

NWABSD Regular Board Meeting
Friday, December 10, 2021 4:00 PM

Microsoft Teams
744 Third Ave.
Kotzebue, AK 99752

Agenda

1. CALL TO ORDER, ROLL CALL
Presenter: Margaret Hansen, President
2. MOMENT OF SILENCE
Presenter: Margaret Hansen, President
3. PLEDGE OF ALLEGIANCE
Presenter: Margaret Hansen, President
4. INTRODUCTION OF GUESTS/STAFF
Presenter: Margaret Hansen, President
5. PUBLIC COMMENTS
Presenter: Margaret Hansen, President
6. KIANA & KOBUK SCHOOL PRESENTATION
Presenter: James Stewart, Kiana Principal & Steve Cunningham, Kobuk Head Teacher
7. RECOGNITION & AWARDS
Presenter: Terri Walker, Superintendent
8. SUPERINTENDENT'S REPORT
Presenter: Terri Walker, Superintendent
9. APPROVAL OF CONSENT AGENDA
10. EXECUTIVE SESSION
11. COMMUNICATIONS AND ITEMS INTRODUCED BY BOARD MEMBERS
12. DATE, TIME, AND LOCATION OF NEXT MEEETING
13. ADJOURNMENT

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: November 30, 2021

NUMBER: VIII.

FR: Office of the Superintendent

SUBJECT: Superintendent's Report

ATTENDANCE:

The district's attendance rate for 8/10/21 to 11/15/21 is at 84,53%.

ENROLLMENT: Current enrollment as of November 22, 2021

K-12 current enrollment is 1858.

Projected was 1941

This leaves us with a drop in enrollment of about 80 students.

Meetings:

AASB - Attended the AASB conference in Anchorage with board members. First full day was on professional boundaries training. They reviewed the Safe Childrens Act, Professional Standards and the Code of Ethics (PTPC - Professional Teaching Practice Commission), Professional Boundaries Invesigations and policies. Over the next couple days there were keynote speakers and break out sessions board members got to chose from. All in all, it was good to sit with the board and learn new things.

Director meetings – See department updates

Borough-wide task force meeting – The Borough started these meetings back up a month ago when the region showed an increase in positive cases. I appreciate Scott, Amy, and Margaret for attending these meetings in my absence. The regional entities (Nana, Maniilaq, Borough, the District, and Tech) provide updates to the local leadership with Covid related situations relevant to the region. These are updates to COVID cases region wide, vaccination status, emergency orders, school status, and work operations.

I continue to feel honored to serve our students and people of this community. Thank you for this opportunity.

Terri Walker,
Superintendent

Educators Rising is sponsored by Clay Gindt and Marjorie Baker.

This year ten students are enrolled second semester for the KMHS Courses: Ed193 Teaching for Alaska's future and Introduction to Education. These courses are taught in the spring semester so that students are in the class during the semester of the competition

Marjorie Baker has been attending the Educator Rising Teacher Leader PD courses as part of her Professional development. She truly wants to be involved in this process and we are hoping that sometime in the future, she will take over the program.

Mr. Gindt is working to get teachers involved, supporting students within the program.

These are the updates and the deadlines we must meet.

1. The State Conference has been moved to Anchorage
Every attendee must be vaccinated including students, but they can compete without being vaccinated as the competitions are virtual.
2. Our Travel Assistance will be completed by December 15.
3. Our competing students need to be entered into competitions by January 21.

Along with all of this Mr. Gindt is working toward creating a School/Business partnership with NANA and Maniilaq developing a community driven program to help High School Students understand the professional possibilities in the community. He has only had some minor discussions with people from these entities, so, this idea is still in its infancy.

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

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

President, Margaret Hansen, called the 409TH regular meeting of the Northwest Arctic Borough School District Board of Education to order at 4:32 p.m. on Tuesday, September 28, 2021. *The meeting was held virtually.*

Board Members present were:

Margaret Hansen
Millie Hawley
Carol Schaeffer
Tillie Ticket
Marie Greene
Alice Melton-Barr
Joanne Harris
Cindy Fields
Paula Mills

Board Member absent and excused was:

Brad Reich
Lawrence Jones, Sr.

A quorum was present.

Observed.

Those present participated in the Pledge of Allegiance.

Staff present: Terri Walker-Superintendent, Scott Lefebvre-Assistant Superintendent, Perrian Windhausen-Director of Student Services, Megan Williams-Director of Administrative Services; Amy Eakin-Director of Technology; Dana Orton-Director of Curriculum/Instruction, Janice Hadley-HR Director, Joy Cogburn-Director of State/Federal Programs, Jay Denton-Acting ATC Director, Craig McConnell-Property Services Director, Karla Head-Selawik Principal, Andrea Zink-Selawik Assistant Principal, Ruth Ryan-Selawik teacher, Kathryn Self-Noorvik Principal, Leslie Zibell-Noorvik Teacher, Lyle Melkerson-Kivalina Principal, Brenda Noe-Deering Principal, Joe Bullock-Deering Teacher, Sarah Hutchison-Ambler Principal and Erin Nelson- Secretary for the Board and Superintendent.

Guests present: Deering guitar ensemble students: Robert Cleveland Jr., Joleen Carter, Kylie Cleveland, Haylie Moto, Nicole Carter and Kivalina senior class: Shiann Swan, Sherissa Swan, Sakkan Adams, Brian Adams, James Hawley, Toby Sage, Dennis Douglas, and Jadyn Wesley.

