooms dirtied after she leaves so dirty again in morning.
   Mr McCanna is looking into Tom's written duties from B&G Club.

10. ADMINISTRATORS REPORT:
    Presented by Mr McCanna. Please see written report presented at meeting.
    Parent surveys included in Admin report.

11. FINANCIAL REPORT:
    The school will be rolling over close to 10% again this year.
    School is financially sound. Finances are adequate for Summer School & STEM.

12. STAFFING UPDATE: Ms. Jill Quesenberry has been hired to teach 1st grade and Mrs. Drury has been hired to teach 2nd grade. Interviews have been done for the Music/Art position and a contract offer has been made and accepted to the candidate we discussed before. The official hiring of the candidate will not be complete until HR has completed the background check.

13. BUILDING SECURITY UPDATE
    Buzz in systems are in the works but there has not been any word from district on what schools will have them installed first.

14. PTC UPDATE: A written report was provided by PTC Chair Michelle Maguire.
    No comments

15. HIGH SCHOOL DISCUSSION:
    Next meeting is June 7 at 4pm. Largest issue to discuss will be facilities. Have to be very careful how charters are written so no violations. Mr. McCanna stated that the ultimate decision to move forward will be made by the APC and that he will support and follow through with whatever decision is made. He also recommended that another survey be sent out next Fall to pinpoint which families will attend grades 9 or 10 in the Fall of 2019. Mr. Sturman discussed having another meeting this summer to get things going. It was decided that the APC would meet again on one day between June 25-29 to discuss the high school issue again.

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16. ANNUAL REVIEW: Mr. Straight went through the APC Performance Review of ABCS form. There were no concerns brought up by any board members.

17. PARENT COMMENTS:

    Ginny DeLon. Says she likes the dynamic of a k-12 school for continuity of relationships & mentoring opportunities.
    Dana McDonald thinks that 2019-2020 school year will be the year to move forward on 9th grade class due to a large 8th grade class coming up in 2018-2019.

18. EXECUTIVE SESSION: Mr. Straight made a motion to go into Executive Session at 7:10pm to discuss the possible appointment of an APC member to replace Mr. Wonser and to discuss a parental concern about the administrator. Mr. Klein seconded the motion. Mr. McCanna and the APC board went into Executive Session. At 7:55pm the board came out of Executive Session. Mr. Strait reported that the APC will instruct Mr. McCanna to get the word out that the APC is looking for anyone interested in serving on the APC to send them a letter. The letters will be reviewed and the APC will meet one day from June 25-29 to appoint someone to the APC to replace Mr. Wonser.

19. PARENT COMMENTS: None

20. BOARD MEMBER COMMENTS:
    Mr Jackman Absent
    Mr Strait Thanks Vance
    Mr Klein Thanks Vance. Thank parents & staff for attendance
    Mr Sturman . If you are in favor of k-12 get interested folks to meetings.
    Mr Gordon None
    Mr Wonser Have enjoyed serving. Thanks all

21. NEXT MEETING DATE: August 14, 2018 5:30pm

    Summer work session(s) To be announced: Will be one day from June 25-29.

22. ADJOURNMENT: 8:15 **pm** Motion made by **Mr Sturman** Seconded by **Mr Strait**

    Unanimous

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AURORA BOREALIS CHARTER SCHOOL
ACADEMIC POLICY COMMITTEE MEETING
Minutes
May 16, 2019 at 5:30 p.m.

3. Welcome
    a. Call to Order @ 5:30 Mr. Jackman
    b. Roll Call
        i. Present- Mr. Strait, Mr. Klein, Mrs. McDonald, Mr. Gordon, Mr. Jackman, Mr. Montague, Mr. McCanna
        ii. Absent- None
    c. Introduction of Guests - None
    d. Approval of Minutes for May 7, 2019
        i. Motion: Agenda 6 to be amended: Mrs. McDonald motion, Mr. Gordon approval
    e. Any additions to the Agenda
        i. Executive Session for Agenda #3.
    f. Approval of Agenda: Motion Mr. Klein, Second Mr. Montague

Agenda:

23. PARENT COMMENTS: N/A
24. ABCS PERFORMANCE REVIEW: (Performance Review Document)
    a. See Attached
25. APC APPOINTMENTS TO SEATS B AND C FOR THE 2019-20 SCHOOL YEAR:
    a. Three letters from parents: Mark Montgomery, Ginni Delon, Daniel Mahr
    b. Seat B is one year. Seat C is two-year seat.
    c. Motion for executive session 6:20: Mrs. McDonald, second Mr. Gordon. All APC members and Mr. McCanna attended the executive session.
    d. Motion to exit executive session 6:35: Mr. Montague, second Mr. Klein
    e. Motion from Mr. Strait, second Mr. Klein to approve Ginni Delon for seat C. Mark Montgomery Seat B. Unanimously approved.
26. PARENT COMMENTS: N/A
27. BOARD MEMBER COMMENTS:
    a. Mrs. McDonald: Great school year for us, and thank Mr. McCanna for a good school Year.
    b. Mr. Klien: Thanks for a good year. First meeting next year we will assign positions
    c. Mr. Jackman: Thanks Mr. McCanna for the school year.
    d. Mr. Montague: Thanks the APC members and Mr. McCanna for a good 9 years at the school, and appreciates being a part of the process.

e. Mr. Strait: Still hearing things about the school being 'privileged' school. Thinks it comes from KBSD. Possibly the way to get around it would be to have a private ballot anonymous for parents to show the district it is not a 'privileged' school. Mr. McCanna: we have several families that qualify, but do not sign up for any assistance.

28. NEXT MEETING DATE: TBD

29. ADJOURNMENT: Mr. Jackman Motion to Adjourn, Mr. Klein second

AURORA BOREALIS CHARTER SCHOOL
ACADEMIC POLICY COMMITTEE MEETING
Minutes
June 2, 2020 at 5:30 p.m.

