

NWABSD Committee Meetings  
Monday, June 7, 2021 8:00 AM

Teleconference

## **Agenda**

1. Policy Committee - Monday June 7, 2021 at 8:00AM  
**Presenter:** Sandra Kowalski
2. Budget Committee - Monday, June 7, 2021 at 10:15AM  
**Presenter:** Megan Williams
3. Joint Maintenance and Construction Committee - Monday, June 7 at 1:00PM  
**Presenter:** Kathy Christy
4. Curriculum Committee - Tuesday, June 8, 2021 at 8:00AM  
**Presenter:** Dana Orton



# NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

Ambler · Buckland · Deering · Kiana · Kivalina · Kobuk · Kotzebue · Noatak · Noorvik · Selawik · Shungnak  
PO Box 51 · Kotzebue, Alaska 99752 · Phone (907) 442-1800

## NWABSD BOARD OF EDUCATION

### Policy Committee Meeting

Conducted via Teleconference

**CALL-IN:** 1-833-682-3239; **CODE:** 597-146-970#

### Agenda

---

**Date** June 7, 2021

**Time** 8:00 AM

- I. Policies for Second Reading and Adoption
  - a. BP 4136/4236/4336 ALL PERSONEL – NONSCHOOL EMPLOYMENT
  
- II. Policies for First Reading
  - a. BP 1340 ACCESS TO DISTRICT RECORDS
  - b. BP 6146.3 COLLEGE AND CAREER READINESS ASSESSMENTS
  
- III. Article 9 Review
  - a. BB 9223
    - i. Memo from JDO
    - ii. Direction of policy committee
  - b. Other Board Bylaws
    - i. Policy committee identify policy for revision/discussion
    - ii. Direction of policy committee
  
- IV. Information Only
  - a. BP 0520(a) SCHOOL ACCOUNTABILITY/SCHOOL IMPPROVEMENT
  - b. AR 6153 SCHOOL-SPONSORED TRIPS

**Committee Members:** Cindy Fields, Marie Greene, Paula Mills, Carol Schaeffer, Tillie Ticket,

**Assistant Superintendent:** Sandra Kowalski

**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.



# NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

Ambler · Buckland · Deering · Kiana · Kivalina · Kobuk · Kotzebue · Noatak · Noorvik · Selawik · Shungnak  
PO Box 51 · Kotzebue, Alaska 99752 · Phone (907) 442-1800

## Summary of Items on Policy Committee Agenda

June 7, 2021

### 1. Policies for Second Reading and Adoption

- a. BP 4136/4236/4336 ALL PERSONEL – NONSCHOOL EMPLOYMENT – This policy provides Administration clarity when determining if outside employment activities may be inconsistent, incompatible, in conflict with, or inimical to the employee's duties or to the duties, functions or responsibilities of the district. Proposed revision adds language to cover non-compensated appointments and clarifies in the title to include non-compensated appointments. At the April 28, 2021 Board Meeting, the Board approved the first reading and opened it up for public comments. To date, there have been no public comments. The committee is being asked for its recommendation to the Board for adoption.

### 2. Policies for Approval at First Reading and Opening a Period of Public Comment

- a. BP 1340 ACCESS TO DISTRICT RECORDS – This proposed update revises the model records retention policy to clarify that records shall be maintained in accordance with the State of Alaska Model Records Retention Schedule for Alaska School Districts. It standardizes retention rules for all AASB districts.
- b. BP 6146.3 COLLEGE AND CAREER READINESS ASSESSMENTS – This proposed policy update removes a reference to a rescinded regulation regarding college and career readiness assessments. It is updated to clarify that a district's assessment policies must be in accordance with current assessment regulations, allowing the policy to be untied to changing assessment rules.

### 3. ARTICLE 9 BYLAWS OF THE BOARD Review

- a. BB 9223 – at the April Board meeting, Administration was asked to bring to the Policy Committee information from legal counsel on residency status as it relates to BB 9223. JDO provided a memo with information for the committee to review and consider.
- b. Other Board Bylaws – The Policy Committee will discuss policy that should be considered for revision.

### 4. Information Only

- a. BP 0520(a) SCHOOL ACCOUNTABILITY/SCHOOL IMPROVEMENT – This update modifies BP 0520 to reflect current policies regarding school accountability and improvement. It removes references to previous regulations that have sunset. As this update is limited to revisions of the explanatory note, board approval is not required.
- b. AR 6153 SCHOOL-SPONSORED TRIPS – BP 6153 states that principals shall ensure that a plan is developed which provides for the safety of students and their proper supervision by staff while on school-sponsored trips. The policy states that principals shall ensure that staff develop plans which provide for the best use of students' learning time while on the trip.

The revised AR 6153 relates to movies shown to students while on school-sponsored trips. Principals expressed a concern that with recently revised movie rating guidelines, students may become exposed to explicit content. New movie rating guidelines do not categorically restrict explicit content, and the previous AR could have potentially exposed students to explicit content without another level and tool for review. The revised AR adds a requirement that the staff sponsor of the event and the principal review information about the movie/show on [Common Sense Media](#), and requires details about the movie/show to be included on a parent permission slip. The new AR also states that a principal's decision is final.

[Common Sense Media](#) rates movies, TV shows, books, and more so that parents and educators can use this information to make decisions about the entertainment being provided to their youth. Common Sense Media offers the largest, most trusted library of independent age-based ratings and reviews.

## **BP 4136/4236/4336 ALL PERSONNEL - NONSCHOOL EMPLOYMENT AND POSITIONS**

The School Board recognizes that district employees may receive compensation for outside activities or take non-compensated positions with non-District entities as long as these activities are not inconsistent, incompatible, in conflict with, or inimical to the employee's duties or to the duties, functions or responsibilities of the district.

Outside paid activities are incompatible with district employment if they require time periods that interfere with the proper, efficient discharge of the employee's duties, if they entail compensation from an outside source for activities which are part of the employee's regular duties, or if they involve using for private gain the district's name, prestige, time, facilities, equipment or supplies.

*(cf. 1321 - Solicitation of Funds from and by Students)*

*(cf. 4119.21/4219.21/4319.21 - Codes of Ethics)*

*(cf. 4132/4232/4332 - Publication or Creation of Materials)*

*(cf. 4135 - Soliciting and Selling)*

*Adopted: June 09, 2004*

**Northwest Arctic Borough School District**

WORKSHEETS for the district policy committee:

DISCARD WHEN FINISHED

Community Relations

## ACCESS TO DISTRICT RECORDS

BP 1340

Note: AS 40.25.120 sets forth the right of the public to access public records. There is strong public policy favoring inspection of public records and any exceptions to disclosure based on need should be construed narrowly.

The School Board recognizes that state policy provides broad public access to district records. Public access shall not be given to records exempt from public disclosure by state or federal law or by the Board based on the need of the district to maintain confidential information.

*(cf. 3580 – District Records)*

*(cf. 4112.6/4212.6/4312.6 – Personnel Records)*

*(cf. 4119.23/4219.23/4319.23 – Unauthorized Release of Confidential Information)*

*(cf. 5125 – Student Records; Confidentiality)*

*(cf. 9011 – Disclosure of Confidential Information)*

*(cf. 9321 – Closed Sessions)*

Note: 14.14.090, in addition to other duties, provides that the Board shall keep records and files open to public inspection at the district office during reasonable business hours.

Any person shall have reasonable access, during regular business hours, to the public records of the schools and district. The Superintendent or designee shall establish regulations to authorize and facilitate public access to district records in accordance with law, to protect the security of district records, and to prevent interference with regular district operations. Records shall be maintained in accordance with the State of Alaska Model Records Retention Schedule for Alaska School Districts.

The district may charge for copies of public records or other materials requested by individuals or groups. The charge, based on actual costs of duplication, shall be determined by the Superintendent or designee.

### *Legal Reference:*

#### *ALASKA STATUTES*

*40.25.120 - .220 Public Records Act*

*14.03.115 Access to school records by parent, foster parent, or guardian*

*14.14.090 Additional duties*

*14.20.149 Employee evaluation*

*14.43.930 Scholarship program information*

*23.40.235 Public involvement in school district negotiations*

*City of Kenai v. Kenai Peninsula Newspapers, 642 P2d 1316 (Alaska 1982)*

*Anchorage School District v. Anchorage Daily News, 779 P2d 1191 (Alaska 1989)*

#### *UNITED STATES CODE, TITLE 20*

*1232g Family Educational Rights and Privacy Act of 1974*

Revised 3/2021

Deleted: 1/09

## AASB POLICY REFERENCE MANUAL

WORKSHEETS for the district policy committee:  
DISCARD WHEN FINISHED  
Community Relations

9/92

WORKSHEETS for the district policy committee:  
DISCARD WHEN FINISHED

Instruction

## COLLEGE AND CAREER READINESS ASSESSMENTS

BP 6146.3

Note: Effective June 30, 2016, the requirement that no secondary student be issued a diploma unless he or she has taken a college and career readiness assessment is repealed.

The School Board shall provide for students to take college and career readiness assessments, as required by law and regulation. The exams shall be administered in accordance with state law and regulations. The taking of an assessment is not a requirement for a diploma.

*(cf. 5127 - Graduation Ceremonies and Activities)*  
*(cf. 6146.1 - High School Graduation Requirements)*  
*(cf. 6146.4 - Reciprocity on Graduation Requirements)*  
*(cf. 6146.5 - Differential Requirements for Individuals With Exceptional Needs)*  
*(cf. 6162.5 - Standardized Testing)*

The IEP team for a student with a significant cognitive disability may determine whether the student will take the assessment. The IEP team's determination should consider whether the assessment supports the transition plan set forth in the student's IEP.

*Legal Reference:*

ALASKA STATUTES  
14.03.075 *College and career readiness assessment*

ALASKA ADMINISTRATIVE CODE  
~~4 AAC 06.710 Statewide student assessment system~~  
4 AAC 06.718 *College and career readiness assessment after student receives a certificate of achievement*  
4 AAC 06.765 *Test Security; Consequences of Breach*  
~~4 AAC 06.790 Definitions~~

*Revised 3/2021*

**Deleted:** However, school districts still shall require all students in grade 11 and all students in grade 12 who have not previously done so, to take one of the assessments described in 4 AAC 06.717. Students may seek waivers of the requirement under 4 AAC 06.721-.724.

**Deleted:** ¶

**Deleted:** 4 AAC 06.717 *College and career readiness assessment*

**Deleted:** 4 AAC 06.721 *College and career readiness assessment waivers* ¶

**Deleted:** 4 AAC 06.775 *Statewide assessment program for students with disabilities* ¶

**Deleted:** →

**Deleted:** 17

May 18, 2021

Dear Northwest Arctic Borough School Board Policy Committee,

Our office was asked to prepare a summary of the School Board's options to declare a vacancy when a member moves out of their local district. Our analysis is below.

The Northwest Arctic Borough (NWAB) is split into four election districts.<sup>1</sup> The Northwest Arctic Borough School District (NWABSD) uses these same districts, and has adopted the NWAB's election procedures for borough assembly members as its procedure for the election of school board members.<sup>2</sup> To be a candidate for borough assembly (and thus the school board), the candidate must be a qualified voter within the borough and have lived in in the borough for one year.<sup>3</sup> The seats are voted on at-large, but candidates must be residents of the election district for which they are running.<sup>4</sup> The election districts are on a map that is maintained with the borough clerk.<sup>5</sup> The four election districts are:

District 1: Kivalina, Noatak, Baird Mountains, Kiana, and Noorvik

District 2: Ambler, Kobuk, Kobuk Area and Shungnak

District 3: Selawik, Selawik Area, Buckland, and Deering

District 4: Kotzebue, Krusenstern, Igichuk Hills, Hotham Inlet, and Cape Blossom

Once elected, Board Bylaw 9223 provides that school board members may be removed from office if: 1) they no longer reside within the boundaries in which they were elected to represent, and 2) a two-thirds vote of the Board declares the seat vacant.

Although Board Bylaw 9223 provides an option for removal, it would be difficult for the Board itself to determine when a member's residency has changed to outside of their election district. Under NWAB Code 4.04.020, the address of a voter as it appears on the latest state registration listing is presumptive evidence of the person's voting residence, and thus residence for purposes of Board membership. This is similar to Alaska Statute 01.10.055, a general state law provision, which provides that "[a] person who establishes residency in the state remains a resident during an absence from the state unless during the absence the person establishes or claims residency in another [place] or [behaves] inconsistent with the intent [to remain in the state indefinitely and make a home in the state]."

---

<sup>1</sup> Northwest Arctic Borough Code (NABC) 1.04.020(c).

<sup>2</sup> NWAB Board Bylaw 9220.

<sup>3</sup> NABC 4.08.010(a)(3).

<sup>4</sup> NABC 2.04.010.

<sup>5</sup> NABC 1.04.020.

Unless a Board member claims residency in another region or does something that demonstrates an intent to reside somewhere else, it is our opinion that the Board member retains his or her established residency in their district.<sup>6</sup> The decision to remove a Board member who spends extensive time outside of his or her region is generally left to the voters at the next election.

An additional consideration is Alaska Statute 14.14.080 and the provision of Board Bylaw 9223 relating to unexcused absences. Under this bylaw and statute, three consecutive absences by a Board member from regular Board meetings, without excusal from the Board President, is cause for the Board to declare a vacancy. Board Bylaw 9200 places the burden on each individual Board member to notify the Board President of an anticipated absence. Thus, three consecutive unexcused absences from regular Board meetings is also cause to declare a vacancy, regardless of the Board member's residency.

Please let me know if you have any questions about this guidance.

Sincerely,

/s/ Michael Caulfield

Michael Caulfield

Attorney for the Northwest Arctic Borough School District

---

<sup>6</sup> A Board member could demonstrate an intent to no longer reside within their district by accepting a job and moving to another location, or by registering to vote in another location. A Board member who spends extensive time outside of their district for medical reasons likely would *not* be considered to be residing outside of their district for the purposes of Board Bylaw 9223.

## **BB 9000 ROLE OF BOARD AND MEMBERS (POWERS, PURPOSES, DUTIES)**

### **Powers and Duties**

**Note:** Pursuant to [A.S. 14.12.030](#), school boards are delegated authority to operate public schools subject to laws and regulations applicable to regional school boards and other school districts.

The School Board's primary goal is to provide each student with an education of the highest quality in keeping with his/her capacity to learn. This goal shall be the basic factor motivating the Board's execution of its powers and duties.

*(cf. 0200 - Goals for the School District)*

The Board is responsible for the general control and direction of education in the district and is empowered to carry on and finance any program or activity that is not in conflict with, inconsistent with, or preempted by law. This broad authority shall be exercised in accordance with the State and Federal Constitutions, laws and regulations. The Board may execute any powers delegated by law to it or to the district which it governs, and shall discharge any duty imposed by law upon it or upon the district which it governs.

*(cf. 0440 - Advisory School Councils)*

*(cf. 9200 - Board Members)*

### **Governance Functions**

The Board shall consider and approve or disapprove matters submitted to it by the Superintendent and the public and is committed to establishing policies to govern district activities. The Board shall prescribe bylaws for its own governance with law or with the rules prescribed by the State Board of Education.

*(cf. 9300 - Governance)*

### **Executive Functions**

The Superintendent or designee shall serve as the chief executive officer of the Board. The Board delegates to the Superintendent or designee the authority to carry out Board decisions and to make and carry out any decisions which it delegates. The Superintendent or designee shall be fully responsible for the proper use of this authority. The Board retains ultimate responsibility for the performance of any powers or duties delegated.

*(cf. 2210 - Administrative Leeway in Absence of Policy)*

### **Judicial Functions**

The Board believes that positive personnel and public relations rely upon the ability to hear and resolve of grievances, complaints and criticisms. The Board, convened, shall serve as a body of appeal for grievances, complaints and criticisms in accordance with Board policies and negotiated employee agreements.

*(cf. 1312 - Complaints Concerning the Schools)*

*(cf. 4144 - Grievances/Complaints)*

*Legal Reference:*

#### ALASKA STATUTES

[14.08.021](#) Authority (regional school boards)

[14.08.041](#) Regional school boards

[14.08.101](#) Powers (regional school boards)

[14.08.111](#) Duties (regional school boards)

[14.14.060](#) Relationship between borough school district and borough

[14.14.065](#) Relationship between city school district and city

[14.14.130](#) Chief school administrator

[29.35.160](#) Education (military reservations)

*Adoption Date: May 23, 1995*

**Northwest Arctic Borough School District**

---

## **BB 9010 PUBLIC STATEMENTS**

Before voting on any issue, all Board members shall be encouraged to present whatever evidence they may feel important to the matter at hand. The Board shall fully consider the implications and relevancy of all information so presented. All opinions, reactions and positions shall be openly discussed, so that each member may understand all aspects of the issue before the Board makes its decision. Any Board member who may wish to criticize or oppose any specific Board action should do so during the Board meeting.

Once a Board decision has been reached, all Board members shall abide by that decision until it is amended or rescinded by subsequent Board action. When Board members express their opinions outside of the Board meeting, it is their responsibility to respect the democratic nature of Board decision-making and always identify personal viewpoints as such.

Public statements in the name of the School Board shall be issued by the Board president or, if appropriate, by the Superintendent or designee at the direction of the Board president.

*(cf. 9011 - Disclosure of Confidential Information)*

*Adoption Date: May 23, 1995*

**Northwest Arctic Borough School District**

---

## **BB 9011 DISCLOSURE OF CONFIDENTIAL INFORMATION**

Confidential information which is produced for or which comes out during executive sessions of the Board shall not be divulged or released unless a majority of the Board agree to release the information, subject to applicable laws regarding executive sessions and confidential records. This bylaw is not intended to cause the withholding of information about the purpose of executive sessions of the Board.

*(cf. 1340 - Access to District Records)*

*(cf. 4112.6/4212.6/4312.6 - Personnel Records)*

*(cf. 5125 - Student Records)*

Information from executive session shall be released by the president or chairman of the meeting in which the executive session is held.

Any Board member who releases confidential information contrary to the provisions of this bylaw may be publicly censured by a majority vote of the Board.

*(cf. 4119.23 - Unauthorized Release of Confidential Information)*

*(cf. 9321 - Executive Sessions)*

*Adoption Date: May 23, 1995*

**Northwest Arctic Borough School District**

---

## **BB 9012 COMMUNICATIONS TO AND FROM THE BOARD**

The Board recognizes that appropriate communication procedures must be adhered to when communicating among Board members, and between Board members, district administration, and members of the public. Public communication by the Board should reflect positively on the district and serve the community by keeping it informed about the goals, programs, and achievements of the district and its schools.

Staff members, parents, and community members should submit questions or communications to the School Board through the Superintendent. Board members' questions or communications to staff or about programs will be channeled through the Superintendent's office. If contacted individually, Board members will refer the person to the appropriate channel of authority, except in unusual situations. Board members will not take private action that might compromise the Board or administration.

### *Board Member Use of Electronic Communications*

Electronic communications are an efficient and convenient way to communicate and can expedite the exchange of information. Board members shall exercise caution so as to ensure that these communications are not used to discuss, deliberate, or take action on Board business outside of a properly scheduled meeting. To ensure compliance with the Open Meetings Act, electronic communications by and between members shall not be used to conduct Board business but shall be limited to:

1. Disseminating information; and
2. Messages not involving deliberation, debate, or decision-making.

Board members may properly use electronic communications to provide:

1. Agenda item suggestions;
2. Reminders regarding meeting times, dates, and places;
3. Board meeting agenda or public record information concerning agenda items; or
4. Responses to questions posed by the community, administrators, or school staff, subject to the requirements of this policy.

Board members shall make every effort to ensure that their electronic communications conform to Board Bylaw 9010, Public Statements. Unless authorized to speak on behalf of the full Board, a Board member should clarify that the member is speaking as an individual member, and not as an official Board or district spokesperson.

A Board member sending an electronic communication concerning the district shall copy the Superintendent or designee, who shall store the message consistent with the district's practice of record retention.

Board members shall abide by the district's acceptable use policy when using district-issued devices or technology resources, including district Internet access on a personal device. There is no expectation of privacy for any Board Member messages sent or received by e-mail or other electronic communication, and these communications may be subject to public disclosure. Board members should keep public and personal communication totally separate.

### **Board Member Use of Social Media**

Social media can be a positive tool for fostering community engagement with the district but this form of communication carries unique responsibilities. Board members desiring to utilize social media to communicate on matters of the district must adhere to the rules above. In addition, Board members must be cognizant to:

1. Keep public and personal social media accounts totally separate;
2. Post only content that the district has already released to the public;
3. Clarify that the posting is not an official record of Board meetings or Board business;
4. Conduct yourself online in a manner that reflects well on the district and on you as a publicly elected official;
5. Do not post anonymously about school business;
6. Immediately report harassing or defamatory communications to the Superintendent if they involve the district, its employees, or students;
7. Retain a copy of your posts and what others post on your account if required by the district's records retention procedures; and
8. Immediately report to the district any potential security breach.

Board members should not use social media as a vehicle for communicating with each other outside of properly noticed meetings.

*(cf. 3523 - E-Mail)*

*(cf. 9010 - Public Statements)*

*(cf. 9320 - Meetings)*

*(cf. 9322 - Agenda/Meeting Materials)*

*Legal Reference:*

ALASKA STATUTES

[40.25.110 - .220](#) - *Alaska's Public Records Act*

[44.62.310 - .312](#) - *Alaska's Open Meetings Act*

*Revised: January 31, 2006*

*January 30, 2018*

*Adoption Date: May 25, 2005*

**Northwest Arctic Borough School District**

---

## **BB 9110 BOARD MEMBERSHIP**

### **Regular Members**

The School Board shall consist of 11 members elected or appointed in accordance with law.

*(cf. 9220 - Board Elections)*

*(cf. 9223 - Board Vacancies)*

### **Student Board Members**

The Board believes it is important to seek out and consider students' ideas, viewpoints and reactions to the educational program. In order to provide student input and involvement, the Board shall appoint student Board members as deemed necessary.

Student Board members shall have the right to attend public meetings of the Board, be recognized at meetings, participate in discussing issues and shall receive all materials presented to Board members except those related to executive sessions.

The Board of Education will develop procedures in conjunction with the Districtwide Student Council for the selection of one (1) student representative and one (1) alternate student representative to the Board of Education. These representatives shall be advisory non-voting members to the Board.

*(cf. 1220 - Citizen committees)*

*Legal Reference:*

#### ALASKA STATUTES

[14.08.091](#) *Administration*

[14.12.030](#) *School boards*

[14.12.040](#) *Transition from five to seven member board*

[14.12.110](#) *Single body as assembly and school board*

[14.14.070](#) *Organization of school board*

[14.14.120](#) *Inoperative district*

[14.14.250 - 14.14.310](#) *Involvement of young people in government*

[29.20.300](#) *School boards*

*Revised: March 07, 2017*

*Adoption Date: May 23, 1995*

**Northwest Arctic Borough School District**

---

## **AR 9110 BOARD MEMBERSHIP**

### **Selection of Student Representative to the Board**

Each year, the following procedure will be followed for selection of one (1) student representative and one (1) alternate student representative to the Board:

1. The district shall advertise for applicants for one (1) student representative and one (1) alternate student representative to the Board no later than March 1.
2. The interested student representative and alternate student representative to the Board shall be in 8<sup>th</sup> through 11<sup>th</sup> grade during this school year and have a minimum GPA of 3.0, good attendance, leadership potential; and participation in school and community affairs.
3. Interested students shall submit an application, a letter of interest and two (2) references, which must be received by the Superintendent no later than March 31.
4. The Board shall interview all applicants at the April Board meeting via VTC, asking the same questions of all applicants.
5. One (1) student representative and one (1) alternate student representative to the Board will be selected by vote at the April Board meeting.
6. When the student representative is not available to attend the Board Meeting, the alternate student representative will attend in their absence.

### **Role of the Student Representative While Serving on the Board**

The student representative and alternate will serve from August through May of the school year following the year of his/her selection. The student representative or alternate will be considered in attendance when away from the school site to attend to Board matters.

The student representative or alternate will meet with the Board as necessary for work sessions, will be seated with the Board at regular meetings and can speak as a Board member on agenda items. He/she will not attend executive sessions, unless requested by the Board.

The student representative or alternate will receive a copy of the agenda in advance of meetings and packets of information pertaining to Board items where student opinion is desired. The Board will instruct the student representative or alternate on Board policies and procedures.

At the Board's desire, an independent course of study may be developed for the student representative and alternate that includes all of the activities and responsibilities mentioned above plus other additional activities as appropriate.

### **Responsibilities of the Student Representative**

The student representative or alternate to the Board will regularly call all school liaisons prior to Board meetings to receive student input and will schedule regular audio conferences with the entire student council. After each Board meeting, the student representative will send copies of Board minutes to the school liaisons.

On occasion, the Board may request that the student representative or alternate report back to the Board on a specific item. Such reports will be in writing and can be an agenda item, if the Board so desires. If student opinion is sought, a record of the vote by the district student council will be included in the report.

The student representative or alternate shall maintain good attendance, behavior and scholarship while serving on the Board. Failure to comply with all the student representative responsibilities may lead to dismissal by the Board.

### **Student Liaison**

Each school will select one (1) student representative and one (1) alternate student representative to serve as a liaison between that school and the student representative to the Board. Each school will establish criteria for selection of a liaison that will include, but not be limited to: scholarship (minimum of 3.0 GPA); good attendance; leadership potential; and participation in school and community affairs.

*Revised: February 08, 2018*

*Adoption Date: March 07, 2017*

**E 9110 APPLICATION STUDENT REPRESENTATIVE TO THE NWABSD BOARD OF EDUCATION**



**NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT**

Ambler · Buckland · Deering · Kiana · Kivalina · Kobuk · Kotzebue · Noatak · Noorvik · Selawik · Shungnak

PO Box 51 · Kotzebue, Alaska 99752 · Phone (907) 442-1800

**Application**

**Student Representative**

**to the NWABSD Board of Education**

Name: \_\_\_\_\_ Grade: \_\_\_\_\_

School: \_\_\_\_\_ GPA: \_\_\_\_\_

Attach a letter of interest explaining why you wish to serve as the Student Representative.

**Criteria:**

The interested student representative to the Board shall be in 8<sup>th</sup> through 11<sup>th</sup> grade during this school year and have a minimum GPA of 3.0, good attendance, leadership potential, and participation in school and community affairs.

*c.f. BB 9110 and AR 9110*

**Letters of Recommendation**

Each applicant must submit with this application, two (2) letters of recommendation for the position. One letter should be from a school administrator/teacher and one from a local community member.

**Student Statement of Commitment**

I confirm that I would like to participate as a Student Representative to the NWABSD Board of Education. I agree to make a commitment to fully participate in the process.

\_\_\_\_\_

Applicant's signature: \_\_\_\_\_ Date

**Parents' statement of consent and support**

I support my child participating as a Student Representative to the NWABSD Board of Education and he/she has my permission to participate in all associated activities.

\_\_\_\_\_

Parent/guardian signature: \_\_\_\_\_ Date

**Note:** *The NWABSD Board of Education will interview applicants. One student representative and one alternate student representative will be selected by vote of the Board at a regular school Board meeting.*

*Revised: February 8, 2018*

*Adoption Date: March 07, 2017*

**Northwest Arctic Borough School District**

## **BB 9120 OFFICERS AND DUTIES**

At its organizational meeting, held within seven (7) days after receipt of the certification of the results of the election, the Board shall elect officers in the following order: President, Vice-President, Secretary and Treasurer. Before taking office, each new member shall sign the oath of office.

*(cf. 9121 - Board President)*

*(cf. 9122 - Vice President/Clerk)*

*(cf. 9123 - Secretary/Treasurer)*

*Legal Reference:*

### ALASKA STATUTES

[14.08.091](#) Administration

[14.12.110](#) Single body as assembly and school board

[14.14.070](#) Organization of school board

[29.20.300](#) School boards

*Adoption Date: May 23, 1995*

**Northwest Arctic Borough School District**

---

## **BB 9121 PRESIDENT**

The Board president shall preside at all School Board meetings. He/she shall:

1. Call the meeting to order at the appointed time;
2. Announce the business to come before the Board in its proper order;
3. Enforce the Board's policies relating to the order of business and the conduct of meetings;
4. Recognize persons who desire to speak, and protect the speaker who has the floor from disturbance or interference;
5. Explain what the effect of a motion would be if it is not clear to every member;
6. Restrict discussion to the question when a motion is before the Board;
7. Rule on parliamentary procedure;
8. Put motions to a vote, and state clearly the results of the vote.

The president shall have the same right as other members to offer resolutions, participate in discussions, vote, and to initiate or second motions upon relinquishment of the chair.

The president shall also perform other duties as directed by the Board, and state laws, regulations and the Board, including the duty to:

1. Sign all instruments, acts, and orders necessary to carry out state requirements and the will of the Board;
2. Consult with the Superintendent or designee on the preparation of the Board's agendas;
3. Appoint and disband all committees, subject to Board approval;
4. Call such meetings of the Board as he/she may deem necessary, giving notice as prescribed by law;
5. Excuse board member absences from regular board meetings.

*(cf. 9223 - Board Vacancies)*

6. Confer with the Superintendent or designee on crucial matters which may occur between Board meetings;
7. Be responsible for the orderly conduct of all Board meetings.
8. Share informational mail with other Board members.
9. Counsel Board members regarding behavior that potentially erodes public confidence in the Board as a whole.
10. Authorize individual Board member travel.

### **President Pro-Tem**

In the absence of the President and Vice President, the President, will in advance, designate a board member to act as President pro-tem.

*(cf. 9120 - Officers and Auxiliary Personnel)*

*(cf. 9320 - Meetings)*

*(cf. 9322 - Agenda/Meeting Materials)*

*Legal Reference:*

#### ALASKA STATUTES

[14.14.070](#) *Organization of school board*

*Adoption Date: May 23, 1995*

---

**Northwest Arctic Borough School District**

## **BB 9122 VICE PRESIDENT**

In the absence of the President, the Vice-President shall discharge all the duties of the President.

*(cf. 9120 - Officers and Auxiliary Personnel)*

*Legal Reference:*

### ALASKA STATUTES

[14.14.070](#) *Organization of school board*

[14.14.020](#) *Bond required*

*Adoption Date: May 23, 1995*

**Northwest Arctic Borough School District**

---

## **BB 9123 SECRETARY**

The Secretary shall ensure that an accurate record of the proceedings of the Board is kept, and that a copy of the record is distributed to each member, the Superintendent and others requesting it.

The Board delegates to the Superintendent's office the performance of all ministerial duties of the Secretary.

*(cf. 9324 - Board Minutes)*

*Legal Reference:*

### ALASKA STATUTES

[14.08.091](#) *Administration*

[14.14.070](#) *Organization of school board*

*Adoption Date: May 23, 1995*

---

**Northwest Arctic Borough School District**

## **BB 9124 TREASURER**

The Treasurer shall ensure that all fiscal documents are properly executed and signed, shall review disbursement, and shall ensure preparation of a summary of disbursement for information to the Board at periodic intervals.

The Treasurer shall obtain a surety bond as required by [AS 14.14.020](#). The Board delegates to the Superintendent's office the performance of all ministerial duties of the Treasurer.

*Adoption Date: May 23, 1995*

**Northwest Arctic Borough School District**

---

## **BB 9125 ATTORNEY**

The School Board may use the services of private attorneys to meet the needs of the district. The Board-appointed legal counsel shall render legal advice to the Superintendent or designee and the Board and perform other administrative duties as assigned by the Board and Superintendent or designee.

The Superintendent or designee may confer with the district's legal counsel at his/her discretion.

*(cf. 9200 - Members Limits of Authority)*

*(cf. 9321 - Executive Sessions)*

*Adoption Date: May 23, 1995*

**Northwest Arctic Borough School District**

---

## **BB 9130 BOARD COMMITTEES**

The School Board may establish committees of the Board as deemed necessary. The membership of these committees is limited to less than a majority of the whole Board. The Board shall establish written charges for Board committees. When its charges or duties have been completed, the committee shall be dissolved.

The president may be a member of any committee. The Superintendent or designee may serve as an advisor to any committee at the discretion of the Board.

Committees may actively seek input and participation by parents/guardians, staff, community and students, and may consult with local public boards and agencies.

Committees shall act in an advisory capacity, making recommendations to the Board. No committee action shall be binding on the full Board. The Board as a whole shall have the final consideration in all matters.

Committee meetings are subject to the state open meetings act.

*(cf. 1220 - Citizen committees)*

*(cf. 9330 - Meetings)*

*(cf. 9321 - Executive Sessions)*

*Legal Reference:*

### ALASKA STATUTES

[29.20.020](#) *Meeting public*

[44.62.310](#) *Agency meetings public*

[44.62.312](#) *State policy regarding meetings*

*Adoption Date: May 23, 1995*

---

**Northwest Arctic Borough School District**

## **BB 9140 BOARD REPRESENTATIVES**

The Board may appoint any of its members to serve on advisory committees or as its representative to other public agencies or organizations when the Board deems such appointments desirable, contingent on acceptance of the appointment by the member.

*(cf. 1020 - Youth Services)*

*(cf. 9110 - Board Membership)*

*Adoption Date: May 23, 1995*

**Northwest Arctic Borough School District**

---

This version is up for second  
reading on Feb 23, 2021

## **BB 9140 BOARD REPRESENTATIVES**

The President, subject to Board ratification, ~~The Board~~ may appoint any of its members to serve on advisory committees or as its representative to other public agencies or organizations when the Board deems such appointments desirable, contingent on acceptance of the appointment by the member.

*(cf. 1020 - Youth Services)*

*(cf. 9110 - Board Membership)*

*(cf. 9250 – Renumeration, Reimbursement, and Other Benefits)*

**Revised: Month Day, Year**

*Adoption Date: May 23, 1995*

**Northwest Arctic Borough School District**

## **BB 9200 BOARD MEMBERS**

### **Limits of Board Members Authority**

The School Board has broad but clearly limited powers. The exercise of its authority is restricted to the functions required or permitted by law, and then only when it acts in a legally constituted meeting. Individual Board members shall submit requests for research or administrative studies to the entire Board for consideration.

*(cf. 6162.8 - Research)*

*( cf. 9322 - Agenda/Meeting Materials)*

The Board is the unit of authority. An individual Board member is a part of the governing body which represents and acts for the community as a whole. Apart from the normal function as part of the unit, the Board member has no individual authority. No individual member of the Board, by virtue of holding office, shall exercise any administrative responsibility with respect to the schools; nor, as an individual, command the services of any school employee. Individually, the Board member may not commit the district to any policy, act or expenditure.

No members of the Board shall be asked to perform any routine or clerical duties which may be assigned to an employee, nor shall any Board member become an employee of his/her district while serving on the Board.

A Board member should resign from the Board before seeking to secure district employment. In no event shall a final decision for hire be made prior to receiving the Board member's resignation.

*(cf. 9250 - Remuneration, Reimbursement and other Benefits)*

*(cf. 9270 - Conflict of Interest)*

Board members who visit schools of their own volition have no more authority than any other citizen. Board members have authority only in regularly called meetings of the Board, or when delegated specific tasks by Board action.

*(cf. 1250 - Visits to the Schools)*

### **Obligations of Members**

Members of the Board must endeavor to attend all meetings, study all materials presented with the agenda prior to attending the meeting, participate in the discussion of any items which come before the Board, and vote on all motions and resolutions, abstaining only for compelling reasons. If a Board Member knows they will be unable to attend scheduled meetings, worksession, or committee assignments they must notify the Board President or the Superintendents Office of this intended absence. If a Board Member notifies the Superintendent's Office with a request for an excused absence, this information will be communicated to the Board President for his/her decision and action.

The Board member should not subordinate the education of children and youth to any partisan principle, group interest, or the member's own personal interest.

The Board member should be prepared and willing to devote a sufficient amount of time to the study of the problems of education in the district, the state, and the nation in order to interpret them to the people of the district.

