

**UNADOPTED MINUTES
OF THE NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT**

Mission: "To provide a learning environment that inspires and challenges students and employees to excel."
Vision: "To graduate all students with the knowledge, skills, and attitudes necessary for a successful future."

President Margaret Hansen called the 442nd regular meeting of the Northwest Arctic Borough School District Board of Education to order at 4:16 p.m. on Tuesday, February 24, 2026, District Office Board Room, 744 Third Avenue, Kotzebue, Alaska.

Board Members present were:
Millie Hawley
Carol Schaeffer
Marie Greene
Jeanne Gerhardt-Cyrus
Alice Adams
Erica Nelson
Shannon Melton
Margaret Hansen
Tillie Ticket

Board Members absent and excused were Alice Melton-Barr and Lawrence Jones.

A quorum was present.

Observed.

Those present participated in the Pledge of Allegiance.

Staff present: Terri Walker-Superintendent, Jeff Alexander, Assistant Superintendent; Joy Cogburn-Smith-Director of State/Federal Programs; James Stewart, Human Resources Director; Joseph Groves, Director of ATC; Dena Strait, Capital Projects Manager; Deborah Landcaster, Director of Curriculum; Amy Eakin, Director of Technology; Mark Moore, Director of Property Services; Kristen Walker, Executive Assistant.

Carol Schaeffer motioned to adopt the agenda. Tillie Ticket seconded the motion. Motion passed unanimously.

Carol Schaeffer moved that the Board go into an executive session at 4:26 p.m.; Seconded by Marie Greene. Unanimously approved. The Board reconvened from executive session at 6:50 p.m.

Marie Greene motioned to adopt the consent agenda. Jeanne Gerhardt-Cyrus seconded the motion and was unanimously approved.

Approved with the correction of minor grammar errors.

Approved with the correction of minor grammar errors.

Board policy revisions require Board approval. The Superintendent/designee presents drafts or suggestions for board policy revisions when the law changes or specific needs occur. Policy revisions shall normally be given two readings prior to adoption by the Board. This is the second reading of the proposed revisions to BP 5138 Student Possession and Use of Portable Electronic Devices Including Cellular Phones within the Students series. This policy makes a number of changes to the model cell phone policy, in light of HB 57. It provides districts several options on how to regulate cell phones in schools, and provides clarifying definitions. The Board Policy Committee reviewed the proposed changes and recommends approval. The administration recommends the Board approve the second reading of the proposed revisions to BP 5138 Student Possession and Use of Portable Electronic Devices Including Cellular Phones as presented.

CALL TO ORDER

ROLL CALL

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

INTRODUCTION OF STAFF/GUESTS

APPROVAL OF AGENDA

EXECUTIVE SESSION

ADOPTION OF CONSENT AGENDA

ADOPTION OF JANUARY 19, 2026,
SPECIAL MEETING MINUTES

ADOPTION OF JANUARY 21, 2026,
REGULAR MEETING MINUTES

BP 5138 STUDENT POSSESSION AND
USE OF PORTABLE ELECTRONIC
DEVICES INCLUDING CELLULAR
PHONES- SECOND READING

Board policy revisions require Board approval. The Superintendent/designee presents drafts or suggestions for board policy revisions when the law changes or specific needs occur. Policy revisions shall normally be given two readings prior to adoption by the Board. This is the second reading of the proposed revisions to BP 6151 Class Size within the Instruction Board series. This new policy establishes the class size requirement provisions that districts must create under HB 57. The Board Policy Committee reviewed the proposed changes and recommends approval. The administration recommends the Board approve the second reading of the proposed revisions to BP 6151 Class Size as presented.

BP 6151 CLASS SIZE – SECOND READING

Board policy revisions require Board approval. The Superintendent/designee presents drafts or suggestions for board policy revisions when the law changes or specific needs occur. Policy revisions shall normally be given two readings prior to adoption by the Board. This is the first reading of the proposed revisions to BP 5111 Admission within the Students series. This policy update reflects current statutory rules on when a student may begin school, based on their age at admission. It also includes the statutory provision stating that students who are suspended or expelled are not guaranteed admission. The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments. The administration recommends the Board approve the first reading of the proposed revisions to BP 5111 Admission as presented and open for public comments.

BP 5111 ADMISSION – FIRST READING

Board policy revisions require Board approval. The Superintendent/designee presents drafts or suggestions for board policy revisions when the law changes or specific needs occur. Policy revisions shall normally be given two readings prior to adoption by the Board. This is the first reading of the proposed revisions to BP 10000 Concepts and Roles within the Charter Schools series. This is a new policy that establishes the concepts and roles of a charter school within the NWABSD. The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments. The administration recommends the Board approve the first reading of the proposed revisions to BP 10000 Concepts and Roles as presented and open for public comments.

