



**RENEWAL  
Charter School  
APPLICATION  
for**

**Midnight Sun Family Learning Center**

**FY 2025**

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## **Section I: Establishment of the Charter at the Local Level**

**Purpose:** *“Through a cooperative network of parent, teachers, and community members, the MSFLC will provide a safe, nurturing, family-oriented, multi-age learning environment supporting a highly rigorous academic program for higher education preparation with high standards of responsible citizenship. Current technology will be incorporated in all aspects of the students' education. MSFLC will promote academic excellence, character development and educational enthusiasm resulting in responsible, productive citizens.”- Mission Statement 1997 Midnight Sun Family Learning Center.*

At first glance, Midnight Sun will remind you of a school from days long past; glean closer and you will see a hint of historical education with a heaping scoop of 21<sup>st</sup> Century learning. Created on the backs of passionate, tenured educators that believed in “community choice” for education, Midnight Sun is the poster child for parent involvement. Born out of a need to educate responsible citizens to the highest degree and a parent’s desire to be at the heart of their children’s growth in education, Midnight Sun Family Learning Center pulls these historic values along for a ride into the future. With technology at each student’s fingertips, Midnight Sun lives up to the moniker of a tech school. Students develop skills on multiple technology platforms while still understanding the need for shortened screen time and paper-and-pencil competencies. With its multi-grade classrooms, brimming with siblings, Midnight Sun fulfills its role as a purveyor of high standards with high expectations for both its staff and students. Like their mission statement proclaims, Midnight Sun continues to promote academic excellence, character development and educational enthusiasm resulting in responsible, productive citizens. Unlike traditional schools in the Matanuska-Susitna Valley, Midnight Sun allows for parental voice and teacher choice to be at the heart of this institution.

Parents must volunteer at least forty-five (45) hours per year, with choices ranging from reading to students, giving spelling tests, sharing their creative skills, sewing for plays, cleaning classrooms,

fundraising, and a plethora of other tasks that need accomplished in this busy educational arena. Teachers recognize parents as the students' first teachers and Midnight Sun's parents take this duty seriously. Home-to-school communication is not only necessary but required. This requirement allows for families to be savvy to activities and needs from each classroom. Unlike traditional schools, Midnight Sun Family Learning Center does not have a janitorial staff; this duty falls on classroom aides and parents. Each parent is required to clean their teacher's classroom once per month as part of their volunteer time. This requirement allows for parents to be in their student's classroom, talking to the teacher and other staff while also fulfilling dual responsibilities: parent involvement and taking some work off the staff by vacuuming and pulling garbage. Midnight Sun chooses to not have bus transportation to save money for the school, and for students to experience "front-door" service at the beginning and end of their school day via their parents, guardians or carpool.

Teachers are free to choose classroom activities, field trips, and supplemental materials for our curriculum. To move the needle, we believe in changing the function of learning, not the child. When a student needs more, we collaborate with each other, dive deep into data, get parent input, and move forward. Our educational platform, Core Knowledge, allows for a rich study of history and science that consents for rigorous teachings beginning at the kindergarten level. Core Knowledge's mission to advance excellence and equity in education for all children fits perfectly with Midnight Sun's mission statement. With every connection that the material creates, student's schema becomes heavily layered for correlations in other content areas.

- School Board Approval Letter Appendix A ; AS 14.03.250 (b)
- Signed Contract Appendix B AS 14.03.255 (C) AS 14.03.255 (C) (1-14)
- Bylaws Appendix C

## **Educational Program:**

Midnight Sun students have consistently scored higher on universal assessments than the district average. These assessments, Measures of Academic Progress (MAP) and Ready diagnostics are used by our teachers to inform instruction. Historically, Midnight Sun students met Adequate Yearly Progress (AYP) every year that this district-wide school scoring system was developed.

Midnight Sun students participate in all state and district mandated testing requirements including MAP assessments, AimsWeb+, AK Star, Alaska Science assessment, and Ready diagnostics in both reading and math. Our AimsWeb+ benchmark assessments are given during the “window” with the rest of district’s schools. The results of AimsWeb+ benchmark and progress monitoring, MAP, and Ready diagnostics inform our staff on whether our primary (K-3) students need interventions. We offer morning and after school tutoring for students that are scoring at the Tier III level as per Alaska Reads Act. Additionally, we have created Individual Reading Intervention Plans (IRIP) for the students that show they are scoring consistently at the Tier III level.

We are a Core Knowledge charter school with both digital and hard copy access to both science and history/geography for all classrooms. The Core Knowledge Foundation principles are that all students have the right to rigorous learning regardless of their economic, gender, race, religion, or culture. The idea behind the curriculum is based in equality for all that choose: Their philosophy states that we will:

- create literate citizens able to contribute to a democratic society.
- empower each child to achieve his or her greatest academic potential.
- shrink the excellence gap between the academic achievement of American students and that of their international peers from high-performing countries.

- shrink the fairness gap between the academic achievement of American students living in poverty and that of their economically advantaged peers.

Along with our educational platform of Core Knowledge, we use all other district curriculum materials for English Language Arts, Math, intervention, and special education core replacement programs. These materials include Magnetic Reading K-5, Ready Math with IReady digital learning for our K-8 grades, and CommonLit 360 for 6-8<sup>th</sup> grades English Language Arts. For accelerated 8<sup>th</sup> grade students, we offer Algebra I using either APEX for low populations or MSBSD Algebra I curriculum, Envision. Additional high-school credit options are English I, Civics, and Health. We are on the district six-year curriculum cycle except for Core Knowledge science and history/geography curriculum which we update as new materials are published.

### **Program Achievement:**

Midnight Sun Family Learning Center welcomes all students through its doors. We are extremely proud of our student achievement. Our teachers are exceptional, and we have mandatory parent volunteers, but one of the reasons for our consistent student proficiency is due to daily uninterrupted learning. Though important for safety, our PA system is not used during instructional time, we limit our assemblies to one per quarter, and we structure our school where lunches are eaten in the classroom. Fall of 2024, 81% of students scored proficient or above in reading with over 52% of those students scoring above grade level; over 64% of our student population scored proficient or above in math with over 39% scoring at or above grade level (Measures of Academic Progress, School Profile, 2024). Our Core Knowledge curriculum materials are rich in classical education with an emphasis on reading and writing across the content areas. We also support students with afterschool tutoring opportunities throughout the year. Our focus for our PLC is increasing our proficiency levels for math across grade levels; our goal is to have the majority of our 8<sup>th</sup> graders on track for Algebra.

We have a large special needs population, and we maintain a full-time special education teacher along with two special education assistants. As per Alaska Reads Act and Individuals with Disabilities and Education Act, our special education students are fully included in the general education classroom for most of the day unless course work is inappropriate for their ability level. We follow MSBSD's MTSS protocols for both our intervention and special education processes.

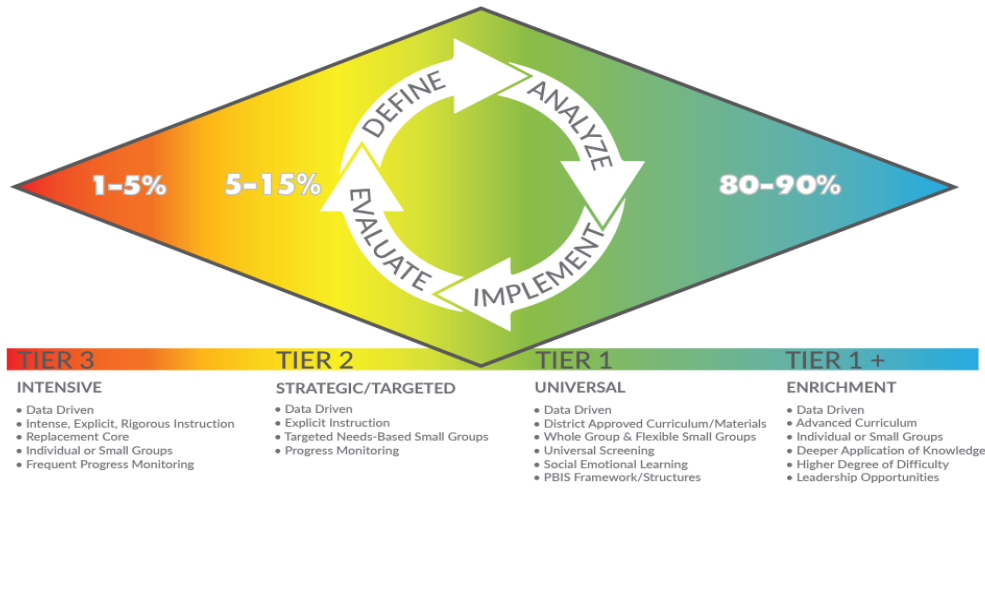
The multi-age learning environment is designed to meet all students where they are academically and accelerate them when needed. Students with exceptional math skills that have met the standards of their current grade level, join the grade level above them. Most recently, a sixth grader completed Algebra I with his 8<sup>th</sup> grade peers then went on to complete Geometry and Algebra II before going on to high school.

### **Multi-Tiered Systems of Support:**

Since RTI's infancy, Midnight Sun worked hard to refine and achieve standards at or above MSBSD's requirements. With Alaska Reads Act requirements, Midnight Sun implemented MSBSD's Elementary ELA and Math Tiered Plan of Services. This requirement allows for a very structured model and guidance for our primary teachers to follow for ELA times which are broken down into a variety of student needs. Each Tier in the plan of services, offers a succinct map of what our universal and intervention student needs daily. This also allows us to implement diverse intervention programs, like Heggerty, UFLI, and Phonics for Reading. Knowing that these materials and programs are vetted and have training available for all our staff is a plus and takes the guesswork out of what intervention and special needs populations require to gain proficiency. Under Alaska Reads Act, each school district is required to offer intensive reading intervention services based on students in K-3 who exhibit a reading deficiency to assist students in achieving reading proficiency at or above grade level by the end of third grade. Intervention services must be based on the Science of Reading. Reading

intervention must be provided in addition to, not in replace of the core reading instruction which is provided to all students in a general education classroom.

## Multi-Tiered System of Supports (MTSS)



Core ELA : MAP 41th%-ile and above aimswebPlus 26th %ile and above		<a href="#">Instructional Groupings Report</a>				
Universal Strategies ELA: <a href="#">Step Up to Writing</a> , <a href="#">Strategies Aligned with the Science of Reading</a> ,		<a href="#">Vocabulary and Spelling Routines</a>				
<a href="#">Reading Essential Standards</a>						
Framework Links		Kindergarten	First	Second	Third	Fourth Fifth
Skill Strand	Examples	120 mins	120 mins	120 mins	120 mins	120 mins
<b>Word Identification</b>		(50 mins)		(40 mins)	(20 mins)	(20 mins)
Phonological Awareness	Syllable, phonemes, etc	<b>REQUIRED:</b> <a href="#">Heggerty PA</a> (15 mins) <a href="#">Magnetic Foundations</a> (35 mins)  First Grade: <a href="#">Fluency Practice Guide and Formative Assessment</a>	<a href="#">Fluency Practice Guide and Formative Assessment</a>  <a href="#">Magnetic Foundations</a> (40 minutes) i-Ready Personalized Learning	i-Ready Personalized Learning (2 lessons per week) Vocabulary and Spelling Word Work (e.g., morphographs, etymology, prefixes, suffixes)		
Decoding	Alphabetic principle, spelling-sound correspondences					
Sight Recognition	Familiar, high-frequency words					
<b>Comprehension</b>		(40 mins)		(40 mins)		(60 mins)
Background Knowledge	Facts, concepts, etc	<a href="#">Ready Reading Instruction</a> Teacher Toolbox	<a href="#">Ready Reading Instruction</a> Teacher Toolbox  i-Ready Personalized	<a href="#">Magnetic Reading</a>  i-Ready Personalized Learning  <a href="#">Ready Writing:</a>		
Vocabulary	Depth of word knowledge and correct use					
Language Structures	Syntax, semantics, etc.					

### MSBSD MTSS Tiered plan of services, Updated January 2024



Teachers use both Measures of Academic Progress (MAP), AimsWeb +, IReady Diagnostics plus other formative / summative classroom assessments to inform instruction in their classrooms. This data is used to provide information on whether a student is non-proficient, in which we will offer intervention, or proficient/advanced. All these areas of student achievement paint a great picture of the individualized criteria that we find extremely personable.

### **Science of Reading**

In accordance with Alaska Reads Act criteria for all K-3 teachers to be trained in the science of reading, the teaching staff at Midnight Sun completed either Keys to Literacy or LETRS which are both Department of Early Education and Development approved courses to fulfill this mandate. The administration completed Science of Reading NWEA for leaderships, LETRs for Administrators and LETRS for Teachers due to this position being a Teaching – Principal position.

### **Communication:**

Midnight Sun uses diverse modalities for communication to keep families and community members informed of the students' and schools' progress. While face-to-face communication is best and typically easy for our teachers and staff due to volunteer activity in the school, there are times when digital communication means are necessary. Each teacher sends out a weekly newsletter from their classroom informing parents of activities and needs. Mass email options are available for the administrator to send out whole school activities or needs. Mrs. Harren creates a weekly school newsletter to reinforce the information from individual teachers; this newsletter goes out on Sundays for the entire school community.

Midnight Sun report cards are sent home during the district scheduled window for reporting. Our 3rd-8<sup>th</sup> grade uses A, B, C, D, F grades for all subject areas. Our Primary teachers are using MSBSD Standards Aligned Reporting as of 2024-2025 so parents can see proficiency on specific essential

standards needed for these grade levels. Parents have access to grades in real-time via their ParentVue application on the MSBSD website. All teachers are required to update grades weekly into our SIS Synergy. Assessment scores for all students and progress reports for IEP students are sent home quarterly either in paper format or parents can view on their personal student information system, ParentVue.



**2023 School Summary Report - English Language Arts**  
**District: MATANUSKA-SUSITNA BOROUGH SCHOOL DISTRICT**  
**School: MIDNIGHT SUN FAMILY LEARNING CENTER**

	Students Tested	Mean Score	Median Score	% of Students by Achievement Level
<b>MIDNIGHT SUN FAMILY LEARNING CENTER</b>	114	1599	1596	
<b>MATANUSKA-SUSITNA BOROUGH SCHOOL DISTRICT</b>	8,536	1593	1589	
<b>ALASKA</b>	55,941	1589	1583	

**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 grade 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.

For scale score ranges of all achievement levels, visit this page or scan the QR code: [education.alaska.gov/assessments/achievement](https://education.alaska.gov/assessments/achievement)



**ELA Summary By Grade**

Grade	Students Tested	Mean Score	Median Score	% of Students by Achievement Level
3	26	1588	1588	School District: NS: 4% AP: 27% P: 46% A: 23% 
				State: NS: 27% AP: 39% P: 34% A: 18% 
4	17	1584	1589	School District: NS: 29% AP: 18% P: 41% A: 12% 
				State: NS: 29% AP: 34% P: 30% A: 21% 
5	30	1609	1606	School District: NS: 10% AP: 17% P: 43% A: 30% 
				State: NS: 27% AP: 40% P: 24% A: 25% 
6	14	1603	1593	School District: NS: 14% AP: 43% P: 36% A: 7% 
				State: NS: 26% AP: 32% P: 33% A: 23% 
7	12	1605	1612	School District: NS: 17% AP: 33% P: 50% A: 0% 
				State: NS: 35% AP: 42% P: 28% A: 21% 
8	15	1610	1610	School District: NS: 27% AP: 33% P: 33% A: 7% 
				State: NS: 38% AP: 44% P: 28% A: 23% 

Due to rounding, the sum of the percentage values may not equal 100%.



For more information on AK STAR, please visit [education.alaska.gov/akstar](https://education.alaska.gov/akstar).

**Performance by Instructional Area**

The table below shows how the performance of the school compares to the district and state mean RIT score for the instructional areas of the test.

**Comparison Legend**

- ↑ did better than the District/State mean RIT
- ≈ did about as well as the District/State mean RIT
- ↓ did not do as well as the District/State mean RIT
- ∅ did not attempt any items in this area

Grade	Students with Valid RIT Scores	Instructional Area	Comparison	
			District	State
3	26	Reading Overall	↑	↑
		• Literary Text	↑	↑
		• Informational Text	↑	↑
		• Vocabulary	↑	↑
		Language Usage Overall	↑	↑
		• Language: Grammar	↑	↑
		• Language: Mechanics	↑	↑
		• Writing: Write/Revise	↑	↑
4	17	Reading Overall	↑	↑
		• Literary Text	↓	↑
		• Informational Text	↑	↑
		• Vocabulary	↑	↑
		Language Usage Overall	≈	↑
		• Language: Grammar	↓	↑
		• Language: Mechanics	↑	↑
		• Writing: Write/Revise	↑	↑
5	30	Reading Overall	↑	↑
		• Literary Text	↑	↑
		• Informational Text	↑	↑
		• Vocabulary	↑	↑
		Language Usage Overall	↑	↑
		• Language: Grammar	↑	↑
		• Language: Mechanics	↑	↑
		• Writing: Write/Revise	↑	↑
6	14	Reading Overall	≈	↑
		• Literary Text	↓	↓
		• Informational Text	↑	↑
		• Vocabulary	↑	↑
		Language Usage Overall	↑	↑
		• Language: Grammar	↑	↑
		• Language: Mechanics	↑	↑
		• Writing: Write/Revise	↑	↑
7	12	Reading Overall	↑	↑
		• Literary Text	↑	↑
		• Informational Text	↑	↑
		• Vocabulary	↑	↑
		Language Usage Overall	↑	↑
		• Language: Grammar	↑	↑
		• Language: Mechanics	≈	↑
		• Writing: Write/Revise	↑	↑
8	15	Reading Overall	↑	↑
		• Literary Text	≈	↑
		• Informational Text	↑	↑
		• Vocabulary	↑	↑
		Language Usage Overall	↑	↑
		• Language: Grammar	↑	↑
		• Language: Mechanics	↑	↑
		• Writing: Write/Revise	↑	↑

	Students Tested	Mean Score	Median Score	% of Students by Achievement Level
<b>MIDNIGHT SUN FAMILY LEARNING CENTER</b>	114	1548	1543	
<b>MATANUSKA-SUSITNA BOROUGH SCHOOL DISTRICT</b>	8,515	1548	1544	
<b>ALASKA</b>	55,950	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 grade 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.

For scale score ranges of all achievement levels, visit this page or scan the QR code: [education.alaska.gov/assessments/achievement](https://education.alaska.gov/assessments/achievement).



**Math Summary By Grade**

Grade	Students Tested	Mean Score	Median Score	% of Students by Achievement Level
3	26	1527	1527	NS: 19%   AP: 23%   P: 46%   A: 12%
				School
				District
4	17	1528	1525	NS: 47%   AP: 29%   P: 12%   A: 12%
				School
				District
5	30	1555	1555	NS: 10%   AP: 23%   P: 50%   A: 17%
				School
				District
6	14	1551	1545	NS: 43%   AP: 29%   P: 21%   A: 7%
				School
				District
7	12	1569	1576	NS: 25%   AP: 8%   P: 67%   A: 0%
				School
				District
8	15	1573	1571	NS: 33%   AP: 20%   P: 33%   A: 13%
				School
				District
				State

Due to rounding, the sum of the percentage values may not equal 100%.

**Performance by Instructional Area**

The table below shows how the performance of the school compares to the district and state mean RIT score for the instructional areas of the test.

**Comparison Legend**

- ↑ did better than the District/State mean RIT
- ≈ did about as well as the District/State mean RIT
- ↓ did not do as well as the District/State mean RIT
- ∅ did not attempt any items in this area

Grade	Students with Valid RIT Scores	Instructional Area	Comparison	
			District	State
3	26	Math Overall	↑	↑
		• Operations and Algebraic Thinking	↑	↑
		• Number and Operations	↑	↑
		• Measurement and Data	↑	↑
		• Geometry	↑	↑
4	17	Math Overall	↓	↑
		• Operations and Algebraic Thinking	↓	↑
		• Number and Operations	↓	↑
		• Measurement and Data	↓	↑
		• Geometry	↓	↓
5	30	Math Overall	↑	↑
		• Operations and Algebraic Thinking	↑	↑
		• Number and Operations	↑	↑
		• Measurement and Data	↑	↑
		• Geometry	↓	↑
6	14	Math Overall	↓	↑
		• Operations and Algebraic Thinking	↑	↑
		• The Real and Complex Number Systems	≈	↑
		• Geometry	↑	↑
		• Statistics and Probability	↓	↓
7	12	Math Overall	↑	↑
		• Operations and Algebraic Thinking	↑	↑
		• The Real and Complex Number Systems	↑	↑
		• Geometry	↑	↑
		• Statistics and Probability	↓	↑
8	15	Math Overall	↑	↑
		• Operations and Algebraic Thinking	↑	↑
		• The Real and Complex Number Systems	↑	↑
		• Geometry	↑	↑
		• Statistics and Probability	↑	↑



# Student Growth Summary Report

## Aggregate by School

Term: Spring 2023-2024  
 District: Matanuska-Susitna Borough School District

Norms Reference Data: 2020 and User Norms<sup>1</sup>  
 Growth Comparison Period: Fall 2023 - Spring 2024  
 Weeks of Instruction: Start - 3 (Fall 2023)  
 End - 32 (Spring 2024)

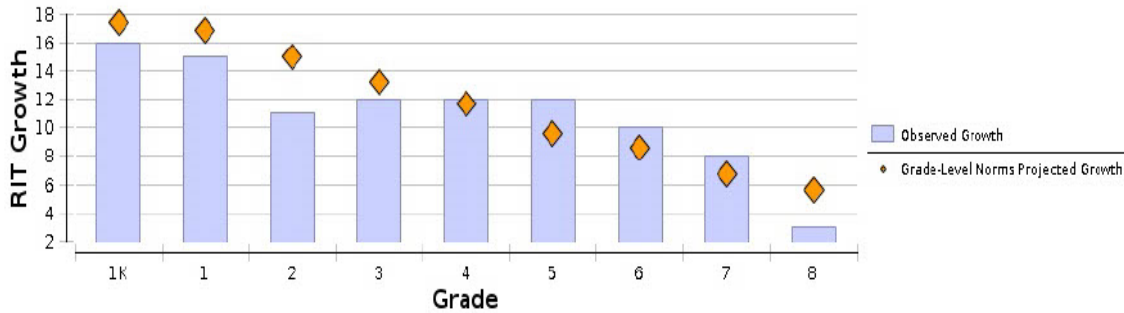
Grouping: None  
 Small Group Display: Yes

### Midnight Sun Family Learning

Math: Math K-12

Grade (Spring 2024)	Total Number of Growth Events <sup>‡</sup>	Comparison Periods						Growth Evaluated Against									
		Fall 2023			Spring 2024			Growth		Grade-Level Norms				Student Norms			
		Mean RIT Score	Standard Deviation	Achievement Percentile	Mean RIT Score	Standard Deviation	Achievement Percentile	Observed Growth	Observed Growth SE	Projected School Growth	School Conditional Growth Index	School Conditional Growth Percentile	Number of Students With Growth Projections	Number of Students Who Met Their Growth Projection	Percentage of Students Who Met Growth Projection	Student Median Conditional Growth Percentile	
1K	15	144.4	7.7	85	160.7	5.5	76	16	1.8	17.4	-0.48	32	15	7	47	46	
1	25	166.1	7.0	88	180.8	8.2	76	15	1.4	16.8	-0.82	21	25	8	32	37	
2	21	172.0	14.0	34	183.4	10.2	17	11	1.6	15.0	-1.54	6	21	7	33	40	
3	34	188.5	9.9	54	200.8	13.0	48	12	1.0	13.2	-0.39	35	34	17	50	49	
4	19	202.8	12.2	71	214.9	14.8	72	12	1.8	11.6	0.23	59	19	9	47	40	
5	17	204.9	13.3	30	216.6	15.0	40	12	1.5	9.6	0.87	81	17	12	71	56	
6	25	216.5	13.8	60	226.4	12.3	66	10	1.4	8.6	0.59	72	25	15	60	53	
7	11	217.6	14.3	39	225.8	13.0	46	8	2.0	6.7	0.72	76	11	7	64	58	
8	7	223.0	14.2	43	226.1	9.3	34	3	5.2	5.6	-0.99	16	7	3	43	41	

### Math: Math K-12



#### Explanatory Notes

<sup>1</sup>User norms are based on the group of students who have taken the test in the selected subject and course. These results are not comparable to results based on nationally representative norms.  
<sup>‡</sup> Calculations not provided because students have no MAP results in at least one of the terms. The Growth Count is zero.  
<sup>§</sup> Growth Count provided reflects students with MAP results in both the Start and End terms. Observed Growth calculation is based on that student data.

