



# JOINT ASSEMBLY/JSD FACILITIES COMMITTEE AGENDA

August 03, 2023 at 12:00 PM

Assembly Chambers/Zoom Webinar

<https://juneau.zoom.us/j/81449931245> or 1-253-215-8782 Webinar ID: 814 4993 1245

**A. CALL TO ORDER**

**B. LAND ACKNOWLEDGEMENT**

**C. ROLL CALL**

**D. APPROVAL OF AGENDA**

**E. APPROVAL OF MINUTES**

1. June 28, 2023 - Regular Meeting

**F. ITEMS FOR ACTION**

**G. INFORMATIONAL ITEMS**

2. Summary of June 28, 2023, meeting

a. 2023 Goals for Joint Assembly/School Facilities Committee

3. Draft School Facilities Evaluation Matrix Version 8.03.23

4. CBJ and JSD Investment in Maintenance

a. JSD Capital Projects completed 2017-2023

b. Annual JSD Operational Maintenance Costs/ Duties (Will be included in Supplemental Materials)

5. Overview of Yaakoosgé Daakahídi Montessori Borealis, Juneau Community Charter School, and the Tlingit Culture, Language and Literacy (TCLL) Program

6. CBJ JSD Facility Master Plan: Draft Summary of Findings

**H. PUBLIC PARTICIPATION**

(Not to exceed a total of 10 minutes, nor more than 2 minutes for any individual)

**I. FUTURE MEETINGS**

7. Future meeting topics: Continue filling out Matrix; review of past committee work and draft Comprehensive Facilities Plan

8. Future meeting date: Propose Thursday, September 7, 2023, 12:00 PM - 1:30 PM

**J. SUPPLEMENTAL MATERIALS**

9. Additional materials for Overview of Yaakoosge Daakahidi, Montessori Borealis, Juneau Community Charter School, and the Tlingit Culture, Language and Literacy (TCLL) Program

10. Joint Assembly Juneau School Board Facility Planning Committee Meeting 9/08/2017

**K. ADJOURNMENT**

ADA accommodations available upon request: Please contact the Clerk's office 36 hours prior to any meeting so arrangements can be made for closed captioning or sign language interpreter services depending on the meeting format. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: [city.clerk@juneau.org](mailto:city.clerk@juneau.org).

# JOINT ASSEMBLY/JSD FACILITIES COMMITTEE MINUTES - **DRAFT**

June 28, 2023 at 12:00 PM



## Assembly Chambers/Zoom Webinar

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Zoom Link: <https://juneau.zoom.us/j/81449931245> or 1-253-215-8782 Webinar ID: 814 4993 1245

- A. CALL TO ORDER** – at 12:07 p.m. by Ms. Hale
- B. LAND ACKNOWLEDGEMENT** – Read by Ms. Gladziszweski
- C. ROLL CALL**

### Members Present

In-person: Ms. Gladziszweski, Ms. Hale, Ms. Sorensen

Zoom: Ms. Woll, Mr. Holst

City & Borough of Juneau Staff Members Present: Katie Koester, EPW Director; Breckan Hendricks, Administrative Officer;

School District Staff Present: Bridget Weiss, Superintendent; Cassee Olin, Director of Administrative Services,

Members not present: Mayor Weldon, Mr. Muldoon

### **D. APPROVAL OF AGENDA**

### **E. APPROVAL OF MINUTES**

- 1. May 25, 2023 - Regular Meeting

### **F. ITEMS FOR ACTION** - None

### **G. INFORMATIONAL ITEMS**

- 2. Summary of May 25, 2023, meeting – by Ms. Hale

#### a. 2023 Goals for Joint Assembly/School Facilities Committee

Ms. Hale – At last meeting, this committee reviewed and approved committee goals. As a result, a change was made to state repurposing space ‘could include childcare’. The committee discussed the funding formula, the effects of consolidation, the variables of the matrix, the six-year CIP plan.

- 3. May 25th Follow up – Ms. Koester summarized the answers to the questions the committee had at the last meeting.

Ms. Koester – introduced memo summarizing questions from the May 25 meeting.

- According to Fire Marshal, occupancy totals will not be changed with the other code changes
- Marie Drake and Mendenhall River renovation details are included in a memo from administrative services director Olin
- Facilities master plan from 2017 will be valuable for planning going forward. The document is called CBJ/JSD Facility Master Plan. It was never officially adopted by the committee. Therefore, it is not available online.

Ms. Olin - presented the Marie Drake and Mendenhall Hall River schools renewal and replacement schedule from the Department of Education and described the projects identified in the memo.

4. Draft School Facilities Evaluation Matrix – Ms. Koester presented the draft matrix and the committee worked together through the matrix.

Section 1 – Approved Variables Incorporated into the Draft Matrix

- Quantitative –
  - Enrollment vs Capacity – Capacity is defined according to Fire Marshal. DEED determines enrollment capacity based on school construction funding allocation methodology.

Ms. Gladziszweski – how is the UBC determined? Does it take into consideration a classroom that is used for some but not all hours of a school day?

Ms. Olin – The UBC is used in determining the maximum capacity for fire safety.

- Capital Cost of Renovations – Ms. Koester asked for feedback on what level of detail needed. The memo provides cost figures based on the JDS 6-year CIP report.

Ms. Woll – Her understanding of the goal of the matrix is to provide information to be used ‘someday’. From that perspective, it is helpful to use numbers that are readily available.

- School Size and Impact on Funding Formula –

Ms. Gladziszweski – Noticed the cost for closing a school was listed twice in the matrix and asked if that meant closing one high school would incur \$900,000+ for each of the schools or would it be that amount once. It would be a single \$900K+ incurred.

- Maintenance and Operations (M&O) – This is the possible savings in M&O if schools consolidated.

Ms. Koester – Recommends looking at this component from an order of magnitude perspective. (i.e., older buildings cost more to maintain.)

Mr. Holst – Suggested including a Likert scale to rate facilities to illustrate how well a school performs or the energy efficiency of a building.

- Qualitative –
  - Operational Use, Special Services – reflects the classrooms reserved for special education and related services
  - Operational Use, Classrooms used for Instruction – reflects number of classroom considered instructional for budget purposes

Ms. Gladziszweski – Does the percentage used for this category come from an actual count of classrooms or simply a percentage?

Ms. Olin – A count is taken but not all educational rooms are classrooms. Principal’s office, and some other rooms are also considered instructional because the purpose of the room is for instruction.

Ms. Gladziszweski – requested a count of actual classrooms in the district.

Ms. Koester – Would the committee like to also have student/teacher ratio information?

Ms. Hale – Not needed.

- Cultural Impact –

Mr. Holst – Including demographic information on diversity would also be helpful/important

- Impact on Quality of Education –



Ms. Koester – Asked for feedback regarding what the committee wants to see included in this item.

- Impact to the Neighborhood – What impact does a school/school closure have on a community.

