



At the left is the Zoom photos of the CBJ Assembly & senior staff (Left to Right)

First Row: Deputy Clerk Diane Cathcart, Deputy Mayor Loren Jones, Assemblymember Christine Woll, & Mayor Beth Weldon

Second Row: Municipal Clerk Beth McEwen, City Attorney Robert Palmer, Assemblymember Alicia Hughes-Skandis, & City Manager Rorie Watt

Third Row: Assemblymembers Wade Bryson, Michelle Hale, Greg Smith, & Maria Gladyszewski

Bottom Row: Assemblymember Carole Triem

2020 – 2021 was a unique year due to the COVID-19 Pandemic and most meetings were held virtually via Zoom webinar.

At the right are Zoom photos of the Board of Education (School Board) & Superintendent (Left to Right)

First Row: President Elizabeth (Ebett) Siddon, Vice President Kevin Allen, Clerk Paul Kelly, Brian Holst, and Deedie Sorensen

Second Row: Emil Mackey, Martin Stepetin Sr., Ebett Siddon, Kevin Allen, and Paul Kelly

Third Row: Brian Holst, Deedie Sorensen, Emil Mackey, Martin Stepetin Sr., and Superintendent Dr. Bridget Weiss



Run for Office?

Serving on the Assembly or Board of Education “School Board” is a noble contribution to your community, and one which comes with hours of work and little economic reward. You will hear about the issues from your neighbors, friends, family and people on the street, and your private life will be reduced. You will be presented with pages and pages of information to read before meetings, sit through hours and hours of meetings, only to be required to make tough decisions that may not be popular. You may even have to deal with extraordinary circumstances such as a once-in-a-century pandemic. Still interested? Then read on...

Your quest will start with the Municipal Clerk’s office. The Clerk will provide you with the forms and information you need and can answer your questions.

Each year on the first Tuesday in October, a local election is held in the City and Borough of Juneau to elect candidates. The Assembly and School Board members serve for staggered three-year terms. Assemblymembers are limited to three terms. Term limits do not apply to members of the School Board.

The following lists are the current roster, seats and terms. Expiring and/or open seats on the ballot in October 2021 are noted with an asterisk:

Assembly

<u>Seat</u>	<u>Name</u>	<u>Term ends</u>	<u># of terms served</u>
Mayor	Beth Weldon	10/2021*	(first term as Mayor)
Areawide Assembly	Maria Gladziszewski	10/2023	(third term)
Areawide Assembly	Carole Triem	10/2022	(first full term)
District 1 Assembly	Alicia Hughes-Skandijs	10/2023	(first full term)
District 1 Assembly	Loren Jones	10/2021*	(third term-termed out)
District 1 Assembly	Greg Smith	10/2022	(first term)
District 2 Assembly	Michelle Bonnet Hale	10/2021*	(first term)
District 2 Assembly	Wade Bryson	10/2022	(first term)
District 2 Assembly	Christine Woll	10/2023	(first term)

School Board

<u>Name</u>	<u>Term ends</u>
Elizabeth Siddon	10/2021*
Paul Kelly	10/2021*
Kevin Allen	10/2021*
Deedie Sorensen	10/2022
Emil Mackey	10/2022
Brian Holst	10/2023
Martin Stepetin Sr.	10/2023

A Citizen's Guide to City and Borough of Juneau Government

What is CBJ?

Article 10 of the Alaska State Constitutions, Section 1 states in part: *"The purpose of this article is to provide for maximum local self-government with a minimum of local government units, and to prevent duplication of tax-levying jurisdictions"*

In 1970, the voters of the City of Juneau, the City of Douglas, and the Greater Juneau Borough voted to dissolve their respective governments and created the City and Borough of Juneau (CBJ), a "Home Rule Municipality."

At that time, the voters adopted a Charter, which is similar to a local constitution. The Charter outlines the powers, organization, and procedures of the municipality, and is implemented through locally adopted ordinances, which become the Municipal Code. The state constitution provides that home rule municipalities may exercise all legislative powers not prohibited by law or by charter. The limits to the power CBJ is able to exercise are found in Alaska Statute 29.10.200. Any changes to the Charter must be approved by the voters in a municipal election.

What is the role of the Assembly?

The Assembly is the governing body of the municipality. The Assembly has the legislative and policy-making powers of the municipality and ensures that all duties and obligations of the Charter are met. The Assembly sets the policy direction for the Manager and staff to enact, as CBJ has a "City Manager" form of government. The Assembly hires only two staff members, the Municipal Manager (commonly known as the "City Manager" in Juneau) and the Municipal Attorney.

How are Assemblymembers chosen?

CBJ voters elect nine members to the Assembly. The Mayor is considered one of the nine Assemblymembers and serves as the presiding officer. Assemblymembers are elected to rotating three-year terms at the regular municipal election held the first Tuesday of each October. No Assemblymember may serve more than three consecutive terms without taking a minimum of a one year break from service before running again. The CBJ Charter outlines that the Mayor and Assemblymembers are elected at large and, at the time of election, must reside in the district to which the seat they seek is assigned.

What are Assembly Districts?