BP 10000 CONCEPTS AND ROLES – FIRST READING

Board policy revisions require Board approval. The Superintendent/designee presents drafts or suggestions for board policy revisions when the law changes or specific needs occur. Policy revisions shall normally be given two readings prior to adoption by the Board. This is the first reading of the proposed revisions to BP 10010 Establishment of Charter Schools within the Charter Schools series. This is a new policy that outlines the process for establishing a charter school. The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments. The administration recommends the Board approve the first reading of the proposed revisions to BP 10010 Establishment of Charter Schools as presented and open for public comments.

BP 10010 ESTABLISHMENT OF CHARTER SCHOOLS – FIRST READING

Board policy revisions require Board approval. The Superintendent/designee presents drafts or suggestions for board policy revisions when the law changes or specific needs occur. Policy revisions shall normally be given two readings prior to adoption by the Board. This is the first reading of the proposed revisions to BP 10020 Charter School Application within the Charter Schools series. This is a new policy that outlines the application process for establishing a charter school. The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments. The administration recommends the Board approve the first reading of the proposed revisions to BP 10020 Charter School Application as presented and open for public comments.

BP 10020 CHARTER SCHOOL APPLICATION – FIRST READING

Board policy revisions require Board approval. The Superintendent/designee presents drafts or suggestions for board policy revisions when the law changes or specific needs occur. Policy revisions shall normally be given two readings prior to adoption by the Board. This is the first reading of the proposed revisions to BP 10021 Charter School Application Appeals within the Charter Schools series. This is a new policy that outlines the appeals process for denied charter school application. The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments. The administration recommends the Board approve the first reading of the proposed revisions to BP 10021 Charter School Application Appeals as presented and open for public comments.

BP 10021 CHARTER SCHOOL APPLICATION APPEALS – FIRST READING

Board policy revisions require Board approval. The Superintendent/designee presents drafts or suggestions for board policy revisions when the law changes or specific needs occur. Policy revisions shall normally be given two readings prior to adoption by the Board. This is the first reading of the proposed revisions to BP 10040 Academic Policy Committee within the Charter Schools series. This is a new policy that outlines the establishment and role of an academic policy committee. The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments. The administration recommends the Board approve the first reading of the proposed revisions to BP 10040 Academic Policy Committee as presented and open for public comments.

BP 10040 ACADEMIC POLICY COMMITTEE – FIRST READING

Board policy revisions require Board approval. The Superintendent/designee presents drafts or suggestions for board policy revisions when the law changes or specific needs occur. Policy revisions shall normally be given two readings prior to adoption by the Board. This is the first reading of the proposed revisions to BP 10050 Principal Lead Teacher

BP 10050 PRINCIPAL LEAD TEACHER – FIRST READING

within the Charter Schools series. This is a new policy that outlines the contract and qualifications of a Charter School principal or lead teacher. The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments. The administration recommends the Board approve the first reading of the proposed revisions to BP 10050 Principal Lead Teacher as presented and open for public comments.

Board policy revisions require Board approval. The Superintendent/designee presents drafts or suggestions for board policy revisions when the law changes or specific needs occur. Policy revisions shall normally be given two readings prior to adoption by the Board. This is the first reading of the proposed revisions to BP 10060 Meetings within the Charter Schools series. This is a new policy that outlines meetings for the Academic Policy Committee. The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments. The administration recommends the Board approve the first reading of the proposed revisions to BP 10060 Meetings as presented and open for public comments.

BP 10060 MEETINGS – FIRST
READING

Board policy revisions require Board approval. The Superintendent/designee presents drafts or suggestions for board policy revisions when the law changes or specific needs occur. Policy revisions shall normally be given two readings prior to adoption by the Board. This is the first reading of the proposed revisions to BP 10070 Review of the Charter School within the Charter Schools series. This is a new policy that outlines the annual review process of established charter schools. The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments. The administration recommends the Board approve the first reading of the proposed revisions to BP 10070 Review of the Charter School as presented and open for public comments.

BP 10070 REVIEW OF THE CHARTER
SCHOOL – FIRST READING

Board policy revisions require Board approval. The Superintendent/designee presents drafts or suggestions for board policy revisions when the law changes or specific needs occur. Policy revisions shall normally be given two readings prior to adoption by the Board. This is the first reading of the proposed revisions to BP 10080 Amendment of Charter and Termination of Contract within the Charter Schools series. This is a new policy that outlines amendments and terminations of charter school contracts. The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments. The administration recommends the Board approve the first reading of the proposed revisions to BP 10080 Amendment of Charter and Termination of Contract as presented and open for public comments.