*(cf. 9230 - Meetings)*

*Legal Reference:*

ALASKA STATUTES

[14.14.140](#) *Restrictions on employment*

*Adoption Date: May 23, 1995*

---

**Northwest Arctic Borough School District**

## BB 9220 SCHOOL BOARD ELECTIONS

School Board members shall be elected for a three-year term in accordance with procedures established by ordinance for municipal elections or by state regulations for regional educational attendance areas.

Any person eligible to be a voter in the district is eligible for Board membership. However, a district employee elected to the Board must resign his/her position with the Board in order to qualify for Board membership.

(cf. 9110 - Board Membership)

**Note:** If subject to the provisions of [A.S. 39.50.020](#), elected municipal officers, including school board members are required to file financial disclosure statements upon filing for office and annually after election.

(cf. 9270 - Conflict of Interest)

Legal Reference:

### ALASKA STATUTES

[14.08.041](#) Regional school boards

[14.08.051](#) School board sections

[14.08.061](#) Term of office

[14.08.071](#) Elections

[14.08.081](#) Recall

[14.12.050](#) School board terms

[14.12.080](#) Qualification of members

[14.12.110](#) Single body as assembly and school board

[14.14.140](#) Restrictions on employment

[29.20.300](#) School boards

[29.26.060](#) Runoff elections

[39.50.020](#) Report of financial and business interests

Adoption Date: May 23, 1995

---

**Northwest Arctic Borough School District**

## **BB 9222 RESIGNATION**

A School Board member who wishes to resign may do so by submitting his/her written resignation to the School Board.

The Board shall declare the board member's seat vacant upon acceptance of the resignation. The Board may accept the resignation with a deferred effective date.

*(cf. 9223 - Board Vacancies)*

*Legal Reference:*

ALASKA STATUTES

[14.08.045](#) *Vacancies*

*Adoption Date: May 23, 1995*

**Northwest Arctic Borough School District**

---

## BB 9223 BOARD VACANCIES

The School Board may declare a regional school board seat vacant if the person elected:

1. fails to qualify for Board membership within 30 days of certification of the election,
2. refuses to take office,
3. resigns,
4. is convicted of a felony involving moral turpitude or a violation of the oath of office,
5. no longer resides within the boundaries which he/she was elected to represent and a two-thirds vote of the Board declares the seat vacant.

*(cf. 9220 - School Board Election)*

The school board shall declare a vacancy on the Board for any actions which disqualify a member from service in accordance with state laws and local ordinances.

**Note:** [A.S. 14.14.080](#) allows a school board to declare a board vacancy when a member fails to attend three consecutive regular board meetings without being excused by the Board President.

Three consecutive unexcused absences from regular board meetings shall be sufficient cause for the Board to declare a Board vacancy.

*(cf. 9121 - President)*

*cf. 9320 - Meetings)*

### **Appointment to the Board**

A vacancy on the Board shall be filled within 30 days of the vacancy by Board appointment. When making an appointment to the Board, the Board desires to draw from the widest possible number of candidates.

The Board shall:

1. Provide candidates with appropriate information regarding Board member responsibilities.
2. Announce names of candidates and accept public input either in writing or at a public meeting.
3. Interview the candidates at a public meeting.
4. Select the provisional appointee by majority vote at a public meeting.

The person appointed shall hold office until the next regularly scheduled election for district Board members and shall be afforded all the powers and duties of a Board member upon appointment.

*Legal Reference:*

#### ALASKA STATUTES

[14.08.041](#) *Regional school boards*

[14.08.045](#) *Vacancies*

[14.08.081](#) *Recall*

[14.12.070](#) *Vacancies*

[14.14.080](#) *Declaring a school board vacancy*

[29.26.240 - 29.26.360](#) *Recall*

*Adoption Date: May 23, 1995*

**Northwest Arctic Borough School District**

---

## **BB 9224 OATH OR AFFIRMATION**

Before taking office, all School Board members shall take and sign the oath or affirmation required by law.

*Legal Reference:*

ALASKA STATUTES

[14.08.091](#) Administration

[14.12.090](#) Oath

*Adoption Date: May 23, 1995*

**Northwest Arctic Borough School District**

---

## **BB 9230 ORIENTATION**

The Board encourages all Board candidates to attend public Board meetings during the period of their candidacy so that insofar as possible, new members will be prepared to discuss and cast informed votes on matters before the Board from the time that they are sworn into office.

The Superintendent or designee shall cooperate impartially with all candidates in providing them with information about district activities and school programs.

The Board and the Superintendent or designee shall help each newly elected member to understand district operations and the Board's functions, policies and procedures as soon after election as possible. Incoming members are encouraged to read the Board's policies and informational materials on the function of the Board and the school system, to visit school facilities, and to meet with the Superintendent or designee and Board president, as needed to become oriented to Board service.

The incoming member may attend, at district expense, workshops for newly elected members, including such workshops conducted by the Association of Alaska School Boards.

*(cf. 9240 - Board Development )*

*Legal Reference:*

### ALASKA STATUTES

[14.14.160](#) *Cooperation and support of certain association functions*

*Adoption Date: May 23, 1995*

---

**Northwest Arctic Borough School District**

## **BB 9240 BOARD DEVELOPMENT**

The public entrusts the Board with the governance of its schools. Board members, like teachers and administrators, need in-service training. As part of their job, Board Members need to participate in professional development activities that help them understand their responsibilities, stay abreast of new developments in education, and learn new ways to cope effectively with the problems they confront.

Board members are strongly encouraged to attend at least one or more Board development activities each year.

Board members shall report on the development activities they attend at a regular Board meeting as soon as possible after the Board member's return.

Funds for Board development and related travel shall be budgeted annually. Such activities may include state, regional, and national workshops, conferences, conventions, such as those offered by the Association of Alaska School Boards.

*(cf. 9250 - Remuneration, Reimbursement, and Other Benefits)*

*Legal Reference:*

### ALASKA STATUTES

[14.14.160](#) *Cooperation and support of certain association functions*

*Adoption Date: May 23, 1995*

---

**Northwest Arctic Borough School District**

## **BB 9250 REMUNERATION, REIMBURSEMENT, AND OTHER BENEFITS**

### **Compensation**

Board members are entitled to an honorarium of \$250.00 per day the Board is conducting board approved District business. District business is defined as: regular meetings, special meetings, work sessions, budget hearings, committee assignments, official assignments; and attendance at a convention, conference, workshop or similar gathering.

Board members who are required to travel from their normal place of residence for District business shall be entitled to actual transportation, hotel expenses and per diem. Per diem shall be at the rate of sixty dollars for all travel within the boundaries of the School District and eighty dollars for all travel outside the boundaries of the School District. Board members meeting locally are entitled to one-half daily per diem rate.

### **Health and Welfare Benefits**

Board members may participate in the health and welfare benefits program as provided for district employees.

The district shall pay the cost of all premiums required for Board members electing to participate in the district health and welfare benefits program.

*Legal Reference:*

#### ALASKA STATUTES

[14.14.140](#) *Restriction on employment*

*Revised: July 26, 2011*

*Adoption Date: May 23, 1995*

---

**Northwest Arctic Borough School District**

This version is up for first reading on  
Feb 23, 2021

## **BB 9250 REMUNERATION, REIMBURSEMENT, AND OTHER BENEFITS**

### **Compensation**

Board members are entitled to an honorarium of \$250.00 per day the Board is conducting board approved District business. District business is defined as: regular meetings, special meetings, work sessions, budget hearings, committee assignment, official assignments such as meetings of the Alaska Association of School Boards and the National Association of School Boards committee appointments; and attendance at a convention, conference, workshop or similar gathering as allocation in the Board's budget allows.

Board members who are required to travel from their normal place of residence for District business shall be entitled to actual transportation, hotel expenses and per diem. Per diem shall be at the rate of sixty dollars for all travel within the boundaries of the School District and eighty dollars for all travel outside the boundaries of the School District. Board members meeting locally are entitled to one-half daily per diem rate.

### **Health and Welfare Benefits**

Board members may participate in the health and welfare benefits program as provided for district employees.

The district shall pay the cost of all premiums required for Board members electing to participate in the district health and welfare benefits program.

*Legal Reference:*

#### ALASKA STATUTES

[14.14.140](#) *Restriction on employment*

*Revised: July 26, 2011*

*Adoption Date: May 23, 1995*

*Revised: Month Day, Year*

**Northwest Arctic Borough School District**

## **BB 9260 LEGAL PROTECTION**

The School Board shall provide insurance necessary to protect Board members, officers, and employees from any judgment resulting from suits brought against them alleging their liability while acting within the scope of their employment and/or under the direction of the Board. The insurance shall cover claims in such matters as civil rights actions, negligence, or other act resulting in accidental injury to any person or property damage in or out of the school buildings

*(cf. 3530 - Risk Management)*

*Legal Reference:*

ALASKA STATUTES

[14.12.115](#) *Indemnification*

*Adoption Date: May 23, 1995*

**Northwest Arctic Borough School District**

---

## BB 9270 CONFLICT OF INTEREST

**Note:** [Alaska Statute 29.20.010](#) requires each municipality to adopt a conflict of interest code. [Alaska Statute 39.50.145](#) authorizes a municipality to exempt municipal officers from state conflict of interest financial reporting requirements. Accordingly, districts should consult local law to determine if additional conflict of interest requirements must be addressed. The following sample bylaw should be revised as appropriate to reflect district philosophy and needs.

In order to instill public confidence in public office and provide public accountability, School Board members shall disclose and avoid conflicts of interest involving any matter pending before the School Board. A conflict of interest exists when a member has a personal or financial interest on a matter coming before the Board that could render the member unable to devote complete loyalty and singleness of purpose to the public interest. School Board members owe the public a duty to act in the best interests of the district.

**Decision making.** The Board recognizes that when no conflict of interest requires abstention, its members must vote on issues before the Board. If a board member or his or her family member may benefit personally or financially from a Board decision, that board member must provide full disclosure of the conflict or potential conflict of interest to the Board. The Board, without that member's participation, will then approve or disapprove of the member's deliberations and voting on the issue. If the Board determines a conflict of interest prohibits participation, the member shall abstain from deliberations and voting.

**Appearance of impropriety.** When a situation may create the appearance of impropriety, even where state and federal laws do not require any action, the board member shall fully disclose the circumstances. The Board, without that member's participation, will then approve or disapprove of the member's deliberations and voting.

Board members who have an actual or potential conflict of interest requiring disclosure shall not seek to influence the decisions of staff or other board members on the underlying matter, or on the member's participation in the matter.

**Other duties.** School Board members are expected to avoid conflicts of interest in their other duties. This includes:

- a. **Confidential information.** School Board members shall not disclose or use confidential information acquired during the performance of official duties as a means to further their own personal or financial interests or the interests of a family member.
- b. **Gifts.** School Board members shall not accept a gift or economic benefit that would tend to improperly influence a reasonable person or where board members know or should know the gift is offered for the purpose of influencing or rewarding official action.
- c. **Business dealings with staff.** School Board members shall not engage in financial transactions for private business purposes with district staff whom board members directly or indirectly supervise.
- d. **Compensation for services.** School Board members shall not receive any compensation for services rendered to the district from any source, except compensation for serving on the School Board and reimbursement of expenses incurred as a board member, as allowed by policy and law.

**Other legal obligations.** School Board members shall comply with state and federal laws pertaining to conflicts of interest. Nothing in this policy restricts or affects board members' duties to comply with those laws.

*(cf. 3115 - Relations with Vendors)*

*(cf. 4112.8 - Employment of Relatives)*

*(cf. 2300 - Conflict of Interest Code: Designated Personnel)*

Legal Reference:

### ALASKA STATUTES

[14.08.131](#) Disqualification from voting for conflict of interest

[14.14.140](#) Restriction on employment

[11.56.100 - 11.56.130](#) Bribery and related offenses

[29.20.010](#) Conflict of interest

### ADMINISTRATIVE CODE

[4 AAC 18.031](#) Employment of members of immediate families of school board members

[4 AAC 18.900](#) Definitions

*Revised: August 30, 2016*

*Adopted: May 23, 1995*

**Northwest Arctic Borough School District**

---

## BB 9271 CODE OF ETHICS

This code of ethics expresses the personal ideals which the School Board believes should guide each school Board member's activities.

In all actions as a school Board member, the member's first commitment is to the well-being of our youth. His/her primary responsibility is to every student in the district.

Board members also have other major commitments to:

- The Community. Each Board member is responsible to all residents of the district and not solely to those who elected him/her; nor solely to any organization to which he/she may belong, or which may have supported his/her election.
- Individuals. Each Board member has a direct concern for every individual in the community. As an integral part of his/her duties, he/she represents the authority and responsibility of government. This authority must be exercised with as much care and concern for the least influential as for the most influential member of the community.
- Employees. The Board member's actions may affect the capability of district employees to practice their trade or profession and should encourage their increasing competence and professional growth.
- Laws, Policies. Each Board member must be aware of, and comply with, the constitutions of State and Nation, the Alaska Education Statutes, other laws pertaining to public education, and the established policies of the district.
- Decision making. Each Board member is obliged by law to participate in decisions pertaining to education in the district. As an elected representative of the people, the Board member can neither relinquish nor delegate this responsibility to any other individual or group.
- Individual Feelings and Philosophy. Every individual Board member has something to contribute to society.

Understanding and acting upon the foregoing premises, each Board member shall:

- Consider his/her position on the Board as a public trust and not use it for private advantage or personal gain.
- Be constantly aware that he/she has no legal authority except when acting as a member of the Board. Board members shall present their concerns and concepts through the process of Board debate. If in the minority of any decision, they shall abide by and support the majority decision. When in the majority, they shall respect divergent opinions.
- Encourage ideas and opinions from the residents of the district and endeavor to incorporate community views into the deliberations and decisions of the Board.
- Devote sufficient time, thought, and study to proposed actions so as to be able to base decisions upon all available facts and vote in accordance with honest convictions, unswayed by partisan bias of any kind.
- Remember that the basic functions of the Board are to establish the policies by which district schools are administered and to select the Superintendent and staff who will implement those policies.
- Promote and participate actively in a concerted program of timely exchange of information with all district residents, parents, employees and students.
- Recognize that the deliberations of the Board in executive session may be released or discussed in public only with Board approval.
- Make use of opportunities to enlarge his/her potential as a Board member through participation in educational conferences, workshops and training sessions made available by local, state and national agencies.

*Adoption Date: May 23, 1995*

**Northwest Arctic Borough School District**

---

## **BB 9300 GOVERNANCE**

The formulation and adoption of written Board policies shall constitute the basic method by which the Board shall govern the school district. This right shall be retained solely by the Board. The study and evaluation of reports concerning the execution of its policies shall constitute the basic method by which the Board shall exercise its accountability for the governance of the schools.

*(cf. 0500 - Review and Evaluation)*

The School Board has the power of establishing its own procedures within the parameters of law. All actions of the Board shall be taken only in official Board meetings according to these bylaws and the statutes of the state.

*(cf. 9310 - Policy Manual)*

*Legal Reference:*

### ALASKA STATUTES

[14.08.021](#) *Authority (regional school boards)*

[14.08.041](#) *Regional school boards*

[14.08.101](#) *Powers (regional school boards)*

[14.12.010](#) *Districts of state public school system*

[14.12.020](#) *Support, management and control*

[14.12.035](#) *Advisory School Councils in borough school districts*

[14.14.100](#) *Bylaws and administrative rules*

[29.35.160](#) *Education (borough school district)*

*Adoption Date: May 23, 1995*

---

**Northwest Arctic Borough School District**

## **BB 9310 POLICY MANUAL**

In governing the district, the School Board has pledged to consider the will and needs of the community. The district's policy manual is developed, distributed and maintained for the purpose of communicating to interested parties the policies, regulations and bylaws within which our schools will operate.

The School Board desires that the community and district employees have access to the policy manual. The School Board welcomes suggestions from the public regarding its adopted policies and regulations. A public copy of the manual shall be maintained in the district central office. Districts publishing policies online shall provide access to policies at each school and at the district office. Districts with no online access will maintain a policy manual at each school site so that it may be examined by students, staff and other interested parties during normal business hours.

*(cf. 1340 - Access to District Records)*

The Superintendent or designee shall provide access to copies of the district policy manual to School Board members, central office administrators, principals, recognized employee organizations, and other key district personnel.

As necessary, the district shall develop or revise policies and regulations in order to reflect new legislation and changing community views. The Superintendent or designee shall maintain procedures for distributing to all authorized manual holders copies of new or revised policies, bylaws and regulations after adoption. The Superintendent or designee shall annually arrange to have all district policy manuals monitored to ensure that they are up to date and complete.

*(cf. 9311 - School Board Policies)*

*(cf. 9312 - School Board Bylaws)*

*(cf. 9313 - Administrative Regulations)*

*Legal Reference:*

### ALASKA STATUTES

[14.14.100](#) *Bylaws and administrative rules*

*Revised: January 29, 2013*

*Adoption Date: May 23, 1995*

---

**Northwest Arctic Borough School District**

## **BB 9311 BOARD POLICIES**

The School Board recognizes that its most important function is to establish policies which communicate its direction for the management and control of the schools. Policies are written statements adopted by the Board which communicate the guidelines and limits within which the Superintendent or designee and staff may take discretionary action.

*(cf. 2210 - Administrative Leeway in Absence of Board Policy)*

The Board encourages members of the community to contribute information and opinions for the Board's consideration and propose revisions to policy.

The adoption of policy shall conform with Board bylaws governing agenda, meetings, and voting. Only those written statements adopted and recorded in the minutes shall constitute official Board policy.

Prior to adoption, policies shall normally be given two readings by the Board. At its second reading, the policy may be adopted by a majority vote of all members of the Board. The Board may waive the second reading or may require additional readings.

In addition to presenting drafts or suggestions for new policy and policy revisions when changes in law occur or when a specific need arises, the Superintendent or designee, shall maintain procedures for the continuous orderly review of existing policies at a time allocated for this purpose on the agenda of regular Board meetings. When policies are amended, the Superintendent or designee shall review corresponding administrative regulations to ensure that they conform to the intent of the revised policy.

When drafting or revising Board policies which affect other governmental agencies or areas of common interest, the Superintendent or designee shall seek input from these agencies and shall express the Board's desire to cooperate with them in addressing matters of mutual concern.

*(cf. 1020 - Youth Services)*

*Legal Reference:*

### ALASKA STATUTES

[14.14.100](#) *Bylaws and administrative rules*

*Adoption Date: May 23, 1995*

---

**Northwest Arctic Borough School District**

## **BB 9312 BOARD BYLAWS**

The School Board shall adopt Board bylaws to govern the internal operations of the Board. When the need for a new bylaw or modification of an existing bylaw is recognized, the Superintendent or designee shall draft a new or modified bylaw for consideration by the Board.

Bylaws may be adopted and amended by a majority vote of all members of the Board at a regular Board meeting in the same manner as Board policies.

*(cf. 9311 - Board Policies)*

*Legal Reference:*

ALASKA STATUTES

[14.14.100](#) *Bylaws and administrative rules*

*Adoption Date: May 23, 1995*

**Northwest Arctic Borough School District**

---

## **BB 9313 ADMINISTRATIVE REGULATIONS**

The implementation of policies is an administrative task to be performed by the Superintendent or designee who shall be held responsible for the effective administration and supervision of the entire school system.

The Superintendent or designee shall develop administrative regulations when required by law or Board policy or when, in his/her judgment, Board endorsement of district procedures is desired.

Administrative regulations shall be consistent with Board policies, education-related laws, negotiated employee contracts, and rules and regulations of the State Board of Education. The Board may review administrative regulations and require the revision of any regulations which it finds inconsistent with Board policy.

Administrative regulations shall be included in the district's policy manual. District and site level procedures will be maintained in appropriate district and/or site locations and readily available to school personnel.

*Legal Reference:*

ALASKA STATUTES

[14.14.100](#) *Bylaws and administrative*

*Adoption Date: May 23, 1995*

---

**Northwest Arctic Borough School District**

## **BB 9314 SUSPENSION OF POLICIES, BYLAWS, ADMINISTRATIVE REGULATIONS**

Policies, bylaws and administrative regulations may be suspended for a specific purpose and limited time by majority vote of the Regional Board.

### **Superintendent or Designee's Authority**

The Superintendent or designee may suspend all or part of any policy, bylaw or administrative regulation when it conflicts with state or federal law or regulations. The Superintendent or designee shall report the suspension to the Board. Suspension shall be valid until the policy, bylaw or administrative regulation is rescinded, amended or reaffirmed.

*Adoption Date: May 23, 1995*

**Northwest Arctic Borough School District**

---

## **BB 9320 MEETINGS**

All meetings of the School Board shall be open to the public, except for executive sessions authorized in accordance with law.

*(cf. 9321 - Executive Sessions)*

The Superintendent or designee shall provide reasonable public notice of open meetings of the Board. Such notice shall include the date, time and place of the meeting, and shall be provided to the local news media and posted at district and school sites before the meeting. Public Meetings may not be held in a private home or private business.

*(cf. 9322 - Agenda/Meeting Materials)*

*(cf. 9323 - Meeting Conduct)*

### **Regular Meetings**

Regular meetings shall be held on the last Tuesday of every month, unless otherwise determined by the Board. The meetings will convene at the appointed time, providing a quorum is present.

### **Continued Meetings**

The Board, by official action, may recess a regular or special meeting and designate a future date for the purpose of continuing the consideration of one (1) or more topics, provided that:

the total number of days for the session, including all those added after recess, shall not exceed the statutory limitations of fifteen (15) days for a regular meeting and five (5) days for a special meeting;

public notification shall be made of the recess;

any absent members of the Board shall be notified of the recess.

### **Special Meetings**

Special meetings of the Board may be called by the presiding officer or a majority of the Board members.

Except in cases of an emergency, notice of special meetings shall be delivered at least 24 hours before the meeting to all Board members, the Superintendent, and to the local media. This notice also shall be posted at district and school sites at least 24 hours before the meeting. This notice shall specify the date, time and place of the meeting.

Notice of special meeting shall include a statement of the purpose of the meeting. No business may be transacted other than that stated in the notice of the meeting.

The Board president or designee shall give notice of an emergency special meeting to the local media by telephone before the meeting. If telephone services are not functioning, the notice requirement is waived. As soon after the meeting as possible, the Board shall notify the local media that the meeting was held and shall describe the purpose of the meeting and any action taken by the Board.

### **Board Action Between Meetings**

When, in the opinion of the Superintendent, circumstances arise of such an urgent nature as to require Board action prior to the regular or special meetings, and the President of the Board, or in the President's unavailability, the Vice-President, concurs with this opinion, a poll vote by phone may be taken of Board members. In taking such a poll, the following conditions shall apply:

1. There shall be twenty-four (24) hours advance public notice of the poll vote given by public radio, unless the urgent matter prevents a twenty-four (24) hour delay of the vote. In such an event, at least three (3) hours advance notice shall be given by public radio;
2. The public notice will state the question being voted upon. In addition, the notice will advise the public of their right to be present at the time and place when the poll vote is being conducted by the Board's Recording Secretary;
3. The poll vote will be conducted by the Board's Recording Secretary in the Boardroom at the District Office. As many Board members as possible will be placed on a conference call that will be broadcast via speaker phone into the Boardroom. Board members who are not on the conference call shall be called individually and that phone call shall also be broadcast by speaker phone into the Boardroom;
4. The Board shall confirm the results of the poll vote by a vote taken at the next regular or special meeting.

### **Teleconferencing/Video-Conferencing**

The Board may use teleconferences/and or video-conferences, if available, for Board meetings when receiving public comment

or testimony and during Board deliberations. Agendas and supporting materials shall be available at conference locations.

*Legal Reference:*

ALASKA STATUTES

[14.08.091](#) *Administration*

[14.14.070](#) *Organization of school board*

[14.14.080](#) *Declaring a school board vacancy*

[29.20.020](#) *Meetings public*

[44.62.310](#) *Agency meetings public*

[44.62.312](#) *State policy regarding meetings*

*Revised: March 27, 2007*

*Adoption Date: May 23, 1995*

**Northwest Arctic Borough School District**

---

## BB 9321 EXECUTIVE SESSIONS

The Board may hold executive sessions of the Board in order to discuss:

1. matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the government unit,
2. subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion, or
3. matters which by law, municipal charter, or ordinance are required to be confidential.

In order to hold an executive session, the Board shall meet in open session and obtain a majority vote of the Board authorizing the executive session to discuss a particular matter determined by the Board to be exempt from open meeting.

*(cf. 1340 - Access to District Records)*

No decisions may be made in executive session. Any formal action must be made in an open meeting.

*Legal Reference:*

### ALASKA STATUTES

[44.62.310](#) *Agency meetings public*

[44.62.312](#) *State policy regarding meetings*

*Adoption Date: May 23, 1995*

---

**Northwest Arctic Borough School District**

## **BB 9322 AGENDA/MEETING MATERIALS**

### **Agenda**

The Superintendent, at the direction of the President of the Board, shall prepare all agendas for meetings of the Board. The agenda shall be distributed to board members at least ten (10) days prior to regular meetings and, if practical, one (1) week prior to special meetings.

*(cf. 9320 - Meetings)*

Any member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting. The request must be in writing and submitted to the Superintendent with supporting documents and information.

When constructing the agenda, the Board president and Superintendent will decide whether a request is within the subject matter jurisdiction of the Board and whether the agenda item is appropriate for discussion in open or executive session.

The Board shall also give members of the public the opportunity to testify at regular meetings on matters which are not on the agenda but which are within the subject matter jurisdiction of the Board. An agenda item for such input shall be included on Board agendas. The Board shall not take action on such matters at that meeting.

*(cf. 9323 - Meeting Conduct)*

All public communications with the Board are subject to requirements of relevant Board policies and administrative regulations.

*(cf. 1312 - 1312.3 - Complaints Concerning Schools)*

*Adoption Date: May 23, 1995*

---

**Northwest Arctic Borough School District**

## BB 9223 BOARD VACANCIES

The School Board may declare a regional school board seat vacant if the person elected:

1. fails to qualify for Board membership within 30 days of certification of the election,
2. refuses to take office,
3. resigns,
4. is convicted of a felony involving moral turpitude or a violation of the oath of office,
5. no longer resides within the boundaries which he/she was elected to represent and a two-thirds vote of the Board declares the seat vacant.

*(cf. 9220 - School Board Election)*

The school board shall declare a vacancy on the Board for any actions which disqualify a member from service in accordance with state laws and local ordinances.

**Note:** [A.S. 14.14.080](#) allows a school board to declare a board vacancy when a member fails to attend three consecutive regular board meetings without being excused by the Board President.

Three consecutive unexcused absences from regular board meetings shall be sufficient cause for the Board to declare a Board vacancy.

*(cf. 9121 - President)*

*cf. 9320 - Meetings)*

### **Appointment to the Board**

A vacancy on the Board shall be filled within 30 days of the vacancy by Board appointment. When making an appointment to the Board, the Board desires to draw from the widest possible number of candidates.

The Board shall:

1. Provide candidates with appropriate information regarding Board member responsibilities.
2. Announce names of candidates and accept public input either in writing or at a public meeting.
3. Interview the candidates at a public meeting.
4. Select the provisional appointee by majority vote at a public meeting.

The person appointed shall hold office until the next regularly scheduled election for district Board members and shall be afforded all the powers and duties of a Board member upon appointment.

*Legal Reference:*

#### ALASKA STATUTES

[14.08.041](#) Regional school boards

[14.08.045](#) Vacancies

[14.08.081](#) Recall

[14.12.070](#) Vacancies

[14.14.080](#) Declaring a school board vacancy

[29.26.240 - 29.26.360](#) Recall

*Adoption Date: May 23, 1995*

**Northwest Arctic Borough School District**

---

## **BB 9324 BOARD MINUTES**

The Board secretary or designee shall keep minutes and record all official Board actions.

*(cf. 9123 - Secretary/Treasurer)*

Official Board minutes and the master copy of the policy manual shall be stored in a fire-proof location at the District office.

Copies of the minutes of each regular or special meeting shall be distributed to all Board members with the agenda for the next regular meeting, and will be available for public review at the district office and each school site.

*(cf. 1340 - Access to District Records)*

### **Recording of Votes**

Motions or resolutions shall be recorded as having passed or failed. Individual votes shall be recorded unless the action was unanimous. All Board resolutions shall be numbered consecutively from the beginning of each fiscal year.

### **Recording Devices**

A video or audio tape recording may be made at any open Board meeting. The presiding officer shall announce that a recording is being made at the beginning of the meeting, and the recorder shall be placed in plain view of all persons present, insofar as possible.

*Legal Reference:*

ALASKA STATUTES

[14.14.090](#) *Additional duties*

*Adoption Date: May 23, 1995*

---

**Northwest Arctic Borough School District**

## **BB 9330 MEMBERSHIP IN ASSOCIATIONS**

Membership in recognized associations such as Association of Alaska School Boards will be maintained by the schools for several reasons, including:

1. The inservice education benefits to our staff and School Board which come from participation in meetings, conferences, clinics and conventions.
2. Access to the communication media of such associations, such as newsletters, periodicals and advisory services.
3. Representation in actions affecting education in general and the school district in particular.

The Board in maintaining such membership in no way abdicates its authority over the responsibility for the schools of the district as outlined in state law and Board policy.

The Superintendent is directed to budget funds for such memberships, and for paying the costs of adequate participation of Board, administration and staff in the activities of such association to achieve the purposes listed above.

*Legal Reference:*

### ALASKA STATUTES

[14.07.058](#) *Alaska School Activities Association*

[14.14.150](#) *Association of Alaska School Boards the representative agency of board members*

### ALASKA ADMINISTRATIVE CODE

[4 AAC 66.010](#) *Regional resource centers*

*Adoption Date: May 23, 1995*

---

**Northwest Arctic Borough School District**

## **BB 9400 BOARD SELF-EVALUATION**

Effective and efficient School Board operations are an integral part of creating a successful educational program. In order to measure progress towards its stated goals and objectives, the Board will annually schedule a time and place at which all its members may participate in a formal self- evaluation.

The Board shall be evaluated as a whole and not as individuals. The evaluation will focus on the internal operations and performance of the Board. The Board members shall develop goals and objectives against which the Board will be evaluated. A self-evaluation instrument will be based on these goals and objectives and not on goals set for the district.

Each Board member will complete the self-evaluation instrument independently. The ensuing evaluation will be based on the resulting composite picture of Board strengths and weaknesses. The Board will discuss the tabulated results as a group.

The evaluation process should include the establishment of strategies for improving Board performance. Revised priorities and new goals will be set for the following year's evaluation.

The Board may invite the Superintendent or others to participate in the evaluation and suggest specific criteria to measure Board success as a governing body.

The Board recognizes that adequate opportunities for Board member orientation and inservice are an essential component of conducting meaningful self-evaluation. The evaluation process shall include suggestions for continued Board member development.

*(cf. 9240 - Board Development)*

*Adoption Date: May 23, 1995*

---

**Northwest Arctic Borough School District**

WORKSHEETS for the district policy committee:  
DISCARD WHEN FINISHED

Philosophy-Goals-Objective and Comprehensive Plans

**SCHOOL ACCOUNTABILITY/SCHOOL IMPROVEMENT**

BP 0520(a)

Note: The following policy reflects the Alaska Accountability System which measures both school performance and school progress and results in a school designation of Priority, Focus, or Reward. The school rating may result in required interventions as well as specific supports.

The School Board is committed to the successful performance of the district and its schools. Successful performance is indicated through student academic achievement, student progress over prior year performance, strong attendance and graduation rates, and participation and achievement in college and career readiness exams. The [Superintendent/Chief School Administrator] shall implement requirements for school and district accountability as determined by the Department of Education and Early Development.

Note: The Alaska School Performance Index measures schools by a combination of data: student achievement on SBAs in reading, writing and math; growth in the school's student body in those assessments from the prior year; and attendance. Schools with high school students are also measured by graduation rates; and student performance on college-readiness assessments, including SAT, ACT, and WorkKeys. ASPI points will result in a Star Rating for a school from 1-5 stars, the higher number representing stronger school performance.

If any district school receives a star rating of one, two, or three stars, the [Superintendent/Chief School Administrator] or designee shall develop and implement a school improvement plan in accordance with state law. School improvement plans shall be presented to the Board for approval. If the plan is for a school that receives one or two stars, the plan will be submitted to the Department. If the school has been designated as a priority or focus school, the plan will be prepared in consultation with the Department and subject to Department approval.

The [Superintendent/Chief School Administrator] or designee shall develop and implement a school improvement plan for schools receiving a four or five star rating when necessitated due to failure to meet annual measurable objectives, a decline in the school's growth and proficiency, a decline in graduation rate, or insufficient participation in standards-based assessments.

The [Superintendent/Chief School Administrator] or designee shall develop and implement a district improvement plan when required due to the number of one- or two-star schools; the number of students who attend one- or two-star schools; deficiencies in curriculum, assessment practices, instruction, learning environment, professional development, or leadership; or lack of progress by a subgroup towards annual measurable objectives. The District improvement plan shall be approved by the School Board and submitted to the Department.

**Deleted:** Since 2013, Alaska has been operating under a flexibility waiver of certain ESEA/NCLB requirements, including school accountability. All flexibility waivers are void as to August 2016.

**Deleted:** However, under the Every Student Succeeds Act, which amended the ESEA in December 2015, schools identified as priority or focus schools must continue to implement improvement plans and interventions through the 2016-2017 school year.

WORKSHEETS for the district policy committee:  
DISCARD WHEN FINISHED

Philosophy-Goals-Objective and Comprehensive Plans

**SCHOOL ACCOUNTABILITY/SCHOOL IMPROVEMENT (continued) BP 0520(b)**

**School Interventions**

The [Superintendent/Chief School Administrator] or designee shall implement comprehensive interventions for any school identified as a priority school by the Department. The comprehensive interventions will use turnaround principles that accomplish the following: provide strong leadership; ensure effective teachers; redesign the school calendar to include additional time for student learning and teacher collaboration; improve the instructional program; use student data to inform instruction; establish a school environment that improves safety and discipline; and provide mechanisms for family and community involvement.

Targeted interventions will be implemented to meet the specific needs of schools identified by the Department as focus schools. A plan and timeline to implement the targeted interventions shall be created by the [Superintendent/Chief School Administrator] or designee. Interventions should consider each of the turnaround principles for priority schools, some or all of which may be appropriate for the school or targeted subgroups. Decisions should be data-driven.

The district will utilize state provided supports in implementing comprehensive or targeted interventions.

**School Success**

The Board believes that all of its schools can be high performing and high progress schools. The district will annually recognize those schools identified as reward schools by the Department.

**Parent Notification**

The [Superintendent/Chief School Administrator] or designee shall communicate with the parents of children attending schools designated as one- or two-star schools. The information should be in an understandable and uniform format, and, to the extent practicable, in a language the parents can understand. Parents should be promptly advised of:

1. What the star designation means, and how the school compares in terms of academic achievement to other schools in the district and state;
2. The reasons for the designation;
3. Information about how the parents can become involved in addressing the academic issues that led to the designation; and

WORKSHEETS for the district policy committee:  
DISCARD WHEN FINISHED

Philosophy-Goals-Objective and Comprehensive Plans

**SCHOOL ACCOUNTABILITY/SCHOOL IMPROVEMENT (continued) BP 0520(c)**

4. Any action taken to address the problems that led to the designation, including: an explanation of what the school is doing to address low achievement; an explanation of what the district and Department are doing to help; and a description of interventions being taken by the district.

The information in item 4 above shall also be disseminated to the public. Information provided to parents will be sent through direct means such as mail or email. Communications must respect the privacy of students and their families.