Craig McConnell thanked the school board for awarding classified staff the bonus this summer, and commented on the Youth Leadership Program \$750,000 proposal from Teck Alaska.

Deering School Principal Brenda Noe highlighted the guitar ensemble which performed four selections. McQueen (Kivalina) School Principal Lyle Melkerson highlighted senior student's involvement in Kivalina's relocation project.

The September 2021 Employees of the month awardees were recognized:

- Ruth Ryan, Kindergarten Teacher – Selawik
- Leslie Zibell, 4th Grade Teacher – Noorvik
- Fletcher Gregg, Custodian – Buckland

CALL TO ORDER

ROLL CALL

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

INTRODUCTION OF STAFF/GUESTS

PUBLIC COMMENTS

DEERING & KIVALINA SCHOOL PRESENTATION

RECOGNITION AND AWARDS

Superintendent, Terri Walker recognized Board members with terms ending: Paula Mills for her 28 years of service and Alice Melton-Barr for 3 years of service.

Attendance: The district's attendance rate for August 21, 2021 to September 22, 2021 is at 82.70%. The home school program and the one school that has been in remote learning is at 99%. With the pandemic, attendance has looked a bit different to include remote learning attendance. Even so, having to send students home who show small signs of sniffles and cough is affecting the attendance rates. In the past, students with these types of symptoms would have just stayed in school and toughed it out.

Enrollment: Current K-12 enrollment is 1844 as of September 20, 2021. We have five sites so far that fund their PreK Program. Deering has already started their PreK Program; Kivalina, Kiana, and Buckland will begin October 11 and Shungnak on October 18.

Legislative Update: Our legislature entered their fourth special session which started on Monday, September 20, 2021.

Meetings:

- Dr. Bridget Weiss, Juneau Superintendent, has been named the Alaska Superintendent of the Year. Congratulation to Dr. Weiss!
- The state went over some changes to the CIP application. The provided websites to support <https://education.alaska.gov/facilities/facilitiescip> and the CIP Raters Guide at https://education.alaska.gov/facilities/cipforms/raters_guide.pdf. This information was passed on to Kathy Christy.
- The remainder of the conversation was centered on how COVID is impacting students. When a student who has been in school tests positive, many students that are determined to be close contacts are then quarantined for 7 days and then retest. They are absent between 8-10 days. To date, we have not had any student test positive due to being exposed in the classroom. We will continue to monitor this.

Directors: See department updates in the September 28th Board Worksession.

Borough-Wide Task Force Meeting: The Mayor called a meeting for Wednesday, September 1, 2021. Each organization provided updates. Maniilaq is concerned about the rise in cases. Everyone encourages vaccinations, physical distancing, ventilation, masking and testing.

Health organizations across the nation, including hospitals here in Alaska are overwhelmed with COVID patients. They are having to turn people away for normal medical procedures. Please, for everyone's safety, let's all do our part to wear a mask and get vaccinated.

Antigen Screening:

- Shungnak, Kiana, June Nelson Elementary and Deering hired a COVID screener employee at their site.
- All Principals were trained to administer the COVID screener, as well as a few secretaries upon the request of Principals.
- 197 Antigen Screens have been completed. To date, one positive was identified.
- Buckland, Selawik, Noorvik, Noatak and Kivalina will be receiving an additional screening unit so they will be able to double the number of tests given.

Schools only screen those who are not currently having symptoms. If a person has symptoms, they will need to go to Maniilaq to test.

RECOGNITION AND
AWARDS CONTINUED

SUPERINTENDENT'S
REPORT

None.

Board meeting minutes require Board adoption. The NWABSD Board of Education held a regular meeting on September 28, 2021. The administration recommended the Board adopt the Board meeting minutes as presented.

Marie Greene moved to adopt the September 28, 2021 minutes as presented, seconded by Alice Melton-Barr.

Motion carried unanimously by voice vote.

Proposed revisions to Board Policies require Board adoption. The Superintendent/designee presents drafts or suggestions for revisions to board policies when changes in law or when specific need occurs. Proposed revisions to board policies shall normally be given two readings prior to adoption by the Board. This is adoption, at second reading, of the proposed revisions to BP 1340, Community Relations, Access to District Records. These proposed revisions are on AASB's list for revisions, and revisions require Board adoption. The proposed changes are: This 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. At the June 8, 2021 Board Meeting, the Board approved the first reading and opened it up for public comments. To date, no comments have been received. Therefore, the Board Policy Committee recommends the Board adopt the proposed policy revisions at second reading. The administration recommends the Board adopt, at second reading, the proposed revisions to BP 1340, Community Relations, Access to District Records as presented.

Proposed revisions to Board Policies require Board adoption. The Superintendent/designee presents drafts or suggestions for revisions to board policies when changes in law or when specific need occurs. Proposed revisions to board policies shall normally be given two readings prior to adoption by the Board. This is adoption, at second reading, of the proposed revisions to BP 6146.3, Instruction, College and Career Readiness Assessments. These proposed revisions are on AASB's list for revisions, and revisions require Board adoption. *The proposed changes are:* This 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. At the June 8, 2021 Board Meeting, the Board approved the first reading and opened it up for public comments. To date, no comments have been received. Therefore, the Board Policy Committee recommends the Board adopt the proposed policy revisions at second reading. The administration recommends the Board adopt, at second reading, the proposed revisions to BP 6146.3, Instruction, College and Career Readiness Assessments as presented.

