

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT BOARD OF EDUCATION
AGENDA STATEMENT

No. 8 d.

MEETING OF January 10, 2024

ITEM TITLE:

CONSENT CALENDAR

REVIEWED BY:

Motion to approve the Tiny Homes grant application

Superintendent
 Finance
 Administration

SUBMITTED BY: Melissa Johnson, Deputy Superintendent, 907 247 2109

APPROVED FOR SUBMITTAL: Michael Robbins, Superintendent, 907 247 2109

SUMMARY STATEMENT:

The School Board is being asked to approve the application and acceptance of a Tiny Homes grant.

ISSUE:

Per Board Policy 3291, School Board approval is required for grant applications exceeding \$5,000. Each year the District submits applications for the award of formula state and federal continuation grants.

BACKGROUND:

Alaska's middle and high school students aspiring to pursue careers in construction face challenges in accessing robust and immersive Career and Technical Education Programs of Study (CTEPS). To address this, our proposal aims to strengthen an existing CTEPS or develop a new one, specifically focusing on construction education. We propose the implementation of a Tiny Home Construction Project. While we have the necessary materials, equipment, and hand tools, a crucial obstacle is the lack of an affordable platform for constructing these homes. Therefore, we are seeking a grant of \$23,458.70 to purchase and ship two 18-foot trailers specifically designed, built, and certified for use as tiny home platforms.

RECOMMENDATION:

Approval of the Tiny Homes grant application.

ATTACHMENTS:

- *Tiny Homes grant application*

FISCAL NOTE:

N/A

RECOMMENDED ACTION (*Only if not approved as part of the Consent Calendar*):

"I move that the Board of Education **approve the Tiny Homes grant application in the amount of \$23,458.70**"

Ketchikan Gateway Borough School District

333 Schoenbar Rd. • Ketchikan, Alaska 99901

Ph. (907) 247-2109 • Fax: (907) 247-3820

Michael Robbins, Superintendent • Melissa Johnson, Deputy Superintendent

Daniel Schuler, Business and Operations Manager • Sally Stockhausen, Director of Special Services

Alonso Escalante, Human Resources Director • Michael Cron, Director of Student Supports



Ketchikan Gateway Borough School District
333 Schoenbar Road
Ketchikan, Alaska 99901

Program Contact

Melissa Johnson

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Fiscal Contact

Daniel Schuler

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907-247-2116

Project Title: Tiny Homes

Total Funding Requested: \$23,458.70

By Signing below, I certify that:

1. This application is consistent with the intent of the Request for Applications.
2. This grant will provide equitable access to program resources for participants.
3. I am authorized to legally bind the grantee to the conditions and responses of this application.

Project Duration: 1/30/2024 to 6/30/2024

Authorized Representative:

A handwritten signature in blue ink, appearing to read 'Melissa Johnson', is written over the printed name.

Melissa Johnson Deputy Superintendent

December 14, 2023

Thank you for considering our proposal. We welcome the opportunity to discuss it further and provide any additional information you may require.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Melissa Johnson', is written over the printed name.

Melissa Johnson

Deputy Superintendent

Melissa.Johnson@k21schools.org 907-247-2136

Need Statement:

Tiny Home Project:

Alaska's middle and high school students aspiring to pursue careers in construction face challenges in accessing robust and immersive Career and Technical Education Programs of Study (CTEPS). To address this, our proposal aims to strengthen an existing CTEPS or develop a new one, specifically focusing on construction education. We propose the implementation of a **Tiny Home Construction Project**. While we have the necessary materials, equipment, and hand tools, a crucial obstacle is the lack of an affordable platform for constructing these homes. Therefore, we are seeking a grant of \$23,458.70 to purchase and ship two 18-foot trailers specifically designed, built, and certified for use as tiny home platforms.