1. Welcome
a. Call to Order @ 5:30 by Mr. Jackman
b. Roll Call
i. Present- Jackman, Gordon, Montgomery, McDonald
Gordon, Klein, Hagedorn present via Zoom meeting
ii. Absent- none
c. Introduction of Guests – none
d. Approval of Minutes for May 12, 2020 - approved
e. Any additions to the Agenda-None
f. Approval of Agenda- Motion by McDonald, moved by Montgomery, motion passed

Agenda:
1. PARENT COMMENTS: None

2. STAFF COMMENTS: None

3. ANNUAL REVIEW:
The Annual Review for 2019-2020 school year was presented to the APC Board by Mr. McCanna. The APC Board has no concerns.

4. APC BOARD MEMBER REVIEW:
Mr. Montgomery and Mrs. McDonald seats were up for reelection and with no other applications they both accepted the seat for a 3 year term.
Motion by Hagadorn, second by Gordon for all APC Board members to keep their current positions. Motion passed.

5. PARENT COMMENTS: none

6. BOARD MEMBER COMMENTS:
Mrs. Hagadorn- Thank you to Mr. McCanna and staff for a great school year. Mr. McCanna expressed that the staff was appreciative of recognition on behalf of the APC Board.
Mr. Montgomery- It was a challenging year but overall ended well and expecting new challenges for the 2020/2021 school year.
Mr. Jackman- Congratulations to Mr. Montgomery and Mrs. McDonald on their APC Board seats. Thank you Mrs. Hagadorn for organizing the staff appreciation from the APB Board.
Mr. Klein- Thank you to the APC Board, Mr. McCanna and teachers for getting up through a tough school year.
Mr. Gordon- Next year will be the last year for Mr. Gordon at ABCS and looking forward to one more year.
Mrs. McDonald – Thank you to all ABCS staff for a wonderful school year and working through all the challenges due to COVID 19. With the unknown for the upcoming school year related to COVID 19, there is concern with lack of space and sharing of space for the school nurse.
Mr. McCanna is currently working on a private space for the school nurse.

7. NEXT MEETING: August 4, 2020 at 5:30pm

8. ADJOURNMENT: Motion by Hagadorn, moved by Gordon at 5:53p.m.

AURORA BOREALIS CHARTER SCHOOL
ACADEMIC POLICY COMMITTEE MEETING
ANNUAL REVIEW Minutes
May 11, 2021 at 5:30 p.m.

Welcome a. Call to order at 5:26pm by Mr. Jackman b.

1. Roll Call i. Present- Jackman, Klein, Gordon, McDonald, Montgomery ii. ii.
2. Absent- none c.
3. Introduction of Guests - Ryan Wagner, Daniel Mahr and Patti Truesdell via zoom d.
4. Approval of Minutes March 23, 2021 - Motion to approve by Gordon, moved by Klein, motion passed e.
5. Any additions to the Agenda - No additions f.
6. Approval of Agenda - Motion to approve by Klein, moved by McDonald, motion passed Agenda: 1.
7. PARENT COMMENTS: no comments 2.
8. STAFF COMMENTS: no comments 3.
9. ADMINISTRATOR REPORT: See Administrator Report. Additional reports for staffing- Just hired a new 7th/8th grade language arts teacher, Daniella Huerta. She comes from St. Mary Catholic School in Kodiak and was the 2018 BP teacher of the year. Additional comments for behavior / academic concerns- Offering school wide study hall the last half hour of the school day, offering extra help to first and second graders and increasing reading instruction. Additional comments for Instruction/Curriculum- Next

school year will be starting a direct instruction writing program, "Writing by Design." Considering a 6th-8th grade model for the next school year. 4.

10. SCHOOL OVERVIEW: See APC Overview of ABCS 2020-2021 School Year report. Additional reports for Curricula - Concerns related to continuing the K-4th Latin program due to Mrs. Ball retiring. Additional comments to Co-Curricular Activities - ABCS Robotic team won State and will be competing at Internationals (virtual). The ABCS Future Problem Solving team won the State bowl and will be competing at Internationals (virtual). Additional comments to Review of Academic Performance- Most ABCS students are still testing above the nation. 5.
11. APC ELECTION COMMITTEE REPORT: Results have been certified by Mr. Klein and Mr. McCanna per bylaw for open seats. Bruce Jackman and Daniel Mahr won the election and will be filling the seats. There will be two more additional open seats that will be appointed in the Fall. 6.
12. PARENT COMMENTS: Mr. Mahr asked about Mrs. Balls retirement and inquired about how appointed APC seats are filled. 7.
13. BOARD MEMBER COMMENTS: Mrs. McDonald: Expressed gratitude for the oppertunity be on the APC board. Thank you ABCS teachers, staff and administration for a successful school year during a challenging year. Very thankful her daughters has had the opportunity to attend ABCS and appreciates the foundation set for success. Mr. Jackman: Thank you Doug and Dana. Congratulation Daniel on the election. Thank you Mr. McCanna for the great effort on the school year and spoke to a noticeable different between schools. ABCS continues to offer a high quality education. Mr. Montgomery: Thank you Doug and Dana for your service on the APC board. Appreciate staff and all the alternative plans made for the school year. Mr. Gordon: Welcome Daniel to the APC Board. Appreciates ABCS. Mr. Klein: Thank you Doug and Dana for being on the APC Board. Happy we have made it through the school year and appreciate the teachers and administration. Looking forward to a new "normal" school year.

ACADEMIC POLICY COMMITTEE
Minutes
May 24, 2022 at 5:30 p.m.

