

City and Borough of Sitka

ANNUAL GRANTS FROM GENERAL FUND

SUMMARY SHEET

Name of Organization: The SEER School (AKA: The Southeast Enrichment Resource Center)

Alaska State Business License Number (if applicable): 945 224

Name of Contact Person: Heidi Horner Raffaele, M.Ed.

Phone: 738-1499 Email: greatkids9@gmail.com

Mailing address: PO Box 1031 Sitka, Alaska 99835

Grant Category (check either annual or special emergency grant, and check type of services for annual grant):

- Annual Grant:
 - Human Services or
 - Cultural and Educational Services
 - Community Development
- Special Emergency Grant

Dollars Requested: \$ 6,000.00

Match Dollars Committed: 0 Percentage: 0%

Sources of Matched Dollars: N/A

Brief Description of the Purpose of the Grant: To purchase two mac laptop computers, 4 iPad mini tablets, 4 iPad mini cases, and two computer programs - Microsoft Office for Mac & Students and Dragon Dictate 4.0

I, Heidi Horner Raffaele, do hereby certify that all information provided for this grant application is accurate and complete to the best of my knowledge.

Name: Heidi Horner Raffaele, M.Ed.

Title: Administrator/Lead Teacher Date: 8-15-14

Project Description Overview

The SEER School (AKA: The South East Enrichment Resource Center, grades K-8) is a nonprofit school specializing in multiage and alternative education experiences for special needs and typical students together, in nearly equal numbers. Our school does not receive state funding of any kind. Students attend by either paying annual tuition or by tuition forgiveness if the cost of tuition is unaffordable for the family. Students who attend The SEER School exhibit a variety of learning styles, abilities, and educational needs not easily met in traditional classrooms. Our students often experience learning struggles requiring non-traditional methods to help them achieve age level expectations more easily attained by students in typical classroom settings. Over the past nine years, The SEER School has educated more than 250 students with disabilities ranging from Fetal Alcohol Spectrum Disorder, Autism Spectrum Disorder, Specific Learning Disabilities, Developmental Delays, Down Syndrome, Emotional Disabilities, Type 1 Diabetes, early childhood abuse and neglect, and Post Traumatic Stress Disorder. Our school has also taught students who were identified as highly gifted, but whose needs could not be met within the typical classroom. Additionally, we have served a minimum of five students who, along with their families, were homeless for all or part of at least one school year. Each year almost half of our student population is identified as Alaska Native or Native American, with an additional ten percent or more of our students being from Asian backgrounds. The remainder our students are typical learners from a variety of backgrounds who seek an alternative educational setting.

Technology has long been proven to bridge the educational gaps for students who struggle to learn, but technology has also been proven to assist typical and gifted students as well. By adding technology to our everyday curriculum and classroom, our school can help all of our students become more independent learners who are confident and ready for their lives as adults. The International Society for Technology Education emphasizes the need for students to develop 21st Century skills effectively so that they can "live productively in an increasingly global and digital world." The ISTE also establishes a need for students to "use technology to analyze, learn, and explore. Digital skills are vital for preparing students to work, live, and contribute to the social and civic fabric of their communities." The SEER School students are very much a part of our school community and someday they will be members of our City and Borough of Sitka community. We want our students to confidently and skillfully live independent lives with careers that sustain them as adults here at home. Marshall Raskind and Krisitn Stanberry make the case for technology use in their article, Assistive Technology for Kids with Learning Disabilities: An Overview (2010) which states that "assistive technology can improve certain skill deficits (e.g., reading and spelling)." They further state that assistive technology can help students overcome dependence on their parents, siblings, friends, and teachers as they grow to become more independent.

The SEER School is applying for the Annual Grant under the category of Cultural and Educational Services. Our school will use these grant funds to buy and utilize two lap top computers, four mini iPads/cases, and two software programs (Microsoft Office for Mac and Dragon Dictate 4.0). These computers, iPads/cases, and programs will be used by a minimum of twenty students, six teachers, and multiple family members assisting students with assignments and projects every school year going forth.

These computers, programs, and iPads will become part of the daily curriculum and lessons at The SEER School beginning September 2014. We expect that this new technology will be in daily use for a minimum of five years by more than one hundred students, multiple teachers, and family members.