Strengthening one of the Construction pathways at the Ketchikan High School:

In response to the pressing need for a more dynamic and career-oriented learning environment, our construction-focused Career and Technical Education Program of Study (CTEPS) aims to provide Alaska's middle and high school students with hands-on experience in the construction industry. Our vision is to facilitate the construction of small homes, ideally on land donated by the city and borough, offering students a lifelike setting to gain practical knowledge and skills. However, existing scheduling constraints limit the feasibility of on-site learning during the standard 58-minute class periods. This portable stand will enable the Tiny Home Construction Project to be efficiently relocated for subsequent classes, overcoming logistical challenges associated with fixed construction sites. The mobility of the stand ensures flexibility in scheduling and maximizes the utilization of limited class periods, offering students a dynamic and adaptable learning environment for hands-on construction experiences.

Collaboration with Local Partners:

In our pursuit of the CTE grant for Tiny Homes, our proposal places paramount emphasis on collaboration, recognizing that true success lies in strong partnerships. To fortify our commitment to cultivating a dynamic and career-focused construction learning environment, we envision a robust collaboration with key local entities, including the Ketchikan Indian Community, the Local Home Builders Association, and the Local International Brotherhood of Electrical Workers. This expanded network of collaborators brings a wealth of expertise and perspectives to the table, enabling us to significantly elevate our curriculum. Our commitment to collaboration extends further, with a particular emphasis on engaging professional construction experts and electricians who guide and mentor the youth in constructing tiny homes. This approach ensures that our program is not isolated but an integral and thriving part of an ecosystem that benefits students, partners, and the community at large.

Effective Work-Based Learning Options:

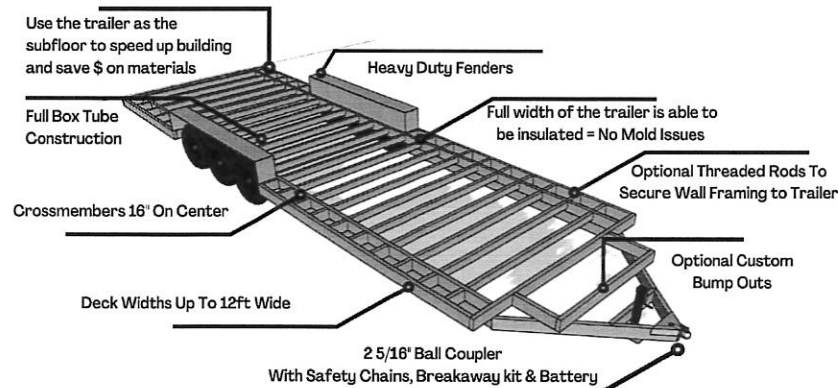
We recognize the importance of work-based learning experiences in fostering practical skills. The proposed program will integrate effective work-based learning options, allowing students to apply their construction knowledge in real-world scenarios. This hands-on approach will be a cornerstone of the CTEPS, providing students with a lifelike and career-oriented environment.

Alignment with Workforce Needs:

Our initiative seeks to align CTE opportunities with local or regional workforce needs. By focusing on construction education and involving industry partners in curriculum development, we aim to bridge the gap between classroom learning and the skills demanded by the local job market.

Proposed Grant Actions:

The \$20,000 grant will enhance the Construction pathway, specifically focusing on Tiny Homes construction. The primary investment involves acquiring and transporting two purpose-built 18-foot trailers, each with dimensions of 18 feet in length, 102 inches in width, and a GVWR of 10,000 pounds. These trailers, with 4-inch drop axles priced at \$350 each, have a base cost of \$7,549 per unit (excluding shipping). This strategic purchase ensures project mobility and flexibility, overcoming the challenge of limited class periods. The trailers will provide a lifelike environment for students to gain practical construction knowledge and skills, contributing to local housing needs.



Timeline:

- **Month 1:** Finalize grant approval and allocate funds. Initiate collaboration with IBEW and local homeowners association, establishing partnerships, outlining roles, and setting expectations.
- **Month 2:** Research and select a reputable supplier for the 18-foot trailers. Finalize trailer specifications, including 4-inch drop axles. Initiate purchase orders and confirm delivery timelines.
- **Month 3:** Receive and inspect trailers upon delivery. Ensure they meet all specifications. Begin curriculum enhancement by integrating trailer-related content into the CTEPS program.
- **Month 4:** Introduce students to the Tiny Home Construction Project, combining hands-on construction with blueprinting exercises. Monitor progress and address challenges throughout the project phases.
- **Month 5:** Evaluate project progress, making any necessary adjustments to the curriculum or construction process. Engage the local community through open houses or progress presentations, fostering awareness and support for the project. Finalize construction of Tiny Homes and showcase completed Tiny Homes to stakeholders, community members, and potential employers. This 5-month timeline ensures a systematic and well-paced implementation of the Tiny Home Construction Project, from initial planning and trailer acquisition to the completion of hands-on construction activities and community engagement, with regular assessments for flexibility and adjustments.

