



2024-2025 Handbook

“Working together to nurture, empower, and inspire today’s student to positively shape tomorrow’s world.”

Table of Contents

Denali PEAK Contact Information	2
Denali PEAK Academic Compliance and Honesty	2
Denali PEAK Program Overview	3
Program Eligibility	4
Enrollment Process	4
Enrollment Requirements	4
Culturally Responsive Educational Work-plan (CREW)	5
Reporting	7
Monthly Contact (12 per year)	7
Quarterly (4 per year)	7
Semester Requirements (2/year)	7
State Annual Assessments	7
Academics	8
Academic Year	8
Curricular Materials	9
Tutoring	9
Grade Level Placement	9
Grading Scales	10
Grading Scale K-12	10
When does Denali PEAK use Withdraw or Fail?	10
Denali PEAK Certified Teachers	11
High School Graduation Requirements	11
Credit by Examination	12
College Classes	13
Graduation Ceremony	13
Student Records	13
Transcripts	13
Release of Records	13
Special Education	14
Appeals Process	14
Withdrawal	14
Collections	16
Accidents	16
Non-Discrimination (BP 5145.3)	16
Preschool Aged Sibling Scholarship	17

Student Allotment Fund Accounts (Allotments)	17
Allotment Amounts Per Verified Student	17
Allotment Spending	17
Transferring Funds	20
Examples of Allowable Expenses	20
Examples of Non-Allowable Expenses	21
Financial Record Keeping	22
Reimbursement/Vendor Payment Procedures	22
Parent Reimbursement	22
Denali PEAK Vendors	23
Invoices/Receipts:	23
Technology	24
New Computers	24
New iPads	25
Buy Your Own Device (BYOD)	25
AT&T Mobile Wireless Devices	25
Unclaimed PEAK Ordered Technology	26
Borrowed Computers	27
Computer/iPad Care	27
Record Keeping	28
Continuous Enrollment	28
APPENDIX A- Responsibilities	28
Parent/Guardian Responsibilities:	28
Advisor Teacher Responsibilities:	28
Appendix B- Checklist for Reimbursement	30
Appendix C- Military Opt-Out Form	30
Appendix D- Directory Information	33
Appendix E -Notification to Parents of Teacher Qualifications	34

Denali PEAK Contact Information

<p><u>Denali PEAK Anchorage Office</u> 4240 Old Seward Hwy, Suites 3-6</p>	<p><u>Denali PEAK Mat-Su Office</u> 1401 S Seward Meridian Pkwy, Suite H Wasilla, AK 99654</p>
---	---

Anchorage, AK 99503 (907) 563-0990 - Phone (907) 563-0996 - Fax	(907) 357-2730 - Phone (907) 357-2733 - Fax
<u>Denali PEAK Healy Office</u> (Located in our District Office) PO Box 280 Healy, AK 99743 (907) 683-2278 - Phone (907) 687-2514 - Fax	Send us an email: DenaliPEAK@dbbsd.org Visit our website: www.DenaliPEAK.org Check us out on Facebook: DenaliPEAKHomeschool Find us on Twitter: @DenaliPeak

Denali PEAK Academic Compliance and Honesty

Academic compliance, honesty, and integrity is of the utmost importance to Denali Borough School District (DBSD). When a student is enrolled in Denali PEAK Correspondence/Homeschool Program, they become responsible for all aspects of the program. Culturally Responsive Educational Work-plan (CREW) created together with parent educators and certified teachers are designed based on standards (AS 14.03.300(a)(1)(2)) to establish classes which produce academic assignments, journals, and assessments, which exist to help students learn. Grades that result from each of these exist to show how fully the goal stated on the CREW is attained; therefore, the expectation of each Denali PEAK student is all work and grades should result from his/her own effort and understanding.

Denali PEAK Program Overview

The Denali PEAK Correspondence/Homeschool Program was developed through combining the best of many Alaskan homeschool programs. The need for the Denali Borough School District to provide families a homeschool alternative stems from a growing demand for diverse educational settings within our own District and the State of Alaska. Offering students and parents individualized choices in educational programs is central to the philosophy of the Denali PEAK program. Denali PEAK Correspondence/Homeschool Program utilizes current educational research and technology to provide a high level of quality assistance and support to our homeschool parents and students.

Program Eligibility

Enrollment with the Denali PEAK Correspondence/Homeschool Program is open to school-age students (K - 12) who reside in Alaska and are not enrolled full-time in another public school. The academic year begins on July 1st and ends on June 30th.

Please contact our office about Denali PEAK's Summer Session. Summer Session runs from through August 15th of the current school year

Enrollment Process

Once an online enrollment application is completed, a Denali PEAK staff member will contact the parent/guardian/student via phone to set up an Culturally Responsive Educational Work-plan (CREW) appointment and complete registration. A student is not considered enrolled in Denali PEAK until a completed enrollment form is verified and a student's CREW is signed by a parent/guardian/student. By verifying enrollment and signing the CREW the parent/guardian agrees to the requirements below.

Enrollment Requirements

- Denali PEAK will accept Kindergarten students who are at least five years old by September 1st of the current school year.
- Denali PEAK students must be able to prove that they are residents of Alaska.
- Denali PEAK parents/guardians/students must develop a Culturally Responsive Educational Work-plan (CREW) with a Denali PEAK advisor teacher who is certified in the state of Alaska.
- Denali PEAK students must meet Denali Borough School District assessment requirements.
- Denali PEAK students are expected to be in compliance in order for allotment funds to be utilized.
- Parents/guardians of enrolled students must agree to assist Denali PEAK in obtaining educational records from previous schools (or provide required information themselves) for each child enrolled.
- Denali PEAK parents/guardians are required to have access to the internet with

an active email address.

- Denali PEAK will accept students concurrently enrolled in any other public school in Alaska, provided the student is not enrolled full time at either school.
 - Coursework from other schools may not be submitted or substantially similar to that of Denali PEAK.
 - Upon enrollment, the family will need to submit a schedule of courses from their public school in order for the Denali PEAK staff to assist with determining needed courses with Denali PEAK.
 - A student may not be counted as more than one full time equivalent for state funding purposes.
 - One Denali PEAK course is equivalent to 0.25 full time equivalent.
- Denali PEAK will accept students concurrently enrolled in a private school in Alaska. A schedule of courses must be provided.
- Denali PEAK requests that parents keep their contact information up to date.
- Students who are not enrolled full time will not receive a full allotment, carry forward funding from any previous year, nor are they eligible for peak ordered technology.

