HOONAH CITY SCHOOLS BOARD OF EDUCATION MISSION STATEMENT

To deliver a quality education that inspires and challenges all students to reach their full potential.

Tuesday January 17, 2017

REGULAR BOARD MEETING

6:30 PM Located in the High School Room 418

MEETING AGENDA

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL (ESTABLISH QUORUM)
CORRESPONDENCE TO THE BOARD
AGENDA REVISIONS
ADOPTION OF AGENDA
APPROVAL OF MINUTES

Regular Board Meeting-November 17, 2016

BOARD CALENDAR

PUBLIC COMMENTS (THREE-MINUTES PER SPEAKER)

ADMINISTRATIVE REPORTS

- A. Superintendent's Report PJ Ford Slack, PhD and Melody Douglas
- B. Principal's Report Ralph Watkins, Written
- C. SPED Director's Report Sheryl Ross, Written
- D, ANEP Grant Director's Report Heather Powell, Written
- E. Pre-School Report Heather Wheeler, Written
- F. Maintenance Report Jeremiah Byers, Written
- G. Student Representative Report Halle Budke, Written
- H. Board Reports Robert Hutton, Written

NEW BUSINESS

- 1.0 Memorandum of Agreement-AASB for Board Retreat
- 1.1 FY 2017 General Operations Budget Revision

DISCUSSION ITEMS

- Draft Hoonah City Schools Facility Use Agreement
- District Office Restructuring: Related to FY '18 Budget
- FY '17 Budget Cuts: These cuts to be put into place for the remainder of this school year reflecting the cuts in the budget revision for tonight.

PUBLIC COMMENTS (THREE-MINUTES PER SPEAKER)

COMMENTS FROM BOARD MEMBERS

FUTURE AGENDA ITEMS

ADJOURNMENT

NEXT MEETING DATES: February 16, 2017

Alaska State Law, 44.62.310 makes all school board meetings open to the public except the following excepted subject may be discussed in executive session if so determined by a majority vote of the government body:

- (1) matters, the immediate knowledge of which would clearly have an adverse effect on the finances of the public entity,
- subjects, that tend to prejudice the reputation and character of any person, provided the person may request a public discussion,
- (3) matters which by law, municipal charter or ordinance are required to be confidential,
- (4) matters involving consideration of government records that by law are not subject to public disclosure.

Posted: November 12, 2016

HOONAH CITY SCHOOLS BOARD OF EDUCATION REGULAR BOARD MEETING

October 25, 2016

BOARD MEMBERS PRESENT: Heidi Jewell, Anasia Neal, Jamie Erickson, Dillion Styers, Robert Hutton

SUPERINTENDENT: PJ Ford Slack, PhD

OTHERS PRESENT: Amy Stevenson, Recording Secretary; Ralph Watkins, Principal; Halle Budke, excused; Sheryl Ross, Glenda Hutton, Aimee Smith, Marc Leinberger, Dillon, Jeremiah Byers

CALL TO ORDER: Robert Hutton, called the meeting to order at 6:34 PM.

ROLL CALL: Five (5) Board Members were present at roll call, a quorum was established.

CORRESPONDENCE TO THE BOARD

None

AGENDA REVISIONS

None

ADOPTION OF AGENDA

M/S Heidi Jewell, Dillon Styers to adopt the agenda. MOTION CARRIED BY UNANIMOUS CONSENT

APPROVAL OF MINUTES

M/S Robert Hutton, Heidi Jewell to approve the minutes of Regular Board Meeting, October 25, 2016. DISCUSSION: Make correction on the minutes by deleting the board calendar piece on October regular board meeting. MOTION CARRIED BY UNANIMOUS CONSENT

BOARD CALENDAR

None

PUBLIC COMMENTS (THREE MINUTE TIME LIMIT EACH)

None

DISCUSSION ITEMS

- FY 2016 Financial Audit Joe Burgende went over the financial audit for 2016 telephonically.
- Facility Use Agreements PJ advised the Board how the Koo.eex' rental went from the actual Koo.eex to debriefing after the rental was over. Some went better than others. There are many pros and cons. One of the biggest one is exposer of our staff to illness. We do not charge enough. We need to increase the deposit. We cannot rent for 24 hrs. We are the only facility in Southeast Alaska that does this. She provided a draft facility use agreement with increase fees. This was Bob suggested a work session on the facility use piece. Heidi would like to take action on the draft facility use agreement PJ provided with new fee schedules. After gathering input on acting on this now, it was decided to wait for more discussion.
- Budget Work Session Work session on budget on December 12th at 6:30 pm
- Board Retreat Bob has not contacted anyone as of yet. He would like to have one in January if Timi Tullis or Lon Garrison with AASB would be available. Heidi asked if it could be for a full day. Everyone was in favor of a full day on either January 7th or 14th.
- School Board Roles Put on Board retreat agenda
- Kitchen Equipment Needs PJ informed the Board that there was kitchen equipment that needs to be replaced. Steam kettle, cook top, etc. Kaz would also like a vegetable prep sink installed.

ADMINISTRATIVE REPORT

- A. Superintendent's Report PJ Ford Slack, PhD
 - See Attached Report
- B. Principal's Report Ralph Watkins
 - Testing Date Presentation for the Board

C. Business Manager's Report – Judy Hankla

- Written Report
- Melody Douglas gave a fiscal report. She explained the report format and she will go
 over the year to date at the December 12th work session.

D. SPED Director's Report - Sheryl Ross

- Written Report
- E. ANEP Grant Director's Report Heather Powell
 - Written Report
- F. Maintenance Report Jeremiah Byers
 - See Attached Report
- G. Student Representative Report Halle Budke
 - None
- H. Board Reports Robert Hutton
 - He will defer until next meeting to report on the AASB Conference.

NEW BUSINESS

1.0 Memorandum of Agreement with RurAL CAP Parents as Teachers Program

M/S Heidi Jewell, Anasia Neal that we approve the memorandum of agreement between the Hoonah School District and RurAL CAP Parents as Teachers Program for the 2016/2017 school year. Jamie Erickson recused herself. Roll Call Voice Vote: DS-Yes, AN-Yes HJ-Yes, RH-Yes. Motion passes.

PUBLIC COMMENT (THREE-MINUTES PER SPEAKER)

None

COMMENTS FROM BOARD MEMBERS

• **Heidi Jewell** – She appreciated the work session with the student government. She was impressed with their knowledge and ability.

FUTURE AGENDA ITEMS

- AASB Report
- Work session on facility use
- Next regular board meeting changed to January 17, 2017 at 6:30 PM

ADJORNMENT

M/S Robert Hutton, Jamie Erickson to adjourn. MOTION CARRIED BY UNANIMOUS CONSENT

Meeting Adjourned at 8:34 PM

Respectfully Submitted,

Dillon Styers Board Secretary

Amy Stevenson Recording Secretary













Home of the Braves

January 2017

SAT	7	41	21		28	
FRI	9	13	20		27	
THU	5	12	19		26	
WED	4	11	18		25	
TUE	3	10	17		24	31
MON TUE	2	6	16		23	30
SUN		∞	15	81	22	29

Special points of interest:

- January 3 School back in session
- January 5 End of 2nd Qtr/1st Semester
- January 10/11 Orange Frog Training for 5th-12th Grades
- January 16-26 Boys Varsity Bas-ketball—POW
- January 14 School Board Retreat
- January 17 Regular School Board Meeting
- January 30-February 10 MAP Testing.

HOONAH CITY SCHOOLS

ome of the Braves

Special points of interest:

 February 3-4 - Girls/Boys Varsity Basketball Games at Home

SAT

4

- February 13-16 Parent/Teacher Conferences. Early release
- February 16 Regular Board Meet-
- February 17 No School
- February 20-21 Teacher Inservice, No School
- February 22-23 Varsity Girls Basketball with Yakutat at Home

18

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 February 24-25 - Varsity Boys Bas- February 28 –Start of Region V 1A ketball with Sitka JV at Home Basketball Tournament in

	FRI	3	10	17	40
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Superintendent Travel: January 2017

January 18-22 (Juneau): SERRC Board Meeting and Passages Grant Meeting: trip paid by SERRC January 25-28 (Anchorage): Pre-Kindergarten Grant Meeting and ANEP Grant Qtly report meeting Paid by the grants.

I will be in Sitka the weekend of January 29th and return Monday January 30th. I also plan to be in Sitka February 13-15th.

Principal's School Board Report January 10th 2017

During the month of December and January I worked on various projects and assignments in line with the HCSD strategic plan. Below is a summary of those projects and tasks.

Goal 2: Stakeholder satisfaction Establish and conduct parent and student survey at school and online.

During the month's of December and January the school conducted parent and student surveys. The parent survey questions covered a variety of areas. For the purpose of this report and inline with another strategic plan goal, the data shared focuses specifically in the area of Improved communication with all stakeholders, develop an external communication plan that includes public, social media, and instant messaging.

This current school year communication has improved

Answer Choices	Responses
*****	6.67%
Communication has not improved at all	
	6.67%
Communication has improved a little	
	26.67%
Communication has improved somewhat	12
#	31.11%
Communication has improved quite a bit	14
	28.89%
Communication has improved very much	13
Total	45

The data supports the conclusion that as a school district we are making great strides in improving communication with our stakeholders and that the school messenger system is a valuable piece in making that happen. We should make sure that we continue this service.

Another area that has been a focus area was ensuring that our school represented our Tlingit culture. The results of our survey show that we are having success in our efforts.

Tlingit culture and language are evident in the school

nswer Choices	Responses
THE STATE OF THE S	0.00%
Not evident at all	0
	2.17%
A little evident	1
	2.17%
omewhat evident	1
	45.65%
Quite evident	21
	50.00%
ery Evident	23
otal	46

Goal 1: Student Learning

Objective 2: Produce an increasing graduation rate

Statement 2: Monitor student growth through data collection

In December I met with our school data team (Marc Lienberger, Amber Malone) to review and discuss school testing data from our Fall MAP an Aimsweb assessment. The team looked at current student progress and projected growth using MAP and Aimsweb data. The team looked a specific content areas, and reviewed our current curriculum to identify where holes exist and discussed ways to fill them. The purpose of this analysis was to find and develop the necessary resources to address those identified areas. What we identified are some definite gaps in our reading and math curriculum. Some of the math gaps can be corrected for with an attention to instruction pacing. Reading is a area that will need considerable attention.

Note: Because of the innovating things we are doing with our data and student individual learning plans, Hoonah City Schools was asked to be co-presenters at a national conference for NWEA. On December 8th myself, and Superintendent Dr. PJ traveled to Anchorage and shared with conference attendees what we are doing in Hoonah with our MAP data. Many at the conference expressed appreciation and interest in modeling similar processes in their respective schools and districts.

The month of December the first of two teacher evaluations were completed. Based on the Marzano Teacher Evaluation tool our teacher are all performing at an acceptable level.