Successful implementation of the Tiny Home Construction Project relies on collaborative efforts. The CTEPS project coordinator will oversee grant management, liaise with the Ketchikan Indian Community and local construction partners, and coordinate timelines. Collaboration with the purchasing department will ensure efficient communication with the selected trailer supplier and confirmation of delivery schedules. CTEPS instructors will integrate the trailers into the curriculum and lead hands-on construction activities. Regular check-ins among key personnel, supported by the wider school administration, are crucial for maintaining an effective 5-month timeline.

Planned Sustainability

The acquisition of two purpose-built 18-foot trailers through the CTE Tiny Home grant will significantly enhance our capacity to serve students during the 2024-2025 school year by providing a flexible and adaptable learning environment, enabling hands-on construction activities on-site to efficiently align with local workforce demands, and contributing to an enriched educational experience for students pursuing careers in the construction industry and addressing community housing needs. The project would be sustainable and the grant money will be used as seed money. Once we have 2 trailers, we will build one, and then put it up for sale/auction to raise funds for the construction of the next project. This process can be repeated perpetually in profit to purchase a trailer for the next tiny home.

The CTE Tiny Home grant will significantly benefit a diverse group of students in subsequent years, encompassing those pursuing careers in construction and related fields. The hands-on experience provided through the acquisition of two purpose-built 18-foot trailers will specifically empower students enrolled in the Career and Technical Education Program of Study (CTEPS). This includes those with a keen interest in construction, architecture, and related trades. The grant will broaden opportunities for students to gain practical skills and knowledge, enhancing their employability and readiness for post-secondary education. Furthermore, the grant's impact will extend to marginalized and underrepresented student groups, fostering inclusivity and equity in career pathways. By investing in the next generation of builders and innovators, the grant ensures a lasting positive impact on students, preparing them for success in the construction industry and beyond.

To sustain the rigor of the enhanced Career and Technical Education Program of Study (CTEPS) post-grant, strategic measures will be implemented. Firstly, partnerships with local industries, tribal entities, and construction businesses will be strengthened to foster ongoing collaboration, ensuring the integration of real-world insights into the curriculum. Additionally, efforts will be made to secure continued funding through local and regional sources, allowing for the maintenance and expansion of the program's enhanced elements. The grantee will actively seek community support and engagement, promoting awareness of the program's impact on students and the local workforce. Ongoing professional development opportunities for CTEPS instructors will be prioritized, ensuring they stay abreast of industry trends and maintain the program's relevance. Implementing these sustainability measures will ensure the enhanced CTEPS thrives beyond the grant period, providing a lasting impact on students and the community.

In advancing the CTE Tiny Home grant proposal, efforts will be made to leverage external funds and resources to amplify its impact. The grantee intends to explore partnerships with local businesses, construction companies, and community organizations to secure additional financial support or in-kind contributions. Collaboration with regional development agencies and foundations will also be pursued to tap into external funding sources aligned with the objectives of the proposal. Actively seeking and leveraging external resources, the grantee aims to supplement the grant funds, ensuring a more comprehensive and sustainable implementation of the Tiny Home construction program. This approach enhances the overall financial viability of the proposal and establishes a network of support from diverse stakeholders invested in the success of the CTEPS initiative.