Expected Outcomes

The SEER School will measure the successful use of this grant-funded technology in several ways. Daily documentation as to which devices were used by students, teachers, and family members will be recorded. A technology survey, developed by The SEER School Administrator will be presented at the beginning and end of the school year to students, teachers, and family members who use the computers, programs, and iPads. Additionally, each semester, every student will select a school related topic to study more independently on a deeper level. They will incorporate the use of technology in their research and presentation to show their detailed knowledge and greater understanding of the chosen topic. They will design, create, present, and document their research through a class presentation utilizing the technology that they have used during the semester. Monthly interviews with students, teachers, and families will be recorded as bench marks to determine if the technology use is positively assisting students with their lessons.

Smaller, island communities such as Sitka sometimes experience difficulties keeping their younger citizens engaged in school due to limited educational settings, a lack of alternative education opportunities, and strategies that make an appropriate education unreasonable for students who have greater learning needs than typical classrooms can manage. Each of these students present unique educational needs and this grant-funded technology will be used to assist them personally and appropriately so that they can achieve academically and socially commensurate with their typical peers. When students overcome struggles, stay in school, and grow academically and socially, they become positive, healthy participating members of our community. According to the report, IT Opportunities in the Education Market, referenced in Ryan Lytle's article, Study: Emerging Technology has Positive Impact in Classroom (2011), "seventy-eight percent of K-12 teachers and administrators believe technology has positively impacted the classroom and the productivity of students. Roughly sixty-five percent of educators surveyed also believe that students are more productive today than they were three years ago due to the increased reliance on technology in the classroom." Certainly, when students can learn and access lessons appropriately, it is not an unfair assumption to suggest that these students will remain in school and then become healthy adults and community members. Christopher Machielse writes The Lecture Tools Blog (2011) and refers to a US News article highlighting five benefits of classroom technology identified by classroom teachers:

1. Improved Student Performance
2. Increased Student Productivity
3. Better Attendance Rates
4. Complete Resource Portability
5. Connect with Students More Easily

The SEER School technology project asserts that the five benefits identified above are essential benefits to our students and expected outcomes of this project. We also support the idea that students who become stronger, independent learners stay in school and graduate to go on to adulthood, creating purposeful lives within our community of Sitka. According to the Sitka Economic Development Association, March 2013 Sitka Trends Economic Newsletter, the unemployment rate for Sitka based on information from the Alaska Department of Labor, was 5.6% in 2012. If our students can become independent learners then there is every reason to believe that they will not be a great part of the unemployed in Sitka. This certainly benefits the entire community especially when we consider how technologically oriented Sitka is becoming, even though we remain a remote island community. Technology allows for our students to connect with the remainder of Alaska and the world.

The city of Sitka benefits in greater ways by having a business such as The SEER School within its community. The SEER School provides employment for two full-time Alaska certified teachers and a minimum of six part-time teachers. Having a private school option in town also shows families who want to move to Sitka, that there are diverse educational opportunities in our community.

Statement of Need

The SEER School is applying for this grant-funded technology so that we can educate all of our students fairly, equally, and appropriately. Because we serve students from a variety of ages, cultural backgrounds, and learning abilities, this technology is essential for helping us bring vibrant, relevant, 21st Century lessons to our students. We have applied for grant money under the category Cultural and Educational Services and we believe that our students reflect the true meaning behind the title of this category. Our project of increasing the daily use and incorporation of computers, programs, and iPads within the classroom, through lessons for all of our students is exactly the embodiment of such a grant. According to the ISTE students must have access to technology so that they can meet these four standards:

1. Creativity and Innovation
2. Communication and Collaboration
3. ~~Research and Information Fluency~~
4. Critical Thinking, Problem Solving, and Decision Making