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# Student Growth Summary Report

Aggregate by School

Term: Spring 2023-2024  
 District: Matanuska-Susitna Borough School District

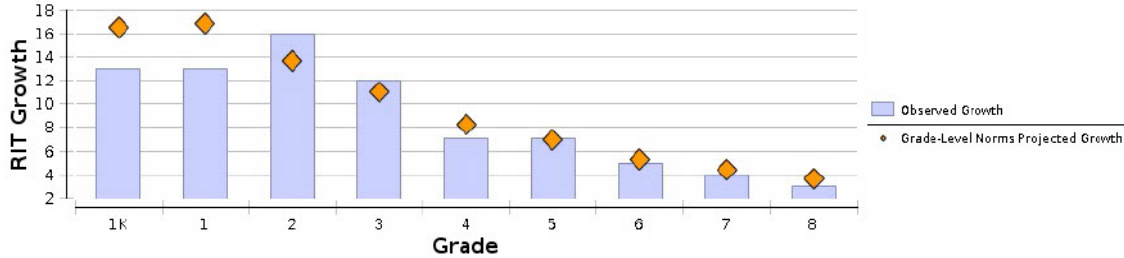
Norms Reference Data: 2020 and User Norms<sup>1</sup>  
 Growth Comparison Period: Fall 2023 - Spring 2024  
 Weeks of Instruction: Start - 3 (Fall 2023)  
 End - 32 (Spring 2024)  
 Grouping: None  
 Small Group Display: Yes

## Midnight Sun Family Learning

Language Arts:  
 Reading

Grade (Spring 2024)	Total Number of Growth Events <sup>‡</sup>	Comparison Periods						Growth Evaluated Against								
		Fall 2023			Spring 2024			Growth		Grade-Level Norms			Student Norms			
		Mean RIT Score	Standard Deviation	Achievement Percentile	Mean RIT Score	Standard Deviation	Achievement Percentile	Observed Growth	Observed Growth SE	Projected School Growth	School Conditional Growth Index	School Conditional Growth Percentile	Number of Students With Growth Projections	Number of Students Who Met Their Growth Projection	Percentage of Students Who Met Growth Projection	Student Median Conditional Growth Percentile
1K	16	141.2	6.8	84	154.3	8.8	59	13	3.3	16.5	-1.35	9	16	9	56	51
1	25	163.4	9.6	94	176.7	10.6	80	13	1.5	16.9	-1.37	9	25	9	36	40
2	21	162.8	16.0	9	178.3	15.8	15	16	1.9	13.7	0.71	76	21	15	71	53
3	33	187.2	16.1	56	199.0	10.0	60	12	1.8	11.0	0.36	64	33	17	52	55
4	19	202.0	15.7	79	209.1	12.8	73	7	1.8	8.3	-0.54	29	19	7	37	43
5	17	203.2	18.5	45	210.4	10.2	47	7	2.9	6.9	0.13	55	17	8	47	46
6	25	212.8	12.8	66	218.1	10.7	65	5	1.7	5.3	0.00	50	25	13	52	48
7	12	213.8	11.0	49	217.7	8.8	46	4	2.4	4.4	-0.27	39	12	5	42	31
8	10	220.8	13.8	65	224.2	10.1	63	3	2.1	3.7	-0.14	45	10	5	50	48

### Language Arts: Reading



#### Explanatory Notes

<sup>1</sup>User norms are based on the group of students who have taken the test in the selected subject and course. These results are not comparable to results based on nationally representative norms.  
<sup>‡</sup>Calculations not provided because students have no MAP results in at least one of the terms. The Growth Count is zero.  
<sup>‡</sup>Growth Count provided reflects students with MAP results in both the Start and End terms. Observed Growth calculation is based on that student data.

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**Admission Procedures:**

Admission to Midnight Sun Family Learning Center is open to all students in the Matanuska Susitna Borough School District. As per BP 5145.03 and AS 14.18.010, Midnight Sun programs and activities allows all students equal access to and opportunities in the district's academic, extracurricular, and other educational support programs, services, and activities. The school and Academic Policy Committee prohibits, at any district school or school activity, unlawful discrimination, including discriminatory harassment, intimidation, and bullying, targeted at any student by anyone, based on the student's actual or perceived race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, physical or mental disability, medical condition, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or association with a person or group with one or more of these actual or perceived characteristics. discrimination and respect to ethnic group, marital or pre-marital status, and physical, academic, and social-emotional disabilities. Midnight Sun ensures equal opportunities for all students in admission and access to enrollment.

**Administrative Policy:**

Per state law, the administrator for Midnight Sun Family Learning Center is selected by the Academic Policy Committee. The Academic Policy Committee carefully considered state statutes and district policies in adopting its administrative policies and procedures described below.

**Hiring Staff:**

Midnight Sun Family Learning Center will follow the current District and MSEA, and CEA procedures and policies for posting vacancies of MSEA, CEA, or MSPA staff members. If after



interviewing, no qualified applicant in-District is found, hiring may be done according to District procedures where we would post these positions as being open to the public.

### **Teaching-Principal**

Midnight Sun features a unique, collaborative leadership model where staff and parents are directly involved in most of the decision making of the school. This structure is a cornerstone of the school and an important factor of its success over the past 25 years, assuring maximum educational success for students. Formerly, the decision-making process was conducted through a teacher-in-charge and off-site advisor. Since 2014, Midnight Sun Family Learning Center employs a teaching-principal, who holds an Administrator Type B certificate along with a teaching certificate, which oversees the duties and responsibilities of the school and how it functions. The principal works as a liaison between the APC and Matanuska-Susitna Borough School District. The principal works to ensure that the building and its school community is safe and educated. They also engage in multiple other important tasks which are but are not limited to: overseeing the budget, conducting student and staff discipline procedures, hiring, and firing staff, overseeing curriculum, overseeing all departments in the school, conducting staff evaluations, organizing staff development, organizing professional learning communities, organizing parent events, and reporting to the APC on all aspects of the operation of the school.

### **Conflicts**

Conflict resolution starts at the lowest level, generally the classroom teacher. The APC Board provides a Conflict Resolution process for concerns that need further attention. A copy of this process is sent home each year during registration. In addition, copies of the process are available at the office.

### **Conflict Resolution Process:**

Person/Persons involved: \_\_\_\_\_

Has the issue been discussed with him/her? **Yes or No (If no, please explain.)**

Date(s) of Discussion: \_\_\_\_\_

What is the concern?

\_\_\_\_\_

What are some possible solutions?

- a. Turn the form in to the office or mail to 7362 W. Parks Hwy #714, Wasilla, Alaska 99623. Within one week of receipt, the appropriate supervisor will review the Conflict Resolution Form.
- b. Within one week of receipt, a copy of the form will be provided to the person(s) named on the form. The person(s) shall cooperate in resolving the conflict. (Employee(s) impacted using the Conflict Resolution Form may choose to exercise rights given them by law or by an employment agreement. Both the employees and the complaining party may have a representation of their choice throughout the process.) All confidentiality requirements will be met.
- c. Unless there are extenuating circumstances, within three weeks of receipt, the principal and/or APC Board will review the conflict and related material, interview parties, and submit findings back to the complainant. (If the complaint is about a school district employee, the response is subject to the confidentiality provisions of Alaska Statute 14.20.149(h). The employee may choose to have union representation present.)
- d. The principal and/or APC Board will notify both parties, in writing, of the final determination. A final decision will be made in a timely manner, not to exceed 30 working days, after the filing of the formal complaint. ***It is to be understood numerous opportunities have existed to resolve the conflict and the decision is final.***
- e. If at any point after the resolution process has been initiated, the person filing the complaint indicates a desire to pursue formal litigation, or does in fact file suit, the Conflict Resolution process will be terminated. All matters will then be turned over to **legal** counsel.

If a Conflict Resolution Form is filed against a teacher, the principal will review the complaint. If the Conflict Resolution Form is filed against the principal, the complaint will be reviewed by the APC Board in an Executive Session.

\*All teachers and staff at Midnight Sun Family Learning Center are employees of the Matanuska Susitna Borough School District and will be covered by the personnel policies of the district. The Midnight Sun Family Learning Center Principal is responsible for supervising, evaluating, disciplining, determining compensation for and terminating its employees.

Please initial next to each bullet:

The following information is listed neither to encourage nor discourage the filing of a complaint. Rather, it is intended to inform you of the possible outcomes of a formal complaint proceeding.

- I understand that the principal and/or APC Board may request additional information from me regarding this matter, and I agree that I will provide such information as is available to me. I also understand that as the complainant, I may also be required to testify and be subject to cross-examination.
- I understand that while my requested resolution of this matter will be carefully considered, the responsibility for selecting action taken may ultimately be more severe than the remedy I have proposed.
- If the complaint is directed toward the actions of an employee, I understand the principal and/or APC Board will give a copy of this complaint to the individual(s) about whom I have complained. The person will be given the opportunity to respond to this complaint.
- I understand that I may request to withdraw this complaint at any time. However, in the event that the principal and/or APC Board views the matters raised in this complaint as being sufficiently serious, the principal and/or APC Board may pursue this matter despite my desire not to proceed. I also understand if any judicial proceeding arises from the matters, I have raised in this the complaint, both the person I have complained about, and I would be entitled to all the rights and protections available in such judicial proceedings.
- It is understood that a complaint should be of a serious nature. *Numerous frivolous complaints from the same party may be considered void.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Budget

The principal is responsible for developing the school budget based on monies received by the school district as per the foundation formula. The APC board approves of the annual budget and the board receives monthly budget reports and reviews financial statements to ensure that the school is operating as a fiscally responsible entity.

### School Year Calendar

Midnight Sun Family Learning Center follows the school year calendar except for early release Wednesdays. Instead of late-start Mondays for PLC, Midnight Sun has early release Wednesdays for PLC/Team Time.

### **School Board Policies**

Midnight Sun Family Learning Center operates under MSBSD's School Board Policies except for grading, and curriculum policies.

### **Statement of Charter Funding:**

The Matanuska Susitna Borough School District will allocate funding for Midnight Sun Family Learning Center based upon a per pupil proportionate share of funding received by the school district for students attending Midnight Sun. This includes foundation revenues generated for special populations of students; the proportionate share of state and federal resources generated by Midnight Sun students for special education, gifted and talented students. Midnight Sun will coordinate with the Matanuska Susitna Borough School District will provide services for students labeled as requiring specialized educational needs. The costs of such services will be paid by Midnight Sun. These services include but are not limited to speech therapy, occupational therapy, physical therapy, school psychology, and behavioral intervention. The school district shall withhold amounts necessary and as agreed by the two parties, for payroll/accounting services, insurance, legal issues, computer linkage, and employee benefits determined by applying the indirect cost rate approved by the department up to four percent. All equipment and supplies purchased by the Midnight Sun will become property of the Matanuska Susitna Borough School District upon completion of termination of the Midnight Sun Family Learning Center School contract. Midnight Sun Family Learning Center will operate within the constraints of its budget.

See Charter Preliminary Budget and Budget Summary 24/25

Midnight Sun has always ended the school year with a positive ending fund balance. Funds are generally left in areas of staffing. These areas are difficult to project adequately due to need. The borough approved charter schools keeping 10% of the original budget as carryover for the next year. When the charter schools in the district were originally allowed to keep the carryover funds, the charter schools were given the directive to carry over as little of the funding as possible. Midnight Sun took this directive seriously and worked in May and June to make necessary purchases to carry over as little as possible. The district budget and accounting departments work closely with Midnight Sun to clarify spending as assure the balance is not exceeded.

In January of each year, Midnight Sun begins planning and preparing the budget for the upcoming school year. The plans and discussions include evaluation of staffing, facility, instruction, and technology needs. Efficiencies are constantly assessed with the goal to always have the greatest amount of funding directly serving the instruction of the students. The budget is prepared by first addressing the fixed costs (those costs automatically encumbered) such as staffing, utilities, and the lease costs. Other areas of the budget are divided as per need, but much of the funding is placed in instructional uses (supplies and equipment). The budget is presented to the district on their timeline and is updated per the district requests.

**Method of Accountability:**

Midnight Sun strives to assure the community that the staffing plan provides the best direct services to students yet can be fully supported by the budget. Each of our classes houses a Charter School Classroom Support Assistant (CSCSA). CSCSA's work directly with students tutoring in academics and supervising at recess and lunches. In addition, the CSCSA's assist with registration and at other

times throughout the school year when there is extra clerical work. Finally, the CSCSA's complete cleaning requires chemicals while working with the parents who vacuum and take out the trash. This use of staffing both creates efficiencies with finances and increases the connections that the staff shares with the students and families in our school.

The level of parent involvement in our school creates an awareness for parents of the "cost of doing business". In turn parents and students respect the facility and materials that are provided.

Four times per year, the APC allots funds for classrooms. These funds are allotted on a per pupil amount and must be spent on instructional support. Teachers must follow all district mandated purchasing procedures. In addition, internal controls include administrative approval of expenditures and budget spreadsheets maintained for each teacher by the administrative secretary. Money is allocated to classrooms at four (4) different times of the year so that funds will be accessible or not yet utilized throughout the year if emergencies or unexpected costs may arise. In the event of an unexpected need, priorities are assessed to ensure that all necessary instructional personnel and materials are in place while still addressing the unexpected expenditure. The teachers and administrators have also prioritized cost saving areas for emergency expenditures.

During weekly teacher meetings, the teaching staff discusses and determines needs that will be brought to the administrator for potential purchases either for the building or individual classrooms.

The APC receives monthly budget updates at the monthly APC Meeting.

The lease for the facility is a huge portion of Midnight Sun's budget. While the budget must sustain this lease, a current goal for the school is to purchase the building and free up funds to do maintenance on the building not specified in the lease agreement. As of 2024-2025, the lease is \$426,360 which is a little more than 17% of our budget.

Midnight Sun is fortunate to have the support of the local school district budget, purchasing, and accounting departments. The school's budget is audited along with the rest of the school district's budget. The school district audit reports indicate the district's financials are fairly presented.

The use of the district resources, as indirect costs, such as purchasing, payroll, IT, and accounting create efficiencies for the charter school that avoid additional hiring costs for the charter. It would be fair to say that these departments provide the greatest support to the charter school because of the expertise and level of excellent assistance these departments provide to the charter school. The use of the district's financial management system, Munis and Gravity, assists with efficient operations.

Midnight Sun attempts to spend the funds provided in the fiscal year allocated with as little carryover as possible. Carryover funds are allocated to the area of the budget based on the greatest current need. For example, in years past, classrooms that needed new carpet or linoleum were provided with this by our carryover funds. This year the carryover funds will be used to purchase a riding lawn mower so we can care for our own mowing and carpet cleaning/ gym floor stripping. The rest will be placed in the general fund to support setting up a new teacher, in a middle school classroom, with larger desks so students can comfortably sit while working.

Based on the number of students on the waitlist and the on-going requests for enrollment, Midnight Sun Academic Policy Committee Board feels confident that enrollment projections will be met for years to come.

**Funding Allocation:**

Midnight Sun Family Learning Center is a public charter school therefore, funding is allocated from our school board based on the foundation funding formula as per other schools in our district. The current state public school funding formula was adopted under Senate Bill 36 in 1998 and implemented in 1999. The public-school funding formula is defined in Alaska Statute 14.17. State Aid

to Public Schools. The charter school budget summary designating the allocation of funds is on file electronically with our school district's budget department.

**Budget Summary:**



**Midnight Sun Family Learning Center  
FY 2025 PROJECTED Revenue**

State Foundation Formula			ORIGINAL PROJECTION	
Projected Count				189.00
Intensive Count			2.00	
<b>1 Adjusted for School Size *</b>				<b>260.22</b>
	<b>Factor</b>	<b>Amount</b>		<b>Adj. ADM</b>
2 District Cost Factor	0.070	18.22		278.435
3 Special Needs	0.200	55.69		334.122
4 Voc Ed Factor	0.015	5.01		339.134
5 Correspondence Count	0.900	0.00		339.134
6 Intensive Needs	13.000	26.00		365.134
Total Adjusted ADM		Per Pupil		<b>365.134</b>
7 Base Student Allocation	365.13 x	\$ 5,960.00	\$	2,176,204.00
<b>8 Less Minimum Local Funding</b>		<b>\$ 1,342.01</b>	<b>\$</b>	<b>(490,013.00)</b>
<b>Total Basic Need</b>			<b>\$</b>	<b>1,686,191.00</b>
9 Quality Schools Funding		\$ 16.00	\$	5,842.00
<b>Total State Foundation Formula</b>			<b>\$</b>	<b>1,692,032.00</b>

TOTAL REVENUE			
		Per AADM	TOTAL
Total State Foundation Formula		\$ 4,634.00	\$ 1,692,032.00
State PFD Lottery	\$ 65,000.00	\$ 341.50	\$ 124,693.00
<b>Local Funding</b>			
8 Minimum Required Local	47,177,910	\$ 1,342.01	\$ 490,013.00
Contribution Above Minimum	27,853,943	\$ 792.33	\$ 289,305.00
	75,031,853	\$ 2,134.34	\$ 779,318.00
FY23 Carry Over Estimate			
<b>Total Gross Funding</b>		<b>\$ 7,109.84</b>	<b>\$ 2,596,043.00</b>

\* (150-249) School Size  
 189 - 150 = 39  
 Base = **218.1**  
 Factor = **1.08**  
 (39 x 1.08) + 218.1 = **260.22**                      **260.22**



YEAR-TO-DATE BUDGET REPORT

FOR 2025 99							
	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
<b>110 REGULAR ED INSTRUCTION</b>							
1 DISCRETIONARY	209,658.00	-36,342.00	173,316.00	52,787.47	19,461.47	101,067.06	41.7%
2 SALARIES/BENEFITS	1,445,942.00	132,158.00	1,578,100.00	385,926.26	1,203,784.78	-11,611.04	100.7%
TOTAL REGULAR ED INSTRUCTION	1,655,600.00	95,816.00	1,751,416.00	438,713.73	1,223,246.25	89,456.02	94.9%
<b>200 SPEC ED INSTRUCTION</b>							
1 DISCRETIONARY	7,500.00	0.00	7,500.00	0.00	0.00	7,500.00	.0%
2 SALARIES/BENEFITS	175,079.00	-12,555.00	162,524.00	42,063.21	119,901.05	559.74	99.7%
TOTAL SPEC ED INSTRUCTION	182,579.00	-12,555.00	170,024.00	42,063.21	119,901.05	8,059.74	95.3%
<b>351 IMPROVEMENT OF INSTRUCTION</b>							
1 DISCRETIONARY	0.00	9,500.00	9,500.00	9,456.38	43.62	0.00	100.0%
TOTAL IMPROVEMENT OF INSTRUCTION	0.00	9,500.00	9,500.00	9,456.38	43.62	0.00	100.0%
<b>360 INST-RELATED TECHNOLOGY</b>							
1 DISCRETIONARY	13,000.00	-10,707.00	2,293.00	0.00	0.00	2,293.00	.0%
TOTAL INST-RELATED TECHNOLOGY	13,000.00	-10,707.00	2,293.00	0.00	0.00	2,293.00	.0%
<b>400 SCHOOL ADMINISTRATION</b>							

YEAR-TO-DATE BUDGET REPORT

FOR 2025 99							
400 SCHOOL ADMINISTRATION	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
2 SALARIES/BENEFITS	157,954.00	782.00	158,736.00	45,347.49	98,183.10	15,205.41	90.4%
TOTAL SCHOOL ADMINISTRATION	157,954.00	782.00	158,736.00	45,347.49	98,183.10	15,205.41	90.4%
<b>450 SCHOOL ADMIN SUPPORT</b>							
1 DISCRETIONARY	15,000.00	5,043.00	20,043.00	1,400.67	8,642.01	10,000.32	50.1%
2 SALARIES/BENEFITS	94,400.00	173.00	94,573.00	25,358.81	69,185.78	28.41	100.0%
TOTAL SCHOOL ADMIN SUPPORT	109,400.00	5,216.00	114,616.00	26,759.48	77,827.79	10,028.73	91.3%
<b>550 DISTRICT ADMIN SUPPORT</b>							
1 DISCRETIONARY	88,859.00	0.00	88,859.00	0.00	0.00	88,859.00	.0%
TOTAL DISTRICT ADMIN SUPPORT	88,859.00	0.00	88,859.00	0.00	0.00	88,859.00	.0%
<b>600 OPERATIONS &amp; MAINTENANCE</b>							
1 DISCRETIONARY	56,134.00	0.00	56,134.00	432,444.00	30,000.00	-406,310.00	823.8%
3 UTILITIES	3,000.00	0.00	3,000.00	50.21	0.00	2,949.79	1.7%
4 RESTRICTED DISTRICT MAINTAINED	10,000.00	0.00	10,000.00	-172.32	805.00	9,367.32	6.3%
TOTAL OPERATIONS & MAINTENANCE	69,134.00	0.00	69,134.00	432,321.89	30,805.00	-393,992.89	669.9%
<b>700 STUDENT ACTIVITIES</b>							

**YEAR-TO-DATE BUDGET REPORT**

FOR 2025 99							
700 STUDENT ACTIVITIES							
	ORIGINAL APPROP	TRANS/ADJSTMS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
1 DISCRETIONARY	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00	.0%
TOTAL STUDENT ACTIVITIES	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00	.0%
850 DEBT SERVICE							
1 DISCRETIONARY	429,000.00	0.00	429,000.00	0.00	0.00	429,000.00	.0%
TOTAL DEBT SERVICE	429,000.00	0.00	429,000.00	0.00	0.00	429,000.00	.0%
<b>GRAND TOTAL</b>							
	2,708,526.00	88,052.00	2,796,578.00	994,662.18	1,550,006.81	251,909.01	91.0%

\*\* END OF REPORT - Generated by AMY HARREN \*\*

**Indirect Services for Midnight Sun Family Learning Center:**

The district implements a 4% indirect cost based on state law. The services from indirect fees pay for items ranging from costs associated with payroll, all IT services, bids, workers' compensation, Federal Programs, and a plethora of other services to ensure equity for our students.

Midnight Sun ends the school year with a positive ending fund balance. Funds are generally left in areas of staffing such as substitutes or for technology-related expenses as these areas are very difficult to project annually. The borough approved charter schools keeping 10% of the original budget as carry-over for the next year. Midnight Sun, as other schools in district, can choose to add these carry-

over funds to our Capital Improvements Project Fund (CIP) for use on structural related expenses.

Midnight Sun has a little over \$66,000 in our CIP fund to aid in the purchasing of our building.

Monthly budget reports are reviewed by our Academic Policy Committee. Any expense over \$7,000.00 must be approved by our APC board prior to the purchase or prior to the expense being paid.

### **Method of Accountability for Receipts and Expenditures:**

In January of each year, Midnight Sun begins planning and preparing the budget for the upcoming school year. The plans and discussions include evaluation of staffing based on student population and special needs, facility, instructional costs, and technology needs. Efficiencies are constantly assessed with the goal to always have the greatest amount of funding directly servicing the instruction of students. The budget is prepared by first addressing the fixed costs such as staffing, utilities, and the building lease. Next funds are distributed for instructional support and materials. The budget is presented on their timeline and updated per the district requests.

Midnight Sun strives to ensure that the staffing plan provides the best direct services to students, yet one that is fully supported by the budget. Since each classroom has an aide, these services must be budgeted as per need and budget for the year. Aides that are placed in classrooms are Charter School Support Assistants (CSCSA); they work directly with students tutoring in academics and supervising at recess and lunches. In addition, the CSCSA assists with registration and at other times work with clerical duties when their classroom work is complete.

Four times per year, the APC allocates allotments to classrooms ranging from \$500 to \$1000 per allotment. This is completely dependent on the budget for the year and whether teachers are paying for consumable materials or if costs are paid from discretionary for the whole school repurchase of

necessary curriculum materials. APC must approve all expenditures greater than \$7000 for any purchases made from Midnight Sun's available budget.

Receipts for all expenses must also be approved prior to payment or purchase by MSBSD's budget and accounting departments. Any purchase orders or credit card payments must include a detailed narrative with receipt of payments for all purchases. This includes income raised by teachers for general classroom use. Contract services must go through MSBSD's vendor application process prior to any, and all work done either to the premises or for professional development services. This includes all insurances needed, business licenses, and other supporting documentation necessary to be approved as a vendor. Services that fall above \$24,999 must go out to public bid to ensure that fiscal responsibility is ensured.

**Location and Description of Facility:**

Midnight Sun Family Learning Center staff and students moved into their forever home located at 7275 West Midnight Sun Drive, Wasilla, Alaska in November 2004. In 2014, an addition of one more classroom, a larger special education classroom, and a stage were added to the facility. The 22,816 square feet facility provides a safe, healthy learning environment that continues to enhance the learning experience for Midnight Sun families and staff. In the summer of 2023, with the help of ESSER III funds, new playground equipment was added with an addition of two gazebos for outdoor learning. These new additions were the first for the playground since the facility was built in 2004. Midnight Sun has an active outdoor K-8 group of students; the creation of additional recreational areas allows for students to experience play daily which is imperative for all students.

In the fall of 2022, Principal Amy Harren along with Midnight Sun's APC board brought forth to the Matanuska Susitna Borough School District a resolution to submit to the school board for purchasing the building. The resolution passed at the school board and in September 2022 the MSB assembly

passed the resolution to purchase the facility for Midnight Sun. Unfortunately, with funding so low, the purchase never took place. In the fall of 2024, the borough proposes adding a charter school bond to the ballot for voters to decide on whether Midnight Sun is purchased along with building multiple other sites for charter schools that are also leasing facilities. Midnight Sun has leased its facility for 25 years at \$386,600 per year for lease. In the spring of 2025, our lease was raised to \$426,360. With this raise in lease, we are grateful to the borough for agreeing that Midnight Sun needs a forever home here in the facility where hundreds of students have walked the halls, learned in its classrooms, played in the gym, and grown overall as a great citizen.