FAILURE TO COMPLY WILL RESULT IN AN ALLOTMENT FREEZE AND YOUR STUDENT(S) MAY BE WITHDRAWN FROM OUR PROGRAM.

Culturally Responsive Educational Work-plan (CREW)

The Culturally Responsive Educational Work-plan (CREW) describes the student's courses, activities, and curricular materials that meet the needs of the student based on their cultural surroundings and academic beliefs. This is presented in a format that reflects the Alaska State Standards by ability level through curriculum and instruction written into the CREW developed between parent educator and PEAK advisor teacher. In addition to serving as the student's study plan, the CREW serves as a checklist for reporting requirements and a tool for ensuring that reimbursements are authorized based on a direct relationship to the student's cultural and educational activities (4 AAC 33.421(a)(h)).

- The Culturally Responsive Educational Work-plan (CREW), developed between a Denali PEAK advisor teacher and parent, outlines specific courses and requirements to be reviewed during quarterly or semester progress reporting.

- Parents consult with a Denali PEAK advisor teacher concerning any questions or changes to the student's Culturally Responsive Educational Work-plan (CREW), the curriculum, materials, or supplies.
- Full time student(s) must be enrolled in a minimum of four (4) courses.
- At least 50% of courses on a CREW must be academic core courses: Language Arts, Math, Social Studies, Science, Technology, World Languages or required IEP courses. (4 AAC 33.426)
 - Student(s) may not have more elective courses than academic core courses.
 - If a student has passed the state assessment, or are in grades 10-12, they may choose which core courses to be listed on their CREW.
 - High school students must take at least one academic core course for each elective course, unless they have met DBSD graduation requirements.
 - High school students will be academically advised to meet graduation and Alaska Performance Scholarship requirements.
- Students, parent(s)/guardian(s), and Denali PEAK advisor teachers must ensure that the CREW consists of courses that are not substantially similar to what the student is taking with another public school.

Reporting

Monthly Contact (12 per year)

Denali PEAK Correspondence/Homeschool Program requires monthly contact concerning academic progress to be maintained between the parent(s)/guardian(s), or adult aged student(s), and their Denali PEAK advisor teacher. Contact may take one of the following forms: phone call, text, email, fax, personal visit, shared document, or other contact as arranged with Denali PEAK staff.

Quarterly (4 per year)

- State regulations require that Denali PEAK advisor teachers monitor each student's work and progress.
- Denali PEAK utilizes online assessments for year end progress in Language Arts, Mathematics, and Science (grades 5, 8, and 10).
- There are several ways to assess student work and progress as outlined by the

student's CREW:

- The following are *examples* of what may be submitted on a quarterly basis:
 - Activity Journal
 - Log of hours
 - Journal of reflective writing
 - Transcript/Certificate of Completion/Report Card
 - Any course taken from an outside entity must provide a transcript, certificate of completion, or report card to be submitted to the advisor teacher
 - Examples of outside entities are: university courses, online courses, etc.
 - Portfolio
 - Work samples
 - Photos
 - Videos

Semester Requirements (2/year)

- Semester grade reports are available for print and download from the Denali PEAK website.
- Grade reports are required at the end of semester 1 and 2 (quarters 2 and 4 respectively), and transcripts, certificates of completion, and report cards may accompany the grade report for documentation purposes.

State Annual Assessments

Denali PEAK requires students to participate in state annual assessments. School districts must obtain a minimum of 95% compliance in assessment attendance. *This is a critical issue for all schools, but is of paramount importance for homeschool programs.*

General information concerning annual assessments (subject to change):

- All students in grades 3-9 will be assessed in English Language Arts and Math.
- ONLY students in grades 5, 8, and 10 will take the Science assessment.
- Denali PEAK strives to coordinate with local educational institutions throughout the

state to provide assessment sites for students.

- Students are required to attend assessments, and parents must work cooperatively with Denali PEAK and other agencies to meet Denali PEAK assessment requirements.
- Scores will be made available as soon as possible.
- Failure to participate in mandatory assessments may result in refusal of enrollment privileges such as awarding of carryover funding and will require English and Math be written into the CREW.
- Non-attendance issues will be reviewed on a case-by-case basis.
- Assessments take place in March and April.

Academics

Academic Year

The academic year for Denali PEAK Correspondence/Homeschool Program begins July 1st. The academic year for Denali PEAK ends June 30th. All quarterly work and semester grades must be submitted by the designated calendar dates, all twelfth grade work must be submitted by the first week of May to ensure graduation requirements have been met according to board policy. For all K-11th grade student work, if additional time is needed, the parent educator must contact the students' advisor teacher to set up a plan. Staff training, holiday, and vacation closures for Denali PEAK are posted on the website, calendar, social media accounts, and emailed via our student information system.

Curricular Materials

- State regulations mandate that all curricular materials, including textbooks and other instructional aids, be reviewed by the District. Partisan, sectarian, denominational doctrines are prohibited in curricular materials (AS 14.03.090). Discrimination in curriculum, including textbooks and other instructional materials, is also prohibited (AS 14.18.060).
- Curricular materials not available from Denali PEAK are reviewed to meet Alaska state standards. If the materials meet these standards, they may be purchased or reimbursed through individual student allotments.

- Denali PEAK materials purchased or reimbursed with District funds through student allotments, are the property of the Denali Borough School District and can be requested to be returned to the District at any time.
- Denali PEAK may have materials available for parents through the library for use at a discounted rate. Please consult with advisor teachers for more information on the current inventory of materials.
- Denali PEAK offers an online curriculum for grades K-12. The costs for these programs may be deducted from each student's allotment when setting up the student's CREW.

Tutoring

Please contact your advisor teacher about tutoring sessions.

Grade Level Placement

Denali PEAK Correspondence/Homeschool Program will accept Kindergarten students who are at least five years old by September 1st of the current school year. Grade level placements will be based on age or current grade level if a student is dually enrolled. For advanced placement - documentation or assessment scores may be required prior to approval.

Grading Scales

There are several methods of grading used by a wide variety of vendors, school districts and parents. The most important thing to remember about grading is that it is simply a fast and easy way to list the student's progress in a given area. After review and consideration of any recommendations submitted by the student and parents, the student's grades are determined and assigned by a certified teacher.