According to Sitka Economic Development Association's March 2013 Sitka Trends Economic Newsletter, the Alaska Department of Education is cited as identifying a 3.6% dropout rate for Sitka students between grades seven and twelve (2011-2012). Sitka's dropout rate was higher than schools in Juneau (3.3%) and Ketchikan (2.8%) for the same time period. Research indicates that students drop out of school for a variety of reasons including a lack of connection to subjects taught, an inability to see how the lessons relate to real-life, and a consistent general lack of success within the classroom. More than ninety percent of the families seeking a successful education for their child at The SEER School state that traditional classroom lessons and teaching strategies have not been beneficial to their child who has attended public school for at least one year or more. Eighty percent of parents who seek to place their kindergarten-aged child at The SEER School, have identified learning behaviors exhibited by their child, which caused educational and social concerns the year prior to kindergarten. Over the last eight years, at least ten students were first enrolled in public school only to be removed by parents during the school year and placed at The SEER School. Those students demonstrated educational and social struggles hindering themselves to such a great extent, that several of those students required medication and counseling. Lastly, because nearly half of our students are Native Alaskan or Native American, we are helping to keep these students in school and teaching them how to access their education alongside their peers so that they can continue to build their learning skills for success in this technologically growing community.

The funding from this project does not help leverage other funds for this project.

Organizational Capacity

The SEER School has built a strong reputation for completion of projects, both grant based and non-grant based, as well as created positive collaborations with other organizations both in and out of Sitka. Over the past nine years we have collaborated with organizations such as: Youth Advocates of Sitka, Sitka School District, Mt. Edgecumbe High School, White Elephant, Sitka Conservation Society-Fish to Schools Program, Hames Wellness Center, Sheldon Jackson Child Care Center, Special Education Services Agency (Anchorage), Sitka Tribe of Alaska, Island Institute of Maine-WeatherBlur Project, Sitkans Against Family Violence Shelter, Dove Island Lodge, Lakeside Grocery, Sitka Sound Science Center, Kettleon Memorial Library, Public Health Office, Sitka Community Hospital, SEARHC, United Methodist Church, Ventures Program, Center for Community, Office of Childrens Services, and Office of Public Services.

Over the years we have received grants, technology, fish, supply donations, and other support from the White Elephant, Sitka Conservation Society-Fish to Schools Program, Hames Wellness Center, Special Education Services Agency, and Island Institute of Maine-WeatherBlur Project. Additionally, we have a large community connection and receive a wide variety of item donations to our school almost on a daily basis.

The SEER School Board meets monthly, the first Wednesday of each month during the school year, and at least once over the summer. Current board members are: Eric Hanson (President), John Feryok (Vice-President), Kent Barkhau (Treasurer), JoElle Courtright (Secretary), and Debe Knight. New members to the board beginning September 2014: Jeanette Berry, Jim Berry, and Shelby Olrich.

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08/13/14
Accrual Basis

The SEER School
Balance Sheet
As of August 31, 2013

	<u>Aug 31, 13</u>
ASSETS	
Current Assets	
Checking/Savings	
First Bank Checking	11,615.47
PayPal	2,693.71
Petty Cash	19.61
Total Checking/Savings	<u>14,328.79</u>
Accounts Receivable	
SEER School Invoices	7,361.17
Total Accounts Receivable	<u>7,361.17</u>
Other Current Assets	
Inventory Asset	2,220.01
Undeposited Funds	1,050.00
Total Other Current Assets	<u>3,270.01</u>
Total Current Assets	<u>24,959.97</u>
TOTAL ASSETS	<u><u>24,959.97</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	185.74
Total Accounts Payable	<u>185.74</u>
Total Current Liabilities	<u>185.74</u>
Total Liabilities	185.74
Equity	
Undesignated Funds	16,902.90
Net Income	7,871.33
Total Equity	<u>24,774.23</u>
TOTAL LIABILITIES & EQUITY	<u><u>24,959.97</u></u>

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08/13/14

Accrual Basis

The SEER School
Balance Sheet
As of August 13, 2014

	<u>Aug 13, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
First Bank Checking	14,052.86
PayPal	0.33
Petty Cash	35.61
Total Checking/Savings	<u>14,088.80</u>
Accounts Receivable	
SEER School Invoices	11,043.42
Total Accounts Receivable	<u>11,043.42</u>
Other Current Assets	
Inventory Asset	2,444.60
Total Other Current Assets	<u>2,444.60</u>
Total Current Assets	<u>27,576.82</u>
TOTAL ASSETS	<u><u>27,576.82</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	100.00
Total Accounts Payable	<u>100.00</u>
Other Current Liabilities	
Payroll Tax Liabilities	
SUI	0.98
Total Payroll Tax Liabilities	<u>0.98</u>
Total Other Current Liabilities	<u>0.98</u>
Total Current Liabilities	<u>100.98</u>
Total Liabilities	100.98
Equity	
Undesignated Funds	24,774.23
Net Income	2,701.61
Total Equity	<u>27,475.84</u>
TOTAL LIABILITIES & EQUITY	<u><u>27,576.82</u></u>