The staff at Midnight Sun works hard to maintain the facilities. With the help of contractors and MSBSD Facilities and Maintenance departments, new additions for safety purposes have been added in 2023-2024 for security purposes. Our front doors have been replaced with a stronger front entrance system which will employ badge readers and front office only entrance for the public. An intercom was added throughout the school, including the classrooms which act as a safety feature for both teachers needing to contact the office or for the office to give announcements.

Staff and parents clean the building daily. Parents are required to clean their teacher's classroom at least once per month for volunteer service. The cleaning for parents requires only vacuuming and removing garbage from the classroom. Staff are trained yearly on MSDS as per OSHA by MSBSD janitorial leads and all cleaning products are ordered from the district. MSDS sheets are located in our janitorial closet as well as in our workroom (CFR 1910.1200(g)(8) of the standard requires that "the employer shall maintain in the workplace copies of the required MSDSs for each hazardous chemical and shall ensure that they are readily accessible during each work shift to employees when they are in their work areas).

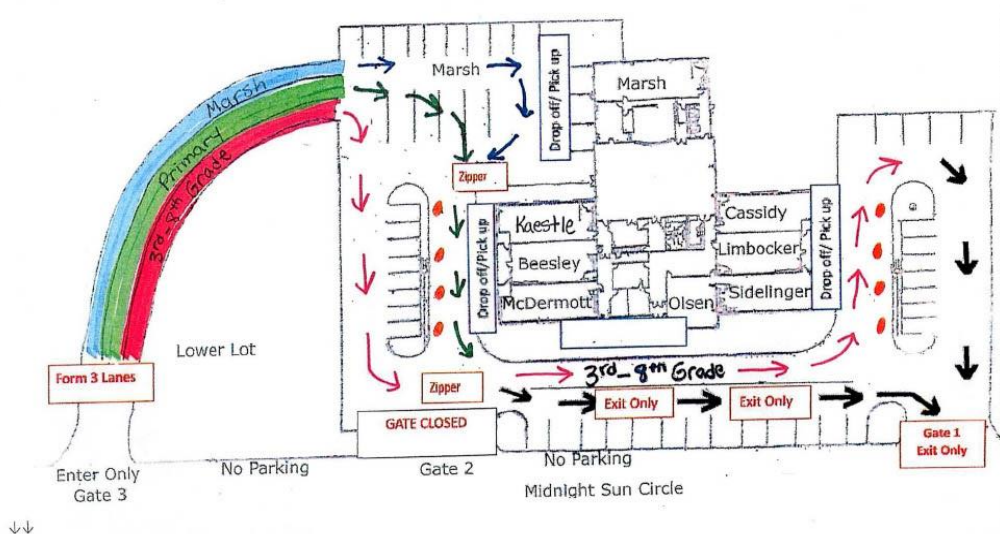
Parents and community members worked hard during the past 25 years to ensure that beautification of Midnight Sun was done. Parents sweep sidewalks, plant trees and shrubs, and replace fencing. As of March 2024, a parent who is a contractor is working closely with MSBSD Facilities and volunteering his time to erect two gazebos for outdoor student learning. He has spent hours completing dirt work using his own heavy equipment, and the gazebos are almost done. It is because of people like him that we can cut costs and put that money where it belongs: the students.

Community stakeholders and partners, like Meadow Lakes Bloomers, donate money every spring to our garden. This ensures that we have lovely flowers growing on our school grounds which parents take care of over the summer months.

**FOR THE SAFETY OF STUDENTS AND STAFF, PLEASE STAY OFF CELL PHONES.**

**PROCEDURE FOR MORNING/AFTERNOON PICK UP AND DROP OFF:** All students will be picked up and dropped off from their OWN classroom doors with the exception of Mrs. Olsen's students, who will be picked up and dropped off at Mr. Sidelinger's door. If you have young students in booster seats, ensure that the booster seat is on the side of the vehicle they are exiting. All families, please enter Gate 3 and follow the arrows accordingly. **Gate 2 is closed for pick up and drop off.** Please exit through Gate 1. We will have signs in the parking lot to aid in this transition. Due to safety concerns, no staff members will be in the parking lot directing traffic during arrival/dismissal.

Parents, please say your goodbyes without exiting your vehicle; staff will assist youngsters in and out of your vehicle. If you need to speak with a teacher, please call them before or after arrival/dismissal, or park your vehicle and walk in. Please be patient with our new families learning the drop off and pick up procedures.



**Our Teachers:**

Amy Harren is the teaching principal of Midnight Sun Family Learning Center. Mrs. Harren is a 40-year resident of the State of Alaska and a 22-year educator for MSBSD. Along with Mrs. Harren's administrative duties, she teaches all 8<sup>th</sup> grade math and English along with Algebra I and English I. She is also the full-time special education teacher for Midnight Sun and carries a caseload of approximately 23-25 students. Mrs. Harren has a Bachelor of Applied Social Sciences with a minor



in Gender History from the University of Alabama, a Masters in teaching from Ashland University, a Masters in special education from Grand Canyon University, and a Masters in educational administration from Grand Canyon University.

Susan Olsen is a 33-year resident of Alaska and a 20-year tenured teacher of Midnight Sun Family Learning Center. She has a Masters in Curriculum and Instruction and teaches multi-grades 3<sup>rd</sup>-5<sup>th</sup>.

Shawn Sidelinger is a 30-year resident of the State of Alaska and a 17-year tenured teacher for Midnight Sun Family Learning Center. Shawn has a bachelor's degree in Anthropology / Geography and a Master's in teaching. Mr. Sidelinger teaches one of our three 3<sup>rd</sup>-5<sup>th</sup> multi-grade classrooms.

Heidi Marsh is a life-long Alaskan and teaches one of our three 3<sup>rd</sup>-5<sup>th</sup> multi-grade classrooms. She is a 7-year tenured teacher for Midnight Sun Family Learning Center. Mrs. Marsh has a Bachelors in Elementary Education.

Monica Smith is an eight-year resident of the State of Alaska. She is one of our three K-2<sup>nd</sup> multi-grade teachers. This is her first year of teaching at Midnight Sun. Her educational background is a Bachelors in Elementary Education and a Masters in Curriculum and Instruction.

Stacy Beesley is one of our K-2 multi-grade teachers. Mrs. Beesley graduated from Cal State University of Bakersfield with a BA in LS, then completed a teaching degree in 2003. She continues to be a life-long learner with 90+ additional credits in instruction and education.

Katherine Chambers is another K-2<sup>nd</sup> multi-grade teacher. This is Kate's second year in Alaska and her first year at Midnight Sun. She has a Bachelor of Science in Education from Jacksonville State University in Alabama and a degree in Fine Arts from Jacksonville State University.

Haley Smith is one of two 6<sup>th</sup>-8<sup>th</sup> Middle School teachers at Midnight Sun. This is Haley’s second year as a teacher and her first year at Midnight Sun. She holds a Bachelor’s degree in criminology from the University of Texas and a Master’s in education from Western Governors University.

Kristina Cassidy is one of two 6<sup>th</sup>-8<sup>th</sup> grade Middle School teachers at Midnight Sun. Kristina is a life-long Alaskan with 8 years of teaching experience with MSBSD. Kristina has a Masters in Education specializing in Technology in the Classroom (2018) Walden University BA in Elementary Education w/ E.C. Special Ed. Endorsement (2017) University of Alaska Anchorage.

### **Student Teacher Ratio**

Teacher to student ratio as outlined in the Charter and Charter Contract with the Matanuska-Susitna Borough School District is as follows: a maximum of 1:22 in the multi-age primary classes, 1:25 in the multi-age transition classes, and 1:26 in the multi-grade middle school classes. In addition to the classroom teacher, each classroom has a full-time Charter School Classroom Student Assistant to aid in classroom instruction, duty, and cleaning. These are the ideal ratios though there are times when one of our grades will over-enroll to make room for an older or younger sibling of one of our other classrooms. We have maintained averages of the maximum to the ideal listed above since the founding of the school.

### **Number of Students Served:**

Enrollment is maintained for the eight classrooms with an average for the maximum of 22 students in the primary classrooms, 24 students in the three transition classrooms, and 26 students in the two middle school classrooms. Midnight Sun does not keep a waitlist to ensure that equity is kept for enrollment. Parents that want to enroll, do get put on a “waitlist” from April to May; the lottery runs for FY 2024-2025 on May 28<sup>th</sup>. This lottery is completed electronically by our district student information system, Synergy. During the lottery, names that are on the waitlist are jumbled and

chosen at random by Synergy, those families are placed where there are spots available. After this, the waitlist is erased until the next time we have open enrollment. Weekly inquiries indicate that the school will be able to continue to fill our classes. The small school philosophy of Midnight Sun requires that the class size not exceed the above ratios.

### **Date of Renewal of Charter**

Midnight Sun's charter may be renewed every ten years upon the completion of a positive review of the school's successful progress in reaching identified goals.

### **Plan for Transition in the Event of Termination of Charter**

In the event of termination of the Midnight Sun Family Learning Center, students will return to a school in their home attendance area. All equipment, furniture and supplies, etc., purchased with funds from Midnight the property of the Matanuska Susitna School District, and all equipment, furniture and unused supplies will be returned to the School District, if termination of the Charter should occur. Students will be assisted in making the transition with the least disruption possible.

**Term of Contract:** The charter contract with MSBSD can be renewed every ten years.

### **Exemptions or Requirements Included in Contract:**

Midnight Sun Family Learning Center is compliant in all Federal and State Laws as it applies to Alaska State Charter School Regulations. The Academic Policy Committee or APC will administer the contract with Matanuska Susitna Borough School Board for the operation of Midnight Sun Family Learning Center and ensures that Midnight Sun is operated in compliance with applicable federal, state, and local laws and regulations.

Midnight Sun Family Learning Center has adopted the Matanuska Susitna Borough School District administrative policies and regulations except for curriculum materials and grading systems.

Matanuska Susitna School Board and Committees approve curriculum and instructional materials prior to implementation, provided that such curriculum and materials meet or exceed content standards adopted by the Matanuska Susitna Borough School District.

## **Section II: Organization and Administration**

### **Administrative Oversight:**

The APC shall provide the governance for the charter school, and the operations of the school will be carried out by the administrative staff with input, guidance, and support from the APC. The school will include a 1.0 FTE certificated administrator, a 1.0 administrative secretary, eight (8) certificated teachers (depending on enrollment), and aides for each classroom plus special needs aides for students with IEP's that need small group or behavioral instruction. Midnight Sun Charter School Administration, 1.0 FTE principal with Type B certificate: Oversees and in consultation with the APC guides the implementation of Midnight Sun's educational program, APC bylaws, and student handbook.

### **Evidence of Written Policy Manual**

Midnight Sun Family Learning Center will comply with Alaska State Statutes applicable to charter schools and to Matanuska-Susitna Borough School District Charter School Policy. The bylaws of the Academic Policy Committee adhere to applicable laws, policies, and regulation of the district, borough, and state. When in doubt, the APC Board and administration of MSFLC refer to the MSBSD, MSEA, and appropriate training institutions for guidance on charter school law, labor law, and state and local school district policy. The charter application, including the APC Bylaws and school board policies, serves as the foundation for the Administrative Policy Manual (APM) for MSFLC. This living document is maintained by the APC Board and provides guidelines that ensure

that the daily requirements of the school's operations are met. Review, adoption, and amendments to the Administrative Policy Manual are the result of APC meetings and reflect and ensure on-going actions and practices fall within the parameters established by the application and Charter contract approved by both the MSBSD and DEED. The Principal and APC Chair are expected to follow and ensure compliance of MSFLC to the administrative policy manual, charter application and APC bylaws, and school board policies. The administrator attends district-wide Principal meetings when possible and advises the staff and APC Board of MSBSD policies and procedures. When a situation arises not covered by the MSFLC policy manual the staff will follow the applicable administrative policies of the district.

#### APPENDIX E: Bylaws as our Administration Manual

##### Parent and Teacher Contacts

During the months of January – March 2024, parents, staff and teachers met each Tuesday and Thursday to review the 2014 Bylaws and revise these to meet the needs of our current operation of Midnight Sun. This was a challenging endeavor as change to any educational organization must have 100% backing from both staff and families attending. The process of revision started two years ago and was finalized this year with many revisions but very little change other than combining policies that were similar and downsizing the board. Historically, all teachers sat on the board along with parents; this created a conflict of interest in many areas. For example, when voting for items for specific classrooms that went above the \$7000 threshold, all teachers would vote in favor.

Additionally, the same board that evaluated the administrator, in turn, evaluated the teachers. This created many ethical considerations. Knowing the issues at hand, the bylaws committee, made up of teachers, staff, and parents, wanted to create a board comprised most of parents with a minority of staff to ensure that aspects of Midnight Sun created a non-biased approach to governing based on

student needs and the foundational reasons that this charter was created. The MSFLC APC Bylaws, as currently amended, were revised through an extensive and collaborative review by both parents and staff members of Midnight Sun Family Learning Center. The major focus of this bylaw revision, was to remove ambiguity from previous bylaw revisions, bring them up to date with current MSBSD policy and state law, and to shrink the size of the APC Board, to a more parent driven and efficient governing body. The newly revised Bylaws will allow the Board to function more effectively, with clear definitions and expectations set forth for Board members, and a strong foundation for the charter school to excel, far into the future.

**Midnight Sun Family Learning Center**  
**APC Meeting Minutes – May 16, 2024**

Teacher Representative	Roll Call	Class Representative	Roll Call	At Large	Roll Call
Monica Smith	P	Kaylee Chappel	P		
Sue Olsen	E	Ashley Vanderbleek	P		
Kristina Cassidy	P	Jessica Olson	P		
Amy Harren (NV)	P	Megan Hundley	P	<b>Executive Board</b>	
		Heather Carter	P	Brandolynn Collins	P
		Brittney Lundberg	P	Kyle Brown	P
		Danielle Howard	P	Melissa Horton	P
		Leana Finney	P		

Roll Call: (P) Present, (A) Absent, (E) Excused, (V) Vacant Seat, (NV) Non-Voting members.

**Officers**

Chair- Brandolynn Collins | 907-841-7380 | [chair@midnightsunapc.com](mailto:chair@midnightsunapc.com)

Vice Chair- Kyle Brown | 907-360-2854 | [vice-chair@midnightsunapc.com](mailto:vice-chair@midnightsunapc.com)

Secretary- Melissa Horton | [secretary@midnightsunapc.com](mailto:secretary@midnightsunapc.com)

Treasurer- | [treasurer@midnightsunapc.com](mailto:treasurer@midnightsunapc.com)

### CALL TO ORDER:

Called to order at: 6:02 PM  
Quorum: Yes

### PLEDGE OF ALLEGIANCE:

Led By: Brandolynn Collins

### APPROVAL OF MEETING MINUTES:

Motion to approve by: Monica Smith      Second: Brittney Lundberg      Vote: Pass

### APPROVAL OF AGENDA:

Motion to approve by: Monica Smith      Second: Brittney Lundberg      Vote: Pass

### PERSONS TO BE HEARD: (SIGN UP PRIOR TO THE MEETING WITH 3-MINUTE TIME LIMIT):

### CHAIR REPORT: BRANDOLYNN COLLINS

- Vote on class representatives

Monica Smith nominates Kaylee Chappel      Vote: Pass

Stacey Beesley nominates Ashley Vanderbleek      Vote: Pass

Shawn Sidelinger nominates Heather Carter      Vote: Pass

Kristina Cassidy nominates Leana Finney      Vote: Pass

- Taxes for Gaming

Had to pay twice but the Gaming License is now reinstated.

- Next year's Board training

The new executive board will need to come together and arrange a time to get training done.

### ADMINISTRATOR REPORT: AMY HARREN

- Vote on changing the amount of meeting for the APC to once per quarter

Monica Smith motions to set APC meetings starting fiscal year 24/25 to once per quarter following the school district calendar with the exception of April and May, which will be consecutive, meeting the third thursday of each month.

Second: Brandolynn Collins      Vote: Pass



- Approval of expenditure of educational apps. up to \$7000.00  
Motion: Monica Smith                      Second: Kristina Cassidy    Vote: Pass
- Charter Renewal (we cannot submit prior to October 1, 2024 nor after October 9, 2024)
- New Hire  
Haley Smith will be the new 6-8 grade teacher starting the 2024-2025 school year.
- Hours application to set up for the office (computer at the front office for parents to log into and out of)

**COMMITTEE REPORTS:**

**Finance:**

- Books are in good standing
- Taxes are filed

We did have to pay twice since we had to submit them a second time, due to not having everything we needed the first time.

**APC Treasurer Report:**

- 

**Fundraisers:**

- 

**Enrollment:**

- Changes to next year

Next year a committee can be formed to go over admissions.

**Parent Involvement:**

- Teacher Appreciation Week- A HUGE thank you to Brittney Lundberg!

**Policy Committee:**

- 

**OLD BUSINESS:**

- 

#### **NEW BUSINESS:**

- Amy Harren will be our new registered agent for the school
- Remove Brandolynn Collins and Emily Gonzalez from all Global Credit Union accounts and add the new executive board to the accounts.  
Add Leana Finney, Danielle Howard, and Heather Carter to all the Global Credit Union accounts.

Brandolynn Collins motions to extend the meeting for 10 minutes.

Second: Brittney Lundberg      Vote: Pass

Brittney Lundberg motions to extend the meeting for 10 minutes.

Second: Brandolynn Collins      Vote: Pass

Melissa Horton motions to extend the meeting for 5 minutes.

Second: Brandolynn Collins      Vote: Pass

- Vote on new Executive Board members  
Nominations for:  
Treasurer- Heather Carter      Vote: Pass  
Vice chair- Danielle Howard      Vote: Pass  
Chair- Leana Finney      Vote: Pass

#### **FUTURE BUSINESS:**

- Next APC meeting will be on September 19, 2024.

**Meeting Adjourned: 7:54pm**

**Midnight Sun Family Learning Center**  
**APC ByLaws Meeting Minutes – April 22, 2024**

Teacher	Roll Call	Class Representative	Roll Call	At Large	Roll Call
Monica Smith	P	Brandolynn Collins	P	Kyle Brown	P
Amy Harren (NV)	P	Emily Gonzalez	P	Jo McManus	P
Heidi Marsh	E	Brandy Lind	E	Brittney Lundberg	P
Shawn Sidelinger	P	Melissa Horton	P	Tammy Murrin	A
Katherine Chambers	E	Pedro Gonzalez	P		
Stacy Beesley	E	Josh Lind	P		
Sue Olsen	P	Megan Hundley	A		
Victoria Limbocker	E	Danielle Howard	E		

Roll Call: (P) Present, (A) Absent, (E) Excused, (V) Vacant Seat, (NV) Non-Voting members.

**Officers**

Chair- Brandolynn Collins | 907-841-7380 | [chair@midnightsunapc.com](mailto:chair@midnightsunapc.com)

Vice Chair- Kyle Brown | 907-360-2854 | [vice-chair@midnightsunapc.com](mailto:vice-chair@midnightsunapc.com)

Secretary- Melissa Horton | [secretary@midnightsunapc.com](mailto:secretary@midnightsunapc.com)

Treasurer- Jo McManus | [treasurer@midnightsunapc.com](mailto:treasurer@midnightsunapc.com)

Parent Volunteer		Aug. 2023	Sept. 2023	Oct. 2023	Nov. 2023	Dec. 2023	Jan. 2024	Feb. 2024	March 2024	April 2024	May 2024
Albright, Connor		17	10	2.5	8.5	12.5	2.5	4.5			
Asher, Ethan		0.5	0.5	19.5	5	8		0.5			
Bartholomew, Grace					1			3			
Bourgeois, Boaz & Seth	Chambers	4			3.5	6.5	0.5	0.5			
Campbell, Nathan		2.75	0.5	5.5	8.5	3.5	0.5	0.5			
Curry, Aeron		7									
Erickson, Hunter	Marsh		0.5	0.5			0.5		0.5		
Hall, Porter		4	1	9.5	5				4		
Haldeman, Payton		34.5									
Hannaman, Kodi							1				
Hatt, Owen	Beesley	4	0.5	5	10			2.5			
Jones, Ellamaye		20.25		12.5	7.5	0.5	1.5	1.5			
Leonadakos, AJ	Marsh	2									
McKay, William		17.25	0.5		2						
Merrill, Logan	Marsh	2.5	0.5		7				6		

Miller, Emily		11	0.5	13.5	5	3		0.5	5		
Murri, Brekaylee		3	0.5		5			1			
Nardini, Dalton		3									
Nicoll, Drake	Olsen/Smith		0.5	2.5	0.5	2	0.5	1	0.5		
Pehrson, Katelynn	Smith			3		4					
Peterson, Lyla		22.75		20	0.5	7.5			0.5		
Snedeker, Elle		10.5	0.5	6	3	7.5	7	0.5	2		
Tanner, Taylee	Marsh	0.5	0.5	4.5	14	3	0.5	2.25	3		
Tillery, KD	Beesley	19.75	0.5	0.5		6.5	0.5	0.5	0.5		
Watson, Lane		2	0.5	1		7	1		19.5		
										Total as of	
										3/24	
										574 hours	

Description of School Schedule and Calendar:

Since its founding, Midnight Sun follows the district calendar with few exceptions. We do not have a separate start day for kindergarteners; they start the first day with all other students. We also do not have Team Time Monday; we have Team Time Wednesday with an early release (2:30 instead of 3:30).

**Midnight Sun Family Learning Center**

**7275 W. Midnight Sun Circle, Wasilla Alaska 99623**

**Ph: 907-352-6701 Fax: 373-6786**

**February 11, 2024**

**Dear Superintendent Trani and MSBSD School Board,**

Midnight Sun Family Learning Center requests approval of our revised MSBSD calendar for the 2024-2023 school year. Midnight Sun Family Learning Center’s calendar meets the minimum required days in length. Our student day begins at 9:00 a.m. and ends at 3:30 p.m. daily except for:

Early Release Days: We have Early Release Wednesdays instead of Team Time Monday (1 hour early, 36 days which accounts for 5.5 student contact days). Release times are 2:30 on our early release days. Early release days give staff time to participate in MNC PLC Team Time. This professional development time enhances and improves instructional practices to better meet student educational needs.

The following table shows Midnight Sun Family Learning Centers students’ instructional time and learning opportunities meet or exceed the requirement of “at least 900 hours” annually.

<b>Description of day</b>	<b>Annual Days</b>	<b>Total Hours per day</b>	<b>School Day minus Lunch (30 Min)</b>	<b>Instructional Hours</b>	<b>Total hours annually</b>
<b>Full School Day</b>	<b>136</b>	<b>6.5</b>	<b>6</b>	<b>816</b>	<b>884</b>
<b>Early Release Days</b>	<b>36</b>	<b>5.5</b>	<b>5</b>	<b>180</b>	<b>198</b>
<b>PL Days</b>	<b>4</b>				
<b>Teacher Workdays</b>	<b>5</b>				
<b>Parent Conferences</b>	<b>3</b>				
<b>Total</b>	<b>184</b>			<b>996</b>	<b>1082</b>

# Matanuska-Susitna Borough School District

## Midnight Sun Family Learning Center

### 2024 - 2025

Matanuska-Susitna Borough School District

S	M	T	W	T	F	S
---	---	---	---	---	---	---

JULY						
	1	2	3	H	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

AUGUST						
				1	2	3
4	5	6	7	8	WD	10
11	PL	PL	WD	SO	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

SEPTEMBER						
1	H	3	4	5	6	7
8	9	10	11	12	13	14
15	AK	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

OCTOBER						
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	Q1	19
20	21	22	23	24	25	26
27	28	29	30	31		

NOVEMBER						
					1	2
3	PC	PL	6	7	8	9
10	V	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	H	H	30

DECEMBER						
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	Q2	WD	21
22	V	V	H	V	V	28
29	V	V				

#### August

9	Work Day for Teachers (WD)*
12-13	Professional Learning Day (PL)*
14	Work Day for Teachers (WD)*
15	School Opens for 1-12 (SO)
Early Release	

#### September

2	Labor Day Holiday (H)*
16	AK Reads Act Day (AK)*
Early Release	

#### October

18	Quarter 1 Ends (46 Days)
Early Release	

#### November

4	Parent Conference Day (PC)*
5	Professional Learning Day (PL)*
11	Veterans Day (V)*
28-29	Thanksgiving Holiday (H)*
Early Release	

#### December

19	Quarter 2 Ends (38 Days)
20	Work Day for Teachers (WD)*
25	Christmas Holiday (H)*
23-31	Winter Vacation (V)*
Early Release	

#### January

1	New Years Day (H)*
2-3	Winter Vacation (V)*
20	Martin Luther King Jr. Day (H)*
Early Release	

#### February

10	Parent Conference Day (PC)*
17	Parent Conference Day (PC)*
Early Release	

#### March

6	Quarter 3 Ends (41 Days)
7	Work Day for Teachers (WD)*
10-14	Spring Vacation (V)*
Early Release	

#### May

2	Professional Learning Day (PL)*
21	Snow Day Makeup if needed (SN)
22	School Closes/Quarter 4 Ends (47 Days)
23	Work Day for Teachers (WD)*
Early Release	

S	M	T	W	T	F	S
---	---	---	---	---	---	---

JANUARY						
			H	V	V	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	H	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY						
						1
2	3	4	5	6	7	8
9	PC	11	12	13	14	15
16	PC	18	19	20	21	22
23	24	25	26	27	28	

MARCH						
						1
2	3	4	5	Q3	WD	8
9	V	V	V	V	V	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

APRIL						
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MAY						
				1	PL	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	SN	SC	WD	24
25	H	27	28	29	30	31

JUNE						
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

\*Indicates no school for students

### **Alternative Options:**

It is recognized that the multi-age philosophy of Midnight Sun Family Learning Center will not provide the optimum learning experience or educational environment for every child. Therefore, some applicants may wish to seek enrollment in a different educational setting in the district. Midnight Sun is centrally located with four elementary schools in a ten-mile radius.