4. Welcome
    a. Call to Order @ 5:28
    b. Roll Call
        i. Present- Mark, Jamie, Gary, Dave, Daniel (via zoom)
        ii. Absent- Bruce (excused)
    c. Introduction of Guests- none
    d. Approval of Minutes April 5, 2022: Motion by Mark, sec by Jamie
    e. Any additions to the Agenda: none
    f. Approval of Agenda: Motion by Mark, sec by Jamie

Appendix D

Agenda:

30. PARENT & STAFF COMMENTS: None
31. CONDUCT ANNUAL REVIEW: Mr. McCanna handout out the Charter School Annual Review Form to all members. Mr. McCanna went through the form with the APC and documented any information that needed to be added to the form. Under Section 2 e. Mr. McCanna presented some changes to the Student Handbook section "Implementation of Behavior Contract". The proposed changes by the ABC teaching staff was presented in the document "Recommended Handbook Changes 5-24-2022" and given to all APC members to review. Mr. McCanna went over the changes and explained the reason for the changes. There was discussion from all APC members about the changes. Mr. Klein noted that Mr. Jackman had e-mailed the group and was in favor of the changes as well. Mr. Klein made a motion to adopt the changes that were outlined in the handout. The motion was seconded by Mr. Mahr and all were in favor. The APC made comments about the Parent Survey results that were sent out by Mr. McCanna. Mr. Klein made a motion that the Annual Review document was complete and should be signed as finished. Mr. Montgomery seconded the motion and it unanimously passed. The Annual Review formed was signed by Vice-Chair Klein in the absence of Mr. Jackman the Chair.
32. PARENT & STAFF COMMENTS: None
33. BOARD MEMBER COMMENTS: Mark: Thanked Dave for his service on the APC. Jamie: Asked Mr. McCanna when a new math program may be looked at if Saxon goes out and Mr. McCanna stated that would be a process that would start next year as needed. Gary: Thanked everyone. Daniel: Thanked Dave for his years of service to the APC. Thanked Mr. McCanna and the entire staff of ABC. Dave: Thanked everyone and stated he thinks ABC is an outstanding school and he was thankful his three boys were able to attend.
34. ADJOURNMENT: Motion by Mark at 6:22, seconded by Dave.

NEXT MEETING:

a. August 9, 2022

ACADEMIC POLICY COMMITTEE
MINUTES
May 23, 2023 at 5:30 p.m.

5. Welcome
   a. Call to Order @ 5:30 by Mr. Jackman
   b. Roll Call
      i. Present- Mr. Jackman, Mrs. Miller, Mr. Kuchinka, Mr. Henry, Mr. Narlock
      ii. Absent- Mr. Mahr

c. Introduction of Guests: Miranda Nelson, Michael Eyre, Teela King, Thomas Eyre, Eleanor Eyre
d. Approval of Minutes April 4, 2023 by Mr. Henry, Mr. Narlock
e. Any additions to the Agenda: None
f. Approval of Agenda

Agenda:

35. PARENT & STAFF COMMENTS: None

36. EXCECUTIVE SESSION: Mr. Jackman made a motion to go into Executive Session to discuss a student tardy policy violation at 5:40pm; Mr. Narlock seconded it. The motion was approved unanimously. At 5:50pm, the board came out of the Executive Session.

37. EXCECUTIVE SESSION: Mr. Jackman made a motion to go into Executive Session to discuss an Academic Contract violation at 5:55pm; Mrs. Miller seconded it. The motion was approved unanimously. At 6:25pm the board came out of the Executive Session

38. EXCECUTIVE SESSION: Mr. Jackman made a motion to go into Executive Session to discuss a student behavior contract violation at 6:30pm; Mr. Henry seconded it. The motion approved unanimously. At 7:00pm the board came out of the Executive Session

39. PRE-ARRANGED ABSENCE HANDBOOK CHANGE: Mr. McCanna provided the written changes the staff would like to make in regards to the Pre-arranged Absence process. He explained that the change would be that the APC would need to approve absences that were more than 10 consecutive school days. Mr. McCanna stated that extended absences are becoming an issue at the school. There was discussion by all board members about the importance of students being in school and the added work it puts on staff when students are absent.

40. CONDUCT ANNUAL REVIEW: Mr. McCanna handed out the Charter School Annual Review Form (E6187) to all board members. The annual review was conducted and the form was signed by board chair, Mr. Jackman and Mr. McCanna. Mr. McCanna stated he would turn the form into the district.
41. PARENT & STAFF COMMENTS: None
42. BOARD MEMBER COMMENTS: All board members thanked Mr. Jackman for his long service to Aurora as a board member.
43. ADJOURNMENT: Mr. Henry @ 7:30pm. Motion was unanimous.

NEXT MEETING:

a. August 15 or 22

Appendix D

ACADEMIC POLICY COMMITTEE
ANNUAL REVIEW MINUTES
May 16, 2024 at 5:30 p.m.

6. Welcome
    a. Call to Order at 5:30pm by Mr. Mahr
    b. Roll Call
        i. Present-Mahr, Culbertson, Narlock, Miller, Henry, Kuchinka,
        ii. Absent- None
    c. Introduction of Guests: Gabe Kisler, James Welcheson, Derek Ratliff, Jenna Barlow, Aaron Barlow, Jaxon Ratliff.
    d. Approval of Minutes April 10, 2024: Mahr, Henry.
    e. Approval of Agenda: Henry, Culbertson.

Agenda:

44. EXECUTIVE SESSION: Mr. Mahr made a motion to go into Executive Session at 5:33 for the purpose of reviewing a student behavior contract. The motion was seconded by Mr. Henry and moved unanimously. The APC members came out of session at 5:55pm with a motion by Mr. Mahr and seconded by Mr. Narlock.
45. EXECUTIVE SESSION: Mr. Mahr made a motion to go into Executive Session at 6:00 for the purpose of reviewing a student academic contract. The motion was seconded by Mr. Narlock and moved unanimously. The APC members came out of session at 6:15pm with a motion by Mr. Mahr, seconded by Mr. Henry and moved unanimously.
46. CONDUCT ANNUAL REVIEW: Mr. Mahr and Mr. McCanna went through each section of the Charter School Annual Review Form (e6187c)
47. ADJOURNMENT: Mr. Mahr made a motion to adjourn at 7:15pm; seconded by Mr. Henry.