Upcoming events:

January 30th Winter MAP testing grades K-11 February 10th Winter staff birthday celebration



HCS Board Meeting Minutes for School Board Meeting January, 2017

From: Sheryl Ross, Special Education

Happy New Year from your special education team! It is so good to be back in Hoonah after a busy holiday and unexpected medical! Our special services providers- Occupational Therapist, Physical Therapist, Speech and Language Pathologist and School Psychologist are all coming to Hoonah in January for Quarter 3 visits. SESA, the Special Education Service Agency will also be here to provide supports in January with a new Autism Specialist.

Steve Berry, special education teacher, resigned before Christmas break. We wish him the best as he heads North. Sheryl Ross will manage student services at the middle school and high school. Aimee Smith will continue at the PreK-6 levels. Sheryl will assist with speech and language students at all levels as needed. Our wonderful team of instructional assistants are invaluable as they meet the daily needs of our students.

Hoonah City Schools and representatives from the State Department of Education and Early Development will be conducting a meeting with parents and guardians of students enrolled in the special education program. The purposes of the meeting are for district staff to answer questions, and comments regarding what is working, what is not working, and what suggestions each may have for improvement. Additionally, the representatives from the State Department of Education and Early Development will be present. The EED staff will be in Hoonah to monitor our special education services and paperwork.

Thank you to Heather Wheeler and Aimee Smith as they carried the responsibilities last week when Sheryl was gone. Heather has been instrumental with aligning paperwork to meet state requirements. EED Special Education State Monitoring has been postponed by the EED. We are awaiting new dates.

The Classified Handbook is correlated and sent to Dr. PJ for review.

January is busy with special education progress reports, setting up new counseling schedules at SEARHC with seven of our students, and evaluations to prepare for upcoming ESERS/IEPs. We have five ESERS/IEPs to run by February.

Sheryl Ross is review training and setting up the Administration for AKDEED, Alternate Assessments for Special Education. Testing begins in March.

January 21: Deadline to manage users in the Educator's Portal.

January 27: Deadline for completing student enrollment.

February 1: Deadline for roster completion and student profiles.

Thank you & Happy New Year,

Sheryl Ross, Special Education

The Raven and Eagle Learning and Growing Strong Pre-Elementary Program opened it's doors on January 9th. There are currently seven students enrolled and these are students who will be attending Kindergarten next year. We are utilizing the "We Can" Literacy Program as well as the "My Math" Curriculum. Both of these programs are closely aligned with the Alaska Early Learning Guidelines and the Alaska Birth to Graduation State Literacy Blueprint.

Students attend from 12:30 to 3:30. Data is being collected using the Objectives for Development and Learning in the Teaching Strategies GOLD system and will produce a report that can be shared with parents on how their child is doing in the domain areas of social-emotional, physical, language, cognitive, literacy, and mathematics.

The Raven and Eagle Learning and Growing Strong Pre-Elementary Program is collaborating with Tlingit Haida Head Start and working together to ensure a solid foundation for our students.

January 2017 Maintenance Board Report

Inspections

I have included the inspection reports for the sprinkler and alarm system.

I recommend that we detach our fire alarm system from the pool building's fire alarm system and was informed by the inspectors that it would be an easy disconnect. We no longer have keys to the building so when either alarm senses a fault we have to wait for them to reset their system before our system is back in its normal state. It also creates difficulty during our scheduled fire drills.

I have requested a cost for the necessary repairs to compare with the previous estimate we received.

Playground Architect

Corvus Design -We have received a fee for the architectural work that would include a scope of work for us to put out to bid. I have included it.

PDC Inc-I reached out to them for a fee estimate but was not responded to after sharing the details of what we are looking for.

Energy efficiency plan

I will bring a draft for the proposed changes to the energy efficiency plan. I only plan on eliminating the pool portion. This needs to be updated for our EED inspection coming up in March.

Custodial care program

Working on obtaining a digital copy of this program and making alterations to it when I have a draft completed I will bring it to the board for review. This needs to be updated for our EED inspection coming up in March.



HOONAH CITY SCHOOL DISTRICT ENERGY PLAN

Proposed changes on January 10, 2017 by Jeremiah Byers

Purpose

The intent of this plan is to create a comprehensive document that identifies energy and water conservation and efficiency as significant issues for the entire school district. This document is intended to detail realistic steps that HCSD administrators, staff, teachers, and students will take to address specific energy issues and reach the established goals of the district. This plan should be reviewed and updated periodically as energy technologies and the district's strategic energy plan changes.

Implementation

Educational programs administered by staff directed towards students learning the importance of conservation are strongly encouraged. The School Facilities Department will be involved directly with energy management improvements and resource management. Changes in daily practice will also become an integral part of energy and resource management for Hoonah City Schools. These changing practices will guide the system towards decreasing energy and resource consumption. It is our intention to make our buildings as energy efficient as possible without decreasing the integrity of the teaching environment.

Energy Conservation Practices

Resource and energy consumption can be reduced by properly managing the following areas:

A. Heating

- 1. Classroom thermostats will be set at 68 +/- 2 degrees for heating. For unoccupied times, heating will be set at 55 degrees.
- 2. Gymnasium thermostats will be set as occupied or unoccupied.
- 3. Operating schedules for the heating and ventilating equipment will be optimized as follows:
 - a. For the heating season, the equipment will be started approximately two hours before classes start to allow the building to be at the occupied set point. The scheduled shut down time will be set the same as student release time.
- 4. HVAC coil cleaning will be scheduled annually to assure the highest operating efficiency possible.
- 5. Quarterly change handler filters to maintain state requirements for air quality.
- 6. To maintain humidity levels and reduce heat loss, pool blankets are in place during non-activity of the indoor pool.

- 7. Boilers and HVAC systems on all HCSD buildings are shut down during extended school closures (i.e., summer break), excluding the indoor pool systems.
- 8. Annually we test electric motors for amperage and voltage for peak performance.
- 9. Window blinds will be adjusted, when and where appropriate, to allow the sun to warm the building during the heating season or to block out the sun during the cooling season.
- 10. Windows will be kept closed if the heating systems are in operation.
- 11. Classroom doors will be kept closed.
- 12. Staff will not obstruct ventilation ducts or return grilles with books, charts, furniture, plants or any other objects or materials.
- 13. New equipment purchases will be energy efficient models that are Energy Star rated.
- 14. The use of portable electric heaters or any other auxiliary heating devices will not be permitted.
- 15. Employees and students are encouraged to wear appropriate clothing during the heating season and cooling season.
- 16. The Maintenance Department may adjust set points to provide the best overall performance of the HVAC system.
- 17. Record daily boiler readings for possible problems with heating system.

B. Lighting

- 1. Lighting schedules will be optimized to reduce usage.
- 2. Lights will be turned off when space is not in use or natural day lighting is adequate.
- 3. Classroom lights will be turned off when the last person exits the room.
- 4. Cleaning staff will turn lights on only for the period when a specific area is being cleaned.
- 5. Hallway lighting will be turned on 30 minutes before classes begin and will be turned off after classes have ended.
- 6. Classroom lighting levels that are over lit will be adjusted to minimum levels (using single/dominate switch if available).
- 7. Gym lighting levels will be adjusted to appropriate levels for classes, events and practices (classes being at lower levels and events at highest levels).
- 8. Buildings will be identified for energy saving lighting projects.

C. Food Service

- 1. Run time of ovens and stoves will be kept at the minimum levels.
- 2. Exhaust fans will run only when absolutely necessary.
- 3. Energy saving devices and/or practices will be identified.
- 4. Equipment will be energy efficient models.

D. Computers/Office Machines

- Copiers, laminating machines, calculators, and other office machines will be turned off at the end of the day.
- 2. Computers, monitors, printers, and other peripheral equipment will be turned off at the end of the day or when not in use for long periods of time during the day.
- 3. SERRC TechOps (TeckMate) may be used to automatically shut down computers at the end of the day.
- 4. Computers will be energy efficient models.

E. Building Improvements

1. Building air leaks will be identified and sealed with caulking, energy efficient seals and/or insulation.

 Administration and the Maintenance Department will be responsible for the development and implementation of long-range projects.

F. Other

 The domestic hot water temperature set point will be no higher than 115 degrees. Food service operations requiring higher temperature levels by code shall use booster units or dedicated water heaters when possible.

2. The use of personal appliances such as electric coffee makers, microwaves, refrigerators, toaster ovens, pizza makers, and/or other cooking or refrigeration appliances is discouraged and may result in a charge per unit as determined by administration. The use of small fans, radios and desk lamps is allowed, but must be turned off when not in use. It is recommended that these items be Energy Star Rated and UL Approved.

3. The Maintenance Department will routinely check all windows and doors to ensure no heat loss is occurring and, if needed, repair.

4. Monthly energy usage and cost spreadsheets will be maintained for all buildings and distributed to Administration and the Maintenance Department for analysis of trends.

HCSD strongly believes in a Preventative Maintenance Program. SERRC provides a complete computerized program that we have found works extremely well. With a PM program followed monthly, numerous failures of electric, HVAC, and general mechanics of a school facility are discovered when performing monthly maintenance program. Major expenses still occur, but they are mitigated by discovering problems before they "explode" thereby gaining the flexibility of scheduling when large expenses occur.

G. Education

- Staff and students will be provided on-going education on energy saving measures through the Energy Committee.
- 2. District will utilize appropriate curriculum materials designed to inform students regarding the wise use of energy.
- 3. Every staff person will be expected to contribute to energy efficiency.



SERVICE REQUEST

FORWARD TO YOUR ACCOUNTS PAYABLE DEPARTMENT

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(Customer Acceptance)

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SERVICE REQUEST

FORWARD TO YOUR ACCOUNTS PAYABLE DEPARTMENT

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CITY STATE ZIP HOONAH AK 99829 MILES DEPART 16-NOV-2016 21:50:33 athorize SimplexGrinnell to proceed with the work as agreed to and outlined below: 17-NOV-2016 01:50:33 thorized with phone call 27-NOV-2016 01:50:33 Date 17-NOV-2016 01:50:33 Date PRICE NTE FIXED PRICE FIXED PRICE PRICE STATE AND TERIAL PRICE NTE FIXED PRICE PRICE NTE FIXED PRICE PRICE NTE FIXED PRICE Inspection Inspection Not Generated Performed the annual fire sprinkler inspection of 3 4 systems. Performed full flood trip test and drained all low points that could be locate DDUCT ID OTY DESCRIPTION LOM SYSTEM TYPE SP CONTACT NAME Jermish IMPORTANT NOTICE TO THE CUSTOMER CONTACT NAME Jermish IMPORTANT NOTICE TO THE CUSTOMER Conter acknowledges and agrees to the terms and conditions on the reverse side of this Service Request, agrees that the services have been completed to Custom faction and the system is in good working order and repair, unless services performed were of a temporary nature, in which case Customer acknowledges that painers's system was have been became becompleted until service can be completed until service can be completed until service as the complete can be completed until service as the complete can be completed until service can be completed until service can be completed as an example to a temporary nature, in which case Customer acknowledges that painers's system may have been by passed or is otherwise Innocrable until service can be completed and services and conditions on the reverse side of this Service Request, agrees that the services have been completed to Customer's system may have been by passed or is otherwise Innocrable until service can be completed and services and services are completed and services performed were of a temporary nature, in which case Customer acknowledges that part of the complete can be completed to Customer acknowledges and agrees to the terms and conditions on the reverse side of this Service name and can be completed to Customer acknowledges and services performed were o	NAME(BILL TO)	Hoo	nah School		LABOR-REG	i L	ABOR-O	Т	ARRIVAL	
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### TONAH AK 99829 ### TO	CITY		T							
thorized with phone call 17-NOV-2016 01:50:33 Price Nie Date	HOONAH									50:33
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staction and the system is in good working order and repair, unless services performed were of a temporary nature, in which case Customer acknowledges that pa omer's system may have been bypassed or is otherwise Inoperable until service can be completed.			2				1100			
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REVERSE SIDE.