BP 10080 APENDMENT OF CHARTER
AND TERMINATION OF CONTRACT –
FIRST READING

Board policy revisions require Board approval. The Superintendent/designee presents drafts or suggestions for board policy revisions when the law changes or specific needs occur. Policy revisions shall normally be given two readings prior to adoption by the Board. This is the first reading of the proposed revisions to BP 10090 Communication within the Charter Schools series. This is a new policy that outlines roles and responsibilities of the District and charter schools. The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments. The administration recommends the Board approve the first reading of the proposed revisions to BP 10090 Communication as presented and open for public comments.

BP 10090 COMMUNICATION – FIRST
READING

Board approval is required for contracts that exceed \$50,000. GSD Educational Services provides reporting services to meet state and federal requirements. The consultant has a history of working effectively within our district and throughout the state to produce required federal and state reports. PowerSchool support to include Configuration & support, Customization, Documentation, Technical assistance, per GSD contract. Services included in this MOA: Gathering and preparation of information necessary to complete the federal Civil Rights Data Collection, Completion and submission of the Alaska Fall OASIS report and preparation of the FY28 Projected Enrollment, Completion of the Migrant Course History report twice annually, Completion, and submission of the Alaska Summer OASIS report. Aggregation of data for, and submission of the Alaska Report Card Data Collection, Preparation of rosters for the AK STAR and Alaska Science tests, Import of test scores into PowerSchool, PowerSchool support for district staff. Funding Sources: Fund 100 Assessment and Data \$66,077.52. The administration recommends board approval of the MOA with GSD Educational Services, in the amount not to exceed \$66,077.52 as presented.

FY 27 MEMORANDUM OF
AGREEMENT – GSD EDUCATIONAL
SERVICES

Board approval is required for contracts that exceed \$50,000. An RFP was announced in the fall of 2025 to seek assistance in the creation and refinement of the Inupiaq place-based science curriculum project. Two individuals applied, and the RFP was awarded to Redgrave Education LLC for an initial amount of \$40,000. We are seeking to amend the current MOA for an additional \$42,000 for activities through the end of June 2026. Redgrave Education LLC will support the coordination and oversee project activities related to the creation and refinement of the Inupiaq place-based science curriculum. Funded by grant fund 360, Indian Education. The administration recommends board approval of the addendum to the 2025-2026 Memorandum of Agreement (MOA) with Redgrave Education LLC for the amount not to exceed \$82,000 as presented.

MOA ADDENDUM CRYSTAL
REDGRAVE

Board approval is required for contracts that exceed \$50,000. Aqqaluk Trust will collaborate with the school district on project activities related to the creation, refinement, and organization of Iñupiaq-language and cultural instructional and curricular materials. The contractor will assist in providing access to Knowledge Bearers, Native Language Speakers and cultural activities that support the use of the Iñupiaq language and traditional practices in schools and classrooms throughout the Northwest Arctic Borough School District. Funded by grant fund 366, The Iñupiatun Iliisaqta Project (TIIP). The administration recommends board approval of the Memorandum of Agreement (MOA) with Aqqaluk Trust for the amount not to exceed \$51,000 as presented.

APPROVAL OF CONTRACT 2025-2026
AQQALUK TRUST

Expenditures over \$50,000 require the approval of the Board. E-Rate Central provides consulting services to ensure the Universal Service Administrative Company (USAC) programs are followed and all proper documentation is filed in a timely manner when procuring qualified services. The District is applying for funding under E-Rate services for the 2026-2027 school internet. The E-rate program provides funding for 90% of our school internet charges. E-Rate Central supports timely and accurate filing of required E-Rate paperwork, program integrity assurance, and audit support. E-Rate Central has successfully supported the District in this capacity since 2012. The E-Rate Central 2026-2027 MOA is \$89,000 for E-Rate consulting on school internet which is the same cost as the 2026-2026 was. Funding Source: FY27 Technology General Fund. The administration recommends Board approval of the E-Rate Central Consulting Services MOA for \$89,000 as presented.

MEMORANDUM OF AGREEMENT; E-
RATE CENTRAL CONSULTING
SERVICES

Each month various Human Resources actions occur, which require Board action or cognizance. At issue is the approval of awareness of Human Resources actions for the District Office, Maintenance Department, Alaska Technical Center and school sites. On a monthly basis the administration recommends Board approval of new certified/classified hires, position reclassifications and the revision of job descriptions. In addition, the administration informs the Board of resignations and terminations throughout the district. The administration recommends the Board approve the Human Resources actions as presented.