The City Code defines the Assembly Districts, dividing the land within the boundaries of CBJ into two areas of equal population. These "residential" district seats attempt to "spread out" the Assemblymembers so that the perspective provided by living in various geographical areas is represented.

Three Assemblymembers must reside in District 1, three in District 2 and two other Assemblymembers may live in any area of the borough, known as the "areawide seats." The Mayor may also live in any area of the borough. District 1 generally encompasses the area south of "McNugget Intersection" and around the airport to the banks of the

Mendenhall River south, all of Douglas Island, Lemon Creek, “downtown” and Thane. District 2 includes “the valley” and everything north of that area with the exception of the airport area.

Whether elected to a district seat, an areawide seat or as the Mayor, all Assemblymembers serve all constituents within the CBJ. Most important, and different from the State of Alaska regarding House of Representative representation, CBJ voters may cast a ballot for all of the seats that are open on the ballot, regardless of where the voter lives. Only one ballot is printed for candidates in the City and Borough of Juneau, and voters may cast a vote in each and every race on the ballot.

What is the role of the Mayor?

Although the voters select a person to fill the Office of the Mayor, the Mayor is a member of the Assembly and has all the powers and duties of an Assemblymember. The Mayor votes on issues and in a role call vote is traditionally called upon last. The Mayor does not have veto power. The Mayor presides at meetings of the Assembly, and is the head of the municipality for ceremonial purposes. In emergencies, the Mayor is recognized by the Governor as having the powers conferred by law upon peace officers and may exercise such powers to prevent disorder, preserve the peace, health and safety of persons and property.

What is the role of the Deputy Mayor?

After each election in October, the Assembly elects a Deputy Mayor from its membership. The Deputy Mayor succeeds to the Office of Mayor when a vacancy occurs in that office, and in such a case, performs the duties and exercises the powers of the Mayor when the Mayor is absent or unable (as determined by the Assembly) to perform the duties of the office. For instance, the most common occurrence is when the Mayor is absent from a meeting, then the Deputy Mayor presides. When the Mayor and Deputy Mayor are both absent, the Assemblymember with the longest period of current consecutive service on the Assembly fills the role, per CBJ Code 11.15.015.

What is the role of the Assembly’s “Standing Committees?”

The Assembly accomplishes much of its work in committee. The Assembly Rules of Procedure, adopted via Resolution, establishes the “standing” (or ongoing / continual) committees and their duties, to which four Assemblymembers are assigned. Committee assignments are made by the Mayor each year after the regular election and are approved by the Assembly. The committees are: Human Resources, Lands and Resources, and Public Works and Facilities.

In addition, two more “standing” committees are established, to which all nine members of the Assembly sit on: Finance Committee and Committee of the Whole. These working committees review matters in a level of detail that is not generally possible during regular Assembly meetings. The meetings are less formal and are considered work sessions to allow the Assembly to ask questions and obtain information on the topics assigned to that specific committee.

The public may wonder how complex issues seem to be addressed so quickly in a regular Assembly meeting. This is generally due to the amount of advance study and planning done by the Assembly’s standing committees.

What is the role of the School Board?

The voters of Juneau directly elect a 7-member Board of Education “School Board” to provide for a system of public education in CBJ.

The Board of Education is governed by the state constitution, the statutes of the State of Alaska, the Alaska Administrative Code, the CBJ Charter, and the Board’s own adopted by-laws in order to provide for the management and control of the public schools. The duties of the Board include:

- Setting the broad, general policy for the operation of public schools in the municipality;
- Establishing educational policy including but not limited to approval of curriculum study guides, curriculum materials and textbooks;
- Proposing an annual budget, subject to adoption by the Assembly,
- Maintaining custodial services for school facilities, and
- Making recommendations regarding school construction, major maintenance and other capital improvement projects to the Assembly.

Similar to the Assembly in its appointment of a City Manager, the Board appoints a Superintendent of Schools who is responsible for enacting and enforcing the policy decisions of the Board and for the day to day management of the school system.

School Board members are elected to three-year terms, without term limitations.

What is the role of the Planning Commission?

The planning commission performs the areawide functions of planning, platting and zoning for the City and Borough.

The duties of the Planning Commission include:

- Comprehensive Plan review.
- Review of the capital improvements program.
- Review of City and Borough land acquisitions, disposals and projects.
- Review of development code amendments,
- Review of land use actions, and
- Serve as the Board of Adjustment to review and decide variance requests, rule upon map boundary questions and make “similar use” determinations.

The Planning Commission is a hybrid Decision Making/Advisory Body and is the only CBJ body other than the Assembly and School Board where its members are required to file Alaska Public Offices Commission Public Official Financial Disclosure Statements in accordance with Alaska Statute 39.50. The Assembly appoints nine citizens who are residents of the City and Borough to serve three-year terms on each of these boards. There is a term limit of three terms.

What is the role of the Assembly’s appointed “Enterprise Boards?”

The Charter provides for the establishment, by ordinance, of “enterprise” aka “empowered” boards, whose members have a measure of expertise or specialization in

a specific topic or “business” of CBJ. These volunteer boards, appointed by the Assembly, generally run an “enterprise” of the CBJ and hire a manager that reports to the Board directly, rather than to the City Manager. These boards approve the enterprise’s budget for submission to the Assembly, and monitor the progress of the enterprise’s goals. These Boards include the Airport Board, Bartlett Regional Hospital Board, Docks and Harbors Board, and the Eaglecrest Ski Area Board.