Ms. Hale - The Auke Bay school is the only City facility besides the fire stations at that end of town. Glacier Valley is centrally located and has been there for so long that it has become important to that area.

Section 2 – Proposed Additional Values

- Predicted Enrollment –

Ms. Gladyszewski - would like to see this information included

- Maintenance & Operations (non-instructional) – covered already
- Cost to Mothball – decided this is not currently needed

Opportunities -

- Alternative Facility Needs – Will be populated at a later date
  - Can it be Repurposed and at what cost? – Will be populated at a later date
5. Soon We Won't Have Enough Kids to Fill Our Schools. That's A Problem. NYT Opinion Piece – Introduced by Ms. Hale

**H. PUBLIC PARTICIPATION - None**

**I. FUTURE MEETINGS**

6. Future meeting topics: Continue filling out Matrix; Develop an understanding of Yaakoosge Daakahidi, Montessori Borealis, the Charter school and the Tlingit immersion school program
7. Future meeting date: August 3, 2023, 12:00 PM - 1:30 PM

Prior to adjournment, Ms. Hale spoke for the committee to recognize Dr. Weiss and thank her for her work and commitment as this is her final meeting with this committee.

**J. ADJOURNMENT – 1:31 p.m.**

Respectfully submitted by *Kathleen Jorgensen Business Assists (907)723-6134* 🐾



# MEMORANDUM

**DATE:** July 28, 2023

**TO:** Chair Hale and Joint Assembly/School Facilities Committee

**FROM:** Katie Koester, Engineering & Public Works Director

**SUBJECT:** 2023 Goals & Committee Work for Joint Assembly/School Facilities Committee

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The purpose of this memo is to keep the goals for the Joint Assembly/School Facilities Committee for 2023 in the forefront of committee discussion. These goals will be presented at the beginning of every meeting. The Juneau School District Mission Statement has been added to help guide committee work.

## 2023 Goals & Committee Work

- Review Charter and come to consensus on the committee's charge as it relates to capital funding and facility maintenance. ✓
- Forward a strategy for addressing declining enrollment to the Assembly and School Board.
  - Determine the potential of repurposing space to address needs in the community, which could include childcare.
  - Provide Assembly and School Board a matrix to aid in understanding the capital improvement needs of facilities and ramifications of closure for schools.
- Forward a prioritized plan for facilities major maintenance to the full Assembly to ensure CBJ is making the most strategic investments.
- Establish a framework for future Joint Assembly/School Facilities Committee meetings.

## Juneau School District Mission Statement

In Juneau, we partner to provide each student with meaningful, relevant, and rigorous learning experiences in order to graduate diverse, engaged citizens ready for a changing world.

**Recommendation:** No action requested.



# MEMORANDUM

**DATE:** July 28, 2023  
**TO:** Chair Hale and Joint Assembly School District Facilities Committee  
**FROM:** Katie Koester, Engineering & Public Works Director  
**SUBJECT:** Draft School Facilities Evaluation Matrix Version 8.03.23

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The purpose of this memo is to continue the committee work on establishing matrix variables for the evaluation of school facilities. A key with these definitions will accompany the matrix. Variables with a \* have been added or changed since the last meeting based on committee input.

## **Quantitative**

This section reflects numbers and metrics that can be used in analysis. The definitions below attempt to help provide narrative and context to the figures.

### **Enrollment versus capacity (as a percentage).**

This category reflects how many students are enrolled in the school versus the capacity according to the Uniform Building Code.

**Capital Cost of Renovations:** This figure was pulled directly from the JSD 6-year CIP. The 6-year CIP is based on the renewal and replacement schedule submitted to DEED annually. It is not a comprehensive condition assessment.

**School size and impact on funding formula:** This figure reflects the annual loss in state funding after a four-year step down. It is based on FY23 enrollment and will change annually.

**\*Pupil teacher ratio:** The pupil teacher ratio is set by the Board of Education annually and varies by grade level.

**\*Highschool Graduation Rate:** The high school graduation rate divides the number of graduating seniors by the total enrollment of freshman four year prior. Also referred to as a completion ratio. Information is only readily available for high school students.

**\*Predicted future enrollment by grade level:** This category uses state demographer data to predict how many students will be enrolled in that grade level based on historical information.

**\*Demographic Diversity:** This category captures ethnic diversity and number of students qualifying for free and reduced lunch.

**\*Maintenance and Operations (non-instructional):** This figure reflects the maintenance and operations line item in the JSD budget for this facility. If this facility is consolidated into another, some, but not all of those expenses will be transferred to the new facility.

## **Qualitative**

This category helps decisionmakers think about the variables that are more difficult to measure but no less important. 'Operational Use' is broken out into 3 separate metrics. Some of these uses are determined by the Pupil Teacher Ratio set by the Board of Education each year, others are determined on the number of students identified with special needs and the federal regulations associated, and others are set by which special programs are housed at individual school sites.<sup>i</sup>

**Special Services:** Schools serve programmatic and educational needs and buildings are used for special education classroom use, related services (OT/PT, SLP, School Psychologist) needs, small group instruction, etc. This category reflects the classrooms reserved for those purposes.

**Classrooms used for Instruction:** *Outstanding work: Staff needs to present a revised definition of instructional use that meets the committee's intent of how often a classroom is used for student instruction throughout the day.*

**Cultural Impact:** Often a school has a strong identity and sense of place; students, faculty, teachers and community members develop a culture rooted in the facility and what it represents. Any changes need to be considered the cultural impact.

**Impact on Quality of Education:** Speaks to the JSD mission statement "In Juneau, we partner to provide each student with meaningful, relevant, and rigorous learning experiences in order to graduate diverse, engaged citizens ready for a changing world."

**Impact to the Neighborhood:** School facilities are often used outside the school day and are key gathering spaces for community functions. What impact would repurposing a facility have on those uses?

## **Opportunities**

**Alternative Facility Needs:** This reflects alternative facility needs in the community this facility could serve.

**Can it be Repurposed and at what cost?:** This figure reflects the cost of reconfiguring a building to meet an identified community need.

## **Recommendation:**

Discuss, provide amendments or recommendations to be incorporated in a future draft matrix.

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<sup>i</sup> The committee discussed using a Likert scale, or similar tool, to help provide numbers to the qualitative variables. A Likert scale is a rating scale used to measure opinions, attitudes, or behaviors. It is commonly used in survey research, marketing and social sciences. Using a 5-point quality scale as an example, "how would you rate this variable on a scale of 1-5: 1. Very poor, 2. Poor, 3. Sometimes, 4. Often, 5. Always. If the committee would like to apply numbers to the qualitative factors, thought will need to go into the most strategic way to make that meaningful.



# MEMORANDUM

**DATE:** July 28, 2023  
**TO:** Chair Hale and Joint Assembly/Juneau School Facilities Committee  
**FROM:** Katie Koester, Engineering & Public Works Director  
**SUBJECT:** CBJ and JSD Investment in Maintenance

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The purpose of this memo is to provide the committee with an overview of the annual dollars spent on both major maintenance (CBJ) and operational maintenance (JSD).