High school student grades are different as some institutions use them for program eligibility, placement, or other requirements. For this reason, high school level classes must be graded by a certified teacher and/or through a certified program that meets Alaska state requirements for credit. For high school students, an adequate number of work samples must be turned in each quarter in order to receive a grade and credit. Please consult with a Denali PEAK Teacher to determine the appropriate amount of work

needed for each course.

Grading Scale K-12

- A (90-100%) Outstanding Achievement or Advanced 4.0 grade points
- B (80-89%) Above Average Achievement or Proficient 3.0 grade points
- C (70-79%) Average Achievement or Developing 2.0 grade points
- D (65-69%) Below Average Achievement or Emerging 1.0 grade points
- F (0-64%) No Credit 0.0 grade points
- W Withdraw 0.0 grade point

When does Denali PEAK use Withdraw or Fail?

- “W” is used if the student is still enrolled in the school, but withdraws from the class if there is an amendment to the CREW (another class replacing that class) prior to grades being entered for that semester.
- “W” is used if a parent withdraws a student from the school before the first business day of November.
- If a student drops a course in quarter 3, that was originally a year long course, and no work was submitted for quarters 1 and 2, that student would receive an “F” for first semester and a “W” for second semester.
- An “F” is used if a parent withdraws a student after quarter 1, before the end of quarter 2, and has not submitted the required work and Semester Grade Report.

Denali PEAK Certified Teachers

- All Denali PEAK Correspondence/Homeschool Program parents/students may contact any Denali PEAK office. We are staffed with advisor teachers, who are certified by the State of Alaska. Denali PEAK advisor teachers may be available in person, by phone, teleconference, text, email, and fax.
- Denali PEAK advisor teachers provide assistance with: curriculum selection, education and content planning, instructional tips and pointers, tutoring, allotment spending related to the CREW, assessment information, assessment accommodations as required, contact information concerning Special Education Services/Child Find Activities, and referral to additional services.

- All students seeking a diploma through Denali PEAK will have access to an advisor teacher to help set up and maintain an advising plan for graduation requirements. Denali PEAK Administration will assist in maintaining transcripts, transferring credit, and, upon request, with college assessments and scholarship information.
- Any parent concerned with the actions of a Denali PEAK advisor teacher is encouraged to contact the Denali PEAK Administration.

High School Graduation Requirements

Denali Borough School District has established the following credit requirements for Denali PEAK Correspondence/Homeschool Program high school graduation (BP 6146.1):

- Language Arts: 4 credits
- Math: 4 credits
- Science: 3 credits
- Social Studies 3 credits: 0.5 credit of Alaska Studies; 0.5 credit US Government; 1 credit US History; 1 credit Social Studies
- Technology and/or Career: 1 credit
- PE: 1 Credit
- Health: 0.5 credit
- Electives: 5.5 credits

22 Credits Total

A Denali PEAK teacher will review student transcripts and inform families of required credits per DBSD high school graduation requirements. Denali PEAK high school credits will be assessed and awarded using the Culturally Responsive Educational Work-plan (CREW), report information, sufficient work samples/evidence of course completion, and review. Those students who have completed the required credits will be awarded a high school diploma through the Denali Borough School District.

Denali PEAK does offer each high school student the opportunity to plan for the Alaska Performance Scholarship (APS). Please speak to your advisor teacher for additional details.

Credit by Examination

- As per AS 14.03.73, DBSD students enrolled in grades 9-12 may challenge one or more courses provided by the district by demonstrating mastery in mathematics, language arts, science, social studies, and world languages. A school district shall give full credit for a course to a student who successfully challenges that course.

- A student cannot be granted credit by examination for a course in which he/she has previously earned credit.
- A student may not take a prerequisite course if they are presently enrolled in or have previously earned credit in an advanced course if both classes are with Denali PEAK.
- Upon receipt of a request for credit by examination, the administration will appoint an examiner. The examiner will select or construct an examination that is consistent with the approved course description and objectives and will be equivalent to a final examination of a given course. The examiner is expected to proctor the test, score it, notify the principal of the results and submit the test materials to the secretary.
- The student must pay all fees related to the exam in advance. When a DBSD advisor teacher is assigned to create and score the exam, a fee will be charged.
- A ninety-percent or “A” score on the exam is required to receive credit. If credit is denied, a student may not re-apply for credit by examination for the same course. (BP 5121.2)

College Classes

High school credits will also be granted for post-secondary courses taken through regionally accredited postsecondary institutions. Superintendent approval, or designee, in writing on a case-by-case basis is required in order for post-secondary credits to be counted for non-elective courses. (BP 5121.1)

Post-secondary Credit = High School Credit

- 1 = .10
- 2 = .25
- 3 = .50
- 4 = .65
- 5 = .80
- 6 = 1.00

****If a university foreign language course offers a full year of a language in one semester, this will equate to one year of a foreign language for Alaska Performance Scholarship (APS) purposes.**

Graduation Ceremony

Denali PEAK will conduct an annual graduation ceremony. Denali PEAK Homeschool/Correspondence does not reimburse for graduation related expenses (i.e. student photos, announcements, transportation, lodging). Graduation ceremonies are planned and paid for by the graduating class. The graduation ceremony for Denali PEAK

is held on the first Friday in June.

Student Records

Transcripts

The term “Transcript” refers to the course records and grades for students. Transcripts are based on work completed. Copies of transcripts are available to students, parents, and third parties upon the legal guardian's written request. Please allow a minimum of ten (10) business days for transcript requests to be processed. All transcript requests must be made to the Anchorage Denali PEAK office by completing the Denali PEAK Transcript Request Form.

Release of Records

In compliance with the Family Education Rights and Privacy Act of 1974 (FERPA), Denali PEAK Correspondence/Homeschool Program will request records from a student’s indicated previous school. Parents/guardians have the right to see, obtain copies from, and contest the contents of, educational records (for additional information, contact the Denali PEAK administration). Upon a parent/guardian request, notice of transfer to another school, or a request for records from another educational institution, Denali PEAK will forward education records in accordance with governing regulations.