What is the role of the Assembly’s appointed Advisory Boards and Commissions?

The Assembly has established several boards that provide advice to the Assembly on specific topics. The Assembly appoints volunteers with knowledge of the topic to investigate matters and make recommendations to the Assembly. The advisory boards report annually to the Assembly or more frequently as the needs arise.

The topics are wide ranging, and a few examples include the Juneau Commission on Aging, the Sister City Committee, the Juneau Human Rights Commission, the Juneau Commission on Sustainability, and the Parks and Recreation Advisory Committee. The most recently created advisory board is the Systemic Racism Review Committee created in 2020.

Several other Boards serve as appeal boards, and the duties are outlined in city code. These include the Animal Hearing Board, the Bidding Review Board, the Board of Equalization, the Building Code Board of Appeals, the Personnel Board, and the Sales Tax Board of Appeals

Approximately 230 people serve on CBJ Boards and Committees. Service on an advisory board is an excellent way to contribute knowledge to the community and gain experience in governmental operations.

What is the role of the Municipal Manager?

The Municipal Manager (also commonly known as the City Manager or just the Manager) is hired and directed by the Assembly as a whole to carry out the policy direction of the Assembly. No individual Assemblymember may provide instructions to the Manager or the Manager’s staff. The Manager delegates work to a large staff in nine departments, including: Administration, Community Development, Engineering and Public Works, Finance, Fire, Human Resources and Risk Management, Library, Parks and Recreation, and Police.

What is the role of the Municipal Attorney?

The Municipal Attorney (also commonly known as the City Attorney or “Law Department”) is hired and directed by the Assembly as a whole to be the legal advisor to the Assembly, the School Board, and other officials of the municipality, and to represent the municipality in criminal and civil proceedings. Assemblymembers may request the Municipal Attorney to draft legislation or amendments to legislation to be brought forward to a future Assembly meeting. An individual Assemblymember may seek the counsel of the Municipal Attorney in matters generally, and is encouraged to do so whenever there are matters specifically relating to conflicts of interest.

The Assembly, as a body, may provide direction to only the City Manager and the Municipal Attorney and they will delegate those tasks to the appropriate staff as needed.

What is the role of the Municipal Clerk?

The Municipal Clerk is an officer of the government and serves as a liaison between the Assembly, the CBJ Staff and the public. The Municipal Clerk functions include conducting local elections, attending meetings of the Assembly and keeping the journal (minutes), administering appeals to the Assembly, safeguarding municipal records, administering the appointment and training of CBJ boards and commissions, overseeing the local review of state liquor and marijuana licenses, and publishing required notices, information and publicity. The Clerk is the custodian of the seal of the municipality and certifies municipal records. Unlike some other Alaskan communities, for CBJ, the Clerk's Office is a Division within the Administration Department and the Clerk serves at the pleasure of the City Manager.

What is the role of the public?

The public are the electors - voting for the elected officials who set the goals for the community and supervise the City Manager and Municipal Attorney, who in turn hires the staff to carry out the goals. The public are the customers in paying taxes and fees for the services provided by the local government, including water, sewer, police, fire, streets and sidewalks, education, libraries, recreational facilities and many other services. The public provides input on how the community should look, feel and operate, assisting the elected officials and staff to define and carry out the mission and goals of the community.

How does the Assembly conduct business?

The Assembly addresses issues of current and future interest in the community by meeting in public to hear public comment, discuss, vote on issues and advise the manager. The Assembly's agenda is prepared by the City Manager and is subject to review and revision by the Mayor.

The Charter requires one regular meeting a month. The current practice is to conduct a regular meeting every third Monday, unless adjusted due to holidays or other reasons determined by the Assembly in coordination with the Manager & Clerk staff. Although the Monday holiday schedule can add some confusion to these dates, the annual Assembly meeting calendar is drafted by the Clerk's office and presented to the Assembly for its review and adoption soon after the October election.

The Mayor or any three Assemblymembers may call a special meeting outside of the regular meeting schedule as long as 24-hour notice to the members, media and the public is provided. The scope of conversation at Special Assembly meetings is limited to the subjects noticed on the agenda for the meeting.

What is a Quorum?

A quorum is the minimum number of members that must be in attendance throughout a meeting in order to legally transact business. A quorum of the Assembly, a nine-member body, is five members. In the absence of a quorum, the only action that may take place at a meeting is to set the next meeting date and adjourn.

What rules does the Assembly follow?

The Charter requires that the Assembly determine written rules for the conduct of its

business and that a journal of Assembly actions be kept. The Assembly has adopted Rules of Procedure via Resolution (included as an appendix in this toolkit). The rules include: the outline of the agenda; the rules of attendance, how legislation is drafted and presented; the establishment of committees; the rules of debate and of public participation; how motions are handled, voting, and reconsideration of votes; telephonic participation; and adopts Robert's Rules of Order as a guide.

The "journal" is also known as "minutes," which are kept permanently on file by the Municipal Clerk's office and are open for public inspection.

What are the rules of voting?