Association of Alaska School Boards (AASB) Core Resolutions requires formal Board action. AASB is soliciting resolutions from local School Boards for consideration at the annual AASB business meeting in Anchorage, November 4, 2021. The deadline to receive resolutions is October 5, 2021. The administration recommends that the Board approve the AASB Core Resolutions as presented.

EXECUTIVE SESSION

APPROVAL OF MINUTES

PROPOSED REVISIONS TO BP 1340, COMMUNITY RELATIONS, ACCESS TO DISTRICT RECORDS; SECOND READING

PROPOSED REVISIONS TO BP 6146.3, INSTRUCTION, COLLEGE AND CAREER READINESS ASSESSMENTS; SECOND READING

ASSOCIATION OF ALASKA SCHOOL BOARDS CORE RESOLUTIONS

Board approval is required for purchases exceeding \$50,000. The NWABSD last upgraded the main district office servers in 2011. This upgrade should occur every 5-7 years, however, has been maintained through consistent part replacement. The overall server refresh project cost will exceed \$50,000 and requires Board approval to move forward to complete.

Items already purchased from GCS IT were:

1. 2 servers – main and backup (\$12,730)
2. Chassis to mount the servers (\$9,945)
3. Server software and 5 years of licensing (\$2,562.00 + \$1,130)
4. Back-up software to back up the district office servers (\$4,374)

Amount already spent is: \$35,261

To complete the server upgrade, items to be purchased from GSC IT are:

5. Fiber switch – all district office servers plug into this (\$14,890)
6. SAN – storage area network (\$16,549)

Amount to complete the upgrade: \$31,439

Total server upgrade refresh cost: \$66,700

Funding is available and budgeted in the Elementary and Secondary School Emergency Relief (ESSER) III funds. The administration recommends the Board approve the purchase from Government Computer Sales, Incorporated (GCS IT) for a total amount not to exceed \$66,700 as presented.

Board approval is required for purchases exceeding \$50,000. The District sought out an electronic document signing program when the COVID-19 pandemic impacted in-person paper contract signing. The onboarding of DocuSign has continued and is currently used by administration, schools and staff. This agreement will allow the District to continue the DocuSign Program with cost locked in and funding secured for the next 3-years through August 31, 2024. Funding is available and budgeted in the Elementary and Secondary School Emergency Relief (ESSER) I and ESSER III funds. The administration recommends the Board approve the purchase of a 3-year agreement with DocuSign for an amount not to exceed \$144,997 as presented.

Board approval is required for contracts that exceed \$50,000. Each school year middle school students across the district participate in the Middle School Academy through the University of Alaska, Anchorage, Alaska Native Science and Engineering Program (ANSEP). The total cost of services which includes salaries, benefits, services, and supplies is: \$96,000 for 32 students. The administration recommends the Board approve the contract with University of Alaska, Anchorage for the ANSEP Middle School Academy, for an amount not to exceed \$96,000 as presented.

Board approval is required for contracts over \$50,000. NANA Management Services will provide night security for the STAR of the Northwest Magnet School Dormitory facilities and support for students and staff. Security will be provided twelve (12) hours per night, seven (7) days per week. The administration recommends the Board approve the contract with NANA Management Services LLC for FY21-22, to provide Magnet School Dormitory Security Services, for total amount not to exceed \$270,000 as presented.

PURCHASE OF
GOVERNMENT
COMPUTER SALES,
INCORPORATED

PURCHASE OF
DOCUSIGN

CONTRACT WITH
UNIVERSITY OF ALASKA,
ANCHORAGE

CONTRACT WITH
NANA MANAGEMENT
SERVICES LLC

Purchases over \$50,000 require Board approval. The project budget for the Kivalina K-12 Replacement School totals \$63.1 million. Included in the project budget is \$756,000 for new furnishings and equipment. The District hired MCG Explore Design to work with the District and the school to identify and specify the furnishing and equipment needed for each space in the new building. The state procurement regulations allow Districts to utilize contract pricing that has been obtained through competitive bidding by other public agencies. To facilitate the procurement for Kivalina, government contract pricing is being used for developing the equipment list for the new school. Almost all the necessary FF&E items for the school are available under government contracts. Only two vendor purchases will exceed \$50,000. The FF&E items need to be ordered this fall to assure delivery to for consolidation in Seattle for shipment to Kivalina by barge. The orders need to be placed before the November Board meeting. The District project manager is working with MCG to finalize the FFE orders by the end of September. At this time the amounts of the two largest purchases are estimated as follows:

- 1.) Saxton Bradley, for an amount not to exceed: \$175,000
- 2.) Think Office, for an amount not to exceed: \$350,000

All the FF&E items are price delivered to Seattle. These two vendors will be responsible for consolidation of their orders and shipment by barge to Kivalina for delivery in July 2022. The cost of shipment from Seattle to Kivalina will be billed separately. It is too early for vendors to confirm shipping details from Seattle but there are only two companies that barge to Kivalina. It is anticipated that the total cost of shipping will not exceed \$250,000. It is recommended that the Board delegate contracting authority to the Superintendent for the cost of FFE shipment from Seattle to Kivalina. The administration recommends the Board approve the purchases from Saxton Bradley for an amount not to exceed: \$175,000 and from Think Office for an amount not to exceed: \$350,000 for Fixture, Furnishings and Equipment (FF&E) for the Kivalina Replacement School; and delegate contracting authority to the Superintendent for the cost of shipment from Seattle to Kivalina as presented.