The attached spreadsheet shows a list of JSD projects from 2017- current. These are projects managed by CBJ Engineering, in consultation with JSD administration and maintenance. As you can see, over the last 5 plus years, almost 12 million dollars of maintenance projects have been accomplished or are underway. This represents the annual deferred maintenance funds the CBJ Assembly appropriates to JSD projects in the CIP (traditionally \$1M) and larger named projects like the three school roofs that were part of a bond package.

JSD will provide maintenance budget information as a supplemental item.

According to CBJ Charter Section 13.9, "The board, unless specifically transferring such responsibilities to the assembly, shall provide custodial services and routine maintenance for school buildings and shall provide employees for these purposes. The assembly shall provide major maintenance and all rehabilitation, repair and construction of school buildings." However, there may be some efficiencies worth exploring in combining CBJ and JSD building maintenance functions.

**Requested Action:** Discuss and provide staff direction on additional information needed regarding facility maintenance.

JSD Capital Projects Completed FY17-FY23							
CIP	Phase #	Project	School	Project	Lead	Total Project Cost	FY Completed
S02-102	01	MRCS UST Replacement	MRCS	UST Replacement	CBJ	\$201,203	FY17
S02-102	02	DZ Roof Repairs	DHMS	Roof Repairs	CBJ	\$74,479	FY18
S02-102	03	Marie Drake Def Maint	MDAS	Deferred Maintenance	JSD	\$74,849	FY21
S02-102	04	JDHS Fire Panel	JDHS	Fire Alarm Panel Replacement	JSD	\$55,836	FY21
S02-102	05	JDHS FY17 Bleachers Replacemen	JDHS	Bleacher Replacement	CBJ	\$241,429	FY19
S02-102	06	MRCS Controls Upgrade	MRCS	HVAC Controls Upgrade	CBJ	\$381,098	FY19
S02-102	07	FY17 Small Captl Improv Items	DW	FY17 Small CIP Items	JSD	\$292,190	FY21
S02-102	08	DZMS & MD HVAC Controls Upgrad	FDMS	Penthouse Siding Replacement	CBJ	\$1,913,585	FY19
S02-102	09	FDMS Penthouse Siding Repair	MRCS	Site Lighting Replacement	CBJ	\$28,729	FY19
S02-102	10	MRCS Site Lighting	DHMS	Commons Lighting Replacement	CBJ	\$41,569	FY19
S02-102	11	DHMS Commons Lightng Replac	DHMS	Kitchen Ventilation Upgrade	CBJ	\$26,339	FY19
S02-102	12	DHMS Kitchen Ventilation	MRCS	Playground Equipment Upgrades	CBJ	\$29,884	FY20
S02-102	13	MRCS Playground Equip Install	MCRS	Water Heater Replacement	JSD	\$113,255	FY22
S02-102	14	TMHS Water Heater Replacement	TMHS	Boiler Room Assessment & Boiler Repairs	CBJ	\$23,392	FY20
S02-102	15	JDHS Boiler Burner Replacement	MDAS	Sump Pump	JSD	\$17,907	FY20
S02-102	16	MD Kitchen Upgrades	DW	Lock upgrades	JSD	\$615,013	FY21
S02-102	17	JDHS Boiler Room Assessment	MD	MD Kit	CBJ	\$1,627	FY21
S02-102	18	Marie Drake Water Heater Repla	MD	MD Hot Water Heater	CBJ	\$0	FY 21
S02-102	19	MD Sump Pump	MD			\$24,886	FY 21
S02-102	20	DHMS OH Door Replacement	DHMS			\$16,897	FY 21
S02-102	21	JDHS Walk-in Cooler	JDHS		JSD	\$18,290	FY 22
S02-104	01	GASTINEAU Re-roof (partial)	GA			\$1,003,629	FY 21
S02-104	02	DHMS Re-roof	DHMS			\$1,966,428	FY 22
S02-104	03	RIVERBEND ES Re-roof	RB			\$2,599,028	FY 22
S02-105	01	JSD Def Maint & Improv	DW			\$50,000	ACTIVE
S02-105	02	MD Hot Water Tank Replacement	MD			\$60,558	FY 21
S02-105	03	MRCS Site & Playground Upgrade	MRCS			\$440,477	IN CLOSE-OUT
S02-105	04	MD LED Retrofit	MD			\$13,481	FY 21
S02-105	05	JD Stage Door	JDHS			\$109,905	FY 21
S02-105	06	AB School Water Damage Repair	AB			\$339	FY 21
S02-105	07	Riverbend ES Water Damager Repr (scope not covered by Insurance)	RB			\$300,000	ACTIVE
S02-105	08	JDHS Aux. Gym Lighting Repair	JDHS			\$19,383	FY 22
S02-105	09	District-wide HVAC Monitoring System	DW			\$50,000	ACTIVE
S02-105	10	MRCS Boiler Renovation	MRCS			\$900,000	ACTIVE
						\$11,705,685	

## Breckan Hendricks

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**From:** "Bartlett, Kristin" <[kristin.bartlett@juneauschools.org](mailto:kristin.bartlett@juneauschools.org)>  
**Date:** July 28, 2023 at 10:09:21 AM AKDT  
**To:** Katie Koester <[Katie.Koester@juneau.gov](mailto:Katie.Koester@juneau.gov)>  
**Cc:** Frank Hauser <[frank.hauser@juneauschools.org](mailto:frank.hauser@juneauschools.org)>, Cassee Olin <[cassee.olin@juneauschools.org](mailto:cassee.olin@juneauschools.org)>, Jeanne Rynne <[Jeanne.Rynne@juneau.gov](mailto:Jeanne.Rynne@juneau.gov)>  
**Subject:** Re: Joint Facilities

I just received some additional info about YDHS - attached. Kristin

On Fri, Jul 28, 2023 at 9:51 AM Bartlett, Kristin <[kristin.bartlett@juneauschools.org](mailto:kristin.bartlett@juneauschools.org)> wrote:

Hi Katie,  
 Attached please find a few documents describing the alternative and optional programs in the Juneau School District. Please let me know if you have any questions or need any additional information!  
 Kristin

On Fri, Jul 28, 2023 at 8:28 AM Katie Koester <[Katie.Koester@juneau.gov](mailto:Katie.Koester@juneau.gov)> wrote:

Good Morning Frank,

In the past we have scheduled a meeting with staff, President of the School Board, Chair of the committee. Obviously we have run out of time for that, but I think that is ok this round. Our intention in scheduling those meeting is to make sure everyone is on the same page and no one is caught by surprise. I have a am pretty booked this morning, but let's meet at 9:45 at City Hall to quickly go over packet materials before we meet with Rorie and the Finance Director.