*Legal Reference:*

ALASKA STATUTE  
*14.03.123 School and District Accountability*

ALASKA ADMINISTRATIVE CODE  
*4 AAC 06.800 - .899 School and District Accountability*

UNITED STATES CODE  
*Elementary and Secondary Education Act, 20 U.S.C. §§ 6301, et. seq., as amended by the Every Student Succeeds Act (P.L. 114-95, December 10, 2015)*

Revised 3/2021

Deleted: 2016

## **AR 6153 SCHOOL-SPONSORED TRIPS**

### **General Procedures**

1. Students must have written parental permission in order to participate in trips requiring transportation. The district shall provide an alternative educational experience for students whose parents/guardians do not wish them to participate in a trip.
2. Students shall remain with the chaperone(s) at all times except as listed below:
  - a. Free-time activities in another village. Chaperones, however, are responsible for checking on students at least once every three hours during free-time activities.
  - b. If a snowmachine or boat is the method of transportation, the student must be accompanied by a chaperone while traveling.
3. On overnight student trips, appropriate female supervision shall be provided for female students and appropriate male supervision shall be provided for male students.
4. Students shall not be released to any individual without specific written authorization from the parents/guardian and the Principal prior to the initiation of the trip. Chaperones may refuse to release a student to any individual.
5. When approved travel plans include lodging in private homes, explicit parental/guardian permission must be obtained in writing prior to the initiation of the trip. If parents/guardian object, alternative lodging arrangements shall be made.
6. All students traveling by means other than commercial jet must have access to a District travel kit.
7. All student travel must comply with NWABSD cold weather travel procedures. (see following pages)
8. Not more than nine NWABSD personnel or students shall be transported at one time in any vehicle. This provision applies to all modes of surface, water or air transportation except commercial jet or other pre-approved aircraft.

### **Pre-Travel Orientation**

1. Prior to any student travel, all chaperones, students, and parents/guardian shall be required to attend a meeting about the proposed trip. The agenda of the meeting shall include:
  - a. The purpose of the trip.
  - b. NWABSD Travel Procedures, and
  - c. Orientation in the proper usage of the District's survival kit, unless traveling by commercial jet (see survival equipment for details).

For school organizations or groups which travel more than once per year for the same purpose (i.e. basketball) parents need to attend only once prior to the beginning of the first trip.

2. If the travel is planned by the District Office, the Principal of each school which sends students on the trip shall be responsible for conducting the pre-travel orientation meeting.

### **Student Eligibility Rules for Travel**

1. Students In Middle level must be emerging In all areas and maintain acceptable behavior and attendance as assessed by the Principal during the participation period time.
2. Students in grades 9 - 12 will be eligible for extra-curricular activity and travel if the student:
  - a. A "C" (2.0) average, with no F's to compete and travel in student activities;
  - b. Students with less than a "C" (2.0) average can still practice and be part of an Organization;
  - c. Students ineligible for the grading period (currently the quarter) may become eligible anytime after the mid-grading period (currently four weeks) if at that time (the fifth week) their average has been raised to a 2.5 GPA with no grade lower than a "C".
  - d. Maintains acceptable behavior and attendance as assessed by the Principal during the participation period of time. Students in grades 9-12 must also adhere to all Alaska School Activities Association rules for participation.

3. All Students must complete the Student Travel/Eligibility Form. In cases where the student receives a disapproval from one or more teachers the Principal or his/her designee shall make the decision to determine the students eligibility for travel.

4. All Students are allowed a maximum of fifteen (15) days for student travel per year. Absences for travel beyond the fifteen

(15) day limit must have the specific approval of the Principal.

5. All Students must be in regular attendance at school on the day of their departure and depending on the time of day the students return to their community, the Principal will decide if it is appropriate for them to return to school that day. **Supervision (Chaperone Rights and Responsibilities)**

1. Students on approved trips are under the jurisdiction of the Board and subject to school rules and regulations.

2. Chaperones shall be 21 years of age or older.

3. Chaperones are expected to set an example of proper behavior. In addition, chaperones must be supervising students at all times.

4. Chaperones are expected to enforce all NWABSD Activity Travel Procedures and to report all violations of the rules to the appropriate Principal(s).

5. Chaperones shall authorize all student free-time activities (such as movies, dances and contact with individuals not associated with the District).

6. Chaperones shall abide by all Alaska State laws.

7. The use of alcohol and/or illegal drugs by persons chaperoning is prohibited.

8. The chaperone shall carry the original copy of the Student Travel/Eligibility Form on each trip and a copy of the Northwest Arctic Borough School District Activity Travel Procedures handbook.

9. If in the judgment of the chaperone(s), weather conditions are marginal for safe travel, the chaperone(s) shall have the authority to cancel or reschedule travel. All rescheduling of travel shall be coordinated through the Principal.

10. Chaperones shall have the authority to set and enforce appropriate curfew times insuring that students receive adequate rest.

11. The chaperone shall have the right to turn a student over to the police or juvenile authorities when, in their judgment, they are unable to control the student or the student presents a danger to others.

12. It shall be the responsibility of the chaperone(s) to immediately notify the Principal and the responsibility of the Principal to immediately notify the parent(s)/guardian(s) if the student is having medical problems, being returned to the village, being held by the police or involved in an accident. It is the Principal's responsibility to immediately notify the Superintendent.

13. It shall be the responsibility of the chaperone(s) to determine if a student is using, or is under the influence of alcohol and/or illegal drugs. The decision of the chaperone(s) in these matters shall be final.

14. If a student leaves the group without authorization and cannot be located immediately or will not willingly return to the group, the chaperone(s) shall immediately contact the police as well as the Principal.

15. All air carriers must meet the District's insurance requirements and have a copy of their certificate of insurance on file with the District.

16. Elementary (Primary and Intermediate) may show rated G movies. PG movies may be shown to elementary students once a review on Common Sense Media (<https://www.commonsensemedia.org/>) has been conducted by the principal and the staff member. The principal will provide the final approval. Approved PG movies will require a permission slip stating the information found on Common Sense Media that is signed by the parent. Middle and high school may show rated G and PG movies. PG-13 movies may be shown to middle and high students once a review on Common Sense Media (<https://www.commonsensemedia.org/>) has been conducted by the principal and the staff member. The principal will provide the final approval. Approved PG-13 movies will require a permission slip stating the information found on Common Sense Media that is signed by the parent.

## **Student Travel Rules**

1. Students must follow all chaperone decisions.
2. Students shall abide by all Alaska State laws such as laws related to shoplifting and the use of alcohol and/or illegal drugs.
3. Students shall be with designated Chaperone(s) at all times.

## **Disciplinary Actions for Travel Rule Violations**

1. A decision may result in the student being sent home prior to the conclusion of the activity.
2. When a student is sent home prior to the completion of the activity, an appropriate school employee will accompany the student's return.

(An appropriate school employee may be sent from the site or District Office to return with the student.)

3. These disciplinary actions do not preclude the student from being suspended or expelled from school under other Board policies or procedures.
4. The disciplinary actions listed below will start the day that the Principal or other school official makes the decision that a school rule(s), NWABSD Board policy or regulation, Alaska State law, or other rules have been violated.
5. Students who violate and/or are convicted of violating Alaska State laws, NWABSD Board policy and regulations, school rules or other rules as specified by the chaperone, will be prohibited from participating in extra-curricular activities, including practices, for a period of:
  - a. A minimum of forty-five school days for the first offense;
  - b. One full calendar year for the second offense and all other offenses that follow the second offense.
6. An exception to the above consequence is:
  - a. Any student found to be in possession of, or under the influence of drugs or alcohol, will be prohibited from participating in extra-curricular activities, including practices for a period of one full calendar year.

**All offenses are accumulative during grades 7th through 12th grade.**

## **Cold Weather Travel Procedures**

The following procedures were developed to avoid unnecessary risk to students and staff during winter travel.

1. Student travel will not be allowed in temperatures below -35° F and/or adverse weather conditions as determined by principal/coach/Superintendent or Superintendent's designee.
2. Staff travel is not required at temperatures below -35° F.
3. Traveling out of district - provided students are in Kotzebue when the temperature drops below the allowable level for travel and the jet arrives (Alaska Airlines or Frontier) students may travel.
4. All students, staff and chaperones are required to wear clothing appropriate for existing and anticipated weather conditions.
5. Students, staff and chaperones will not be allowed to travel in cold weather without wearing head cover, gloves, mitts, insulated boots or mukluks, insulated pants and jacket, and other cold weather gear.

### **Survival Equipment**

1. All students traveling by any means other than commercial jet must have access to a District survival kit.
2. Survival kits shall contain the following items or equivalent substitutes when two or more students are traveling:
  - a. High energy rations (replaced yearly)
  - b. One all steel hatchet with sheath such as Estwing
  - c. One flashlight such as Duracell
  - d. One 12 gauge flare pistol with nine flares such as Olin
  - e. One wool blanket
  - f. One space blanket

- g. One six dimension tent such as Eureka
  - h. Two pair of socks such as Wigwam
  - i. Two pair double thick mitts with thinsulate
  - j. One first aid kit with manual
  - k. One knife such as Swiss Army
  - l. Three boxes of matches in waterproof/windproof container
  - m. One metal match fire starter
  - n. One stove nested in one cook kit such as Peak
  - o. Three candles
  - p. One signal mirror
  - q. One compass
  - r. One mountaineering medicine manual
  - s. Two packets of facial tissue paper such as Kleenex
  - t. One lockable duffel bag
3. Survival kits shall contain the following items or equivalent substitutes when one student is traveling:
- a. Four candy bars
  - b. One flashlight such as Duracell
  - c. Three hand launched flares such as Skyblazer
  - d. One space blanket
  - e. One pair of Wool Socks such as Wigwam
  - f. One pair of double thick mitts with thinsulate
  - g. One first aid kit with manual
  - h. One knife such as Swiss Army
  - i. Two boxes of matches in waterproof/windproof container
  - j. One metal match fire starter
  - k. Four emergency candles
  - l. One signal mirror
  - m. One mountaineering medicine manual
  - n. Two packets of facial tissue paper such as Kleenex
  - o. One lockable duffel bag.

**Revised: May 3, 2021**

*Revised: February 25, 2008*

*Adopted: April 28, 2004*

**Northwest Arctic Borough  
School District**

---



# NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

Ambler · Buckland · Deering · Kiana · Kivalina · Kobuk · Kotzebue · Noatak · Noorvik · Selawik · Shungnak  
PO Box 51 · Kotzebue, Alaska 99752 · Phone (907) 442-1800

## NWABSD BOARD OF EDUCATION

### Budget Committee Meeting

Conducted via Teleconference

Call 1-833-682-3239, enter code: 597-146-970#

### Agenda

---

**June 7, 2021**

**10:15 a.m.**

- I. FY21 Financial Narrative Report as of April 30, 2021
- II. Property & Liability Insurance Brokerage Services FY22-FY24
- III. Food Service Management MOA FY22
- IV. Custodial Services Management MOA FY22
- V. Audit Services MOA FY22
- VI. Capital Projects Management Services MOA FY22
- VII. Borough Health Insurance Back Pay
- VIII. Future Business;
  - Board Health Insurance Options
  - FY22 Impact Aid payment reduction
  - FY22 Budget Revision #1
  - FY23 Budget Development Schedule

**Committee Members: Margaret Hansen, Cindy Fields, Alice Melton-Barr, Joanne Harris, Marie Greene (Chair)**

**Director of administrative Service: Megan Williams**

**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.



# Financial Narrative Report

## April 30, 2021

Administrative Services  
Presented by Megan Williams, Director



# Table of Contents

To Our Board Financial Summary.....3-23

- Page 2  
    Financial Narrative Summary
  
- Pages 3-23  
    Statement of Activities
  - School Operating Fund Only
  - School Operating by OBJ
    - Pie Chart
  - Expenditures for all Funds
    - Pie Charts
  - Expenditures for Grant Funds
  - Expenditures by Object for All Funds
    - Pie Chart
  - Expenditures for Board by OBJ
    - Pie Chart
  
- Pages 24-26  
    Wells Fargo Investment Account Updates

# To Our Board Financial Summary

## **FINANCIAL SUMMARY**

### Wellsfargo Investment Account Update:

The accrued income on the principal holdings of the General Fund \$10,248,179.57 investment was \$10,248,658.11 as of April 30, 2021; an increase of \$168.34 from the March 31, 2021 report with a total of \$1,307.88 earned in FY21.

The accrued income on the principal holdings of the Capital Improvement Fund \$20M investment was \$20,001,841.70 as of April 30, 2021; an increase of \$328.49 from the March 31, 2021 report with a total of \$1,841.70 earned in FY21.

Our investment accounts are starting to see a higher yield, we will try to keep the funds in the accounts as long as possible but will need to move some of the CIP investment to the general fund when we get the next large ASRC invoice.

### Financial Narrative Notes:

Included in this packet are the Statement of Activities reports for FY21, which include reports for School Operating Only, School Operating by OBJ, Grant Funds, All Funds, and All funds broken out by object code & Statement of activities for the Board.

We are 83% through the FY21 Fiscal year and have expended about 71% of our general operating budget. Budget Revision #2 was approved at the April Board meeting and this report reflects those changes. We have not yet received our big yearly Impact Aid payment, but have received some from payments from previous year applications.

Northwest Arctic Borough School District

Statement of Activities-School Oper. by OBJ For the Period 04/01/2021 through 04/30/2021

Fiscal Year: 2020-2021

|   | 04/01/2021 - 04/30/2021 | Year To Date      | Budget            | Budget Balance    |       |
|---|-------------------------|-------------------|-------------------|-------------------|-------|
| <b>INCOME</b>                                 |                         |                   |                   |                   |       |
| General Revenues                              |                         |                   |                   |                   |       |
| State Grants & Entitlements (-)               | \$3,167,747.00          | \$31,309,734.80   | \$41,282,728.33   | \$9,972,993.53    | 75.8% |
| Federal Grants & Entitlements (-)             | \$135,668.00            | \$800,686.00      | \$6,858,607.00    | \$6,057,921.00    | 11.7% |
| Borough Appropriations (-)                    | \$1,035,012.25          | \$3,105,036.75    | \$4,140,049.00    | \$1,035,012.25    | 75.0% |
| E-Rate (-)                                    | \$680,877.00            | \$5,090,396.80    | \$6,731,272.80    | \$1,640,876.00    | 75.6% |
| Other (-)                                     | \$26,106.44             | \$331,652.60      | \$2,662,522.74    | \$2,330,870.14    | 12.5% |
| Sub-total : General Revenues                  | (\$5,045,410.69)        | (\$40,637,506.95) | (\$61,675,179.87) | (\$21,037,672.92) | 65.9% |
| <b>Total : INCOME</b>                         | (\$5,045,410.69)        | (\$40,637,506.95) | (\$61,675,179.87) | (\$21,037,672.92) | 65.9% |
| <b>EXPENSES</b>                               |                         |                   |                   |                   |       |
| SALARIES                                      |                         |                   |                   |                   |       |
| Certificated Salaries (+)                     | \$1,317,349.00          | \$11,534,179.24   | \$15,109,429.26   | \$3,575,250.02    | 76.3% |
| Classified Salaries (+)                       | \$660,325.30            | \$5,979,511.45    | \$7,908,426.92    | \$1,928,915.47    | 75.6% |
| Leave Pay Off (+)                             | \$10,760.35             | \$95,850.01       | \$230,176.05      | \$134,326.04      | 41.6% |
| GTL Payroll Sweep (+)                         | \$0.00                  | \$35.05           | \$7,688.00        | \$7,652.95        | 0.5%  |
| Board Stipends (+)                            | \$12,000.00             | \$75,272.44       | \$80,000.00       | \$4,727.56        | 94.1% |
| Non Cert-Extra Duty Contract (+)              | \$31,609.40             | \$52,309.40       | \$169,840.00      | \$117,530.60      | 30.8% |
| Sub-total : SALARIES                          | \$2,032,044.05          | \$17,737,157.59   | \$23,505,560.23   | \$5,768,402.64    | 75.5% |
| BENEFITS                                      |                         |                   |                   |                   |       |
| Insurance-Health & Life (+)                   | \$676,380.37            | \$6,088,783.08    | \$6,950,483.92    | \$861,700.84      | 87.6% |
| Insurance-Unemployment (+)                    | \$5,001.54              | \$43,239.25       | \$59,282.61       | \$16,043.36       | 72.9% |
| Insurance-Workers Comp (+)                    | \$14,347.06             | \$124,819.74      | \$163,424.01      | \$38,604.27       | 76.4% |
| Retirement-Fica & Medicare (+)                | \$35,647.95             | \$295,471.10      | \$373,714.16      | \$78,243.06       | 79.1% |
| Retirement-TRS (+)                            | \$153,850.50            | \$1,379,056.40    | \$1,936,181.89    | \$557,125.49      | 71.2% |
| Retirement-PERS (+)                           | \$140,796.29            | \$1,279,941.01    | \$1,669,744.38    | \$389,803.37      | 76.7% |
| On Behalf Exp-PERS (+)                        | \$0.00                  | \$0.00            | \$2,965,168.36    | \$2,965,168.36    | 0.0%  |
| On Behalf Exp-TRS (+)                         | \$0.00                  | \$0.00            | \$672,332.16      | \$672,332.16      | 0.0%  |
| Other Employee Benefits (+)                   | \$3,257.51              | \$79,899.90       | \$90,000.00       | \$10,100.10       | 88.8% |
| Sub-total : BENEFITS                          | \$1,029,281.22          | \$9,291,210.48    | \$14,880,331.49   | \$5,589,121.01    | 62.4% |
| PROFESSIONAL & TECHNICAL SERVICES             |                         |                   |                   |                   |       |
| Prof & Technical Services (+)                 | \$416,530.61            | \$2,088,493.51    | \$3,226,447.60    | \$1,137,954.09    | 64.7% |
| Auditing & Accounting Services (+)            | \$0.00                  | \$71,524.00       | \$76,000.00       | \$4,476.00        | 94.1% |
| Legal Services (+)                            | \$0.00                  | \$96,210.48       | \$130,000.00      | \$33,789.52       | 74.0% |
| Sub-total : PROFESSIONAL & TECHNICAL SERVICES | \$416,530.61            | \$2,256,227.99    | \$3,432,447.60    | \$1,176,219.61    | 65.7% |
| TRAVEL  |                         |                   |                   |                   |       |
| Staff Travel (+)                              | \$4,263.96              | \$88,367.73       | \$227,524.92      | \$139,157.19      | 38.8% |
| Student Travel (+)                            | \$174,560.67            | \$347,572.32      | \$804,198.32      | \$456,626.00      | 43.2% |
| Sub-total : TRAVEL                            | \$178,824.63            | \$435,940.05      | \$1,031,723.24    | \$595,783.19      | 42.3% |
| UTILITIES                                     |                         |                   |                   |                   |       |
| Water & Sewer (+)                             | \$35,575.17             | \$314,440.53      | \$442,389.80      | \$127,949.27      | 71.1% |
| Garbage (+)                                   | \$5,199.50              | \$28,695.50       | \$98,900.00       | \$70,204.50       | 29.0% |
| Communications (+)                            | \$12,784.24             | \$106,568.05      | \$130,500.00      | \$23,931.95       | 81.7% |

Operating Statement with Budget

Northwest Arctic Borough School District

Statement of Activities-School Oper. by OBJ For the Period 04/01/2021 through 04/30/2021

Fiscal Year: 2020-2021

|  | <u>04/01/2021 - 04/30/2021</u> | <u>Year To Date</u>    | <u>Budget</u>           | <u>Budget Balance</u>   |        |
|--|--------------------------------|------------------------|-------------------------|-------------------------|--------|
| Other Utilities-Internet (+)             | \$756,755.00                   | \$5,658,021.43         | \$7,489,683.00          | \$1,831,661.57          | 75.5%  |
| Electricity (+)                          | \$284,432.06                   | \$1,479,648.42         | \$2,030,570.00          | \$550,921.58            | 72.9%  |
| Heating Fuels (+)                        | \$5,621.62                     | \$1,032,513.38         | \$1,538,170.29          | \$505,656.91            | 67.1%  |
| Sub-total : UTILITIES                    | <u>\$1,100,367.59</u>          | <u>\$8,619,887.31</u>  | <u>\$11,730,213.09</u>  | <u>\$3,110,325.78</u>   | 73.5%  |
| OTHER PURCHASED SERVICES                 |                                |                        |                         |                         |        |
| Other Purchase Services (+)              | \$543,394.36                   | \$1,769,951.82         | \$2,426,930.00          | \$656,978.18            | 72.9%  |
| Sub-total : OTHER PURCHASED SERVICES     | <u>\$543,394.36</u>            | <u>\$1,769,951.82</u>  | <u>\$2,426,930.00</u>   | <u>\$656,978.18</u>     | 72.9%  |
| INSURANCE                                |                                |                        |                         |                         |        |
| Insurance & Bond Premiums (+)            | \$0.00                         | \$582,028.89           | \$583,875.84            | \$1,846.95              | 99.7%  |
| Liability Insurance (+)                  | \$0.00                         | \$369,788.45           | \$369,788.45            | \$0.00                  | 100.0% |
| Sub-total : INSURANCE                    | <u>\$0.00</u>                  | <u>\$951,817.34</u>    | <u>\$953,664.29</u>     | <u>\$1,846.95</u>       | 99.8%  |
| SUPPLY                                   |                                |                        |                         |                         |        |
| Supplies, Materials, Media (+)           | \$70,252.31                    | \$1,079,583.43         | \$1,425,992.13          | \$346,408.70            | 75.7%  |
| Gas/Oil-Vehicle & Equipment Supplies (+) | \$2,330.43                     | \$30,413.87            | \$75,500.00             | \$45,086.13             | 40.3%  |
| Textbooks (+)                            | (\$7,533.26)                   | \$129,725.84           | \$150,000.00            | \$20,274.16             | 86.5%  |
| Sub-total : SUPPLY                       | <u>\$65,049.48</u>             | <u>\$1,239,723.14</u>  | <u>\$1,651,492.13</u>   | <u>\$411,768.99</u>     | 75.1%  |
| TUITION & STIPENDS                       |                                |                        |                         |                         |        |
| Tuition & Stipends (+)                   | \$655.00                       | \$21,992.98            | \$32,000.00             | \$10,007.02             | 68.7%  |
| Scholarship Stipends (+)                 | \$0.00                         | \$15,465.00            | \$0.00                  | (\$15,465.00)           | 0.0%   |
| Sub-total : TUITION & STIPENDS           | <u>\$655.00</u>                | <u>\$37,457.98</u>     | <u>\$32,000.00</u>      | <u>(\$5,457.98)</u>     | 117.1% |
| OTHER                                    |                                |                        |                         |                         |        |
| Other Expenses (+)                       | \$7,012.00                     | \$145,605.56           | \$161,229.03            | \$15,623.47             | 90.3%  |
| Interest Paid (+)                        | \$0.00                         | \$1,419.60             | \$471.77                | (\$947.83)              | 300.9% |
| Sub-total : OTHER                        | <u>\$7,012.00</u>              | <u>\$147,025.16</u>    | <u>\$161,700.80</u>     | <u>\$14,675.64</u>      | 90.9%  |
| INDIRECT COSTS                           |                                |                        |                         |                         |        |
| Indirect Costs To/From (+)               | (\$6,494.28)                   | (\$207,235.72)         | (\$225,000.00)          | (\$17,764.28)           | 92.1%  |
| Sub-total : INDIRECT COSTS               | <u>(\$6,494.28)</u>            | <u>(\$207,235.72)</u>  | <u>(\$225,000.00)</u>   | <u>(\$17,764.28)</u>    | 92.1%  |
| CAPITAL EXPENDITURES                     |                                |                        |                         |                         |        |
| Equipment (+)                            | \$0.00                         | \$34,988.28            | \$141,785.00            | \$106,796.72            | 24.7%  |
| Sub-total : CAPITAL EXPENDITURES         | <u>\$0.00</u>                  | <u>\$34,988.28</u>     | <u>\$141,785.00</u>     | <u>\$106,796.72</u>     | 24.7%  |
| Total : EXPENSES                         | <u>\$5,366,664.66</u>          | <u>\$42,314,151.42</u> | <u>\$59,722,847.87</u>  | <u>\$17,408,696.45</u>  | 70.9%  |
| OTHER                                    |                                |                        |                         |                         |        |
| Transfers In                             |                                |                        |                         |                         |        |
| Transfers Between Funds -In (-)          | \$0.00                         | \$0.00                 | \$2,261,022.74          | \$2,261,022.74          | 0.0%   |
| Sub-total : Transfers In                 | <u>\$0.00</u>                  | <u>\$0.00</u>          | <u>(\$2,261,022.74)</u> | <u>(\$2,261,022.74)</u> | 0.0%   |
| Transfers Out                            |                                |                        |                         |                         |        |
| Transfers between Funds-Out (+)          | \$0.00                         | \$0.00                 | \$1,952,332.00          | \$1,952,332.00          | 0.0%   |
| Sub-total : Transfers Out                | <u>\$0.00</u>                  | <u>\$0.00</u>          | <u>\$1,952,332.00</u>   | <u>\$1,952,332.00</u>   | 0.0%   |
| Earnings on Investments                  |                                |                        |                         |                         |        |
| Earnings on Investments (-)              | \$174.14                       | \$1,288.39             | \$1,500.00              | \$211.61                | 85.9%  |

Operating Statement with Budget

Northwest Arctic Borough School District

Statement of Activities-School Oper. by OBJ For the Period 04/01/2021 through 04/30/2021

Fiscal Year: 2020-2021

|                                     | <u>04/01/2021 - 04/30/2021</u> | <u>Year To Date</u> | <u>Budget</u>    | <u>Budget Balance</u> |       |
|-------------------------------------|--------------------------------|---------------------|------------------|-----------------------|-------|
| Sub-total : Earnings on Investments | (\$174.14)                     | (\$1,288.39)        | (\$1,500.00)     | (\$211.61)            | 85.9% |
| Total : OTHER                       | (\$174.14)                     | (\$1,288.39)        | (\$310,190.74)   | (\$308,902.35)        | 0.4%  |
| NET INCOME/LOSS                     | \$321,079.83                   | \$1,675,356.08      | (\$2,262,522.74) | (\$3,937,878.82)      | 74.0% |

End of Report

Northwest Arctic Borough School District

Statement of Activities-School Operating Only For the Period 04/01/2021 through 04/30/2021

Fiscal Year: 2020-2021

|  | 04/01/2021 - 04/30/2021 | Year To Date      | Budget            | Budget Balance    |         |
|--|-------------------------|-------------------|-------------------|-------------------|---------|
| <b>INCOME</b>                                      |                         |                   |                   |                   |         |
| General Revenues                                   |                         |                   |                   |                   |         |
| State Grants & Entitlements (-)                    | \$3,167,747.00          | \$31,309,734.80   | \$41,282,728.33   | \$9,972,993.53    | 75.8%   |
| Federal Grants & Entitlements (-)                  | \$135,668.00            | \$800,686.00      | \$6,858,607.00    | \$6,057,921.00    | 11.7%   |
| Borough Appropriations (-)                         | \$1,035,012.25          | \$3,105,036.75    | \$4,140,049.00    | \$1,035,012.25    | 75.0%   |
| E-Rate (-)   | \$680,877.00            | \$5,090,396.80    | \$6,731,272.80    | \$1,640,876.00    | 75.6%   |
| Other (-)  | \$26,106.44             | \$331,652.60      | \$2,662,522.74    | \$2,330,870.14    | 12.5%   |
| Sub-total : General Revenues                       | (\$5,045,410.69)        | (\$40,637,506.95) | (\$61,675,179.87) | (\$21,037,672.92) | 65.9%   |
| <b>Total : INCOME</b>                              | (\$5,045,410.69)        | (\$40,637,506.95) | (\$61,675,179.87) | (\$21,037,672.92) | 65.9%   |
| <b>EXPENSES</b>                                    |                         |                   |                   |                   |         |
| Instruction  |                         |                   |                   |                   |         |
| Regular Instruction (+)                            | \$1,339,425.74          | \$11,825,638.51   | \$17,386,931.82   | \$5,561,293.31    | 68.0%   |
| Pre-Kindergarten (+)                               | \$5,008.83              | \$46,295.66       | \$58,955.12       | \$12,659.46       | 78.5%   |
| Bilingual Instruction (+)                          | \$110,769.51            | \$1,112,859.31    | \$1,383,057.43    | \$270,198.12      | 80.5%   |
| Vocational Education (+)                           | \$11,258.68             | \$101,597.88      | \$130,337.44      | \$28,739.56       | 77.9%   |
| Sub-total : Instruction                            | \$1,466,462.76          | \$13,086,391.36   | \$18,959,281.81   | \$5,872,890.45    | 69.0%   |
| SPED Instruction                                   |                         |                   |                   |                   |         |
| Special Education Instruction (+)                  | \$589,508.25            | \$5,235,874.01    | \$7,360,151.56    | \$2,124,277.55    | 71.1%   |
| Sub-total : SPED Instruction                       | \$589,508.25            | \$5,235,874.01    | \$7,360,151.56    | \$2,124,277.55    | 71.1%   |
| SPED Support Services-Students                     |                         |                   |                   |                   |         |
| Special Education Support Service (+)              | \$77,784.48             | \$662,228.40      | \$1,265,908.39    | \$603,679.99      | 52.3%   |
| Sub-total : SPED Support Services-Students         | \$77,784.48             | \$662,228.40      | \$1,265,908.39    | \$603,679.99      | 52.3%   |
| Support Services-Students                          |                         |                   |                   |                   |         |
| Guidance/Career Services (+)                       | \$22,164.42             | \$145,867.29      | \$6,384.06        | (\$139,483.23)    | 2284.9% |
| Sub-total : Support Services-Students              | \$22,164.42             | \$145,867.29      | \$6,384.06        | (\$139,483.23)    | 2284.9% |
| Support Services-Instruction                       |                         |                   |                   |                   |         |
| Support Services (+)                               | \$0.00                  | \$131,578.38      | \$230,501.66      | \$98,923.28       | 57.1%   |
| In-Service (+)                                     | \$0.00                  | \$4,087.18        | \$4,087.18        | \$0.00            | 100.0%  |
| Assessment/Test Support (+)                        | \$472.50                | \$54,704.31       | \$142,042.15      | \$87,337.84       | 38.5%   |
| Curriculum Support (+)                             | \$15,787.12             | \$352,433.40      | \$421,731.09      | \$69,297.69       | 83.6%   |
| Technology Support (+)                             | \$826,512.22            | \$6,651,022.48    | \$8,792,028.60    | \$2,141,006.12    | 75.6%   |
| Sub-total : Support Services-Instruction           | \$842,771.84            | \$7,193,825.75    | \$9,590,390.68    | \$2,396,564.93    | 75.0%   |
| School Administration                              |                         |                   |                   |                   |         |
| School Administration (+)                          | \$220,770.88            | \$1,986,731.09    | \$2,964,652.18    | \$977,921.09      | 67.0%   |
| Sub-total : School Administration                  | \$220,770.88            | \$1,986,731.09    | \$2,964,652.18    | \$977,921.09      | 67.0%   |
| School Administration Support Services             |                         |                   |                   |                   |         |
| School Admin Support (+)                           | \$123,461.91            | \$1,033,116.02    | \$1,324,138.76    | \$291,022.74      | 78.0%   |
| Sub-total : School Administration Support Services | \$123,461.91            | \$1,033,116.02    | \$1,324,138.76    | \$291,022.74      | 78.0%   |
| District Administration                            |                         |                   |                   |                   |         |
| Superintendent's Office (+)                        | \$71,906.22             | \$733,887.35      | \$1,163,526.57    | \$429,639.22      | 63.1%   |

Operating Statement with Budget

Northwest Arctic Borough School District

Statement of Activities-School Operating Only For the Period 04/01/2021 through 04/30/2021

Fiscal Year: 2020-2021

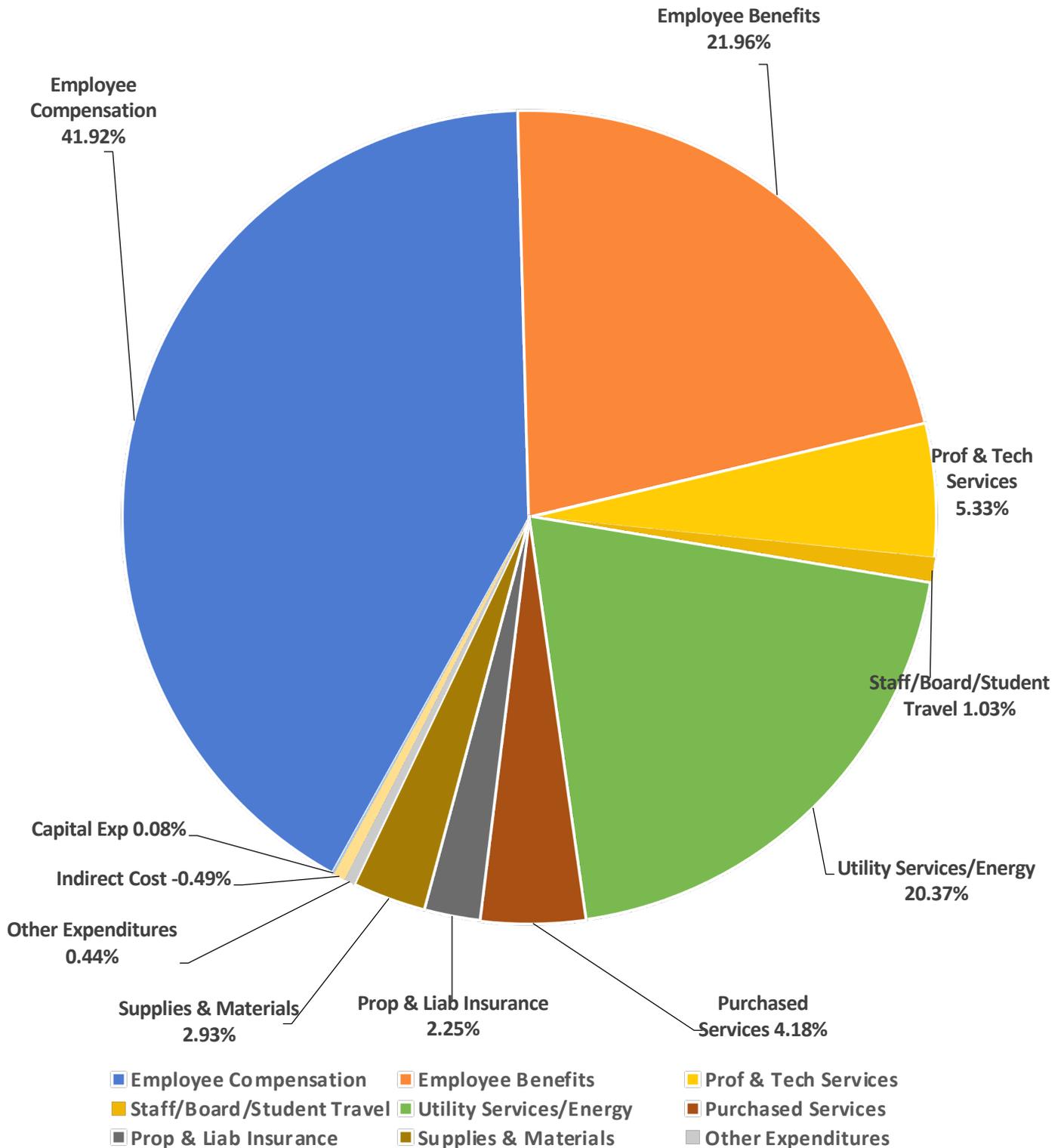
|  | <u>04/01/2021 - 04/30/2021</u> | <u>Year To Date</u>    | <u>Budget</u>          | <u>Budget Balance</u>   |           |
|--|--------------------------------|------------------------|------------------------|-------------------------|-----------|
| Board of Education (+)                               | \$28,160.87                    | \$442,352.21           | \$573,698.33           | \$131,346.12            | 77.1%     |
| Parent/Public Relation (+)                           | \$3,576.50                     | \$15,610.94            | \$15,000.00            | (\$610.94)              | 104.1%    |
| Sub-total : District Administration                  | <u>\$103,643.59</u>            | <u>\$1,191,850.50</u>  | <u>\$1,752,224.90</u>  | <u>\$560,374.40</u>     | 68.0%     |
| District Administration Support Services             |                                |                        |                        |                         |           |
| District Administration (+)                          | \$98,181.07                    | \$1,287,578.18         | \$1,633,728.58         | \$346,150.40            | 78.8%     |
| Human Resources (+)                                  | \$46,915.27                    | \$541,295.72           | \$694,632.63           | \$153,336.91            | 77.9%     |
| Sub-total : District Administration Support Services | <u>\$145,096.34</u>            | <u>\$1,828,873.90</u>  | <u>\$2,328,361.21</u>  | <u>\$499,487.31</u>     | 78.5%     |
| Operations & Maintenance of Plant                    |                                |                        |                        |                         |           |
| Operations (+)                                       | \$875,198.38                   | \$5,136,798.42         | \$6,947,813.24         | \$1,811,014.82          | 73.9%     |
| Maintenance (+)                                      | \$612,852.71                   | \$4,081,315.77         | \$5,613,578.47         | \$1,532,262.70          | 72.7%     |
| Sub-total : Operations & Maintenance of Plant        | <u>\$1,488,051.09</u>          | <u>\$9,218,114.19</u>  | <u>\$12,561,391.71</u> | <u>\$3,343,277.52</u>   | 73.4%     |
| Student Activities                                   |                                |                        |                        |                         |           |
| Student Activity (+)                                 | \$286,949.10                   | \$731,278.91           | \$1,609,962.61         | \$878,683.70            | 45.4%     |
| Sub-total : Student Activities                       | <u>\$286,949.10</u>            | <u>\$731,278.91</u>    | <u>\$1,609,962.61</u>  | <u>\$878,683.70</u>     | 45.4%     |
| Total : EXPENSES                                     | <u>\$5,366,664.66</u>          | <u>\$42,314,151.42</u> | <u>\$59,722,847.87</u> | <u>\$17,408,696.45</u>  | 70.9%     |
| OTHER  |                                |                        |                        |                         |           |
| Transfers Out  |                                |                        |                        |                         |           |
| Transfers between Funds-Out (+)                      | \$0.00                         | \$0.00                 | \$1,952,332.00         | \$1,952,332.00          | 0.0%      |
| Sub-total : Transfers Out                            | <u>\$0.00</u>                  | <u>\$0.00</u>          | <u>\$1,952,332.00</u>  | <u>\$1,952,332.00</u>   | 0.0%      |
| Earnings on Investments                              |                                |                        |                        |                         |           |
| Earnings on Investments (-)                          | \$174.14                       | \$1,288.39             | \$1,500.00             | \$211.61                | 85.9%     |
| Sub-total : Earnings on Investments                  | <u>(\$174.14)</u>              | <u>(\$1,288.39)</u>    | <u>(\$1,500.00)</u>    | <u>(\$211.61)</u>       | 85.9%     |
| Total : OTHER  | <u>(\$174.14)</u>              | <u>(\$1,288.39)</u>    | <u>\$1,950,832.00</u>  | <u>\$1,952,120.39</u>   | 0.1%      |
| NET INCOME/LOSS                                      | <u>\$321,079.83</u>            | <u>\$1,675,356.08</u>  | <u>(\$1,500.00)</u>    | <u>(\$1,676,856.08)</u> | 111690.4% |