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Accrual Basis

The SEER School
Budget to Actual
September 2012 through August 2013

	Sep '12- Aug ...	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Contract Income	1,711.48			
Donations Received	2,006.14	3,600.00	-1,593.86	55.7%
Fundraising	300.00	1,500.00	-1,200.00	20.0%
Interest Inc	7.17	10.00	-2.83	71.7%
Tuition Income				
Write off uncollectible account	-6,725.00			
Tuition Income - Other	74,184.70	64,500.00	9,684.70	115.0%
Total Tuition Income	67,459.70	64,500.00	2,959.70	104.6%
Uniforms	3,290.00	2,500.00	790.00	131.6%
Total Income	74,774.49	72,110.00	2,664.49	103.7%
Cost of Goods Sold				
Uniform Expense	2,015.26	1,390.00	625.26	145.0%
Total COGS	2,015.26	1,390.00	625.26	145.0%
Gross Profit	72,759.23	70,720.00	2,039.23	102.9%
Expense				
Accountant				
Accounting	2,155.02	1,600.00	555.02	134.7%
Tax Prep	472.50	500.00	-27.50	94.5%
Total Accountant	2,627.52	2,100.00	527.52	125.1%
Advertising & Promotion	0.00	300.00	-300.00	0.0%
Fundraising Expenses	341.53	250.00	91.53	136.6%
Insurance Expense				
D&O	982.04	982.00	0.04	100.0%
Liability	1,162.00	1,162.00	0.00	100.0%
Worker's Comp	0.00	282.00	-282.00	0.0%
Total Insurance Expense	2,144.04	2,426.00	-281.96	88.4%
Licenses, Dues and Fees	145.00	75.00	70.00	193.3%
Payroll Expense				
Payroll Tax Expenses	2,923.14	2,720.00	203.14	107.5%
Salaries & Wages	23,328.00	23,328.00	0.00	100.0%
Temporary Salaries	2,560.00	500.00	2,060.00	512.0%
Total Payroll Expense	28,811.14	26,548.00	2,263.14	108.5%
Post Office Box	140.00	150.00	-10.00	93.3%
Rent	21,375.00	21,000.00	375.00	101.8%
Student Activities/Education	657.25	1,000.00	-342.75	65.7%
Supplies				
Bank Charge	16.88	105.00	-88.12	16.1%
Building Supplies	4,114.66	4,000.00	114.66	102.9%
Classroom Supplies	2,920.50	2,500.00	420.50	116.8%
Office Supplies	46.13	350.00	-303.87	13.2%
Paypal Fees	320.80	0.00	320.80	100.0%
Total Supplies	7,418.97	6,955.00	463.97	106.7%
Utilities	1,143.21	1,200.00	-56.79	95.3%
Vehicle Expenses				
Fuel	84.24	0.00	84.24	100.0%
Total Vehicle Expenses	84.24	0.00	84.24	100.0%
Total Expense	64,887.90	62,004.00	2,883.90	104.7%
Net Ordinary Income	7,871.33	8,716.00	-844.67	90.3%
Net Income	7,871.33	8,716.00	-844.67	90.3%