A prevailing vote of at least five members is required for the Assembly to take official action, unless two or more members have been excused from voting, in which case a prevailing vote of four members is sufficient. Each Assemblymember present is required to vote on every question before the Assembly, unless excused by the affirmative vote of all remaining members able to vote on the question. Generally, an excuse from voting would be based upon establishing that a member has a conflict of interest.

What is a Conflict of Interest?

CBJ Code 01.45 outlines the CBJ Conflict of Interest law. The Assembly established this law as a guide to municipal officers for avoiding actions based upon substantial personal or financial interests. In turn, ethical standards promote and strengthen the public's confidence in its government. If an Assemblymember believes that they have a conflict regarding a particular matter, they are encouraged to meet with the City Attorney for guidance, and to announce the nature of the conflict to fellow Assemblymembers prior to any discussion or vote on the topic. The Mayor then rules whether a conflict exists or not, and the Mayor's ruling may be challenged by a vote of the Assembly.

What is the Alaska Open Meetings Act?

Alaska Statute AS44.62.310 – Government Meetings Public (Also known as the Alaska Open Meetings Act (OMA) is a state statute which requires that all meetings of state and local government bodies be open to the public.

For policy-making or decision-making bodies (the Assembly, the School Board, the Planning Commission and the enterprise boards), the law says that a "meeting" occurs when more than three members or a majority of the members, whichever is less, are present and they collectively consider a matter upon which their body is empowered to act.

Under the OMA, a public body is allowed to discuss certain subjects in executive session. These subjects are very limited. Also, certain steps must be followed in order to properly convene an executive session.

The OMA provides in AS 44.62.310(e) that reasonable public notice must be given for all meetings. The notice must include the date, time and place of the meeting, and if the meeting is by remote participation, the manner in which the remote participation may be accessed by the public. The notice must be posted at City Hall, and may also be given by print and broadcast media. Each body should give notice in a consistent fashion for all its meetings.

The CBJ Charter requires that at least 24-hours' notice of special meetings be given. Written notice of a special meeting must be delivered to the newspaper and radio and television stations, and no business may be transacted at a special meeting unless the subject of the action has been noticed on the agenda.

State law, AS 29.20.020, and the CBJ Charter require that at public meetings, "the public shall have a reasonable opportunity to be heard". This requirement does not mean that the public has a right to dominate or disrupt a meeting, and the chair may impose reasonable rules on the manner and extent of public participation.

A court may void any action taken by a public body in violation of the OMA. It is also possible for the body to undertake "substantial reconsideration" of an issue discussed or decided upon at a meeting held in violation of the OMA.

It is recommended that if you have any questions regarding the propriety of a meeting, whether your body is subject to the OMA, that you call the City and Borough Law Department, which routinely provides assistance on these issues for all of the CBJ bodies, boards and committees.

What is the Alaska Open Records Act?

The general law, "Unless specifically provided otherwise, the public records of all public agencies are open to inspection by the public under reasonable rules during regular office hours..." is provided in AS 40.25.110 (a).

Public records include any "...writings, including drafts and memorialization of conversations, ... regardless of format ... developed or received by a public agency, or by a private contractor for a public agency, and that are preserved for their informational value or as evidence of the organization or operation of the public agency..." AS 40.25.220(3). In 2017, CBJ Adopted its own Public Records Code section 01.70 that further outlines the conditions and procedures by which records may be requested and provided to the public.

All correspondence between the public, staff and elected officials are public records and need to be maintained according to the CBJ Records Retention Schedule. Generally this is a seven year period and correspondence should be reviewed before destruction for archival value. The easiest way to maintain correspondence is to make sure the Municipal Clerk is copied, and let the clerk maintain the record.

Assemblymembers, Planning Commissioners, Enterprise Board members, and members of the Systemic Racism Review Committee are issued CBJ email accounts and are expected to use these accounts for the transaction of CBJ business during the term of service.

Do any of these public servants get paid?

CBJ Charter 3.10 states *"The assembly by ordinance shall provide for compensation of the mayor and other assemblymembers. An increase in compensation shall not take effect until the assembly meeting following the regular election after the ordinance has been adopted."*

CBJ Code 11.15.050 currently sets the compensation rate as follows:

(a)The mayor shall be compensated at the rate of \$2,500.00 per month.

(b)All other assemblymembers shall be compensated at the rate of \$500.00 per month.

The above rate has not changed since 1994. It has been brought up for discussion by outgoing Assemblymembers during the past three years and Ordinance 2021-20 was considered by the Assembly Finance Committee at its June 2 meeting and the Assembly Committee of the Whole at its June 7 meeting. An amended version of Ordinance 2021-20 is being forwarded to the Assembly for consideration at its June 14, 2021 Regular Assembly meeting for action.

In addition to their monetary compensation, Assemblymembers also receive CBJ health benefits at the standard level and PERS retirement unless they choose to opt out.

School Board members receive a monthly stipend of \$270 and the Board President receives a monthly stipend of \$337.50.

The Planning Commission currently receives a bi-weekly stipend of \$69.24.