Special Education

If you are interested in enrolling a student in Denali PEAK Correspondence/Homeschool Program who is eligible for special education services, or your student is currently enrolled with Denali PEAK and you feel they may need to be assessed for the existence of a recognized handicapping condition, please contact our Special Education Team by calling (907) 563-0990 to ensure your student’s needs are addressed.

Appeals Process

While participating in the Denali PEAK Correspondence/Homeschool Program, parents/guardians are entitled to appeal any restriction within the program model to the Denali PEAK administration. If there is no written policy for a specific situation, the Denali PEAK administration will determine the response, which is also subject to appeal.

- Appeals must be submitted to the principal in writing, clearly outlining the area of concern and the effect this decision has on the student.
- If an appeal is based on the Denali PEAK administration's decision, the matter will be forwarded to the District Superintendent.
- Regardless of the outcome, all appeals will be responded to in writing and include the information used to render the final decision. The decision rendered by the Denali Borough School District Superintendent can be appealed to the DBSD School Board (BP 1312, BP 4344 these are at our website).

Withdrawal

A parent may withdraw their student from Denali PEAK Correspondence/Homeschool Program at any time by notifying any Denali PEAK office and completing a Withdrawal Form. At the time of withdrawal:

- It is the parent's responsibility to return all funds to Denali PEAK deducted, paid out, or reimbursed from the student's allotment fund account for any student who withdraws prior to the last business day of October.
- Materials reimbursed or paid for that are considered non-consumable, at a cost of \$100 or more, will be returned to Denali PEAK within 30 days of the withdrawal date.
- Parents are financially liable for damaged or missing items, including computer and iPad accessories.
- If materials are not returned or paid for within 30 days, a certified letter will be sent requesting their return or purchase of specific materials in accordance with withdrawal procedures.
- After 60 days, Denali PEAK will take corrective action to solve the problem of materials not being returned or purchased.
- All Computers, laptops, iPads, and accessories (cords, mouse, etc.) purchased by Denali Borough School District are on loan from Denali PEAK regardless if the "buy out" or "borrowed" option is chosen during the technology meeting. Devices must be returned to Denali PEAK upon withdrawal if all enrollment requirements are not met.

- Purchase requests or reimbursements dated on or after the withdrawal date will not be honored. Student records may not be released until all parent obligations are fulfilled and financial obligations met.
- Students who are withdrawn, by parent or administration, will not receive carryover funding from any previous year.
- Parents who do not respond to communication attempts within 30 days, *or* do not meet minimum reporting requirements, may have their student withdrawn from the Denali PEAK program, may be required to reimburse funds disbursed, and must return technology.
- Students may be withdrawn for not participating in the required Denali PEAK assessment program.
- Students will be withdrawn immediately if a parent defrauds the school.

Students will be withdrawn from the program in conjunction with Alaska State Law, which states that the exit date is the earlier of:

- a) the date when notice is received from the parent or guardian that the student will no longer participate;
- b) the date when the student enters and attends another school full-time;
- c) 30 calendar days after which no contact is made or correspondence is received from the student, parent or guardian.

Collections

- Computers/tablets/inventory items \$100 or more are owned by the Denali Borough School District if they are purchased with or reimbursed by student allotment funds.
- Student(s) who withdraw, or are withdrawn, from Denali PEAK Correspondence/Homeschool Program must return their computer/tablet or inventoried items worth \$100 or more within ten (10) business days of withdrawal.
- Students who do not re-enroll with Denali PEAK, have not completed the two year purchase of the computer, or have a borrowed computer or inventoried item, must return said items by October 10th of the current year, or ten (10) business days from the date non re-enrollment has been established.

- If items requested are not returned by the above times specified, Denali PEAK will begin the collections process:
 - First notice - return the computers/tablets/inventoried items
 - Second notice - 30 days - return the computers/tablets/inventoried items
 - Third notice - 60 days - return the computers/tablets/inventoried items
 - Final notice - 90 days - Cornerstone Collection Agency notified, items listed become the property of the student/family and payment must be made in lieu of returning requested items

Accidents

Denali PEAK and the Denali Borough School District can assume no responsibility for accidents occurring during homeschool classes, workshops, field trips, or any other activities supervised by parents or a private vendor/contracted service provider.

Non-Discrimination (BP 5145.3)

Denali Borough School District and Denali PEAK Correspondence/Homeschool programs and activities shall be free from discrimination with respect to sex, race, color, religion, national origin, ethnic group, marital or parental status, and physical or mental disability. The DBSD School Board shall ensure equal opportunities for all students in admission and access to academic courses, guidance and counseling programs, athletic programs, testing procedures, vocational education and other activities.

Preschool Aged Sibling Scholarship

Enrolled families with preschool aged siblings also enrolled, who are at least three (3) years old by September 1st of the current school year may be eligible for a scholarship. Unused scholarship funds do not carry forward.

Student Allotment Fund Accounts (Allotments)

Allotment Amounts Per Verified Student

Pre-K:	Ask us about possible scholarships
K-5:	\$2300.00
6-8:	\$2700
9-12:	\$2900.00 diploma track

or
\$3200.00 APS diploma track

Allotment Spending

The following are submitted as guidelines for appropriate allotment spending; final approval of all spending is subject to program administration approval:

- No religious, doctrinal, or related materials are permitted (AS 14.03.090 & AS 14.18.060). (Faith based or faith infused materials are not reimbursable.)
- Items requesting to be reimbursed from a student allotment fund must be directly related to activities and materials outlined on the Culturally Responsive Educational Work-plan (CREW).
- When requesting reimbursement for a university course, documentation showing passing status for the requested course must be provided in addition to a course schedule, statement showing fees were paid by a listed parent/guardian, and a completed payment request form.
- Any curriculum, materials, or supplies purchased with student allotment fund account funds are Denali PEAK property.
- All student allotment funds are for use throughout the current school year and purchases must relate to use and timing within that school year period. Annual passes/curriculum/registration purchased July - December of the current school year will be reimbursed in full. Annual passes/curriculum/registration purchased January - June of the current school year, will be reimbursed at the prorated total. The remainder may be resubmitted the following school year with approval and parent/guardian resubmission of the receipt.
- No reimbursements/purchase requests will be considered prior to student enrollment approval and an approved Culturally Responsive Educational Work-plan (CREW).
- Receipts for the current school year may be submitted starting July 1st; receipt processing for the school year will begin on August 15th, or the first business day following.
- An academic deduction for any course in the CREW is required before any other receipts will be processed.
- Student allotment funds are dedicated to the individual student.
- Items used by multiple sibling students may have the cost evenly distributed between

the different student accounts (such as Internet expenses), with the exception of technology.