Additional charges may apply if a return trip is required

CUSTOMER ACCEPTANCE

(Customer Acceptance)



SERVICE REQUEST

FORWARD TO YOUR ACCOUNTS PAYABLE DEPARTMENT

Project # 9					TR#	1/2104	172164 MOORE, BRANDAN D			
	ject # 99999996			Task/SR#	53571667	53571667 37206070				
NAME		Hoonah Scho				CUSTOMER PU	URCHASE ORDER	3		
ADDRESS ATTENTION OF)	(OR	366 Garteeni	Highway			LABOR-REG	LABOR-OT	LABOR-DT		
ATTENTION OF)		HOONAH,	AK 99829			0	1	0		
TR ARRIVAL DATE	BILL	NON- BILL	SERV. COMPL	CUSTOMER NUMBER	NAT. ACCT	Г. Р.	HONE	INSP-MONTH		
16-NOV-2016 09:28:18				463-17916779	N			OCT		
NAME(BILL TO)		nah School		LABOR-REG	LABOR	-OT	ARRIVAL			
ADDRESS		Garteeni High	iway	0	1		16-NOV-2016 09	:28:18		
CITY		TE ZIP		MILES			DEPART			
HOONAH	AK	99829					16-NOV-2016 21	:50:33		
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IMPORTANT NOTICE TO THE CUSTOMER

Customer acknowledges and agrees to the terms and conditions on the reverse side of this Service Request, agrees that the services have been completed to Customer's satisfaction and the system is in good working order and repair, unless services performed were of a temporary nature, in which case Customer acknowledges that part of customer's system may have been bypassed or is otherwise Inoperable until service can be completed.

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REVERSE SIDE.

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Fax: 907-561-4650

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REPORT OF INSPECTION

STA	TUS:	-	2									INSPE	CTION MONTH AND	YEAR:	Novembe	er 2016
REP	PORT TO:	Jeremiah I	Bryens						LOCAT	ION:	Hoona	h City S	chools	-		
			eni Highwa	v					INSPEC				11-109			
		Hoonah, A		1		ZIP 9	9829		BRANC		Ancho		PHONE	NO 007	-561-191	1
		1-907-945				LIF _0.	3023		DATE:	11.			FIONE	140. 907	-301-191	1
1566	LITIONE.	1-301-340	-3010						DATE		11-16-	2010				
4	GENERAL													1/50		
1.	32 (2000) 10	uamed by th		~	oomtotival									YES	NA	NO
	A. (To be answ					-M					.1				100000	
				in the occupa	131			35			inspectio	n?				X
				or repairs to t											200	X
				last inspectio						ts been i	replaced?				X	
				ns been check		r pitch wi									77	
		st checked:	- Territoria	and the same of th	Record			cking is re	ecommer	nded at I	east ever	y five yea	irs)			X
	e. Has the	e piping in a	all systems b	een checked	for obstructiv	e materia	The state of the s									
		st checked:			Record			be even								X
	 f. Have al 	Il fire pump	s been teste	d to their full o	capacity thro	ugh the u	se of hose	e streams	or flow	meters v	vithin the	past 12 m	nonths?			X
	g. Are gra	vity, surface	e or pressure	e tanks protec	cted from free	zing?								-	X	
	h. Are any	of the spri	nklers 50 ve	ars old or olde	er?	0700	-								1-1	X
				solder sprink		exposed	to temps	eratures r	near 300°	F2					X	
	B. (To be answe	ered by the i	inspector)	Solder Sprinn	doro regulari	caposo	io tempe	siatulos i	icai 500	3 2				_	^	
				en extended to	n all visible a	reas of th	a huilding	12						V	202522	
				r clearance be					nklar daf	loctor?				X		
				d by a wet sys							o whore	onnenihle	2	X		
				protected ag				allics all	u penne	ter area:	s, where a	CCESSIDIE	B1	X	-	
0 (ioi openings	protected ag	amst me em	ance or c	old air r							X	-	
2. (CONTROL VALV		f		1 0 0		ii.									
				ontrol valves a			ine appro	priate op	en or do	sea pos	tion?			X		
	b. Are all c	control valve	es sealed or	supervised in	the open po	Silion?								X		
r	Control		No. of			'aallu	т		V-V-			-	10 1/ 1 0			
	Control		No. of	Tune		asily	PI		Val			Se	ecured? If so, how?		Supe	rvision
-	Valves		vaives	1 Type	Valves Valves Type Accessible Signs						Open (Secured) (Locked) (Supervi					
-	CITY	-		1		1 No	Vac	NIA		Approximate Common to	Vaa		ired) (Locked) (Supervis	ed)	Oper	ational
-					Yes	No	Yes	No	Yes	No No	Yes	(Secu No	ired) (Locked) (Supervis	ed)		
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	TANK				Yes	No	-11-	No	Yes	Approximate Common to					Oper Yes	ational
-	PUMP		1 5	BF	Yes	No	X	No	Yes	Approximate Common to	X		Supervise	ed	Oper Yes X	ational
	PUMP SECTIONA		5	BF OS&BF	Yes X	No	X	No	Yes X	Approximate Common to	X		Supervise Supervise	ed ed	Yes X	ational
	PUMP SECTIONA SYSTEM		ALCOHOL: THE PARTY OF THE PARTY	BF	Yes X	No	X	No	Yes	Approximate Common to	X		Supervise	ed ed	Oper Yes X	ational
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3 W	PUMP SECTIONA SYSTEM ALARM LIN	IE	5	BF OS&BF	Yes X	No	X	No	Yes X	Approximate Common to	X		Supervise Supervise Supervise	ed ed	Yes X	ational
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REPORT OF INSPECTION

C	USTOMER NO: INSPECTION MONTH AND YEAR	: Nove	ember 2	016
4	TANKS, PUMPS, FIRE DEPT. CONNECTIONS	Yes	T NA	l No
	a. Do fire pumps, gravity, surface or pressure tanks appear to be in good external condition?	X	TUN	110
	b. Are gravity, surface and pressure tanks at the proper pressure and/or water levels?	1	X	1
	c. Are fire department connections in satisfactory condition, couplings free, caps or plugs in place and check valves tight?	X		
5	d. Are fire department connections visible and accessible? WET SYSTEMS	X		
	WEI STSTEINS			
	a. No. of systems 3 Make & Model 2 – 4" Shotguns, 1 – 2" Shotgun in the boiler bldg.			
	b. Are cold weather valves in the appropriate open or closed position?		X	
	If closed has piping been drained?		X	
	c. Has the owner or owner's representative been advised that cold weather valves are not recommended by NFPA? d. Have all the antifreeze systems been tested?		X	
		NAME OF TAXABLE PARTY.	X	-
	f. The antifreeze tests indicate protection to the following temperatures per system:			
	1 2 3 4 5			
	g. Did alarm valves, waterflow alarm indicators and retards test satisfactorily?	X		
6.		Yes	NA	No
	a. No. of systems3 Make & Model _ 2 - 4" Tyco DPV-1, 1 - 4" Dry pipe valve.			
	Date last trip tested: 11-17-2016 Full Flood trip test.			
	b. Is the air pressure and priming water levels normal? c. Did the air compressor operate satisfactorily?	X		
	d. Were all low points drained during this inspection?	X	-	
	e. Did all quick opening devices operate satisfactorily?	-	X	
	f. Did all the dry valves operate satisfactorily during this inspection?	X		
	g. Do dry valves appear to be protected from freezing?	X		
_	n. Is the dry valve house heated?		X	
7.	SPECIAL SYSTEMS a. No. of systems 0 Make & Model	59.0	1 114 1	
	Tuna	Yes	NA	No
	b. Were valves tested as required?		X	S. Marian
	c. Did all fleat responsive systems operate satisfactorily		X	
	d. Did the supervisory features operate during testing?		X	
Hea	at Responsive Devices: Type Type of Test			
	Valve No. 1 2 3 4 5 6 Valve No. 1 2 3 4	5	F	3
	Valve No 1 2 3 4 5 6 Valve No 1 2 3 4	5	6	3
	Valve No 1 2 3 4 5 6 Valve No 1 2 3 4	5	6	3
	Valve No.	5	6	;
MUXI	iliary Equipment: No. Type			
	Location Test Results			
	TOUT TOURING			
3	ALARMS	Van T	AIA I	Al-
,	a. Did the water motors and gong operated during testing?	Yes	NA	No X
	b. Did the electric alarms operate during testing?	X		^
	c. Did the supervisory alarms operate during testing?	X		
9.	SPRINKLERS - PIPING			7525M
	a. Do sprinklers generally appear to be in good external condition?	X		
	b. Do sprinklers generally appear to be free of corrosion, paint, or loading and visual obstructions?	X		
	 c. Are extra sprinklers available on the premises? d. Does the exterior condition of piping, drain valves, check valves, hangers, pressure gauges, open sprinklers and strainers 	X		
	d. Does the exterior condition of piping, drain valves, check valves, hangers, pressure gauges, open sprinklers and strainers appear to be satisfactory?			Х
	e. Does the hand hose on the sprinkler system appear to be in satisfactory condition?		X	-
			-	