If Ordinance 2021-20 passes at the June 14, 2021 as amended at the June 7 Assembly Committee of the Whole meeting, the ordinance would also increase the amounts of the Planning Commissioner stipend as well as add the Bartlett Regional Hospital Board members to those who would receive a stipend. **The effective date of the ordinance, if adopted as proposed, would be January 1, 2022 with the following new rates:**

Mayor = \$3,500.00/month

Assemblymembers = \$750.00/month

Planning Commissioners = \$225.00/month

Hospital Board members = \$225.00/month

All other board members serve as volunteers.

What if I have further questions?

The Municipal Clerk's office is the first stop in your quest for information about the municipality. The staff can be reached at:

City Hall, Room 202
155 S. Seward St.
Juneau, AK 99801
Email: city.clerk@juneau.org
Phone: (907) 586-5278



Assembly Calendar

2021

Regular Assembly & HRC Meetings

[10/19 Assembly Reorganization Meeting]

Potential Assembly retreat dates 11/6, 12/4 or 12/11]

PWFC/Lands/COW Meetings

Assembly Finance Committee Meetings

Holidays

Municipal Election Day & Certification Day

Tentative Dates/Events:

1/19-20 Start of Legislative Session & Legislative

Welcome

8/11-13 AML Summer Dates (August)

9/15-17 SE Conference (September)

11/15-19 AML Annual Conference (November)

Standard Meeting Times for Assembly Committees

HRC – 5:30pm

Regular Assembly Meetings – 7pm

Special Assembly Meetings – 5:30 or 6pm

PWFC – 12pm

Lands – 5pm

COW – 6pm

AFC:

During budget season – 5:30pm

Non-budget season – 6pm

(All Meeting Times Subject to Change as Needed)

[Calendar approved at 11/10/2020 AFC Meeting]

JANUARY

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AUGUST

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DECEMBER

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2020-2021 Assembly Committee and Liaison Appointments

	Human Resources	*Lands, Resources & Economic Development*	Public Works and Facilities	Committee of the Whole	Finance	*School Facilities, CIP & Maintenance Team*	Eaglecrest Summer Operations Task Force	Visitor Industry Task Force	Board & Committee Liaisons & Other Assignments
Beth Weldon				Member	Member	Member			Juneau Economic Development Council (JEDC), AK Committee, Capitol Committee
Loren Jones	Member			Chair	Member	Member			Deputy Mayor , Planning Commission, Alaska Municipal League (AML)
Maria Gladyszewski		Chair		Member	Member	Chair	Chair		School Board (JSD), Sister Cities Committee (SCC), JEDC alt.
Carole Triem			Member	Member	Chair			Chair	Aquatics Board
Michelle Hale			Chair	Member	Member				Hospital Board, Juneau Coalition on Housing & Homelessness (JCHH), Systemic Racism Review, AML
Wade Bryson	Chair	Member		Member	Member		Member	Member	Eaglecrest Board, Parks & Rec Adv. Comm (PRAC), AK Comm. Alt.
Alicia Hughes-Skandijs		Member	Member	Member	Member	Member	Member		Docks & Harbors, Juneau Comm. on Sustainability (JCOS), UAS Campus Council
Greg Smith	Member	Member		Member	Member				Airport Board, Chamber of Commerce, Local Emergency Planning Comm. (LEPC)
Christine Woll	Member		Member	Member	Member				Juneau Comm. on Aging (JCOA), Travel Juneau, Downtown Business Association (DBA)
Liaisons from other groups to Assembly Committees		Planning Commissioner, PRAC, Docks & Harbors	Planning Commissioner			Plus School Board Members: E. Siddon, P. Kelly, & B. Holst	Eaglecrest Members: B. Garrison, J. Dale, M. Satre	Plus 7 Public Members**	
"Liaison" is defined as "the person who initiates and maintains contact between units in order to ensure concerted action and cooperation."									
The Mayor is ex-officio on all CBJ committees.									
All AssemblyMembers are Members of the Alaska Municipal League (AML) and of Southeast Conference.									
All AssemblyMembers are Members of the Committee of the Whole (COW) and Finance Committee (AFC).									
* Indicates Committee Name changes as directed by Mayor Weldon.									
** Public Members of the Visitor Industry Task Force are Kirby Day, Paula Terrel, Holly Johnson, Alida Bus, Dan Blanchard, Melani Schijvens, Bobbie Meszaros, Craig Dahl									

Assembly Goals 2021

Assembly Goals set at
November 7, 2020 retreat

1. Housing - Assure adequate and affordable housing for all CBJ residents

AA*		Implementing Actions	Responsibility	Notes:
A	P/F	Prioritize Housing Action Plan strategies	Assembly, Manager's Office	Short term
B	P/F/ O	Approve and implement Affordable Housing Fund distribution plan.	Assembly, Manager's Office	Short term
C	P	Develop downtown housing incentives including tax abatement	Assembly, Manager's Office, CDD	Short term
D	P/F	Focus on developing workforce housing	Assembly, Manager's Office	Long term
E	P/F	Develop incentives to encourage long term rentals over short term rentals	Assembly, Manager's Office, Finance	Long term