## **SECTION III: Educational Program and Student Achievement**

### **Description of Educational Program:**

The multiage environment at Midnight Sun Family Learning Center is based on family organization. As varied as the members are in one family, so too are the students in each classroom. The children enter the classroom as a family unit.

Children who spend the duration of their childhood in a stable multi-age setting develop according to their own unique maturation pattern where age and grade are not the single definers of the person.

Midnight Sun has three (3) K-2<sup>nd</sup> grade classrooms, three (3) 3<sup>rd</sup>-5<sup>th</sup> grade classrooms, and two (2) 6<sup>th</sup>-8<sup>th</sup> grade classrooms. Primary classrooms maximum enrollment is 22 students and 3-8<sup>th</sup> grade classrooms maximum enrollment is 25 students. Small class sizes and having an aide in each class allows for students to have one-on-one help when needed and allows for students to move up or stay at their grade level in core; Midnight Sun teachers teach the student where they are at with their learning journey.

Multiage instruction is very effective, and outcome based. When a child enters a classroom, the process begins to ensure the optimum outcome for that child at the time of his/her exit. There is nothing so powerful as continuity and redundancy to ensure an acquired body of knowledge and life-long learning skills and strategies.



Continuous progress in a supportive environment is the essence of multiage education. It is a partnership between a family and a teacher. Over the years, teachers and families become attuned to each other. There is a comfort zone in knowing what to expect from homework, class routines, and regular class events.

Traditions are established that students and their families look forward to each year. Because children stay together from year to year, family friendships develop that transcend the school day. Parent volunteers get to know the children in the class and become one more support system. Multiage classrooms are a community of learners, helping each other, knowing, and respecting each other's strengths and weaknesses, knowing how to lend a helping hand, praising each other for gains made, and acknowledging expertise in each other. The classroom becomes the extension of the family since children from the same family are educated together. Discussions of school events and field trips become an integral part of family life since children have commonality in experiences at school. Siblings support each other and extend the bond of their life at home.

APPENDIX F: 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

**Evidence of Written Instructional Program:**

For our ELA program, Midnight Sun uses Magnetic Reading with the blended software for K-6<sup>th</sup> graders. This curriculum is aligned with Alaska State Standards; it is also the mandatory curriculum for MSBSD. Students K-8 use Ready Math with the blended software for math; this is also a mandatory curriculum for MSBSD. ELA at the middle school grades use CommonLit which is also mandatory for MSBSD. These three core subjects allow our teachers to reach out to district trainers and have them answer questions. Both curricula have shown to increase students reading and math

proficiency significantly. Our science and social studies program are from Core Knowledge foundation which is our educational platform. Both are aligned with Alaska Standards as well as Common Core. Frequent progress monitoring ensures that placement along with program is meeting the needs of this student population.

Midnight Sun integrates the Alaska State Standards and Core Knowledge to provide a highly rigorous academic program. Core Knowledge instruction demands that subjects are covered in greater depth. Through the three cycle that students experience in the multiage classrooms at Midnight Sun, students can cover topics which build connections later. Kindergarteners through 2nd grade study communities and diverseness in our United States and the globe. These early teachings are necessary to build schema for topics that build connections in later grades. Topics such as religion and ethnicities start early as do diverse features of our geographical world. Students in the third to eighth grade classrooms cover history from the study of pre-history, the formation of diverse religions, to ancient Greece, exploring a chunk of history every year over the six-year cycle.

Midnight Sun was pleased to pilot Ready Reading for MSBSD. Our data was used to show the amazing growth that our students made using this curriculum for English Language Arts. Now, this curriculum is used across the district for grades K-6. Our math curriculum, Ready Math, is rigorous and prepares our students for higher math at a quicker rate than ever before. When standards are met for a core class, like English Language Arts or Math, students are moved to the next grade level. These students are closely watched to ensure these moves are correct placement. We offer Algebra I, English I, and Civics to all eligible 8<sup>th</sup> graders. The goal is to have more than 50% of our 8<sup>th</sup> graders going into high school with at least one high school credit.

Midnight Sun integrates the Alaska State Standards and Core Knowledge to provide a highly rigorous academic program. Core Knowledge instruction demands that subjects are covered in greater depth.

Through the three cycle that students experience in the multiage classrooms at Midnight Sun, students can cover topics which build connections later. Kindergarteners through 2nd grade study communities and diverseness in our United States and the globe. These early teachings are necessary to build schema for topics that build connections in later grades. Topics such as religion and ethnicities start early as do diverse features of our geographical world. Students in the third to eighth grade classrooms cover history from the study of pre-history, the formation of diverse religions, to ancient Greece, exploring a chunk of history every year over the six-year cycle.

### **Gifted and Bilingual Students:**

Gifted students are placed in above grade content area subjects when necessary. Talented and gifted students are assessed when their MAP scores consistently show well above the 90<sup>th</sup>ile in all content areas. Midnight Sun prides itself on student placement and acceleration for students who have met grade-level standards at or above their placement grade. This philosophy of “meeting kids where they are at” allows for many students to take high school courses prior to high school.

Bilingual students meet with our district’s English Language (EL) teacher for WIDA assessments.

The EL teacher gives classroom teachers methods for building background, teaching vocabulary, and other strategies so that these students are completely immersed in the English-speaking classroom.

They can also sit in on any classes to aide teachers with SIOP lesson planning which would benefit all students.

### **Special Education Populations:**

Midnight Sun has a full-time special education teacher on staff. Midnight Sun follows guidelines set in place by our district and the Department of Education for our special education students, gifted, and bilingual students. Early intervention is key in proficiency status for any student in the educational

arena. For Midnight Sun, intervention starts at the Kindergarten level, if needed, and goes through 8<sup>th</sup> grade. For students at the Tier I level (universal), they receive core curriculum instruction; our Tier II students receive core curriculum plus additional intervention time during the day depending on the deficiencies and content area. Tier III students receive interventions and frequent progress monitoring to ensure that the educational program being provided is serving them to gain proficiency. If progress monitoring shows that Tier III students are not making progress, they can be referred to receive an evaluation for special education services. Our special education students that receive services in reading use both the core curriculum (if appropriate) and an intensive reading program per Alaska Reads Act and Matanuska Susitna Borough School District's Tiered Plan of Services

### **Objectives for Achievement**

Program achievement is a weekly conversation with staff and the APC of Midnight Sun. One of our main goals is to have at least 95% participation rates with our standardized state assessments, and district required assessments. To date, we are working towards our attendance goal by informing parents of how we use data and removing some of the harmful language surrounding assessments. We know that the higher the participation rate, the more we can utilize the data from these assessments to change or keep what we are doing in the classroom. Our most recent standardized assessment, AK Star shows that Midnight Sun students are achieving higher than both district and state in both ELA and Math.

ELA: Advanced: **16.81%** (district: 10.58% and state 9.88%)

Proficient: **42.48%** (district: 26.26% and state: 21.92%)

Below Proficient: **25.66%** (district: 32.14% and state: 28.57%)

Far Below Proficient: **15.04%** (district: 31.02% and state: 39.63%)

Math: Advanced: **11.50%** (district: 11.03% and state: 8.83%)

Proficient: **39.82%** (district: 29.50% and state: 23.70%)

Below Proficient: **23.01%** (district: 19.99% and state: 18.17%)

Far Below Proficient: **25.66%** (district: 39.48% and state: 49.29%)

For our professional learning community (PLC) and APC goals for 2024-2025, we are using data from both MAP and Ak Star, progress monitoring, and classroom assessments, to set goals for our PLC / Team Time. These goals will include writing, vocabulary, and the language of math. Through PLC and data dialogue, we will create objectives per grade level to meet the goals of ELA at 65% advanced/proficiency and a math goal of 65% advanced/proficiency rate.

### **Student Assessment Mechanisms:**

With our new Tiered System of Supports with quality curriculum materials for both intervention and special education, along with documentation and mandatory tutoring for AK Reads Act, our goal is to increase proficiency rates by 25% for Alaska Native, economically disadvantaged, multi-ethnic/race, and students with disability groups.

### **Assessment:**

Midnight Sun Family Learning Center uses the same assessments as MSBSD. Measures of Academic Progress (MAP) are used in the fall, winter, and spring during the common testing calendar.

AimsWeb+ benchmarks assessments are given to students in K-3 which allows teachers to see growth in phonics, oral reading fluency, comprehension, and vocabulary. The PSAT is given either in the fall or spring to 8<sup>th</sup> graders as their first of many standardized achievement tests. The Alaska Star Standardized assessment is given in the spring to all students' 3<sup>rd</sup>-8<sup>th</sup> grade.

## **SECTION IV: Professional Development**

Professional development (PD) starts early for Midnight Sun and continues throughout the year. MSFLC staff can participate in district ran PD if it falls under Title IIa without having to pay for our own services. For FY25, our PD starts August 5<sup>th</sup> -8<sup>th</sup> with a Core Knowledge trainer facilitating our early professional learning. With new staff on board, this training is necessary for them to learn the methods of the Core Knowledge sequence and the reasons behind the charter's foundation. The remaining PD times will be IReady and Curriculum Associates facilitated either in our building or with grade level teams in the district. We also are required to have all staff CPR certified; this PD will be on our district's PD Day in November.

### Schedule of PD for Teachers:

August 5-7<sup>th</sup>: Core Knowledge Sequence Training (Multi-Charters with Midnight Sun Hosting)

August 12<sup>th</sup>-13<sup>th</sup>: Ready and Magnetic Reading Training, Sequence Building (Vertical and Horizontal) 13<sup>th</sup>: Alaska Reads Act Training, Expectations for Individual Reading Intervention plans.

September 30<sup>th</sup>: Refresher training IReady Reading and Math, Phonics for Reading

November 5<sup>th</sup>: Refresher IReady Reading / Math CPR for Aides

MTSS Conference January 2025

February: IReady Training

April: IReady Training

June 15-18<sup>th</sup> Core Knowledge Conference Florida

Teachers Walk to Learn: our building and outside our building at various times throughout the year

Teacher Meetings: Every Tuesday morning 8:15-8:55

PLC: Team Time Wednesdays Early Release: Focus 24/25 will be Vocabulary and the language of Math

Non-Certified Staff will have district mandated training and intervention training throughout the year and on teacher workdays.

## **SECTION V: Facility**

Midnight Sun Family Learning Center staff and students moved into the current building in November 2004. During the summer of 2014 an addition of one classroom, a larger special education classroom, and a stage were added to the facility. The 22,816 square foot facility provides a safe, healthy learning environment that continues to enhance the program for Midnight Sun. The location of the building is 7275 West Midnight Sun Circle, off Pittman Road in Wasilla Alaska.

This next year, our landlord is raising our lease from \$386,600 to \$429,000 per year. Our goal is to purchase the building to ensure that this will be our forever home and to be more fiscally responsible by removing the large lease factor per year.

Parents and community groups support the school by volunteering to work on our playground area. This past spring, one of our contractor families constructed two large gazebos for students to have a resting place during recess. These areas will also allow for outdoor learning and socializing opportunities for older students.

### Evidence of Facility Plans:

In December of 2022, Principal Amy Harren with support of our APC board brought forth to the school board a proposal to support the purchasing of the building for Midnight Sun families. The school board passed this unanimously; a formal resolution was created to bring forward this need to our borough assembly. On December 8, 2022, the borough assembly approved the purchase of Midnight Sun's current building.

One goal for administration is to host a parent volunteer pre-school for morning and afternoon. This would allow younger students the possibility to be exposed to our building as a student and the possibility of remedying some intervention issues when they begin kindergarten. An additional goal for our school is to increase our population and add at least one grade of high school as the northern valley does not have a charter school with additional grades past 8<sup>th</sup> grade. This does limit parents' options that do not want their students to


attend a traditional high school. Until there is money available for borough purchasing, and due to our high lease costs, these goals are long term.



**MATANUSKA-SUSITNA BOROUGH INFORMATION MEMORANDUM** IM No. 22-237

**SUBJECT:** A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY APPROVING THE PERMANENT LOCATION OF MIDNIGHT SUN FAMILY LEARNING CENTER AT MIDNIGHT SUN TRACT A, THE CURRENT LOCATION OF THE SCHOOL.

**AGENDA OF:** December 8, 2022

**Assembly Action:**  
*Approved Under The Consent Agenda 12-8-22* 

**MANAGER RECOMMENDATION:** Present to the Assembly for consideration.

**APPROVED BY MICHAEL BROWN, BOROUGH MANAGER:** *WB*

Route To:	Department/Individual	Initials	Remarks
	Originator - A. Bradway	<i>AB</i>	
	Public Works Director	<i>[Signature]</i>	
	Planning and Land Use Director	<i>[Signature]</i>	
	Community Development Director	<i>[Signature]</i>	
	Finance Director	<i>[Signature]</i>	
	Borough Attorney	<i>[Signature]</i>	
	Borough Clerk	<i>[Signature]</i> 10/29/22	<i>[Signature]</i>

**ATTACHMENT (S) :** Fiscal Note: YES \_\_\_\_\_ NO x  
 Vicinity Map (1 pp)  
 Matanuska-Susitna School Board Resolution No. 23-001 (1 pp)  
 Staff Memorandum Package 2004 (13 pp)  
 Matanuska-Susitna Borough Schools Site Selection Committee Resolution No. 04-02 (2 pp)  
 Planning Commission Resolution 04-25 (2 pp)  
 Resolution Serial No. 04-102 (2 pp)  
 Resolution Serial No. 22-112 (3 pp)

**SUMMARY STATEMENT :**

**BACKGROUND :**

In 2004 the Matanuska-Susitna Borough School District (District)

requested the identification of a new site to house Midnight Sun Family Learning Center (Midnight Sun). Midnight Sun requested a lease/build option for the lease of a new facility constructed on a leased parcel. The Matanuska-Susitna Borough initiated a formal site selection process and a formal request for proposals. The attached materials detail the process and deliberations from 2004; materials include a staff report, Matanuska-Susitna Borough Schools Site Selection Committee Resolution No. 04-02, Planning Commission Resolution 04-25, and Assembly Resolution No. 04-102. Midnight Sun's existing location was selected as the result of the 2004 process and a contract approved for the construction of the school.

The District and Midnight Sun have leased the real property known as Midnight Sun Tract A, the current location of the school, for over 17 years. To date, Midnight Sun has paid over \$6,589,200 in lease payments with a current annual lease cost of \$387,600. Midnight Sun also provided \$150,000 for the purchase of the adjacent 14.9 acre parcel in 2016. In addition, they invested resources into the improvement of parking and access on the leased property. Midnight Sun has operated effectively as a charter school promoting family involvement and academic rigor. Midnight Sun anticipates continued success and operations for the foreseeable future. Midnight Sun currently has 188 students enrolled.

**Discussion:**

In accordance with MSB 19.08.020 a charter school that has been in existence for five or more years may request permanent facilities. On September 7, 2022, the Matanuska-Susitna Borough School Board approved Resolution 23-001, *A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH SCHOOL BOARD IN SUPPORT OF INITIATING THE FORMAL PROCESS REQUIRED TO PURCHASE THE REAL PROPERTY KNOWN AS MIDNIGHT SUN TRACT A FOR THE ONGOING OPERATIONS OF THE MIDNIGHT SUN FAMILY LEARNING CENTER*. The resolution indicated that Midnight Sun's current facility fits the school's size and long-term educational needs, and requests the initiation of the formal process for the acquisition of a permanent facility. Ultimately, Midnight Sun seeks approval to move towards acquisition of the real property known as Midnight Sun Tract A. Midnight Sun is presently only interested in pursuing the acquisition of their current facility and does not request the consideration of other sites.

In accordance with MSB 19.08.020, the Assembly shall determine the permanent location of charter school buildings with due consideration of the recommendation of the school board, planning commission, and school site selection committee. Midnight Sun is only interested in the acquisition of its current facility, which was vetted by the appropriate site selection criteria and approved through the formal site selection process in 2004. Staff believes that the 2004 process satisfies MSB code requirements for review by

the Borough Area School Site Selection Committee and Planning Commission and does not believe that the needs of the school or the character of the surrounding area have changed substantially enough to warrant a revised site selection process. As an example, the average daily traffic on Pittman Road near Midnight Sun has decreased from 4076 trips per day in 2012 to 3730 trips per day in 2021 (AKDOT&PF).

Funding for the acquisition of Midnight Sun Tract A is not currently allocated and no formal negotiations related to acquisition cost have been initiated. Midnight Sun, the District, and the Borough Assembly may need to reach further agreement depending on the source of funding. Assembly approval of Midnight Sun Tract A as the permanent site for the school will allow the District to move forward with negotiations and funding.

Once the site is approved, a purchase price is set, and funding is determined, the District intends to contact the owners to make an offer to purchase the property. Borough Land Management will assist with the appraisal, required inspections, title insurance, and closing documentation.

**RECOMMENDATION OF ADMINISTRATION:**

Staff respectfully recommends Assembly adoption of Resolution 22-112.

**Final Initial Rating Scores (MSB Personnel)**

<b>Evaluation Criteria</b>	<b>Kennedy &amp; Co.</b>	<b>Loon Lake, LLC</b>	<b>Bolshio Misha, Inc. (Savanna)</b>	<b>Criterion Gen., Inc.</b>	<b>Bolshio Misha, Inc. (Rainbow Ctr)</b>
1) Site Suitability <span style="float: right;">35</span> How well suited is the site proposed for use as a school? What type of development exists in the adjacent areas? What type of traffic patterns are present in the area? Does the offer include the required space as indicated in the proposal documents? Does the site offer water/sewer compatible with the proposal documents? Does the site comply with other items specified in the proposal document in relation to site suitability?	11.37	26.25	17.5	25.375	11.375
2) Location <span style="float: right;">25</span> How will access to the site be effected by winter weather and traffic loads? Does the location suit itself to serve the student population? Will there be conflicts with other users in the area in terms of traffic? i.e. Bus traffic in mornings and afternoons?	8.125	15.625	11.875	20.625	10.625
3) Availability of services <span style="float: right;">20</span> Does the site offer the required electrical service? Does the site offer well/septic, or have a provision for these services?	3	14.5	10	16	17
4) Preliminary Design <span style="float: right;">20</span> Overall design compliance with specifications contained in the proposal documents? For existing structure, preliminary design plan to bring building in compliance with specifications.	0	12	4.5	18	5
<b>TOTAL</b>	<b>22.495</b>	<b>68.375</b>	<b>43.875</b>	<b>80</b>	<b>44</b>

IM 22-237  
RS 22-112

## Site Selection

The Site offered within our proposal was carefully selected and meets or exceeds the base criteria established within the **Site Suitability** section of RFP No. 04-108.

The 5 acre parcel of land, which the new MSFLC School has been strategically placed, is located approximately one (1) mile from the Parks highway and is directly up Pittman road. The Building site which borders Pittman is slightly elevated to the surrounding area which has allowed our proposed building to take full advantage of this sites exposure to all available natural sunlight and panoramic views.

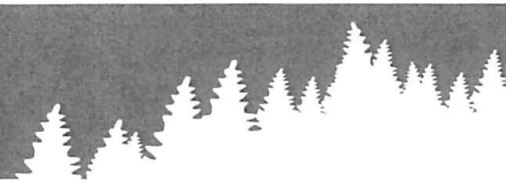
The entire building site is covered with a well established mix of mature trees. Our intention is to selectively clear the site for the intend usage but also utilize the natural vegetation to provide the necessary buffers from adjacent roads and adjoining properties.

The new school facility has been placed slightly to the North (rear) of the property and along a new North/South road which will be constructed along the southern property boundary. This will allow for a single point of access off Pittman road. This single access point will provide unobstructed egress and regress views of approximately ½ mile in each direction along Pittman. Any stacking of vehicles which may occur during peak drop-off and pick-up times will be absorbed on the school premises and new road system. Since MSFLC students are transported individually and not via Mat-Su School District Bus service, our proposal includes two (2) separate drop-off and pick-up "zones" located at each classroom wing. Each individual zone includes a separate loop style turnaround as well as staff parking. Covered entry's to help facilitate the movement of students into and out off the School has also been provided. A main entry has also been provided and is located at the front of the building which will provide access for visitors/parking and can be monitored by an administrative offices located adjacent to the entry.

Five (5) individual **certified** soil reports have been completed on this 5 acre parcel. Percolation Test Data was completed to ensure this sites ability to provide means for an onsite septic system. All test holes indicated suitable gravelly/sand material for the proposed engineered septic system. The test reports also indicated water was encountered at 14'. As an informational item, two existing wells currently exist on the adjoining parcel that the proposing entity for this project also owns.

Main Services of Natural Gas, Telephone, and Electricity are located along Pittman road and this parcels East property line.

Criterion Gen. Inc.  
IM 22-237  
RS 22-112



OFFICE OF THE SCHOOL BOARD

**MATANUSKA-SUSITNA BOROUGH SCHOOL BOARD  
RESOLUTION 23-001**

**A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH SCHOOL BOARD IN SUPPORT OF INITIATING THE FORMAL PROCESS REQUIRED TO PURCHASE THE REAL PROPERTY KNOWN AS MIDNIGHT SUN TRACT A FOR THE ONGOING OPERATIONS OF THE MIDNIGHT SUN FAMILY LEARNING CENTER.**

**WHEREAS**, for over 17 years, the Matanuska-Susitna Borough School District has been leasing the real property known as Midnight Sun Tract A, located at 7275 W Midnight Sun Circle, Wasilla, for the purpose of housing the operations of the Midnight Sun Family Learning Center; and

**WHEREAS**, Midnight Sun Family Learning Center has continued to thrive and excel by promoting family involvement and rigor in academic programs; and

**WHEREAS**, Midnight Sun Family Learning Center provided \$150,000 for the purchase of 14.9 acres of land adjacent to the leased property in 2016, and invested additional resources in 2021 to expand the parking area and construct a driveway on the purchased land for safer arrival and dismissal of students; and

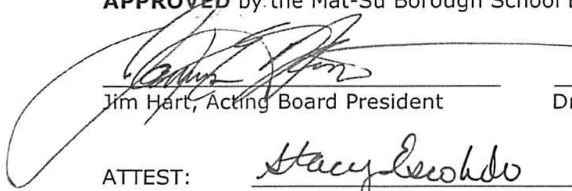
**WHEREAS**, the purchased property, Midnight Sun 2013 Tract A, serves as a recreational, physical education, and science area for students of Midnight Sun Family Learning Center and the public; and

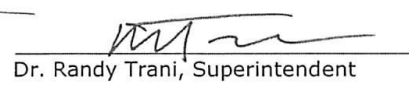
**WHEREAS**, the building and grounds fit the school size and long-term educational needs of Midnight Sun Family Learning Center; and

**WHEREAS**, Midnight Sun Family Learning Center has already paid \$6,589,200 to lease the facility, currently pays \$387,600 per year to lease the facility, and would like to use the resources being expended for lease towards funding the purchase of the property.

**THEREFORE BE IT RESOLVED** that the Matanuska-Susitna Borough School Board supports the purchase of the real property known as Midnight Sun Tract A, for the purpose of housing the ongoing operations of the Midnight Sun Family Learning Center, and requests that the Matanuska-Susitna Borough initiate the formal process necessary to purchase the property.

**APPROVED** by the Mat-Su Borough School Board this 7th day of September 2022.

  
\_\_\_\_\_  
Jim Hart, Acting Board President

  
\_\_\_\_\_  
Dr. Randy Trani, Superintendent

ATTEST:   
\_\_\_\_\_  
Stacy Escobedo, Board Secretary

IM 22-237  
RS-22-112

# Midnight Sun Family Learning Center - Vicinity Map



IM 22-237  
RS 22-112

## **SECTION VI: Admission**

### APPENDIX G: Recruitment

#### **Recruitment Process:**

Midnight Sun relies heavily on word-of-mouth for our population, but we also advertise ourselves in the valley and beyond. Fronteras Charter school hosts an Alternative School Kindergarten Night annually which Midnight Sun primary teachers attend. This allows us to showcase to potential parents what our school offers outside traditional or other alternative schools. Our APC also pays for radio slots on IHeart radio with thirty-second slots; as of this school year, other than advertising what we offer, we have not received additional enrollment from these time slots. Our charter schools did combine efforts to create a community brochure profiling all our schools so that the public could see the choices that charter schools offer. These brochures are profiled on social media and in businesses in the valley. By far, word of mouth from our families are our biggest sources of recruitment and the fact that our students excel while at and after leaving Midnight Sun.