Program Budget

Grant Recipient: Ketchikan Gateway Borough School District

Grant Number: _____

Grant Title: Strengthen and Develop CTE Prorams (CTEPS) **Revision Number:** _____

UNIFORM CHART of ACCOUNTS		Account Title	Budget Amount		
			Initial/Current Budget	Revisions (+ or -)	Approved Budget
Required	Optional				
310		CERTIFICATED SALARIES	4,000.00	0.00	0.00
	314	Director/Coordinator/Manager	2,000.00	0.00	
	315	Teacher		0.00	
	316	Extra Duty Pay	2,000.00	0.00	
	317	Certificated Substitutes		0.00	
	318	Specialists		0.00	
320		NON-CERTIFICATED SALARIES	0.00	0.00	0.00
	321	Director/Coordinator/Manager			
	323	Aides		0.00	
	324	Support Staff		0.00	
	329	Substitutes/Temporaries		0.00	
360		EMPLOYEE BENEFITS	560.70	0.00	
390		TRANSPORTATION COSTS		0.00	
410		PROFESSIONAL & TECHNICAL		0.00	
420		STAFF TRAVEL		0.00	
425		STUDENT TRAVEL		0.00	
430		UTILITY SERVICES		0.00	
440		OTHER PURCHASED SERVICES		0.00	
450		SUPPLIES/MATERIALS/MEDIA	18,898.00		0.00
	451	Teaching Supplies		0.00	
	454	Office Supplies		0.00	
	457	Small Tools & Equipment		0.00	
	471	Textbooks		0.00	
490		OTHER EXPENSES (Dues & Fees)		0.00	
		UNALLOCATED** ---->		0.00	
Subtotal Direct Costs			23,458.70		0.00
Indirect Rate			0.00%		0.00%
Indirect Amount			0.00		0.00
480		TUITION & STIPENDS			
510		EQUIPMENT (no indirect charges)			
540		OTHER CAPITAL OUTLAY EXPENSES			
TOTAL			23,458.70		0.00

**** UNALLOCATED FUNDS MAY NOT BE ENCUMBERED OR SPENT. A BUDGET REVISION IS REQUIRED.
A narrative explanation is required for ALL budget revisions.**

DISTRICT APPROVAL [†]	
NAME & TITLE [†]	SIGNATURE [†]
DATE [†]	TELEPHONE NUMBER [†]

Narrative Description of Program Budget

(A narrative justification must accompany EACH request for a budget revision)

Grant Recipient: Ketchikan Gateway Borough School District

Grant Number: _____

Grant Title: Strengthen and Develop CTE Programs (CTEPS) **Revision Number:** _____

Chart of Accounts Number <i>Required</i>	Account Title	Budget Amount TOTAL	Narrative Description Please include a COMPLETE description of each line item. Budget revisions must include a justification for each change including the impact on the program originally approved.
310	CERTIFICATED SALARIES	-	- The Tiny Home grant allocates \$2,000 for a coordinator overseeing logistics and communication, while an additional \$2,000 supports Extra Duty Pay for the CTE Construction teacher's vital role in guiding students through the Tiny Homes project.
320	NON-CERTIFICATED SALARIES	-	-
360	EMPLOYEE BENEFITS	-	- The program budget incorporates employee benefits, covering 1.45% for Medicare and 12.56% for the Teacher Retirement System (TRS). These allocations guarantee comprehensive coverage and retirement benefits, fostering a supportive work environment.
390	TRANSPORTATION COSTS	-	-
410	PROFESSIONAL & TECHNICAL	-	-
420	STAFF TRAVEL	-	-
425	STUDENT TRAVEL	-	-
430	UTILITY SERVICES	-	-
440	OTHER PURCHASED SERVICES	-	-
450	SUPPLIES/MATERIALS/MEDIA	-	- Two purpose-built 18-foot trailers, priced at \$7,549 each, form the foundational components for creating a lifelike learning environment. Additionally, the inclusion of 4-inch drop axles incurs an extra cost of \$350 per trailer. Shipping expenses on the Alaska Marine Highway, totaling \$1,550 per trailer, ensure the timely delivery of materials to the project site.
490	OTHER EXPENSES (Dues & Fees)	-	-
480	TUITION & STIPENDS	-	-
510	Equipment	-	-
540	Other Capital Outlay Expenses	-	-

Copy and attach additional pages as needed.