2. Economic Development - Assure Juneau has a vibrant, diverse local economy

AA*		Implementing Actions	Responsibility	Notes:
A	P	Implement Juneau Economic Plan	Assembly, Manager's Office	Short term
B	F/O	Revitalize Downtown	Assembly, Manager's Office	Short term
C	O	Area Plans: Complete Downtown Area plan, followed by Douglas and Valley area plans.	Assembly, CDD, Planning Commission, Manager's Office	Blueprint = short. Douglas/ Valley = L
D	F	Evaluate next steps & benefits with the West Douglas road and Channel Crossing	Engineering	Long term
E	F/O	Update the Comprehensive Plan	CDD	Long term
E	O	Protect future industrial land	Assembly, Manager's Office, Lands, CDD	Long term
F	P/F	Explore and review options for the Centennial Hall complex	Assembly, Manager's Office	Long term
G	P/F	Explore viability of a summer operation plan for Eaglecrest Ski Area	Assembly, City Manager, Eaglecrest Board, Eaglecrest General Manager	Long term

3. Sustainable Budget and Organization - Assure CBJ is able to deliver services in a cost efficient and effective manner that meets the needs of the community

AA*		Implementing Actions	Responsibility	Notes:
A	F/O	Maintain Assembly focus on deferred maintenance including BRH and JSD.	Assembly, Manager's Office, Engineering/Public Works, all operating departments with facilities	Short term
B	P/F	Protect Budget Reserve	Assembly, Manager's Office, Finance	Short term
C	P/F	Continue to evaluate sales tax structure.	Assembly, Manager's Office, Finance	Short term
D	P/F	Develop plan to address reduced state support for School Bond Debt Reimbursement.	Assembly, Manager's Office, Finance	Short term
E	P	Reduce the relative cost of living in Juneau where possible.	Assembly, Manager's Office, Finance	Long term
F	F/O	Examine life cycle and life cycle costs of CBJ facilities including city hall	Assembly, Manager's Office, Engineering & Public Works	Long term

*Assembly Action to Move Forward: P = Policy Development, F = Funding, S = Support, O = Operational Issue

Assembly Goals 2021

Assembly Goals set at
November 7, 2020 retreat

4. Community, Wellness, and Public Safety - Juneau is safe and welcoming for all citizens				
	AA*	Implementing Actions	Responsibility	Notes:
A	P/F/O	Reduce homelessness	Assembly, Manager's Office, Community partners	Short term
B	P/F/O	Working with non-profits, BRH Board and CEO, develop a plan for non-profits and BRH's role with public health and social services in the community		Short term
C	P/F/O	Assess legislative impact, community services, and operations through the lenses of systemic racism .	Assembly, Manager's Office, Community partners	Short term
D	P/F/O	Develop and implement strategies to reduce and deal with the impacts of crime in the community.	Assembly, Manager's Office, Law, JPD, Community Partners	Long term
5. Sustainable Community - Juneau will maintain a resilient social, economic, and environmental habitat for existing population and future generations.				
	AA*	Implementing Actions	Responsibility	Notes:
A	P/O	Develop strategy to measure, track and reduce CBJ energy consumption.	Assembly, Manager's Office, all departments	Short term
B	P/F	Make a long term plan to achieve reliance on 80% renewable energy sources by 2045	Assembly, Manager's Office, Engineering/PW	Short term
C	P/F	Develop climate change adaptation plan	Assembly, Manager's Office	Short term
D	P/F/O	Develop solid waste strategy including plans to increase recycling and deal with abandoned/junked vehicles	Assembly, Manager's Office, Engineering/PW, JPD	Long term
6. Pandemic Recovery - Protect Public Health and Recover Economic Strength During the COVID Pandemic				
*Assembly Action to Move Forward: P = Policy Development, F = Funding , S = Support, O = Operational Issue				



BOARD OF EDUCATION MEETING SCHEDULE 2021-2022 SCHOOL YEAR

Work Sessions w/a regular meeting: 4:30-5:45 PM
 Meetings w/work session: 6:00 PM
 Just a meeting or work session: (listed by location)
 Retreats: 8:30 AM to 12:00 PM (Juneau-Douglas High School: Yadaa.at Kale)
 Location for Regular Meetings: Juneau-Douglas High School: Yadaa.at Kale
 Location for Budget Meetings: JDHS, TMHS, and Dzantik'i Heeni Middle School