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REPORT OF INSPECTION

CU	STOMER NO: INSPECTION MONTH AND YEAR: November 2016
10.	EXPLANATION OF *NO* ANSWERS (For Sections 1B thru 9): No record of the NFPA 25 required 5 year internal pipe and valve inspection. Found – 9 dry sprinklers that are over 10 years of age. - 12 out of date water gauges. - 4 - 12" 155* SR dry pendants for the elementary school canopy. - 2 - 18" 155*SR Dry side walls for the entry to the Ericson Bldg. - 1 - 12" 155* SR Dry pendant in the cooler. - 1 - 24" 155* SR Dry pendant in the freezer. - 1 - 12" 155* SR Dry sidewall for the front entrance to the school. Was not able to flow test the fire pump to do no flow meter installed on system. Outside flow test will need to be scheduled in warmer months with 2- 2.5" hoses and flow metering devices. The pump data information tag could not be located on the fire pump. Some install information will be needed to determine what GPM the fire pump should be tested at.
11.	THE INSPECTOR SUGGESTS THE FOLLOWING NECESSARY IMPROVEMENTS; HOWEVER, THESE SUGGESTIONS ARE NOT THE RESULT OF AN ENGINEERING SURVEY: Have the NFPA 25 required 5 year internal pipe and valve inspection performed if one has not been conducted in the last 5 years. Replace all out of date dry type sprinkler heads. Replace all out of date water and air gauges. Locate Fire pump data information and have the pump flow test performed in warmer months. Testing equipment will need to be shipped down in advance.
12.	ADJUSTMENTS OR CORRECTIONS MADE: Performed annual fire sprinkler inspection.
13.	LIST CHANGES IN THE OCCUPANCY HAZARD OR FIRE PROTECTION EQUIPMENT AS ADVISED BY THE OWNER IN SECTION 1A:
14.	INSPECTION AND SUGGESTED IMPROVEMENTS WERE DISCUSSED WITH THE UNDERSIGNED OWNER OR OWNER'S REPRESENTATIVE: Yes
Signa	ture of owner or owner's representative:
i	ADDITIONAL COMMENTS:



FIRE ALARM SYSTEM NFPA 72 REPORT OF INSPECTION and TEST (Page 1 of 4)

	Inspe	ction Report N	umber		State of AK Status	5			
					THREE				
Inspection Da	te 11/17/2016	-		Inspection Time					
Company Nam	ne	Hoonah School		SimplexGrinnell	nnellJuneau Branch				
Addres		366 Garrteeni Hwy		Address	Idress 1901 Anka St				
City State & Zi		Hoonah, AK 99829)	City, State & Zip Juneau, AK 99801					
Owner Contac	tJerimia	ah Byers 945-361	1x294	Office Phone	907-789-4449				
Buildin		MONTH OF THE PROPERTY.		Office License #					
	Monitoring Ent	ity LJ Alarm	Post of talker transmitters	Approving	Agency AK State Fire Ma	rshal			
	n Phone Numb				Contact				
Monitoring System	n Account Numb	er 485		Те	lephone 465-4331				
Transmission Type	Servi	ce Type	Manufacturer	MODEL	Software Revision	Date of Last Softwa Revision			
Digital		al Station	Simplex	4100ES	2.02	2016			
Last Service Date	Initiating	Circuit Style	# Of Circuits	Notificati	on Circuit Style	# Of Circuits			
2015	UREPATURE ENGINEERING ACTION	B	1		В	7			
		NOTIF	ICATIONS MAD	E PRIOR TO ANY TEST	ING	ikan kan manan manan manan man kan man kan man kan man kan man kan man man man man man man man man man m			
E	NTITY NOTIFIED			NAME		DATE & TIME			
Centr	al Station Opera	tor		Jen					
	ding Managemer			Corbin					
	Iding Occupants			Yes - Principal					
And Notified (of pre-existing Im	The second secon	THE PROPERTY PROPERTY OF THE	NA	arten protesten kontroletaria en successo de la constanta de la constanta de la constanta de la constanta de l	Notes in the second of the second of			
	A1			S AND CIRCUIT INFORM					
Quantity		cation feature is	OFF						
Quantity	Circuit Style		moke Detector		Comments				
6	В	+	Smoke Detector						
	·-·-·	.+	-Sensor						
		Heat	Detector						
6	В	Duct	Detector						
6	В	Waterfl	ow Switch						
		High Pres	sure Switch						
20	В	Manual I	Pull Station						
		Beam	Detector						
		Optical	Detector						
			ımp Run						
1 !	В		ood System	Tested by Others		500			
		Chaminal Fire C.	ppression System						



FIRE ALARM SYSTEM NFPA 72 REPORT OF INSPECTION and TEST (Page 2 of 4)

Company Nam	16	Hoonah School		_		Inspection I	Date 11/17/20)16
Inspection Report	Number	1206042030430014019115910140505	in the second	us es es r	Building	PROGRAMMA PROGRAMS		TRANSPORT OF THE PROPERTY OF THE
	nanes (1)-1), i a estada este e karal es	ALARM NOTIF	ICATION AP	PLIA	NCES AND CIRCUIT INFO	DRMATION	inian de persone de la caracida.	tissen at wheel more on
Are circuits	monitored for el	ectrical integrity	? Yes	S				
Quantity	Circuit Style	Di	evice Type			Comme	nts	
			Horn					
			Speaker					
			Chime					
34	В		Strobe	7.5				
21	В	Ho	orn / Strobe					
		Spe	aker / Strobe					
	+	Chi	me / Strobe					
Cara constantino de la constantino della constan		Land Company (Company)	Bell	CHARLES	and the light of the particles of the particles and	MICHARINE CONTRACTOR	COLUMN TURBERTURA SE PLANES.	en ili perione ingresion
			-	TING	DEVICES AND CIRCUIT INF	2.0		11 22 2. 2
Quantity	Circuit Style	De	vice Type		Comments	s, Incidents, or	Deficiency Not	es
12	В		& Y Tamper					*
		31	ig Tamper					
	+		V Tamper					
4	<u>В</u>		essure Switch					
	+		r Tank Level					
			ump Trouble					
			p Loss of Phase					
Quantity			Run Indicator		I NG LINE CIRCUITS CONNE	ATED TO THE		
Entransacione de la company	las este an acceptation of the second	HARM TORSTONES NO SETTING	STILE OF SIC	JIVALI	T CONNE	CIED IO IHIS	SYSIEM	THE STREET OF THE STREET, SECOND
PR	IMARY SYSTEM	POWER SUPPLI	ES		SECONDAR	Y (STANDBY)	POWER SUPPL	Υ.
Primary Main	Nominal Voltage	120	Dedicated	Yes	Battery Type Sealed Lead	-Acid	Amp Hr Rati	ng 18
Over curren	t Protection Type	Breaker	4V 4.4		Calculated capacity to operat	te the system, In	hours	24
Location of Su	pply Panel board	Hall o	utside office		Type of engine-driven genera	tor dedicated to	alarm system	None
the second secon	g means location		100		Location of Fuel Storage		100.02	
an Emergency or	Standby system u	ised as a backuj	to primary p	ower	supply, instead of using a	secondary pov	er supply	No
the answer is "YES	S" what type & art	icle as defined i	n NFPA 70	e de la companya de	LEFATERCIPE V. COCCUMINATION CO. L. M. COLOR AND M. CO.	an I and the street of		
	And the second s	SYSTEM TE	STS AND IN	SPE	CTIONS CONTROL PANE	ELS		A
TYP	E	VISUAL	FUNCTIO	NAL		COMMENT	S	
ontrol Unit		OK	OK					
terface Equipment		OK	OK					
mps & LED's		OK	OK					
ises Imary Power Suppl		OK	OK OK					
ouble Signals	ıy	OK OK	OK					
sconnect Switches		OK	OK					
ound - Fault Monit		OK	OK					
ansient Suppresso	rs	NA E	Legan and Larger					
mote Annunciators	8	ОК	OK					
BOLL TO BETTERN THE THEOLOGY CONSTRUCT THE LA	March Principle (1996) (1996) (1996) (1996) (1996) (1996) (1996) (1996) (1996) (1996) (1996) (1996) (1996) (19	SYSTEM TES			IONS SECONDARY POV		ramon and analysis of the second	atoriostatisticos
TYPE		VISUAL	FUNCTION	IAL		COMMENTS	3	
ttery installed date			THEFT LL		"快速"。如此一种			
AC voltage			25.4		Recommend replacement by	next year due t	o age	and the second second
tage under load		100 000 000	24.9					
arger voltage			26.2					
	A SEU SOCIOUS CONTRACTOR PER PER PER PER PER PER PER PER PER PE		manistratori suscisi	CHARLEST PER			enterpation content	



FIRE ALARM SYSTEM NFPA 72 REPORT OF INSPECTION and TEST (Page 3 of 4)

Company Name	Hoonah School		Inspection Date11/17/2016	
Inspection Report Number		Building	Avanta value and a second and a	erandarinasi da darifo
	SYSTEM TEST	S AND INSPECT	ONS NOTIFICATION APPLIANCES	advante partual de
TYPE	VISUAL	FUNCTIONAL		
Audible	OK	OK		
Visible	ОК	OK		
Speakers				
Voice Clarity				
SYSTE	M TESTS AND IN	SPECTIONS EME	RGENCY COMMUNICATIONS EQUIPMENT	remelled to the season include
TYPE	VISUAL	FUNCTIONAL	COMMENTS	
Phone Set	NA			
Phone Jacks	NA			
Off - Hook Indicator	NA			
Call - in Signal	NA	 		
Amplifier (s)	NA			
Tone Generator (s)	NA	of the second		
	SYSTEM TES	TS AND INSPECT	TIONS INTERFACE EQUIPMENT	CONTRACTOR OF THE
TYPE	VISUAL	FUNCTIONAL	COMMENTS	
Elevator Recall	Ok	OK		
Elevator Shunt Trip	NA	NA		
Smoke Control System	NA	NA		
HVAC Shut Down	FAIL	FAIL	Fire Alarm relays transfer correctly, HVAC probably not connect	ed
Exhaust Fan Shut Down	NA	NA	to fire alarm relays	-
Door Unlock	NA	NA		-
Door Release to Close	ОК	OK		
Fire Damper Control	NA	NA		
Emergency Power Shunt Trip	NA	NA		
	SYSTEM TESTS	AND INSPECTIO	NS SPECIAL HAZARD SYSTEMS	AND MANAGES AND WITH
TYPE	VISUAL	FUNCTIONAL	COMMENTS	
(itchen Hood System	NA	NA	Tested by others	
Gas Suppression System				
Dry Chemical System				
Deluge System				
re-Action System				
FFF Foam System				
以《唐·伊·马子·安安·丁·以》》。[48] "秦·伊·伊· 汉帝军制制 "	KALASA BEH ST	计图系统 计新规模	。 [1] [1] [2] [1] [1] [2] [2] [2] [2] [2] [2] [2] [2] [2] [2	
	CENT	RAL STATION SI	GNAL VERIFICATION	
TYPE	RESULT	TIME	COMMENTS	
larm Signal	OK	OK		
larm Restoration	OK	OK		
rouble Signals	OK	OK		
upervisory Signal	OK	OK		
upervisory Restoration	OK	OK		



FIRE ALARM SYSTEM NFPA 72 REPORT OF INSPECTION and TEST (Page 4 of 4)