Thanks,

Katie

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**From:** Frank Hauser <[frank.hauser@juneauschools.org](mailto:frank.hauser@juneauschools.org)>  
**Sent:** Thursday, July 27, 2023 5:40 PM  
**To:** Katie Koester <[Katie.Koester@juneau.gov](mailto:Katie.Koester@juneau.gov)>  
**Cc:** Cassee Olin <[cassee.olin@juneauschools.org](mailto:cassee.olin@juneauschools.org)>; Jeanne Rynne <[Jeanne.Rynne@juneau.gov](mailto:Jeanne.Rynne@juneau.gov)>; Kristin Bartlett <[kristin.bartlett@juneauschools.org](mailto:kristin.bartlett@juneauschools.org)>  
**Subject:** Re: Joint Facilities

Katie,

Thanks for the email.

We would be happy to provide more information and answer questions about the schools/programs you mentioned. I will pull some materials together for the packet, but the best place for information is on the JSD website.

- Yaakoosge Daakahidi - <https://ydhs.juneauschools.org/en-US>
- Montessori Borealis - <https://mont.juneauschools.org/en-US>
- Juneau Community Charter School - <https://jccs.juneauschools.org/>
- Tlingit Culture, Language and Literacy (TCLL) Program - <https://hves.juneauschools.org/en-US/parents-a3ad73a7/tcll-7a29b97d>

I have on my calendar that the CBJ meeting is at 10:00. Can we meet before?

Thanks,

Frank

Frank Hauser

Superintendent

Juneau School District

(907) 523-1701

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What are your favorite things about YDHS?

- ❖ Teachers who support, listen, and help you on an everyday basis
- ❖ Smaller classes and the individual attention you get
- ❖ Diversity
- ❖ The people and equality that you experience here every day
- ❖ The availability of snacks!
- ❖ Accelerated credits
- ❖ Students are well taken care of
- ❖ The humor
- ❖ The community feel
- ❖ Teachers care and help you work harder toward your graduation progress

*"I like Yaakoosge because there's a lot more focus on your education. They refuse to give up on you and work with you to succeed."*  
- M. (student)



## Want to Enroll?

Call our school to schedule an appointment:  
907 523 1802

We are in the Marie Drake building  
1415 Glacier Avenue. Juneau  
Phone: 907.523.1800 / Fax: 907.523.1819

YDHS Principal  
John Paul 523-1801  
john.paul@juneauschools.org

YDHS Administrative assistant/registrar  
Mary Robidoux 523-1802  
mary.robidoux@juneauschools.org

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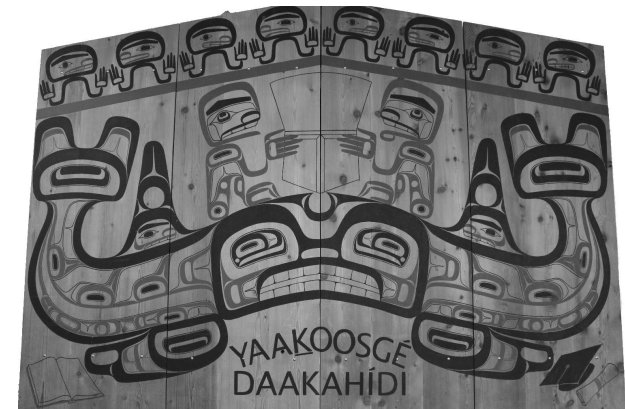
*"The teachers and staff really seem to care about each of the students and work to help them succeed in life, not just school."*

- A. (Parent)

YDHS is an accredited high school that issues its own diploma as part of the Juneau School District.  
We are fully accredited by:



*Helping Students Believe  
And Achieve:  
What a great way to succeed!*



Promoting the academic, work readiness, and social success of all students as they earn a high school diploma.

**B**right  
Positive **R**isk-Taker  
**A**spiring  
**N**oble  
**D**ependable

*We ride for the brand!*

## Regular Attendance is Crucial

- ❖ Students can earn a semester credit (.5) for each class in a quarter in core classes - a total of 10+credits/year.
- ❖ Students who miss over 5 days of class may be dropped from a class and lose credit for the quarter. This requirement varies depending on the type of class.

## Why have an advisor?

- Your Advisor is a teacher who acts as a go-between for school and home.
- Advisory helps students to organize their educational plans, their lives, and their issues in a private and supportive setting.
- On certain weeks, students do community service in their advisory classes for 2 hours or so. The activities vary, benefit the community, and help build character.
- Once a month, advisory time is spent doing a fun activity outside of school.

***"So far, I like this school a lot. Everyone's nice, the environment is completely different. Best school I've been to - I should have come here sooner."***

***- First impressions from K. (student)***

## STUDENT SUPPORTS @ YDHS

### TEEN HEALTH CENTER

A nurse from Public Health and a counselor from Juneau Youth Services are in the building several days a week for all students with parental permission.

### AVID

Any student at YDHS can enroll in AVID (Advancement Via Individual Determination). This elective provides support for students who want to push themselves to be ready for college and beyond.

### STUDY HALL

The schedule on Mondays and Fridays allows for all students to participate in study hall for the last part of the school day.

### SOFAA

Saturday Opportunities For Academic Achievement from 10 AM to 1 PM on many Saturdays each quarter for students to make up missing work and bring up grades.



## Earning credit outside of the school building

There are several ways to earn credit outside of the traditional classroom experience. Students can:

- enroll in PLATO classes
- take independent PE
- earn credit for work or service experiences
- enroll in before/after school dual credit classes at TMHS/JDHS (fisheries, construction, ETT/EMT)
- enroll in courses directly through UAS and earn dual credit for high school & college

Talk to your advisor about how these work.

The City and Borough of Juneau School District complies with all federal and State rules and regulations and does not discriminate on the basis of race, color, national origin, gender, disability, or age in its programs and activities, and provides equal access to the Boy Scouts and other designated youth groups. This holds true for all students who are interested in participating in educational programs and/or extracurricular activities. Inquiries regarding compliance and/or grievance procedures may be directed to the District's Title IX Coordinator or Section 504/ADA Coordinator Bridget Weiss, Director of Student Services 907-780-2050. [bridget.weiss@juneauschools.org](mailto:bridget.weiss@juneauschools.org) 10014 Crazy Horse Dr. Juneau AK 99901



# MEMORANDUM

**DATE:** July 28, 2023  
**TO:** Chair Hale and Joint Assembly/School Facilities Committee  
**FROM:** Katie Koester, Engineering & Public Works Director  
**SUBJECT:** Draft CBJ JSD Facility Master Plan

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The purpose of this memo is to re-introduce the committee to the Draft Summary of Findings for the [CBJ JSD Facility Master plan](#). In 2015, CBJ contracted with Jensen Yorba Lott (now Jensen Yorba Wall), to “provide research and information to form the basis of a comprehensive facility master plan slated to be completed in a subsequent phase of work” (Executive Summary, p.1).

The Draft Master plan is full of information that will be useful to the committee. For example, it develops a matrix that looks at the long term viability of the each facility taking into account age, educational adequacy, and energy efficiency of Schools (p. 72). Similarly, there is an Educational Adequacy assessment of each facility that looks at six categories including classroom learning environment, safety and security, and building community (p.205).