Each month various Human Resources actions occur which require Board action or cognizance. On a monthly basis the administration recommends Board approval of new certified/classified hires, position reclassifications, and new or revised job descriptions. In addition, the administration informs the Board of resignations, transfers and terminations throughout the district. The Human Resources action item for Board approval of the new hires in Kotzebue Middle/High School; classified new hires ATC/STAR and District Office. Human Resources non action items are certified resignations from Deering and June Nelson Elementary School; certified transfer requests Kivalina to KMHS, Shungnak to KMHS and STAR to KMHS. The administration recommends the Board approve the Human Resources actions and as presented.

Carol Schaeffer moved to approve the consent agenda, with the exception of the following: NWABSD Memo 22-020 AASB Nominations of Board of Directors; NWABSD Memo 22-021 AASB Nominations of Outstanding Board Member of the Year; NWABSD Memo-22-022 AASB Nomination for Outstanding Board of the Year; NWABSD Memo 22-023 Partnership with Teck Alaska 2021-2024 Youth Leadership Program; and NWABSD Memo 22-026 Bid to Provide Internet to OTZ Telephone Inc., and GCI, seconded by Alice Melton-Barr.

Motion passed unanimously by voice-vote.

Nominations for the AASB Board of Directors require formal Board action. Each year, during the annual General Membership meeting of the AASB, an election is held to fill expired seats on the AASB Board of Directors. The AASB is governed by Board of Directors comprising 15 members elected at large from throughout the state. To qualify for a seat on the Board as a director, a nominee shall be a member of a Board of Education which is in good standing with the Association. Nominations must be received by October 8, 2021. The administration

PURCHASE OF
FURNITURE, FIXTURES
& EQUIPMENT FOR
KIVALINA
REPLACEMENT SCHOOL

HUMAN RESOURCES

APPROVAL OF
CONSENT AGENDA

NOMINATIONS OF AASB
BOARD OF DIRECTORS

recommended the Board nominate a Board member from Northwest Arctic Borough School District Board of Education to run for a term of office on the AASB Board of Directors as presented.

Marie Greene moved to nominate Board member Carol Schaeffer for AASB Board of Directors, seconded by Cindy Fields.

Motion passed with unanimously by voice-vote.

Nominations for the AASB Carol Rose Governance Award require formal Board action. Each year during the annual AASB General Membership meeting, the Carl Rose Governance Award is presented to one outstanding School Board member who exemplifies unselfish dedication to the cause of educational improvement. The award not only brings statewide recognition to a Board member whose service has been outstanding, but also is intended to inspire all School Board members to greater efforts on behalf of education. Nominations must be received by October 8, 2021. The administration recommended the Board nominate a Board member of the NWABSD Board of Education for the AASB Carl Rose Governance Award as presented.

Margaret Hansen moved to table the nomination of a Board member of the NWABSD Board of Education for the AASB Carl Rose Governance Award as presented, seconded by Marie Greene.

Motion passed unanimously by voice-vote.

Nominations for the AASB Outstanding School Board of the Year requires formal Board action. Each year during the annual AASB General Membership meeting, an AASB Outstanding School Board of the Year Award is given. This award is designed to reflect the Board's involvement in Board Standards. In order to be eligible, a school board must be a member Board in good standing of AASB and have formally adopted Board Standards. The school board should self-nominate for this award. Nominations must be received by October 8, 2021. The administration recommended the Board nominate a Northwest Arctic Borough School District Board of Education Member for the AASB School Board of the Year Award as presented.

Margaret Hansen moved to table the nomination of a Northwest Arctic Borough School District Board of Education Member for the AASB School Board of the Year Award as presented, seconded by Marie Greene.

Motion passed unanimously by voice-vote.

Board acceptance of partnership with Teck Alaska for the NWABSD Youth Leaders Program requires Board approval. Teck Alaska, Red Dog Operations (RDO) Community Investment (CI) awarded \$750,000 for the NWABSD Youth Leaders program. This 3-year award is to be distributed annually in the amount of \$250,000 per year commencing school year 2021-2024. The administration recommended Board approval of the partnership between Teck Alaska, a 3-year award in the amount of \$750,000 as presented.

Marie Greene moved to table the approval of the partnership between Teck Alaska, a 3-year award in the amount of \$750,000 as presented, seconded by Alice Melton-Barr.

Motion passed unanimously by voice-vote.