- Denali PEAK maintains a detailed account of student allotment fund account funds which will be available to parents through DBSD student information system (SIS). Items pending actions will not be reflected until processed.
- Processing of receipts in the month of December will be limited to the first two weeks due to Denali Borough School Districts winter break.
- The cut-off date for vendor/direct pay allotment fund account spending is the first business day in the month of April. Exceptions will not be made.
- The last day to submit orders/wishlists to an advisor teacher or company (Barnes & Noble, etc.) is the first business day in the month of April. Exceptions will not be made.
- The cut-off date for student allotment fund account spending and submission for reimbursement is the last Friday in the month of April. Reminders are sent out via email, newsletter, posted on social media, and our website.
- Student allotment fund account from the previous school year will carry forward into the current school year for incoming grades 1st-12th, not to exceed \$5000.
- Payments to vendors will be processed prior to reimbursements.
- Denali PEAK deducts tutoring and grading fees for correspondence courses for which Denali PEAK provides a teacher of record (instead of the parent).
- Buy Your Own Device receipts will be accepted year long, but BYOD devices deadline for purchase is semester 1.
- Cost of repair for student/family owned items is the responsibility of the parent/guardian and not reimbursable out of the student allotment fund account.
- Cost of repair for district owned items (i.e. computer, iPad, mifi), if brought into Denali PEAK for repair, will be deducted from the student allotment. Reimbursement to parent/guardian/student is not allowed.
- If an item is returned to a manufacturer or supplier due to manufacturer defect, Denali PEAK must be notified and the funds must be returned to Denali PEAK, or it will remain on the student's inventory list.

- Items purchased may not be discarded, donated, or resold without permission, in writing, from Denali PEAK Correspondence/Homeschool Program.
- Most materials will be reimbursed up to \$99.99 if it is age appropriate, relates to the CREW, and is reimbursable by public school funding guidelines. If reimbursement for an item is sought at a higher value, the parent must receive approval from an advisor teacher.
- Charges will not be reversed if the decision to change/return a purchase is made.
- One Parent Cost reimbursement:
 - In order to reimburse the cost of one parent to attend and participate in an events, the following must be adhered to:
 - a) Student must be 100% enrolled with DBSD
 - b) May not use Carry Forward funds
 - c) Must be noted in the student's CREW
 - d) Must meet an instructional need, not participation in the course. Ex: Paint night- taught by an instructor, parent is not needed for the teaching portion. Skiing- parent is the instructor and must purchase a lift ticket to teach the lesson.
 - e) Must be activity based - no purchase of equipment, clothing, etc.
- If a parent is in doubt about materials, call any Denali PEAK office before purchasing curriculum or materials and speak to an advisor teacher.

Transferring Funds

- Funds may be transferred from one student allotment to another only under the following circumstances:
 - Only funds in the current year's allotment may be transferred
 - The transferred funds must be used for a purchase in the current year
 - The giving and receiving students must be in the same family
 - The receiving student must have used all of his/her available funds from both the current year's allotment and the carry forward from previous years
 - Transfer of funds cannot be made to/from seniors or Pre-K

Examples of Allowable Expenses

- 4 AAC 33.421.(B)(h)
 - A correspondence study program may not pay for or provide money for services or materials that do not reasonably relate to the delivery of the students' instructional needs. Textbooks, curriculum materials, school supplies, tutoring services, athletic equipment, and technology expenses may be approved by the

certificated teacher who has primary responsibility for the course. Funding for other materials or services requires the approval of the correspondence program director or the director's trained designee and the valid instructional purpose served by the expenditure must be noted in the student's Culturally Responsive Educational Work-plan (CREW).

- Examples are as follows (*including, but not limited to*):
 - Paper, pencils, rulers, notebooks
 - Curriculum Supplies (workbooks, references, user resource books, reading books)
 - Photocopying (legal reproduction materials)
 - Computer media (disks, ink, paper, standard peripherals)
 - Internet Access fees (all pages of bill/statement required)
 - Lessons/tutoring related to CREW's courses
 - Approved instructional materials or programs
 - Curricula, courses, texts, teacher manuals and/or supplements
 - Calculators
 - Student Furnishings: Desk, lamp, and bookshelf for use by an individual student
 - Culinary items relating to a specific recipe or practice in culinary arts that is documented in the student's CREW based on grade level, the skill being taught, and expertise in the course. Culinary items reimbursed for will *mainly* be consumable.
 - Instrument rentals (limitations apply – please contact Denali PEAK for details)
 - Supplementary teaching materials (non-faith based/faith infused)
 - Computer printer/fax, (limitations apply – please contact Denali PEAK)
 - Educational apps that relate to the student's CREW
 - Athletic items/equipment, up to \$99.99 per item (gear, supplies, equipment, etc.)
 - Activity fees (i.e., ice time, athletic clubs, fees to schools/programs, etc.)
 - Monthly subscriptions to e-reader programs (including list of purchased books from the account to verify amount to reimburse)
 - Items \$100 or more must be approved by the advisor teacher of the requesting student. If the item is not consumable, it must be returned to Denali PEAK or purchased out at its depreciated value once the student's enrollment ends.

Examples of Non-Allowable Expenses:

A statewide correspondence study program may not pay for or provide money for:

- 4 AAC 33.421(e)
 - (e) An employee of the district, including a certificated staff member, may not advocate religious, partisan, sectarian, or denominational doctrine as part of the employee's instructional or other duties. Nothing in this subsection prevents a parent from providing supplemental instruction to the parent's own child using materials of the parent's choice, if the materials were not purchased with money provided by the department or district.