NEXT MEETING: August 12, 2024 @ 5:30pm.

Appendix E

KPBSD Administrative Regulations **Section** **6000 INSTRUCTION**

Title: Charter School Guidelines

Code: AR 6187 Status: Active

Cross References

BP 6187 - Charter Schools Policy

E 6187a - Intent To Develop Charter School Application

E 6187b - Charter School Application/Contract Provisions

E 6187c - Charter School Annual Review Form

Adopted February 6, 2007 Last Revised November 7, 2022 Last Reviewed November 7, 2022

Prior Revised Dates 2/6/2007

Establishment of Charter Schools

Charter schools that operate within the Kenai Peninsula Borough School District are schools established under Alaska Statutes 14.03.250 – 14.03.290.

Charter schools are established upon the approval of an application by the KPBSD Board of Education (KPBSD BOE) and the Alaska State Board of Education and Early Development (State Board).

Charter schools will operate under a written contract between the charter school and the KPBSD BOE.

The KPBSD BOE desires to support innovations which improve student learning and views charter schools as an opportunity for parents, teachers, and community members to take responsible risks and create new, innovative, and more flexible ways of educating children. The District administration will work cooperatively with parents/guardians, students, teachers and principals in their efforts to design new schools and alternative approaches to the existing state laws and regulations that govern public schools.

The following guidelines will be used to assist in the establishment of charter schools in the Kenai Peninsula Borough School District.

Organization and Operation of a Charter School

1. A charter school is a public school in the Kenai Peninsula Borough School District except that the charter school:

a. is exempt from the Kenai Peninsula Borough School District 's textbook adoption, programs, curriculum, and scheduling requirements.
b. The principal is selected by the Academic Policy Committee. The principal selects, appoints, or otherwise supervises employees of the charter school. The principal is exempt from AS 14.14.130(c) Chief School Administrator (Superintendent).
c. operates under an annual program budget as set out in the contract between the KPBSD BOE and the charter school.

2. A charter school administrator (principal), with oversight by the Academic Policy Committee, will:

a. keep financial records of the charter school.
b. oversee the operation of the charter school to ensure that the terms of the contract are being met.
c. meet regularly with parents and with teachers of the charter school to review, evaluate, and improve operations of the charter school.
d. meet with the Academic Policy Committee at least six times each year to monitor progress in achieving the committee's policies and goals.

3. The charter school application serves as a contract proposal to the KPBSD BOE and must address all the items specified in the KPBSD 'Application/Contract Provisions' E 6187 (b) to satisfy stipulations in Alaska Statutes, Alaska Administrative Codes and KPBSD Board Policy.
4. A charter school may be operated in an existing KPBSD facility or in a facility within the Kenai Peninsula Borough that is not currently being used as a public school, if the chief school administrator/Superintendent determines the facility meets requirements for health and safety applicable to public buildings or other public schools in the District. See BP 6187 and AR 6187 section 'Charter Schools Sharing Facilities.'
5. Note: The charter school may be exempt from other KPBSD requirements if the exemption is set out in the contract.

Application Procedure for Establishing a Charter School

The following steps will be followed in making an application for the establishment of a charter school in the Kenai Peninsula Borough School District.

1. Establish an Academic Policy Committee (APC) Membership
   a. The Academic Policy Committee will consist of

      i. parents of students attending (or upon initial application plan to attend) the charter school
      ii. teachers at the charter school (or teachers who upon initial application agree to teach at the charter school)
      iii. employees of the charter school (or employees who agree to work at the charter school) other than teachers, and
      iv. member of the KPBSD BOE

         1. Responsibilities of the KPBSD BOE member:

         a. Serve as the intermediary with the Charter School Administrator/Principal and the APC if there is a discrepancy or violation of Charter Bylaws as needed
         b. Attend APC Meetings
         c. Gather and provide information to the Board of Education
         d. Set meeting dates
         e. Assist new Charter Schools with the application process

   b. Include on a separate page the name of the members and specify the position the person will represent.

Appendix E

2. Notification of Intent: E 6187 (a)

   a. Any Person(s) wishing to establish a charter school will notify the Superintendent of their intention by August 1 of the year prior to the date of intended implementation.
   b. The Superintendent will establish an administrative committee to meet with the charter school applicant(s) to:

      i. review the application procedures,
      ii. discuss the requirements of the application between the charter school and the KPBSD BOE, and
      iii. answer any questions the charter school applicant(s) may have.

   c. Following the initial meeting with the administrative committee, the charter school and Academic Policy Committee applicant(s) will prepare the information required for the application.
   d. Applications for charter schools must be submitted to the KPBSD BOE President and Superintendent no later than October 1 of the school year prior to the school year during which the charter school will begin operation. Applications received after the October 1 deadline will not be considered until the next school year. All charter schools must begin operations as agreed with the School Board, but no later than October 1.
   e. The initial application will be presented at a Charter School Oversight Committee meeting(s) where the charter School Oversight Committee will:

      i. Make recommendations for clarification purposes
      ii. Schedule a work session with the KPBSD BOE on the proposed charter school application(s)
      iii. Place charter school proposals on the regular Work Session of the KPBSD BOE agenda
      iv. Provide a recommendation for the KPBSD BOE whether to approve or deny a charter school application
      v. Submit and make recommendations to the KPBSD BOE regarding contracts

   f. The terms of an initial draft contract must not exceed five years. The terms of a renewal contract may be for a period of up to ten years.