End of Report

# Operating Fund Only

## Budget Expended by Object

(as of 4.30.2021) \$42,314,151.42



Northwest Arctic Borough School District

Statement of Activities-Grant Funds Only For the Period 04/01/2021 through 04/30/2021

Fiscal Year: 2020-2021

|  | 04/01/2021 - 04/30/2021 | Year To Date     | Budget            | Budget Balance   |        |
|--|-------------------------|------------------|-------------------|------------------|--------|
| <b>INCOME</b>                                  |                         |                  |                   |                  |        |
| Program Revenues                               |                         |                  |                   |                  |        |
| DOL T.V.EP (-)                                 | \$58,932.46             | \$496,819.38     | \$1,089,300.00    | \$592,480.62     | 45.6%  |
| Alaska Construction Academy (-)                | \$9,345.23              | \$58,936.39      | \$150,000.00      | \$91,063.61      | 39.3%  |
| WIOA (-)                                       | \$0.00                  | \$1,202.99       | \$100,000.00      | \$98,797.01      | 1.2%   |
| STEP (-)                                       | \$0.00                  | \$0.00           | \$63,750.00       | \$63,750.00      | 0.0%   |
| CARES Act (-)                                  | \$0.00                  | \$764,234.84     | \$908,339.45      | \$144,104.61     | 84.1%  |
| ESSER II (-)                                   | \$0.00                  | \$712,609.76     | \$2,025,320.32    | \$1,312,710.56   | 35.2%  |
| Fresh Fruit & Vegetables (FFVP) (-)            | \$16,066.29             | \$95,490.68      | \$120,805.00      | \$25,314.32      | 79.0%  |
| GenYouth (-)                                   | \$0.00                  | \$7,000.00       | \$7,000.00        | \$0.00           | 100.0% |
| Title I-A Basic/Parent Involvement (-)         | \$0.00                  | \$1,220,473.30   | \$2,107,250.59    | \$886,777.29     | 57.9%  |
| Title I-C Migrant (-)                          | \$0.00                  | \$543,533.00     | \$2,104,658.85    | \$1,561,125.85   | 25.8%  |
| Title IV-A (-)                                 | \$0.00                  | \$54,545.42      | \$303,666.29      | \$249,120.87     | 18.0%  |
| Migrant Books (-)                              | \$0.00                  | \$8,352.75       | \$21,030.00       | \$12,677.25      | 39.7%  |
| Carl Perkins (-)                               | \$0.00                  | \$11,544.42      | \$123,776.55      | \$112,232.13     | 9.3%   |
| School Improvement (-)                         | \$0.00                  | \$130,804.67     | \$458,571.13      | \$327,766.46     | 28.5%  |
| School Improvement - Selawik (-)               | \$0.00                  | \$66,896.26      | \$308,000.00      | \$241,103.74     | 21.7%  |
| Early Learning (-)                             | \$0.00                  | \$0.00           | \$142,024.82      | \$142,024.82     | 0.0%   |
| School Improvement - Shungnak (-)              | \$0.00                  | \$73,809.24      | \$198,000.00      | \$124,190.76     | 37.3%  |
| Title III-A Limited English Proficient (-)     | \$0.00                  | \$35,489.16      | \$39,728.45       | \$4,239.29       | 89.3%  |
| Infant Learning Program - Primary (-)          | \$0.00                  | \$85,325.74      | \$136,520.00      | \$51,194.26      | 62.5%  |
| Infant Learning Program - Part C (-)           | \$0.00                  | \$82,975.45      | \$113,665.00      | \$30,689.55      | 73.0%  |
| Medical Assistance (-)                         | \$0.00                  | \$45,514.70      | \$45,514.70       | \$0.00           | 100.0% |
| Special Education Title VI-B (-)               | \$0.00                  | \$403,595.32     | \$742,828.68      | \$339,233.36     | 54.3%  |
| Special Education Section 619 (-)              | \$0.00                  | \$0.00           | \$18,882.26       | \$18,882.26      | 0.0%   |
| AAE/GED (-)                                    | \$13,269.70             | \$92,887.90      | \$144,662.14      | \$51,774.24      | 64.2%  |
| Title II-A Professional Development (-)        | \$0.00                  | \$141,808.10     | \$290,911.03      | \$149,102.93     | 48.7%  |
| Youth Leader Program (-)                       | \$0.00                  | \$352,000.00     | \$102,000.00      | (\$250,000.00)   | 345.1% |
| Maniilaq ANE (-)                               | \$0.00                  | \$0.00           | \$10,000.00       | \$10,000.00      | 0.0%   |
| AK Strong (-)                                  | \$0.00                  | \$0.00           | \$48,809.60       | \$48,809.60      | 0.0%   |
| Title VI Indian Education (-)                  | \$54,119.53             | \$426,367.97     | \$720,742.24      | \$294,374.27     | 59.2%  |
| Johnson O'Malley (-)                           | \$0.00                  | \$0.00           | \$252,697.49      | \$252,697.49     | 0.0%   |
| Rural and Low-Income School Program (RLIS) (-) | \$0.00                  | \$83,383.16      | \$84,623.00       | \$1,239.84       | 98.5%  |
| Maniilaq AAE/GED (-)                           | \$0.00                  | \$39,135.52      | \$99,203.66       | \$60,068.14      | 39.4%  |
| Village Improvement (-)                        | \$0.00                  | \$417,632.03     | \$417,632.03      | \$0.00           | 100.0% |
| Bridging the Gap - BTG (-)                     | \$64,131.39             | \$263,472.01     | \$440,212.78      | \$176,740.77     | 59.9%  |
| Our Youth Our Future - OYOF (-)                | \$70,418.94             | \$628,335.77     | \$1,654,613.12    | \$1,026,277.35   | 38.0%  |
| Sub-total : Program Revenues                   | (\$286,283.54)          | (\$7,344,175.93) | (\$15,594,739.18) | (\$8,250,563.25) | 47.1%  |
| <b>Total : INCOME</b>                          | (\$286,283.54)          | (\$7,344,175.93) | (\$15,594,739.18) | (\$8,250,563.25) | 47.1%  |
| <b>EXPENSES</b>                                |                         |                  |                   |                  |        |
| Program Expenditures                           |                         |                  |                   |                  |        |
| DOL T.V.E.P (+)                                | \$77,274.15             | \$515,161.07     | \$1,089,300.00    | \$574,138.93     | 47.3%  |
| Alaska Construction Academy (+)                | \$9,345.23              | \$58,936.39      | \$150,000.00      | \$91,063.61      | 39.3%  |

Operating Statement with Budget

Northwest Arctic Borough School District

Statement of Activities-Grant Funds Only For the Period 04/01/2021 through 04/30/2021

Fiscal Year: 2020-2021

|  | <u>04/01/2021 - 04/30/2021</u> | <u>Year To Date</u>   | <u>Budget</u>          | <u>Budget Balance</u> |              |
|--|--------------------------------|-----------------------|------------------------|-----------------------|--------------|
| WIOA (+)                                       | \$0.00                         | \$1,202.99            | \$100,000.00           | \$98,797.01           | 1.2%         |
| STEP (+)                                       | \$0.00                         | \$0.00                | \$63,750.00            | \$63,750.00           | 0.0%         |
| CARES Act (+)                                  | \$61,988.85                    | \$826,223.69          | \$908,339.45           | \$82,115.76           | 91.0%        |
| ESSER II (+)                                   | \$88,680.86                    | \$801,290.62          | \$2,025,320.32         | \$1,224,029.70        | 39.6%        |
| Fresh Fruit & Vegetables (FFVP) (+)            | \$11,729.94                    | \$98,271.48           | \$120,805.00           | \$22,533.52           | 81.3%        |
| GenYouth (+)                                   | \$0.00                         | \$2,791.85            | \$7,000.00             | \$4,208.15            | 39.9%        |
| Title I-A Basic/Parent Involvement (+)         | \$142,340.39                   | \$1,362,813.69        | \$2,107,250.59         | \$744,436.90          | 64.7%        |
| Title I-C Migrant (+)                          | \$67,651.25                    | \$611,184.25          | \$2,104,658.85         | \$1,493,474.60        | 29.0%        |
| Title IV-A (+)                                 | \$20,567.28                    | \$75,112.70           | \$303,666.29           | \$228,553.59          | 24.7%        |
| Migrant Books (+)                              | \$0.00                         | \$8,352.75            | \$21,030.00            | \$12,677.25           | 39.7%        |
| Carl Perkins (+)                               | \$6,092.93                     | \$17,637.35           | \$123,776.55           | \$106,139.20          | 14.2%        |
| School Improvement (+)                         | \$50,289.17                    | \$181,093.84          | \$458,571.13           | \$277,477.29          | 39.5%        |
| School Improvement - Selawik (+)               | \$28,238.78                    | \$94,785.16           | \$308,000.00           | \$213,214.84          | 30.8%        |
| Early Learning (-)                             | \$275.13                       | \$12,710.66           | \$142,024.82           | \$129,314.16          | 8.9%         |
| School Improvement - Shungnak (+)              | \$4,932.13                     | \$78,741.37           | \$198,000.00           | \$119,258.63          | 39.8%        |
| Title III-A Limited English Proficient (+)     | \$3,425.20                     | \$38,914.36           | \$39,728.45            | \$814.09              | 98.0%        |
| Infant Learning Program - Primary (+)          | \$26,769.56                    | \$89,734.23           | \$136,520.00           | \$46,785.77           | 65.7%        |
| Infant Learning Program - Part C (+)           | \$9,555.50                     | \$97,560.28           | \$113,665.00           | \$16,104.72           | 85.8%        |
| Medical Assistance (+)                         | \$0.00                         | \$22,737.25           | \$45,514.70            | \$22,777.45           | 50.0%        |
| Special Education Title VI-B (+)               | \$46,954.71                    | \$450,550.03          | \$742,828.68           | \$292,278.65          | 60.7%        |
| Special Education Section 619 (+)              | \$0.00                         | \$0.00                | \$18,882.26            | \$18,882.26           | 0.0%         |
| AAE/GED (+)                                    | \$13,269.70                    | \$92,887.90           | \$144,662.14           | \$51,774.24           | 64.2%        |
| Title II-A Professional Development (+)        | \$26,569.61                    | \$168,377.71          | \$290,911.03           | \$122,533.32          | 57.9%        |
| Youth Leader Program (+)                       | \$12,925.17                    | \$20,915.11           | \$102,000.00           | \$81,084.89           | 20.5%        |
| Maniilaq ANE (+)                               | \$0.00                         | \$4,599.72            | \$10,000.00            | \$5,400.28            | 46.0%        |
| AK Strong (+)                                  | \$0.00                         | \$0.00                | \$48,809.60            | \$48,809.60           | 0.0%         |
| Title VI Indian Education (+)                  | \$63,952.52                    | \$436,200.96          | \$720,742.24           | \$284,541.28          | 60.5%        |
| Johnson O'Malley (+)                           | \$5,009.93                     | \$59,077.59           | \$252,697.49           | \$193,619.90          | 23.4%        |
| Rural and Low-Income School Program (RLIS) (+) | \$0.00                         | \$83,383.16           | \$84,623.00            | \$1,239.84            | 98.5%        |
| Maniilaq AAE/GED (+)                           | \$4,599.83                     | \$43,735.35           | \$99,203.66            | \$55,468.31           | 44.1%        |
| Village Improvement (+)                        | \$0.00                         | \$168,306.58          | \$417,632.03           | \$249,325.45          | 40.3%        |
| Bridging the GAP - BTG (+)                     | \$64,131.39                    | \$263,472.01          | \$440,212.78           | \$176,740.77          | 59.9%        |
| Our Youth Our Future - OYOF (+)                | \$70,500.28                    | \$628,417.11          | \$1,654,613.12         | \$1,026,196.01        | 38.0%        |
| Sub-total : Program Expenditures               | <u>\$916,519.23</u>            | <u>\$7,389,757.89</u> | <u>\$15,310,689.54</u> | <u>\$7,920,931.65</u> | <u>48.3%</u> |
| Total : EXPENSES                               | <u>\$916,519.23</u>            | <u>\$7,389,757.89</u> | <u>\$15,310,689.54</u> | <u>\$7,920,931.65</u> | <u>48.3%</u> |
| NET INCOME/LOSS                                | <u>\$630,235.69</u>            | <u>\$45,581.96</u>    | <u>(\$284,049.64)</u>  | <u>(\$329,631.60)</u> | <u>16.0%</u> |

End of Report

Operating Statement with Budget

Northwest Arctic Borough School District

Statement of Activities-ALL FUNDS: For the Period 04/01/2021 through 04/30/2021

Fiscal Year: 2020-2021

|  | 04/01/2021 - 04/30/2021 | Year To Date      | Budget            | Budget Balance    |        |
|--|-------------------------|-------------------|-------------------|-------------------|--------|
| <b>INCOME</b>                              |                         |                   |                   |                   |        |
| Program Revenues                           |                         |                   |                   |                   |        |
| Operations & Maintenance of Plant (-)      | \$69,176.68             | \$625,979.64      | \$750,000.00      | \$124,020.36      | 83.5%  |
| Food Services (-)                          | \$2,735.52              | \$6,981.29        | \$56,000.00       | \$49,018.71       | 12.5%  |
| Sub-total : Program Revenues               | (\$71,912.20)           | (\$632,960.93)    | (\$806,000.00)    | (\$173,039.07)    | 78.5%  |
| General Revenues                           |                         |                   |                   |                   |        |
| Borough Appropriations (-)                 | \$2,520,231.74          | \$4,590,256.24    | \$4,140,049.00    | (\$450,207.24)    | 110.9% |
| Earnings on Investment (-)                 | \$502.63                | \$3,130.09        | \$1,500.00        | (\$1,630.09)      | 208.7% |
| Other (-)                                  | \$25,932.30             | \$2,727,637.99    | \$919,632.03      | (\$1,808,005.96)  | 296.6% |
| E-Rate (-)                                 | \$680,877.00            | \$5,090,396.80    | \$6,731,272.80    | \$1,640,876.00    | 75.6%  |
| State Grants & Entitlements (-)            | \$3,236,024.69          | \$44,753,063.31   | \$43,539,185.85   | (\$1,213,877.46)  | 102.8% |
| Federal Grants & Entitlements (-)          | \$565,894.47            | \$8,118,477.54    | \$22,343,785.62   | \$14,225,308.08   | 36.3%  |
| Sub-total : General Revenues               | (\$7,029,462.83)        | (\$65,282,961.97) | (\$77,675,425.30) | (\$12,392,463.33) | 84.0%  |
| <b>Total : INCOME</b>                      | (\$7,101,375.03)        | (\$65,915,922.90) | (\$78,481,425.30) | (\$12,565,502.40) | 84.0%  |
| <b>EXPENSES</b>                            |                         |                   |                   |                   |        |
| Instruction                                |                         |                   |                   |                   |        |
| Regular Instruction (+)                    | \$1,875,716.00          | \$15,841,385.98   | \$26,478,487.00   | \$10,637,101.02   | 59.8%  |
| Bilingual Instruction (+)                  | \$110,769.51            | \$1,142,673.91    | \$1,625,909.21    | \$483,235.30      | 70.3%  |
| Vocational Education (+)                   | \$17,351.61             | \$118,813.67      | \$249,924.64      | \$131,110.97      | 47.5%  |
| Pre- Kindergarten (+)                      | \$5,008.83              | \$46,295.66       | \$58,955.12       | \$12,659.46       | 78.5%  |
| Sub-total : Instruction                    | \$2,008,845.95          | \$17,149,169.22   | \$28,413,275.97   | \$11,264,106.75   | 60.4%  |
| SPED Instruction                           |                         |                   |                   |                   |        |
| Special Education Instruction (+)          | \$589,508.25            | \$5,237,374.47    | \$7,360,151.56    | \$2,122,777.09    | 71.2%  |
| Sub-total : SPED Instruction               | \$589,508.25            | \$5,237,374.47    | \$7,360,151.56    | \$2,122,777.09    | 71.2%  |
| SPED Support Services-Students             |                         |                   |                   |                   |        |
| Special Education Support Service (+)      | \$161,180.23            | \$1,312,335.98    | \$2,296,371.96    | \$984,035.98      | 57.1%  |
| Sub-total : SPED Support Services-Students | \$161,180.23            | \$1,312,335.98    | \$2,296,371.96    | \$984,035.98      | 57.1%  |
| Support Services-Students                  |                         |                   |                   |                   |        |
| Support Service-Student (+)                | \$0.00                  | \$9,102.00        | \$0.00            | (\$9,102.00)      | 0.0%   |
| Dormitory (+)                              | \$18,294.52             | \$117,488.23      | \$239,505.89      | \$122,017.66      | 49.1%  |
| Guidance/Career Services (+)               | \$70,454.81             | \$554,307.90      | \$652,184.06      | \$97,876.16       | 85.0%  |
| Sub-total : Support Services-Students      | \$88,749.33             | \$680,898.13      | \$891,689.95      | \$210,791.82      | 76.4%  |
| Support Services-Instruction               |                         |                   |                   |                   |        |
| Support Services (+)                       | \$142,747.70            | \$1,206,730.90    | \$2,459,633.13    | \$1,252,902.23    | 49.1%  |
| In-Service (+)                             | \$0.00                  | \$4,087.18        | \$4,087.18        | \$0.00            | 100.0% |
| Assessment/Test Support (+)                | \$472.50                | \$54,704.31       | \$142,042.15      | \$87,337.84       | 38.5%  |
| Curriculum Support (+)                     | \$15,787.12             | \$533,540.87      | \$597,047.14      | \$63,506.27       | 89.4%  |
| Technology Support (+)                     | \$826,512.22            | \$7,362,793.65    | \$8,925,030.98    | \$1,562,237.33    | 82.5%  |
| Sub-total : Support Services-Instruction   | \$985,519.54            | \$9,161,856.91    | \$12,127,840.58   | \$2,965,983.67    | 75.5%  |
| School Administration                      |                         |                   |                   |                   |        |
| School Administration (+)                  | \$256,111.33            | \$2,285,551.02    | \$3,303,969.65    | \$1,018,418.63    | 69.2%  |

Operating Statement with Budget

Northwest Arctic Borough School District

Statement of Activities-ALL FUNDS: For the Period 04/01/2021 through 04/30/2021

Fiscal Year: 2020-2021

|  | <u>04/01/2021 - 04/30/2021</u> | <u>Year To Date</u> | <u>Budget</u>   | <u>Budget Balance</u> |        |
|--|--------------------------------|---------------------|-----------------|-----------------------|--------|
| Sub-total : School Administration                    | \$256,111.33                   | \$2,285,551.02      | \$3,303,969.65  | \$1,018,418.63        | 69.2%  |
| School Administration Support Services               |                                |                     |                 |                       |        |
| School Admin Support (+)                             | \$134,611.35                   | \$1,271,446.73      | \$1,669,613.05  | \$398,166.32          | 76.2%  |
| Sub-total : School Administration Support Services   | \$134,611.35                   | \$1,271,446.73      | \$1,669,613.05  | \$398,166.32          | 76.2%  |
| District Administration                              |                                |                     |                 |                       |        |
| Superintendent's Office (+)                          | \$71,906.22                    | \$733,887.35        | \$1,163,526.57  | \$429,639.22          | 63.1%  |
| Board of Education (+)                               | \$28,160.87                    | \$442,352.21        | \$573,698.33    | \$131,346.12          | 77.1%  |
| Parent/Public Relation (+)                           | \$14,935.59                    | \$95,124.57         | \$166,809.60    | \$71,685.03           | 57.0%  |
| Sub-total : District Administration                  | \$115,002.68                   | \$1,271,364.13      | \$1,904,034.50  | \$632,670.37          | 66.8%  |
| District Administration Support Services             |                                |                     |                 |                       |        |
| District Administration (+)                          | \$117,210.52                   | \$1,633,126.97      | \$2,253,387.57  | \$620,260.60          | 72.5%  |
| Human Resources (+)                                  | \$46,915.27                    | \$541,295.72        | \$694,632.63    | \$153,336.91          | 77.9%  |
| Administration Support-Other (+)                     | \$50,319.37                    | \$452,347.30        | \$592,251.26    | \$139,903.96          | 76.4%  |
| Sub-total : District Administration Support Services | \$214,445.16                   | \$2,626,769.99      | \$3,540,271.46  | \$913,501.47          | 74.2%  |
| Operations & Maintenance of Plant                    |                                |                     |                 |                       |        |
| Operations (+)                                       | \$943,201.41                   | \$5,565,984.27      | \$7,489,621.24  | \$1,923,636.97        | 74.3%  |
| Maintenance (+)                                      | \$675,460.78                   | \$4,557,276.11      | \$6,280,018.46  | \$1,722,742.35        | 72.6%  |
| Sub-total : Operations & Maintenance of Plant        | \$1,618,662.19                 | \$10,123,260.38     | \$13,769,639.70 | \$3,646,379.32        | 73.5%  |
| Student Activities                                   |                                |                     |                 |                       |        |
| Student Activity (+)                                 | \$286,949.10                   | \$731,278.91        | \$1,609,962.61  | \$878,683.70          | 45.4%  |
| Sub-total : Student Activities                       | \$286,949.10                   | \$731,278.91        | \$1,609,962.61  | \$878,683.70          | 45.4%  |
| Student Transportation                               |                                |                     |                 |                       |        |
| Student Transportation (+)                           | \$7,725.41                     | \$76,133.38         | \$95,080.18     | \$18,946.80           | 80.1%  |
| Sub-total : Student Transportation                   | \$7,725.41                     | \$76,133.38         | \$95,080.18     | \$18,946.80           | 80.1%  |
| Adult & Continuing Education Instruction             |                                |                     |                 |                       |        |
| Adult & Continuing Education (+)                     | \$17,869.53                    | \$136,623.25        | \$293,865.80    | \$157,242.55          | 46.5%  |
| Sub-total : Adult & Continuing Education Instruction | \$17,869.53                    | \$136,623.25        | \$293,865.80    | \$157,242.55          | 46.5%  |
| Food Services  |                                |                     |                 |                       |        |
| Food Services (+)                                    | \$556,729.15                   | \$3,326,644.63      | \$3,328,167.35  | \$1,522.72            | 100.0% |
| Sub-total : Food Services                            | \$556,729.15                   | \$3,326,644.63      | \$3,328,167.35  | \$1,522.72            | 100.0% |
| Construction in Progress                             |                                |                     |                 |                       |        |
| Administration (+)                                   | \$2,422.00                     | \$58,682.00         | \$0.00          | (\$58,682.00)         | 0.0%   |
| Design (+)   | \$49,610.64                    | \$328,079.01        | \$0.00          | (\$328,079.01)        | 0.0%   |
| Construction Management (+)                          | \$4,375.00                     | \$39,383.50         | \$0.00          | (\$39,383.50)         | 0.0%   |
| Construction (+)                                     | \$2,122,696.40                 | \$9,469,189.40      | \$0.00          | (\$9,469,189.40)      | 0.0%   |
| Technology (+)                                       | \$0.00                         | \$65,970.00         | \$0.00          | (\$65,970.00)         | 0.0%   |
| CIP Construction Management-Consultant (+)           | \$0.00                         | \$8,943.45          | \$0.00          | (\$8,943.45)          | 0.0%   |
| Sub-total : Construction in Progress                 | \$2,179,104.04                 | \$9,970,247.36      | \$0.00          | (\$9,970,247.36)      | 0.0%   |

Operating Statement with Budget

Northwest Arctic Borough School District

Statement of Activities-ALL FUNDS: For the Period 04/01/2021 through 04/30/2021

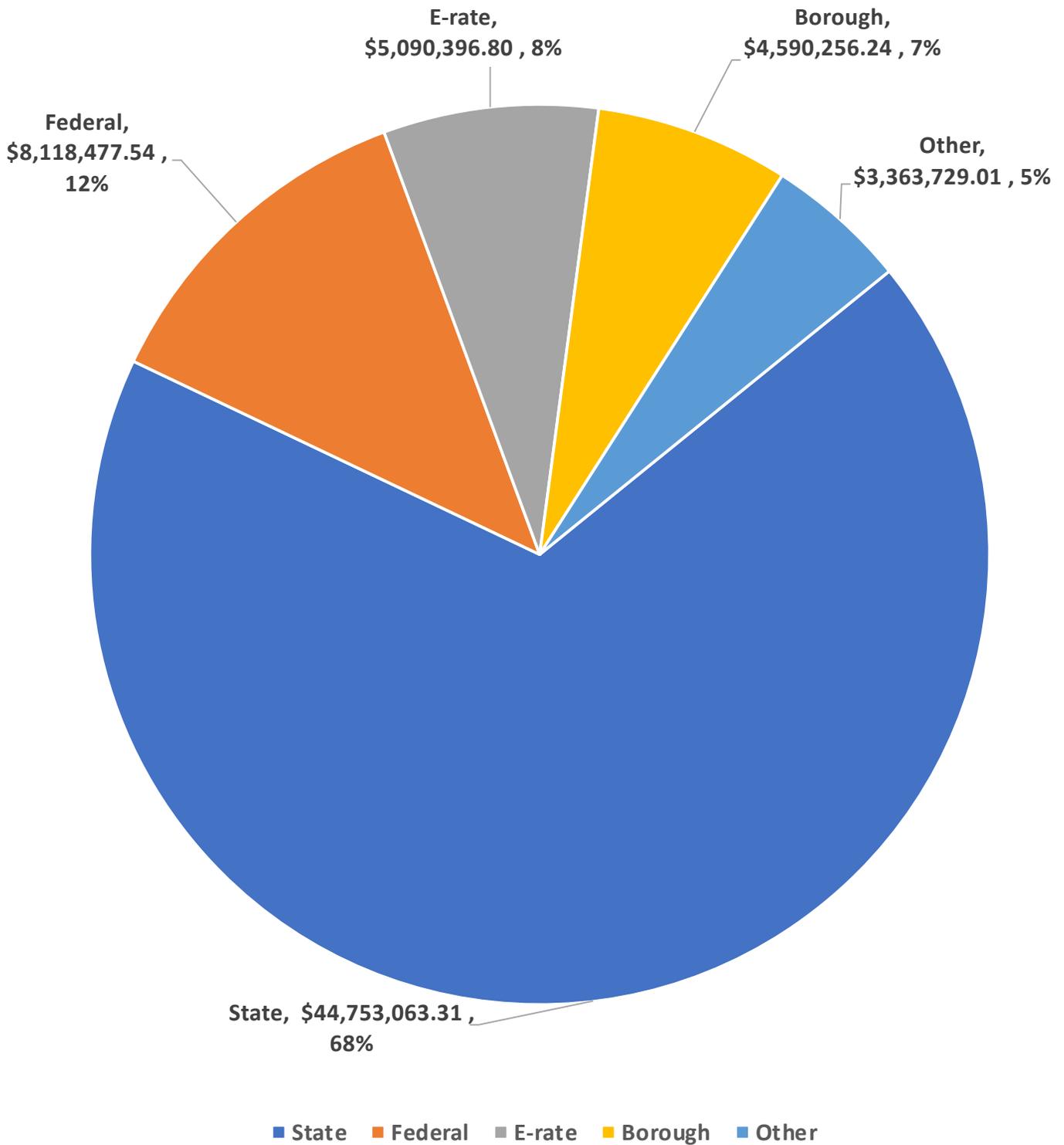
Fiscal Year: 2020-2021

|                                     | <u>04/01/2021 - 04/30/2021</u> | <u>Year To Date</u> | <u>Budget</u>    | <u>Budget Balance</u> |        |
|-------------------------------------|--------------------------------|---------------------|------------------|-----------------------|--------|
| Total : EXPENSES                    | \$9,221,013.24                 | \$65,360,954.49     | \$80,603,934.32  | \$15,242,979.83       | 81.1%  |
| OTHER                               |                                |                     |                  |                       |        |
| Transfers In                        |                                |                     |                  |                       |        |
| Transfers Between Funds -In (-)     | \$0.00                         | \$108,864.79        | \$4,219,244.92   | \$4,110,380.13        | 2.6%   |
| Sub-total : Transfers In            | \$0.00                         | (\$108,864.79)      | (\$4,219,244.92) | (\$4,110,380.13)      | 2.6%   |
| Transfers Out                       |                                |                     |                  |                       |        |
| Transfers between Funds-Out (+)     | \$0.00                         | \$0.00              | \$1,952,332.00   | \$1,952,332.00        | 0.0%   |
| Sub-total : Transfers Out           | \$0.00                         | \$0.00              | \$1,952,332.00   | \$1,952,332.00        | 0.0%   |
| Earnings on Investments             |                                |                     |                  |                       |        |
| Earnings on Investments (-)         | \$174.14                       | \$1,288.39          | \$1,500.00       | \$211.61              | 85.9%  |
| Sub-total : Earnings on Investments | (\$174.14)                     | (\$1,288.39)        | (\$1,500.00)     | (\$211.61)            | 85.9%  |
| Total : OTHER                       | (\$174.14)                     | (\$110,153.18)      | (\$2,268,412.92) | (\$2,158,259.74)      | 4.9%   |
| NET INCOME/LOSS                     | \$2,119,464.07                 | (\$665,121.59)      | (\$145,903.90)   | \$519,217.69          | 455.9% |

End of Report

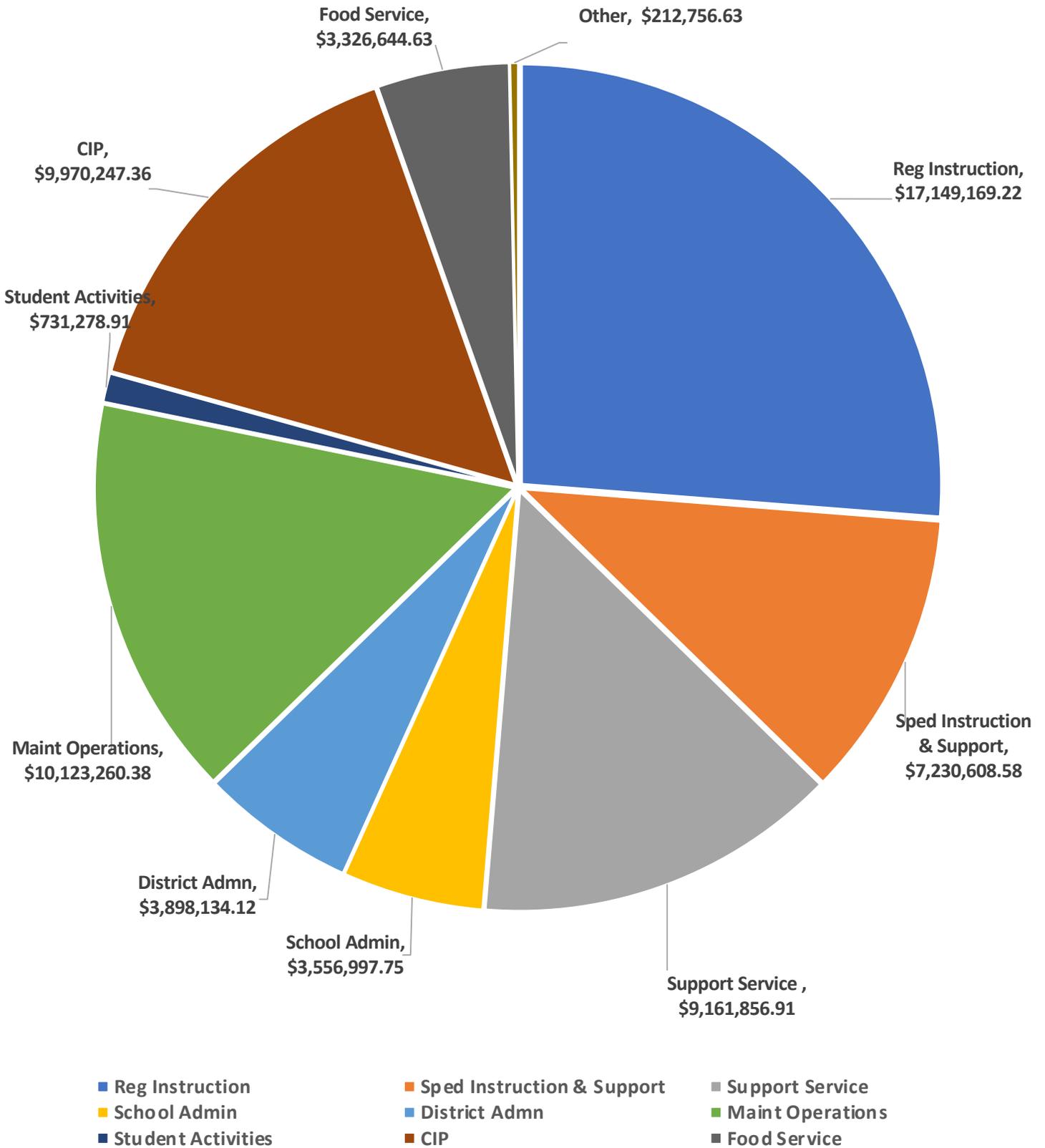
# Revenues – All Funds

(as of 4.30.2021) \$65,915,922.90



# Expenditures – All Funds

(as of 4.30.2021) \$65,360,954.49



Northwest Arctic Borough School District

Statement of Activities-ALL FUNDS by OBJ: For the Period 04/01/2021 through 04/30/2021