Company Name	Hoonah School			Inspecti	on Date11/17/	2016
Inspection Report Number			Building			
	NOTIF	ICATIONS TH	AT TESTING I	The state of the s		
				Jen		
			C	orbin		13203
	Building Occupants Yes - Principal					
System Restored to No	rmal Operation?	Yes	Date	11/17/2016	Time	
SYST	EM WIDE INCID	ENT, COM	MENTS, AN	D DEFICIENCY	SECTION	
No exit sign nor pull station at Sta	ge Exit.	*				A CONTRACTOR OF THE CONTRACTOR
Sprinklers tested by Brandan Moo	ore under separate repor	rt.	900 7 May 2 May 7 May 7 May 8 May 8 May 1 May 8 M			
LN/AC abutdayan did not function	M Ab Ab 10//					
programmed and functioning in	regards to the HVAC. F	Previous tests w	rere during the su	ummer with the fans shut	down for the seaso	n.
* *** * *** * *** * *** * *** * *** * *** *						
		* PMC - SQU, 1: AUT / SQU / SQU 1: SQU 2: AUT & AUT		* Ten - 1994 New - 1994 19		
			* And \$ 400 1 May 1 May 2 May 2 May 2 May 1 May 1			
					F 200 F 400 F 500 F 100 F 200 F 200 F 200 F 200 F 200 F 200 F	
					.=	
	The Print of the Control of the Cont	Chicago moderno d' La Louis - Son Constru	ne was plane i programme and wrote i are			
HIS IS TO CERTIFY THAT THE FIRE	ALARM SYSTEM HAS B	EEN TESTED AN	ID INSPECTED IN	ACCORDANCE WITH TH	E APPLICABLE NFPA	A STANDARDS
This Fire Alarm System wa	s left Normal.					
9/20/8	normalista del porte si al esta en en en propieta e en esta en en en	ON OOR	Billion Roll Berg Broden HB	AMERICAN SALVAN SALVANIA (MICHAEL SALVANIA (MICH	en angelekki ka in ka angelekki na angelek angelek	CONTRACTOR MANAGEMENT
echnician	Li	07-037 cense Number	11/17 Date	7/2016		Page 4 of 4
V			one and party and an arrangement of the same and the same			



FIRE ALARM SYSTEM NFPA 72 REPORT OF INSPECTION and TEST (Page 1 of 4)

	Inspecti	on Report Nu	mber		State of AK Statu	s
	L				THREE	
Inspection Dat	e 11/17/2016	-		Inspection Time		
Company Nam	ен	oonah School		SimplexGrinnell	Juneau Branch	
Addres	s 366	Garrteeni Hwy		Address	1901 Anka St	***
City State & Zi	P Hoo	onah, AK 99829		City, State & Zip	Juneau, AK 99801	
Owner Contac	tJerimiah l	Byers 945-3611:	x294	Office Phone	907-789-4449	
Building	9			Office License #		
	Monitoring Entity	LJ Alarm	al I h hai bin con non a said a said	Approvin	g Agency AK State Fire Ma	arshal
Central Statio	n Phone Number	789-7940			Contact	
Monitoring System	Account Number	485		T T	elephone 465-4331	
Transmission Type	Service		Manufacturer	MODEL	Software Revision	Date of Last Softwar Revision
Digital	Central S	station	Simplex	4100ES	2.02	2016
Last Service Date	Initiating Cir	cult Style	# Of Circuits	Notifica	tion Circuit Style	# Of Circuits
2015	В		1		В	7
		NOTIFI	CATIONS MAD	E PRIOR TO ANY TES	TING	n in de arte de la composition della composition
EI	NTITY NOTIFIED			NAME		DATE & TIME
Central Station Operator		Jen				
Buile	Building Management		Corbin			
	Iding Occupants			Yes - Principal		
AHJ Notified (of pre-existing Impa	irments	н эрий кат из женикий прический	NA	Control of the contro	
			TIATING DEVICE	ES AND CIRCUIT INFORM	MATION	
Overstitu	Alarm Verifica	September 1 and 1	OFF		医亚洲核铁 指连续	17.4 法前法第
Quantity	Circuit Style	The second second second	e Type		Comments	
6	В		noke Detector Smoke Detector			
			Sensor			
			etector			
6	В	Duct D	etector			
6	В	Waterflo	w Switch			
		High Press	sure Switch			
20	В	Manual P	ull Station			
		Beam D	Detector			
		Optical [
		Fire Pur	np Run			
1	В	Kitchen Ho	od System	Tested by Others		
		Chemical Fire Sup	pression System			
ne partition and action actions are	Mare Garage, and sometimes and analysis and by	Commenced and Commenced or	The grant of the state of the s		(2) wat 80 (CA AA) leeken berg betreek betree 1900 gebreek	Martine hackier Chronopolic and are
eg Anderson			07-037			Page 1 of 4



FIRE ALARM SYSTEM NFPA 72 REPORT OF INSPECTION and TEST (Page 2 of 4)

Company Nan	ne	Hoonah School		_	Inspection Date 11/17/2016	
Inspection Report	Number	- 1408 147 B พระ ซึ่งสะ ซึ่งในขาย (B) หนึ่งใน	at vine voorbord aan beverde	inc orsum	Building	e de la company
		ALARM NOTIF	ICATION AP	PLIAN	ICES AND CIRCUIT INFORMATION	MAINTENNING CANA
Are circuits	s monitored for el				和《李秋·李秋·李秋·李子·李明·李明·李子·李明·李子·李明· 明明明》	
Quantity	Circuit Style	D	evice Type		Comments	
			Horn			
			Speaker			
			Chime			
34	<u>B</u>		Strobe			
21	B		orn / Strobe			
			aker / Strobe			
*		<u></u>	ime / Strobe Bell			
		UPERVISORY S	WOMEN TO SEE SHEET WAY	TING F	NEVICES AND CIDCUIT DESCRIPTION	
Quantity	Circuit Style		vice Type	TING L	DEVICES AND CIRCUIT INFORMATION	
12			100 - 10 - 1		Comments, Incidents, or Deficiency Notes	The Americans
	В	100	& Y Tamper			
			ug Tamper IV Tamper			
4	В		ressure Switch			
			er Tank Level			
		(a) (b) (b) (c) (c) (d) (d) (d)	ump Trouble			
	<u> </u>		p Loss of Phase			
			or Run Indicator			
Quantity				NALIN	NG LINE CIRCUITS CONNECTED TO THIS SYSTEM	1
TANNASCA MARYALIEN SVESS VANCES UTVE	the manufacture products that he condition	KA-A-1-001000000000000000000	ad annieria decinoscomos	200000000000000000000000000000000000000		
PR	MARY SYSTEM	POWER SUPPLI	ES		SECONDARY (STANDBY) POWER SUPPLY	
	Nominal Voltage		Dedicated	Yes	Battery Type Sealed Lead-Acid Amp Hr Rating	18
	t Protection Type				Calculated capacity to operate the system, in hours	24
	ipply Panel board		utside office	1216 9	Type of engine-driven generator dedicated to alarm system	None
	g means location				Location of Fuel Storage	
an Emergency or	Standby system u	ised as a backuj	p to primary p	ower s	supply, instead of using a secondary power supply	No
the answer is "YES	wnat type & art	on where were described the reserve of	on Park a starf liberature #48 es	erie de la como		lation on organiza
					TIONS CONTROL PANELS	
TYP	E	VISUAL	FUNCTION	VAL	COMMENTS	
ntrol Unit		OK	OK			
erface Equipment		OK OK	OK OK			
ses		OK	OK			
mary Power Suppl	ly	OK	OK			
ouble Signals		OK	OK	-		
connect Switches		OK	OK			
ound - Fault Monit		OK	OK			
insient Suppresso						
mote Annunciators	S Transportation of the contract of the contra	OK	OK		is the trace and a second seco	
	0	SYSTEM TES	TS AND INS	PECT	IONS SECONDARY POWER	
TYPE		VISUAL	FUNCTION		COMMENTS	
tery installed date		2012			所《海·西·西·哈·· · 自由 [2] [4] [4] [4] [4] [4] [4] [4] [4] [4] [4	
AC voltage			25.4	F	Recommend replacement by next year due to age	
tage under load			24.9			
go: voitage			26.2	-		
		entition de la	zovobalo kanesassii.	Server and the	MAKANJATISNI MUDISTANDI MENTENDI AND	



FIRE ALARM SYSTEM NFPA 72 REPORT OF INSPECTION and TEST (Page 3 of 4)

Company Name	Hoonah School	14 1	Inspection Date11/17/2016
Inspection Report Number	P. Villago and T. S.	Building	
	SYSTEM TEST	S AND INSPECTI	ONS NOTIFICATION APPLIANCES
TYPE	VISUAL	FUNCTIONAL	COMMENTS
Audible	OK	OK	
Visible	OK	OK	
Speakers			
Voice Clarity			
SYSTE	VI TESTS AND IN		RGENCY COMMUNICATIONS EQUIPMENT
TYPE	VISUAL	FUNCTIONAL	COMMENTS
Phone Set	NA NA		
Phone Jacks	NA		
Off - Hook Indicator	NA	1	
Call - in Signal	NA		
Amplifier (s)	NA		
Tone Generator (s)	NA		
eur en om de de cemen a merce den masse de la formatique des des des differen. A la formatique de la formati	The second secon		TIONS INTERFACE EQUIPMENT
TYPE	VISUAL	FUNCTIONAL	COMMENTS
Elevator Recall	Ok	OK	COMMENTS
Elevator Shunt Trip	NA NA	NA NA	
Smoke Control System	NA NA	NA NA	
HVAC Shut Down	FAIL	FAIL	Fire Alarm relays transfer correctly, HVAC probably not connected
xhaust Fan Shut Down	NA	NA NA	to fire alarm relays
Door Unlock	NA NA	NA NA	to inc didin foldys
Door Release to Close	OK	ОК	
ire Damper Control	NA	NA	
mergency Power Shunt Trip	NA NA	NA	
en i en	SYSTEM TESTS	AND INSPECTIO	NS SPECIAL HAZARD SYSTEMS
TYPE	VISUAL	FUNCTIONAL	COMMENTS
itchen Hood System	NA	NA	Tested by others
ias Suppression System	100		Tooled by outers
ry Chemical System			
eluge System			
re-Action System	_		
FFF Foam System			
		1. 16. 种 [其] [4.] [4.]	i Mil St. Media tarilar i on Made e Galletini i dell'i di Antoni di Antoni della i della i della i
			GNAL VERIFICATION
TYPE	RESULT	TIME	COMMENTS
larm Signal	OK	OK	
larm Restoration	OK	ОК	
rouble Signals	ОК	OK	
upervisory Signal	ОК	OK	
upervisory Restoration	OK	OK	



FIRE ALARM SYSTEM NFPA 72 REPORT OF INSPECTION and TEST (Page 4 of 4)