3. Charter School Application:

   a. The charter school applicant(s) will provide information to the KPBSD BOE as stipulated in E 6187 (b) Charter School Application/Contract Provisions.
   b. The Alaska Department of Education and Early Development Charter School Application and Rating Template will be used in the District's charter school application process.

c. Note: The Alaska Department of Education and Early Development has its own policies and deadlines. The applicant(s) proposed charter school may be affected by those deadlines.

Upon approval or rejection of a charter school application, the KPBSD BOE will submit to the State Board of Education a copy of the charter school application and a report on the action taken by the KPBSD BOE no later than 30 days following the KPBSD BOE action.
7. State Notification of a Charter School Application

a. Upon approval of the charter school by the KPBSD BOE and the State Board, the contract will be signed by the president of the KPBSD BOE and the legally designated representative of the charter school. The Superintendent or designee will serve as a contact person for all communications between the charter school and the District administration.

Annual Review of the Charter School

1. Once approved by both the KPBSD BOE and State Board, the charter school will be subject to an annual review of its operations and finances by the KPBSD BOE.
2. Annually, the charter school will submit a written report. Form E 6187 (c)
3. Every three years the charter school will make a presentation to the KPBSD BOE and the public. This report will include information on:

a. the attainment of student performance expectations,
b. meetings of the governing bodies of the charter school,
c. descriptions of charter school activities, and
d. other information of interest to the KPBSD BOE.

Breach of Contract

1. Failure to comply with the provisions of the contract between the charter school and the local School Board is considered a breach of contract and may result in the termination of the charter school.

a. Examples of breach of contract include but are not limited to:

i. failure to meet or make reasonable progress toward achievement of the content standards or pupil performance standards identified in the contract,
ii. failure to meet generally accepted standards of fiscal management
iii. violating any provision of law from which the charter school was not specifically exempted.

2. During the charter school's annual review with the KPBSD BOE, compliance with the provisions of the contract will be monitored. If any allegations of noncompliance with the

charter school contract (either by the charter school or by the District) are presented either during the annual review or at any other time, the KPBSD BOE will investigate these allegations. Prior to canceling the charter school contract, the KPBSD BOE and the charter school will attempt to remedy any violations of the contract.

3. The contract will be reviewed at the completion of the third year. A portion of that review will be based on a comparison of the Alaska Standards Based Assessment test scores of the school's students to those of the District average of a similar population of the District. If the school does not meet or exceed the District average the school will be placed on a two-year probation. Failure to meet the conditions of the probation will be grounds for denial of a future charter.

Funding for Charter Schools

1. The charter school budget will be calculated by determining the amount of state funds generated by students enrolled in the charter school less administrative costs. Administrative costs will be determined by applying the indirect cost rate approved by the Department of Education and Early Development.
2. 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.
3. The charter school will provide the financial and accounting information requested by the KPBSD BOEand State Board and will cooperate with the District in complying with the restrictions governing receipt and expenditure of District money.
4. The expense 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.

Admission

1. The program of a charter school may be designed to serve students within an age group or grade level; students who will benefit from a particular teaching method or curriculum; or nonresident students, including providing domiciliary services for students who need those services, if approved by the KPBSD BOE.
2. A charter school will 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 KPBSD BOE will 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 will be accepted by random drawing. The KPBSD BOE may not require a student to attend a charter school.
3. In addition to other requirements of law, a charter school will be nonsectarian.

Teacher or Employee Agreements

1. A teacher or employee may not be assigned to a charter school unless the teacher or employee consents to the assignment.
2. All provisions of an existing negotiated agreement or collective bargaining agreement applicable to a teacher or employee of the District apply to that teacher or employee if employed at a charter school in the District, unless the district and the bargaining unit representing the teacher or employee agree to an exemption.
3. A teacher in a charter school will 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 KPBSD BOE , with the agreement of the charter school, will designate a District administrator in the District to evaluate a teacher in a charter school.
4. The District assumes no responsibility for employing the charter school administrator after the termination of the charter school contract unless the person is also employed as a teacher.

Sharing a District Facility

1. Charter schools that are housed in a non-school District facility will be recognized under Alaska Statutes 14.03.250-14.30.290.
2. Charter schools proposing to use District facilities which are already in use as public schools, may do so only on the approval by the School Board

Charter Schools Sharing Facilities

1. Guidelines for Determining Adequate Space for a Shared Facility:

a. The KPBSD BOEmay allow a charter school to operate within an established KPBSD school if the projected enrollment of the two schools and other District programs (Special Ed, Title 1, Project Grad, etc.) do not exceed 90% of the rated capacity over the life of the charter school contract.
b. When the charter school is proposing to utilize space in an existing KPBSD school, the Superintendent will determine if the amount of space requested by the charter school can be made available, based on enrollment projections and school capacity.
c. The charter school application will include the estimated number of students, the number of requested classrooms and the grades taught for each year of the proposed contract.
d. In a shared facility, the Charter School may request to change the estimated number of students, the number of classrooms or the grades taught for the school year. The request must be submitted by October 1 of the year preceding the requested change. (District projected enrollment date)

2. Negotiating Shared Facility Agreements:

a. If the Superintendent determines space is available, the Superintendent, the charter school principal and an APC representative of the charter school will negotiate the terms of sharing a facility and make recommendations to the KPBSD BOE. This will be presented during the KPBSD BOE work session with the charter school applicants.

b. The Principal of the established KPBSD school will serve as the Primary principal for the building. The charter school principal will meet with the Primary principal and come to a mutual agreement regarding the charter school's observance of school rules and policies. These mutually agreed upon rules and policies will be included in the charter school application and contract with the KPBSD BOE . Failure to abide by the agreed upon rules and policies will be considered a breach of contract.