Fiscal Year: 2020-2021

|   | <u>04/01/2021 - 04/30/2021</u> | <u>Year To Date</u>      | <u>Budget</u>            | <u>Budget Balance</u>    |              |
|---|--------------------------------|--------------------------|--------------------------|--------------------------|--------------|
| <b>INCOME</b>                                 |                                |                          |                          |                          |              |
| Program Revenues                              |                                |                          |                          |                          |              |
| Operations & Maintenance of Plant (-)         | \$69,176.68                    | \$625,979.64             | \$750,000.00             | \$124,020.36             | 83.5%        |
| Food Services (-)                             | \$2,735.52                     | \$6,981.29               | \$56,000.00              | \$49,018.71              | 12.5%        |
| Sub-total : Program Revenues                  | (\$71,912.20)                  | (\$632,960.93)           | (\$806,000.00)           | (\$173,039.07)           | 78.5%        |
| General Revenues                              |                                |                          |                          |                          |              |
| State Grants & Entitlements (-)               | \$3,236,024.69                 | \$44,753,063.31          | \$43,539,185.85          | (\$1,213,877.46)         | 102.8%       |
| Federal Grants & Entitlements (-)             | \$565,894.47                   | \$8,118,477.54           | \$22,343,785.62          | \$14,225,308.08          | 36.3%        |
| Borough Appropriations (-)                    | \$2,520,231.74                 | \$4,590,256.24           | \$4,140,049.00           | (\$450,207.24)           | 110.9%       |
| E-Rate (-)                                    | \$680,877.00                   | \$5,090,396.80           | \$6,731,272.80           | \$1,640,876.00           | 75.6%        |
| Other (-)                                     | \$26,434.93                    | \$2,730,768.08           | \$921,132.03             | (\$1,809,636.05)         | 296.5%       |
| Sub-total : General Revenues                  | (\$7,029,462.83)               | (\$65,282,961.97)        | (\$77,675,425.30)        | (\$12,392,463.33)        | 84.0%        |
| <b>Total : INCOME</b>                         | <b>(\$7,101,375.03)</b>        | <b>(\$65,915,922.90)</b> | <b>(\$78,481,425.30)</b> | <b>(\$12,565,502.40)</b> | <b>84.0%</b> |
| <b>EXPENSES</b>                               |                                |                          |                          |                          |              |
| SALARIES                                      |                                |                          |                          |                          |              |
| Certificated Salaries (+)                     | \$1,662,798.09                 | \$13,818,347.38          | \$19,064,916.12          | \$5,246,568.74           | 72.5%        |
| Classified Salaries (+)                       | \$823,512.71                   | \$7,443,469.26           | \$10,118,747.33          | \$2,675,278.07           | 73.6%        |
| Leave Pay Off (+)                             | \$17,833.46                    | \$107,351.90             | \$239,242.05             | \$131,890.15             | 44.9%        |
| GTL Payroll Sweep (+)                         | \$0.00                         | \$35.05                  | \$7,688.00               | \$7,652.95               | 0.5%         |
| Board Stipends (+)                            | \$12,000.00                    | \$75,272.44              | \$80,000.00              | \$4,727.56               | 94.1%        |
| Non Cert-Extra Duty Contract (+)              | \$39,522.10                    | \$69,622.10              | \$235,390.00             | \$165,767.90             | 29.6%        |
| Sub-total : SALARIES                          | \$2,555,666.36                 | \$21,514,098.13          | \$29,745,983.50          | \$8,231,885.37           | 72.3%        |
| BENEFITS                                      |                                |                          |                          |                          |              |
| Control Acct - Benefits (+)                   | \$0.00                         | \$0.00                   | \$2,497,560.01           | \$2,497,560.01           | 0.0%         |
| Insurance-Health & Life (+)                   | \$810,686.20                   | \$7,237,170.85           | \$7,122,961.90           | (\$114,208.95)           | 101.6%       |
| Insurance-Unemployment (+)                    | \$6,335.92                     | \$52,801.26              | \$61,304.39              | \$8,503.13               | 86.1%        |
| Insurance-Workers Comp (+)                    | \$18,036.74                    | \$153,447.74             | \$174,304.19             | \$20,856.45              | 88.0%        |
| Retirement-Fica & Medicare (+)                | \$44,712.58                    | \$358,719.04             | \$385,491.83             | \$26,772.79              | 93.1%        |
| Retirement-TRS (+)                            | \$180,901.26                   | \$1,624,184.70           | \$1,939,970.69           | \$315,785.99             | 83.7%        |
| Retirement-PERS (+)                           | \$174,263.17                   | \$1,589,674.24           | \$1,771,720.47           | \$182,046.23             | 89.7%        |
| On Behalf Exp-PERS (+)                        | \$0.00                         | \$0.00                   | \$2,965,168.36           | \$2,965,168.36           | 0.0%         |
| On Behalf Exp-TRS (+)                         | \$0.00                         | \$0.00                   | \$672,332.16             | \$672,332.16             | 0.0%         |
| Housing Allowance/Subsidy (+)                 | \$37,000.00                    | \$349,968.50             | \$390,000.00             | \$40,031.50              | 89.7%        |
| Other Employee Benefits (+)                   | \$4,607.51                     | \$118,899.90             | \$187,500.00             | \$68,600.10              | 63.4%        |
| Sub-total : BENEFITS                          | \$1,276,543.38                 | \$11,484,866.23          | \$18,168,314.00          | \$6,683,447.77           | 63.2%        |
| PROFESSIONAL & TECHNICAL SERVICES             |                                |                          |                          |                          |              |
| Prof & Technical Services (+)                 | \$1,107,698.97                 | \$6,156,470.62           | \$7,915,404.39           | \$1,758,933.77           | 77.8%        |
| Auditing & Accounting Services (+)            | \$0.00                         | \$71,524.00              | \$76,000.00              | \$4,476.00               | 94.1%        |
| Legal Services (+)                            | \$0.00                         | \$96,210.48              | \$130,000.00             | \$33,789.52              | 74.0%        |
| Sub-total : PROFESSIONAL & TECHNICAL SERVICES | \$1,107,698.97                 | \$6,324,205.10           | \$8,121,404.39           | \$1,797,199.29           | 77.9%        |
| TRAVEL  |                                |                          |                          |                          |              |

Operating Statement with Budget

Northwest Arctic Borough School District

Statement of Activities-ALL FUNDS by OBJ: For the Period 04/01/2021 through 04/30/2021

Fiscal Year: 2020-2021

|  | 04/01/2021 - 04/30/2021 | Year To Date   | Budget          | Budget Balance   |        |
|--|-------------------------|----------------|-----------------|------------------|--------|
| Staff Travel (+)                         | \$5,045.96              | \$147,288.29   | \$316,817.16    | \$169,528.87     | 46.5%  |
| Student Travel (+)                       | \$179,021.67            | \$369,487.75   | \$1,055,753.08  | \$686,265.33     | 35.0%  |
| Sub-total : TRAVEL                       | \$184,067.63            | \$516,776.04   | \$1,372,570.24  | \$855,794.20     | 37.7%  |
| <b>UTILITIES</b>                         |                         |                |                 |                  |        |
| Water & Sewer (+)                        | \$45,119.69             | \$398,523.66   | \$537,389.80    | \$138,866.14     | 74.2%  |
| Garbage (+)                              | \$5,641.44              | \$32,027.96    | \$104,900.00    | \$72,872.04      | 30.5%  |
| Communications (+)                       | \$64,317.12             | \$520,817.63   | \$589,682.95    | \$68,865.32      | 88.3%  |
| Other Utilities-Internet (+)             | \$756,755.00            | \$5,658,021.43 | \$7,489,683.00  | \$1,831,661.57   | 75.5%  |
| Electricity (+)                          | \$336,919.92            | \$1,704,539.84 | \$2,331,770.00  | \$627,230.16     | 73.1%  |
| Heating Fuels (+)                        | \$7,088.79              | \$1,077,458.22 | \$1,611,170.29  | \$533,712.07     | 66.9%  |
| Sub-total : UTILITIES                    | \$1,215,841.96          | \$9,391,388.74 | \$12,664,596.04 | \$3,273,207.30   | 74.2%  |
| <b>OTHER PURCHASED SERVICES</b>          |                         |                |                 |                  |        |
| Other Purchase Services (+)              | \$547,346.36            | \$1,817,658.66 | \$2,497,680.00  | \$680,021.34     | 72.8%  |
| Sub-total : OTHER PURCHASED SERVICES     | \$547,346.36            | \$1,817,658.66 | \$2,497,680.00  | \$680,021.34     | 72.8%  |
| <b>INSURANCE</b>                         |                         |                |                 |                  |        |
| Insurance & Bond Premiums (+)            | \$0.00                  | \$582,028.89   | \$583,875.84    | \$1,846.95       | 99.7%  |
| Liability Insurance (+)                  | \$0.00                  | \$369,788.45   | \$369,788.45    | \$0.00           | 100.0% |
| Sub-total : INSURANCE                    | \$0.00                  | \$951,817.34   | \$953,664.29    | \$1,846.95       | 99.8%  |
| <b>SUPPLY</b>                            |                         |                |                 |                  |        |
| Supplies, Materials, Media (+)           | \$173,786.78            | \$3,091,539.48 | \$5,260,520.99  | \$2,168,981.51   | 58.8%  |
| Gas/Oil-Vehicle & Equipment Supplies (+) | \$2,330.43              | \$30,413.87    | \$88,439.00     | \$58,025.13      | 34.4%  |
| Food Supplies (+)                        | \$15,332.82             | \$300,056.23   | \$220,932.19    | (\$79,124.04)    | 135.8% |
| Textbooks (+)                            | (\$2,038.46)            | \$135,220.64   | \$376,750.00    | \$241,529.36     | 35.9%  |
| Sub-total : SUPPLY                       | \$189,411.57            | \$3,557,230.22 | \$5,946,642.18  | \$2,389,411.96   | 59.8%  |
| <b>TUITION &amp; STIPENDS</b>            |                         |                |                 |                  |        |
| Tuition & Stipends (+)                   | \$655.00                | \$27,641.98    | \$113,825.00    | \$86,183.02      | 24.3%  |
| Scholarship Stipends (+)                 | \$11,009.61             | \$31,474.61    | \$35,000.00     | \$3,525.39       | 89.9%  |
| Stipends (+)                             | \$0.00                  | \$0.00         | \$20,000.00     | \$20,000.00      | 0.0%   |
| Sub-total : TUITION & STIPENDS           | \$11,664.61             | \$59,116.59    | \$168,825.00    | \$109,708.41     | 35.0%  |
| <b>OTHER</b>                             |                         |                |                 |                  |        |
| Other Expenses (+)                       | \$7,468.06              | \$158,996.96   | \$266,264.88    | \$107,267.92     | 59.7%  |
| Dues & Fees (+)                          | \$107.94                | \$664.50       | \$2,250.00      | \$1,585.50       | 29.5%  |
| Interest Paid (+)                        | \$0.00                  | \$1,419.60     | \$471.77        | (\$947.83)       | 300.9% |
| Sub-total : OTHER                        | \$7,576.00              | \$161,081.06   | \$268,986.65    | \$107,905.59     | 59.9%  |
| <b>INDIRECT COSTS</b>                    |                         |                |                 |                  |        |
| Indirect Costs To/From (+)               | \$0.00                  | \$0.00         | \$250,085.33    | \$250,085.33     | 0.0%   |
| Sub-total : INDIRECT COSTS               | \$0.00                  | \$0.00         | \$250,085.33    | \$250,085.33     | 0.0%   |
| <b>CAPITAL EXPENDITURES</b>              |                         |                |                 |                  |        |
| Equipment (+)                            | \$0.00                  | \$45,812.98    | \$295,182.70    | \$249,369.72     | 15.5%  |
| Furniture & Fixtures (+)                 | \$0.00                  | \$65,970.00    | \$0.00          | (\$65,970.00)    | 0.0%   |
| New Building/Purchases (+)               | \$2,125,196.40          | \$9,470,933.40 | \$0.00          | (\$9,470,933.40) | 0.0%   |

Operating Statement with Budget

Northwest Arctic Borough School District

Statement of Activities-ALL FUNDS by OBJ: For the Period 04/01/2021 through 04/30/2021

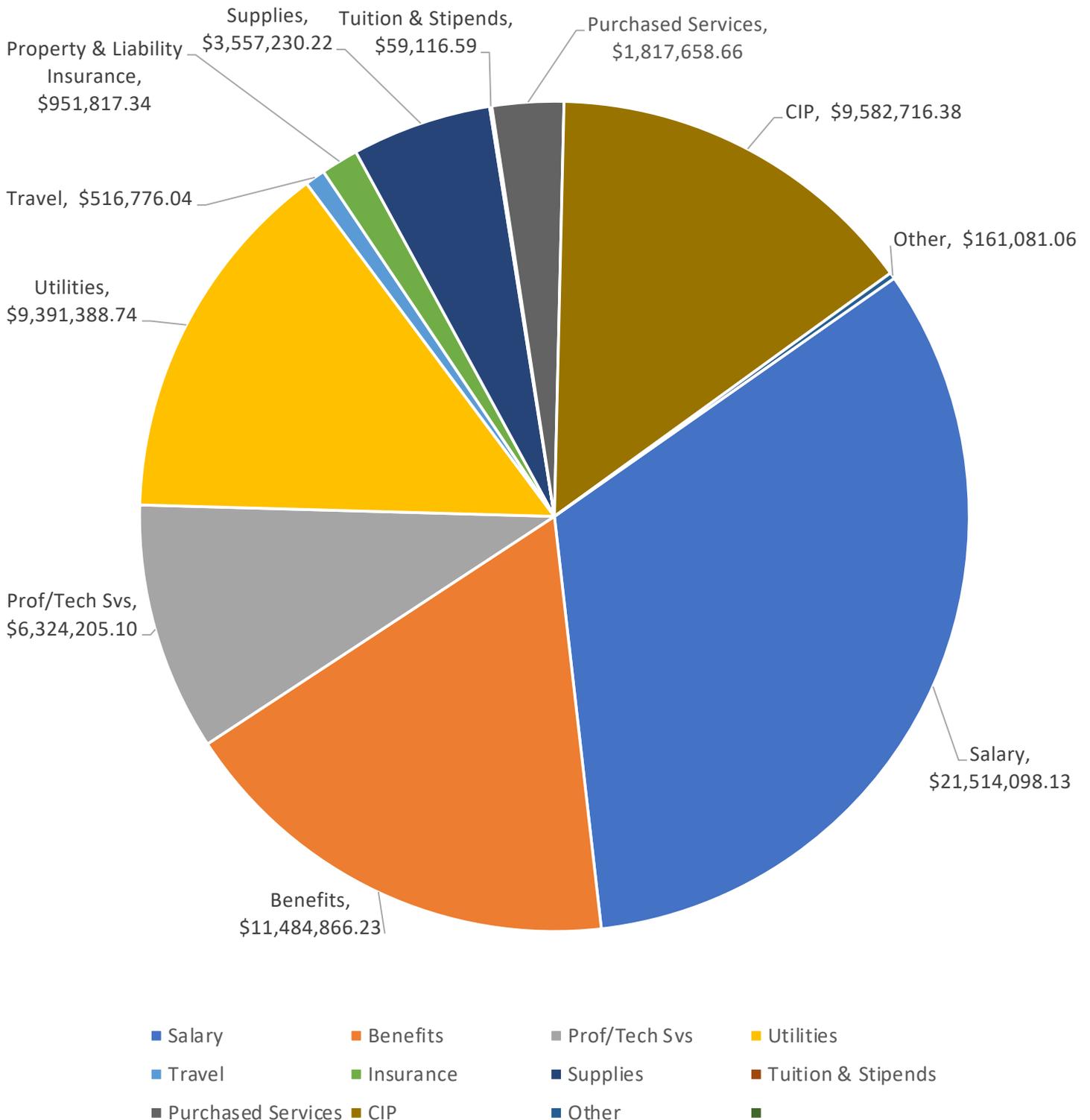
Fiscal Year: 2020-2021

|                                     | <u>04/01/2021 - 04/30/2021</u> | <u>Year To Date</u> | <u>Budget</u>    | <u>Budget Balance</u> |         |
|-------------------------------------|--------------------------------|---------------------|------------------|-----------------------|---------|
| Other Capital Outlay (+)            | \$0.00                         | \$0.00              | \$150,000.00     | \$150,000.00          | 0.0%    |
| Sub-total : CAPITAL EXPENDITURES    | \$2,125,196.40                 | \$9,582,716.38      | \$445,182.70     | (\$9,137,533.68)      | 2152.5% |
| Total : EXPENSES                    | \$9,221,013.24                 | \$65,360,954.49     | \$80,603,934.32  | \$15,242,979.83       | 81.1%   |
| OTHER                               |                                |                     |                  |                       |         |
| Transfers In                        |                                |                     |                  |                       |         |
| Transfers Between Funds -In (-)     | \$0.00                         | \$108,864.79        | \$4,219,244.92   | \$4,110,380.13        | 2.6%    |
| Sub-total : Transfers In            | \$0.00                         | (\$108,864.79)      | (\$4,219,244.92) | (\$4,110,380.13)      | 2.6%    |
| Transfers Out                       |                                |                     |                  |                       |         |
| Transfers between Funds-Out (+)     | \$0.00                         | \$0.00              | \$1,952,332.00   | \$1,952,332.00        | 0.0%    |
| Sub-total : Transfers Out           | \$0.00                         | \$0.00              | \$1,952,332.00   | \$1,952,332.00        | 0.0%    |
| Earnings on Investments             |                                |                     |                  |                       |         |
| Earnings on Investments (-)         | \$174.14                       | \$1,288.39          | \$1,500.00       | \$211.61              | 85.9%   |
| Sub-total : Earnings on Investments | (\$174.14)                     | (\$1,288.39)        | (\$1,500.00)     | (\$211.61)            | 85.9%   |
| Total : OTHER                       | (\$174.14)                     | (\$110,153.18)      | (\$2,268,412.92) | (\$2,158,259.74)      | 4.9%    |
| NET INCOME/LOSS                     | \$2,119,464.07                 | (\$665,121.59)      | (\$145,903.90)   | \$519,217.69          | 455.9%  |

End of Report

# Expenditures by Object – All Funds

(In Millions as of 4.30.2021) \$65,360,954.49



Northwest Arctic Borough School District

Statement of Activities-Board by OBJ For the Period 04/01/2021 through 04/30/2021

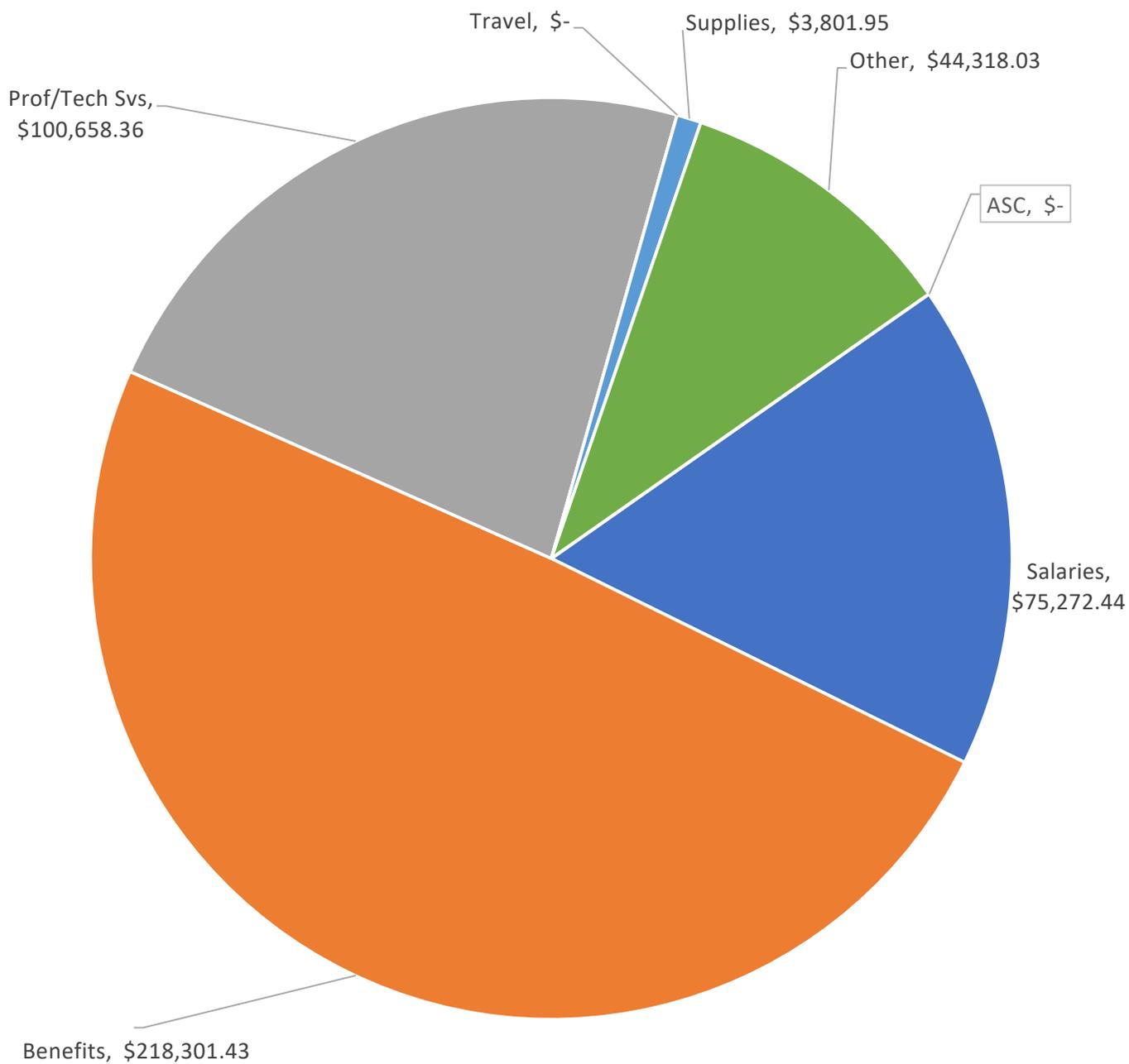
Fiscal Year: 2020-2021

|   | <u>04/01/2021 - 04/30/2021</u> | <u>Year To Date</u> | <u>Budget</u> | <u>Budget Balance</u> |        |
|---|--------------------------------|---------------------|---------------|-----------------------|--------|
| <b>EXPENSES</b>                               |                                |                     |               |                       |        |
| <b>SALARIES</b>                               |                                |                     |               |                       |        |
| Board Stipends (+)                            | \$12,000.00                    | \$75,272.44         | \$80,000.00   | \$4,727.56            | 94.1%  |
| Sub-total : SALARIES                          | \$12,000.00                    | \$75,272.44         | \$80,000.00   | \$4,727.56            | 94.1%  |
| <b>BENEFITS</b>                               |                                |                     |               |                       |        |
| Insurance-Health & Life (+)                   | \$0.00                         | \$207,900.00        | \$277,200.00  | \$69,300.00           | 75.0%  |
| Insurance-Unemployment (+)                    | \$30.25                        | \$186.77            | \$1,066.41    | \$879.64              | 17.5%  |
| Insurance-Workers Comp (+)                    | \$68.63                        | \$430.51            | \$2,026.19    | \$1,595.68            | 21.2%  |
| Retirement-Fica & Medicare (+)                | \$731.99                       | \$4,394.15          | \$5,154.34    | \$760.19              | 85.3%  |
| Retirement-PERS (+)                           | \$715.00                       | \$5,390.00          | \$18,260.00   | \$12,870.00           | 29.5%  |
| Sub-total : BENEFITS                          | \$1,545.87                     | \$218,301.43        | \$303,706.94  | \$85,405.51           | 71.9%  |
| <b>PROFESSIONAL &amp; TECHNICAL SERVICES</b>  |                                |                     |               |                       |        |
| Prof & Technical Services (+)                 | \$9,125.00                     | \$100,658.36        | \$136,163.36  | \$35,505.00           | 73.9%  |
| Sub-total : PROFESSIONAL & TECHNICAL SERVICES | \$9,125.00                     | \$100,658.36        | \$136,163.36  | \$35,505.00           | 73.9%  |
| <b>SUPPLY</b>                                 |                                |                     |               |                       |        |
| Supplies, Materials, Media (+)                | \$0.00                         | \$3,801.95          | \$15,000.00   | \$11,198.05           | 25.3%  |
| Sub-total : SUPPLY                            | \$0.00                         | \$3,801.95          | \$15,000.00   | \$11,198.05           | 25.3%  |
| <b>OTHER</b>                                  |                                |                     |               |                       |        |
| Other Expenses (+)                            | \$5,490.00                     | \$44,318.03         | \$38,828.03   | (\$5,490.00)          | 114.1% |
| Sub-total : OTHER                             | \$5,490.00                     | \$44,318.03         | \$38,828.03   | (\$5,490.00)          | 114.1% |
| Total : EXPENSES                              | \$28,160.87                    | \$442,352.21        | \$573,698.33  | \$131,346.12          | 77.1%  |
| NET INCOME/LOSS                               | \$28,160.87                    | \$442,352.21        | \$573,698.33  | \$131,346.12          | 77.1%  |

End of Report

# Board Expenditures

(as of 4.30.2021) \$442,352.21



■ Salaries ■ Benefits ■ Prof/Tech Svcs ■ Travel ■ Supplies ■ Other ■ ASC

# Board Budget Summary

|                            |   |                 |
|----------------------------|---|-----------------|
| <b>100.099.511.000.333</b> | <b>Board Stipends</b>                   | <b>\$80,000</b> |
|                            | 6 Regular Meetings                      |                 |
|                            | Board Retreat combined with Oct Meeting |                 |
|                            | Annual AASB Conference                  |                 |

|                            |  |                     |
|----------------------------|--|---------------------|
| <b>100.099.511.000.36X</b> | <b>Payroll Benefits</b>  | <b>\$303,706.94</b> |
| 100.099.511.000.361        | Insurance-Health & life - \$25,200 per member (this needs to be adjusted at budget revision) | \$277,200.00        |
| 100.099.511.000.362        | Insurance-Unemployment .3%   | \$1,066.41          |
| 100.099.511.000.363        | Insurance-Workers Comp .57%  | \$2,026.19          |
| 100.099.511.000.364        | Retirement-FICA SS & Medicare-1.45% & 6.20%  | \$5,154.34          |
| 100.099.511.000.366        | Retirement-PERS-22%, members elected after 2006 do not qualify                               | \$18,260.00         |

|                            |  |                  |
|----------------------------|--|------------------|
| <b>100.099.511.0XX.410</b> | <b>Professional &amp; Technical Services</b>   | <b>\$136,163</b> |
| 100.099.511.000.410        | Miscellaneous Services and Training, AASB In-service Training  | \$6,413          |
| 100.099.511.012.410        | Legislative Consultants, J&H, JM Walsh Co. (3 X \$45,000)<br>Reduced to 2 lobbyists in January of 2021 | \$120,750        |
| 100.099.511.013.410        | Strategic Planning – Consulting - Evaluations  | \$9,000          |
|                            |  |                  |

# Board Budget Summary, Continued

| 100.099.511.000.4XX | Miscellaneous Expenses                                     | \$53,828 |
|---------------------|--|----------|
| 100.099.511.000.450 | Supplies, Materials, Media-Supplies & Freight for Meetings | \$15,000 |
| 100.099.511.000.490 | Other Expenses   | \$38,828 |
|                     | NSBA Fees - \$2,675  |          |
|                     | CEAAC Membership - \$18,000                                |          |
|                     | AASB Fees - \$20,500                                       |          |
|                     | Miscellaneous - \$6,500                                    |          |

## Dues & Membership Fees:

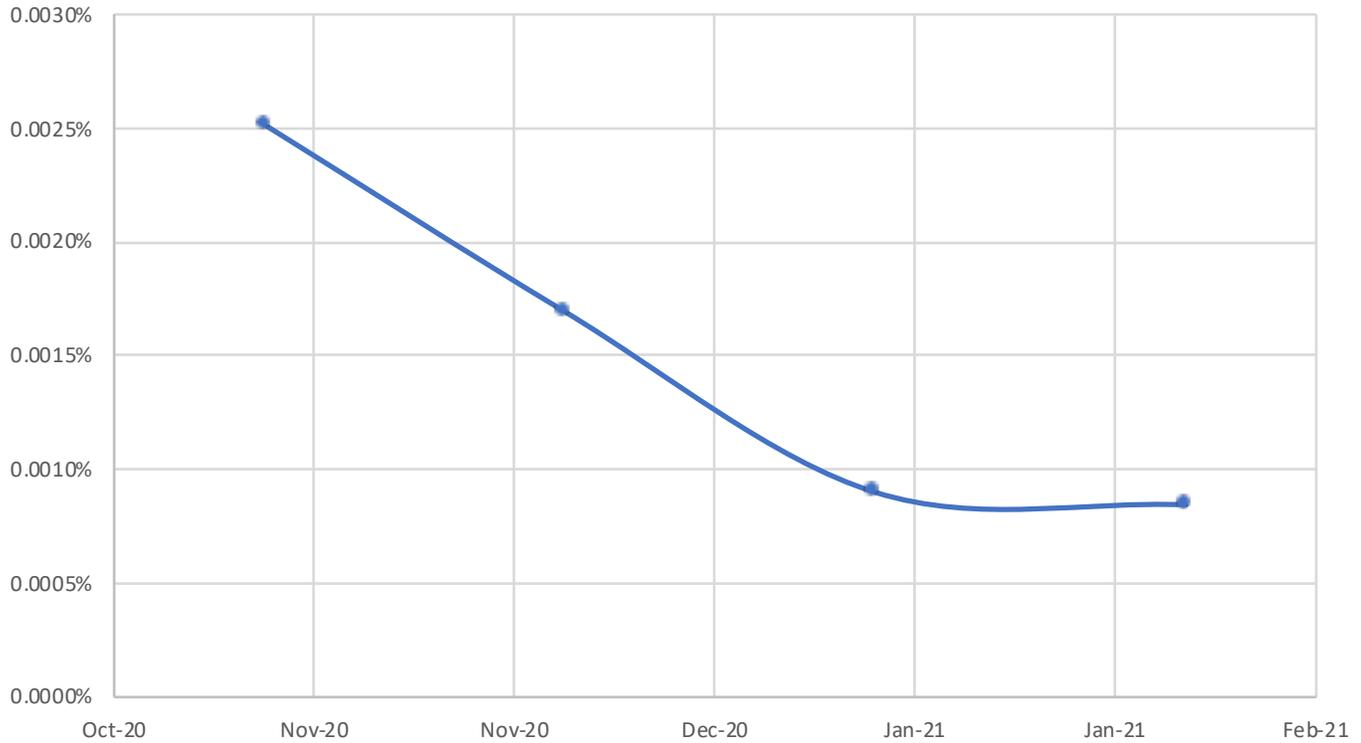
CEAAC- Represent Alaska school districts, organizations, and individuals through courts and legislative activity - concerned about the quality and breadth of educational opportunities available to Alaska’s children.

AASB- Alaska School District advocacy at state and federal level. See attached Benefits.

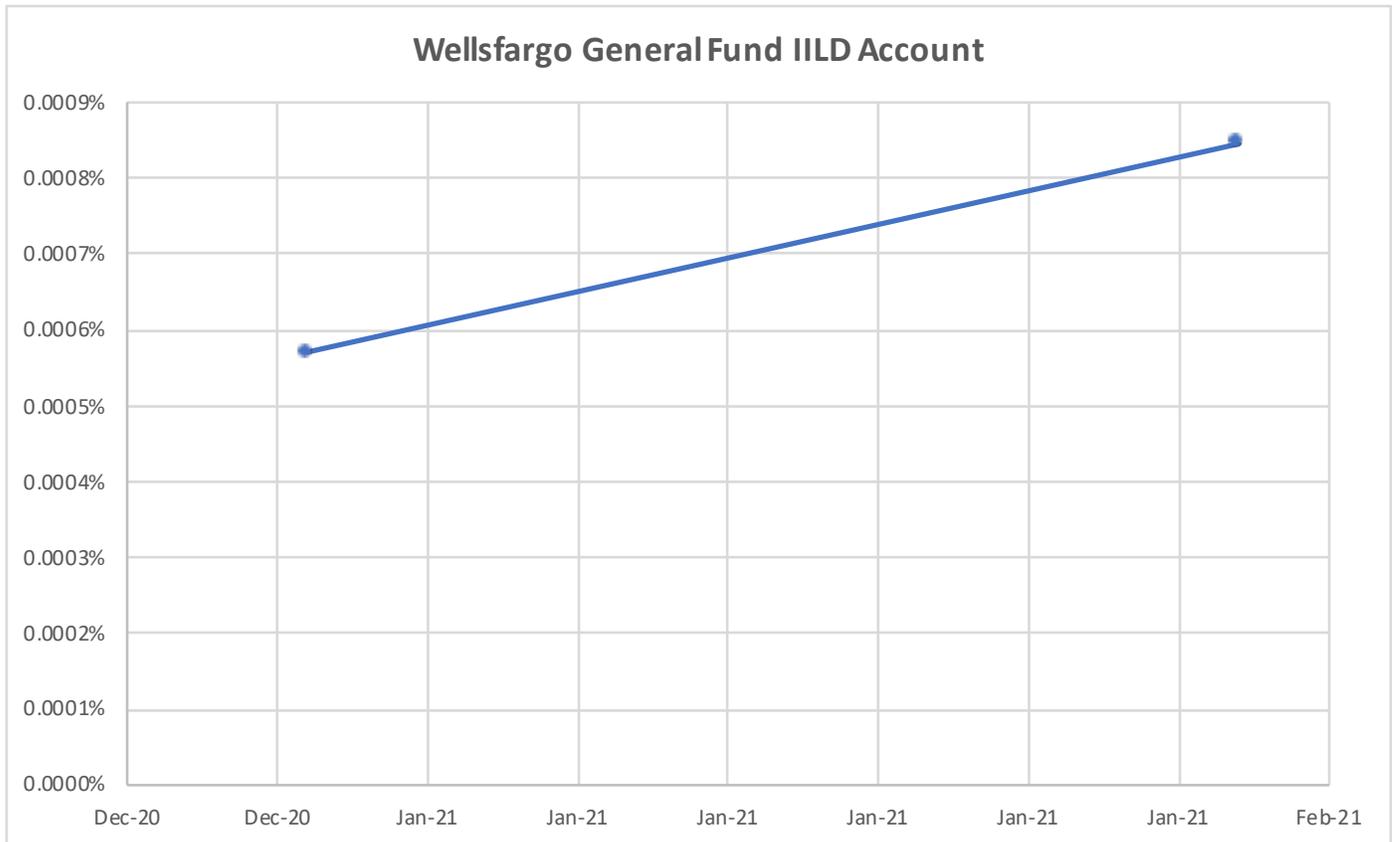
**Note:** FY21 Budget revision #2 reduced the Board budget and those changes are reflected in this report.

| NWABSD IILD CIP |                  |                  | Rate of |
|-----------------|------------------|------------------|---------|
| Statement       | Account Balance  | Monthly Increase | return  |
| Oct-20          | \$ 20,000,000.00 | \$ -             | 0.0000% |
| Oct-20          | \$ 20,000,503.18 | \$ 503.18        | 0.0025% |
| Nov-20          | \$ 20,000,841.98 | \$ 338.80        | 0.0017% |
| Dec-20          | \$ 20,001,022.09 | \$ 180.11        | 0.0009% |
| Jan-21          | \$ 20,001,191.19 | \$ 169.10        | 0.0008% |
| Feb-21          | \$ 20,001,344.12 | \$ 152.93        | 0.0008% |
| Mar-21          | \$ 20,001,513.21 | \$ 169.09        | 0.0008% |
| Apr-21          | \$ 20,001,841.70 | \$ 328.49        | 0.0016% |

Wellsfargo CIP IILD Account



| NWABSD IILD GF |                  |                  | Rate of |
|----------------|------------------|------------------|---------|
| Statement      | Account Balance  | Monthly Increase | return  |
| Dec-20         | \$ 10,248,179.57 | \$ -             | 0.0000% |
| Dec-20         | \$ 10,248,238.09 | \$ 58.52         | 0.0006% |
| Jan-21         | \$ 10,248,324.74 | \$ 86.65         | 0.0008% |
| Feb-21         | \$ 10,248,403.12 | \$ 78.38         | 0.0008% |
| Mar-21         | \$ 10,248,489.77 | \$ 86.65         | 0.0008% |
| Apr-21         | \$ 10,248,658.11 | \$ 168.34        | 0.0016% |



**Deposit Activities**

INST INSURED LIQ DEPOSIT DEMAND A000MK2  
 \*As of April 30, 2021

Interest earned  
 this period  
 328.49

| Transaction Date | Activity | Principal | Market Value (\$) | Interest Amount | Principal Balance |
|------------------|----------|-----------|-------------------|-----------------|-------------------|
|------------------|----------|-----------|-------------------|-----------------|-------------------|

**Beginning Balance**

**20,001,513.21**

|          |                          |  |  |        |               |
|----------|--------------------------|--|--|--------|---------------|
| 04/30/21 | Interest Rate 0.0219000% |  |  | 328.49 | 20,001,841.70 |
|----------|--------------------------|--|--|--------|---------------|

**Ending Balance**

**20,001,841.70**

INST INSURED LIQ DEPOSIT SAVINGS A000MK5

\*As of April 30, 2021  
 Interest earned  
 this period  
 168.34

| Transaction Date | Activity | Principal | Market Value (\$) | Interest Amount | Principal Balance |
|------------------|----------|-----------|-------------------|-----------------|-------------------|
|------------------|----------|-----------|-------------------|-----------------|-------------------|

**Beginning Balance**

**10,248,489.77**

|          |                          |  |  |        |               |
|----------|--------------------------|--|--|--------|---------------|
| 04/30/21 | Interest Rate 0.0219000% |  |  | 168.34 | 10,248,658.11 |
|----------|--------------------------|--|--|--------|---------------|

**Ending Balance**

**10,248,658.11**

## MEMORANDUM

---

**TO:** NWABSD Board of Education  
Members

**DATE:** June 8, 2021

**NUMBER:** 20-086

**FR:** Office of the Superintendent

**SUBJECT:** Approval of FY22- FY24  
Contract; Property &  
Liability Insurance Broker

### **STRATEGIC PLAN/BOARD GOAL:**

Ensure budget integrity and transparency.