Company Name Hoonah School	ol		Inspe	ction Date 11/1	7/2016	
Inspection Report Number		Building				
NO	TIFICATIONS TH	IAT TESTING	IS COMPLETE			
ENTITY NOTIFIED	TII TOATTONS TI		IAME		DATE OF THE	
Central Station Operator	_		Jen		DATE & TIME	
Building Management			orbin			
Building Occupants			Principal	Time		
System Restored to Normal Operation?	Yes	Date	11/17/2016			
SYSTEM WIDE INC	CIDENT, CON	IMENTS, AI	ND DEFICIENCY	SECTION		
lo exit sign nor pull station at Stage Exit.						
prinklers tested by Brandan Moore under separate re	eport					
VAC shutdowns did not function. It appears that the l	HVAC system is no	t connected to th	o five plane and The			
VAC shutdowns did not function. It appears that the h						
programmed and functioning in regards to the HVAC	C. Previous tests w	vere during the si	ummer with the fans sh	out down for the seas	son.	
SIS TO CERTIFY THAT THE FIRE ALARM CYCTEMING	compared to the contract of the contract of					
IS TO CERTIFY THAT THE FIRE ALARM SYSTEM HAS This Fire Alarm System was left Normal.	S BEEN TESTED AN	D INSPECTED IN	ACCORDANCE WITH T	HE APPLICABLE NFF	PA STANDARDS	
The state of the s	EPOLOGO SELECTORIO E PRESCUENTO A TAXASSESSE			DESCRIPTION OF THE PROPERTY OF THE PERSON OF	NO PROCESSION OF SECURITY AND A SECURITY	
Theel	07-037	11/17	/2016		Page 4 of 4	
niciah	License Number	Date			rage 4 01 4	
	same prince as all princes	NOTICE THE PARTY OF THE PARTY O		and thousand the same of the s		



2506-B Fairbanks Street, Anchorage, Alaska 99503 119 Seward Street, Suite 15, Juneau, Alaska 99801

Landscape Architecture • Planning • Industrial Design

December 5, 2016

Jeremiah Byers Hoonah City Schools 366 Garteeni Highway Hoonah, AK 99829

Subject:

Hoonah City Schools Playground

Dear Jeremiah,

Corvus Design appreciates this opportunity to provide the following scope of work and fee for developing construction drawings and specifications for the new play equipment at the Hoonah City Schools.

SCOPE OF WORK

Our scope of work includes the development of bid ready construction documents that includes drawings and specifications for the new play equipment and safety surfacing at the City Schools. Play equipment to be specified includes one swing set, one at grade slide and a composite climbing/play structure identified as play areas 3, 5 and 6. The equipment is to be Landscape Structures play equipment (project number 89201-1-1). Design work includes earthworks, placement of the play equipment, design of safety surfacing and related playground work. Limited existing site information exists as AutoCAD drawings and work would include rough magnitude site measurements and the creation of an AutoCAD site plan for the play area to serve as the base drawing. Specifications would be also prepared for the project (Sections 1-13, as required). The City of Hoonah is to provide their boiler plate Section 0 specifications for this project. Work will also include discussion of 'inclusive play and accessibility' with Schools staff to determine the appropriate level of accessibility and cost implications for the play equipment and safety surfacing. It is assumed that a majority of safety surfacing will be pea gravel however some play elements will require accessible surfacing. A cost estimate will be prepared at the 65% level to verify costs. Final construction drawings will be stamped by a licensed professional Alaska Landscape Architect as stated in Alaska Statutes AAC 36.069.

DELIVERABLES

Deliverables include:

- One site visit to meet with staff, verify conditions and take site measurements
- Drawings for review at design development (65%), 95% and 100% construction documents as 11x17 pdf. 100% documents will be stamped by a professional Alaska Landscape Architect as 11x17 and 22x34 drawings

Corvus Design, Inc. Anchorage: 907.222.2859 Juneau: 907.988.9000 www.corvus-design.com

- Specifications at 95% and 100% (Word document and pdf)
- Cost estimate at the 95% level (pdf)
- One teleconference call to discuss and review work after each submittal

SCHEDULE

We are available to begin our landscape architectural work immediately after receipt of Notice-to-Proceed. We estimate approximately 30-45 days to complete the work once the site visit has taken place and assumes that review of documents by Schools staff will be 5 working days or less. Longer review periods will extend the schedule.

FEE PROPOSAL

We propose to furnish the above-described services for a total lump sum fee of \$7,878.00. The detailed fee estimate is attached.

We trust this provides adequate information for evaluating our proposal. If desired, Corvus Design will be pleased to create a contract for this project. We look forward to working with you on this project, and we will be happy to answer any additional questions.

Juneau: 907.988.9000

Sincerely,

and the

Christopher Mertl, PLA, ASLA Principal Landscape Architect Corvus Design, Inc. 119 Seward Street, Suite 15 Juneau, AK 99801

Attachment: Fee Schedule



Corvus Design, Inc. Attn: Christopher Mertl

Anchorage: 907.222.2859 Juneau: 907.988.9000 www.corvus-design.com

Fee propos	al				6-Dec-
Client	Hoonah City Schools				
Project	Hoonah Playground Improvements				
Contract Type	Lump Sum				
	•				+
	Personnel Type	Senrior Principal	Principal	Landscape Designer	Total Hou
Task					TotalTet
	Hourly Rate	\$165.00	\$152.00	\$100.00	
Design Perio	od Services				
1.0	Design Development (65%)				
1.01	Site Meeting, Measurements and Travel	0	8	0	
1.02	Drawing set-up	0	0	4	
	Playground Design	0	2	8	
	Cost Estimate	0	1	2	
1.05	Project Management	0	1	0	
1.06	Meetings (1 @ 2 hours each teleconf)	0	2	0	
	Task Total Hours	0	14	14	
1.0	Task Total Fee	\$0	\$2,128	\$1,400	\$3,528.0
2.0	95% Design			Exercise and the second	
2.01	Playground Plans & Details	0	2	8	1
2.02	Specifications	0	4	4	
2.03	Meetings (1 @ 2 hours each teleconf)	0	2	0	
2.04	Project Management	0	1	0	
2.05	Quality Assurance/Quality Control	2	0	0	
2.0	Task Total Hours	2	9	12	2
2.0	Task Total Fee	\$330	\$1,368	\$1,200	\$2,898.0
3.0	100% Design				
3.01	Playground Plans & Details	0	1	4	
	Specifications	0	1	2	
	Project Management	0	1	0	
3.04	Meetings (1 @ 1 hours each teleconf)	0	1	0	
3.0	Task Total Hours	0	4	6	10
	Task Total Fee	\$0	\$608	\$600	\$1,208.00
	d Services Totals				
	Labor Total Hours	2	23	26	51
	Labor Total Fee	\$330.00	\$4,104.00	\$3,200.00	\$7,634.00
	Expenses				\$244.00
	Total Fee				\$7,878.00
					Ψ1,010.00
e Notes:	gle copy 8.5x11 and 11x17 hard copy reproduction and				

¹⁾ Fee includes single copy 8.5x11 and 11x17 hard copy reproduction and digital files. Additional reproduction shall be reimbursed on a time and expenses basis.

²⁾ Additional deliverables, tasks, meetings and coordination beyond those outlined in this fee, and design aspects outside of scope, shall be considered additional services and shall be billed on a time and expenses basis or negotiated lump sum.

Cost Constants

Flight and Travel Costs - JNU to HNH	LS	\$200.00
Parking	per day	\$24.00
Per Diem	per day	\$20.00

Task	Item	Quantity	Unit	Cost	Extended
1.0	Design Development (65%)				
1.01	Flight and Travel Costs - JNU to HNH	1	LS	\$200.00	\$200.00
1.02	Parking	1	per day	\$24.00	\$24.00
1.03	Per Diem	1	per day	\$20.00	\$20.00
1.0	Total Expenses				\$244.00

Fee Proposal Expense Totals		
Expense Total Fee	\$244	.00

AGENDA ITEM New Business 1.0

_	<u>\</u> __	Α(CTIO	NC	
	Ι	OISO	CUS	SSIO	N

TOPIC: Memorandum of Agreement – AASB

Status

On January 14, 2017 the Board had a retreat with Lon Garrison, AASB

Recommendation

I move that we approve the memorandum of agreement with Association of Alaska School Boards.



MEMORANDUM OF AGREEMENT

BETWEEN

Hoonah City School District AND THE

ASSOCIATION OF ALASKA SCHOOL BOARDS

Hoonah City School District here by enters into this agreement with the Association of Alaska School Boards for a board development workshop on Saturday January 14th, 2017.

Professional Fee for services provided by Lon Garrison, School Improvement Coordinator, will be \$775.00 per day. Travel expenses will be billed on actual expenses incurred.

AGREED TO BY:

Norman D Wooten Executive Director

Association of Alaska School Boards

Date: January 3, 2017

Dr. PJ Ford Slack Superintendent

Hoonah City School District

If terms are acceptable, please sign and keep one copy for your files and return one

copy to the office of the Association of Alaska School Boards.

AGENDA ITEM: New Business 1.1

<u>_\lambda</u> _	ACTION
	DISCUSSION

TOPIC: FY 2017 Budget Revisions

Status

Refer to the attached reports from PJ, Judy, and Melody Douglas

Recommendation

I MOVE that we approve the FY 17 Budget revisions as presented. This revision includes approved cuts to the FY17 general fund budget, a FY '17 food service budget in the amount of 160,000.00 and a FY17 student activity fund of 169,872.00.

January 10, 2017

MEMORANDUM

TO: Hoonah Board of Education

THRU: Dr. PJ Ford Slack, Superintendent

FROM: Judy Hankla, Business Manager

Melody Douglas, SFO, Contractor

RE: FY17 Budget Revision

PURPOSE

A budget is a spending plan based on what is financially known at a given point in time. The FY17 budget was developed and approved by the Board of Education in FY16. It may be necessary to do another budget revision toward the end of this fiscal year.

The attached budget recaps are an integral part of this budget memo.

PERTINENT INFORMATION – GENERAL FUND

Revenue Budget

FY17 operating fund was developed based on 113 students; the OASIS 20 day count period accounted for 108 students. Additional intensive students were identified; therefore, HCS realized an increase in state revenue as opposed to a decrease that normally encompasses a shortfall of 5 students from the enrollment projection.

Hoonah City School District accounts for student activities in a special revenue fund; therefore, this revenue has been removed from the operating fund.

The original FY17 budget required a transfer of funds in the amount of \$378 K. The proposed budget revision reflects a slight reduction in the need for a transfer from other funds to \$370,611.

Expenditure Budget

The District's budget exceeds available revenue and preliminary review of the status quo FY18 budget reflects a similar situation at this time. Unfortunately, HCS is in a position whereby only emergency purchases should be authorized, and hiring and travel freezes should be implemented, effective immediately. All positions resulting from a resignation should be evaluated for elimination to allow attrition to assist the District in balancing its operating fund budget.

Cost containment activities were initiated earlier in the year with the closure of the school during Christmas and Spring Breaks. The school building is expected to close mid-June for the summer.

Salary and Benefits: Salary accounts have been adjusted to reflect a recommended work day reduction of one (1) hour per day for all classified staff, with the exception of one aide who is providing direct services to students under the guidance of itinerant staff. It is suggested this change in work hours take affect February 4, 2017 which is the beginning of the next pay period after the proposed FY17 budget revision is considered by the Board of Education.