# KNOW BEFORE YOU ENROLL



WHICH CHARTER SCHOOL IS RIGHT FOR YOU?



## UNDERSTAND:

WHAT MAKES EACH CHARTER SCHOOL DIFFERENT IN YOUR AREA

DETERMINE WHICH SCHOOL WILL BEST FIT YOUR FAMILY'S NEED



**THE BENEFIT TO UNDERSTANDING WHAT IS AVAILABLE MAKES IT EASIER FOR YOU TO CHOOSE**

## WHICH CHARTER SCHOOL SHOULD I APPLY TO?

Charter schools in the Matanuska Susitna Valley are not one in the same. Each public charter school is unique and offers different opportunities to our community members.

The purpose of this brochure is to empower you as the parent to understand which will fit your family's need. Since the majority of charter schools hold an annual lottery drawing to determine enrollment, this will help inform you of the opportunities offered in our district .

## Lottery Entry and Drawing Dates:

**January-April\*\*\***

*The dates of applicatioin & lottery drawings into our public charter school's system varies. Please visit the school 's website or contact them directly for exact dates.*

School	Mission	Focus	Link
<b>ACADEMY CHARTER</b> 	Academic based hands on learning.	Rigorous, student concentrated curriculum focused on E.D. Hirsch Core Knowledge	<a href="https://www.matsuk12.us/acc_">https://www.matsuk12.us/acc_</a>
<b>AMERICAN CHARTER</b> 	Achieving academic excellence... the American way!	Patriotic school with multi-age classrooms that have attentive instruction based on Core Knowledge curriculum	<a href="https://www.matsuk12.us/amc">https://www.matsuk12.us/amc</a>
<b>BIRCHTREE CHARTER</b> 	Educating the hands, head and heart	To nurture & promote the development of healthy, responsible, creative human beings at a Waldorf inspired school	<a href="https://www.birchtreecharterschool.com">https://www.birchtreecharterschool.com</a>
<b>FRONTERAS CHARTER</b> 	Preparing students to take their place in a diverse society	K-8 Academic instruction in both Spanish and English	<a href="https://www.matsuk12.us/frc">https://www.matsuk12.us/frc</a>
<b>KNIK CULTURAL CHARTER</b>	Our vision is for our youth to become successful, life-long learners	To offer our youth world-class education founded on Alaska Native principles	<a href="https://www.knikculturalschool.org">https://www.knikculturalschool.org</a>
<b>MIDNIGHT LEARNING CENTER</b> 	Where the sun never sets on learning	A family oriented, technology driven school with Core Knowledge embedded in the academic curriculum	<a href="https://www.matsuk12.us/mnc">https://www.matsuk12.us/mnc</a>
<b>TWINDLEY BRIDGE CHARTER</b> 	Building a bridge from home, school, and the community	Implements support, resources and opportunities for homeschooling families	<a href="http://www.twindlybridge.us">http://www.twindlybridge.us</a>

## Appendix H Waitlist / Lottery process

### **Enrollment Procedures:**

Midnight Sun Family Learning Center enrollment and orientation video will be made available upon request. Once the video is watched, parents or guardians can log onto their ParentVue and complete the digital lottery process online through our MSBSD Student Information System, Synergy.

- April – Open House Orientation and Wait List Lottery will be the 3rd Thursday in April. This will give all interested applicants a chance to ask questions in person and view the school. Families will be added to the bottom of the wait list in lottery order. The Wait List (family code only) will be posted on the front door of the school after May 30th.

- Mid-May – Assigned scheduled due date – Deadline for all classrooms change requests to be finished and submitted to the enrollment committee.

- 3rd week of May – Assigned scheduled due date – Deadline for all intent to return forms to be submitted, indicating if the family will be returning to MSFLC in the fall or not. These forms will be sent home with students or sent electronically to all families. Procedures: Openings for enrollment will be filled using the following priority and procedures: Approved requests will be honored in “Family Order” and on an “as available” basis.

1. Immediate family (children and grandchildren) of Midnight Sun staff have priority over the students on all wait lists as soon as space becomes available.

2. Transition children with older siblings, moving to 6th grade, will be placed in the classroom with his/her sibling(s), keeping families together whenever possible. A classroom change request form (available from current teacher) must be completed for students moving from a 3rd – 5th transition classroom by the assigned due date or placement will be at the discretion of the committee.

3. Transition children without older siblings, moving to 6th grade, will be placed. A classroom change request form (available from current teacher) must be completed for students moving from a 3rd – 5th transition classroom by the assigned due date or placement will be at the discretion of the committee.

4. Primary children with older siblings, moving to 3rd grade, will be placed in the classroom with his/her sibling(s), keeping families together whenever possible. A classroom change request form (available from current teacher) must be completed for students moving from a K – 2nd primary classroom by the assigned due date or placement will be at the discretion of the committee.

5. Primary children without older siblings, moving to 3rd grade, will be placed. A classroom change request form (available from current teacher) must be completed for students moving from a K – 2nd primary classroom by the assigned due date or placement will be at the discretion of the committee.

6. All other Classroom Change Requests – Parental requests for classroom/teacher changes for the next school year must be in writing on a Classroom Change Request Form (available from the front office). Parents must meet with the requested teacher to determine what is in the best interest of the child(ren), family, and school. Requests must be received by the assigned due date to be considered.

7. The enrollment committee will then determine how many openings are available in the classrooms.

**The slots will be filled as follows:**

- a. Students from the Sibling Wait List, placed by Family order.
- b. Alumni, placed by Family order.
- c. Wait List Families, placed by Wait List order.

**Withdrawals:**

If students/families need to withdraw from MSFLC (for medical reasons, family emergencies, etc.) for an extended period, a satisfactory eligibility to return form will allow them to retain their family order position. A

Withdrawal Form (available from the office) must be completed within 10 school days of students last attended school day to assure future placement. The box to remain on the wait list must be marked to hold their family order position. If neither box is marked, the enrollment committee will remove the family from all wait lists and the family will have to apply for a new wait list position.

**Eligibility to Return:**

When a family withdraws from the school an Eligibility to Return (E to R) form will be completed by a staff member. If the family wishes to return within a 1-year time and they have a satisfactory E to R, they will maintain family order and be admitted as space is available. If they have been gone more than 1 year, it will be necessary to apply for a new wait list position before student(s) may be reenrolled. If E to R is unsatisfactory, the family shall forfeit their place on the Wait List. They are welcome to apply for a new wait list position.

**Before School Starts:**

If a family on the Wait List is offered an opening prior to the start of the school year, they have 48 hours to accept or decline. If they decline a “before school starts” offer a second time, their name is removed from the wait list, and they must apply for a new wait list position.

**Mid-Year Openings:**

If space in any classroom becomes available once school has begun, the above procedures will be followed. If a family chooses not to transfer their student into the school at that time, their position on the Wait List will remain the same, and it will not be counted as a decline eligible for wait list removal. We will then contact the next family on the list until the slot is filled.

One of the main goals of Midnight Sun is to remain a small school. A great deal of research supports the effectiveness of small schools. To maintain the family atmosphere and effective student-to-teacher ratio, it is imperative that our population remains between 180-196.

2024/2025

# MIDNIGHT SUN

## FAMILY LEARNING CENTER

Come & learn what our school is all about!

**ENROLLMENT PROCEDURES**  
**ONLINE ORIENTATION**

*and we hope to see you  
at our school!*

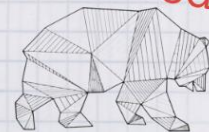
**SPRING ORIENTATION**

**APRIL 18TH AT 6:00 PM**

**ASK QUESTIONS, SEE THE SCHOOL, TALK TO  
TEACHERS, AND MORE...**



Scan QR Code



## **SECTION VII: Budget Plan**

In Alaska, the amount generated for a student enrolled in a charter school is determined in the same manner as it is for a student enrolled in another public school in that school district. Unlike traditional schools where curriculum materials, professional development, cost of maintenance, and other “housekeeping” costs are automatically encumbrances removed from the budget, charter schools pay these costs from their discretionary budget directly. This gives Midnight Sun flexibility on types of professional learning, essential costs for our educational foundation, and other items that are needed to make our building run smoothly. It also gives us an overview, year-to-year on our expenses and how to cut costs when and where necessary. The following shows how our budget is determined using the state’s foundation formula:

### District Adjusted Average Daily Membership (ADM)

ADM for School Size:  $189 + 2$  intensive

District Cost Factor:  $.070 = 18.22$

Special Needs Factor:  $.20 = 55.69$

Vocational and Technical Funding:  $.015 = 5.01$

Intensive Services Count:  $13 = 26.00$

Correspondence Student Counts : 0

ADM = 365.134

Base Student Allocation:  $365.13 \times 5960.00 = 2,176,204.00$

Add: PFD Lottery, Minimum Required Local Contribution, (779,318.00)

Total Gross Funding for FY 2025: 2,596,043

Since Midnight Sun has an ADM of 150 or greater, it is adjusted as a separate facility though other schools are present in our area.

For FY23, FY 24, and FY25 over 60% of Midnight Sun’s budget goes towards employee salaries. Our lease is projected to be above 17% of our budget at \$429,000. Our indirect costs, which are 4% of our discretionary

budget, will total above \$102,000. We depend greatly on district support with IT and other services that we would be paying for outside of our funding source. The remainder of our budget is dedicated to stipends for sports (\$8,000-\$10,000), Professional Learning (\$6,000-10,000), and utilities/technology/materials and maintenance, \$60,000-\$100,000 depending on the year and needs. With ESSER funds being used for the past four years on professional development and curriculum, the next year will be less money spent on field trips and student activities and more money saved for curriculum purchases and professional learning.

Projected Budget: Appendix I

**SECTION VIII: Transportation**

Midnight Sun does not use district transportation services. Parents and guardians are responsible for transporting their student(s) to and from school daily.



**Charter Schools Assurance Page - See Appendix J- Page 143**

By signing this document, the school district files its assurance that the statements, documents 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 the School District: Matanuska-Susitna Borough School District

Name of the Charter Program: Midnight Sun Family Learning Center

Name of Superintendent: Dr. Randy Trani

Signature of Superintendent:

Date:


## APPENDICES

Appendix A: Approval of reapplication for the Charter School

At the meeting held on December 4, 2024, the School Board approved the reapplication for Midnight Sun Charter School. There were no public comments related to the reapplication during the meeting. Below is the unanimous approval by the School Board from the meeting minutes.

7.4 [Midnight Sun Family Learning Center Charter School Renewal](#)



[Midnight Sun Renewal Application FY 2025.pdf](#) 

Motion to approve Midnight Sun Charter Renewal

*Moved by:* Andrew Shane

*Seconded by:* Ted Swanson

**Yes** Kathy McCollum, Andrew Shane, Kendal Kruse, Thomas Bergey, Ted Swanson, and Brooks Pitcher

**Motion Carries 6-0**

Appendix B: Contract Between Matanuska Susitna Borough School District and Midnight Sun Family Learning Center

Charter School Contract Between  
Matanuska-Susitna Borough School District School Board  
And Midnight Sun Family Learning Center

THIS AGREEMENT is between Midnight Sun Family Learning Center (hereafter Charter School) Academic Policy Committee (hereafter APC) on behalf of Charter School, whose physical address is 7275 West Midnight Sun Drive, Wasilla, Alaska and the Matanuska-Susitna School Board (hereafter School Board) whose address is 501 N. Gulkana, Palmer, Alaska 99645.

WHEREAS, Charter School desires to operate within the Matanuska-Susitna Borough School District (hereafter School District) in conformance with Alaska Statutes 14.03.250 through 290 and all applicable School Board policies and procedures; and

WHEREAS, the School Board has reviewed and approved Charter School’s application;

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

1. **Educational Program:** The charter school will provide the education program as described in the charter school renewal application approved by the School Board on December 4, 2024. Any changes or modifications to the program not otherwise outlined in the approved charter application will require review and approval by the School Board in advance of implementation. Charter School will be required to provide services to students who are enrolled in the Charter School and have specialized educational needs such as through an IEP or 504 plan. Because not all resources and services available in boundary schools are necessarily available in each charter school, services will be provided by the charter school if the charter school can adequately address the needs of the student as identified in the current IEP.

The Charter School shall provide an education program in the School District subject to the terms and conditions of this Contract and fulfill the responsibilities required under AS 14.03.255(b):

- (1) Keep financial records of the Charter School;
- (2) Oversee the operation of the Charter School to ensure that the terms of this contract are being met;
- (3) Meet regularly with parents and teachers of the charter school to review, evaluate and improve operations of the charter school; and
- (4) Meet with the APC at least once each year to monitor progress in achieving the committee’s policies and goals.

2. **Achievement Levels:** Charter School’s education program shall result in students attaining the specific levels of achievement described in the Charter Schools application as approved by the School Board.
3. **Admission Policies and Procedures:** The Charter School shall enroll all eligible students who submit a timely application, unless the number of those applications exceeds the capacity of the program, class, grade level, or building. If more eligible students apply than can be accommodated, students shall be accepted for the charter school program by random drawing. The Charter School shall not discriminate on the basis of any classification protected by State, Local or Federal law, or District Policy. The random drawing procedures are outlined in the Charter School application and generally provide for the following:
  - A. Any admission preferences will be publicly noted on the school website, included in all recruitment materials, or noted on the admissions application or interest form.
  - B. All eligible students who submit a timely application will be included in the random drawing. All names will be drawn as part of the process.
  - C. Any eligible student not selected through random drawing will be maintained on a waiting list through the application cycle unless and until, enrolled by the school, withdrawn by the parent/guardian, or determined to be ineligible.
  - D. The random drawing will occur publicly, parents/guardians may request and receive their student’s placement on the waiting list if not enrolled.
  - E. A representative of the school board or district may be present during the random drawing.
4. **Administrative Policies:** The Charter School agrees that it will comply with all School Board policies and regulations except those in which the school has been granted a waiver under paragraph 15 below. Should the Charter School determine that additional waivers of School Board policy be desired in the future, such requests may be submitted to the School Board for consideration during the term of this contract.
5. **Funding:** The School District will allocate funding for the Charter School based on a per-pupil proportional share of funding received by the School District for students attending the Charter School, less administrative costs retained by the School District, determined by applying the Department of Education approved indirect cost rate. Projected funds will be available to Charter School at the beginning of the school year. Enrollment Adjustment to Actual will happen on November 15<sup>th</sup> of each school year. Charter School students who transfer after the final count day will be handled in the same manner as other student transfers in the School District.
  - A. **School District Charges:** The School District will adhere to AS 14.03.260(a) in determining the Charter Schools annual program budget. Additionally, materials

and services provided directly by the School District to the Charter School shall be charged only if the School District incurs a cost, if it is not addressed elsewhere as an agreement, and it is not included in the administrative cost retained by the School District.

- B. **Student Fees and Charges:** No tuition shall be charged to the Charter School students who reside in the Matanuska-Susitna Borough.
  - C. **Expenditure Tracking:** Charter School shall account for receipts and expenditures by using and complying with the School District’s accounting, audit and fiscal procedures. Charter School shall allow School District personnel or auditors access to financial information to perform the annual or special audit. Charter School will cooperate with the School Board and the Department of Education and Early Development in complying with applicable State and Federal Laws.
6. **Location and Facility:** Charter School is located at 7275 West Midnight Sun Drive, Wasilla, Alaska. The Charter School building is 22,816 square feet. The building includes 8 classrooms, a front office with two administrative suites, a large multi-purpose room and a stage which serves as an additional classroom space when not in use for performances. Charter School covenants and warrants that the facility complies with all Federal, State, and local health and safety requirements applicable to the operation of the Charter School. Any lease agreement may not exceed the term of this contract. Charter School reserves the right to seek or acquire new property as needed for growth.
  7. **Teachers and Staff :** Charter School’s current staff and faculty include: Classroom Teachers Stacy Beesley, Kristina Cassidy, Katherine Chambers, Heidi Marsh, Susan Olsen, Shawn Sidelinger, Haley Smith, Monica Smith; Classroom Assistants Nicole Barker, Sheryl Butler, Jocelyn Duprat, Rachel Kuhn, Mary Kay Lanstra, Tammy Murrin, Megan Reimann, Valerie Reynolds, Andora Wedermyer; Administrative Secretary Nikole Armstrong; Principal Amy Harren.
  8. **Teachers to Student Ratio:** Charter School will maintain a teacher-to-student ratio of 1:22 in multi-aged primary classrooms, 1:25 in multi-aged transition classes, 1:26 in multi-grade middle school classes, as outlined in the renewal application.
  9. **Enrollment:** Charter School has a current enrollment of 189 students for the 2024 – 2025 school year. Charter School enrollment may increase to a maximum enrollment of 210 students.
  10. **Term of Contract:** This contract shall be effective upon execution for a period of ten (10) years, and shall expire on June 30, 2035, unless terminated as provided elsewhere within. This contract will be reviewed annually, and may be extended by mutual agreement of the parties or a term not to exceed ten (10) years.

**11. Termination:** This contract will be terminated by the School Board for Charter School's failure to meet educational achievement goals for fiscal management standards, for a default in any material provision of this agreement or for other good causes. If there is evidence of a breach of contract, the School District administration or the legally designated representative of the Charter School will have a right to investigate this breach of contract and make recommendations to the School Board regarding remedy. Based on this recommendation, the School Board actions could include but are not limited to:

- a. Immediate corrective action for the situation at either the Charter School or School District;
- b. Place the Charter School on probationary status for a specified period of time to corrected identified deficiencies;
- c. Provide 30 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 in the provided notice, this contract will automatically terminate at the end of the stated timeline. During the Charter School's annual review with the School Board, each party's compliance with the provisions of the contract will be reviewed. If any allegations of noncompliance with the Charter School Contract are presented either during the annual review or at any other time, then the School Board, through the Superintendent or designee, shall investigate these allegations. Prior to terminating the Charter School contract, the School Board and the APC shall attempt to remedy any violations of the contract. The School Board shall provide written notice to the APC of its intent to terminate the contract and the reasons therefore.

Should the Charter School contract be terminated all unused funds and/or assets shall remain with the School District. Dissemination of funds and/or assets will be determined by the Superintendent or designee.

**12. Other Requirements or Exemptions:**

- a. **Amendment:** The Charter School may apply to the School Board for amendment of the school's charter during the term of this contract. Any requests for amendment must be in writing. If the School Board approves amendment to the charter, an amended contract must be executed to conform to the amended charter. A change in State or Federal law taking effect during the term of this contract or renewal or extension of this contract overrides any inconsistent provision of this contract.

- b. **Risk Management:** The School District secures insurance as part of a package and will assign expenditures to the Charter School for the portion of the insurance premium attributable to the Charter School. The Charter School agrees that it will coordinate all risk management activities through the School District. The Charter School shall not compromise, settle, negotiate, or otherwise affect any disposition of any actual or potential demands, claims, lawsuits, fines, judgments, or liabilities without first consulting with and receiving the written approval of the School District. The Charter School agrees to operate in such a manner as to minimize the risk of injury or harm to students, employees, and others. The Charter School shall comply with all applicable Federal and State laws, and School Board Policies concerning student welfare, safety, and health including, without limitation, School Board policies addressing the reporting of child abuse, accident prevention, and disaster response, and any State regulations governing the operation of school facilities.
- c. **Receipt and Use of Public Money:** Charter School assures and agrees that it will comply with all state and federal requirements for receipt and use of public money. The Charter School will comply with all District, State and Federal audit requests.
- d. **Exemptions/Waivers:** Charter School is exempt from only the following School Board Policy: None
- e. **Academic Policies:** The academic policies and goals for the Charter School are established by the APC. The APC will include parents, teachers and school staff and will meet at least four (4) times per year to assess and monitor progress in achieving the APC's policies and goals. The policies are subject to review by the APC and may be changed by a 2/3 vote of the APC provided that such policies maintain conformity with the terms of the application approved by the School Board and with this contract.
- f. **Conflict Resolution:** Charter School shall adopt, within 90 days of the effective date of this contract a written conflict resolution procedure for information and formal complaint resolutions in compliance with BP 6190.
- g. **Third Party Beneficiary:** Nothing in this contract is intended to confer upon any person other than the Charter School and the District any rights, remedies, obligations, or liabilities under or by reason of this contract.
- h. **No Waiver:** The District's failure to complain or any act or omission on the part of the Charter School shall not be deemed to be a waiver by the District of any of its rights hereunder. No waiver by the District shall be effective unless in writing by an authorized representative and no such waiver shall be deemed a waiver of a breach of any other provision of this contract or consent to any subsequent





breach of the same or any other provision. If any action by the Charter School requires consent of the School District, the District's consent to or approval of such action on any one occasion shall not be deemed to be approval on any subsequent occasion or consent to or approval of any other action on the same or subsequent occasion.

- i. **Nonassignability:** Neither this contract nor any of the duties hereunder may be assigned or subcontracted in whole or in part by Charter School without the

Dated: 2/5/25 Kathy McCollum  
Kathy McCollum, School Board President

Dated: 2/5/25 Amy Harren  
Amy Harren, Principal

STATE OF ALASKA  
THIRD JUDICIAL DISTRICT ss.  
Subscribed and sworn to me on this 5 day of Feb 2025  
  
Katherine A. Gardner  
NOTARY PUBLIC in and for Alaska  
My commission expires: 1/23/26

STATE OF ALASKA  
THIRD JUDICIAL DISTRICT ss.  
Subscribed and sworn to me on this 5 day of Feb 2025  
  
Katherine A. Gardner  
NOTARY PUBLIC in and for Alaska  
My commission expires: 1/23/26

Appendix C: Bylaws

ARTICLE 1: NAME, OFFICE, FISCAL YEAR SECTION

1. Name

The name of the Corporation shall be Midnight Sun Family Learning Center Academic Policy Committee, Inc.

SECTION 2. Office

The primary office of the Midnight Sun Family Learning Center Academic Policy Committee, Inc. shall be located at 7275 W. Midnight Sun Circle, Wasilla, AK. The Corporation shall have and continuously maintain within the State of Alaska a registered office, and a registered agent whose office is identical with such registered office, as required by the Alaska Nonprofit Corporation Act. The registered office may be, but need not be, identical with the primary office, and the address of the registered office may be changed from time-to-time by the Academic Policy Committee.

SECTION 3. Fiscal Year

The fiscal year for the Corporation shall be from July 1 – June 30.

ARTICLE 2: PURPOSES

SECTION 1. Specific Purpose

The Corporation is organized for educational purposes, including, but not limited to, the following purposes:

- A) The Corporation is specifically authorized to contract with the Matanuska- Susitna Borough School Board for the operation of the Midnight Sun Family Learning Center, a

charter school of the Matanuska-Susitna Borough School District, hereinafter referred to as the MSFLC.

B) The Corporation is specifically authorized to serve as the Academic

Policy Committee for MSFLC, hereinafter referred to as the APC and/or the Board.

## SECTION 2. Internal Revenue Code Section 501(C)(3) Purposes

The Corporation is organized exclusively for one or more of the purposes as specified in Section 501(c)(3) of the Internal Revenue Code, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

A) No substantial part of the activities of the Corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation [except as otherwise provided by Section 501(h) of the Internal Revenue Code], and the Corporation shall not participate in, or intervene in (including the publishing or

distribution of statements), any political campaign on behalf of, or in opposition to, any candidate for public office.

- B) Notwithstanding any other provision of these Articles, the Corporation shall not carry on any other activities not permitted to be carried on (1) by the Corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code or (2) by the Corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code.

### SECTION 3. Private Foundation Requirements and Restrictions

In any taxable year in which the Corporation is a private foundation as described in Section 509(a) of the Internal Revenue Code, the Corporation:

- A) Shall distribute its income for said period at such time and manner as not to subject it to tax under Section 4942 of the Internal Revenue Code.
- B) Shall not engage in any act of self-dealing as defined in Section 4941(d) of the Internal Revenue Code.
- C) Shall not retain any excess business holdings as defined in Section 4943(c) of the Internal Revenue Code.
- D) Shall not make any investments in such a manner as to subject the Corporation to tax under Section 4944 of the Internal Revenue Code.
- E) Shall not make any taxable expenditures as defined in Section 4945(d) of the Internal Revenue Code.

### SECTION 4. Prohibition Against Private Inurement

No part of the net earnings of the Corporation shall inure to the benefit of, or be in distributable to, its members, Board members or trustees, officers, or other private persons, except that the Corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes of the Corporation.

#### SECTION 5. Distribution of Assets

Upon the dissolution of the Corporation, its assets remaining after payment or provision for payment, of all debts and liabilities of the Corporation shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code or shall be distributed to the federal government, or to a state or local government, for a public purpose. Such distribution shall be made in accordance with all applicable provisions of the laws of this state.

### ARTICLE 3: MEMBERSHIP

#### SECTION 1. Members of the Corporation

- A) Each parent or legal guardian of every student currently enrolled in the MSFLC, as determined by the Academic Policy Committee (APC and/or the Board).
- B) Each teacher and staff member employed at the MSFLC.

- C) Any community member who has applied for membership, pursuant to review and approval by the Board, whereas the terms and conditions of such membership shall be determined by the Board. The number of community members shall be limited to no more than 10.