August 10, 2021	Work Session w/ Regular Meeting	Library, JDHS
August 28, 2021	Retreat	RM 206, JDHS
September 14, 2021	Work Session w/ Regular Meeting	Library, JDHS
October 19, 2021	Work Session w/Regular Meeting	Library, JDHS
October 23, 2021	Retreat	RM 206, JDHS
November 4-7, 2021	AASB Annual Conference	ANC
November 9, 2021	Work Session w/ Regular Meeting	Library, JDHS
Nov./Dec. Site Council Meetings	Budget Discussions	Various Locations
December 14, 2021	Work Session w/ Regular Meeting	Library, JDHS
January 11, 2022	Work Session (Budget Process) w/ Regular Meeting	Library, JDHS
January 13, 2022	Budget Process – Combined Site Council meeting With breakouts into elementary, middle school, & high school groups. (Breakouts: Library & upstairs and downstairs computer labs)	Auditorium, Library, Upstairs Computer Lab, Downstairs Computer Lab, TMHS – 5:30 PM
January 22, 2022	Retreat (Including Budget)	RM 206, JDHS
January 25, 2022	Work Session - Budget Process	Library, JDHS – 5:30 PM
February 8, 2022	Work Session w/ Regular Meeting	Library, JDHS
February 12-15, 2022	AASB Leadership/Legislative Fly-in	Juneau
February 15, 2022	Public Forum – Budget Process	Library, DHMS - 5:30 PM
February 19, 2022	Work Session - Budget Process	RM #206, JDHS – 8:30 AM to 12:00 PM
February 28, 2022	Special meeting - Budget Process	Library, JDHS – 5:30 PM
March X, 2022 (TBD)	CBJ AFC meeting, FY21 Budget Revision	CBJ Chambers (Time TBA)
March 8, 2022	Work Session w/ Regular Meeting-FY22 Budget, First Reading	Library, JDHS
March 17, 2022	Special Meeting- FY22 Budget, Final Reading	Library, JDHS – 5:30 PM
April X, 2022 (TBD)	CBJ AFC Meeting	CBJ Chambers – (Time TBA)
April 2-4, 2022	NSBA Annual Conference	San Diego, CA
April 12, 2022	Work Session w/ Regular Meeting	Library, JDHS
April X, 2022 (TBD)	CBJ Assembly meeting	CBJ Chambers (Time TBA)
April 23, 2022	Retreat	RM 206, JDHS
May X, 2022 (TBD)	CBJ Assembly meeting	CBJ Chambers (Time TBA)
May 10, 2022	Work Session w/ Regular Meeting	Library, JDHS
June 14, 2022	Work Session w/ Regular Meeting	Library, JDHS

CITY AND BOROUGH OF JUNEAU SCHOOL DISTRICT
BOARD AGENDA ITEM

DEPARTMENT: SUPERINTENDENT'S OFFICE 9.0

 X INFORMATION

 ACTION

TITLE: COMMITTEE REPORTS

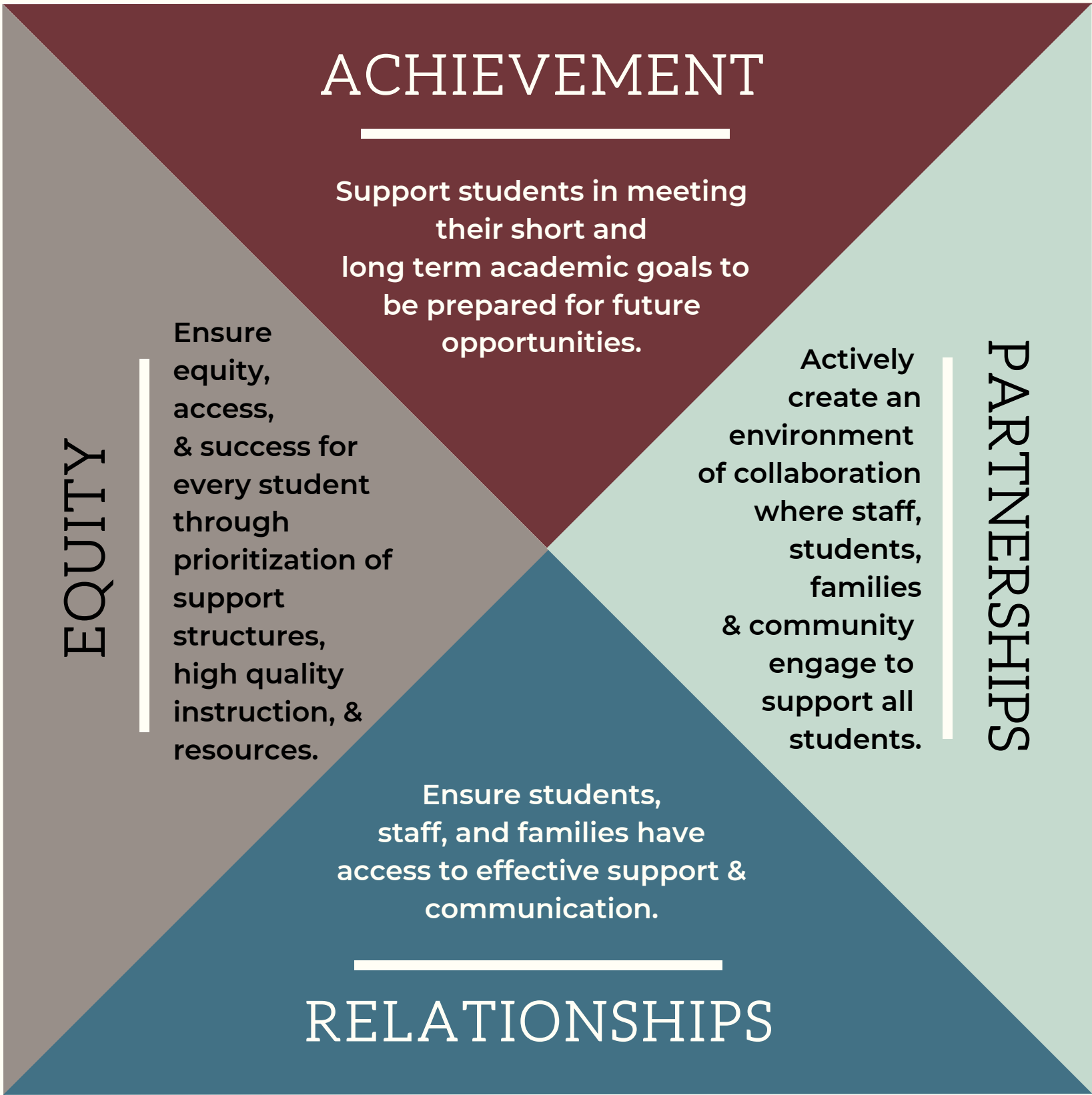
1. **Facilities Committee** (*Emil Mackey, Chair; Deedie Sorensen, Kevin Allen*)
2. **Program Evaluation Committee** (*Brian Holst, Chair; Paul Kelly, Martin Stepetin*)
3. **Policy Committee** (*Kevin Allen, Chair; Paul Kelly, Deedie Sorensen*)
4. **Finance Committee** (*Elizabeth Siddon, Chair; Brian Holst, Martin Stepetin*)
5. **Calendar Committee** (*Deedie Sorensen*)
6. **Community Committee Reports** (*Board President*):
 - a. Alaska Association of School Boards Liaison (*Brian Holst*)
 - b. Indian Studies Parent Advisory Board (*Kevin Allen*)
 - c. Native Education Advisory Council (*Martin Stepetin*)
 - d. Teen Health Center (*Kevin Allen*)
 - e. UAS Campus Council (*Emil Mackey*)
 - f. Project Team (*Elizabeth Siddon, Chair; Brian Holst, Paul Kelly*)
 - g. **Site Councils:**
 - Auke Bay Elementary School (*Martin Stepetin*)
 - Sayéik: Gastineau Elementary School (*Kevin Allen*)
 - Sít' Eetí Shaanáx: Glacier Valley Elementary School (*Emil Mackey*)
 - Harborview Elementary School (*Brian Holst*)
 - Mendenhall River Community School (*Paul Kelly*)
 - Montessori Borealis Public Alternative School (*Brian Holst*)
 - Riverbend Elementary School (*Deedie Sorensen*)
 - Dzantik'i Heeni Middle School (*Deedie Sorensen*)
 - Floyd Dryden Middle School (*Paul Kelly*)
 - Juneau-Douglas High School: Yadaa.at Kalé (*Elizabeth Siddon*)
 - Thunder Mountain High School (*Emil Mackey*)
 - Yaakoosgé Daakahídi Alternative High School (*Kevin Allen*)
 - Juneau Community Charter School (*Martin Stepetin*)