In addition, there have been two certificated employee resignations. The FY17 budget has been reduced to account for these resignations. The superintendent volunteered a salary reduction that is included.

Health care adjustments have been made to reflect 12 months of coverage in the budget for classified employees. HCS has a stable classified employee group; it is rare that an employee doesn't return after the summer break. There is a process in place whereby a 50/50 health care cost share exists during the summer months. Employees wanting summer health coverage are reimbursed their 50 percent of the premium when they return to work. There is a lot of work involved in this process; therefore, it should be evaluated to see if there isn't a better way to handle summer health care coverage.

Health care costs are a significant component of HSC employee benefits; the FY17 premium rates are:

	per Mon	per Year
Employee Only	\$1,248	\$14,976
Employee & Spouse	\$2,852	\$34,224
Employee & Children	\$2,362	\$28,344
Employee & Family	\$3,966	\$47,592

The total health care cost (HCS and employee contributions) pertinent to the operating fund is \$566,548. Certificated staff contributes 4.99%, (\$17,912) and classified staff contributes 1% (2,076) toward total health care costs. The HCS share of the health care costs included in the FY17 operating fund budget revision is \$546,650 (\$566,548 - \$17,912 - \$2,076 = \$546,560) representing 17% of the operating fund budget..

It is hoped that a health care modification MOA may be reached with the unions for implementation in FY18.

Travel: Staff travel has been reduced \$3,500 and student travel has been reduced \$102,840 because student activities are accounted for in a special revenue fund that is directly supported by the City of Hoonah.

Supplies: Most of the supply budgets have been reduced 25%; exceptions are the special education function (due to the audit process this year) and the maintenance supply accounts (an aging building has a myriad of needs). It is anticipated that the maintenance supply accounts will need additional funds later this year.

Transfer to Food Service Fund: The FY17 original budget approved by the Department of Education and Early Development did not include a transfer to the food service fund. An estimated amount of \$70 K is included in the proposed FY17 budget revision

FY17 Operating Fund Budget Revision

Operating Fund Revenue Budget	
Approved FY17 Budget	\$3,442,458
City Contribution to Student Activity Fund	(243,734)
Music Instrument Rentals	(2,500)
State Revenue	102,624
Retirement on-behalf adjustment	(18,956)
Use of fund balance not planned	(14,919)
Reduction in transfer of funds	(37,389)
Net Revenue Budget Changes	(214,874)
Revised FY17 Revenue Budget	\$3,227,584
Operating Fund Expenditure Budget	
Approved FY17 Budget	\$3,442,458
Net Change to Salary & Benefit Accounts	(120,534)
Staff Travel Reduction	(3,500)
Supplies Reduction	(28,000)
Student Travel Reduction	(102,840)
Electricity and Fuel Reduction	(30,000)
Transfer to food Service Fund	70,000
Net Expenditure Budget Changes	(214,874)
Revised FY17 Expenditure Budget	\$3,227,584

FOOD SERVICE FUND

The food service fund is presented for Board approval in the amount of \$160,000 per the attached budget document, representing an 11% reduction to FY16 food service fund total of \$180,076. A one hour (1) per work day reduction for classified staff is included in this budget proposal; with the exception of the food service assistance position that has been reduced from eight (8) hours per day to six (6) hours per day. Similar sized school districts to HCS have kitchen assistants working five (5) hours per day.

The supply budget has been reduced so that only \$70 K will be needed from the operating fund for food service operations this year.

The breakfast program should be closed to the public and staff be required to pay for breakfast.

STUDENT ACTIVITY FUND

The pupil activity fund is presented for Board approval in the amount of \$182,171 per the attached document. This fund is supported by the City of Hoonah through sales tax revenue on a reimbursement basis.

It is recommended that an inadvertent fund transfer to the student activity fund in the amount of \$31,113 in FY16 be transferred back to the operating fund. This change would increase the operating fund balance fund from \$46,161 to \$77,274.

RECOMMENDATION

The administration recommends the Board of Education approve a revised operating fund budget in the amount of \$3,227,584, a food service special revenue fund budget in the amount of \$160,000, and a student activity special revenue fund budget in the amount of \$182,171 as presented in the attached budget document.

FY17 Budget Revision Proposed 115 Student Enrollment 113 108 FY16 **OPERATING FUND** FY17 FY17 YTD Original Revised Actual Budget Budget Difference REVENUE 228,882 City Contribution 202,542 202,542 City Contribution - Pupil Activities 243,734 (243,734)4,193 1.500 Earnings on Investments 72,461 10,000 10,000 998 96.902 Rentals 2,500 (2,500)77,640 Leases 77,640 86,595 E Rate Revenues 105,293 105 293 2,253,194 State Revenue: Foundation Program 2,051,164 2,153,518 102,354 6,751 State Revenue: Quality Schools Grant 6,195 6,465 270 163,673 State Contribution: On Behalf TRS State Contribution: On Behalf PERS 170,764 156,717 (14,047)39,958 29,207 24,298 (4,909)12,836 State Broadbank Assistance 182,467 Federal Revenue: Impact Aid 149,000 149,000 (14,919)Use of Fund Balance 14,919 Transfer from Other Funds 378,000 340,611 (37,389)3,148,910 Total Revenue 3,442,458 3,227,584 (214,874)**EXPENDITURES** 1,176,710 Regular Instruction 1,073,993 612,813 1.024.369 49,624 34,344 471,022 Special Education Instruction 578,469 Special Ed Supporting Services Supporting Services - Students Supporting Services - Instruction Supporting Services - Instruction School Administration 97,462 71,884 66,700 66,700 10.500 10,500 97,700 185,204 435,386 30,288 (405,098) 249,576 150,810 249,576 (7,504) 140,236 158,314 76,760 School Administration Support Services 102,414 192,488 97,807 188,821 (4,607)186,937 District Administration (3.667)44,972 207,055 451,919 56,236 281,822 District Administration
District Admin Support Services 44,472 (500) 216,315 9,260 402,492 Operation & Maintenance of Plant 415,490 (36,429)46,310 Student Activities 169,872 (169,872)Community Services Transfer of Funds 18,851 119,972 70,000 70,000 3,429,598 3,227,584 Total Expenditures 3,442,458 (214,874)(280,688)(0) (0) 326,849 Beginning Unrestricted/Unassigend Fund Balance 46,161 46,161 46,161 Ending Unassigned Fund Balance (0) 46,161 46,161 **FOOD SERVICES FUND** 90,136 Revenue 90,136 90,000 (136)180,076 Expenditures 180,076 160,000 (20,076)(89,940)Funds needed from operating fund (89,940)(70,000)19,940 STUDENT ACTIVITY FUND 192,075 Contribution from City of Hoonah 169,872 182,171 12,299 192,075 Expenditures 169,872 182,171 12,299 OTHER FUNDS * 248,533 Transportation Funds Available 248,533 248.533 470,789 Playground Funds Available 470,789 470,789

719,322

719,322

Total Other Funds

719,322

^{*} Funds available to cover the transfer included in the operating fund budget

HOONAH CIT FY17 Budget I	Y SCHOOL DISTRICT	DRAFT		January 2017
TTT Daugett	NOVISION .		Proposed	
115	Student Enrollment	113	108	
FY16 YTD	OPERATING FUND	FY17 Original	FY17 Revised	
Actual	REVENUE	Budget	Budget	Difference
		None Management		
228,882	City Contribution City Contribution - Pupil Activities	202,542 243,734	202,542	(243,734)
4,193	Earnings on Investments	1,500	1,500	(240,704)
72,461 998	Other Rentals	10,000 2,500	10,000	(2.500)
96,902	Leases	77,640	77,640	(2,500)
86,595 2,253,194	E Rate Revenues	105,293	105,293	
6,751	State Revenue: Foundation Program State Revenue: Quality Schools Grant	2,051,164 6,195	2,153,518 6,465	102,354 270
163,673	State Contribution: On Behalf TRS	170,764	156,717	(14,047)
39,958 12,836	State Contribution: On Behalf PERS State Broadbank Assistance	29,207	24,298	(4,909)
182,467	Federal Revenue: Impact Aid	149,000	149,000	
	Use of Fund Balance Transfer from Other Funds	14,919 378,000	240 644 *	(14,919)
A SHALL STORE SHARE SHARE SHARE SHARE	- 100-400 colle 900 Poresion (v.) 1944 (100-0) (176-170-0)	378,000	340,611_*	(37,389)
3,148,910	_ Total Revenue	3,442,458	3,227,584	(214,874)
	EXPENDITURES			
	100 Regular Instruction			
685,109 10,038	310 Certified Salaries 320 Non-Certified Salaries	559,707	598,473	38,766
450,083	350 Employee Benefits	10,000 409,712	10,000 429,070	19,358
478 8,004	420 Travel 440 Other Purchased Services			-
4,524	441 Online Classes	3,450 10,000	3,450 10,000	-
80 14,202	443 Music Equipment Repair 451 Teaching Supplies	500	500	
755	451 Music Supplies	15,000 1,000	11,250	(3,750) (1,000)
3,437	471 Textbooks	15,000	11,250	(3,750)
1,176,710	Regular Instruction	1,024,369	1,073,993	49,624
	200 Special Education Instruction			
100,259	310 Certified Salaries	198,107	153,667	(44,440)
179,206 185,125	320 Non-Certified Salaries 350 Employee Benefits	172,040 205,622	178,396 278,050	6,356
159	420 Staff Travel	1,200	1,200	72,428
4,238 2,035	440 Other Purchased Services 451 Teaching Supplies	500 1,000	500 1,000	-
471,022	Special Education Instruction	578,469	612,813	34,344
	220 Special Ed Supporting Services			
97,462	410 Professional & Technical 420 Staff Travel	64,700 2,000	64,700 2,000	-
97,462	Special Ed Supporting Services	66,700	66,700	
	300 Supporting Services - Students			
47,277 24,607	310 Certified Salaries 410 Professional & Technical	10,500	10,500	
71,884	Supporting Services - Students	10,500	10,500	
	350 Supporting Services - Instruction	10,000	10,000	
5,000	310 Certified Salaries	<u>~</u>	223	
21,217	320 Non-Certified Salaries	80,807	-	(80,807)
20,401 1,084	350 Employee Benefits 410 Professional & Technical	62,715 84,800	-	(62,715) (84,800)
9,571	420 Staff Travel	3,500	-	(3,500)
2,097	425 Student Travel 421 Teacher Enrichment	4.788	4,788	-
20 220	433 Communications	131,616	-	(131,616)
38,330	450 Supplies 479 Technology Purchases	34,000 33,160	25,500	(8,500) (33,160)
97,700	Supporting Services - Instruction	435,386	30,288	(405,098)
.,		100,000	00,200	(400,090)