## ARTICLE 4: GOVERNANCE

### SECTION 1. General Powers

Midnight Sun Family Learning Center shall be governed by the Academic Policy Committee (APC), hereinafter referred to as the Board, in whom all powers of the Corporation shall be vested and shall at all times conduct themselves in the best interests of the Corporation and the MSFLC. The Board shall have the maximum power permitted by law, shall establish and adopt policy for the school, shall fulfill the duties and obligations prescribed in A.S. 14.03.250, et seq., as set forth in these Bylaws and the Contract with the Matanuska-Susitna School Board, and in accordance with State and Federal law.

### SECTION 2. Specific Powers

In addition to the General Powers stated above, the Board shall exercise the following Specific Powers, including, but not limited to:

- A) Enter into and administer the Contract with the Matanuska-Susitna Borough School Board for the operation of the MSFLC, hereinafter, referred to as the Contract, pursuant to the terms therein.
- B) Interview, hire, evaluate, and retain or dismiss a Type B Certified Administrator as Principal/Chief Administrator of the MSFLC and delegate those administrative and other duties deemed appropriate as the Board desires; consistent with the articles set forth in these

Bylaws, State and law, Matanuska-Susitna Borough School District policy and the Contract with Matanuska-Susitna Borough School Board.

- C) Advise and assist the Administrator with the selection of the teachers and staff of MSFLC, consistent with the articles set forth in these Bylaws, State and Federal law, Matanuska-Susitna Borough School District policy, and the Contract with Matanuska-Susitna Borough School Board.
- D) Review, approve and oversee the curriculum of the MSFLC consistent with State and Federal law; and pursuant to the Contract with the Matanuska-Susitna Borough School Board.
- E) Review and approve the annual and other budgets for the MSFLC, as well as adopt policies for financial management practices for the Corporation. All major and/or substantial financial decisions and/or changes to the budget(s) shall be reviewed and approved by the Board. The Board, at its discretion, shall determine the definition of “major and/or substantial financial decisions and/or changes”.
- F) Review, upon request by any parent, teacher, or staff, requests for any purchase of materials initially denied by the Chief Administrator and/or Principal.
- G) Monitor, control, approve, and dispense use of sole discretionary funds of the Midnight Sun Family Learning Center Academic Policy Committee, Inc.

- H) Review and enter into contracts, as permitted by law, these Bylaws and the Articles of Incorporation.
- I) No action of any Board member, committee, authorized agent, or employee of the Corporation shall be binding upon the Corporation unless expressly ratified or authorized in advance by the Board.
- J) The Board possesses certain legal powers and prerogatives which cannot be delegated or surrendered to others. Therefore, all recommendations of advisory committees must be submitted to the Board for review and approval. The Board shall, at any time, dissolve, modify, or revise any committee, at its discretion pursuant to these Bylaws.
- K) Review and rule on any other questions, issues, or policies that may from time to time arise, to the extent permitted by law, these Bylaws, and the Articles of Incorporation.

### SECTION 3. Duties and Responsibilities

It shall be the duty and responsibility of all Board members to:

- A) Uphold the mission statement as stated in the MSFLC/Matanuska-Susitna School Board Contract. The Board shall also oversee accountability in academics, legal/risk management, finances, operations/maintenance, athletic activities, and capital budgeting issues of MSFLC.
- B) Ensure that Midnight Sun Family Learning Center Academic Policy Committee, Inc. operates as a nonprofit, nonpartisan, noncommercial and nonsectarian organization. The names of members of the APC in their individual capacity or the name of Midnight Sun Family Learning Center Academic Policy Committee, Inc. shall not be used in connection with any commercial concern, any partisan interest, or for any purpose not appropriately related to the promotion of the responsibilities of the APC.



- C) Perform all duties imposed on them collectively or individually by law, pursuant to the Articles of Incorporation, these Bylaws and the Contract with the Matanuska- Susitna Borough School Board.
- D) Appoint and remove, employ, and discharge, and except as otherwise provided in these Bylaws, prescribe the duties of all officers, agents and/or employees of the Corporation.
- E) Supervise all officers, agents, and employees of the Corporation to assure that their duties are performed in compliance with these Bylaws and the Articles of Incorporation.
- F) Meet at such times and places as required by these Bylaws and/or as required to conduct the Corporation's business.
- G) Remain impartial, fair, and equitable in all matters before the Board, pursuant to these Bylaws, the Articles of Incorporation, and the Contract with the Matanuska- Susitna School Board.
- H) At all times, promote and foster a positive image of the MSFLC.

#### SECTION 4. Board Composition

A) Number, Term, and Qualifications:

1. Seat A - Parent Class Rep. *Elected*. One-year term.
2. Seat B - Parent Class Rep. *Elected*. One-year term.
3. Seat C - Parent Class Rep. *Elected*. One-year term.
4. Seat D - Parent Class Rep. *Elected*. One-year term.
5. Seat E - Parent Class Rep. *Elected*. One-year term.
6. Seat F - Parent Class Rep. *Elected*. One-year term.
7. Seat G - Parent Class Rep. *Elected*. One-year term.
8. Seat H - Parent Class Rep. *Elected*. One-year term.
9. Seat I - Teacher/ Staff K-2. *Elected*. One-year term.
10. Seat J - Teacher/Staff 3-5. *Elected*. One-year term.
11. Seat K - Teacher/Staff 6-8. *Elected*. One-year term.
12. Seat L - Principal/Chief Administrator. *Ex officio*. Perpetual.

B) The number of the Board shall be twelve (12) to fourteen (14) members. The term of the parent seats (A-H) and teacher/staff seats (I-K) shall be one (1) year. If the Board, at its discretion, appoints an individual(s) to the At-Large seats (M-N), the term of these seats shall be one (1) year. The Principal/Chief Administrator seat (L) shall be in perpetuity, *Ex Officio*. All seats (other than Seat L and those elected officers) on the Board shall terminate at the end of the Annual meeting of the Corporation, following the election of a new Board.

C) Parent Classroom Representatives (Seats A-H) shall consist of; one parent or legal guardian and/or grandparents of a student(s) currently enrolled in MSFLC, from each individual classroom, to serve a one (1) year term. Of which, only one (1) parent, legal guardian, and/or grandparent from each household may serve on the Board at a time. Any parent, legal guardian and/or grandparent who is also a teacher, staff member, or otherwise employed by the MSFLC shall not be eligible to hold a Parent Classroom Representative seat on the Board.

D) Teacher/Staff members shall serve as leaders in their areas of expertise in seats (I- K) and these seats shall consist of:

1. Seat I: One teacher or classroom assistant employed at MSFLC from one of the K-2 classrooms, to serve a one (1) year term.
2. Seat J: One teacher or classroom assistant employed at MSFLC from one of the 3-5 classrooms, to serve a one (1) year term.
3. Seat K: One teacher or classroom assistant employed at MSFLC from one of the 6-8 classrooms, to serve a one (1) year term.

E) Principal/Chief Administrator (Seat L) shall be held *Ex Officio* by the Principal/Chief Administrator of MSFLC, in perpetuity.

- F) At-Large (Seats M-N): At its discretion, the Board may appoint a local community member, local businessperson, or an additional parent representative to one and/or both At-Large seats, who is also not a teacher, staff member or otherwise employed by the MSFLC, for a term not to exceed one (1) year or the remainder of that school year, if appointed after the start of the year. The Board, at its discretion, shall determine the definition of “community member or local businessperson”.
- G) The Board and/or the Chair, at their discretion, may invite a representative of the Matanuska-Susitna Borough School District to attend APC meetings in an advisory capacity, but such school district representative shall not have any voting rights and shall not be entitled to attend any executive sessions unless invited by the Executive Committee.

#### SECTION 5. Voting Rights

The voting rights of the Board members shall be as follows:

- A) Parent Classroom Representatives (Seats A-H), Teacher/Staff (Seats I-K) and At- Large (Seats M-N) shall have full voting rights on all issues and/or items brought before the Board, pursuant to these Bylaws and the Articles of Incorporation.
- B) Principal/Chief Administrator (Seat L) shall have no voting rights and serve in an advice and report only capacity.

#### SECTION 6. Conflict of Interest

Service on the Board is a trust created in the interest of the common good and for the sole benefit of the MSFLC, in agreement with the articles set forth in these Bylaws, the purpose of which is to

maintain confidence and prevent the use of this membership for private gain and/or any other improper purpose. To avoid conflict of interest:

- A) Any member of the Board who has a financial interest and/or involvement in any project, proposal, item or contract before the Board; or has a financial interest and/ or involvement in any corporation, organization, partnership or any other entity which might benefit from any action(s) taken by the Board shall not: review, deliberate, or vote on any project, proposal, item, or contract or for any other reason that the Board may decide on the matter, would violate his/her duty of impartiality, fairness, and equity to the Corporation.
  
- B) Any member of the Board who is employed and/ or under contract at the MSFLC, and/or otherwise supervised, evaluated, and under the direction of the Principal/Chief Administrator of the MSFLC, shall not review, deliberate, or vote on any evaluation of said Principal/Chief Administrator nor shall they participate or be members of any Principal Evaluation Committee.
  
- C) Any member of the Board may challenge any other member(s) of the Board as having a conflict of interest. The Board shall allow for reasonable deliberation, at the discretion of the Chair. Immediately following the end of deliberation, the Chair shall call for a Roll-Call vote, properly recorded, which shall determine the status of the challenged member(s) prior to further consideration of the proposed project or issue.

D) Prior to debate on any proposed project or issue at committee or Board level, it shall be the responsibility of the Chair to identify any conflict of interest either by declaration or challenge. The challenge may be individual or applied to a group.

#### SECTION 7. Nomination and Election Procedures

A) **Nomination:** No later than the January Board meeting of each year, the Chair of the APC, with Board approval, shall appoint a Nomination and Election Committee of five (5) people, designating one as committee chair. At least two (2) of the committee members shall be a parent member of the APC and a teacher/staff member of the APC. The remaining three (3) members shall be any member of the Corporation. The committee shall oversee the nominations for open positions on the Board. The committee shall do the following:

1. Work with classroom teachers to accept nominations on an application prescribed by the Board, for candidates for membership to the Board, up to the week before the March Board meeting of the APC.
2. In its discretion, nominate individuals who have not submitted said form from above, as candidates for positions on the Board.
3. Make available at the primary office of the MSFLC, copies of applications candidates submit to the committee.
4. Confirm all candidates are qualified to serve as Board members for the seat they have been nominated.

5. Post the list of nominees at the primary office of the MSFLC and send a copy to the Principal/Chief Administrator to send via electronic communication to all parents and staff of the MSFLC.
6. Present to the Board, at the March Board meeting, a slate of all qualified nominees for the open seats, which upon receipt of, shall review and approve the slate of nominees as candidates for the open Board seats.

B) **Election:** Board members shall be elected by secret ballot at the Annual Meeting of the Corporation held in April, conducted by the Nomination and Election Committee, pursuant to these Bylaws and the Articles of Incorporation. The Chair shall instruct the Nomination and Election Committee to:

1. Prepare a secret ballot listing the candidates, by seat/seat classification, plus a space for write-in candidates for each seat classification the week before the regularly scheduled April meeting of the Board.
2. The three (3) non-Board members of the committee, who are also not running for a seat on the Board shall distribute, collect, and count the secret ballots, and otherwise oversee the election so that it is conducted in a fair manner.
3. Present to the Board the election results, which upon receipt, shall immediately vote to certify said results.
4. Prepare a report stating the results of the election, which shall be kept at the primary office of the MSFLC, to be made available for review by the

public and sent to the Principal/Chief Administrator to be sent via electronic communication to all parents and staff of the MSFLC.

- C) **Eligibility To Vote:** Only parents, legal guardians, and/or grandparents of students enrolled in the MSFLC on the day of the election, teachers, teachers' aides, and staff otherwise employed at the MSFLC, are eligible to vote in elections. The Nominating and Election Committee, along with the APC Chair, shall be responsible for monitoring voter eligibility and resolving any disputes involving the casting of ballots.
  
- D) **Write-in candidates:** Write-in candidates may be added to the secret ballot by any voter. If a write-in candidate is deemed eligible by the Nomination and Election Committee, pursuant to these Bylaws, votes for that candidate shall be counted in the same manner as nominated candidates. Should the write-in candidate receive a sufficient number of votes to win, the Nomination and Election Committee shall contact the candidate to inquire as to their willingness to serve on the APC. In the event the write-in candidate declines, the seat shall be offered to the candidate receiving the next highest number of votes.
  
- E) **Casting of Ballots:** Secret ballots shall only be cast on the form prescribed by the Nomination and Election Committee, in person, at the Annual Meeting of the Corporation in April. Proxy, facsimile, e-mail, or other methods of voting not expressly authorized above are not permitted or valid. Eligible voters may only vote for one candidate per seat, including write-in candidates.
  
- F) **Exceptions:** In the event that the Nomination and Election Committee presents a slate of nominees where the number of qualified nominees is less than or equal to the number of open positions, the APC may dispense with the election and, with a 2/3 vote of members of the Corporation present, seat the slate of nominees.



G) Immediately following the certification of the election results by the Board, the Board shall dissolve the Nomination and Election Committee until such time as it is required to be reconstituted, pursuant to these Bylaws and the Articles of Incorporation.

#### SECTION 8. Vacancies

Vacancies on the Board, including Officer positions, shall exist on the death, resignation, disqualification, or removal of any Board member/Officer, and/or whenever the number of authorized Board members is increased. The Chair shall appoint any member of the Corporation, as an interim replacement to the Board, to include Officer positions, pursuant with the requirements set forth in these Bylaws for that seat on the Board. The interim Board member shall serve no longer than thirty (30) days from appointment, without being approved permanently by majority vote of the Board, which shall be required to vote on said replacement within the same thirty (30) day period. The replacement member of the Board and/or Officer shall serve for the unexpired term of their predecessor.

#### SECTION 9. Resignation of a Board Member

Members of the Board may resign at any time by giving written notice to the Chair and/or Secretary of the Board. Such resignation shall take effect at the time specified therein and, unless otherwise stated, the acceptance of such resignation shall not be necessary to make it effective. However, no Officer of the Board member may resign if the Corporation would then be left without a duly elected Board member in charge of its affairs, except upon notice to the Office of the Attorney General or other appropriate agency of this state as required by state law.

#### SECTION 10. Removal of a Board Member

A) **Removal for Cause:** Any member of the Board may be removed for actions inconsistent with the duties and responsibilities as set forth in these Bylaws. Board members may be removed in the manner set forth below:

1. Any three (3) Board members or any eight (8) members of the Corporation may bring forth such action to remove a Board member(s).
2. If action is to remove a Board member(s) for cause, a written statement detailing the reasons for the action shall be prepared and given to the Chair of the Board. If the complaint is against the Chair the statement shall be given to the Vice-Chair.
3. The Board member(s) against whom the complaint is filed shall be notified of the action and the full details of the complaint, within seven (7) business days of the filing of the complaint.
4. The Board member(s) against whom the complaint is filed shall have thirty (30) days to prepare a response to the charges. They may, at their discretion, waive their

right to thirty (30) days and request their challenge be heard sooner, to include a request for a special meeting.

5. At the next regularly scheduled or special meeting of the Board, the complainants shall be given ten (10) minutes to present their case against the challenged Board member(s). Thereafter, the challenged Board member(s) shall be given ten (10) minutes to present their response to the charges. Thereafter, the remaining Board members present shall have ten

(10) minutes to ask any questions of the complainants and the challenged Board member(s).

6. Once the matter has been heard, the Board shall, no later than the next regularly scheduled Board meeting, decide the disposition of the case in closed session, without the presence of the challenged Board member(s) or the complainants. The decision shall be reduced to writing and communicated to both the complainants and the challenged Board member(s), stating the full reasons for the action taken.
7. A vote to remove a member of the Board for cause shall require a two thirds (2/3) vote of the remaining Board members, not otherwise involved in the case before the Board.

**B) Removal for Non-Participation:** In addition to Removal for Cause above, a Board member may be removed from the Board for non-participation under the following conditions:

1. After a Board member has missed three (3) consecutive regular meetings without a valid excuse accepted by the Chair, the Board member will be automatically removed, unless the Board takes positive action to reinstate the Board member in question. The action to reinstate a Board member requires a two-thirds (2/3) vote of the Board.
2. If a Board member misses one-half (1/2) of all regularly scheduled Board meetings in any given twelve (12) month period, they will be automatically removed from the Board.
3. Attendance of a Board member at special meetings or other committee meetings shall be counted on a one-to-one basis as a regular meeting, for the purpose of counting meetings for removal of a Board member for non- participation.

#### SECTION 11. Non-Liability, Indemnification, Insurance, and Compensation

- A) **Non-Liability of Board Members:** Board members shall not be held personally liable for the debts, liabilities, or other obligations of the Corporation.
- B) **Indemnification of Board Members:** The Board members shall be fully indemnified by the Corporation to the maximum amount permissible under the law.
- C) **Insurance of Board Members:** Except as may be otherwise provided under provisions of law, the Board may adopt a resolution authorizing the purchase and maintenance of insurance on behalf of any Board member of the Corporation against liabilities asserted against or incurred by the Board member in such capacity or arising out of the Board member's status as

such, whether or not the Corporation would have the power to indemnify the Board member against such liability under the Articles of Incorporation, these Bylaws or provisions of law.

D) **Compensation:** Members of the Board shall not receive any monetary and/or non- monetary compensation for their service on the Board. However, they shall be allowed reasonable advancement or reimbursement of pre-approved expenses, by majority vote of the Board.

## ARTICLE 5: OFFICERS

### SECTION 1. Designation of Officers

The officers of the Corporation shall be a Chair, a Vice Chair, a Secretary, and a Treasurer.

### SECTION 2. Qualifications

Any parent member of the Board of the Corporation, who is not otherwise employed at the MSFLC, may serve as an Officer of the Corporation.

### SECTION 3. Election and Term of Office

Officers shall be elected by the Board at the first monthly meeting of the Board after the Annual Meeting of the Corporation. Each officer shall hold their office until the end of the first meeting after the Annual Meeting of the Corporation.

#### SECTION 4. Financial Responsibility

The Officers of the Board have the highest financial responsibility placed on them for the operation of the Corporation. All Officers shall be added to the APC banking and gaming accounts upon assuming their roles as Officers of the Board.

#### SECTION 5. Duties of the Chair

A) The Chair shall be the President of the Corporation and shall perform the following duties, including but not limited to:

1. Supervise and control all activities and affairs of the Corporation and the Board.
2. Perform all duties incident to the Chair's office and such other duties as may be required by law, the Articles of Incorporation, and these Bylaws, or which may be prescribed from time to time by the Board.
3. Preside over all meetings of the Board, the Executive Committee and at all the meetings of the Corporation, unless otherwise incapacitated, indisposed, or their own inability to act, then the Vice-Chair shall assume said duties.
4. In the name of the Corporation execute such deeds, mortgages, bonds, contracts, checks, or other instruments which may from time to time be authorized by the Board, except as otherwise expressly provided for by the Articles of Incorporation, and these Bylaws.

5. Appoint an auditor to perform an audit of the corporate books, at their discretion or when directed by a majority vote of the Board.
6. Appoint committee chairs and be able to call up a working committee as needed.
7. Conduct the annual evaluation of the Principal/Chief Administrator of the MSFLC. At their discretion, the Chair may send out an anonymous survey to the Membership of the Corporation, to gain feedback on the performance of the Principal/Chief Administrator. These surveys shall be collected and reviewed solely by the Chair and Executive Committee.

B) No action of the Chair shall be construed to substitute for, or relieve, the Board of their legal responsibilities or authorities.

#### SECTION 6. Duties of the Vice Chair

In the absence of the Chair, or in the event of the chair's inability to act, the Vice Chair shall perform all the duties of the Chair, and when so acting shall have all the powers of, and be subject to all the restrictions of, the Chair. The Vice Chair shall have other powers and perform such other duties as may be prescribed in these Bylaws and/or by the Board.

## SECTION 7. Duties of the Secretary

### A) The Secretary shall:

1. Cause the minutes of the Board meetings to be kept and shall sign the minutes as approved, once corrected and approved by the Board.
2. Certify and keep at the primary office of the Corporation the original, or a copy of these Bylaws as amended or otherwise altered to date.
3. Keep at the primary office of the Corporation or at such other place as the Board may determine, a book of minutes of all meetings of the Board members, and, if applicable, meetings of committees of Board members and of members, recording therein the time and place of holding, whether regular or special, how called, how notice thereof was given, the names of those present or represented at the meeting, and the proceedings thereof.
4. See that all notices are duly given in accordance with the provisions of these Bylaws or as required by law.
5. Be custodian of the records and of the seal of the Corporation and affix the seal, as authorized by law or the provisions of these Bylaws, to duly executed documents of the Corporation.

B) In general, perform all duties incident to the office of Secretary and such other duties as may be required by law, by the Articles of Incorporation, or by these Bylaws, or which may be assigned to him or her from time to time by the Board.

## SECTION 8. Duties of the Treasurer

### A) The Treasurer shall:



1. Have charge and custody of, and be responsible for, all funds and securities of the Corporation, and deposit all such funds in the name of the Corporation in such banks, trust companies, or other depositories as shall be selected by the Board. The treasurer may designate other members of the Corporation to deposit funds in the name of the Corporation.
2. Receive, and give receipt for, money due and payable to the Corporation from any source whatsoever.
3. Disburse, or cause to be disbursed, the funds of the Corporation as may be directed by the Board, taking proper vouchers for such disbursements.
4. Keep and maintain adequate and correct accounts of the Corporation properties and business transactions, including accounts of its assets, liabilities, receipts, disbursements, gains and losses.
5. Exhibit at all reasonable times the books of account and financial records to any Board member of the Corporation or to his or her agent or attorney, on request thereof.
6. Render to the Chair and Board members, whenever requested, an account of any or all his or her transactions as Treasurer and of the financial condition of the Corporation.

7. Prepare, or cause to be prepared, and certify, or cause to be certified, the financial statements to be included in any required reports. Prepare, or cause to be prepared, and file all documents required by the Internal Revenue Service. Submit the Biennial Report to the Department of Commerce and Economic Development

B) In general, perform all duties incident to the office of Treasurer and such other duties as may be required by law, by the Articles of Incorporation of the Corporation or by these Bylaws, or which may be assigned to him or her from time to time by the Board.

## ARTICLE 6: SCHOOL ADMINISTRATION

### SECTION 1. Academic Policy Committee

The Academic Policy Committee, referred to as the Board, shall retain all powers of the Corporation, as stated in *Article 4, Section 1* of these Bylaws and shall, at its discretion, delegate and direct such administrative duties it deems appropriate to the Principal/Chief Administrator that are within its authority. Pursuant to State law, Matanuska-Susitna Borough School District Policy and the Contract with the Matanuska-Susitna School Board.

### SECTION 2. Principal/Chief Administrator

A) The Principal/Chief Administrator of the MSFLC shall serve at the discretion of the Board, pursuant to *Article 4, Section 2.d* of these Bylaws, State law, Matanuska- Susitna School District Policy and the contract with the Matanuska-Susitna Borough School Board, for the operation of MSFLC. The Board shall not relinquish any authority granted under State law to evaluate, hire and/or dismiss the Principal/Chief Administrator. They shall have the following duties, including but not limited to:

1. Provides for operation of the school, supervision of the instructional program, and management of school personnel.
2. Works together with the Board for the good of the school and student achievement.
3. Identifies the needs of the school and reports them to the Board.
4. Provides the Board with written goals and objectives to meet the Board's expectations and defines his/her goals for the school.
5. Acts as advisor to the Board in areas needing policy development and revision.
6. Serves as the liaison between the Board and the Matanuska-Susitna Borough School District.
7. Administers the budget and assures that direct and indirect expenditures of school funds are within the legal requirements of the budget.

8. Presents a monthly financial report to the Board at the regularly scheduled meetings.
9. Obtains Board approval to transfer funds or make purchases exceeding the amount set by the Board.
10. Advises the Board on the educational needs of the students, the requirements of State and Federal Law and other directives.
11. Works with the Enrollment Committee to ensure applications and the lottery process of the MSFLC is in accordance with district policy.
12. Provides for the proper upkeep of facilities and maintenance of equipment.
13. Prioritizes long-range plans for preventive maintenance of buildings, equipment, and grounds.

## ARTICLE 7: COMMITTEES

### SECTION 1. Executive Committee

The Executive Committee shall be chaired by the Chair of the Board and be composed of the Officers of the Board, and one other Board member selected by the Board. The quorum of the Executive Committee shall be three (3) of the five (5) members. The Executive Committee shall be empowered to meet in special session to consider an issue or issues which demand prompt attention, which cannot wait until the next regular meeting of the Board. Any decisions made by the Executive Committee at such meetings shall be subject to ratification by the full Board at the next regular meeting. In the case

of a regular meeting at which a quorum was not present, the Executive Committee is empowered to act within ten (10) days on behalf of the Board to consider an issue or issues which demands prompt attention and cannot wait until the next regular meeting of the Board, provided that at the regular meeting, at least 30 minutes are allowed for the gathering of a quorum; such action shall be limited to the previously prepared and distributed agenda and shall be an official action of the Board; this authority does not extend to amendment of the Bylaws.