- 4 AAC 33.421(h)
 - (h) A correspondence study program may not pay for or provide money for services or materials that do not reasonably relate to the delivery of the students' instructional needs. (i.e., Repair to any curriculum, materials, supplies, *and* technology)
- 4 AAC 33.422[d]
 - (d) The fund account may not be used by the district or the parent to supplant district funds or obligations for IEP services.
- Examples are as follows (*including, but not limited to*):
 - Allotment funds do not cover the cost of assessments not covered by public school funds, including SAT or ACT assessment fees.
 - Housewares and personal supplies, i.e., kitchen furnishings/equipment, cleaning supplies, rugs, paper products, toe/foot warmers, family furniture, etc. items not necessary to teach students while in the home.
 - Personal hygiene products or personal wardrobe items (including undergarments)
 - Faith based/faith infused curriculum, materials, and supplies.
 - Travel fees (including airfare, hotel, etc.)
 - Medical costs
 - Amusement Parks
 - Professional sporting events
 - Item deemed excessive (by cost or number of items)
 - TV, DVD Player, Apple TV, Roku, etc.
 - Mailing registrations such as Amazon Prime, Stamps.com, etc.
 - Parent purchase of clothes, equipment, reading materials, etc.
 - Computer hardware/software not necessary or related to courses listed on the student's CREW.
 - A student allotment fund account may not be used to pay for services provided to a student by a family member. In this subsection, "family member" means the student's spouse, guardian, parent, stepparent, sibling, stepsibling, grandparent, step grandparent, child, uncle, or aunt.

****Items on this list that could be useful for schooling, not including items related to 4 AAC 33.421(e), please discuss the need with your advisor teacher. ****

Financial Record Keeping

- The Denali PEAK Business Office will keep a record of all financial transactions pertaining to the allotment of each enrolled student and all spending related to that student which is made available to parents via our student information system,

SkyWard.

- Parents are encouraged to keep their own copies before submitting documentation to the Denali PEAK office in the event a document is not received.
- Parents requesting a copy of financial information must allow a minimum of 10 business days for processing, as this action is outside standard operating procedures.

Reimbursement/Vendor Payment Procedures

Parent Reimbursement

- The parent/guardian will mail, drop off, or email (peakreceipts@dbbsd.org) receipts with a completed (signed and dated) Payment Request Form.
- Reimbursement requests are administrator reviewed and approved based on courses listed on the signed CREW and if the student has submitted sufficient work.
- Handwritten invoices/receipts are returned immediately.
- Bank/credit card statements are not accepted in lieu of statements or registration for courses, activities, memberships, camps, or receipts that show specific and descriptive information necessary for reimbursement (Please see Invoices/Receipts section below about necessary information.) Bank/credit card statements may be requested if additional verification is needed for reimbursement.
- Submit one Payment Request Form per student.
- Receipts, invoices, and sales slips are ALL VERIFIED.
- Missing or illegible information will result in rejection for reimbursement of the items or return of the payment request and all receipts/invoices.
- Price tags, estimates, generic receipts, handwritten receipts, incomplete receipts, gift card receipts, and check carbons are NOT acceptable receipts.
- Groupons/Daily Deals can only be submitted once they are used or if their end date occurs within the school year of purchase.
- Items purchased with gift cards, gift cards themselves, or store credit are not

reimbursable.

- If additional documentation is needed by Denali PEAK for the purpose of processing receipts, the parent/guardian has 5 business days to submit the requested items. If the items are not received within 5 business days, the receipts may be returned and the parent may resubmit them with all required documentation.

Denali PEAK Vendors

- Denali PEAK may pay an approved vendor invoice for the current month of services, during the current school year.
- Parents, or approved vendors, may submit vendor invoices.
- Vendors will only be paid in advance for May and June of the current school year and must submit all invoices by the first business day of April.
- Vendors may be found here: [Denali PEAK Vendor List](#)

Invoices/Receipts:

What is considered complete for receipts and invoices?

- Vendor/Store name, address, phone number
- Student's first and last name
- Date(s) and duration of service
- Description of service
- Balance due, or amount paid, and form of payment
- Vendor signature on the receipt/invoice (indicating services/lessons were provided)
- Parent signature on the Payment Request Form (indicates parent approval of the charges and spending from the allotment account.)
- Memberships: When attending camps, clinics, leagues, clubs, and entrance to a facility that requires a membership, parents must provide a completed registration form.

****July-March reimbursements/vendor payments take approximately 6-8 weeks from to be processed and payment sent, from the date of approval. Any submissions received throughout the month of April will be paid out between May and June.****

Technology

We believe the integration of educational technology will enhance the effectiveness of student learning. Students enrolled in the Denali PEAK Correspondence/Homeschool program may have the following options to choose from for computers and tablets:

- Every student is eligible for one new laptop every two (2) years for purchase, every four (4) years for borrowing.
- Every student is eligible for one tablet each year for purchase.
- Deduction break down (purchased by Denali PEAK or BYOD):
 - Tablet:
 - Year 1- cost of the tablet is deducted from the allotment
 - Computers:
 - Borrowed- \$175 per year
 - Year 1- 50% of the cost of the laptop is deducted from the allotment
 - Years 2- 50% of the cost of the laptop is deducted from the allotment
 - BYOD- Choose one (1) or two (2) year buy out. Must submit a receipt with a specific Technology Payment Request Form (TPRF).

New Computers

Denali PEAK Correspondence/Homeschool Program will purchase a new Apple laptop with a maximum value of \$1500 including AppleCare+. A 50% allotment deduction will be made the first and second year, plus the cost of APPLECARE+. At the end of two years, the family has the option to keep the computer.

New iPads

Denali PEAK Correspondence/Homeschool Program will purchase a new iPad with a maximum value of \$525. A 100% allotment deduction will be made at the beginning of the current school year. APPLECARE+ is not included in the cost of the iPad, but it is reimbursable if purchased out of pocket and submitted for reimbursement.

Buy Your Own Device (BYOD)

- A parent/guardian of a Denali PEAK student can purchase a *new* computer/tablet for their student in place of the DBSD provided APPLE technology. *Reimbursement may be sought for computers up to \$1500 (including warranty) and tablets up to \$525 (not including warranty.)*
- New computers/tablets must be purchased from well-established retailers such as Best Buy, Costco, Amazon, etc.
- The Denali Borough School District and Denali PEAK will not provide

support/technical services for BYOD devices. Denali PEAK will not reimburse for technology related fees, including (but not limited to) repair services (including damage repairs), hardware upgrades, modifications, etc. Parents/guardians/students are responsible for any damage to the BYOD computer/tablet. BYOD devices are expected to be kept in good working conditions; failure to do so may result in out-of-pocket expenses.

- BYOD devices must be *purchased* during semester 1 of the current school year.
- Parents must submit the receipt and Technology Payment Request form the first year. The second year Denali PEAK will automatically make the Year 2 deduction.