### **ABSTRACT:**

Board approval is required for all contracts and agreements of \$ 50,000 or more.

### **ISSUE:**

At issue is the approval of a Memorandum of Agreement (MOA) between NWABSD and Combs Insurance Agency for Fiscal Year 2022- 2024, not to exceed \$59,000 per year for Property & Liability Insurance Brokerage Services.

### **BACKGROUND AND/OR PERTINENT INFORMATION:**

The District has utilized a property & liability insurance broker since 2009 to assist us with our yearly Property & Liability insurance renewals, settlements & claims, and to review our policies and process to make loss control suggestions.

Our Property & Liability insurance provider, Alaska Public Entity Insurance (AKPEI) requires the use of a broker, either funded through our provider (AKPEI) paid a commission amount of 10% of our insurance premiums or paid directly by the District. Combs Insurance Agency charges us 50% of the 3-year commission average that they would be receiving through APEI because we didn't pay them directly, which has saved us \$204,348 over the past 3 years.

### **ALTERNATIVES:**

1. Approve the MOA for Combs Insurance Agency for the FY22-FY24 Property & Liability Insurance Brokerage Services, not to exceed \$59,000 per year;
2. Disapprove the MOA for Combs Insurance Agency for the FY22-FY24 Property & Liability Insurance Brokerage Services;
3. Take no final action.

### **ADMINISTRATION'S RECOMMENDATIONS:**

The Administration recommends that the Board approve the MOA for Combs Insurance Agency for the FY22-FY24 Property & Liability Insurance Brokerage Services, not to exceed \$59,000 per year.

# MEMORANDUM

---

**TO:** NWABSD Board of Education  
Members

**DATE:** June 8, 2021

**NUMBER:** 21-085

**FR:** Office of the Superintendent

**SUBJECT:** Approval of FY22  
Contract; NANA  
Management Services,  
Food Service for All K-12  
Sites

**ABSTRACT:**

Board approval is required for all service contracts over \$50,000.

**ISSUE:**

At issue is the approval of the Food Service Contract between NWABSD and NANA Management LLC (NMS) for Fiscal Year 2021-2022, not to exceed \$3,500,000.00

**BACKGROUND AND/OR PERTINENT INFORMATION:**

The School District went out to Request for Proposals for Food Service Management for FY22 with the option to renew the contract for up to four (4) years through FY26. Nana Management Services, LLC was the single proposer that the district had, and is offering competitive prices for their services (see below).

| <b>Meal</b> | <b>Current Pricing</b> | <b>Pricing for FY22</b> | <b>Increase</b> |
|-------------|------------------------|-------------------------|-----------------|
| Breakfast   | \$4.40                 | \$4.53                  | 3%              |
| Lunch       | \$8.13                 | \$8.37                  | 3%              |
| Seconds     | \$3.00                 | \$3.00                  | 0%              |

The breakfast and lunch meals are partially reimbursed through the National School Lunch Program, Summer Food Service Program, or Single Summer Option. The District is not reimbursed for seconds; therefore, those costs are supported by the Operating Fund.

**ALTERNATIVES:**

1. Approve the All K-12 Sites Food Service Contract between NWABSD and NANA Management Services LLC for Fiscal Year 2021-2022, as presented.
2. Disapprove the All K-12 Sites Food Service Contract between NWABSD and NANA Management Services LLC for Fiscal Year 2021-2022, as presented;
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The Administration recommends the Board approve the All-Sites Food Service Contract between NWABSD and NANA Management Services LLC for Fiscal Year 2021-2022, not to exceed \$3,500,000, as presented.

## MEMORANDUM

---

**TO:** NWABSD Board of Education  
Members

**DATE:** June 8, 2021

**NUMBER:** 20-086

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Custodial  
Services Contract for  
Fiscal Year 2021-2022;  
NANA Management  
Services LLC

**ABSTRACT:**

Board approval is required for all purchases over \$50,000.

**ISSUE:**

At issue is the approval of a one-year renewal to the Districtwide Custodial Services contract between NWABSD and NANA Management LLC (NMS) for the Fiscal Year 2021-2022, not to exceed \$2,088,078.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

The School District went out to Request for Proposals for Custodial Service Management for FY22 with the option to renew the contract for up to four (4) years through FY26. Nana Management Services, LLC was the single proposer that the district had, and is offering competitive prices for their services despite the increase noted below.

FY21 amount \$2,027,264

FY22 amount \$2,088,078

This is a 3% increase on their FY21 contract amount.

**ALTERNATIVES:**

1. Approve the Custodial Services Contract between NWABSD and NANA Management Services LLC for Fiscal Year 2021-2022, not to exceed \$2,088,078, as presented;
2. Disapprove the Custodial Services Contract between NWABSD and NANA Management Services LLC for Fiscal Year 2021-2022, as presented;
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The Administration recommends the Board approve the Custodial Services Contract between NWABSD and NANA Management Services LLC for Fiscal Year 2021-2022, not to exceed \$2,088,078, as presented.

## MEMORANDUM

---

**TO:** NWABSD Board of Education  
Members

**DATE:** June 8, 2021

**NUMBER:** 21-087

**FR:** Office of the Superintendent

**SUBJECT:** Approval of FY21  
Memorandum of  
Agreement; External  
Audit Services

### **ABSTRACT:**

Board approval is required for all contracts and agreements of \$ 50,000 or more.

### **ISSUE:**

At issue is the approval of a Memorandum of Agreement (MOA) between NWABSD and Altman, Rogers & Co. for Fiscal Year 2020-2021, not to exceed \$76,000 for auditing and financial statement services.

### **BACKGROUND AND/OR PERTINENT INFORMATION:**

NWABSD is required to go through an annual audit and Altman, Rogers & Co. was selected to provide the auditing services for NWABSD starting in FY20.

Auditing services will include: Work associated with the FY21 audit, out-of-pocket expenses associated with annual audit, preparation of the FY21 financial statements, and presentation of the audit to the Board in FY22.

The rate for auditing services has not been increased from the prior year.

### **ALTERNATIVES:**

1. Approve the MOA for Altman, Rogers & Co. for the FY21 audit and financial statements, not to exceed \$76,000;
2. Disapprove the MOA for Altman, Rogers & Co. for FY21 audit and financial statements;
3. Take no final action.

### **ADMINISTRATION'S RECOMMENDATIONS:**

The Administration recommends that the Board approve the MOA for Altman, Rogers & Co. for the FY21 annual audit and completion of the FY21 financial statements, not to exceed \$76,000.

## MEMORANDUM

---

**TO:** NWABSD Board of Education  
Members

**DATE:** June 8, 2021

**NUMBER:** 21-088

**FM:** Office of the Superintendent

**SUBJECT:** Approval FY22 Contract;  
Project Resources

**STRATEGIC PLAN/BOARD GOAL:**

Support Student-Centered Learning Environments

**ABSTRACT**

Contracts over \$50,000 require the approval of the Board.

**ISSUE:**

At issue is approval of a term contract with Project Resources to provide capital project management services. The amount for FY22 is not to exceed \$95,000.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

The current capital project management services contract with Project Resources-Kathy Christy expires the end of June. The Department Education and Early Development (DEED) requires a competitive selection process for capital project management services exceeding \$100,000. The agreement with the selected contactor can be renewed for a period of up to five years.

The District advertised for the position in accordance with State and District requirements. Project Resources was selected as the most qualified applicant. Kathy Christy has successfully managed the NWABSD's capital improvement program since 1999. She has successfully obtained numerous capital improvement grants and overseen more than \$180 million in the planning, design and construction of the renovation of ten schools during that time.

She is currently managing the Kivalina K-12 Replacement School Project which will continue through 2022, and the development of upgrade projects and DEED grant applications for Deering and Selawik schools. She is also administrating two teacher housing grants with Alaska Housing Finance Corporation and one with Alaska Energy Authority.

The contract arrangement with Project Resources has been a very successful for the District, with services provided on an as required basis. Project Resources has been very responsive to the best interests of the District and anticipates the needs of the District. The cost of contracted services is less than the cost of a Project Manager as an employee. In addition, the District no longer pays benefits for the position. The District has the services of an experienced and knowledgeable capital project specialist while saving money.

Funding for this MOA will be from the capital projects themselves. The overhead on the District's capital projects has averaged between 2 to 4 percent of the project cost. This is an allowable DEED expense. These funds can only be used for capital costs and cannot be applied to the operating budget. The FY22 Project Resources contract is not to exceed \$95,000. The amount includes the cost of both direct costs and reimbursable costs, such as travel and printing of grant applications. Direct costs will be billed at an hourly rate.

**ALTERNATIVES:**

1. Approve the selection of Project Resources (Kathy Christy) to provide capital project management services and an FY22 contract not to exceed \$95,000, as presented.
2. Do not approve the selection of Project Resources (Kathy Christy) to provide capital project management services and an FY22 contract not to exceed \$95,000 as presented.
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends the Board approve the selection of Project Resources (Kathy Christy) to provide capital project management services and an FY22 contract not to exceed \$95,000, as presented.

# NORTHWEST ARCTIC BOROUGH - HEALTH INSURANCE PLAN PARTICIPATION

|                 | Monthly Rate<br>Charged | NWAB<br>Payments | Cost to District | Payment<br>over Cost                            |
|-----------------|-------------------------|------------------|------------------|---|
| December, 2020  | 3,891.00                | -                | 42,176.00        |   |
| January, 2021   | 3,141.00                | 290,079.14       | 53,741.00        | Paid Dec & Jan together                         |
| February, 2021  | 3,141.00                | -                | 42,655.00        |   |
| March, 2021     | 3,141.00                | 268,038.72       | 64,182.00        | Paid Feb & Mar together                         |
| April, 2021     | 3,141.00                |                  |                  | Invoiced 5/10/21                                |
| May, 2021       | 3,141.00                |                  |                  | Invoiced 5/24/21                                |
| June, 2021      | 3,141.00                |                  |                  |   |
| July, 2021      | 3,141.00                |                  |                  |   |
| August, 2021    | 3,141.00                |                  |                  |   |
| September, 2021 | 3,141.00                |                  |                  |   |
| October, 2021   | 3,141.00                |                  |                  |   |
| November, 2021  | 3,141.00                |                  |                  |   |
|                 |                         | 558,117.86       | 202,754.00       | 355,363.86                                      |
|                 |                         |                  |                  | <i>Year to Date totals</i>                      |
|                 |                         |                  |                  | <b>(110,874.84) Supplimented NWAB Insurance</b> |

The following requirements add costs and administration:

ACA Reporting

PCORI Fee

State Assessments

18 month average \$2938 per employee per month

24 month average \$3141 per employee per month

Changed rate to this in January 2021

# NORTHWEST ARCTIC BOROUGH - HEALTH INSURANCE PLAN PARTICIPATION

|                 | <b>Monthly Rate<br/>Charged</b> | <b>NWAB<br/>Payments</b> | <b>Cost to District</b> | <b>Payment<br/>over Cost</b> |
|-----------------|---------------------------------|--------------------------|-------------------------|------------------------------|
| December, 2019  | 3,107.92                        | 115,537.11               |                         |                              |
| January, 2020   | 3,891.00                        | 152,329.07               |                         |                              |
| February, 2020  | 3,891.00                        | 156,220.07               |                         |                              |
| March, 2020     | 3,891.00                        | 148,290.37               |                         |                              |
| April, 2020     | 3,891.00                        | 140,507.47               |                         |                              |
| May, 2020       | 3,891.00                        | 148,307.17               |                         |                              |
| June, 2020      | 3,891.00                        | 144,408.77               |                         |                              |
| July, 2020      | 3,891.00                        | 152,213.47               |                         |                              |
| August, 2020    | 3,891.00                        | 156,124.07               |                         |                              |
| September, 2020 | 3,891.00                        | 148,342.07               |                         |                              |
| October, 2020   | 3,891.00                        | 156,124.07               |                         |                              |
| November, 2020  | 3,891.00                        | 156,166.72               |                         |                              |
|                 |                                 | <u>1,774,570.43</u>      | <u>1,100,051.00</u>     | <u>674,519.43</u>            |

# NORTHWEST ARCTIC BOROUGH - HEALTH INSURANCE PLAN PARTICIPATION

|                 | Monthly Rate<br>Charged | NWAB<br>Payments    | Cost to District    | Cost over<br>Payments |
|-----------------|-------------------------|---------------------|---------------------|-----------------------|
| December, 2018  | 2,107.92                | 88,532.64           |                     |                       |
| January, 2019   | 2,107.92                | 88,532.64           |                     |                       |
| February, 2019  | 2,107.92                | 88,532.64           |                     |                       |
| March, 2019     | 2,107.92                | 84,316.80           |                     |                       |
| April, 2019     | 2,107.92                | 84,316.80           |                     |                       |
| May, 2019       | 2,107.92                | 84,316.80           |                     |                       |
| June, 2019      | 2,107.92                | 77,015.86           |                     |                       |
| July, 2019      | 3,107.92                | 112,442.09          |                     |                       |
| August, 2019    | 3,107.92                | 115,532.71          |                     |                       |
| September, 2019 | 3,107.92                | 118,665.23          |                     |                       |
| October, 2019   | 3,107.92                | 118,665.23          |                     |                       |
| November, 2019  | 3,107.92                | 112,429.79          |                     |                       |
|                 |                         | <u>1,173,299.23</u> | <u>1,715,784.00</u> | <u>(542,484.77)</u>   |

# NORTHWEST ARCTIC BOROUGH - HEALTH INSURANCE PLAN PARTICIPATION

|                 | Monthly Rate<br>Charged | NWAB<br>Payments    | Cost to District    | Cost over<br>Payments |
|-----------------|-------------------------|---------------------|---------------------|-----------------------|
| December, 2017  | 2,107.92                | 73,777.20           |                     |                       |
| January, 2018   | 2,107.92                | 88,532.64           |                     |                       |
| February, 2018  | 2,107.92                | 88,532.64           |                     |                       |
| March, 2018     | 2,107.92                | 96,964.32           |                     |                       |
| April, 2018     | 2,107.92                | 94,856.40           |                     |                       |
| May, 2018       | 2,107.92                | 92,748.48           |                     |                       |
| June, 2018      | 2,107.92                | 94,856.40           |                     |                       |
| July, 2018      | 2,107.92                | 82,208.88           |                     |                       |
| August, 2018    | 2,107.92                | 84,316.80           |                     |                       |
| September, 2018 | 2,107.92                | 84,316.80           |                     |                       |
| October, 2018   | 2,107.92                | 88,532.64           |                     |                       |
| November, 2018  | 2,107.92                | 84,316.80           |                     |                       |
|                 |                         | <u>1,053,960.00</u> | <u>1,536,266.00</u> | <u>(482,306.00)</u>   |

# NORTHWEST ARCTIC BOROUGH - HEALTH INSURANCE PLAN PARTICIPATION

|                 | Monthly Rate<br>Charged | NWAB<br>Payments | Cost to District | Cost over<br>Payments |
|-----------------|-------------------------|------------------|------------------|-----------------------|
| December, 2016  | 2,107.92                | 88,532.64        |                  |                       |
| January, 2017   | 2,107.92                | 71,669.28        |                  |                       |
| February, 2017  | 2,107.92                | 75,885.12        |                  |                       |
| March, 2017     | 2,107.92                | 73,777.20        |                  |                       |
| April, 2017     | 2,107.92                | 69,561.36        |                  |                       |
| May, 2017       | 2,107.92                | 71,669.28        |                  |                       |
| June, 2017      | 2,107.92                | 73,777.20        |                  |                       |
| July, 2017      | 2,107.92                | 75,885.12        |                  |                       |
| August, 2017    | 2,107.92                | 73,777.20        |                  |                       |
| September, 2017 | 2,107.92                | 71,669.28        |                  |                       |
| October, 2017   | 2,107.92                | 71,669.28        |                  |                       |
| November, 2017  | 2,107.92                | 75,885.12        |                  |                       |
|                 |                         | 893,758.08       | 945,433.00       | (51,674.92)           |

# NORTHWEST ARCTIC BOROUGH - HEALTH INSURANCE PLAN PARTICIPATION

|                     | Monthly Rate<br>Charged | NWAB<br>Payments  | Cost to District    | Cost over<br>Payments |
|---------------------|-------------------------|-------------------|---------------------|-----------------------|
| December, 2015 est. | 2,107.92                | 82,208.88         |                     |                       |
| January, 2016       | 2,107.92                | 82,208.88         |                     |                       |
| February, 2016      | 2,107.92                | 80,100.96         |                     |                       |
| March, 2016         | 2,107.92                | 84,316.80         |                     |                       |
| April, 2016         | 2,107.92                | 80,100.96         |                     |                       |
| May, 2016           | 2,107.92                | 77,993.04         |                     |                       |
| June, 2016          | 2,107.92                | 75,885.12         |                     |                       |
| July, 2016          | 2,107.92                | 90,640.56         |                     |                       |
| August, 2016        | 2,107.92                | 88,532.64         |                     |                       |
| September, 2016     | 2,107.92                | 80,100.96         |                     |                       |
| October, 2016       | 2,107.92                | 82,208.88         |                     |                       |
| November, 2016      | 2,107.92                | 82,208.88         |                     |                       |
|                     |                         | <u>986,506.56</u> | <u>1,050,799.00</u> | <u>(64,292.44)</u>    |

*Northwest Arctic Borough School District  
Northwest Arctic Borough  
NANA Regional Corporation*

**JOINT MAINTENANCE/CONSTRUCTION  
COMMITTEE MEETING**

**TENTATIVE AGENDA**

**Monday, June 7, 2021**

**1-833-682-3239, access code: 597-146-970#**

**A. CALL TO ORDER**

**B. MOMENT OF SILENCE**

**C. ROLL CALL**

Introduction of Staff & Guests

**D. AGENDA APPROVAL**

**E. DISCUSSION ITEMS:**

- a. Capital Projects Report, Kathy Christy  
Attachment May 2022 CIP Report
- b. Update of Six-Year Capital Improvement Plan  
Attachment A- Approved FY 22 Six-Year Capital Improvement Plan  
Attachment B - Preliminary FY-23 Six-Year Capital Improvement Plan

**F. NEW BUSINESS**

- a. Concurrence with Funding Deering Renewal Planning
- b.. Concurrence with Preliminary FY-23 Six-Year Capital Improvement Plan

**G. CLOSING COMMENTS**

**H. ADJOURNMENT**

## MEMORANDUM

---

**TO:** Regional School  
Board Members

**DATE:** June 7, 2021

**NUMBER:** Work session.

**FR:** Office of the Superintendent

**SUBJECT:** Capital Projects Report

---

Kathy Christy, Capital Projects Manager reports on the following:

**DEPARTMENT OF EDUCATION AND EARLY DEVELOPMENT (DEED):** The Buckland Heating system project ranks 25 on the DEED major maintenance project list. The capital budget at the end of the regular legislative session only provided funding for the first six projects on the major maintenance list. I

**VILLAGE ENERGY EFFICIENCY LIGHTING PROGRAM (VEEP) GRANT:** The District applied for and received a \$23,600 grant from the Alaska Energy Authority to replace the outdoor lighting at the Noatak School with LED fixtures. The District has ordered the light fixtures for installation this summer.

**AHFC TEACHER HOUSING:** The District has two AHFC teacher housing grants for new duplexes. ASRC SKW will prepare the pad for the teacher housing complex as a change order to the contract for the replacement school. The total cost of the pad is \$356,444. Of this amount \$50,635 will be charged to each of the AHFC grants, with the remaining \$255,174 from District funds reserved to fund the new teacher complex. The pad is to be completed by the first of July when the materials for the new units will arrive on the barge.

ASRC SKW will also provide a cost proposal for utilities. This work will occur over two construction seasons with only work that needs to be accomplished in conjunction with pad development occurring this summer. The current shortage of construction materials is negatively impacting availability and pricing, and it is anticipated costs will be more favorable next year.

### **KIVALINA REPLACEMENT SCHOOL**

**Access Road:** The road project is complete with the touch up on the lagoon bridge planned for the summer.

**Electrical Intertie:** The last two power poles are being installed and Alaska Line Builders are installing wiring on the poles. There will be power to the site this summer. The Native Village of Kivalina has transferred \$2.5 million in Village Improvement Funds to the District as contribution to the cost of the extension. The final payment of \$1 million can be requested after June 30,2021.

**School Design and Construction:** The steel framing of the building is in place. The structural engineer and the District's construction inspector have both inspected the framing and found no exceptions. Construction work will be limited until the barge with materials is received the end of June or early July. ASRC SKW will soon be relocating their camp to the school site.

**Furniture, Fixtures and Equipment:** The District issued a request for proposals for Furniture, Fixture and Equipment (FF&E) Procurement Services. Two proposals were received, and the MCG Explore Design was selected with Board approval. The project manager is negotiating a contract with MCG. Prior to the end of school a Teams meeting was held with MCG, the principal and returning teachers to discuss general furniture preferences. The goal is to have all the FF&E shipped on the first barge of 2022.

**Art:** Artist Kevin Smith is providing back lit photo of elders for the school commons. He recently completed the first photo shoot, and he will return in June for another photo session. While he was in Kivalina members of the community requested a mural similar to the one in Noatak for the gym. Kevin will provide a proposal for this additional art work. The remaining balance for art work is \$180,000. The District will encourage local and regional artists to submit proposals.

## **FY-19 BOROUGH LEGISLATIVE GRANT**

The Borough has a \$2 million legislative grant for capital improvements from FY 19. The Borough approved the District's first priority request of \$1 million for construction of a vehicle garage at the new Kivalina School site. The construction of the gravel pad will be included in the ASRC school project and is in progress. The pre-engineered building is on order and will be on the July barge. ASRC SKW is providing a proposal to construct the foundation based on the recently received building plans. EBSC, an engineering firm, is coordinating the required state fire marshal building permit. The construction will be undertaken as an in-house project by the maintenance department.

The funding of the District's second priority project, the Buckland Heating project, is on hold until vehicle garage project is completed.

## **SELAWIK AND BUCKLAND**

The Burkhart Croft team conducted a facility condition survey of the Buckland School in April. Weather did not allow a site visit to Selawik, but this was accomplished via a Teams meeting with the Principal and Assistant Principal. The findings of an earlier condition survey were reviewed and this document will be updated.

Both sites present significant challenges. A further update will be provided at to the next Joint Maintenance and Construction Committee (JMCC).

## **ESSER II**

The District has been allocated \$4.3 million to address COVID 19. The Board approval of the purchase of the windows and delegation of authority to the Superintendent to award a construction contract not to exceed \$100,000. The installation of the windows was bid but no bids were received. UIC has since expressed interest and the District is awaiting a proposal.

## **SIX YEAR CAPITAL IMPROVEMENT PLAN**

An updated Six Year Capital Improvement is a requirement for DEED grant eligibility and Board approval is required. Grant applications are due September 1, 2022. Attached is the approved FY 22 CIP. The Maintenance Department recommends that the replacement of the June Nelson Elementary School gym roof be added to the priorities for FY 23. A cost estimate is not available yet. The final version of the FY 23 list can be approved at an August Board meeting but there needs to be agreement on which projects will be pursued so that well documented applications can be prepared for submission. The draft Six Year CIP will be discussed at the next JMCC.

**Northwest Arctic Borough School District  
FY 2022- FY 2027 Six-Year Capital Improvement Plan**

| District Priority | Primary Purpose | Project Title & Description   | SOA Aid | Estimated Project Cost |
|-------------------|-----------------|---|---------|------------------------|
| 1                 | C               | Buckland Heating System Improvements – Renewal of dysfunctional DDC controls that are at end of useful life, replacement of five 32 year old boilers that are beyond their useful life, and upgrade of the 21 year old HVAC system to include cost saving night set back, and demand control ventilation. | X       | \$1,037,348            |
|                   |                 |   |         |                        |
|                   |                 |   |         |                        |
|                   |                 |   |         |                        |

**FY 2022 TOTAL      \$1,037,348**

| District Priority | Primary Purpose | Project Title & Description  | SOA Aid | Estimated Project Cost |
|-------------------|-----------------|--|---------|------------------------|
| 2                 | C               | Selawik Renewal of Selawik School. It will be 25 years since the last major upgrade of the Selawik School. Major building systems such as the heating system and roof are at the end of their useful life. The floor plan no longer effectively supports the education program. The building requires a major renewal and upgrade to support another quarter century of service. | X       | \$6,000,000            |
| 3                 | B               | Deering Addition and Renovation – the enrollment has significantly increased, and Deering is now at 120% of capacity and projected to be at 206% by FY 28. This project will increase square footage and correct building deficiencies.  | X       | 7,000,000              |
|                   |                 |  |         |                        |
|                   |                 |  |         |                        |

**FY 2023 TOTAL      \$13,000,0000**

| District Priority | Primary Purpose | Project Title & Description   | SOA Aid                             | Estimated Project Cost |
|-------------------|-----------------|---|-------------------------------------|------------------------|
| 4                 | C               | Buckland Exterior Envelop Renewal- replacement of roofing, doors, and windows that are at the end of their useful life. | <input checked="" type="checkbox"/> | \$1,510,000            |
|                   |                 |   |                                     |                        |
|                   |                 |   |                                     |                        |
|                   |                 |   |                                     |                        |

**FY 2024 TOTAL      \$1,510,000**

| District Priority | Primary Purpose | Project Title & Description  | SOA Aid                             | Estimated Project Cost |
|-------------------|-----------------|--|-------------------------------------|------------------------|
| 5                 | C               | Noorvik Roof Replacement - Replacement of roof which is at the end of its useful life. | <input checked="" type="checkbox"/> | \$1,846,000            |
|                   |                 |  |                                     |                        |
|                   |                 |  |                                     |                        |
|                   |                 |  |                                     |                        |



ATTACHMENT B

**Preliminary FY - 2023  
Six-Year Capital Improvement Plan**

**Northwest Arctic Borough School District**

| District DEED Priority | Project Location and Description     | Type | Year for which funding is being re |                    |
|------------------------|--------------------------------------|------|------------------------------------|--------------------|
|                        |                                      |      | FY 2023 *                          | FY 2024            |
| 1                      | June Nelson Elementary New Gym Roof  | C    | \$1,000,000                        |                    |
| 2                      | Selawik Renewal                      | C    | \$6,000,000                        |                    |
| 3                      | Deering Addition and Renovation      | B    | \$6,000,000                        |                    |
| 4                      | Buckland Heating System Improvements | E    | \$1,037,348                        |                    |
| 5                      | Buckland Exterior Envelop Renewal    | C    |                                    | \$1,510,000        |
| 6                      | Noorvik Roof Replacement             | C    |                                    |                    |
| 7                      | Noorvik HVAC Controls                | C    |                                    |                    |
| 8                      | June Nelson Elementary Renewal       | C    |                                    |                    |
| <b>Total Requests</b>  |                                      |      | <b>\$13,037,348</b>                | <b>\$1,510,000</b> |

Note: \* Cost estimates for project 1-3 are placeholders only and will be updated upon finalizat

**Type**

- School Construction
  - Health and life-safety A
  - Unhoused Students B
  - Improve Instructional Program F
  
- Major Maintenance
  - Protection of Structure C
  - Building Code Deficiencies D
  - Operational Cost Savings E

| Requested   |           |             |             |
|-------------|-----------|-------------|-------------|
| FY 2025     | FY 2026   | FY 2027     | FY 2028     |
|             |           |             |             |
|             |           |             |             |
|             |           |             |             |
|             |           |             |             |
|             |           |             |             |
| \$1,846,000 |           |             |             |
|             | \$500,000 |             |             |
|             |           | \$3,500,000 | \$3,500,000 |
|             |           |             |             |
| \$1,846,000 | \$500,000 | \$3,500,000 | \$3,500,000 |

ion of application

## ACTION ITEM

---

**TO:** Joint Maintenance and Construction  
Committee Members

**DATE:** June 7, 2021

**NUMBER:**

**FROM:** Office of the Superintendent

**SUBJECT:** Concurrence with  
Funding Deering  
Renewal Planning

### **ABSTRACT:**

Allocation of funding to establish new major capital project requires concurrence if the Joint Maintenance and Construction Committee and approval of the Board.

### **ISSUE:**

Deering Renewal was discussed and supported by the Board, in conjunction with a funding request for Selawik Renewal planning last year, however, Board minutes do not reflect that action was taken to specifically approve funding of Deering Renewal.

### **BACKGROUND AND/OR PERTINENT INFORMATION:**

A large portion of the Deering School has not received significant upgrade since its construction 42 years ago and school population has increased significantly since the last addition in 2006. The school requires both additional space and renewal and renovation to better support instruction. The 2006 grant through the Alaska Department of Education and Early Development added space to the gym for seating. The secondary classrooms were updated but no improvements were made to the elementary wing. Selected mechanical electrical and plumbing upgrades were made. The school is now at 116 percent of capacity and projected to be at 182 percent by FY 29. The portions of the building that were not upgraded in 2006 are now in very poor condition. It is time to plan an upgrade of the Deering School.

The Department of Education and Early Development (DEED) grant program is the best opportunity for funding for improvements to the Deering school. This program is extremely competitive and only the highest rank projects receive funding. A significant amount of points is associated with thorough planning documentation. Supporting documentation is required for a September 2021 grant application for Deering.

The first step was taken in late April. Burkhart Croft Architects, a team of engineers and the District Capital Projects Manager inspected the school and met with staff and community. The information gathered will be summarized in a facility condition survey report. From this document items needing improvement will be identified and prioritized. Alternatives for corrective action will be identified for consideration and a scope of work developed. The estimated cost to complete Deering renewal planning to the schematic design phase is \$125,000.

The proposed funding source is District capital project reserves. These expenditures can be applied to the local share of costs when the project is eventually funded. Board approval for this allocation is requested.

The Joint Construction and Maintenance Committee concurrence with this allocation is requested.

**ALTERNATIVES:**

1. Concur with the allocation of \$125,000 of capital fund balance to the planning of renewal of the Deering School, as presented.
2. Do not concur with the allocation of \$125,000 of capital fund balance to planning of renewal of the Deering School, as presented.
3. Take no action

**STRATEGIC PLAN/BOARD GOAL:**

The administration recommends the JMCC concur with the allocation of \$125,000 to the planning of renewal of the Deering School, as presented.

## **ACTION ITEM**

---

**TO:** Joint Construction and Maintenance  
Committee Members

**DATE:** June 7, 2021

**FROM:** Office of the Superintendent

**SUBJECT:** Concurrence with  
Preliminary FY-23 Six-  
Year Capital  
Improvement Plan

### **ABSTRACT**

Department of Education and Early Development (DEED) School Construction Grant applications for FY 2023 are due September 1, 2021 and Board approval of the Capital Improvement Plan (CIP) priorities is a requirement of the application process.

### **ISSUE**

At issue is concurrence with the preliminary Six-Year Capital Improvement Plan for FY 2023.

### **BACKGROUND AND/OR PERTINENT INFORMATION**

Department of Education and Early Development (DEED) School Construction Grant applications for FY 2023 are due September 1, 2021 and Board approval of the Capital Improvement Plan (CIP) priorities is a requirement of the application process. Projects for FY 23 applications need to be identified at this time so that applications can be prepared over this summer.

The School Board annually updates the Six Year CIP with consideration of recommendations of the Joint Construction and Maintenance Committee. The first year of the CIP lists project priorities for preparation and submission of DEED grants. It is anticipated the FY 2023 CIP and DEED project lists will be utilized in the allocation not only of state funds but of possible federal funding for school construction. JMCC recommendation of projects for submission of DEED applications this year is requested. These recommendations will be presented to the Regional School Board at their June 8 meetings.

As a starting point, attached is the District's approved FY 22 Six Year CIP. Below are four potential projects for consideration for FY 23:

The JNES roof is a recently identified need. The Buckland HVAC project remains unfunded on the DEED list. The renewal of both Selawik and Deering were listed last year as District priorities for FY23. In January, the architectural firm of Burkhart Croft was selected and awarded contracts to lead the planning effort for renewal of both schools. COVID -19 travel restrictions significantly delayed their work. Facility condition surveys were not initiated until the end of April and the draft reports have not been completed but enough information is available for BCA to develop concept plans for consideration by the Joint Maintenance and Construction Committee.

### **FOR DISCUSSION**

**June Nelson Elementary School New Gym Roof** - The Maintenance Department recommends that the replacement of the JNES gym roof be added to the priorities for FY 23. The roof is experiencing numerous leaks which have the potential to damage the gym floor. This need was

recently identified. A condition survey and specific corrective action have not been identified yet. A very rough estimate for this work is \$1 million. If recommended by the JMCC and the Board, more detailed information will be obtained to support the grant application. There is an outside chance this project could qualify for COVID funding.