## SECTION 2. Standing Committees

A) For each Standing Committee, the Chair of the Board shall appoint the committee chair, with the approval of the Board. Each standing advisory committee shall consist of at least one member of the Board, with the remaining composition, duties, and scope to be determined by the Board, at its discretion. The Corporation shall have the following Standing Committees:

1. **Curriculum:** The Curriculum Committee, along with the Principal/Chief Administrator, shall review the curriculum of the MSFLC.
2. **Enrollment:** The Enrollment Committee shall be chaired by a certified staff member, selected by the Chair, and approved by the Board. They shall assist teachers with outreach to the community for the Orientation and Lottery and assist at the MSFLC Open Houses.

3. **Fundraising:** The Fundraising Committee shall be tasked with organizing schoolwide fundraising for APC accounts, not to take away from individual classroom fundraisers. They shall also work to obtain grants and oversee the necessary requirements of such grants.
4. **Parental Involvement:** The Parental Involvement Committee shall encourage and develop parental participation within the MSFLC, to include the use of MSFLC social media accounts, survey parents/legal guardians for experience/ skills that may benefit the school and working with Parent Class Representatives to increase engagement.

### SECTION 3. Working Committees

A) From time to time and/or as prescribed in these Bylaws, the Board and/or the Chair may appoint a temporary working (a.k.a. special or select) committee(s) to accomplish a particular task or to oversee a specific area in need of control or oversight. The chairs of these committees shall be appointed by the Chair of the Board and any member of the Corporation may serve on these committees. The composition, duties, and scope to be determined by the Board, with no more than ten (10) members or as set forth in these Bylaws, pertaining to specific working committees as outlined below.

1. **Nomination and Election Committee:** See *Article 4, Section 7* of these Bylaws pertaining to the term, duties, and composition of this committee.
2. **School Advisory Committee: (As needed to hire a Principal)** No later than a week after the job posting closes, the Chair shall send out an application to the Members of the Corporation for those interested in participating on said committee. Ten (10)

applicants shall be chosen to form the School Advisory Committee, along with the Chair and Vice-Chair of the Board, who shall also be members. This committee shall then put together a set of interview questions, review Principal/Chief Administrator candidate applications, narrow down the applicant pool for interviews, and select 2 of its members to serve on the Hiring Committee.

3. **Hiring Committee: (As needed to hire a Principal)** The members of said committee shall be the Chair and Vice Chair of the Board, a Matanuska- Susitna School District Representative, and the 2 members chosen from the School Advisory Committee. This committee shall conduct the interviews of the chosen candidates for the Principal/Chief Administrator position of the MSFLC, using the interview questions provided by the School Advisory Committee and hire a candidate for said position.
4. **Bylaw Committee:** No less than every three (3) years, a Bylaw Committee shall be formed to review these Bylaws and make recommendations to the Board for updates and revisions, if necessary.

#### SECTION 4. Action of Committees

All actions taken by any committee shall be in accordance with the articles set forth in these Bylaws, act within the bounds of the duties and scope it was formed, and all recommendations of said committees shall be in an advisory capacity only (except for Nomination & Election and Hiring Committees) and shall be submitted to the Board for final review and action.

### ARTICLE 8: MEETINGS

#### SECTION 1. Open Meetings Act

The Board hereby formally adopts the Open Meetings Act, A.S. 44.62.310 et seq. (“the Act”). All meetings are open to the public and shall be conducted, and all notices and agendas posted, in accordance with the Act. If any portion of these Bylaws are more specific than the Act, then that portion of these Bylaws shall control over the Act, unless prohibited by law.

#### SECTION 2. Conduct of Meetings

Meetings shall be governed by the most current edition of Robert’s Rules of Order, as far as such rules are not inconsistent with or in conflict with the Articles of Incorporation, these Bylaws, or with provisions of law, then those provisions shall govern.

#### SECTION 3. Place of Meetings



Meetings shall be held at the primary office of the Corporation unless otherwise provided by the Board or at such other place as may be designated from time to time by resolution of the Board.

#### SECTION 4. Annual Meeting

The Board shall hold an Annual Meeting of the Corporation members each year during the month of April for the election of Board members. Notice to the membership of the Corporation shall be made at least sixty (60) days in advance of the meeting and shall announce date, time, location, and general nature of the meeting. The Quorum requirement for the Annual Meeting shall be set at ten (10) percent of the membership of the Corporation.

#### SECTION 5. Regular Meetings

The Board shall hold regularly scheduled meetings on a regular day and week of the month, as determined by the Board at the beginning of the academic year. The schedule of which shall be sent out to all parent/legal guardians and teachers/staff of the MSFLC, as well as posted at the primary office of the MSFLC.

## SECTION 6. Special Meetings

A) **Special Meetings of the Board:** Special meetings of the Board may be called by the Chair of the Board, the Vice Chair, the Secretary, by any two Board members, or, if different, by the persons specifically authorized under the laws of this state to call special meetings of the Board.

B) **Special Meetings of the Members:** In a petition to the Chair and signed by ten (10) percent of the members of the Corporation, a special meeting of the Membership shall be called within thirty (30) days of relieving such petition. The petition must state the purpose of such a meeting and only the specified purpose may be addressed at the Special Meeting.

## SECTION 7. Emergency Meetings

Emergency meetings may be called at the discretion of the Chair. Unless all Board members participate in said emergency meeting, all actions will be reconsidered at the next regularly scheduled meeting.

## SECTION 8. Notice of Meetings

A) Notice of regular or special meetings stating the place, day, hour and agenda shall be delivered to each member of the Board and posted at the school not less than one (1) day before the date set for such meeting. New issues not posted on the agenda may nonetheless be raised, discussed, and voted upon at any meeting.

B) Emergency meetings called by the Chair require no prior notice.

## SECTION 9. Quorum

A quorum for Board meetings shall consist of the number of members greater than fifty (50) percent of the members of the Board. Except as otherwise provided under the Articles of Incorporation, these Bylaws, or provisions of law, no business shall be considered by the Board at any meeting at which the required quorum is not present, and the only motion which the Chair shall entertain at such meeting is a motion to adjourn.

#### SECTION 10. Attendance

- A) Members of the Board may, from time to time, participate by telephone or electronically by video conference and retain full voting privileges. If any member of the Board is participating via telephone or video conference, all votes shall be held as a Roll Call vote.
- B) No proxy and/or absentee voting shall be permitted.
- C) See *Article 4, Section 10.B* for non-participation.

#### SECTION 11. Members Comment

Any member of the Corporation present at any Board meeting shall have the following opportunities to bring forth comments or issues before the Board.

- A) Present a written statement to the Chair or Secretary before the meeting, that they will read during the Person's to Be Heard portion of the agenda. Each member shall be given two (2) minutes to read their statement, after which, answer any questions from Board members.
- B) Members of the Corporation present at any Board meeting shall be invited by the Chair to comment on any proposed action before the Board, after a motion is pending and any Board member has commented. Members shall have no more than two (2) minutes to make their comment.

## ARTICLE 9: EXECUTION OF INSTRUMENTS, FINANCE AND GAMING

### SECTION 1. Execution of Instruments

The Board, except as otherwise provided in these Bylaws, may by resolution authorize any officer or agent of the Corporation to enter any contract or execute and deliver any instrument in the name of and on behalf of the Corporation and such authority may be general or confined to specific instances. Unless so authorized, no officer, agent, or employee shall have any power or authority to bind the Corporation by any contract or engagement or to pledge its credit or to render it liable monetarily for any purpose or in any amount.

### SECTION 2. Finance

The Board, along with the Principal/Chief Administrator, shall ensure that all financial aspects of the Corporation, handling of District funds, use of charge cards and discretionary spending, are used in a responsible manner. Pursuant to Matanuska- Susitna Borough School District policy, State law, and any provisions of these Bylaws and the Articles of Incorporation granting authority for the use of

funds. No contracts shall be entered into for services that are already provided for by the Matanuska-Susitna Borough School District through indirect funding. Such actions and misuse of funds would be considered fiscally irresponsible.

#### SECTION 3. Checks and Note

Except as otherwise specifically determined by resolution of the Board, or as otherwise required by law, checks, drafts, promissory notes, orders for the payment of money, and other evidence of indebtedness of the Corporation, shall be signed by such officers, agent or agents of the Corporation and in such manner as shall from time to time, be determined by resolution of the Board.

#### SECTION 4. Deposits

All funds of the Corporation shall be deposited from time to time to the credit of the Corporation, in such banks, trust companies, or the depositories as the Board may select.

## SECTION 5. Gifts

The Board or its designees may accept on behalf of the Corporation any contribution, gift, bequest, or device for the nonprofit purposes of the Corporation. Only Officers of the Board may issue a receipt on behalf of the Corporation for such a contribution, gift, or bequest. However, receipts shall not establish the value of the contribution, unless the contribution is in cash.

## SECTION 6. Gaming

Upon dissolution, any remaining net proceeds from gaming activity under AS 05.15 will be distributed to one or more existing permittees, other than a multiple-beneficiary permittee, in accordance with 15 AAC 160.020(a)(5).

## ARTICLE 10: CORPORATE RECORDS, REPORTS AND SEAL

### SECTION 1. Maintenance of Corporate Records

The Corporation shall keep at its primary office:

- A) Minutes of all meetings of the Board, committees of the Board and, if the Corporation has members, of all meetings of members, indicating the time and place of holding such meetings, whether regular or special, how called, the notice given, and the names of those present and the proceedings thereof.
- B) Adequate and correct books and records of account, including accounts of its properties and business transactions and accounts of its assets, liabilities, receipts, disbursements, gains, and losses.
- C) A record of its members, if any indicating their names and addresses and, if applicable, the class of membership held by each member and the termination date of any membership.

D) A copy of the Corporation's Articles of Incorporation and Bylaws as amended to date, which shall be open to inspection by the members of the Corporation at all reasonable times during office hours.

## SECTION 2. Corporate Seal

The Board may adopt, use, and at will alter, a corporate seal. Such seal shall be kept at the principal office of the Corporation. Failure to affix the seal to corporate instruments; however, shall not affect the validity of any such instrument.

## SECTION 3. Chair's Inspection Rights

Every Chair shall have the absolute right to, at any reasonable time, inspect and copy all books, records and documents of every kind and to inspect the physical properties of the Corporation and shall have such other rights to inspect the books, records and properties of the Corporation as may be required under the Articles of Incorporation, these Bylaws, and State law.

#### SECTION 4. Member's Inspection Rights

Every Member of the Corporation shall have inspection rights, for a purpose related to such person's interest as a member, consistent with State law, the Articles of Incorporation, these Bylaws and Matanuska-Susitna School District policy.

#### SECTION 5. Right to Copy and make Extracts

Any inspection under the provisions of this Article may be made in person or by agent or attorney and the right to inspection shall include the right to copy and make extracts.

The Corporation may charge any member requesting copies of Corporation records an amount equal to its cost of providing such copies.

#### SECTION 6. Periodic Report

The Board shall cause any annual or periodic report required under law to be prepared and delivered to an office of this state or to the members, if any, of the Corporation to be so prepared and delivered within the time limits set by law.

### ARTICLE 11: BYLAWS: AMENDMENT, CONSTRUCTION AND TERMS

#### SECTION 1. Amendment



- A) These Bylaws may be altered, amended, or repealed, and new Bylaws adopted by a 2/3 vote of the Board, with a thirty (30) day prior notice to the membership of the Corporation. These Bylaws may also be amended by a majority of the Membership of the Corporation, at the Annual Meeting or a Special Meeting called by the Membership. Any proposed Bylaw amendments must be presented in writing, together with the signatures of ten (10) members, at the monthly meeting prior to the Annual Meeting or a duly called Special Meeting of the Members.
- B) No less than every three (3) years, a Bylaw Committee shall be formed to review these Bylaws and make recommendations to the Board for updates and revisions, if necessary.

## SECTION 2. Construction and Terms

- A) If there is any conflict between the provisions of these Bylaws and the Articles of Incorporation, the provisions of the Articles of Incorporation shall govern. Should any of the provisions or portions of these Bylaws be held unenforceable or invalid for any reason, the remaining provisions and portions of these Bylaws shall be unaffected by such holding.
- B) All reference in these Bylaws to the Articles of Incorporation shall be to the Articles of Incorporation of the Corporation, Certificate of Incorporation, or any other founding document of the Corporation filed with an office of this state and used to establish the legal existence of the Corporation. All references in these Bylaws to a section or sections of the Internal Revenue Code shall be to such sections of the

Internal Revenue Code of 1986 as amended from time to time, or to corresponding provisions of any future federal tax code.

**Review/Revision History**

*Revised by Committee - 03/2014*

Heather Littau Jeanne Troshynski Art Godin

John Weetman Leah Hamilton Stacy Beesley Jackie Foster

*Amendment: Article 9 (11) Section 6 (5) Gaming, added by a majority vote of the APC Board on April 20, 2023*

*Revised by Committee - 03/2024*

Brandolynn Collins - Chair Kyle Brown - Vice Chair

Monica Smith - Teacher/ Board Member Shawn Sidelinger - Teacher/ Board Member Josh Lind - Parent Class Rep. Board Member Leana Finney - Parent Member

## Appendix D: Evidence of Academic Policy Committee

### **Evidence of Annual APC Meeting**

The Academic Policy Committee meets on the third Thursday of the month. Article 8 of our revised Bylaws:

#### ARTICLE 8: MEETINGS

##### SECTION 1. Open Meetings Act

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##### SECTION 2. Conduct of Meetings

Meetings shall be governed by the most current edition of Robert’s Rules of Order, as far as such rules are not inconsistent with or in conflict with the Articles of Incorporation, these Bylaws, or with provisions of law, then those provisions shall govern.

##### SECTION 3. Place of Meetings

Meetings shall be held at the primary office of the Corporation unless otherwise provided by the Board or at such other place as may be designated from time to time by resolution of the Board.

##### SECTION 4. Annual Meeting

The Board shall hold an Annual Meeting of the Corporation members each year during the month of April for the election of Board members. Notice to the membership of the Corporation

shall be made at least sixty (60) days in advance of the meeting and shall announce date, time, location, and general nature of the meeting. The Quorum requirement for the Annual Meeting shall be set at ten (10) percent of the membership of the Corporation.

#### SECTION 5. Regular Meetings

The Board shall hold regularly scheduled meetings on a regular day and week of the month, as determined by the Board at the beginning of the academic year. The schedule of which shall be sent out to all parent/legal guardians and teachers/staff of the MSFLC, as well as posted at the primary office of the MSFLC

#### SECTION 6. Special Meetings

Special Meetings of the Board: Special meetings of the Board may be called by the Chair of the Board, the Vice Chair, the Secretary, by any two Board members, or, if different, by the persons specifically authorized under the laws of this state to call special meetings of the Board.

Special Meetings of the Members: In a petition to the Chair and signed by ten

(10) percent of the members of the Corporation, a special meeting of the Membership shall be called within thirty (30) days of relieving such petition. The petition must state the purpose of such a meeting and only the specified purpose may be addressed at the Special Meeting.

#### SECTION 7. Emergency Meetings

Emergency meetings may be called at the discretion of the Chair. Unless all Board members participate in said emergency meeting, all actions will be reconsidered at the next regularly scheduled meeting.

#### SECTION 8. Notice of Meetings

Notice of regular or special meetings stating the place, day, hour and agenda shall be delivered to each member of the Board and posted at the school not less than one (1) day before the date set for such meeting. New issues not posted on the agenda may nonetheless be raised, discussed, and voted upon at any meeting.

Emergency meetings called by the Chair require no prior notice.

**Midnight Sun Family Learning Center  
APC Meeting Minutes – May 16, 2024**

Teacher Representative	Roll Call	Class Representative	Roll Call	At Large	Roll Call
Monica Smith	P	Kaylee Chappel	P		
Sue Olsen	E	Ashley Vanderbleek	P		
Kristina Cassidy	P	Jessica Olson	P		
Amy Harren (NV)	P	Megan Hundley	P	<b>Executive Board</b>	
		Heather Carter	P	Brandolynn Collins	P
		Brittney Lundberg	P	Kyle Brown	P
		Danielle Howard	P	Melissa Horton	P
		Leana Finney	P		

Roll Call: (P) Present, (A) Absent, (E) Excused, (V) Vacant Seat, (NV) Non-Voting members.

**Officers**

Chair- Brandolynn Collins | 907-841-7380 | chair@midnightsunapc.com  
 Vice Chair- Kyle Brown | 907-360-2854 | vice-chair@midnightsunapc.com  
 Secretary- Melissa Horton | secretary@midnightsunapc.com  
 Treasurer- | treasurer@midnightsunapc.com

**CALL TO ORDER:**

Called to order at: 6:02 PM  
Quorum: Yes

**PLEDGE OF ALLEGIANCE:**

Led By: Brandolynn Collins

**APPROVAL OF MEETING MINUTES:**

Motion to approve by: Monica Smith      Second: Brittney Lundberg      Vote: Pass

**APPROVAL OF AGENDA:**

Motion to approve by: Monica Smith      Second: Brittney Lundberg      Vote: Pass

**PERSONS TO BE HEARD:** (SIGN UP PRIOR TO THE MEETING WITH 3-MINUTE TIME LIMIT):

**CHAIR REPORT:** BRANDOLYNN COLLINS

- Vote on class representatives
  - Monica Smith nominates Kaylee Chappel      Vote: Pass
  - Stacey Beesley nominates Ashley Vanderbleek      Vote: Pass
  - Shawn Sidelinger nominates Heather Carter      Vote: Pass
  - Kristina Cassidy nominates Leana Finney      Vote: Pass
- Taxes for Gaming
  - Had to pay twice but the Gaming License is now reinstated.
- Next year's Board training
  - The new executive board will need to come together and arrange a time to get training done.

**ADMINISTRATOR REPORT:** AMY HARREN

- Vote on changing the amount of meeting for the APC to once per quarter
  - Monica Smith motions to set APC meetings starting fiscal year 24/25 to once per quarter following the school district calendar with the exception of April and May, which will be consecutive, meeting the third thursday of each month.
  - Second: Brandolynn Collins      Vote: Pass

- Approval of expenditure of educational apps. up to \$7000.00  
Motion: Monica Smith                      Second: Kristina Cassidy    Vote: Pass
- Charter Renewal (we cannot submit prior to October 1, 2024 nor after October 9, 2024)
- New Hire  
Haley Smith will be the new 6-8 grade teacher starting the 2024-2025 school year.
- Hours application to set up for the office (computer at the front office for parents to log into and out of)

## COMMITTEE REPORTS:

### Finance:

- Books are in good standing
- Taxes are filed

We did have to pay twice since we had to submit them a second time, due to not having everything we needed the first time.

### APC Treasurer Report:

- 

### Fundraisers:

- 

### Enrollment:

- Changes to next year

Next year a committee can be formed to go over admissions.

### Parent Involvement:

- Teacher Appreciation Week- A HUGE thank you to Brittney Lundberg!

### Policy Committee:

- 

## OLD BUSINESS:



- 

#### NEW BUSINESS:

- Amy Harren will be our new registered agent for the school
- Remove Brandolynn Collins and Emily Gonzalez from all Global Credit Union accounts and add the new executive board to the accounts.  
Add Leana Finney, Danielle Howard, and Heather Carter to all the Global Credit Union accounts.

Brandolynn Collins motions to extend the meeting for 10 minutes.

Second: Brittney Lundberg      Vote: Pass

Brittney Lundberg motions to extend the meeting for 10 minutes.

Second: Brandolynn Collins      Vote: Pass

Melissa Horton motions to extend the meeting for 5 minutes.

Second: Brandolynn Collins      Vote: Pass

- Vote on new Executive Board members  
Nominations for:  
Treasurer- Heather Carter      Vote: Pass  
Vice chair- Danielle Howard      Vote: Pass  
Chair- Leana Finney      Vote: Pass

#### FUTURE BUSINESS:

- Next APC meeting will be on September 19, 2024.

**Meeting Adjourned: 7:54pm**

APPENDIX E: See Bylaws page 90. Our Bylaws are our Administrative Manual; we follow all policies of MSBSD school board except for curriculum and grading.

Article IV: Governance (page 94)

Midnight Sun Family Learning Center shall be governed by the Academic Policy Committee (APC), hereinafter referred to as the Board, in whom all powers of the Corporation shall be vested and shall at all times conduct themselves in the best interests of the Corporation and the MSFLC. The Board shall have the maximum power permitted by law, shall establish and adopt policy for the school, shall fulfill the duties and obligations prescribed in A.S. 14.03.250, et seq., as set forth in these Bylaws and the Contract with the Matanuska-Susitna School Board, and in accordance with State and Federal law.

# Appendix F

## Alaska Standards



**Subject**  
**Teacher**  
**Class/Report Group**  
**Grade**  
**Diagnostic**

Reading  
 All Teachers  
 3-5 Citizenship - MARSH - 2-061\_3-5Citizenship-4  
 ALL  
 Spring

**Key**

- ✓ Based on the results of the selected Diagnostic(s), the student likely understands the i-Ready skills aligned to the green checked standards below
- ✔ The student only understands some of the i-Ready skills aligned to the standard, or the aligned i-Ready skill is only partially related to the standard, so claims can only be made conservatively
- ✗ The student likely does not have sufficient understanding of the i-Ready skills aligned to the standard

Students Assessed/Total: 14/24

Alaska English/Language Arts Standards

Grade(s) of Standards		Switch Table View		
Grade 3 - Grade 3		Skill Summary		
Showing 36 of 36				
Standard Code	Standard Description	✓	✔	✗
RL.3.1	Ask and answer questions to demonstrate understanding of a text (e.g., making basic inferences and predictions), referring explicitly to details from the text as the basis for the answers.	–	9	5
RL.3.1	... [A]nswer questions to demonstrate understanding of a text (e.g., making basic inferences ...) ...	9	0	5
RL.3.1	... [A]nswer questions to demonstrate understanding of a text ... referring explicitly to details from the text as the basis for the answers.	9	0	5
RL.3.2	... [S]ummarize stories in correct sequence ...	9	0	5
RL.3.2	Determine the author's ... message, lesson, or moral and explain how it is conveyed through key details in the text; ...	9	0	5
RL.3.3	Describe characters in a story (e.g., their traits, motivations, or feelings) and explain how their actions contribute to the sequence of events (e.g., creating or solving a problem).	8	1	5
RL.3.4	Determine the meaning of words and phrases as they are used in a text, distinguishing literal meanings from use of figurative language (e.g., exaggeration in tall tales).	9	0	5
RL.3.4	Determine the meaning of words and phrases as they are used in a text ...	9	0	5
RL.3.5	Refer to parts of stories, dramas, and poems when writing or speaking about a text, using terms such as chapter, scene, and stanza; describe how each successive part builds on earlier sections.	8	0	6
RL.3.6	Distinguish their own point of view from that of the narrator or those of the characters.	8	0	6

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05/12/24 | Page: 1/4

Subject: Reading  
 Teacher: All Teachers  
 Class/Report Group: 3-5 Citizenship - MARSH - 2-061\_3-5Citizenship-4  
 Grade: ALL  
 Diagnostic: Spring

**Key**  
 ✓ Based on the results of the selected Diagnostic(s), the student likely understands the i-Ready skills aligned to the green checked standards below  
 ✔ The student only understands some of the i-Ready skills aligned to the standard, or the aligned i-Ready skill is only partially related to the standard, so claims can only be made conservatively  
 ✗ The student likely does not have sufficient understanding of the i-Ready skills aligned to the standard

Standard Code	Standard Description	✓	✔	✗
RL.3.7	Explain how specific aspects of text's illustrations contribute to what is conveyed by the words in a story (e.g., create mood, emphasize aspects of a character or setting).	9	0	5
RL.3.9	Compare and contrast the themes, settings, and plots of stories written by the same author about the same or similar characters (e.g., in books from a series).	8	1	5
RI.3.1	Ask and answer questions to demonstrate understanding of a text, (e.g., explaining what the text says explicitly, making basic inferences and predictions), referring explicitly to the text as the basis for the answers.	–	7	7
RI.3.1	... [A]nswer questions to demonstrate understanding of a text, (e.g., explaining what the text says explicitly, making basic inferences ...)	5	0	9
RI.3.1	... [A]nswer questions to demonstrate understanding of a text, ..., referring explicitly to the text as the basis for the answers.	8	0	6
RI.3.2	Determine the main idea of a text and locate details that support the main idea; paraphrase or summarize main ideas or events in a multi-paragraph text, including correct sequence and details that support the main idea.	–	5	9
RI.3.2	Determine the main idea of a text and locate details that support the main idea; ... [S]ummarize main ideas or events in a ... text, including correct sequence and details that support the main idea.	7	0	7
RI.3.3	Describe the relationship or connection among a series of historical events, scientific ideas or concepts, or steps in technical procedures in a text, using language that pertains to time, sequence, and cause/effect.	–	7	7
RI.3.3	Describe the relationship or connection [cause and effect] among a series of historical events, scientific ideas or concepts, or steps in technical procedures in a text, using language that pertains to ... cause/effect.	6	0	8
RI.3.3	Describe the relationship or connection [sequence] among a series of historical events, scientific ideas or concepts, or steps in technical procedures in a text, using language that pertains to time [and] sequence ...	7	0	7
RI.3.4	Determine the meaning of general academic and domain-specific words and phrases in a text relevant to a grade 3 topic or subject area.	8	1	5
RI.3.5	Use text features and search tools (e.g., table of contents, index, key words, sidebars, hyperlinks) to locate information relevant to a given topic efficiently.	5	0	9

Subject Reading  
 Teacher All Teachers  
 Class/Report Group 3-5 Citizenship - MARSH - 2-061\_3-5Citizenship-4  
 Grade ALL  
 Diagnostic Spring

**Key**  
 ✓ Based on the results of the selected Diagnostic(s), the student likely understands the i-Ready skills aligned to the green checked standards below  
 ✔ The student only understands some of the i-Ready skills aligned to the standard, or the aligned i-Ready skill is only partially related to the standard, so claims can only be made conservatively  
 ✗ The student likely does not have sufficient understanding of the i-Ready skills aligned to the standard

Standard Code	Standard Description	✓	✔	✗
RI.3.6	Determine author's purpose; distinguish own point of view from that of the author of a text.	7	0	7
RI.3.7	Use information gained from illustrations (e.g., maps, photographs), and the words in a text to demonstrate understanding of the text (e.g., where, when, why, and how key events occur).	8	0	6
RI.3.8	Describe the logical connection between particular sentences and paragraphs in a text (e.g., comparison, cause/effect, first/second/third in a sequence).	5	0	9
RI.3.9	Compare and contrast the most important points and key details presented in two texts on the same topic or related topics.	5	2	7
RF.3.3.a	Identify and know the meaning of the most common prefixes and derivational suffixes.	–	9	5
RF.3.3.b	Decode words with common Latin suffixes.	–	10	4
RF.3.3.c	Decode multisyllable words.	5	5	4
L.3.4.a	Use a sentence-level context as a clue to the meaning of a word or phrase.	8	1	5
L.3.4.b	Determine the meaning of a new word formed when a known affix is added to a known word (e.g., agreeable/disagreeable, comfortable/uncomfortable, care/careless, heat/preheat).	–	9	5
L.3.4.c	Use a known root word as a clue to the meaning of an unknown word with the same root (e.g., company, companion).	–	9	5
L.3.5.a	Distinguish the literal and nonliteral meanings of words and phrases in context (e.g., take steps).	–	9	5
L.3.5.b	Identify real-life connections between words and their use (e.g., describe people who are friendly or helpful).	–	9	5
L.3.5.c	Distinguish shades of meaning among related words (e.g., words that describe states of mind or degrees of certainty, such as knew, believed).	–	9	5

## Alaska Standards



**Subject** Reading  
**Teacher** All Teachers  
**Class/Report Group** 3-5 Citizenship - MARSH - 2-061\_3-5Citizenship-4  
**Grade** ALL  
**Diagnostic** Spring

### Key

- ✓ Based on the results of the selected Diagnostic(s), the student likely understands the i-Ready skills aligned to the green checked standards below
- ⊂ The student only understands some of the i-Ready skills aligned to the standard, or the aligned i-Ready skill is only partially related to the standard, so claims can only be made conservatively
- ✗ The student likely does not have sufficient understanding of the i-Ready skills aligned to the standard

Standard Code	Standard Description	✓	⊂	✗
L.3.6	Acquire and accurately use grade-appropriate conversational, general academic, and domain-specific words and phrases, including those that signal spatial and temporal relationships (e.g., After dinner that night we went looking for them).	-	9	5

## APPENDIX G: Lottery Admissions Process

Admission to Midnight Sun Family Learning Center is open to all students in the Matanuska Susitna Borough School District. As per BP 5145.3 and AS 14.18.010, Midnight Sun programs and activities are free from discrimination and respect to ethnic group, marital or pre-marital status, and physical, academic, and social-emotional disabilities. Midnight Sun ensures equal opportunities for all students in admission and access to enrollment.