NOMINATIONS OF AASB BOARD OF DIRECTORS (CONTINUED)

ACTION

NOMINATION OF AASB OUTSTANDING BOARD MEMBER OF THE YEAR

ACTION

NOMINATIONS FOR AASB OUTSTANDING BOARD OF THE YEAR

ACTION

PARTNERSHIP WITH TECK ALASKA

ACTION

Contracts over \$50,000 require the approval of the Board. The Federal Communications Commission's (FCC) Emergency Connectivity Fund (ECF) is a \$7.17 billion program that will help schools provide the tools and services their communities need for remote learning during the COVID-19 emergency period. ECF will help provide relief to millions of students, school staff, and will help close the Homework Gap for students who currently lack necessary Internet access or the devices they need to connect to classrooms. For eligible schools, the ECF Program will cover reasonable costs of laptop and tablet computers; Wi-Fi hotspots; modems; routers; and broadband connectivity purchases for off-campus use by students and school staff. The NWABSD has applied for over \$16,708,076.22 million under the ECF to provide internet to any student and staff homes and teaching housing units that currently do not have adequate services for remote learning. Alongside of this application, the District has received bids from OTZ Telephone and GCI internet service providers for this service. A committee of 4 (including a board member and district office staff that represent villages, parents, families, and staff) met and reviewed the bids.

BID AWARD TO
PROVIDE INTER
SERVICES FOR
STUDENTS & STAFF

The committee recommends that the bid is awarded to:

- 1.) OTZ Telephone in an amount not to exceed \$12,835,744 to the villages of Kobuk, Shungnak, Ambler, Kiana, Noorvik, Selawik, Noatak, Kivalina, Deering and Buckland (remote villages) and
- 2.) GCI, Inc. in the amount not to exceed to \$721,836.50 for the village of Kotzebue

The ECF covers 100% of the costs for the services and both GCI and OTZ Telephone agree to provide discounts which means that the internet service providers (OTZ Telephone and GCI) will seek reimbursements from the Federal Government and not charge the District. No purchase will be made until funding is secured by the District from FCC's Emergency Connectivity Fund. The administration recommends the Board award the bid to OTZ Telephone, Inc. in an amount not to exceed \$12,835,744 and GCI in the amount not to exceed to \$721,836.50, to provide the NWABSD internet services for student & staff homes and teacher housing as presented.

Carol Schaeffer moved to approve the Bid Award to Provide Internet Services for Student and Staff Homes and Teacher Housing Units to OTZ Telephone Inc. and GCI, seconded by Alice Melton-Barr.

ACTION

Roll call vote:	Carol Schaeffer	Yes
	Tillie Ticket	Yes
	Joanne Harris	Yes
	Alice Melton-Barr	Yes
	Paula Mills	Yes
	Marie Greene	Abstained
	Millie Hawley	Yes
	Cindy Fields	Abstained
	Margaret Hansen	Yes

Motion carried with 2-abstention and 7 yes-votes.

None.

EXECUTIVE SESSION

Board Members welcomed all Principals, teachers and staff back for another school year. All their hard work and dedication is appreciated.

BOARD COMMENTS

Tillie Ticket stated that her seat on the AASB Board of Directors is up and she do not plan on running again. She thanked everyone for their support and staff for all their hard work and wished Carol Schaeffer good luck.

A special meeting of the NWABSD Board of Education will be held Thursday, October 14, 2021 at 1:30 p.m. in the NWABSD Boardroom in Kotzebue, AK.

DATE/TIME OF NEXT BOARD MEETING

The next regular Board meeting of the NWABSD Board of Education will be held on Tuesday, November 30, 2021 at 4:00 pm.

Joanne Harris moved to adjourn the meeting, seconded by Tillie Ticket.

ADJOURNMENT

Motion passed with unanimous consent.

The meeting adjourned at 5:57 pm.

Signature on file.

Tillie Ticket, Secretary

Signature on file.

Erin Nelson, Recording Secretary

UNADOPTED

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

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

President, Margaret Hansen, called the special meeting of the Northwest Arctic Borough School District Board of Education to order at 1:31 p.m. on Thursday, October 14, 2021 in the District Office Boardroom at Kotzebue, AK.

Members present were:

Cindy Fields
Marie Greene
Joanne Harris
Millie Hawley
Lawrence Jones Sr.
Alice Melton-Barr
Paula Mills
Brad Reich
Carol Schaeffer
Tillie Ticket
Margaret Hansen

A quorum was present.

Observed.

Those present participated in the Pledge of Allegiance.

Staff present: Scott Lefebvre-Assistant Superintendent, Perrian Windhausen-Director of Student Services, Amy Eakin-Director of Technology, Dana Orton-Director of Curriculum/Instruction, Joy Cogburn-Director of State/Federal Grants, Jay Denton-Acting Director of Alaska Technical Center, Janice Hadley-Director of Human Resources, and Erin Nelson-Secretary for the Board and Superintendent.

Guests present: Helena Hildreth-Borough Clerk, Dr. Norman Eck, Marie Nelson-Gregg, Alice Adams, Shannon Melton

Northwest Arctic Borough Deputy Clerk, Helena Hildreth swore in re-elected Board Members: Millie Hawley of Kivalina and Lawrence Jones Sr. of Ambler; and newly-elected Board Members: Alice Adams of Noatak and Shannon Melton of Buckland.

Congratulations to the elected Board Members were given.

President, Margaret Hansen, called for nominations for *President*. Margaret Hansen was nominated.

Unanimous consent was given by all Board members re-selecting Margaret Hansen as President.

President, Margaret Hansen called for nominations for *Vice-President*. Marie Greene was nominated.

Unanimous consent was given by all Board members selecting Marie Greene as Vice-President.

President, Margaret Hansen, called for nominations for *Secretary*.

Unanimous consent was given by all Board members reselecting Tillie Ticket as Secretary.

President, Margaret Hansen, calls for nominations for *Parliamentarian*.