However, the Draft Master plan was never adopted. From what I gather researching the public record, the committee reviewed the Draft at their June 14, 2017, meeting. At the September 8, 2017, meeting they discussed recommendations from the Board of Education and questions from the consultant necessary to proceed with their work (see attached memos). At the December 13, 2017 meeting the Committee discussed the recommendations and directed staff to write and a summary memo and action plan and distribute to the committee members who can then decide if they would like to meet again. There is no record of a Joint Facilities Committee meeting until April 18, 2019, where this topic is not discussed.

Committee members should spend some time reviewing this plan and decide how to use the information presented. It may be as simple as using the document as inspiration to develop additional matrix criteria. Or the committee may want to update the plan with the goal of formally adopting it.

**Requested Action:** Discuss and provide staff direction on how to incorporate the Draft CBJ JSD Facility Master Plan into future committee meetings.

# Options in the Juneau School District 2023-2024 School Year

## TUITION-FREE OPTIONAL PROGRAMS

Section J, Item 9.

**Apply by April 21, 2023**

### **Juneau Community Charter School**

**907-523-1679 / [jccs.juneauschools.org](http://jccs.juneauschools.org)**

A K-8th grade school using natural resources as an extension of classrooms. Students experience learning first outdoors in nature during all seasons/weather. Our school depends upon family participation and commitment of 4 hr/mo of service for each child. Curriculum integrates project-based learning with lots of opportunities for children to work collaboratively.

### **Montessori Borealis Public School**

**907-523-1848 / [mont.juneauschools.org](http://mont.juneauschools.org)**

Children's House (ages 3, 4, K), Elementary (1-6 grade) and Adolescent Montessori Program (7-8). Open to all students in Juneau area. Children ages 3 & 4 pay tuition. Montessori approach accommodates each child's unique learning style & pace in a supportive atmosphere. For students with a wide range of academic achievement levels and backgrounds.

### **Tlingit Culture Language & Literacy**

**907-523-1850 / [hves.juneauschools.org](http://hves.juneauschools.org)**

TCLL is K-7 cultural immersion program working towards a dual language model. Tlingit language and culture are celebrated, respected, and integral to daily instruction of national standards. Housed in Harborview Elementary School and operated in partnership with Sealaska Heritage Institute, TCLL is open to students of all races, nationalities and abilities.

### **HomeBRIDGE**

**907-523-1821 / [homebridge.juneauschools.org](http://homebridge.juneauschools.org)**

In this home school program students can take up to 2 classes at their "base school" with no allotment reduction. Our teachers help you choose the best program for success. Computers and reference books help you on your way through the semester.

**Apply by April 21 2023**

For more information:

**[www.juneauschools.org](http://www.juneauschools.org)**







The Juneau Community Charter School is a Kindergarten through 8th grade public school open to all students in the City and Borough of Juneau. We are a small school where teachers, parents, and students get to know each other well and work together to assure every child's educational success. We build a strong learning community through small-sized, multi-grade classrooms; frequent opportunities for children of all ages to interact with each other; and a collaborative approach to governing the school between parents and teachers. We focus in experiential, project-based and collaborative learning, have rich and varied art and music programs school-wide, and take frequent field trips into the community. Juneau School District bus transportation is

17 available.

*We welcome visitors!*

*Please contact us anytime for more information*

Office: 907-523-1679

Fax: 907-523-1658

Email us: [jccs@juneauschools.org](mailto:jccs@juneauschools.org)

Principal

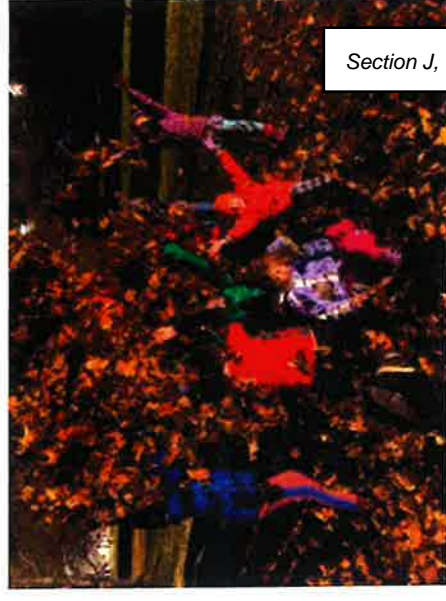
[caron.smith@juneauschools.org](mailto:caron.smith@juneauschools.org)

Administrative Specialist:

[tonya.essary@juneauschools.org](mailto:tonya.essary@juneauschools.org)



## A K-8 Public Charter School



Section J, Item 9.



### JCCS is a unique and valuable educational option for Juneau children

- We are a small school with 5 multi grade classrooms; K/1, 2/3, 4/5 and two 6/7/8 classes. All students, staff, specialists and families form a tightly knit community.
- The teachers integrate art, music and performance into the curriculum. In addition, specialists provide expert instruction in art and music; key-boarding, drums, recorders; guitar, in grades 4/5 and concert band, rock band and marimbas in grades 6-8.
- Math is taught as a hands on, interactive, place based approach which challenges children and helps to develop strong thinkers.
- The curriculum is project based, with lots of opportunities for children to work with their hands and minds, and with each other. Stem challenges are integrated into core content.
- Students are actively encouraged to express their ideas in daily discussions, long-term projects, and formal presentations. We place great emphasis on children listening to and learning from each other

### We value our local community, our school, our families and our children



- Students take frequent field trips into the community for hiking, skiing, swimming, ice skating, art galleries, museums and the public library.
- We foster parental involvement daily. Parents play an integral part school-wide.
- Our after school clubs are fun, cooperative and enrich physical and intellectual health.
- We have an inclusive environment that celebrates each child as a unique learner.
- At JCCS we practice and teach the concept of "Supportive Social Learning" whereby problems and conflicts are viewed as opportunities for students to develop socially, emotionally and ethically.

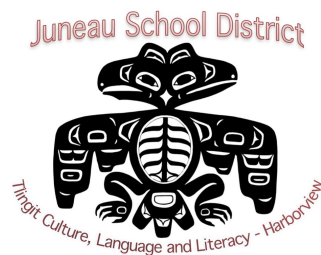


### Family involvement is required! Parent volunteers one hour a week.

Family members are in and out of the school throughout the day, working with small groups in the classroom and/or lunch recess. While we depend on parents during the school day, there are a myriad of other ways to participate outside school hours that are just as important in supporting the learning community.

As an optional program in the Juneau School District, JCCS participates in the placement process that is open to all interested families. Complete the application online at: [juneauschools.org](https://www.juneauschools.org) or <https://www.juneauschools.org> Call us at 523-1679 for any questions.





# Tlingit Culture, language and Literacy

March, 2023



## We Are Expanding to Middle School

TCLL is expanding to 6th and 7th grade next school year; 2023/24, and will continue to be housed at Harborview Elementary. An 8th grade class will be added for the 2024/25 school year.