**Buckland HVAC Upgrade** project was the only application submitted last year. The current version of the state capital budget only funds the first six projects on the major maintenance list. As Buckland ranks 26 on this list it is unlikely to be funded this year. The Borough has conditionally agreed to allocate \$1 million from an FY 19 State grant to Buckland once the Kivalina Vehicle Garage project is complete. A large portion of the Buckland HVAC project would also qualify for COVID funding. If this project was completed with other funds it can remain on the DEED list for reimbursement until actual state reimbursement is received. This project is already well documented as it has been on the list for several years.

**Deering Addition and Renewal** – Deering is a small school that has outgrown its original design. The DEED formula Deering calculates as currently at 116% percent over capacity and is projected to be at 182% of capacity by 2028. In FY 2013 the school had 35 students and five classrooms of 500 to 600 sq. ft. in size, holding an average of 7 students. Today the school has 49 students and class sizes can range from 10 to 15 students. There is one small resource room and no space for Inupiaq instruction or Vocational Education. As a small school the gym is narrower than a standard middle school gym. The gym also serves as the lunch room restricting its availability for about two hours a day. What worked well ten years ago is now uncomfortably restrictive. Much of the building has not been upgraded in 47 years and there are significant code issues. A major renewal is in order.

Unfortunately, Deering has the most constricted school site in the District. There are very few options for expansion. The location of bearing walls and roof lines of the existing building places further limitations. If the playground is moved off-site, a two-story wing could be added to the school providing two elementary classrooms, a new administration area, a multipurpose room, an Inupiaq /project classroom and potentially a vocational education shop. With this plan all the elementary classrooms would be increased to 800 sq. ft.

Attachment I is a floor plan showing areas to be renovated shaded in blue. New space is shaded green, and orange shows a potential shop area – if the vehicle garage is relocated. This option removes dining from the gym providing more hours for gym use. A large gym storage area would allow the school to store wrestling mats to expand program offerings. Some additional seating can be added.

The Deering ASC was hopeful, that a way could be found to expand the gym. However, because of location of bearing walls and current site constraints, construction of a larger gym would eliminate the expansion identified above and only limited improvements could be made to improve the short comings of educational space. To accommodate a gym expansion and expansion of instructional space not only the playground and vehicle garage would have to be relocated, but teacher housing and the maintenance building would also need to be removed from the site. This option was viewed as too complex and expensive to recommend.

Attachment II shows the site limitations. The size of the recommended expansion is limited by the site, not the DEED space calculations.

With construction of the additional space the Deering project would be submitted as a school construction project. The recommended alternative is the two story program addition. This project is likely to exceed \$10 million and if funded would require a 20% local match.

**Selawik Renewal** - The school is in desperate need of renovation and reconfiguration to create more classroom space and more functional support spaces. In addition, the roof is beyond its useful life and requires replacement; and the HVAC system and controls are outdated and inefficient. The community has expressed a strong desire for a separate high

school to provide more separation between secondary and elementary students. There is also dissatisfaction with gym seating.

Selawik, as calculated by DEED formula, does not qualify for any additional space as a K-12 school. If a separate secondary school were considered, the space for each school would be calculated separately and DEED would deduct the extra space of the elementary school against the new space allowed for the secondary school. This would effectively limit the secondary school to 3,400 sq. ft. In addition, DEED would have to approve the change from a K-12 School, which is the operational model of all District schools at this time. Given DEED restrictions, an application requesting additional space for Selawik would be rejected by DEED.

The architect investigated three alternatives for expanding the existing gym at Selawik:

- Building a separate high school with a new gym
- Replacing the gym in the existing school which would require new mechanical space
- Expanding seating in the existing gym w would require new mechanical space

All of these options require the construction of additional square footage and are very expensive.

Selawik will qualify as a major maintenance for renewal and reconfiguration of existing space. Current space use has been reviewed with past and current principals and there are significant improvements to be achieved by reconfiguring a major portion of the existing school. Attachment III shows the areas to be reconfigured in blue. Several additional classrooms could be gained, and the secondary wing could function more independently. If this project is recommended as an FY 23 grant application a schematic design detailing the changes will be developed.

The operation of the school could benefit significantly if the current shop space could be relocated to a separate shop building so that this space could become standard classroom space. A new shop building not be included in the DEED grant request. Funding for its construction would need to be funded from non-DEED funds. However, as this building could be a pre-engineered building it could be constructed as an in-house project at a much lower cost than if it were constructed by contract. The cost is roughly estimated as \$1 million for planning purposes.

### **CONCLUSION:**

There needs to be agreement now on which projects will be pursued for DEED funding so that well documented applications can be prepared for submission by the deadline. The final version of the FY 23 list with independent cost estimate can be approved at an August Board meeting. A preliminary FY 23 Six Year CIP is attached for discussion and recommendation to the School Board. Detailed scopes of work and cost estimates will be prepared over the summer for the prioritized projects. Any recommended modifications to the list will be presented to the Board at the June 8 meeting.

### **ALTERNATIVES:**

1. Concur with approval of the preliminary FY 2023 Six Year Capital Improvement, as presented.
2. Revise the proposed FY 2023 Six Year Capital Improvement Plan.
3. Take no action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends concurrence with the preliminary FY 2023 Six Year Capital Improvement Plan, as presented.

**ATTACHMENTS**

- Attachment A: Approved FY 2022 Six Year CIP
- Attachment B: Preliminary FY 2023 Six Year CIP
- Attachment I: Deering Floor Plans
- Attachment II: Deering Site
- Attachment III: Selawik Concept Design

ATTACHMENT B

**Preliminary FY - 2023  
Six-Year Capital Improvement Plan**

**Northwest Arctic Borough School District**

| District DEED Priority | Project Location and Description     | Type | Year for which funding is being re |                    |
|------------------------|--------------------------------------|------|------------------------------------|--------------------|
|                        |                                      |      | FY 2023 *                          | FY 2024            |
| 1                      | June Nelson Elementary New Gym Roof  | C    | \$1,000,000                        |                    |
| 2                      | Selawik Renewal                      | C    | \$6,000,000                        |                    |
| 3                      | Deering Addition and Renovation      | B    | \$6,000,000                        |                    |
| 4                      | Buckland Heating System Improvements | E    | \$1,037,348                        |                    |
| 5                      | Buckland Exterior Envelop Renewal    | C    |                                    | \$1,510,000        |
| 6                      | Noorvik Roof Replacement             | C    |                                    |                    |
| 7                      | Noorvik HVAC Controls                | C    |                                    |                    |
| 8                      | June Nelson Elementary Renewal       | C    |                                    |                    |
| <b>Total Requests</b>  |                                      |      | <b>\$13,037,348</b>                | <b>\$1,510,000</b> |

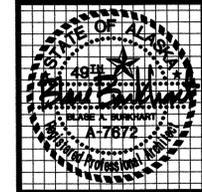
Note: \* Cost estimates for project 1-3 are placeholders only and will be updated upon finalizat

**Type**

- School Construction
  - Health and life-safety A
  - Unhoused Students B
  - Improve Instructional Program F
  
- Major Maintenance
  - Protection of Structure C
  - Building Code Deficiencies D
  - Operational Cost Savings E

| Requested   |           |             |             |
|-------------|-----------|-------------|-------------|
| FY 2025     | FY 2026   | FY 2027     | FY 2028     |
|             |           |             |             |
|             |           |             |             |
|             |           |             |             |
|             |           |             |             |
|             |           |             |             |
| \$1,846,000 |           |             |             |
|             | \$500,000 |             |             |
|             |           | \$3,500,000 | \$3,500,000 |
|             |           |             |             |
| \$1,846,000 | \$500,000 | \$3,500,000 | \$3,500,000 |

ion of application



kumin associates, inc.  
 architects • interior designers  
 planners • engineers  
 900 E. Airport, Suite 200 • Anchorage, Alaska 99501 • (907) 272-8858

NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT  
 SELAWIK SCHOOL ADDITION  
 SELAWIK, ALASKA

|             |           |
|-------------|-----------|
| drawn       | AE        |
| checked     | CB, BAB   |
| date        | 5/18/01   |
| revisions   |           |
| job no.     | 2002/7-01 |
| dwp. title  |           |
| LOWER LEVEL |           |
| FLOOR PLAN  |           |
| CODE NOTES  |           |
| sheet no.   | A21       |

**CODE NOTES**

1997 UNIFORM BUILDING CODE

**BUILDING 'A'**

OCCUPANCY GROUP:  
A2.1 GYMNASIUM & SUPPORT SPACES

CONSTRUCTION TYPE:  
TYPE V - 1 HOUR, WITH SPRINKLERS IN LIEU OF 1-HR PER UBC SEC. 508

STORIES:  
2 ALLOWABLE, 1 ACTUAL  
50 FT. ALLOWABLE, 35 FT. ACTUAL

AREA CALCULATION:  
A2.1  
BASIC ALLOWABLE: 10,500  
SEP. 2 SIDES - 50% 15,750

EXISTING AREA: 8,970  
NEW AREA: 1,188  
TOTAL ACTUAL AREA: 10,158

**BUILDING 'B'**

OCCUPANCY GROUP:  
E1 REMAINDER OF SCHOOL

CONSTRUCTION TYPE:  
TYPE V - N

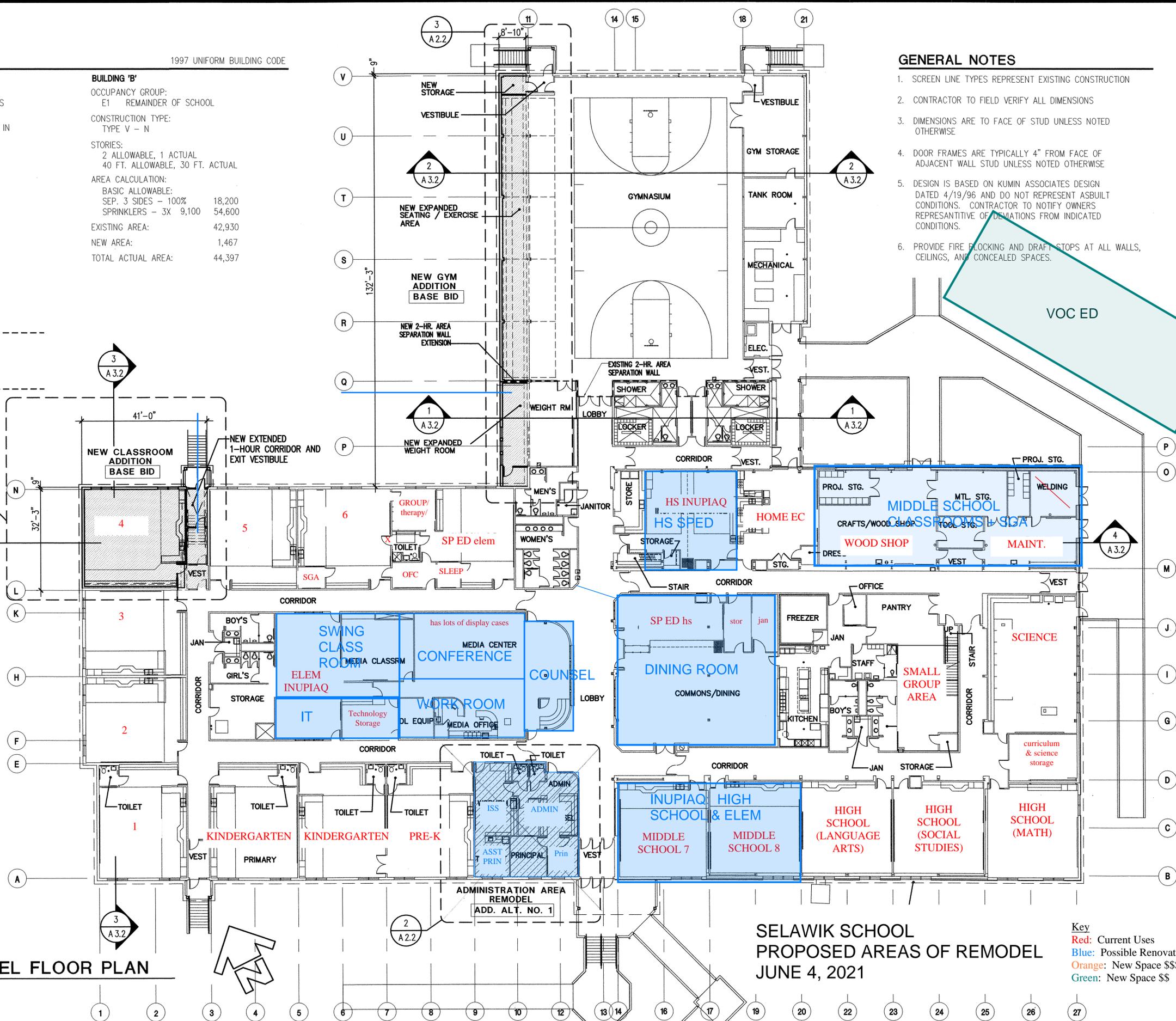
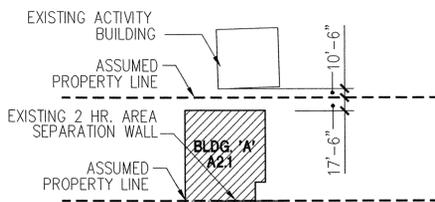
STORIES:  
2 ALLOWABLE, 1 ACTUAL  
40 FT. ALLOWABLE, 30 FT. ACTUAL

AREA CALCULATION:  
BASIC ALLOWABLE: 18,200  
SEP. 3 SIDES - 100% 18,200  
SPRINKLERS - 3X 9,100 54,600

EXISTING AREA: 42,930  
NEW AREA: 1,467  
TOTAL ACTUAL AREA: 44,397

**GENERAL NOTES**

- SCREEN LINE TYPES REPRESENT EXISTING CONSTRUCTION
- CONTRACTOR TO FIELD VERIFY ALL DIMENSIONS
- DIMENSIONS ARE TO FACE OF STUD UNLESS NOTED OTHERWISE
- DOOR FRAMES ARE TYPICALLY 4" FROM FACE OF ADJACENT WALL STUD UNLESS NOTED OTHERWISE
- DESIGN IS BASED ON KUMIN ASSOCIATES DESIGN DATED 4/19/96 AND DO NOT REPRESENT ASBUILT CONDITIONS. CONTRACTOR TO NOTIFY OWNERS REPRESENTATIVE OF DEVIATIONS FROM INDICATED CONDITIONS.
- PROVIDE FIRE BLOCKING AND DRAFT STOPS AT ALL WALLS, CEILINGS, AND CONCEALED SPACES.



**1 LOWER LEVEL FLOOR PLAN**  
1/16"=1'-0"

**SELAWIK SCHOOL  
PROPOSED AREAS OF REMODEL  
JUNE 4, 2021**

Key  
 Red: Current Uses  
 Blue: Possible Renovation  
 Orange: New Space \$\$\$  
 Green: New Space \$\$

City of Deering

Bk. 345, Pgs. 786-787

4/28/1997

Lot 15

U.S. Survey No. 10283

ANCSA  
Plat No.

16

19

18

16

15

14

GENERATOR

TEACHER HOUSING

RELO GARAGE

MAINTENANCE

GARAGE

STORAGE

POWER MOD

P&T

P&T

P&T

P&T

P&T

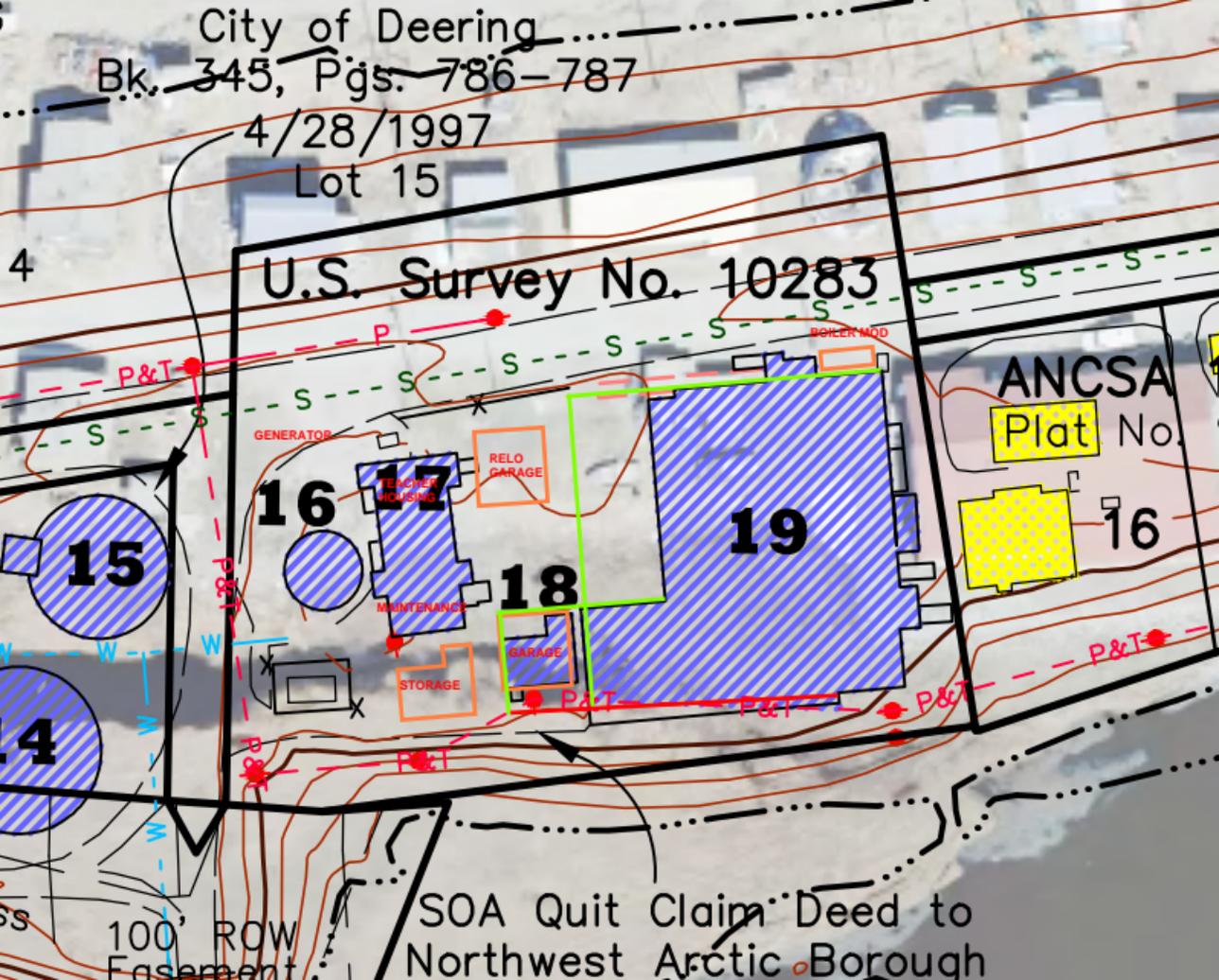
P&T

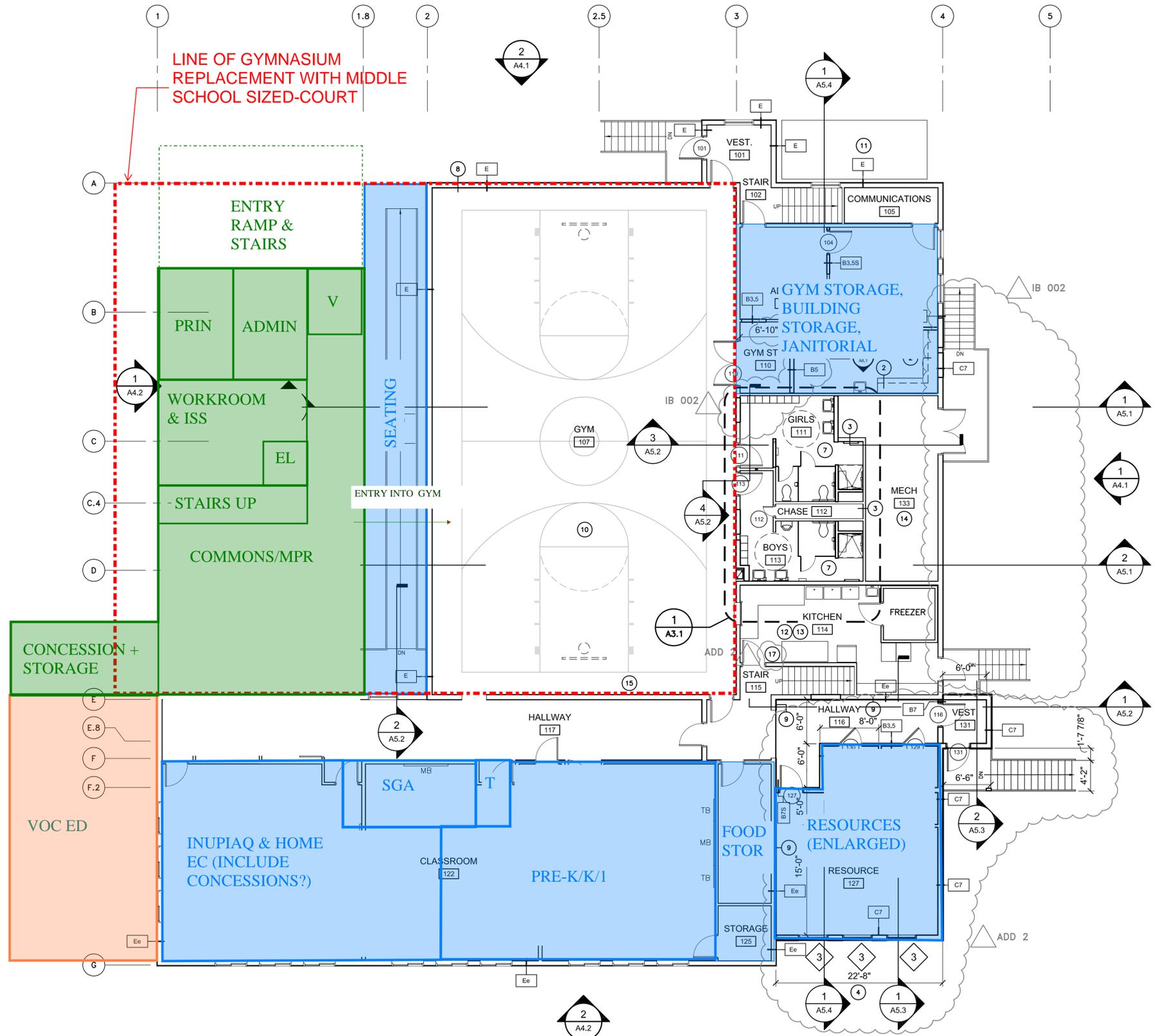
P&T

P&T

100' ROW  
Easement

SOA Quit Claim Deed to  
Northwest Arctic Borough





# TWO-STORY & VOC ED ADDITIONS

06/05/21

- 9 ADD LAYER OF GWB OVER EXISTING SUBSTRATE TO FINISH THE REMOVAL OF EXISTING LAP SIDING
- 10 REPAINT ALL EXISTING GYM GAME LINES OVER PVC FLOORING; PAINT GREEN
- 11 BOILER ROOM CONNEX
- 12 REPLACE EXISTING MIXER WITH: HOBART MIXER, 20 QT MODEL # A-200
- 13 REPLACE EXISTING STOVE WITH: HOBART MODEL # CR 411; CONNECT AS REQUIRED
- 14 SEAL ALL CEILING, WALL, AND FLOOR PENETRATIONS WITH FIRE SEALANT
- 15 REPLACE EXISTING WALL HUNG FOLDING TABLE WITH SIMILAR "PALMER SYNDER" PRODUCT(800-762-0415) OR APPROVED EQUAL; 14' L X 2'4" WIDE ± TABLE AND BENCHES. FIELD VERIFY SIZE AND STYLE TO COORDINATE TYPE OF TABLE; LOCATION IDENTIFIED BY OWNER
- 16 NOT USED
- 17 MOUNT "K-TYPE" FIRE EXTINGUISHER IN KITCHEN 114

## GENERAL NOTES

- 1) WORK ASSOCIATED WITH GYM ADDITION IS ADDITIVE ALTERNATE #1 - REFER TO A2.6 AND A2.7

## SYMBOL LEGEND

- EXISTING DOOR TO REMAIN
- DOOR AND FRAME TO BE INSTALLED
- WALL TAG
- DOOR TAG
- WINDOW TAG, REFER TO A7.2
- MB MARKER BOARD, REFER TO 6/A6.1 WHERE NOT ELEVATED
- TB TACK BOARD

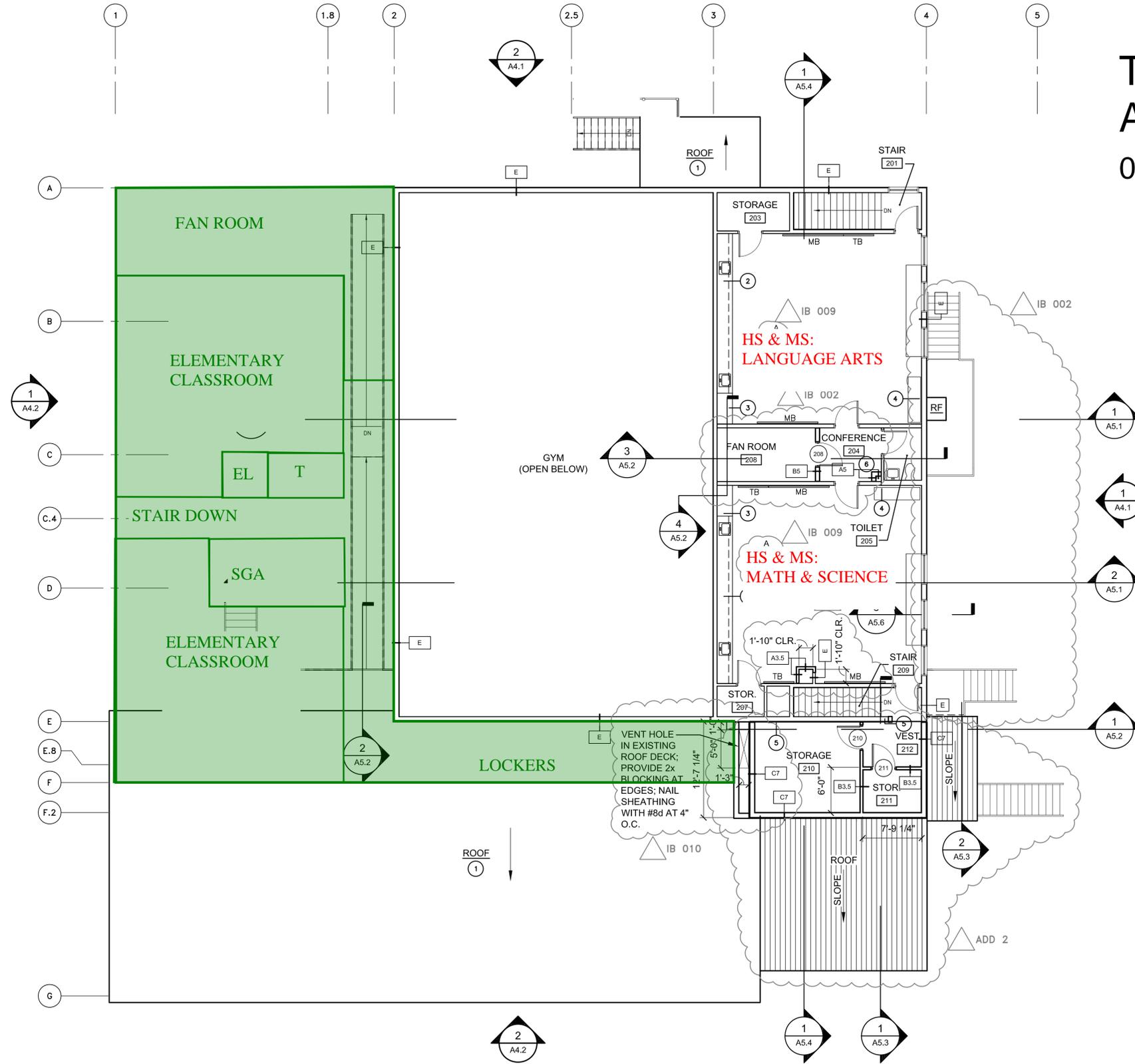
1 FLOOR PLAN LEVEL 1  
A2.1

1/8" = 1'-0"

RECORD DRAWINGS  
 SHEET NO. A2.1  
**A2.1**  
 DEERING K-12  
 MAJOR MAINTENANCE  
 Northwest Arctic Borough School District  
 FLOOR PLAN - LEVEL 1  
 McCool Carlsson Green  
 ARCHITECTURE INTERIOR DESIGN SPACE PLANNING  
 101 W. 34TH AVENUE, ANCHORAGE, AK (907) 565-8474  
 BY: JOHN WIER DATE: 06-01-21  
 REVISIONS: - 5-30-06 - UPDATE  
 DATE: 2-10-06  
 DRAWN: DD, WJZ  
 CHECK: MPC  
 DESIGN: JTW  
 JOB NO. 2005001

# TWO-STORY & VOC ED ADDITIONS

06/05/21



## GENERAL NOTES

1) WORK ASSOCIATED WITH GYM ADDITION IS ADDITIVE ALTERNATE # 1; REFER TO A2.6 AND 2.7

## SYMBOL LEGEND

- EXISTING DOOR TO REMAIN
- DOOR AND FRAME TO BE INSTALLED
- WALL TAG
- DOOR TAG
- WINDOW TAG, REFER TO A7.2
- MARKER BOARD
- TACK BOARD



1 FLOOR PLAN LEVEL 2  
A2.2

1/8" = 1'-0"

RECORD DRAWINGS

DEERING K-12  
MAJOR MAINTENANCE  
Northwest Arctic Borough School District

A2.2

FLOOR PLAN - LEVEL 2

RECORD DRAWINGS  
THIS RECORD DRAWING HAS BEEN PREPARED FROM INFORMATION PROVIDED BY THE CLIENT. THE ARCHITECT ASSUMES NO LIABILITY FOR CONSTRUCTION CORRESPONDENCE. THERE IS NO GUARANTEE OF ACCURACY OR COMPLETENESS.  
BY: JOHN WIER DATE: 06-01-07  
MCCOOL CARLSON GREEN

MCCOOL CARLSON GREEN  
ARCHITECTURE INTERIOR DESIGN SPACE PLANNING  
101 W. 34TH AVENUE, ANCHORAGE, AK (907) 565-8474

JOB NO. 2005001  
DESIGN: JTW [CHECK: MPC]  
DRAWN: DD, WJZ  
DATE: 2-10-06  
REVISIONS: - 5-30-06 - UPDATE



# NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

Ambler · Buckland · Deering · Kiana · Kivalina · Kobuk · Kotzebue · Noatak · Noorvik · Selawik · Shungnak  
PO Box 51 · Kotzebue, Alaska 99752 · Phone (907) 442-1800

## NWABSD BOARD OF EDUCATION Curriculum Meeting

Conducted via Teleconference

CALL-IN: 1-833-682-3239; CODE: 597-146-970#

### Agenda

---

**June 8, 2021**

**8:00 a.m.**

1. Call to Order
2. Dana Orton, Director
  - a. Collaborative Meeting and Targeted Professional Development
    - i. Professional Learning Communities (PLCs)
    - ii. NWABSD Professional Development
    - iii. NWABSD Collaborative Plan
  - b. Grading System Considerations
    - i. Grading Systems Overview
    - ii. Options for Consideration
3. Committee Member Comments

**Committee Members:** Carol Schaeffer, Millie Hawley, Alice Melton-Barr, Lawrence Jones, Sr., Marie Greene

**Curriculum Director:** Dana Orton

**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.



# Curriculum and Instruction

Northwest Arctic Borough School District  
June 7 Curriculum Committee Meeting

# Agenda

1. Collaborative Meeting and Targeted Professional Development
  - ▶ Professional Learning Communities (PLCs)
  - ▶ NWABSD Professional Development
  - ▶ NWABSD Collaborative Plan
2. Grading System Considerations
  - ▶ Grading Systems Overview
  - ▶ Options for Consideration
    - ▶ Improve Current Traditional Grading System
    - ▶ Adopt New Standards Based Grading System
    - ▶ No Changes to Current Grading System
3. Questions and Comments

# Professional Learning Communities

- ▶ Professional Learning Communities (PLCs) are teams of instructional staff that meet regularly in an environment that encourages professional development, growth, collaboration, and innovation.



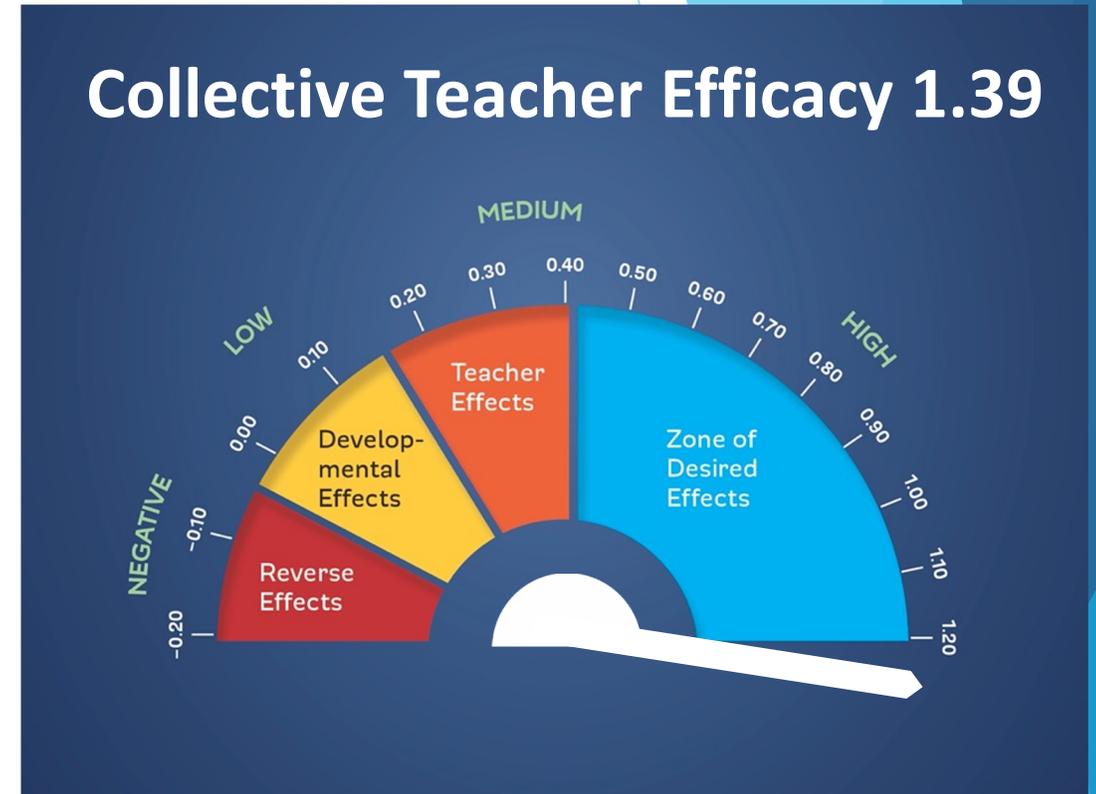
# Characteristics of Effective Professional Learning Communities (PLCs)

1. Take collective responsibility for student learning
2. Develop comprehensive curriculum that meets the needs of learners (power standards, scope and sequence, instructional strategies, and materials)
3. Develop relevant common assessments based on the comprehensive curriculum
4. Use results of formative assessment to identify students who need additional supports or enrichment, evaluate teaching strategies, and identify gaps in curriculum and instruction
5. Design and use a system to provide supports without removing a student from new direct instruction



# Professional Learning Communities (PLCs)

- ▶ Research suggests positive school reform and improved student achievement occur when teachers participate in PLCs.
- ▶ Collective teacher efficacy (the collective belief of teachers in their ability to positively affect student learning) is an effect of productive PLCs that is three times more powerful than almost any other school factor



Wilson, A. (2016). From Professional Practice to Practical Leader: Teacher Leadership in Professional Learning Communities. *International Journal of Teacher Leadership*, V. 7, N. 2, Fall 2016.