### **Open slots prior to lottery will be filled as follows:**

- a. Students from the Sibling Wait List, placed by Family order.
- b. Alumni, placed by Family order.

**Lottery:** random draw to fill open spaces from students withdrawing or leaving through promotion

\* Families from lottery who were not placed are considered "Wait List"

\* These families are contacted if there are areas of open space

APPENDIX H: Waitlist and Lottery

Family Name	accept	wait	no answer	teacher Placement	Notes if needed	Google Form Link	1st decline	2nd decline remove from list
[REDACTED]	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Decline x1, wants to stay on list for possibility of next year	Moved to Eagle River	<input checked="" type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		NO WAY TO CONTACT #s don't work, emailed 4/7/22 & 4/9/22 Moved to ANC		<input type="checkbox"/>	<input checked="" type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		NO WAY TO CONTACT #s don't work, emailed 4/7/22 & 4/9/22		<input type="checkbox"/>	<input checked="" type="checkbox"/>
[REDACTED]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Placed in McDermott per email 5-11-21		<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Decline x1, wants to stay on list for possibility of next year		<input checked="" type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Placed in McDermott per email 5-11-21		<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Moved to GA in 2020, remove from list		<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Staying with Shaw, 2nd decline		<input type="checkbox"/>	<input checked="" type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Decline x1, wants to stay on list for possibility of next year		<input checked="" type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Placed in McDermott		<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>				<input checked="" type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Both placed Kaestle, Evan wasn't originally listed on form, Evan Chafin dob 04/07/17		<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Custody issue - Mom put her back on the list 9077990027 Rachael Link Father stated /		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		48hrs expires 4/11/22 @ 11:15am - No call back, 2ND DECLINE		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
[REDACTED]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Placed in Kaestle		<input checked="" type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		No call back either # - LM both #'s for call back 4/10/22		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
[REDACTED]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Kaestle			<input checked="" type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Kaestle			<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Asked to be removed from the waiting list on Feb. 16, 2023. Went to Cherry in the first		<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>



Family Name	accept	decline	no answer	teacher Placement	Notes if needed	Google Form Link	1st decline	2nd decline	remove from list
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	
[REDACTED] 26	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sidelinger			<input type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		No call back - (will decide, 48hr expires 6/11/22 @ 12pm)		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Called and parent declined:	Moved to another state	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		LM 6/9, spot for 4th grader. As of 6/27 # is non working		<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Family Name	accept	decline	no answer	teacher Placement	Notes if needed	Google Form Link	1st decline	2nd decline remove from list
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Marsh			<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Accepted Cassidy 4th grader in Sidelinger 7/28			<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Decline x1, wants to stay on waitlist for possibility of both kids getting in together next year			<input checked="" type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Placed 8th Cassidy - He will need HS math @ poss cross country. Siblings waitlisted			<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cassidy			<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>

Family Name	accept	decline	no answer	teacher Placemen	Notes if needed	Google Form Link	1st decline	2nd decline	remove from list
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Decline x1, wants to stay on list. Work schedules and 2 different schools would be diffi		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		will decide, 48hrs expires 6/11/22 @ 1pm		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Marsh/McDerm: Placed 4th grader, 1st grader sibling waitlisted		<input type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Cassidy, Sidelinger		<input type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Duplicate application #25		<input type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Duplicate application #36		<input type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		No answer back (Will decide by 6/28/22)		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>	
[REDACTED]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Sidelinger/Beesk 4th grader placed, siblings waitlisted		<input type="checkbox"/>	<input type="checkbox"/>	

Family Name	accept	decline	no answer	teacher Placement	Notes if needed	Google Form Link	1st decline	2nd decline remove from list
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Marsh			<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Accepted Cassidy 4th grader in Sidelinger 7/28			<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Decline x1, wants to stay on waitlist for possibility of both kids getting in together next year			<input checked="" type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Placed 8th Cassidy - He will need HS math @ poss cross country. Siblings waitlisted			<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cassidy			<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>
[REDACTED]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>

### Lottery Applications

School Year: 2024-2025

Applications

0 ▲ Pending	41 □ Approved	22 ● Denied	0 □ Offered	0 ▲ Waitlist	0 ● Rejected	0 ● Cancelled	0 □ Offer Accepted
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Applications

22 ROWS (236ms)

Line	Definition		Applied	Status	Actions	Student		
	Setup	School				Student	Grade	Student ID
1	Midnight Sun Charter Lottery	Midnight Sun Family Learning	05/04/2024	Denied	Actions		KG	
2	Midnight Sun Charter Lottery	Midnight Sun Family Learning	04/12/2024	Denied	Actions		4	Bi
3	Midnight Sun Charter Lottery	Midnight Sun Family Learning	02/08/2024	Denied	Actions		KG	Hi
4	Midnight Sun Charter Lottery	Midnight Sun Family Learning	04/21/2024	Denied	Actions		2	Si
5	Midnight Sun Charter Lottery	Midnight Sun Family Learning	04/21/2024	Denied	Actions		KG	Si
6	Midnight Sun Charter Lottery	Midnight Sun Family Learning	04/27/2024	Denied	Actions		KG	Ci
7	Midnight Sun Charter Lottery	Midnight Sun Family Learning	03/28/2024	Denied	Actions		KG	Ci
8	Midnight Sun Charter Lottery	Midnight Sun Family Learning	04/11/2024	Denied	Actions		KG	Ci
9	Midnight Sun Charter Lottery	Midnight Sun Family Learning	04/22/2024	Denied	Actions		6	Ci
10	Midnight Sun Charter Lottery	Midnight Sun Family Learning	05/03/2024	Denied	Actions		3	Hi
11	Midnight Sun Charter Lottery	Midnight Sun Family Learning	03/12/2024	Denied	Actions		2	Wi
12	Midnight Sun Charter Lottery	Midnight Sun Family Learning	03/12/2024	Denied	Actions		1	Wi
13	Midnight Sun Charter Lottery	Midnight Sun Family Learning	03/21/2024	Denied	Actions		3	Ir
14	Midnight Sun Charter Lottery	Midnight Sun Family Learning	03/21/2024	Denied	Actions		6	Ir
15	Midnight Sun Charter Lottery	Midnight Sun Family Learning	03/21/2024	Denied	Actions		6	Ir
16	Midnight Sun Charter Lottery	Midnight Sun Family Learning	03/20/2024	Denied	Actions		KG	Te
17	Midnight Sun Charter Lottery	Midnight Sun Family Learning	05/08/2024	Denied	Actions		KG	M
18	Midnight Sun Charter Lottery	Midnight Sun Family Learning	04/24/2024	Denied	Actions		1	Wi
19	Midnight Sun Charter Lottery	Midnight Sun Family Learning	03/17/2024	Denied	Actions		KG	Li
20	Midnight Sun Charter Lottery	Midnight Sun Family Learning	04/05/2024	Denied	Actions		KG	Li

22 ROWS (236ms)

APPENDIX I:

 <b>MIDNIGHT SUN CHARTER SCHOOL</b>						
	<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Budget</b>
ADM Enrollment	204.65	172.45	185.20	188.00	185.00	189.00
<b>REVENUE</b>						
<b>STATE FUNDING</b>						
School Size	277.122	268.321	256.116	259.140	255.901	339.134
District Cost Factor	19.399	18.782	17.928	18.140	17.913	-
Special Needs Factor	59.304	57.421	54.809	55.456	54.763	-
Vocational Factor	5.337	5.168	4.933	4.991	4.929	-
Intensive Needs	39.000	39.000	39.000	26.000	13.000	26.000
Correspondence	-	-	-	-	-	-
<b>Total Adjusted ADM</b>	<b>400.162</b>	<b>388.692</b>	<b>372.786</b>	<b>363.727</b>	<b>346.505</b>	<b>365.134</b>
Base Student Allocation	2,372,961	2,304,944	2,210,621	2,156,901	2,065,170	2,176,199
Quality Schools	6,403	6,219	5,965	5,820	5,544	5,842
Required Local	(375,452)	(374,242)	(369,013)	(373,017)	(410,164)	(485,192)
<b>Total State Foundation</b>	<b>2,003,911</b>	<b>1,936,921</b>	<b>1,847,572</b>	<b>1,789,704</b>	<b>1,660,550</b>	<b>1,696,849</b>
One-Time Allocations	-	-	-	80,020	117,812	248,291
<b>TOTAL STATE FUNDING</b>	<b>\$ 2,003,911</b>	<b>\$ 1,936,921</b>	<b>\$ 1,847,572</b>	<b>\$ 1,869,724</b>	<b>\$ 1,778,362</b>	<b>\$ 1,945,140</b>
<b>LOCAL FUNDING</b>						
Required Local	375,452	374,242	369,013	373,017	410,164	485,192
Above Minimum Local	338,510	333,584	334,235	355,918	298,314	286,458
<b>TOTAL LOCAL FUNDING</b>	<b>\$ 713,962</b>	<b>\$ 707,827</b>	<b>\$ 703,249</b>	<b>\$ 728,934</b>	<b>\$ 708,478</b>	<b>\$ 771,651</b>
<b>OTHER FUNDING SOURCES</b>						
E-Rate Reimbursement	10,489	10,489	10,489	10,489	10,489	10,489
Other	-	727	694	1,599	519	548
Use of Fund Balance	-	-	119,965	92,732	120,303	21,929
<b>TOTAL OTHER FUNDING</b>	<b>\$ 10,489</b>	<b>\$ 11,216</b>	<b>\$ 131,148</b>	<b>\$ 104,820</b>	<b>\$ 131,311</b>	<b>\$ 32,966</b>
<b>TOTAL REVENUE</b>	<b>\$ 2,728,363</b>	<b>\$ 2,655,964</b>	<b>\$ 2,681,969</b>	<b>\$ 2,703,478</b>	<b>\$ 2,618,151</b>	<b>\$ 2,749,756</b>
<b>EXPENDITURES</b>						
Indirect Eligible Expenditures	\$ 2,019,535	\$ 1,965,640	\$ 2,003,842	\$ 2,042,201	\$ 1,991,244	\$ 2,123,133
4% Indirect	\$ 80,978	\$ 78,685	\$ 80,861	\$ 97,616	\$ 80,337	\$ 88,859
Indirect Ineligible Expenditures	\$ 501,378	\$ 478,232	\$ 597,267	\$ 563,662	\$ 546,570	\$ 537,764
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,601,890</b>	<b>\$ 2,522,558</b>	<b>\$ 2,681,969</b>	<b>\$ 2,703,478</b>	<b>\$ 2,618,151</b>	<b>\$ 2,749,756</b>
<b>ANNUAL FUND BALANCE</b>	<b>\$ 309,461</b>	<b>\$ 442,867</b>	<b>\$ 322,901</b>	<b>\$ 230,170</b>	<b>\$ 109,867</b>	<b>\$ 87,938</b>

<b>MSBSD DISTRICT DATA</b>						
District ADM Enrollment	19,080.25	17,885.30	18,886.19	19,286.48	19,371.74	19,412.00
District Adjusted ADM (AADM)*	34,002.08	34,216.67	34,902.17	35,276.52	35,628.02	35,504.00
Required Local	\$ 31,902,441	\$ 32,944,658	\$ 34,548,940	\$ 36,177,500	\$ 42,173,492	\$ 47,177,910
Above Minimum Local	\$ 28,763,491	\$ 29,365,490	\$ 31,292,866	\$ 34,519,114	\$ 30,672,967	\$ 27,853,943
Required Local per AADM	\$ 938.25	\$ 962.82	\$ 989.88	\$ 1,025.54	\$ 1,183.72	\$ 1,328.81
Above Minimum Local per AADM	\$ 845.93	\$ 858.22	\$ 896.59	\$ 978.53	\$ 860.92	\$ 784.53

\*Excludes Duplicate Challenges - Charter revenue is determined and maintained based on the 20-Day Count period and does not include any reductions for duplicate challenges.

**Charter Schools Assurance Page**

**By signing this document, the school district files its assurance that the statements, documents 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 the School District: Matanuska-Susitna Borough School District

Name of the Charter Program: Midnight Sun Family Learning Center Charter School

Name of Superintendent: Dr. Randy T. rani

Signature of Superintendent:  Date: 2/15/25

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THE STATE  
of **ALASKA**  
GOVERNOR MIKE DUNLEAVY

**Department of Education  
& Early Development**

OFFICE OF THE COMMISSIONER

333 Willoughby Ave., 9<sup>th</sup> Floor, SOB  
P.O. Box 110500  
Juneau, Alaska 99811-0500  
Main: 907.465.2800  
TTY/TDD: 907.465.2815  
Fax: 907.465.2806

January 9, 2025

Subject: Approval of Extension Request for Charter Renewal Submission Timeline

Dear Mrs. Katherine Gardner,

Thank you for your continued engagement and dedication during the charter renewal process for Academy K-12 Public Charter School, American Charter Academy, Birchtree Charter School, and Midnight Sun Family Learning Center. We understand the importance of a thorough and reflective review to uphold the high standards these institutions represent within the Mat-Su Borough School District.

I approve your request for an exemption to the standard 90-day submission timeline, allowing additional time for the preparation of renewal applications. Consequently, the Department will accept the renewal applications and supporting documents by February 7, 2025. Please note, if for some reason you are unable to submit all required documentation by this deadline, the next regularly scheduled State Board of Education meeting will be June 3 and 4, 2025.

We appreciate the Mat-Su Borough School Board's commitment to excellence and are here to support you through this process. Please feel free to reach out if you need further assistance or have additional questions.

Warm regards,

A handwritten signature in black ink, appearing to read "Deena M. Bishop".

Deena M. Bishop, Ed.D.





## **Regular School Board Meeting - Dec 04 2024 Minutes**


at 6:00 PM

MSBSD Central Office 501 N Gulkana St, Palmer

### **1. Regular Meeting**

- 1.1 The meeting was called to order at 6 PM.  
A quorum was established with all members present except Member Larson who joined the meeting telephonically in executive session at 8:19 PM.  
Member Swanson read the Board Goals.  
President McCollum led the Pledge of Allegiance.  
The Board observed a Moment of Silence.
- 1.2 Approval of the Agenda  
Motion to approve the agenda  
Moved by: Kendal Kruse  
Seconded by: Ted Swanson  
There was no objection

### **2. Administrative Reports**

- 2.1 Educators Rising  
[Educators Rising 12.04.24.pdf](#)   
Redington Jr/Sr High School Educators Rising students said they are one of five chapters in the state. They will attend the state competition this year and will focus on children's literature. They have dual enrollment classes and can earn up to three college credits. They volunteer and collaborate with the community. They partner with local elementary schools hosting craft nights, STEM nights, and a pen pal program.
- 2.2 Student Recognitions

[MSBSD Student Recognitions 12-4-24.pdf](#) 

The Board recognized students for athletic and academic achievements.

The Board took a break at 6:24 PM and returned at 6:29 PM.

2.3 FY26 Budget Introduction

[FY 2026 PRELIMINARY Presentation 20241202 v5.pdf](#) 

Deputy Superintendent Katie Gardner presented the FY26 Preliminary Budget.

**3. Persons to be Heard on Non-Agenda Items**

There were no persons wishing to speak.

**4. Borough and City Reports**

There were no reports.

**5. Consent Agenda**

5.1 Minutes, November 20, 2024 Regular Meeting

[11.20.24 Minutes.pdf](#) 

Motion to approve the consent agenda

*Moved by:* Ted Swanson

*Seconded by:* Andrew Shane

**There was no objection**

**6. Public Comment on Action and Non-Action Items**

Rebecca Emerson said she represents 104 others in asking for a special education advisory committee. The SEAC would be able to identify themes of parent concerns. She said there is a need for more para professional training. It is important to give a voice for those who can't voice their needs.

**7. Action Items**

7.1 [American Charter Academy Renewal](#) 

[American Renewal Application FY 2025.pdf](#) 

Motion to approve American Charter Renewal

*Moved by:* Ted Swanson

*Seconded by:* Kendal Kruse

**Yes** Kathy McCollum, Andrew Shane, Kendal Kruse, Thomas Bergey, Ted Swanson, and Brooks Pitcher

**Motion Carries 6-0**

7.2 [Birchtree Charter School Renewal](#) 

[Birchtree Renewal Application FY 2025.pdf](#) 

Motion to approve Birchtree Charter Renewal

*Moved by:* Ted Swanson

*Seconded by:* Andrew Shane

**Yes** Kathy McCollum, Andrew Shane, Kendal Kruse, Thomas Bergey, Ted Swanson, and Brooks Pitcher

**Motion Carries 6-0**

7.3 [Academy Charter School Renewal](#) 

[Academy Renewal Application FY 2025.pdf](#) 

Motion to approve Academy Charter Renewal

*Moved by:* Andrew Shane

*Seconded by:* Ted Swanson

**Yes** Kathy McCollum, Andrew Shane, Kendal Kruse, Thomas Bergey, Ted Swanson, and Brooks Pitcher

**Motion Carries 6-0**

7.4 [Midnight Sun Family Learning Center Charter School Renewal](#) 

[Midnight Sun Renewal Application FY 2025.pdf](#) 

Motion to approve Midnight Sun Charter Renewal

*Moved by:* Andrew Shane

*Seconded by:* Ted Swanson

**Yes**

Kathy McCollum, Andrew Shane, Kendal Kruse, Thomas Bergey, Ted Swanson, and Brooks Pitcher

**Motion Carries 6-0**

7.5 [School Board Committee Assignments](#) 

[12.04.24 School Board Committees.docx](#) 

Motion to approve School Board Committee Assignments

*Moved by:* Andrew Shane

*Seconded by:* Ted Swanson

**Yes**

Kathy McCollum, Andrew Shane, Kendal Kruse, Thomas Bergey, Ted Swanson, and Brooks Pitcher

**Motion Carries 6-0**

7.6 [Request for Grant Acceptance - Refugee School Impact](#) 

[Grant Acceptance Refugee Impact.pdf](#) 

Federal Programs Director Keri Shannon answered the Board's questions.

Motion to approve Grant Acceptance - Refugee School Impact

*Moved by:* Andrew Shane

*Seconded by:* Ted Swanson

**Yes**

Kendal Kruse, Thomas Bergey, and Ted

Swanson

No

Kathy McCollum, Andrew Shane, and Brooks  
Pitcher

**Motion Fails 3-3**

## **8. Superintendent Report/Non-Action Items**

8.1 Superintendent Dr. Trani asked Lobbyist Ben Mohr to give a legislative update. Mr. Mohr said based on the comments by majority members he anticipates education funding requests will move quickly this session.

Dr. Trani reviewed the Alaska Performance Scholarship and the UA Scholars Program requirements and how the MSBSD graduation requirements fulfill the conditions.

8.2 [First Reading, BP 6141 Curriculum Development and Evaluation](#) 

[6141 BP Curriculum Development and Evaluation](#) 

Dr. Trani said this change will align the policy with state statute.

## **9. Persons to Be Heard on Non-Agenda Items (continuation)**

There were no persons wishing to speak.

## **10. Correspondence and Board Committee Reports**

There were no reports.

[Correspondence from the public to the Board.pdf](#) 

## **11. Future Items/Future Business**

12/10/24: 6 PM Joint Assembly/Board Meeting, MSBSD Central Office

12/18/24: 6 PM Regular School Board Meeting, MSBSD Central Office

12/19/24: 12 PM Meet with Mat-Su Legislative Delegation, LIO 600 E.  
Railroad Avenue, Wasilla

## **12. Comments from School Board and Administration**

12.1 Dr. Trani said thank you to Laura Richardson for coordinating the student recognitions. Thank you to the charter schools for working with DEED on the contract deadlines.

Member Bergey thanked everyone who presented this evening. He said the State is changing the social studies standards. He would like to join in the Borough's resolution on their founding documents program. He said today is St. Barbara's Day, the patron saint of artillerymen, military engineers, miners, and those who work with explosives. He wishes those who work in the trades a safe year.

Member Kruse said thank you for the presentations. She loves the marketing materials from Wasilla High School.

Member Swanson said thank you to the students for coming out to be recognized and the Redington Educators Rising students.

Member Pitcher thanked the Educators Rising students for their well prepared presentation. He applauds the efforts of those who were recognized. He would also like a resolution about founding documents.

Member Shane said congratulations to the Educators Rising students, it was a great presentation. Congratulations to all those who were recognized. Thank you to those who presented. The community school initiative is a good program that will help prepare people for the real world. Thank you to staff for the budget review.

President McCollum said she was excited to see the APS information. Many families can benefit from the options. She said congratulations to all the students who were recognized and are excelling. She hopes we can work more with the Warrior initiative and would like to talk about it more.

### **13. Executive Session - Attorney Client Communication**

Motion to enter executive session to discuss attorney client communication at 8:16 PM.

Moved by: Ted Swanson

Seconded by: Andrew Shane

There was no objection

Member Larson joined the executive session at 8:19 PM.

Present in executive session were all members of the Board, Superintendent Dr. Randy Trani, Deputy Superintendent Katie Gardner, and attorney Clint Campion.

Motion to exit executive session at 9:12 PM.

Moved by: Ted Swanson

Seconded by: Thomas Bergey

There was no objection

#### **14. Adjournment**

##### 14.1 Meeting Adjournment

Motion to adjourn at 9:14 PM.

Moved by: Ted Swanson

Seconded by: Thomas Bergey

There was no objection.

#### **15. Board Information**

##### **MAT-SU SCHOOL BOARD MEMBERS**

- Tom Bergey, District 1
- Kendal Kruse, District 2
- Kathy McCollum, District 3
- Andrew Shane, District 4
- Brooks Pitcher, District 5
- Ole Larson, District 6
- Ted Swanson, District 7