- ❖ Two middle school core teaching positions, plus a middle school Tlingit language teacher position will be added to the program next school year.
- ❖ TCLL middle schoolers will enjoy cultural-based exploratories such as regalia-making, singing/dancing, carving, weaving, beading, cooking, formline drawing/painting, technology, and physical education
- ❖ TCLL middle schoolers can participate in sports and activities at their neighborhood middle school.
- ❖ School bus transportation is provided from all areas of Juneau.

Questions? (907) 523-1850 Join us to learn more!

- Zoom Info Meeting: March 27th 5:00 PM
- Classroom Visits: April 10th 8:30-9:30 AM
- Open House @ HBV: April 17th 5:00 PM

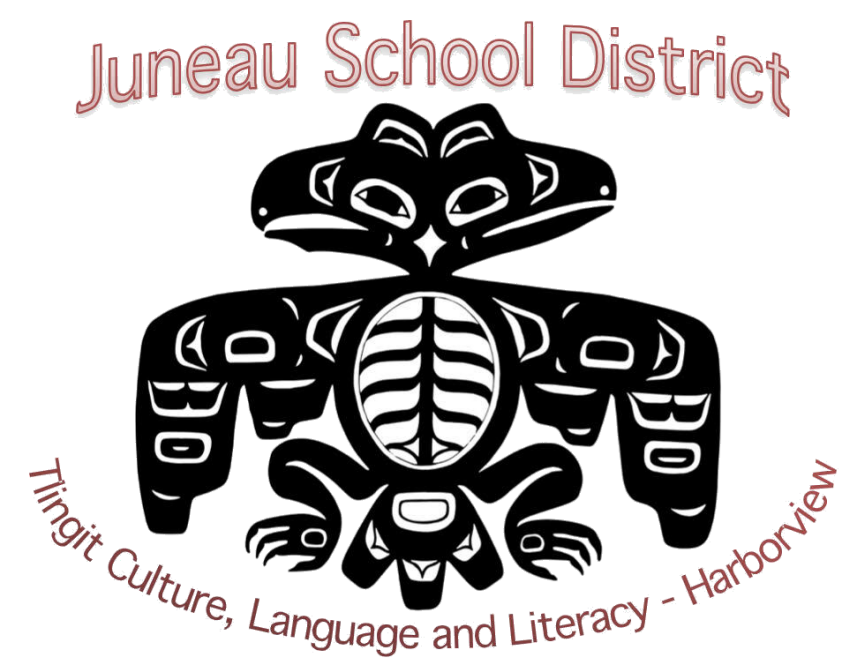
Applications  
available online!

[hves.juneauschools.org](https://hves.juneauschools.org)

**Apply by  
April 21st**



# Tlingit Culture, Language and Literacy Program



## ABOUT TCLL

The Tlingit Culture, Language and Literacy (TCLL) Program is a place-based, cultural-based optional program in the Juneau School District where the Tlingit language and culture are celebrated, respected, and integral to daily instruction of state standards. It is housed in Harborview Elementary School and operated in partnership with Sealaska Heritage Institute. TCLL is free and open to students of all races, nationalities, and abilities in kindergarten up to the 7th grade.

### ELDER BIRTH SPEAKER SUPPORT

Fluent Elder Birth Speakers support each classroom by guiding daily instruction of Tlingit language, culture, world-view, and values.

### BILITERACY INSTRUCTION & PROGRAMMING

TCLL's teaching staff continues to work toward integrating biliteracy instruction and traditional knowledge into academic content in both Tlingit and English.

### EXPERIENTIAL LEARNING

TCLL builds strong learning communities, creating future leaders and caretakers of our land through hands-on learning experiences.

### FAMILY COMMITMENT

TCLL families are committed to supporting Tlingit language learning not only at school but also in the home.

### FAMILY-CENTERED APPROACH

Peers, teachers, and Elders develop relationships built on the foundation of Tlingit values that extend beyond the classroom.



Applications for the 2023-2024 school year are available  
March 14 – April 21

To apply, please visit  
[hves.juneauschools.org](https://hves.juneauschools.org)  
or call (907) 523-1850



## Program Highlights

- Free Juneau School District Program for grades K-8. Children's House students ages 3 and 4 pay tuition as established by the JSD.
- Curriculum with a strong emphasis on language development, ideal for English Language Learners (ELL).
- Rigorous academics include place-based science and culture.
- Appropriate for children of all academic achievement levels because of differentiated instruction.
- Extended, uninterrupted work periods allow children to concentrate and complete work at their own pace.
- Includes specially designed Montessori materials to help children learn specific concepts and skills.
- Offers opportunities for leadership, modeling, and long-term relationships.
- Integrated drama, art, vocal and instrumental music.
- Small and supportive learning community.
- Montessori-trained teachers abide by the standards of the Association Montessori Internationale.

## Enrollment

The Montessori Borealis program is open to all students in grades pre-K through 8th grade.

Openings are filled using the Juneau School District placement process (aka. lottery). Please contact the school office to arrange for an observation, learn more about the program, and decide whether Montessori is right for your child.



## MONTESSORI BOREALIS

### Contact Information

#### Location:

Marie Drake (downtown)  
School bus transportation is provided for K-8th graders

#### Contact for information:

Kristin Garot, Principal  
kristin.garot@juneauschools.org

#### For information and to set up an observation:

Melissa Patterson, Administrative Assistant  
melissa.patterson@juneauschools.org

School Main Phone: (907) 523-1848

#### Contact for Enrollment:

District Office

Sally Hand, JSD Administrative Assistant  
sally.hand@juneauschools.org  
(907) 523-1771

[www.juneauschools.org](http://www.juneauschools.org)



**Montessori  
Borealis  
Public  
School**



## GRADES PRE-K THROUGH 8

Montessori Borealis is an alternative school in the Juneau School District. It includes a Children's House (ages 3, 4, and kindergarten), an elementary program (1st through 6th grade) and a middle school program (7th and 8th grade) called Adolescent Montessori Program (AMP).

Montessori Borealis is open to all students in the Juneau area; they are not limited by a specific boundary. Children ages 3 and 4 pay tuition as established by the Juneau School District (JSD). No tuition is charged for kindergarten – 8th grade.

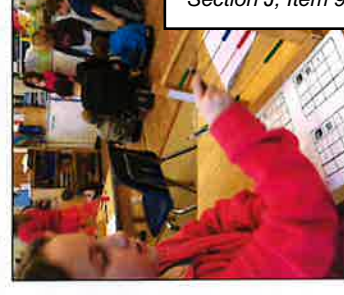
## What is Montessori?

Montessori is an educational approach based on the philosophy and teaching methods developed by Dr. Maria Montessori, an early 20th century Italian physician and teacher. The Montessori approach accommodates each child's unique learning style and pace in a supportive atmosphere.