Unanimous consent was given by all Board members re-selecting Carol Schaeffer as Parliamentarian.

CALL TO ORDER

ROLL CALL

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

INTRODUCTION TO STAFF & GUESTS

OATH OF OFFICE

REORGANIZATION OF THE BOARD

President, Margaret Hansen, called for nominations for *Treasurer*. Cindy Fields was nominated.

Unanimous consent was given by all Board members re-selecting Carol Schaeffer as Parliamentarian.

Board Members are requested to send their selection for Board Committee's to President Margaret Hansen by October 28, 2021.

The next regular Board meeting of the NWABSD Board of Education will be held on Tuesday, November 30, 2021 at 4:00 pm.

Joanne Harris moved to adjourn the meeting, seconded by Marie Greene

Motion passed with unanimous consent.

The meeting adjourned at 2:17 pm.

Signature on file.

Tillie Ticket, Secretary

Signature on file.

Erin Nelson, Recording Secretary

REORGANIZATION OF THE BOARD (CONTINUED)

APPOINTMENT OF COMMITTEES

DATE AND LOCATION OF NEXT MEETING

ADJOURNMENT

UNADOPTED

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

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

President, Margaret Hansen, called the special meeting of the Northwest Arctic Borough School District Board of Education to order at 5:03 p.m. on Thursday, October 28, 2021 in the District Office Boardroom at Kotzebue, AK.

Members present were:

Cindy Fields
Marie Greene
Joanne Harris
Millie Hawley
Lawrence Jones Sr.
Alice Adams
Brad Reich
Carol Schaeffer
Tillie Ticket
Margaret Hansen
Shannon Melton

A quorum was present.

Observed.

Those present participated in the Pledge of Allegiance.

Staff present: Terri Walker-Superintendent, Scott Lefebvre-Assistant Superintendent, Perrian Windhausen-Director of Student Services, Amy Eakin-Director of Technology, Dana Orton-Director of Curriculum/Instruction, Joy Cogburn-Director of State/Federal Grants, Janice Hadley-Director of Human Resources, Megan Williams-Director of Administrative Services and Erin Nelson-Secretary for the Board and Superintendent.

Guests present: John Walsh, Christine Hess, and Reggie Joule.

Marie Greene moved that the Board go into an executive session to discuss matters, which by law, municipal charter, or ordinance are required to be confidential, seconded by Joanne Harris.

Motion passed unanimously by voice vote. The Board went into executive session at 5:09 p.m.

Executive Session ended and the meeting reconvened in open session at 5:44 pm.

Board action is required to waive the right to an informal hearing in a matter of dismissal. The Board is to consider whether they wish to waive the right to an informal hearing in a matter of dismissal. The administration recommends the Board waive the right to an informal hearing in a matter of dismissal.

Cindy Fields made a motion for the Board to waive the right to an informal hearing in the matter of a dismissal, seconded by Marie Greene.

Motion passed with unanimous consent.

CALL TO ORDER

ROLL CALL

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

INTRODUCTION TO STAFF & GUESTS

EXECUTIVE SESSION

ACTION

RECONVENED

WAIVE RIGHT TO INFORMAL HEARING IN MATTER OF DISMISSAL

ACTION

Resolutions require adoption by the Board. A successful statewide school system requires a stable and predictable budget process supported by sufficient revenues. The NWABSD recognizes that any further reductions to the education budget would be detrimental to our education system. At the same time, the NWABSD recognizes that the State of Alaska is facing serious fiscal challenges and changes need to be made to increase revenues to support essential state services and constitutional obligations like education.

To this end, the NWABSD supports the following actions:

- Increasing funding for the foundation formula;
- Establishing a forward-funded education system that provides certainty to local school districts so they can accurately plan and fund their budgets;
- Ensuring statewide access to high quality pre-elementary and early education, including effective reading instruction, and
- Increasing funding and program development for vocational and career training, including apprenticeship programs.

To meet these goals, the NWABSD supports certain revenue measures including:

- Using a portion of annual earnings of the Permanent Fund to support general operations of the state government.
- Implementation of an education head tax with revenues supporting education funding.
- Increases in user fees and incidental taxes on alcohol, cigarettes and tobacco products, and other similar items where those taxes have not been increased in many years.

The NWABSD supports efforts, with public input, to diversify the state's economy and revenue sources to adequately fund the budget and meet the state's obligation to provide quality education to our students. We look forward to partnering with legislative leadership in moving Alaska forward. The administration recommends the Board adopt Resolution 22-003; Support of Increased and Stable Funding for School Districts as presented.

Marie Greene made a motion to adopt Resolution 22-003; Support on Increased and Stable Funding for School Districts as amended, seconded by Millie Hawley.

ACTION

Motion passed with unanimous consent.

The Board approves the contract for the Strategic Planning facilitator. The NWABSD Strategic Plan is expiring and the District considered two proposal letters to select a facilitator for Strategic Planning Services. Association of Alaska School Boards and Jen Jarvis Associates submitted proposals for the Board's consideration. The administration recommends the Board select and contract with a facilitator for Strategic Planning purposes for FY2021-22 as presented.

STRATEGIC PLAN FACILITATOR FOR FY22

Marie Greene made a motion to contract with Jen Jarvis Associates as the Strategic Plan Facilitator for FY 2021-2022, seconded by Millie Hawley.