3. Determining Costs in a Shared Facility:

a. Basic charter school funding will be allocated to charter schools by the School Board.
b. Charter schools operating in an established neighborhood school will be responsible for funding their share of education programs in the building.
c. During the administrative meeting, held after the Notification of Intent form is filed, the administrative committee will provide the charter school representatives with an estimation of revenues and operational costs.
d. Following Board approval of the charter school contract, operational costs will be charged by the District to the charter school on a pro rata basis according to the recommended budget.
e. All other services provided by the District to the charter school will be calculated on a cost only basis.
f. At the end of each fiscal year, adjustments will be made to the charter school budgets based on actual revenues and expenditures.
g. Space, personnel and shared resources will be equitably prorated and addressed annually in the charter school contract.

4. Shared Facility Resources:

a. Charter schools operating in established KPBSD schools will be responsible for funding their education programs. The charter school may decide the use of their remaining available resources through their budget process after accounting for shared costs.
b. If a charter school desires to combine their resources with an established KPBSD educational program and the Primary principal agrees, costs will be pro-rated according to the number of students.

Legal Reference:
ALASKA STATUTES
14.03.250 Establishment of charter schools
14.03.255 Organization and operation of a charter school
14.03.260 Funding for charter schools
14.03.265 Admission
14.03.270 Teacher or employee transfers, evaluations, and negotiated agreements
14.03.275 Contracts; duration
14.03.280 Regulations
14.03.290 Definitions
14.14.130 Chief school administrator

Appendix F

K-8th Grade Curriculum Utilized:

Content	Program	Grade Levels
Mathematics	Saxon Mathematics	K-8
Reading	ABCS Phonics Program	K-2
	Journeys	1-5
	Common Core Reading	1-8
	UFLI Reading Interventions	K-3
Language Arts	ABCS Phonics	K
	Spelling Mastery	1-3
	Shurley Grammar	1-6
	ABCS Grammar	7-8
	Journeys	1-5
Science	Science, A Closer Look	K-6
	Prentice Hall	7-8
History & Geography	Pearson Learning	K-6
	Pageant of World History	7-8
	Core Knowledge	K-8
Latin	Famous Men of Rome	K-8
	Song School Latin	1-2
	Minimus	3-4
	Latin & Greek Roots	5-8
Future Problem Solving	FPS International	4-8
Art	Adventures in Art	K-8
Music	First Steps	K-3
	Gameplan	4-6
	World Music	7-8

Appendix G

Coghill Group, PC conducts Aurora Borealis Charter School Lottery every year. Copies of the Observation Form for past years are located at the ABC office or Coghill Group, PC.

COGHILL
GROUP, PC
Certified Public Accountants
215 Fidalgo, Suite 206, Kenai, Alaska 99611
(907) 283-3484 Fax (907) 283-5842

Report on Applying Agreed-Upon Procedures – Observation of Enrollment Lottery

Kenai Peninsula Borough School District
Aurora Borealis Charter School
Kenai, Alaska

We have performed the procedures specified below, which were agreed to by the Aurora Borealis Charter School, solely to assist you with respect to the observation of enrollment lottery. The sufficiency of the procedures is solely the responsibility of the specified users of the report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The following procedures were performed:

1. Observed the enrollment lottery process on March 23, 2023.

2. Recorded results of the enrollment lottery.

Based on the procedures performed, we are not aware of any material reporting matters to suggest that the enrollment lottery was not equitable and fair to all applicants.

We were not engaged to, and did not, perform an audit, the objective of which would be the expression of an opinion on the specified elements, accounts or items. Accordingly, we do not express such an opinion.

This report is intended solely for the information and use of the specified parties listed above and is not intended to be and should not be used by anyone other than these specified parties.

Coghill Group PC

March 23, 2023
Kenai, Alaska

Appendix H

The advertisement below is run in the local newspaper, The Clarion, for three weeks every February. We also post the lottery schedule on our Facebook page.

Aurora Borealis Charter School
Lottery Enrollment Opportunity
Open Until March 7, 2024

Aurora Borealis Charter School, a free K-8 public school in the Kenai Peninsula Borough School District, promotes an educational environment reflecting high academic, character, and citizenship standards for all students. Along with a research-based classical education, our curriculum includes art, music, physical education, Latin, and future problem solving. Kindergarten has an academic curriculum; kindergarten students learn 35 phonograms and begin first grade reading after the first semester. ABCS is consistently one of the highest performing elementary and middle schools in the state of Alaska, as measured by Alaska State testing.

ABCS is now accepting lottery applications for the 2024-2025 school year. Applications are available in the ABCS office from 8am to 3pm Monday through Friday, and must be delivered in person to the office no later than 3pm on March 7, 2024. ABCS is located in Kenai at 705 Frontage Rd. For more information about ABCS, please check out our website at **https://kpbsd.org/schools/aurora-borealis/** and our Facebook page. If you have any questions about ABCS or would like a tour of the school, please call **283-0292.**

Enrollment Data:

2022: 197 students 2023: 198 students 2024: 200 students

Waitlist Numbers for 2024: Kindergarten-15; 1st Grade- 12; 2nd Grade-6; 3rd Grade 8; 4th Grade-6; 5th Grade-4; 6th Grade-1; 7th Grade-3; 8th Grade-1.