FY16 YTD Actual	_	FY17 Original Budget	FY17 Revised Budget	Difference
	351 Supporting Services - Technology			
84,73 100,46			84,800 131,616 33,160	84,800 131,616 33,160
185,204	Supporting Services - Instruction		249,576	249,576
	400 School Administration			
80,874 55,083 2,745 1,534	3 350 Employee Benefits 420 Staff Travel	88,350 68,114 1,200 - 650	88,350 60,610 1,200 - 650	(7,504)
140,236	School Administration	158,314	150,810	(7.504)
	450 School Administration Support Serv		130,610	(7,504)
44,476 27,531 4,185 568	320 Non-Certified Support Staff 350 Employee Benefits 440 Other Purchases Services	59,000 35,973 7,441	54,928 35,438 7,441	(4,072) (535) -
76,760	School Administration Support Services	102,414	97,807	(4,607)
	510 District Administration			
93,399 42,326 15,843 21,690 4,450 2,508 6,722	350 Employee Benefits 380 Housing Allowance 420 Staff Travel 440 Other Purchases Services 450 Supplies	102,000 44,788 30,000 5,000 3,700 2,000 5,000	98,875 44,746 30,000 5,000 3,700 1,500 5,000	(3,125) (42) - - (500)
186,937	District Administration	192,488	188,821	(3,667)
	511 Board of Education			
37,607 7,193 2,250 2,627 6,559	410 Professional & Technical 420 Staff Travel 440 Other Purchases Services 450 Supplies 490 Dues & Fees	20,000 12,000 2,900 2,000 8,072	20,000 12,000 2,900 1,500 8,072	(500)
56,236	District Administration	44,972	44,472	(500)
	550 District Admin Support Services			
145,911 96,753 23,963 3,920 1,907 10,412 12,910 3,823 654 (49,964) 31,534	320 Non-Certified Support Staff 350 Employee Benefits 410 Professional & Technical 420 Staff Travel 433 Communications 440 Other Purchased Services 445 Liability Insurance 450 Supplies 491 Dues & Fees 495 Indirect Cost Reimbursement 510 Equipment	132,191 89,184 30,000 5,000 4,500 2,000 13,000 3,000 180 (72,000)	132,191 98,444 30,000 5,000 4,500 2,000 13,000 3,000 180 (72,000)	9,260
281,822	District Admin Support Services	207,055	216,315	9,260
	600 Operation & Maintenance of Plant			
106,816 77,927 1,590 1,457 35,897 83,777 45,169 9,191 9,394 21,225 4,743 5,304	320 Non-Certified Support Staff 350 Employee Benefits 410 Professional & Technical 420 Staff Travel 430 Utility Services 435 Electricity 436 Heating Fuel 440 Other Purchased Services 443 Repair & Maintenance 445 Property Insurance 452 Maintenance Supplies 453 Janitorial Supplies	120,947 95,162 6,700 1,800 6,928 119,382 50,000 8,000 10,000 22,000 5,000 5,000	112,922 96,758 6,700 1,800 6,928 99,382 40,000 8,000 10,000 22,000 5,000 5,000	(8,025) 1,596 - - - (20,000) (10,000) - - -
402.402	458 Gas & Oil	1,000	1,000	
402,492	Operation & Maintenance of Plant	451,919	415,490	(36,429)

FY16 YTD Actual	_		FY17 Original Budget	FY17 Revised Budget	Difference
	700 Student Activities				
- - - - 46,310	316 Extraccurricular Duty Pai 320 Extraccurricular Duty Pai 350 Employee Benefits 425 Student Travel 450 Supplies 510 Equipment	y Certified y Classified	41,000 16,032 102,840 10,000		(41,000) - (16,032) (102,840) (10,000)
46,310	Student Activities		169,872		(169,872)
	800 Community Services			50	
11,237 5,653 659 1,079 174 49	435 Electricity 436 Heating Fuel 443 Repair & Maintenance	aff		<u>:</u>	<u>:</u>
18,851	Community Services				
31,113 88,859	900 Transfer of Funds Transfer to Student Activity Fu Transfer to Foos Service Fund	und i	E	70,000	70,000
119,972	Transfer of Funds			70,000	70,000
3,429,598	. т	otal Expenditures	3,442,458	3,227,584	(214,874)
(280,688)	Excess			(0)	(0)
326,849	Beginning Unrestricted/Unass	igend Fund Balanc	e46,161	46,161	
46,161	Ending Unassigned Fund Bala	nce	46,161	46,161	(0)
	FOOD SERVICES	FUND			
90,136	Revenue		90,136	90,000	(136)
62,674 51,858 1,072 3,110 61,362	Non-certificated salaries Employee Benefits Staff Travel Other Purchased Services Supplies		62,674 51,858 1,072 3,110 61,362	55,924 47,608 1,072 3,110 52,286	(6,750) (4,250) - - (9,076)
180,076	To	otal Expenditures	180,076	160,000	(20,076)
(89,940)	Funds needed from operating for		(89,940)	(70,000)	19,940
	STUDENT ACTIVITY		(00,040)	(10,000)	19,940
400.075					
192,075	Contribution from City of Hoona	ah	169,872	182,171	12,299
18,998 19,752 18,289	Indirect Cost Recovery Certificated Salaries Non-certificated salaries		41,000	12,299 41,000	12,299 - -
7,589 6,993	Employee benefits Staff travel		16,032	16,032	-
113,175 6,441	Student travel Other purchased services		102,840	102,840	-
838	Supplies Other expenses		10,000	10,000	-
192,075	Tot	tal Expenditures	169,872	182,171	12,299
	OTHER FUNDS	*			
240 522					
248,533 470,789	Transportation Funds Available Playground Funds Available	-	248,533 470,789	248,533 470,789	
719,322	To	tal Other Funds =	719,322	719,322	

^{*} Funds available to cover the transfer included in the operating fund budget

Payment due at time of reservation. Due to increased time involving custodial staff, a minimum custodial fee of \$60.00 is due with the facility use charge. A cleaning/damage deposit of \$60.00 is also due at time of reservation. This deposit may be refunded upon inspection of the facility. If you know you will need a sound system set up, please give the school 24 hrs.notice so that we have time to comply.

Facility to be Rented:

Fee Category	Classroom	Alumni Gym	New Gym	Pool **Includes Lifeguards	Kitchen **Includes Kitchen Personnel	<u>Cafeteria</u>	Kitchen & Cafeteria **Includes Kitchen
1	No Charge	No Charge	No Charge	No Charge	No Charge	No Charge	Personnel No Charge
2	\$2/Hr.	\$15/Hr.	\$25/Hr.	\$85/Hr.**	\$45/Hr.**	\$25/Hr.	\$45/Hr.**
3	\$3/Hr.	\$25/Hr.	\$125/Hr.	\$120/Hr.**	\$50/Hr. **	\$25/Hr.	\$70/Hr.**
4	\$15/Hr.	\$100/Hr.	\$175/Hr.	\$310/Hr.**	\$120/Hr.**	\$50/Hr.	\$170/Hr.**

Definition:

Fee Category 1 - School and related activities

Fee Category 2 – Youth Groups (Public, non-profit groups/organizations open to all school age children are the primary beneficiaries)

Fee Category 3 – State, Local and Federal Government Groups, Local Non-Profit Organizations, Basic groups (groups that do not meet criteria for Categories 1, 2, & 4); includes Birthday parties, and team rentals, etc.

<u>Fee Category 4</u> – Private, For-Profit Commercial Groups (for-profit businesses/groups)

Waiver/Release: Sponsor signature below hereby releases and indemnifies the Hoonah School District and its agents from all claims and liabilities. Sponsor assumes full responsibility for any risk and injury that may result from the activity for which this facility is being rented. Further, in the rental of this facility, I agree to abide by all applicable rules and regulations of the School District and the State of Alaska.

Hoonah City Schools is an Alcohol, Tobacco and Drug Free Zone

Sponsor Signature:	Date:	
Administrative Approval Custodial - Maintenance Approval		Fee Schedule
Custodial Staff assigned		Approved by Hoonah
Kitchen Staff assigned		City School Board on
Reason if <u>not</u> approved: Applicant notified <u>not</u> approved by:		December 17, 2014
Applicant notified not approved by:	Date	



Filling Out Form contact Ladonna 945-3613 to check scheduling Hoonah City Schools *** FACILITY-USE AGREEMENT***

**Please Note: The Hoonah City Schools will no longer rent out school space for over a 12-hour period.

All events must end at midnight.

	_ Phone	Date
Set-Up	End Time	Total Due
	Set-Up	

Payment due at time of reservation Half day = 4 hours, Full day = 8 hours

- -The building will no longer be rented past midnight.
- -The Point person for any event must read and sign the rules of Building use
- -An ON CALL administration person will be assigned to you for a full day event
- -Custodial Set-Up and Clean-Up: \$100.00 (Tables & Chairs included in set-up fee and mats for the Gym)
- -Deposit is due prior to usage of the facility. Deposit will be returned when all items on the cleaning checklist have been verified as satisfactorily completed by school personnel.
- -The Superintendent is authorized to implement incidental fees for the use of the school facility areas not listed above.
- -If you know you will need a sound system set up, please give the school 24 hrs.notice so that we have time to comply. There is also a deposit for use of the sound system in the amount of \$250.00 Facility to be Rented:

<u>Fee</u>	Classroom	Alumni Gym	Specialty Classroom	Cafeteria
Category			Culinary, Library	
1	No Charge	No Charge	No Charge	No Charge
2	\$30/50 w/ \$150 Deposit	\$150/200 w/ \$350 Deposit	\$100/200 w/ \$150 Deposit	\$30/50 w/ \$150 Deposit
3	\$30/50 w/ \$150 Deposit	\$300/600 w/ \$350 Deposit	\$200/400 w/ \$150 Deposit	\$30/50 w/ \$150 Deposit
4	\$155/250 w/ \$150	\$500/1000 w/ \$350	\$300/600 w/ \$150 Deposit	\$155/250 w/ \$150
	Deposit	Deposit		Deposit

Definition:

Fee Category 1 – School and related activities

Fee Category 2 – Youth Groups (Public, non-profit groups/organizations open to all school age children are the primary beneficiaries)

<u>Fee Category 3</u> – State, Local and Federal Government Groups, Local Non-Profit Organizations, Basic groups; includes Birthday parties, and team rentals, etc.

<u>Fee Category 4</u> – Private, For-Profit Commercial Groups (for-profit businesses/groups)

Waiver/Release: Sponsor signature below hereby releases and indemnifies the Hoonah School District and its agents from all claims and liabilities. Sponsor assumes full responsibility for any risk and injury that may result from the activity for which this facility is being rented. Further, in the rental of this facility, I agree to abide by all applicable rules and regulations of the School District and the State of Alaska.

Sponsor Signature:	Drug Free Zone	
~ Fondot Signiture:	Date:	
Administrative Approval		Fee Schedule Approved
Custodial - Maintenance Approval		by Hoonah City School
Reason if not approved:		Board on
Applicant notified not approved by:	Date	The second secon