ACTION

Roll call vote:	Alice Adams	Yes	Shannon Melton	Yes
	Cindy Fields	Yes	Brad Reich	Yes
	Marie Greene	Yes	Carol Schaeffer	Yes
	Joanne Harris	Yes	Tillie Ticket	No
	Millie Hawley	Yes	Margaret Hansen	Yes
	Lawrence Jones Sr.	Yes		

Motion carried with 1 no-vote and 10 yes-votes.

The next regular Board meeting of the NWABSD Board of Education will be held on Tuesday, November 30, 2021 at 4:00 pm.

DATE AND LOCATION
OF NEXT MEETING

Brad Reich moved to adjourn the meeting, seconded by Joanne Harris.

ADJOURNMENT

Motion passed with unanimous consent.

The meeting adjourned at 6:10 pm.

Signature on file.

Tillie Ticket, Secretary

Signature on file.

Erin Nelson, Recording Secretary

UNADOPTED

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

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

President, Margaret Hansen, called the special meeting of the Northwest Arctic Borough School District Board of Education to order at 12:15 p.m. on Friday, November 05, 2021 in the Prince William Sound Conference Room at the Hilton Downtown in Anchorage.

CALL TO ORDER

Members present were:

Marie Greene
Joanne Harris
Millie Hawley
Lawrence Jones Sr. (*telephonically*)
Alice Adams
Brad Reich
Carol Schaeffer
Tillie Ticket
Margaret Hansen
Shannon Melton

ROLL CALL

Member absent and excused:

Cindy Fields

A quorum was present.

Observed.

MOMENT OF SILENCE

Those present participated in the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

Staff present: Terri Walker-Superintendent, Scott Lefebvre-Assistant Superintendent, Megan Williams-Director of Administrative Services, Perrian Windhausen-Director of Student Services, Amy Eakin-Director of Technology, Dana Orton-Director of Curriculum/Instruction, Joy Cogburn-Director of State/Federal Grants, Janice Hadley-Director of Human Resources, and Erin Nelson-Secretary for the Board and Superintendent.

INTRODUCTION TO STAFF & GUESTS

Guests present: Steve Wadleigh-Alman, Rogers & Co.

The board approves Audited Financial Statements. The District is required by State law to have an annual audit performed by independent auditors. It is also required that the FY21 Audited Financial Statements be sent to the Alaska Department of Education and Early Development by November 15th of each year and approved by the board.

FY21 AUDITED FINANCIAL STATEMENTS

October 24, 2020 Altman, Rogers & Co. presented the FY21 financial audit information to the Board the Special Board meeting and the statements have been sent to the State of Alaska by both the auditors and the District.

The FY21 Audited Financial Statements cover the operation of the Northwest Arctic Borough School District for the period July 1, 2020 through June 30, 2021. The administration recommends the Board approve the FY21 Audited Financial Statements as presented.

Brad Reich made a motion to approve the FY21 Audited Financial Statements as presented, seconded by Carol Schaeffer.

ACTION

Motion passed with unanimous consent.

The next regular Board meeting of the NWABSD Board of Education will be held on Tuesday, November 30, 2021 at 4:00 pm.

DATE AND LOCATION
OF NEXT MEETING

Brad Reich moved to adjourn the meeting, seconded by Carol Schaeffer.

ADJOURNMENT

Motion passed with unanimous consent.

The meeting adjourned at 1:40 pm.

Signature on file.

Tillie Ticket, Secretary

Signature on file.

Erin Nelson, Recording Secretary

UNADOPTED

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: November 30, 2021

NUMBER: Memo 22-035

FR: Office of the Superintendent

SUBJECT: Approval to Amend
Contract; Karen McCain

STRATEGIC PLAN/BOARD GOAL:

Goal 5: Fiscal Responsibility
Strategy 1: Ensure Budget Integrity and Transparency.

ABSTRACT:

Board approval is required for contracts that exceed \$50,000.

ISSUE:

At issue is the Board's Approval to amend Memorandum of Agreement (MOA) with Karen McCain of McCain Services for a total amount not to exceed \$74,300.

BACKGROUND AND/OR PERTINENT INFORMATION:

Karen McCain of McCain Services serves as Project Evaluator for the District's Federal Grants. In addition to finding grant opportunities and assisting the district in writing grant proposals, her duties include evaluation and oversight of existing federal grant projects, data entry, and completion of all required Federal Performance Reports. The amended MOA, which includes travel, is for a total of \$74,300.

Funding for amended MOA --Bridging the Gap (BTG) Federal Grant (fund 391) \$10,000
Our Youth Our Future (OYOF) Federal Grant (fund 396) \$24,500
Literacy Connection (LIT) Federal Grant (fund 353) \$29,800
General Grant Writing (general fund) \$10,000

ALTERNATIVES:

1. Approve the amendment to Memorandum of Agreement (MOA) with Karen McCain of McCain Services for the amount not to exceed \$74,300 as presented;
2. Disapprove the amendment MOA for McCain Service as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends board approval of the MOA with McCain Services for a total amount not to exceed \$74,300 as presented.

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: November 30, 2021

NUMBER: Memo 22-036

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 Tuesdays' 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 Tuesdays' 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 Tuesdays' day in session schedule to include collaborative meetings and targeted professional development at all sites as presented.
2. Disapprove the proposal to revise the Tuesdays' 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 Tuesdays' day in session schedule to include collaborative meetings and targeted professional development at all sites as presented.