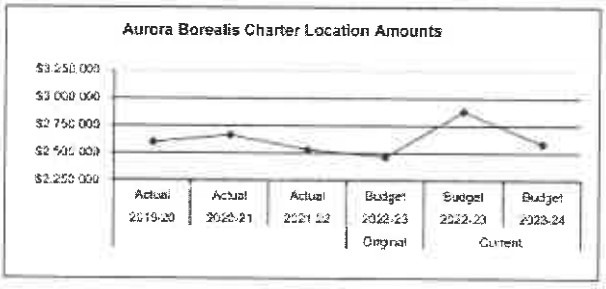
Appendix I

KENAI PENINSULA BOROUGH SCHOOL DISTRICT
2023 - 2024 Budget

Fund: 100 General Fund - Expenditures
Location: 65 Aurora Borealis Charter School

Date: 07/10/23

2019-20 Actual	2020-21 Actual	2021-22 Actual	Account Description	Original 2022-23 Budget	Current 2022-23 Budget	2023-24 Budget	Change	% Of Change
$ 1,032,696	$ 1,142,388	$ 1,057,695	3100 Certificated Salaries	$ 1,048,167	$ 1,068,697	$ 1,111,594	$ 42,897	4
225,623	205,175	226,727	3200 Non-Certificated Salaries	228,003	219,721	233,134	13,413	6
619,138	631,732	551,984	3500 Employee Benefits	755,819	826,965	796,350	169,384	27
1,877,757	1,979,295	1,836,406	Subtotal - Personnel Services	2,032,089	1,915,384	2,141,078	225,694	12
769	500	1,575	4100 Professional and Technical Services	-	1,750	-	(1,750)	-
300	75	109	4200 Staff Travel	-	-	-	-	-
5,138	8,968	9,581	4250 Student Travel	-	8,615	-	(8,615)	(100)
4,067	5,255	4,489	4300 Utility Services	2,394	2,394	-	(2,394)	-
38,708	39,928	36,956	4350 Energy	38,207	35,207	-	(35,207)	-
470,159	456,850	472,373	4400 Other Purchased Services	460,034	519,626	486,736	(32,890)	(6)
95,869	81,523	61,578	4500 Supplies, Materials and Media	(60,753)	182,875	(54,731)	(237,606)	(130)
4,930	2,408	1,923	4900 Other Expenses	5,593	129,004	5,717	(123,287)	(96)
-	-	-	4900 Other Expenses - Additional Allowable	-	-	-	-	100
80,864	83,716	78,939	4950 Indirect Costs	-	84,174	-	(84,174)	(100)
701,825	678,070	668,523	Subtotal - Other	432,475	963,645	439,722	(524,123)	(54)
16,431	7,870	4,289	5100 Equipment	-	1,950	-	(1,950)	(100)
$ 2,595,813	$ 2,665,235	$ 2,509,218	Location Totals	$ 2,464,564	$ 2,881,179	$ 2,580,800	$ (300,379)	(10)



Aurora Borealis Charter School (ABCS), located in Kenai, Alaska, is housed in the former Kenai Elementary building. ABCS endeavors to provide students with a classical education. Programs are spiraling in nature with modifications driven by assessment data. Aurora Borealis has an enrollment of approximately 180 students in grades K-8.

Appendix I

AURORA BOREALIS CHARTER SCHOOL
FY24 Revised

Variables:			
FTE Enrollment	THIS FORMULA IS FOR 150 - 249.99 ONLY		192.400
Is program funded as a separate school per statute (Yes or No)			**Yes**
ADM if funded as separate school			
ADM if funded as included in largest school (per statute)			-
Intensive service students (as included in FTE enrollemnt)			-
Correspondence students (not included in FTE enrollment)			-
Estimated State Foundation Funding			
FTE Enrollment			192.400
ADM as adjusted for school size 218.10 + (1.08 * (ADM - 150))			263.892
ADM as adjusted for district cost factor (*1.171)			309.018
ADM as adjusted for special needs (*1.2)			370.821
ADM as adjusted for HS Vocational Education (*1.015)			376.383
ADM adjustment for intensive service counts (x13)			-
ADM adjustment for correspondence students			-
Adjusted ADM			376.383
Base student allocation			$ 5,960
Estimated State Foundation Funding (Basic Need)			$ 2,243,245
Quality Schools Funding			
Quality schools funding per adjusted ADM	$ 16.00		
Adjusted ADM	376.383		$ 6,022
Total Estimated Revenue Per Capita Funding			$ 2,249,267
		%	
	Less indirect cost rate *	4.0000	$ 86,510
	Funds available for operation		$ 2,162,757

Charter schools are capped at 4%

Appendix J

BP 3540 Transportation

KPBSD Policy Manual

BP 3540

Business and Instructional Support Operations
TRANSPORTATION

The School Board desires to provide transportation for eligible students in accordance with state and federal law.

The goals of the transportation service are:

1. To provide maximum safety for students while being transported between home and school and on school-sponsored trips.
2. To promote desirable student behavior and respect for traffic safety.
3. To provide assistance and transportation for students with disabilities.
4. To provide transportation for field trips.

KPBSD shall provide transportation services to students attending KPBSD charter schools as follows:

1. Charter school students living within the attendance area of the neighborhood school where the charter school is housed shall be provided transportation services on the same basis as all students in the district who reside within the attendance area of the neighborhood school they attend.

2. Charter school students living outside the attendance area of the charter school they attend shall be provided transportation services on a space available basis along the regular routes that the students attending schools in an attendance area in the district are currently being transported.

3. If a charter school declines pupil transportation services, no funding allocation will be made by the district.

(cf.3313 – Contracts)
(cf.3541.5 – Alternative Transportation Arrangements)
(cf.6182 – Secondary Boarding Program)

Legal Reference:

ALASKA STATUTES
14.09.010 Transportation of pupils
14.09.030School buses
14.30.347 Transportation of exceptional children

ALASKA ADMINISTRATIVE CODE
4 AAC 09.050 Secondary Boarding Programs

KENAI PENINSULA BOROUGH SCHOOL DISTRICT
Revised: 02/01/2016

BP 3541 Transportation Routes and Services

Appendix K

BYLAWS

AURORA BOREALIS CHARTER SCHOOL

MISSION STATEMENT

The purpose of Aurora Borealis 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 academics, character, and citizenship standards for all students and establish classroom conditions where these standards can be met.