Montessori is appropriate for students with a wide range of academic achievement levels, as well as of varying backgrounds. Special Education, English Language, and other educational services are provided to qualifying students in a manner

consistent with other Juneau District schools.

The Montessori teaching method is a proven educational approach used in a number of Alaskan public schools, as well as schools across the nation and around the world.



Section J, Item 9.

## ► Children's House



The Children's House is a multi-age (ages 3, 4, and 5) classroom with younger children joining the community of learners for a three-year period. Parents and teacher form a strong partnership and a community network of families to support each other and the development of their children.

The Children's House stimulates the development of executive functions: independence, self-motivation, self-direction, and self-control; the development of social skills and interpersonal communication; and a sense of community in a diverse, small learning environment.

The curriculum provides early literacy with a strong emphasis on language development, which is an indicator of later success. It also provides early exposure to math, and place-based science, art, and culture, emphasizing the development of the senses. It is ideal for English Language Learners (ELL), since sensorial experiences precede language.



Supported in part by SEAFOM (Southeast Alaska Friends Montessori).



## ► Montessori Elementary

The elementary classrooms are multi-grade (1/2/3 and 4/5/6) and children generally remain with the same teacher for three years. This gives teachers and families an opportunity to get to know each other well, develop community, and work together from one year to the next.

The day is organized around an uninterrupted 3-hour "Great Period", during which children focus on academic subjects. Children plan and select their work and the order in which their work will be done, while the teacher provides guidance and presents lessons.

Children as young as 1st grade are encouraged to research subjects that interest them. Depending on the subject and the child, the result of this exploration may take the form of a research paper, map, poster, science experiment, art or other project. P.E., recess, silent reading, and other aspects of the elementary school day are scheduled after the Great Period. Lunch is eaten family-style in the classroom. Art, drama, vocal and instrumental music are integrated into the child's day.

The elementary community is designed so children can work with those who are older and younger. Children have the opportunity to be leaders and followers, to both teach and learn, and to socialize with children of different ages.

## ► Montessori Middle School



The Adolescent Montessori Program (grades 7-8) emphasizes academics, social responsibility, and service to the community.

AMP provides a small and supportive setting in which students can attain personal independence through academic

choice, social responsibility, and service to the community. In this environment, students feel secure enough to risk being different and to consider unfamiliar points of view.

Basic to advanced math and literature are taught daily, while science, history and geography are covered in intensive blocks to allow for in-depth exploration and learning. Classes in Spanish, art, music, and P.E. round out the curriculum.

AMP provides a supportive community where students know they are respected and cared for, where they can challenge themselves through hard work, grow responsibly, and build meaningful relationships with peers and teachers.



Section J, Item 9.

**JOINT ASSEMBLY SCHOOL BOARD FACILITY PLANNING COMMITTEE  
THE CITY AND BOROUGH OF JUNEAU, ALASKA**

SEPTEMBER 8, 2017 12:00 PM  
MARINE VIEW BLDG - 4TH FLOOR LARGE CONF ROOM

---

**I. ROLL CALL**

**II. APPROVAL OF AGENDA**

**III. APPROVAL OF MINUTES**

- A. March 1, 2017
- B. June 14, 2017

**IV. STAFF REPORTS**

**V. AGENDA TOPICS**

- A. Directions to JYL for Phase II (Attachments: Recommendation from School Board Members of the Committee & CBJ Memorandum - JYL Services)

**VI. PUBLIC PARTICIPATION**

(Not to exceed a total of 10 minutes nor more than 2 minutes for any individual).

**VII. ADJOURNMENT**

ADA accommodations available upon request: Please contact the Clerk's office 72 hours prior to any meeting so arrangements can be made to have a sign language interpreter present or an audiotape containing the Assembly's agenda made available. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: [city.clerk@juneau.org](mailto:city.clerk@juneau.org)



**JOINT ASSEMBLY & SCHOOL BOARD FACILITY PLANNING COMMITTEE****Regular Meeting – March 1, 2017****5:30 – 6:30 PM – Assembly Chambers****Mary Becker, Chair****UNAPPROVED MINUTES****I. ROLL CALL**

Meeting was called to order by Chair Becker at 5:34 pm.

Committee Members Present: Committee Chair and Assembly Member Mary Becker, Assembly Member Jesse Kiehl (joined at 5:55 pm), School Board President Brian Holst, School Board Member Sean O'Brien, School Board Member Josh Keaton

Committee Members Absent: Deputy Mayor Jerry Nankervis was excused

CBJ Staff Present: City Manager Rorie Watt, Director of Public Works/Engineering Roger Healy, Chief Architect Richard Ritter, Project Manager Nathan Coffee

School Board Members Present: Steve Whitney

School District Staff Present: Superintendent Mark Miller, Director of Administrative Services David Means, Maintenance Supervisor Curtis Blackwell, Administrative Services Assistant Sally Hand

Presenters Present: Joann Lott of Jensen Yorba Lott, Al Weinberg of Aurora Corporate Enterprises, Karen Montovino of DLR Group

Public Present: Juneau Charter School Teacher Lindsay Hulbert, KTOO reporter Quinton Chandler

**II. APPROVAL OF AGENDA**

No changes requested

**III. APPROVAL OF MINUTES**

Minutes from the September 15<sup>th</sup> meeting were reviewed in the meeting packets. There were no corrections noted. The minutes were approved as written.

**IV. Staff Reports**

There were no staff reports.

**V. Items for Action**

There were no action items at this meeting.

**VI. Information Items****a. Facility Master Plan Presentation – JYL**

Joann Lott, Jensen Yorba Lott, started the presentation and introduced Al Weinberg and Karen Montovino of DLR Group's Portland, Oregon office. Joann Lott welcomed questions and discussions from the committee at any time throughout the presentation.

Al Weinberg presented the section on enrollment and state funding. Enrollment projections and the formula used by the state were discussed. There was also discussion on how using today's numbers and projecting out only provides a guess of the future; there are many variables.

Karen Montovino presented the section on educational adequacy and functionality of facilities. Charts were provided comparing sites to each other. There was no data for comparing the Juneau District to other school districts. There was much discussion about the data behind the charts; the data will be provided in more detail in the final report.

Joann Lott presented information on size and capacity of facilities. There was much discussion on capacity of facilities and state guidelines for capacity. More information will be provided in the final report.

Karen Montovino presented a data chart on deferred maintenance and energy efficiency. It was noted that facilities closer to capacity also ran more efficiently based on energy cost per student.

Joann Lott then presented information on boundaries and housing development. There was discussion about best use of schools and about future changes in areas of student density.

There was discussion about the information presented and what priorities the plan should address. It was mentioned that phase one was data collection and phase two will be more about options.

**VII. Public Participation**

(Not to exceed a total of 10 minutes nor more than 2 minutes for any individual).

Lindsay Hulbert, teacher at Juneau Community Charter School (JCCS), shared that JCCS is wanting to move to a different facility; the current location is not meeting their needs. She attended the meeting to see what was said about facilities and to say JCCS is open to partnerships.