APPROVAL OF HUMAN RESOURCES

Board approval is required for purchases that exceed \$50,000. The administration is requesting approval of a contract to H Construction, LLC of Palmer for the above noted project. H Construction was determined to be the low, responsive and responsible bidder. Three bids were received and the bid tab form is provided as an attachment. Additive Alternate #1, emergency water storage, may be added in the future dependent on 2026 work. Construction will begin this summer with a focus on exterior boardwalks, siding, building fencing and pile repainting. Summer 2027 work will be focused on interior, mechanical and electrical work. The majority of the work is scheduled to occur outside of the school calendar year. Funding source: State of Alaska DEED Grant and Capital Improvement Funds. The administration recommends the Board Approve Contract for Construction for Davis-Ramoth K-12 School Renovation to H Construction, LLC not to exceed \$7,250,000 as presented.

CONTRACT FOR CONSTRUCTION
FOR DAVIS-RAMOTH K-12 SCHOOL
RENOVATION

Board approval is required for purchases that exceed \$50,000. At issue is the Board's approval of Safe and Civil consulting and professional development expenses with Susan Isaacs to enhance positive behavior strategies and support at all sites. This initiative includes training and materials to support the effective implementation of PBIS across the district. Total expenditure not to exceed \$89,500, which includes actual travel costs. Funding: FY27 Title 1 Professional Development Set Aside (fund 267) and FY27 Quality School Grant. The administration recommends Approval of Safe and Civil consulting and professional development expenses with Susan Isaacs to enhance positive behavior strategies and support at all sites, not to exceed \$89,500 as presented.

MOA 2026-2027 SAFE & CIVIL
SCHOOLS

Board approval is required for expenditures that exceed \$50,000.00. At issue is Board approval for an addendum to Memo 25-155 RESCON for heating fuel spill clean-up for Noorvik for a cost not to exceed \$98,409.00 for FY26. In 2021, 2023, & 2025, the district had fuel spills in Kivalina on the old teacher housing campus, in Noorvik behind the teacher housing 6-plex on the hill (which are not closed out) and in Kotzebue the fuel tank used for the bus barn developed a leak in April 2025. RESCON was and still is being used to mitigate the spill issues in Kivalina and Noorvik and currently addressing the spill in Kotzebue and monitoring the dispose of spilled heating fuel. They have been working directly with the ADEC on the three spills. We also need to retain their services in the event of any spills we would need immediate support with. Funding source: General Fund: budgeted for FY 26. The Administration recommends Board approval to continue with RESCON to continue and finish the fuel spill clean-up in Noorvik as per attached, not to exceed \$98,409.00 for FY26.

MOA RESCON ADDENDUM

The School Board shall establish and maintain a balanced budget. The FY26 GF Operating Budget was approved and adopted at the April 28th, 2025:
Revenues: \$65,877,405
Expenditures: \$70,727,105
Transfer in from Other Funds: \$2,300,000

FY 26 OPERATING FUND BUDGET
REVISION #3

Transfers out to Other Funds: \$675,000

The FY26 GF Budget Revision #1, was approved and adopted at the August 26th, 2025:

Revenues: \$73,280,013

Expenditures: \$74,983,853

Transfer in from Other Funds: \$2,300,000

Transfers out to Other Funds: \$2,815,000

The FY26 GF Budget Revision #3, was approved and adopted at the January 22nd, 2026:

Revenues: \$73,280,013

Expenditures: \$73,389,518

Transfer in from Other Funds: \$2,300,000

Transfers out to Other Funds: \$2,815,000

Presented to you is Budget Revision #3 for the FY26 Operating Fund Budget:

Revenues: \$73,280,013

Expenditures: \$74,049,141

Transfer in from Other Funds: \$2,300,000

Transfers out to Other Funds: \$2,815,000

This revision is a clean-up of the accounting system, adjusting from projections to encumbered amounts for personnel and non-personnel costs. Also included is the release of salaries for closed positions and unused benefits. The administration recommends the Board approve Revision #3 of the FY26 General Fund Operating Budget as presented.

Superintendent's out-of-district travel requires Board approval. Federal Lobbying with the Northwest Arctic Leadership Team in Washington D.C., March 25-27, 2026. ASCA Lobbying in Juneau, March 28-April 1, 2026. Funding source: general fund operating budget FY 26. The administration recommends the Board approve the Superintendent's request for out-of-district travel as presented.

Board members shared closing comments.

The next Board meeting of the NWABSD Board of Education will be held March 23, 2026, via Microsoft Teams with time TBA. The budget public hearing is scheduled for Monday, April 6, 2026.

Jeanne Gerhardt-Cyrus moved to adjourn the meeting, seconded by Alice Adams. Motion passed with unanimous consent. The meeting adjourned at 7:01 p.m.

Tillie Ticket, Secretary

Kristen Walker, Recording Secretary

SUPERINTENDENT'S TRAVEL

COMMUNICATION AND ITEMS
PRESENTED BY BOARD MEMBERS

DATE/TIME OF NEXT BOARD
MEETINGS

ADJOURNMENT