ARTICLE 1

NAME

The name of the school shall be Aurora Borealis Charter School, hereinafter ABCS.

ARTICLE 2

IMPLEMENTATION OF MISSION STATEMENT

A. To conduct ABCS 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 policy, and these Bylaws in order to accomplish the ABCS 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 the 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 Academic Policy Committee.
F. Encourage parents/guardians to actively participate in their child's education.

Appendix K

ARTICLE 3

ACADEMIC POLICY COMMITTEE

A. There shall be an Academic Policy Committee (APC) pursuant to AS 14.03.255. Organization and operation of a charter school.

B. The Academic Policy Committee (APC) shall consist of the following:
   1. Six (6) parents of currently enrolled ABCS students, elected at large.
   2. School administrator, or staff designee, in an advisory non-voting capacity.
   3. Community member, if one is appointed by the APC.

C. APC Seats
   1. Parent Seat Terms
      a. Each year, two (2) APC seats shall be elected by ABCS parents for three (3) year terms.
      b. Terms are from May 31 to May 30.
      c. 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).
      d. Election of parent members of APC:
         1. Parent seats must be filled by parents of students currently attending ABCS and may not be filled by a paid employee or the spouse of a paid employee.
         2. Only one parent per family may serve on the APC.
         3. Nominations shall be taken in writing during the month of March.
         4. Elections shall be conducted by ballots mailed to ABCS parents. The APC shall adopt written election procedures that may be amended when deemed necessary by the APC.
         5. One ballot per family. In cases involving custody, only one custodial parent and/or guardian shall have the voting privilege.
         6. Elected members shall be seated at the next meeting of the APC following May 30.
   2. Administrator Seat
      Interim vacancy shall be filled by the interim administrator selected by the APC.

3. Community Member Seat
   The APC, at its sole discretion, may appoint a community member. The community member shall be a voting member of the APC. The Community Member term is from May 31 to May 30 and is renewable. Community members serve at the discretion of the APC. Community members may be removed by majority vote of the APC.

D. APC Offices

1. The APC shall elect the following officer positions as determined among the APC at the first APC meeting following the May election. The officers are:
   a. Chairperson
      The Chairperson shall preside at 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 Bylaws.
   b. Vice-Chairperson
      The Vice-Chairperson shall have the powers and exercise the duties of the chair in the Chairperson's absence or incapacity, as well as duties assigned by the APC.
   c. 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.
   d. Treasurer
      The Treasurer shall have access to all financial records of ABCS and have all the powers and duties normally 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.
2. APC Responsibilities
   a. The APC is accountable to the KPBSD School Board.
   b. Pursuant to the State of Alaska Charter School law (AS 14.03.255(b) (4)), the ABCS 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.
   c. Review and approve proposed annual budget, maximum enrollment, curricula, co-curricular activities, policies, and procedures.
   d. Review proposed contracts.
   e. Hire the ABCS Administrator.
   f. Conduct an annual performance review based on the Administrator's contract and renew the contract as merited.
   g. An APC member's absence from three (3) consecutive APC meetings may constitute grounds for dismissal from the APC.

h. To avoid conflicts of interest, APC members shall disclose known or potential conflicts of interest prior to the time set for voting on any transaction and shall not vote on the matter or attempt to influence the decisions 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.

i. Members of the APC shall receive no compensation for their services as members of the board.

j. For voting purposes a quorum shall consist of four (4) voting APC members. Action requires an affirmative vote of at least four (4) of the voting members.

k. All regular and special meetings of the APC shall be open to the public.

l. The APC may call an executive session to discuss any one or more of the following:
   1. Attorney-Client matters
   2. Acquisitions, leases, rental, or sale of property
   3. Contract proposals or negotiations
   4. Confidential or sensitive personnel 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 calling for the payment of money 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.

m. Any APC member may resign at anytime by giving written notice to the Chairman or Secretary of the APC. Such resignation shall take effect at the time specified therein.

n. The APC may recommend removal of an APC member with an affirmative vote for removal by five (5) of the APC members. The APC member whose removal is under consideration shall not participate in such a vote.
   1. Upon 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.
   2. Removal of an APC member shall be affirmed by a majority of the ABCS parents. Ballots are to be mailed out.
   3. Notification of the removal of an APC member shall be posted with the next APC minutes.

ARTICLE 4

ADVISORY COMMITTEES

The APC possesses certain legal powers and prerogatives, which cannot be delegated or surrendered to others. Therefore, all recommendations of an advisory committee must be submitted to the APC for official action. The APC shall have power to create or dissolve any advisory committee and shall reserve the right to exercise this power at anytime during the life of the committee.

ARTICLE 5

NOTICE OF MEETINGS

Notice of meetings of the APC and committee meetings shall be posted, at least 1 week prior, at a prominent place outside the ABCS 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 postings of such notice shall be considered full and timely notice to the public of such meetings.

ARTICLE 6

TRANSACTION OF BUSINESS

All business shall be conducted through the KPBSD Finance Office.

Appendix K

ARTICLE 7

BYLAWS

A draft of changes to the Bylaws will be read at two consecutive APC meetings before a vote is held regarding the changes. The approval or amendment of Bylaws requires a two-thirds vote of the APC.

ARTICLE 8

BOOKS AND RECORDS

ABCS shall keep minutes of regular APC meetings and APC committees. It shall also keep at its registered or principle office a record giving the names and addresses of the APC members and APC committees. All records of ABCS 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 ABCS business in the same manner as members of the KPBSD School Board.

ARTICLE 10

DISSOLUTION

On the dissolution of ABCS, all properties shall be dispersed in accordance with contract provisions approved by the State of Alaska Department of Education and the Kenai Peninsula Borough School District.