JUNEAU SCHOOL DISTRICT

Strategic Plan

2020 - 2025

MISSION: 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.



CORE VALUES

- Equity
- Safety & Well-Being
- Acceptance
- Relationships
- Student-Centered Focus
- Accountability
- Transparency
- Evidence-Based Decision Making
- Innovation
- Environmental Stewardship
- Preparation
- Life-Long Learning
- Family & Community Engagement



ACHIEVEMENT

Increase use of evidence-based instructional practices through deployment of system-wide resources, high quality teaching & effective intervention strategies.

Integrate culturally relevant and place-based/experiential instruction using a rigorous, standards-based curriculum.

Support coordinated professional learning opportunities focused on expanding expertise in equity, academic standards, teaching and learning.

EQUITY

Prioritize equity and effectiveness when allocating resources and support structures to ensure success for all students.

Ensure equitable opportunity for team participation in classroom and extra-curricular activities.

Appropriately challenge identified students to advance their individual academic skills and abilities.

Collaborate with community partners to foster the revitalization of Tlingit language.

2020 - 2025

STRATEGIC PLAN OBJECTIVES



RELATIONSHIPS

Create an environment with a sense of well-being and safety for all students and families.

Create an environment where all staff are engaged and supported to meet their students' academic and social-emotional needs.

Support social-emotional health of all students using a trauma engaged lens and restorative practices.

PARTNERSHIPS

Partner with staff, students, parents, caregivers, Alaska Native organizations, labor organizations, and community to enrich student learning experiences and success.

Utilize community resources to support student needs.

Engage community organizations in partnership to develop and implement practices to prepare young children for kindergarten.

How to Run for Local Office

The Job

Links to helpful documents

Read Board of Education Agendas and Minutes here:

<https://drive.google.com/drive/folders/1D6MGF3t46ynITNY9ZP1t2W0DyJrspwvQ>

Juneau School District Board of Education Policy Manual:

<https://www.juneauschools.org/board-of-education-ddebe663>

Association of Alaska School Boards (<https://aasb.org/>) – Potential Candidate and First-Term Member Guide:

<https://aasb.org/first-year-members/>

Read Assembly Agendas and Minutes here:

<https://beta.juneau.org/assembly/assembly-minutes-and-agendas>

Assembly Rules of Procedure:

<https://beta.juneau.org/assembly>

Alaska Local Government Primer

(from the Alaska Municipal League <https://www.akml.org/>):

https://www.akml.org/wp-content/uploads/2020/01/AML_Govt_Primer_medres.pdf