AT&T Mobile Wireless Devices

- Denali PEAK Correspondence/Homeschool Program offers mobile wireless devices to each student as their internet source to complete his/her course work.
- Once a parent or guardian requests a MiFi device for their student, Denali PEAK will deduct the fees for the device, set up, and internet through June from the student allotment fund account.
- For extended internet service, we deduct July through June regardless of enrollment date.
- Upgraded devices may be ordered for an additional fee.
- If a new device is needed, regardless of the reason, the cost will be deducted from the student allotment. If funds are not available, the parent/guardian will pay out of pocket for the device.
- If Denali PEAK has already ordered the MiFi device, and the parent/guardian chooses to cancel the order, the device fee and first month of service will still be deducted from the student's allotment. Once the device has been configured and picked up by the parent/guardian/student, and the parent/guardian decides to cancel the service, all associated fees (monthly cost, device fees, etc.) will *not* be refunded to the student's allotment.
- All Denali PEAK MiFi devices will be disconnected the last week of June within the current school year. If a student's CREW meeting is held *before* July 1st, and a parent/guardian would like to keep service active for the following school year, arrangements can be made so that service will not be interrupted.
- If a mifi is lost, stolen, damaged, or deemed unusable (due to user error), a new device and service may be set up. If a new part is needed (battery, cord, etc.), we can attempt to order it. In either case, we will charge the student's allotment for the full cost of the item, and/or service. If the allotment will not cover the amount in full. The parent may pay out of pocket.

- Denali Borough School District and Denali PEAK Correspondence/Homeschool program must abide by State and Federal laws included in the Children's Internet Protection Act (CIPA). Denali PEAK issued MiFi devices will be configured for content filtering per CIPA laws. The parent/guardian/student may **not** factory restore the MiFi device.

Unclaimed PEAK Ordered Technology

If a student has ordered technology during the first quarter, and has had a deduction from their student allotment fund, but does not pick up the device by the end of the school year (or upon re-enrollment for the next school year), the student will be assigned the *original* technology the deduction was made for. If the device not picked up is an iPad, the student will still be eligible for a new iPad or BYOD tablet upon re-enrollment. If the device not picked up is a computer, the student will not be eligible for a new or updated PEAK ordered computer or BYOD computer. If technology is not picked up during the original school year, the student forfeits the deduction from the student allotment fund.

Borrowed Computers

Families may choose to request to borrow a computer from the Denali PEAK inventory; *all requests are granted based on availability*. The device will likely be at least two (2) years old. The computers will be functional. Yearly, the computer must be checked back into a Denali PEAK office for review if the family has not re-enrolled by July 1 of the current school year. If the student has maintained the same borrowed computer for 4 years, they may purchase it at a depreciated cost, out of pocket, at the end of the 4th year.

Computer/iPad Care

- Denali PEAK Correspondence/Homeschool Program is not liable for intentional or accidental damage or misuse. Conditions indicating improper use are outlined in the documentation available online from the computer manufacturer. Denali PEAK and the Denali Borough School District accept no responsibility for the actions of students, parents or persons allowed access to a Denali PEAK computer.
- Actions of the operator are exclusively the responsibility of that individual; this includes, but is not limited to: illegal software or music media; internet related financial fraud or identity theft; access to illicit sites; hacking, cracking, or activities related to these general terms; copyright infringements made on user sites or postings; or virus distribution activities (known or unknown involvement). Do not attempt to repair or replace hardware without first consulting with the Denali PEAK Technology Department (this may void a warranty). Do not install third-party internal hardware such as hard drives, DVD drives, CD burners, wireless cards, sound or graphic cards, etc.

- All computers/iPads must be returned upon withdrawal from the Denali PEAK Correspondence/Homeschool Program, including cords, chargers, keyboards, and mice.
- A computer/iPad/mifi use agreement will be signed by every parent/guardian who requests technology.
- The district will deduct the cost of repairs to devices still owned by the district out of allotment funds if the district processes the repair. If a parent/guardian takes a device in for repair, they will not be reimbursed for the cost of the repair.
- If a device is being repaired and a loaner device is requested through Denali PEAK, there will be a cost of \$175 for each instance deducted from the allotment. If a work order is turned in to Denali PEAK showing the repair was for warranty work, the \$175 charge will be reversed and returned to the allotment.

Record Keeping

- Denali PEAK Correspondence/Homeschool Program utilizes an online record-keeping system that provides detailed information concerning the reporting and financial records for students in the Denali Borough School District, including Denali PEAK Correspondence/Homeschool Program. Parents/guardians and our high school students will be issued a username and password to access this system.
- Information available via the Student Information System (SIS) that is commonly requested by parents includes:
 - Transcript information for secondary students
 - Finance account balances
 - Student demographics
- Reporting forms, access links for web-based services and resources, as well as Denali PEAK information are available at the Denali PEAK website: www.denalipeak.org

Continuous Enrollment

Families that are enrolled with the Denali PEAK Correspondence/Homeschool Program may utilize our re-enrollment feature within our website for the next school year.

APPENDIX A- Responsibilities

Parent/Guardian Responsibilities:

Become familiar with the online student information system, SkyWard. Set strategic timelines and develop routines for students in order to complete work by quarterly deadlines.

- Prepare student work, evidence of progress, and semester grade reports for submission deadlines.
- Ensure monthly contact is being made with the advisor teacher.
- Learn the reimbursement process and submit payment request forms along with receipts by deadlines.
- Read the newsletter, correspondence, and communications from Denali PEAK available in the SkyWard Message Center, and/or provided via email.
- Contact your student's advisor teacher in a timely manner if problems arise.
- Notify Denali PEAK staff to update contact information.
- Read and understand the Denali PEAK Handbook.

Advisor Teacher Responsibilities:

- Help families with academic, educational, and elective options and resources.
- Approve supplies and materials necessary to teach a course that are more than \$99.99, and include it in the CREW as well as notes in SkyWard.
- Offer assistance to families navigating online systems, i.e. SkyWard, Acellus, and help with PEAK ordered technology by contacting techhelp@dbbsd.org on behalf of the family.
- Offer enrichment/tutoring activity options, or provide such options both in person or virtually.
- Work with families to set goals or expectations of learning while providing techniques to improve motivation.
- Ensure families are notified of advisor availability, important calendar dates, deadlines, and events taking place that would be of service to PEAK families.
- Respond to families in a timely manner (ex. two business days) and document available/unavailable times for staff to share with families.
- Add documentation and notes in SkyWard so that all staff may help families if they call with a question.
- Develop a Culturally Responsive Educational Work-plan (CREW) with families for each student that shows an understanding of student learning as well as strategies for academic success based on state assessments.