<https://files.eric.ed.gov/fulltext/EJ1137497.pdf>

<https://leadinglearningmatters.wordpress.com/2018/07/30/plc-commitment-to-learning-common-work-collective-efficacy/>

# NWABSD Professional Development (PD)

## NWABSD Strategic Plan Requirements

|   |                                      |
|---|--------------------------------------|
| <b>1.1.1 Culturally Relevant Learning</b>         | 20 hours PD & Collaboration          |
| <b>1.1.2 Data PLCs/Embrace</b>                    | 3 hours PD & 18 hours Collaboration  |
| <b>1.1.3 Place-based</b>                          | 2-6 hours PD per year                |
| <b>1.2.1 Equitable Access</b>                     | 2 hours PD                           |
| <b>1.2.2 Videos for Offline Remote Learning</b>   | 10 hours PD & Collaboration          |
| <b>1.3.1 Teacher Clarity &amp; Feedback</b>       | 40 hours PD & 18 hours Collaboration |
| <b>1.3.2 Class Discussion</b>                     | 20 hours PD                          |
| <b>2.1.1 ALICE</b>                                | 3-4 hours PD per year                |
| <b>2.2.1 STOIC</b>                                | 10 hours PD                          |
| <b>2.2.3 Virtual Incidents &amp; Harm to Self</b> | 2 hours PD per year                  |



# NWABSD Professional Development (PD)

## Increasing Performance and Retention in Alaska's Rural Schools Grant (IPRARS)

**Required Professional Development** 40 hours per year\*\*

\*\*FY22 will cover Visible Learning including 1.3.1 and 1.3.2 of Strategic Plan

## Other Professional Development

|  |  |
|--|--|
| <b>Suicide Prevention</b>              | 3-4 hours per year   |
| <b>Non-Violent Crisis Intervention</b> | 3-4 hours per year   |
| <b>First Aide/CPR</b>                  | 4-8 hours per year   |
| <b>Safe &amp; Civil Schools</b>        | 2-6 hours per year (4-12 hours for new teachers)             |
| <b>Classroom Interventions</b>         | 4-6 hours per year   |
| <b>DIBELS</b>                          | 4 hours PD & 3-4 hours of collaboration                      |
| <b>ECRI</b>                            | 12 hours of PD for new teachers & 3-4 hours of collaboration |
| <b>State Testing</b>                   | 3 hours per year   |
| <b>Report Card and Grading</b>         | 2-4 hours per year   |

# NWABSD Collaborative Plan

## 1. Grade level/Content PLCs

- ▶ Shared teaching strategies
- ▶ Develop and identify curriculum
- ▶ Identify “Power Standards”
- ▶ Develop scope and sequence
- ▶ Develop assessments to support the curriculum

## 2. Data PLCs

- ▶ To assess the student data
- ▶ Identify students who need additional support
- ▶ Suggest intervention and enhancement supports to be implemented by the classroom teacher



# NWABSD Collaborative Plan

## Monday Collaborative Meetings & Targeted Professional Development

- ▶ Data PLC meetings
- ▶ Grade level/Content PLC meetings
- ▶ Targeted professional development
- ▶ Targeted site collaboration

Note:

The current plan does not include informational staff meetings.  
See tentative draft schedule for details.



# Questions ?



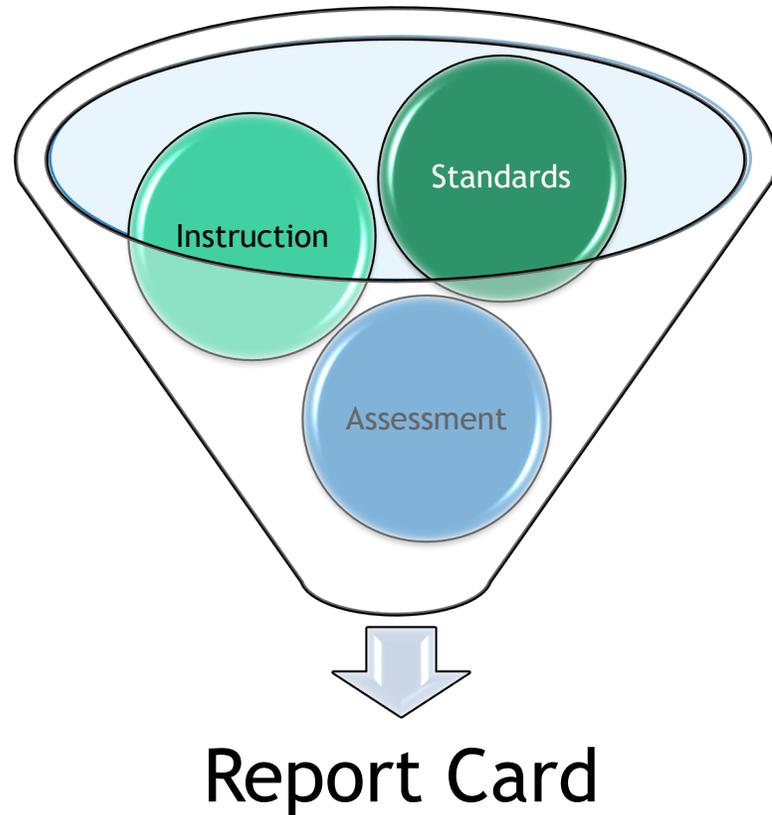
# Grading System Committee

2016-2021 Strategic Plan

- ▶ **Goal 1: Student Learning**
  - ▶ Strategy 1: Provide a positive learning environment for all students.
    - ▶ *Objective 2: Strengthen Student Progress Monitoring*
      - ▶ *Action 2: Establish a district grading system task force.*
  
- ▶ The Grading System Committee has been formed to research current grading practices and suggest possible changes to grading practices in our region.



# All Grading Systems



- The **AK Standards** that describe what a student should know and be able to do at any given grade level.
- The **instruction** a teachers uses to target the standards.
- The **assessment** the teacher uses to measure if student learning has met the standards.
- The **report card** allows the teacher to communicate the student's progress towards meeting the standards.



# Standards-Based vs. NWABSD Traditional

## Standards-Based

- Only measures depth understanding/mastery-
  - No extra credit
  - No zeros
  - No participation measured
- Grade based on most-recent assessment of understanding
- Multiple grades given per course (one per standard assessed)
  - No overall average grade

## Traditional

- Based on participation, application of skills, assessments
- Based on a percentage system or letter grade
- May include extra credit and zeros
- May include penalties for late work
- Single grade given per course
  - Overall grade is based on the average of accumulated grades

# Standards-Based and NWABSD Traditional

## Both Systems

- Based on learning goals and performance standards
- Based on different proficiency levels
- Can use numbers or letters
- Used to convey student progress
- Used for elementary or secondary
- Use multiple pieces of evidence
- Assignments/assessments may measure more than one standard

# Standards-Based vs. NWABSD Traditional

## Standards-Based Grading Scale

- 4- A Advanced
- 3- P Proficient
- 2- D Developing
- 1- E Emerging

## Traditional Grading Scale

- A 90-100%
- B 80-89%
- C 70-79%
- D 60-69%
- F 0-59%



# Standards-Based vs. Traditional

| English Language Arts   | Q1 |
|---|----|
| Literature and Information Text   |    |
| Child can ask and answer questions using key details about a story or informational text  | 2  |
| Child can identify the main topic or author's purpose using key details   | 2  |
| Child can describe characters, settings, major events, and problem-solution in a piece of writing   | 2  |
| Child can ask and answer questions to help determine or clarify the meaning of words and phrases in a story or informational text   | 3  |
| Child can understand the difference between fiction and nonfiction text   | 3  |
| Child knows and use various text features (titles, captions) to locate key facts or information in a text In fiction or non-fiction child uses illustrations and details in a story or text to describe story elements or key ideas | 4  |
| Child can Identify the author's opinions  | 3  |
| Child can compare and contrast key details and elements and a variety of text types   | 2  |
| Child reads a variety of grade level texts.   | 3  |

|                       | Q1       |
|-----------------------|----------|
| English Language Arts | A or 92% |

- ✓ 1<sup>st</sup> grade - 46 Standards, 28 on report card
- ✓ Alaska has identified Learning targets for K-8<sup>th</sup> grade in English Language arts and Mathematics **only**
- ✓ NWABSD is currently using Standards-Based for PK-2<sup>nd</sup> grades

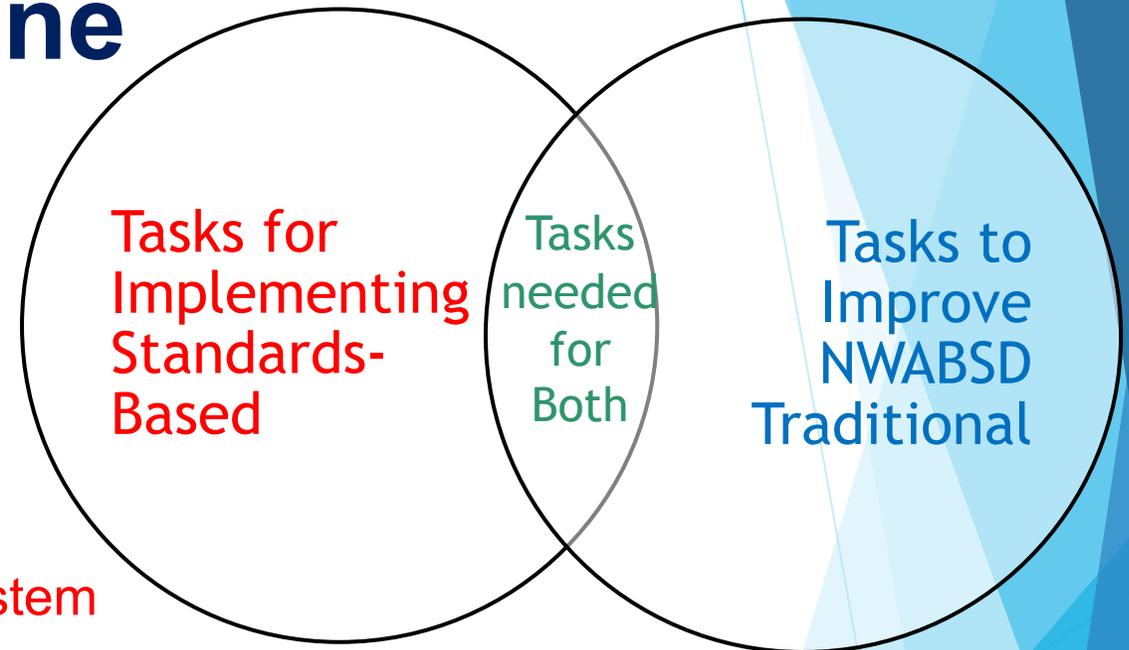
# Options for Consideration:

1. Make improvements to current grading system
2. Create a plan to adopt and implement a new Standards-based grading system for 3<sup>rd</sup>-12<sup>th</sup> grades
3. Take no final action



# Grading Systems Improvement vs. New Implementation Timeline

1. Build knowledge (6 months)
  - a. Professional Learning Communities
  - b. Professional Development of staff
  - c. Community outreach
2. Develop or updating a guiding document (18-24 months)
  - a. Choose the guiding principals of the system (reason for adoption)
  - b. Select Power Standards
  - c. Develop units within the adopted curriculum based on the power standards
  - d. Develop a scope and sequence for all curriculum areas
  - e. Develop common assessments



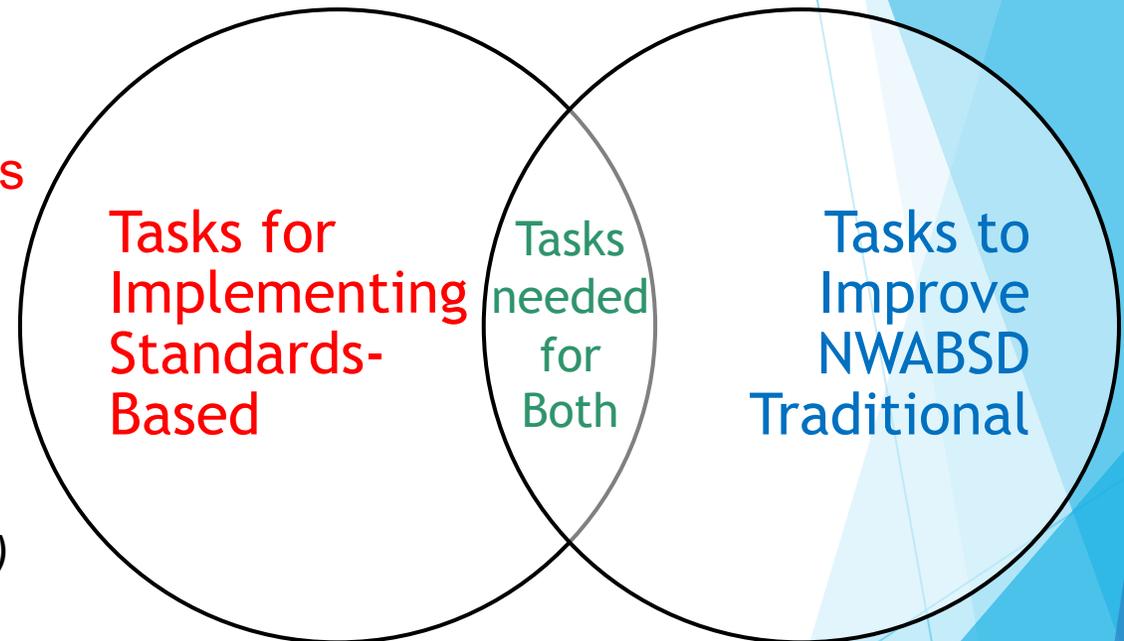
# Grading Systems Improvement vs. New Implementation Timeline (cont.)

## 3. Create the Measurement Scale (12-18 months)

- a. Determine levels of mastery
- b. Determine a cross-over to letter grades in 9-12 grades
- c. Separate behavior from academic markings
- d. Policy review and revision

## 4. Implementation and Evaluation (12 months)

- a. Professional Development of staff
- b. Community outreach
- c. Revisit guiding document and gather feedback
- d. Evaluate system and implement changes as needed



# 1. Time and Funding Needed for Improving Current Grading System

## 1. Built knowledge

- a. Professional Learning Communities – 20 hours (every other week for one year)
- b. Professional Development of staff – 4 hours (initial training)

## 2. Develop a guiding document/ Create the Measurement Scale

- a. 2020-2021 Grading Committee – review policy changes
  - a. Practice vs. Assessment
  - b. Separating Behavior from Academic Grade

## 3. Align Policies to Grading Practice

- a. Professional Development - 20 hours with additional training as needed
  - a. Grading practices
  - b. Targeting the standards
  - c. Practice vs. Assessment
  - d. Separating Behavior from Academic Grade

Total Estimated  
Additional  
Commitment

1,730 work hours  
\$0



# 2. Time and Funding Needed for Standards-Based Grading System Planning and Implementation

Total Estimated  
Additional  
Commitment

6,268 work hours  
\$105,000

## 1. Built knowledge

- a. Professional Learning Communities – 10 hours (every other week for one year)
- b. Professional Development of staff – 6 hours (initial training)
- c. Community outreach – 6-12 hours

## 2. Develop a guiding document

- a. Standards-based Committee – 3 days (\$35,000 travel and extra duty contracts per year)
- b. Professional Learning Communities – 26 hours (every other week for 1 ½ school years)

## 3. Create the Measurement Scale

- a. Standards-based Committee – 9 days (\$35,000 travel and extra duty contracts per year)
- b. Professional Learning Communities – 36 hours (every other week for two school years)
- c. Internal System work – 60-80 hours

## 4. Implementation and Evaluation

- a. Professional Development of staff – 20 hours
- b. Community outreach – 6-12 hours
- c. Standards-based Committee – 6 days (\$35,000 travel and extra duty contracts)

### 3. Remain with Current Grading System

- ▶ No changes to current systems and practices
- ▶ Take no final action.

| Total Estimated Additional Commitment |
|---------------------------------------|
| 0 work hours<br>\$0                   |



# Committee Options :

1. Make improvements to current grading system
2. Create a plan to adopt and implement a new Standards-based grading system for 3<sup>rd</sup>-12<sup>th</sup> grades
3. Take no final action.



# Comments & Questions





## Monday Collaborative Meetings & Targeted Professional Development

### Calendar of Topics 2021-2022

\*Topics subject to change

| Date                 | Time    | Topic  |                             |
|----------------------|---------|--|-----------------------------|
| <b>August 16</b>     | Monday  | Certified Evaluations/ Negotiated Agreements   | Human Resources             |
| <b>August 23</b>     | Monday  | Fall Map   | Robin Gage                  |
| <b>August 30</b>     | Monday  | District Inservice - IPRARS  |                             |
| <b>September 6</b>   | Monday  | District-wide Grade Level/Content Meeting – Introduction, Roles, Norms, and Agendas  | Kim Addington & Conor McCoy |
| <b>September 13</b>  | Monday  | District-wide Grade Level/Content Meeting – 1.2.2 Remote Lesson Plans/Videos and/or <b>Student Data PLC Meeting – Embrace TR</b> |                             |
| <b>September 20</b>  | Monday  | District-wide Grade Level/Content Meeting – 1.2.2 Remote Lesson Plans/Videos and/or <b>DIBELS Training (K-5 and 6-8 ELA)</b>     | Lexi & Shelbi               |
| <b>September 27</b>  | Monday  | District-wide Grade Level/Content Meeting – 1.2.2 Remote Lesson Plans/Videos and/or <b>Student Data PLC Meeting</b>              |                             |
| <b>October 4</b>     | Monday  | PowerSchool Grading  | Robin Gage                  |
| <b>October 11</b>    | Monday  | District-wide Grade Level/Content Meeting – 1.1.1 Culturally Responsive Lessons and/or <b>Student Data PLC Meeting</b>           |                             |
| <b>October 18-19</b> | Monday  | District Inservice - IPRARS  |                             |
|                      | Tuesday | District Inservice - IPRARS  |                             |
| <b>October 25</b>    | Monday  | Alaska STEPP Update  | Site Principal              |
| <b>November 1</b>    | Monday  | District-wide Grade Level/Content Meeting – 1.1.1 Culturally Responsive Lessons and/or <b>Student Data PLC Meeting</b>           |                             |
| <b>November 8</b>    | Monday  | District-wide Grade Level/Content Meeting – 1.1.1 Culturally Responsive Lessons and/or <b>ECRI Training (K-2)</b>                | Lexi & Shelbi               |
| <b>November 15</b>   | Monday  | District-wide Grade Level/Content Meeting – 1.3.1 Power Standards  | Dana Orton                  |
| <b>November 22</b>   | Monday  | District-wide Grade Level/Content Meeting – 1.3.1 Power Standards and/or <b>Student Data PLC Meeting</b>                         |                             |
| <b>November 29</b>   | Monday  | District-wide Grade Level/Content Meeting – 1.3.1 Power Standards  |                             |
| <b>December 6</b>    | Monday  | District-wide Grade Level/Content Meeting – 1.3.1 Power Standards  |                             |
| <b>December 13</b>   | Monday  | District-wide Grade Level/Content Meeting – 1.3.1 Power Standards and/or <b>Student Data PLC Meeting</b>                         |                             |



## Monday Collaborative Meetings & Targeted Professional Development

### Calendar of Topics 2021-2022

\*Topics subject to change

|                    |        |   |                             |
|--------------------|--------|---|-----------------------------|
| <b>January 3</b>   | Monday | Site and Classroom Management Plans -- Review and revise  | Site Principal              |
| <b>January 10</b>  | Monday | District-wide Grade Level/Content Meeting – 1.3.1 Power Standards and/or <b>Student Data PLC Meeting</b>  |                             |
| <b>January 17</b>  | Monday | District-wide Grade Level/Content Meeting – 1.3.1 Power Standards and/or <b>DIBELS Training (K-5)</b>   | Lexi & Shelbi               |
| <b>January 24</b>  | Monday | District-wide Grade Level/Content Meeting – 1.1.1 Culturally Responsive Lessons   |                             |
| <b>January 31</b>  | Monday | RTI/Effective Instruction Conference Follow-up  | Site Principal              |
| <b>February 7</b>  | Monday | District-wide Grade Level/Content Meeting – 1.3.1 Power Standards and/or <b>Student Data PLC Meeting or ECRI Training (K-2)</b>                       | Lexi & Shelbi               |
| <b>February 14</b> | Monday | District Inservice  |                             |
| <b>February 21</b> | Monday | District-wide Grade Level/Content Meeting– 1.3.1 Power Standards/Scope & Sequence   | Kim & Connor                |
| <b>February 28</b> | Monday | State Assessment Preparation and/or <b>ECRI Training (K-2)</b>  | Robin Gage<br>Lexi & Shelbi |
| <b>March 7</b>     | Monday | District-wide Grade Level/Content Meeting– 1.3.1 Power Standards/Scope & Sequence and/or <b>Student Data PLC Meeting or DIBELS Training (6-8 ELA)</b> |                             |
| <b>March 21</b>    | Monday | State Assessment Preparation and/or <b>ECRI Training (K-2)</b>  | Robin Gage<br>Lexi & Shelbi |
| <b>March 28</b>    | Monday | District-wide Grade Level/Content Meeting – 1.1.1 Culturally Responsive Lessons and/or <b>Student Data PLC Meeting</b>                                |                             |
| <b>April 4</b>     | Monday | District Inservice  |                             |
| <b>April 11</b>    | Monday | Alaska STEPP Update   | Site Principal              |
| <b>April 18</b>    | Monday | District-wide Grade Level/Content Meeting – 1.3.1 Power Standards & Practices Reflection and/or <b>Student Data PLC Meeting</b>                       |                             |
| <b>April 25</b>    | Monday | Grading and PowerSchool End of Year   | Robin Gage                  |
| <b>May 2</b>       | Monday | District-wide Grade Level/Content Meeting – Practices Reflection & Wrap-up  |                             |



| <b>Student Name</b> |                       | <b>Attendance</b> | <b>1<sup>st</sup></b> | <b>2<sup>nd</sup></b> | <b>3<sup>rd</sup></b> | <b>4<sup>th</sup></b> |
|---------------------|-----------------------|-------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Grade               | 2 <sup>nd</sup> Grade | Days Enrolled     |                       |                       |                       |                       |
| Teacher             |                       | Days Absent       |                       |                       |                       |                       |
| Principal           |                       | Days Present      |                       |                       |                       |                       |
| School Year         |                       | Days Tardy        |                       |                       |                       |                       |

**Purpose of Report Card**

This report is designed to inform you about your child's progress toward achieving the Alaska State Standards. The Standards establish high and challenging expectations for all students, and describe what students should know and be able to do by the end of the academic year.

**OUR MISSION:** To provide a learning environment that inspires and challenges students and employees to excel

**OUR VISION:** To graduate all students with the knowledge, skills, and attitudes necessary for a successful future

|     |            |  |
|-----|------------|--|
| 4   | Advanced   | Exceeds Standards                            |
| 3   | Proficient | Able to demonstrate standards at grade level |
| 2   | Developing | Approaching standards, needs assistance      |
| 1   | Emerging   | Starting the standard, needs more time       |
| N/A |            | Not observed or addressed at this time       |

| <b>English Language Arts</b>   | <b>1<sup>st</sup></b> | <b>2<sup>nd</sup></b> | <b>3<sup>rd</sup></b> | <b>4<sup>th</sup></b> |
|--|-----------------------|-----------------------|-----------------------|-----------------------|
| <b>Literature and Information Text</b>   |                       |                       |                       |                       |
| Child asks questions such as who, what, where, when, why, and how to show understanding of fiction and non-fiction texts.              |                       |                       |                       |                       |
| Identify the main topic or author's purpose using key details from fiction and non-fiction texts                                       |                       |                       |                       |                       |
| Child can make connection between different events and describe how characters react to important events.                              |                       |                       |                       |                       |
| Child can figure out the meaning of words when studying a grade 2 topic or subject area.   |                       |                       |                       |                       |
| Child can describe the important parts of a story including the beginning and ending.  |                       |                       |                       |                       |
| Child can find important facts and details quickly in non-fiction texts.   |                       |                       |                       |                       |
| Child can understand and discuss differences of story characters and their actions   |                       |                       |                       |                       |
| Child can identify the main purpose of a non-fiction text.   |                       |                       |                       |                       |
| Child uses information from the illustrations, pictures, images and words in a print to understand both fiction and non-fiction texts. |                       |                       |                       |                       |
| Child can understand how two or more versions of a story or non-fiction text are the same or different.                                |                       |                       |                       |                       |
| Child reads a variety of grade level texts.  |                       |                       |                       |                       |
| <b>Foundational Skills</b>   |                       |                       |                       |                       |
| Child can read words by using what they know about letters and sounds.   |                       |                       |                       |                       |
| Child reads with enough accuracy and fluency to understand what was read.  |                       |                       |                       |                       |
| <b>Writing</b>   |                       |                       |                       |                       |
| Child can write different types of writing for different reasons.  |                       |                       |                       |                       |
| Child can listen to the ideas of teachers or peers to revise and edit their writing to make it better.                                 |                       |                       |                       |                       |
| Uses a variety of digital writing tools (iPads, Smartboard) with help from adults.   |                       |                       |                       |                       |
| Child participates in shared writing activities  |                       |                       |                       |                       |
| Child uses what they know from experiences to answer questions and can gather information from another provided source.                |                       |                       |                       |                       |
| <b>Speaking and Listening</b>  |                       |                       |                       |                       |
| Child participates at their age-level in conversations with peers and adults   |                       |                       |                       |                       |
| Child can describe key details from a read aloud or presentation   |                       |                       |                       |                       |
| Child can ask and answer questions to show understanding   |                       |                       |                       |                       |
| Child can tell or share a story with important details to help others understand   |                       |                       |                       |                       |
| Child speaks loudly, clearly and uses complete sentences when sharing the story  |                       |                       |                       |                       |
| Child can speak in complete sentences when sharing ideas   |                       |                       |                       |                       |

| <b>Language</b>  |  |  |  |  |
|--|--|--|--|--|
| Child uses grade-level grammar skills when writing or speaking   |  |  |  |  |
| Child uses grade-level capitalization, punctuation, and spelling skills when writing                       |  |  |  |  |
| Child can write, speak, read and listen by using what I know about the English Language                    |  |  |  |  |
| Child understands unknown words by thinking about what they have read and using their background knowledge |  |  |  |  |
| Child uses new words and phrases learned through conversations, reading and through read-a-louds           |  |  |  |  |

| <b>Mathematics</b>  | <b>1<sup>st</sup></b> | <b>2<sup>nd</sup></b> | <b>3<sup>rd</sup></b> | <b>4<sup>th</sup></b> |
|---|-----------------------|-----------------------|-----------------------|-----------------------|
| <b>Operations and Algebraic Thinking</b>  |                       |                       |                       |                       |
| Child uses addition and subtraction strategies to estimate, then solve one- and two-step word problems                                  |                       |                       |                       |                       |
| Child can fluently add and subtract using numbers up to 20 using mental math  |                       |                       |                       |                       |
| Child can tell if a group of objects is odd or even   |                       |                       |                       |                       |
| Child uses addition to find the total number of objects arranged in rows and columns  |                       |                       |                       |                       |
| Identify, continue and label number patterns (e.g., 1122, 1212) and can describe the pattern rule                                       |                       |                       |                       |                       |
| <b>Number and Operations in Base Ten</b>  |                       |                       |                       |                       |
| Child can model and identify hundreds, tens and ones  |                       |                       |                       |                       |
| Child can count up to 1000, skip-count by 5s, 10s and 100s  |                       |                       |                       |                       |
| Child can read and write numbers up to 1,000 in different ways  |                       |                       |                       |                       |
| Child can compare three-digit numbers using greater than, less than and equal to and their symbols to show understanding of place value |                       |                       |                       |                       |
| Child can fluently add and subtract two digit numbers up to 100 using what they know about place value                                  |                       |                       |                       |                       |
| Child can add and subtract using numbers up to 1000   |                       |                       |                       |                       |
| Child can mentally add or subtract 10 or 100 to any number using what they know about place value                                       |                       |                       |                       |                       |

| <b>Measurement and Data</b>  |  |  |  |  |
|--|--|--|--|--|
| Child can measure the length of an object using standard tools   |  |  |  |  |
| Child can use two different units to measure the same objects and tell how the measurements compare                    |  |  |  |  |
| Child can estimate, measure and draw lengths using whole units of inches, feet, yards, centimeters and meters          |  |  |  |  |
| Child can use addition and subtraction to solve measurement word problems  |  |  |  |  |
| Child can use a number line to show length   |  |  |  |  |
| Child can write and tell time to the nearest five minutes using a.m. and p.m. from analog and digital clocks           |  |  |  |  |
| Child can count money to solve word problems involving money correctly using \$ and ¢                                  |  |  |  |  |
| Child can collect, record and describe data in a table, graph or line plot   |  |  |  |  |
| Child can draw a picture graph and a bar graph to represent data   |  |  |  |  |
| <b>Geometry</b>  |  |  |  |  |
| Child can identify and draw triangles, quadrilaterals, pentagons, hexagons and cubes                                   |  |  |  |  |
| Child can find the area of a rectangle by dividing it into equal sized squares   |  |  |  |  |
| Child can divide shapes into equal parts and can describe the parts with words including halves, thirds, fourths, ect. |  |  |  |  |

| <b>Integrated Subject Areas</b> | <b>1<sup>st</sup></b> | <b>2<sup>nd</sup></b> | <b>3<sup>rd</sup></b> | <b>4<sup>th</sup></b> |
|---------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Science                         |                       |                       |                       |                       |
| Social Studies                  |                       |                       |                       |                       |
| Digital Citizenship/Technology  |                       |                       |                       |                       |
| Art                             |                       |                       |                       |                       |
| Music                           |                       |                       |                       |                       |
| Physical Education              |                       |                       |                       |                       |

| <b>Inupiat Cultural Development</b>                            | <b>1<sup>st</sup></b> | <b>2<sup>nd</sup></b> | <b>3<sup>rd</sup></b> | <b>4<sup>th</sup></b> |
|--|-----------------------|-----------------------|-----------------------|-----------------------|
| Child participates in bilingual instruction                    |                       |                       |                       |                       |
| Child participates in cultural instruction                     |                       |                       |                       |                       |
| Child understands and can recite the Inupiaq Alphabet/Atchagat |                       |                       |                       |                       |
| Child can count in Inupiaq                                     |                       |                       |                       |                       |
| Child can respond to and answer using common Inupiaq phrases   |                       |                       |                       |                       |

|   |              |
|---|--------------|
| 4 | Exceptional  |
| 3 | Consistently |
| 2 | Sometimes    |
| 1 | Rarely       |

| <b>Personal and Social Development</b>                     | <b>1<sup>st</sup></b> | <b>2<sup>nd</sup></b> | <b>3<sup>rd</sup></b> | <b>4<sup>th</sup></b> |
|--|-----------------------|-----------------------|-----------------------|-----------------------|
| Follows classroom and school rules and routines            |                       |                       |                       |                       |
| Uses language respectfully                                 |                       |                       |                       |                       |
| Can work or play collaboratively with peers                |                       |                       |                       |                       |
| Can attentively listen in a whole group setting            |                       |                       |                       |                       |
| Demonstrates effort when completing independent activities |                       |                       |                       |                       |
| Demonstrates self-control                                  |                       |                       |                       |                       |
| Is kind to others  |                       |                       |                       |                       |
| Takes responsibility for materials and belongings          |                       |                       |                       |                       |
| Demonstrates problem solving skills                        |                       |                       |                       |                       |

| <b>Comments for this Quarter</b> |
|----------------------------------|
|                                  |

| <b>Teacher Signature</b> | <b>Principal Signature</b> |
|--------------------------|----------------------------|
|                          |                            |

## MEMORANDUM

---

**TO:** NWABSD Board of Education  
Members

**DATE:** June 8, 2021

**NUMBER:** 21-099

**FR:** Office of the Superintendent

**SUBJECT:** Scheduling Collaborative  
Meetings & Targeted  
Professional  
Development

### **STRATEGIC PLAN/BOARD GOAL:**

Goal 1: Student Learning

*Objective 1: NWABSD will all know and value our students during both remote and in-person learning. (Danielson 1b)*

*Objective 2: NWABSD will build a responsive learning environment during both remote and in-person learning. (Danielson 2a, 2c, 3d)*

*Objective 3: NWABSD will engage all students in learning during both remote and in-person learning. (Danielson 1e, 3b, 3c)*

### **ABSTRACT:**

Administration is requesting approval to revise the Mondays' day in session schedule to include collaborative meetings and targeted professional development at all sites.

### **ISSUE:**

At issue is approval to revise the schedule for Mondays' day in session at all sites to allow no more than one hour of student contact to be substituted for staff collaborative meetings and targeted professional development.

### **BACKGROUND AND/OR PERTINENT INFORMATION:**

Working together in collaborative groups and providing targeted professional development enables teachers and schools to more effectively plan, improve, and implement intervention and classroom strategies. Collaborative meetings and targeted professional development district-wide provides support for the following areas:

- Reinforcing each school's Multi-Tiered Systems of Support (MTSS) strategies and implementation of interventions with the use of Student Data Professional Learning Communities (PLCs)
- Strengthening strategic plan goals of building a responsive learning environment and increasing student engagement through the use of targeted professional development and Grade Level/Content PLCs
- Continued equity throughout the region

Approving this proposal stays within the legal requirements for student time in the classroom and requires no change to the previously approved district calendar.

**ALTERNATIVES:**

1. Approve the proposal to revise the Mondays' day in session schedule to include collaborative meetings and targeted professional development at all sites as presented.
2. Disapprove the proposal to revise the Mondays' day in session schedule to include collaborative meetings and targeted professional development at all sites as presented.
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends the Board approve the proposal to revise the Mondays' day in session schedule to include collaborative meetings and targeted professional development at all sites as presented.

## MEMORANDUM

---

**TO:** NWABSD Board of Education  
Members

**DATE:** June 8, 2021

**NUMBER:** 21-100

**FR:** Office of the Superintendent

**SUBJECT:** Grading System

### **STRATEGIC PLAN/BOARD GOAL:**

2016-2021 Strategic Plan

Goal 1: Student Learning

Strategy 1: Provide a positive learning environment for all students.

*Objective 2: Strengthen Student Progress Monitoring*

*Action 2: Establish a district grading system task force.*

### **ABSTRACT:**

Administration is requesting approval to make improvements to current grading system.

### **ISSUE:**

At issue is the response of the grading taskforce from the 2016-2021 Strategic Plan. The current NWABSD grading system is ambiguous in language and implementation. Proposed improvements to the current grading system include clarification of the language, Power Standards, and increased professional development.

### **BACKGROUND AND/OR PERTINENT INFORMATION:**

The Grading System Committee/Taskforce was formed to research current grading practices and suggest possible changes to grading practices in our region that are also aligned to the current 2021-2022 Strategic Plan. The recommendations are to:

- Identifying Power Standards and locating them within the adopted curriculum, developing a scope and sequence, and develop assessments to support the curriculum within the Grade Level/Content PLCs
- Improve district grading practices and strategies through Monday collaborative meetings and targeted professional development district-wide
- Continued accountability and equity throughout the region around grading practices

### **ALTERNATIVES:**

1. Approve the proposal to make improvements to current grading system.
2. Disapprove the proposal to make improvements to current grading system and create a plan to adopt and implement a new Standards-based grading system for 3<sup>rd</sup>- 12<sup>th</sup> grades.
3. Take no final action.

### **ADMINISTRATION'S RECOMMENDATION:**

The administration recommends the Board approve the proposal to make improvements to current grading system.