**VIII. Future Meeting Dates**

Joann Lott mentioned there are two phases to this project and this was phase one. Roger Healy said the initial schedule has about two months' worth of work to prepare the draft report for review so the committee will meet again in about two months.

**IX. Adjournment**

Meeting adjourned at 7:51 pm.

**JOINT ASSEMBLY & SCHOOL BOARD FACILITY PLANNING COMMITTEE****Regular Meeting – June 14, 2017****12:00 – 1:00 PM – Assembly Chambers****Mary Becker, Chair****UNAPPROVED MINUTES****I. ROLL CALL**

Meeting was called to order by Chair Becker at 12:02 pm.

Committee Members Present: Committee Chair and Assembly Member Mary Becker, Deputy Mayor Jerry Nankervis, Assembly Member Jesse Kiehl, School Board President Brian Holst, School Board Member Josh Keaton

Committee Members Absent: School Board Member Sean O'Brien was excused

CBJ Staff Present: City Manager Rorie Watt, Deputy City Manager Mila Cosgrove, Director of Public Works/Engineering Roger Healy, Project Manager Nathan Coffee

School Board Members Present: Steve Whitney

School District Staff Present: Superintendent Mark Miller, Director of Administrative Services David Means, Maintenance Supervisor Curtis Blackwell, Administrative Services Assistant Sally Hand

Presenters Present: Joann Lott of Jensen Yorba Lott, Al Weinberg of Aurora Corporate Enterprises (on phone), Karen Montovino of DLR Group (on phone)

**II. APPROVAL OF AGENDA**

This item was not addressed.

**III. APPROVAL OF MINUTES**

- a. March 1, 2017 Minutes

This item was not addressed.

**IV. Items for Action**

There were no action items at this meeting.

## **V. Information Items**

### **a. Facility Master Plan – Draft Summary of Findings**

Roger Healy opened the discussion with an overview of the last few months and turned the meeting over to Joann Lott of Jensen Yorba Lott.

Joann Lott introduced Karen Montovino and Al Weinberg, who were both on the phone, and everyone at the table introduced themselves. Joann Lott reviewed the executive summary and gave a brief description of each category. The committee was encouraged to ask questions and discuss issues as the report was reviewed. Joann Lott mentioned that facility costs are 13% of the overall school district budget and the top three cost items are custodial, maintenance, and utilities.

There was much discussion on the areas of enrollment, capacity and efficiencies and the idea of combining grade levels or programs. There are other options to consider before closing a school.

There was also discussion about good vs. okay facilities tying to performance of students. Karen Montovino shared that important items are daylighting, relationships/collaboration spaces, and after-school support.

Information was presented about boundaries and housing development. There was discussion about enrollment projections and change in number of students by elementary and secondary grade levels.

Joann Lott shared that some recommendations for better use of facilities are to incorporate Charter School within District facilities, explore moving programs, making one high school, and changing/adjusting grade level groupings. Enrollment numbers are too high for one high school and the District is not interested in changing/adjusting grade levels.

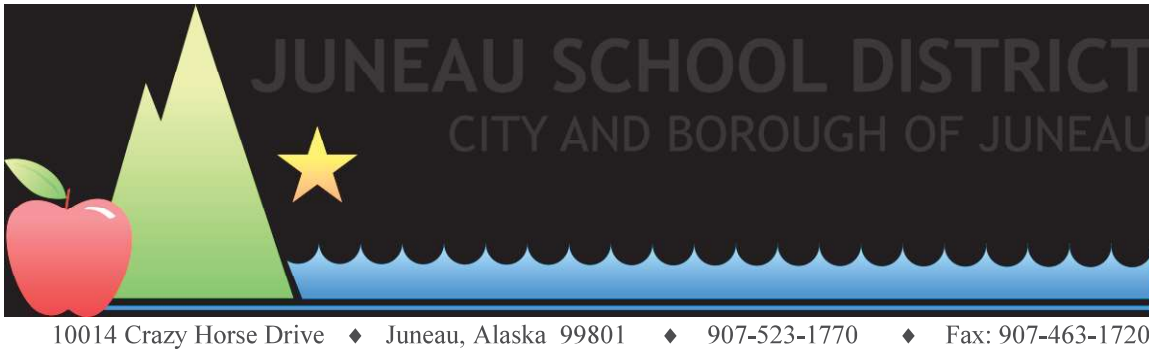
## **VI. Future Meeting Dates**

It was agreed the Assembly committee members and the School District committee members will meet separately to discuss the next steps then come together to establish a direction for the final report. The next meeting of the committee as a whole will be in early August. Roger Healy will be in touch with committee members to coordinate a date and time.

## **VII. Adjournment**

Meeting adjourned at 1:21 pm.





August 23, 2017

Memo To: Joint Borough Assembly – School Board Facilities Committee

From: David Means, Director of Administrative Services on behalf of  
 Brian Holst  
 Josh Keaton  
 Sean O'Brien

Subject: Recommendation from School Board Members of the Committee

The three members of the School Board met after the last committee meeting. They are recommending the following to the full committee:

We would find it valuable for the consultants to provide the following, in order of priority:

1. Prepare a list of prioritized spending to maintain facilities and improve educational delivery under the assumptions that
  - a) there are no changes to JSD programs and
  - b) every program stays where it is currently;
2. Identify options for incorporating Charter School into JSD facilities;
3. Determine options for increased Pre-K programming in our schools, including expanded JSD Pre-K programming (from anticipated grant funding) and potential use of facilities by private Pre-K providers; and,
4. Recommend changes in use of facilities around the district to more optimally match programs with facilities and provide a cost estimate for moving programs/functions under the assumption that there are no changes to JSD programs.



**ENGINEERING DEPARTMENT**  
CIP Engineering, Third Floor  
230 So. Franklin Street, Marine View Center

## memorandum

**Date:** Thursday, August 24, 2017  
**To:** CBJ/JSD Joint Facilities Committee  
**From:** Nathan Coffee, CBJ City Architect, 586-0895  
**Subject:** JYL Services

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### Committee Members:

JYL has satisfied the Phase 1 portion of their services agreement with the submission of the draft summary of findings report and participation in the last Joint Facilities Committee meeting. Phase 2 of JYL's original proposal included the following work:

### Phase 2 Master Plan Completion

#### Task 6

- A. Prepare draft Comprehensive Facilities Plan.
- B. Meet with CBJ & JSD to present the plan and discuss. The full team will be present in Juneau.
- C. Prepare final plan based on comments received.
- D. Submit final plan

The cost to complete Phase 2 work is \$21,770.

If the committee would like JYL to proceed with Phase 2 work, then JYL requests that the committee consider and respond to the following questions to guide Phase 2 efforts:

- Would JSD consider reorganization of grades at schools
- Would JSD consider closing an elementary or high school facility
- Would JSD consider relocating students from Marie Drake facility and moving administrative staff into the building