Appendix B- Checklist for Reimbursement

Fill out completely and sign a Payment Request Form (PRF):

- ☐ One per student

Ensure all receipts are attached to the PRF (either online in the email sent to peakreceipts@dbbsd.org or in office):

- ☐ Name and contact information of business
- ☐ Receipts must be itemized and legible
- ☐ Description of what was purchased
- ☐ Name of purchaser/student
- ☐ Date of Purchase
- ☐ Total amount paid (reimbursement of items paid with rewards points, gift cards, gift certificates, store credit not allowed)
- ☐ Proof of payment: Credit, Debit, Cash, Check

- ☐ Generic/handwritten receipts not accepted
- ☐ Cross off all items not seeking reimbursement for

Dates to remember:

- ☐ July 1- begin purchasing curriculum, materials, supplies for current school year
- ☐ January- End of Semester 1, Quarter 2, last day to purchase Buy Your Own Device technology
- ☐ First business day of April - last day to submit wishlists, invoices from vendors, or teacher order requests, for items to be used from April 1 - June 30th
- ☐ Last business day of April- All payment request forms along with attached receipts showing paid by 5pm in the office. Accepted until 11:59pm through Peak Receipts email (peakreceipts@dbbsd.org)

Appendix C- Military Opt-Out Form

Federal law requires the Alaska School Districts to provide the following information about 11th and 12th grade high school students to military recruiters and institutions of higher education that request this information, except where the parent of a student who is younger than 18 years of age, or a student who is age 18 or over, opts out by notifying our school district in writing that they do not consent to release this information. If the student is under age 18, the parent must sign the opt-out. If the student is age 18 or over, the student must sign the opt-out.

- name, address, and telephone number to institutions of higher education that request this information and/or;
- name, address, telephone number, and provided student email address to military recruiters who request this information. *(Please note that any emails sent by military recruiters to student email addresses are not controlled, sponsored or reviewed by the school district.)*

While we are committed to protecting the confidentiality of our students, we must comply with the law.

If you are a parent of a child younger than 18, and you do not consent to the disclosure of this information, you must complete, sign, and return this form to your child's school **by October 20, 2024**. If you do not return the form by this date and your child is a student in the 11th or 12th grade, we will release your child's information upon request. For parents of 9th and 10th grade students, the opt-out form can be completed and saved in advance.

If you are a student who is 18 years of age or older, you must determine whether to consent to release the information. Students 18 or older who do not want to release their information must complete, sign, and submit this form to their school **by October 20, 2024**. If the opt-out letter is not returned, the student's information will be released upon request.

Parents of students younger than 18 and students ages 18 and older who do not complete a form now may do so at any time the student is enrolled in a school. For more information or assistance, please contact your school. Thank you for your cooperation.

MILITARY OPT-OUT FORM

Student Name: _____ Student's Official Class: _____

Name of School: _____

Please complete and sign below only if you do not want the information described above to be released to military recruiters and/or institutions of higher education. You do not need to complete this if you do not wish to withhold the information.

If student is younger than 18:

- ☐ I am the parent of the student listed above who is under age 18.

Please check appropriate box:

- ☐ *Military Recruiters:* I do not want my child's name, address, telephone number, and DOE student email address to be shared with military recruiters.
- ☐ *Institutions of Higher Education:* I do not want my child's name, address, and telephone number shared with institutions of higher education.
- ☐ *Both:* I do not want my child's information shared with military recruiters and institutions of higher education.

Parent Name: _____

Parent Signature: _____ Date: _____

If student is 18 or older:

- ☐ I am the student listed above and I am age 18 or over.

Please check appropriate box:

- ☐ *Military Recruiters:* I do not want my name, address, telephone number, and DOE student email address to be shared with military recruiters.
- ☐ *Institutions of Higher Education:* I do not want my name, address, and telephone number shared with institutions of higher education.
- ☐ *Both:* I do not want my information shared with military recruiters and institutions of higher education.

Student Name: _____

Student Signature: _____ Date: _____

Appendix D- Directory Information

Family Educational Rights and Privacy Act (FERPA)

Model Notice for Directory Information

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that Denali Borough School District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Denali Borough School District disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the Denali Borough School District to include this type of information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks.

In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories names, addresses and telephone listings unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent. (These laws are: Section 9528 of the ESEA (20 U.S.C. 7908), as amended by the No Child Left Behind Act of 2001 (P.L. 107-110), the education bill, and 10 U.S.C. 503, as amended by section 544, the National Defense Authorization Act for Fiscal Year 2002 (P.L. 107-107), the legislation that provides funding for the Nation's armed forces.)

If you do not want Denali Borough School District to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing by October 1, Denali Borough School District has designated the following information as directory information:

- Student's name
- Address
- Telephone listing
- Electronic mail address
- Photograph
- Participation in officially recognized activities and sports
- Major field of study
- The most recent educational agency or institution
- Dates of attendance
- Grade level attended

Appendix E -Notification to Parents of Teacher Qualifications

The Federal Elementary and Secondary Education Act (ESEA) requires school districts that receive federal Title I funding to notify parents of their right to know the professional qualifications of the classroom teachers who instruct their child.

As a recipient of these funds, Denali Borough School District will provide you with this information in a timely manner if you request it. Specifically, you have the right to request the following information about each of your child's classroom teachers:

- Whether the teacher has met state qualifications and licensing criteria for the grade levels and subject area in which the teacher provides instruction.
- Whether the teacher is teaching under the emergency or provisional status because of special circumstances.

- The teacher's college major, whether the teacher has any advanced degrees, and the field of discipline of the certification or degree.
- Whether paraprofessionals provide services to your child and, if so, their qualifications.

Denali Borough School District is committed to providing quality instruction for all students and does so by employing the most qualified individuals to teach and support each student in the classroom. If you would like to receive any of the information listed above for your child's advisor, please contact our district office at 907-683-2278.