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Accrual Basis

The SEER School
Budget to Actual
September 1, 2013 through August 13, 2014

	Sep 1, '13 - A...	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Application Fee	40.00	50.00	-10.00	80.0%
Contract Income	1,577.89	0.00	1,577.89	100.0%
Donations Received	243.00	1,000.00	-757.00	24.3%
Fundraising	0.00	200.00	-200.00	0.0%
Grants	0.00	3,000.00	-3,000.00	0.0%
Interest Inc	6.15	10.00	-3.85	61.5%
Tuition Income	57,375.00	52,750.00	4,625.00	108.8%
Uniforms	2,192.50	2,000.00	192.50	109.6%
Total Income	61,434.54	59,010.00	2,424.54	104.1%
Cost of Goods Sold				
Uniform Expense	1,406.49	1,000.00	406.49	140.6%
Total COGS	1,406.49	1,000.00	406.49	140.6%
Gross Profit	60,028.05	58,010.00	2,018.05	103.5%
Expense				
Accountant				
Tax Prep	503.50	500.00	3.50	100.7%
Total Accountant	503.50	500.00	3.50	100.7%
Fundraising Expenses	0.00	50.00	-50.00	0.0%
Insurance Expense				
D&O	982.04	985.00	-2.96	99.7%
Liability	1,215.92	1,215.00	0.92	100.1%
Worker's Comp	280.00	280.00	0.00	100.0%
Total Insurance Expense	2,477.96	2,480.00	-2.04	99.9%
Licenses, Dues and Fees	365.00	100.00	265.00	365.0%
Payroll Expense				
Payroll Tax Expenses	2,612.60	2,900.00	-287.40	90.1%
Salaries & Wages	24,030.00	24,028.00	2.00	100.0%
Total Payroll Expense	26,642.60	26,928.00	-285.40	98.9%
Post Office Box	148.00	150.00	-2.00	98.7%
Rent	21,900.00	21,900.00	0.00	100.0%
Student Activities/Education	574.50	1,000.00	-425.50	57.5%
Supplies				
Bank Charge	7.00	20.00	-13.00	35.0%
Building Supplies	1,405.89	1,000.00	405.89	140.6%
Classroom Supplies				
Fish to Schools	551.62	0.00	551.62	100.0%
Classroom Supplies - Other	625.18	3,000.00	-2,374.82	20.8%
Total Classroom Supplies	1,176.80	3,000.00	-1,823.20	39.2%
Office Supplies	274.61	50.00	224.61	549.2%
Paypal Fees	497.91	1,000.00	-502.09	49.8%
Total Supplies	3,362.21	5,070.00	-1,707.79	66.3%
Utilities	1,044.02	1,200.00	-155.98	87.0%
Vehicle Expenses				
Fuel	303.00	250.00	53.00	121.2%
R&M	5.65	500.00	-494.35	1.1%
Total Vehicle Expenses	308.65	750.00	-441.35	41.2%
Total Expense	57,326.44	60,128.00	-2,801.56	95.3%
Net Ordinary Income	2,701.61	-2,118.00	4,819.61	-127.6%
Net Income	2,701.61	-2,118.00	4,819.61	-127.6%

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **MAY 05 2005**

SOUTH EAST ENRICHMENT RESOURCE
CENTER INC
PO BOX 1031
SITKA, AK 99835

Employer Identification Number:
20-1473640
DLN:
17053229023024
Contact Person:
TYLER N CHUMNEY ID# 31321
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
July 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
August 30, 2004
Contribution Deductibility:
Yes
Advance Ruling Ending Date:
July 31, 2009

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. During your advance ruling period, you will be treated as a public charity. Your advance ruling period begins with the effective date of your exemption and ends with advance ruling ending date shown in the heading of the letter.

Shortly before the end of your advance ruling period, we will send you Form 8734, Support Schedule for Advance Ruling Period. You will have 90 days after the end of your advance ruling period to return the completed form. We will then notify you, in writing, about your public charity status.

Please see enclosed information for Exempt Organizations Under Section 501(c)(3) for some helpful information about your responsibilities as an exempt organization.

Letter 1045 (DO/CG)

Alaska Department of Commerce, Community, and Economic Development

Division of Corporations, Business and Professional Licensing
P.O. Box 110806, Juneau, Alaska 99811-0806

This is to certify that

SEER SCHOOL

P.O. BOX 1031 SITKA AK 99835

owned by

SOUTH EAST ENRICHMENT RESOURCE CENTER, INC.

is licensed by the department to conduct business for the period

January 06, 2014 through December 31, 2015
for the following line of business:

61 - Educational Services

This license shall not be taken as permission to do business in the state without having complied with the other requirements of the laws of the State or of the United States.

This license must be posted in a conspicuous place at the business location. It is not transferable or assignable.

Susan K. Bell
Commissioner