**Northwest Arctic Borough School District
FY22 Budget**

	<u>FY22</u>	<u>FY22</u>	<u>Changes</u>
	<u>Current Budget</u>	<u>Revised Budget</u>	
<u>REVENUE</u>			
Other Local Revenue	\$700,000	\$600,000	(\$100,000)
Earnings on Investments	\$2,000	\$3,200	\$1,200
Donations/Contributions	\$0	\$0	\$0
Borough Appropriation	\$4,151,951	\$4,151,951	\$0
E-rate Program	\$6,860,873	\$6,860,873	\$0
State Foundation	\$37,660,081	\$37,462,908	(\$197,173)
Quality Schools & BAG	\$273,143	\$273,143	\$0
TRS On-behalf	\$3,191,942	\$3,191,942	\$0
PERS On-behalf	\$611,444	\$611,444	\$0
Revenue - Other State Sources	\$0	\$0	\$0
Impact Aid Program	\$6,858,607	\$6,858,607	(\$0)
TOTAL REVENUES	\$60,310,041	\$60,014,068	(\$295,973)
<u>TRANSFERS IN</u>			
District Technology Fund			
Locally Funded Maintenance CIP Fund			
Teacher housing CIP Fund			
Kivalina District Contribution			
NW Magnet School Expansion			
Magnet School Dormitory			
ATC Capital Reserve			
CIP Reserved Local Share			
TOTAL TRANSFERS IN	\$0	\$0	
<u>EXPENSES</u>			
Certificated Salaries	\$15,060,965	\$14,744,082	(\$316,883)
Non-Certificated Salaries	\$8,594,063	\$8,803,903	\$209,840
Leave Pay Out	\$200,000	\$219,832	\$19,832
Board Stipends	\$80,000	\$79,000	(\$1,000)
Employee Benefits	\$10,925,950	\$10,737,630	(\$188,320)
TRS On-behalf	\$3,191,942	\$3,191,942	\$0
PERS On-behalf	\$611,444	\$611,444	\$0
SUBTOTAL: Personnel	\$38,664,364	\$38,387,833	(\$276,531)
Professional & Technical Services	\$3,190,674	\$3,191,302	\$628
Staff Travel	\$548,338	\$531,348	(\$16,990)
Board Travel	\$43,800	\$89,379	\$45,579
Student Travel	\$711,198	\$729,316	\$18,118
Utility Services	\$8,342,982	\$8,342,599	(\$383)
Energy-includes electricity & fuel	\$4,020,195	\$4,032,395	\$12,200
Other Purchased Services	\$2,408,430	\$2,454,407	\$45,977
Property & Liability Insurance	\$953,675	\$953,044	(\$631)
Supplies, Materials & Media	\$1,436,380	\$1,461,071	\$24,691
Tuition	\$34,000	\$34,000	\$0
Dues & Fees	\$138,909	\$176,305	\$37,396

Inventoried Equipment	\$52,750	\$59,508	\$6,758
Indirect Cost Recovery	(\$225,000)	(\$300,000)	(\$75,000)
SUBTOTAL: Non-Personnel	\$21,656,331	\$21,754,673	\$98,342
TOTAL EXPENSES	\$60,320,695	\$60,142,506	
<u>TRANSFERS OUT</u>			
Food Service Fund	\$0	\$0	\$0
ATC	\$0	\$0	\$0
Star of the Northwest - Magnet School	\$0	\$0	\$0
Teacher Housing Fund	\$450,000	\$450,000	\$0
Special Revenue Fund	\$45,000	\$45,000	\$0
TOTAL TRANSFERS OUT	\$495,000	\$495,000	\$0

INCREASE (DECREASE)-UNRESERVED FB	(\$505,654)	(\$623,438)
FY21 Unreserved Fund Balance	\$8,687,354	\$8,687,355
Projected Decrease in Fund Balance	\$8,181,700	\$8,063,917

MEMORANDUM

TO: NWABSD Board of Education

DATE: November 30, 2021

NUMBER: Memo 22-039

FR: Office of the Superintendent

SUBJECT: Approval of Human Resources

STRATEGIC PLAN/BOARD GOAL:

Employee Development: Become the employer of choice in the region.

ABSTRACT:

Each month various Human Resources actions occur which require Board action or cognizance.

ISSUE:

At issue is the approval of Human Resources actions.

BACKGROUND AND/OR PERTINENT INFORMATION:

On a monthly basis the administration recommends Board approval of new certified/classified hires, position reclassifications, and new or revised job descriptions. In addition, the administration informs the Board of resignations, transfers and terminations throughout the district.

The Human Resources action item for Board approval of the new hires in Deering, Kiana, Selawik, Shungnak, Kotzebue and STAR; and rehire in Kotzebue, classified new hires in Deering, District Office, Kiana, JNES, Noatak, Noorvik, Selawik and Shungnak; one waiver for AS14.14.140. Human Resources non action items are certified resignations from Kiana and KMHS, and Selawik; classified resignation from ATC/STAR, Deering, DO, Kiana, Kobuk, JNES, KMHS and Selwaik; certified transfer requests ATC/STAR and DO and classified transfer request Deering, Selawik and JNES.

ALTERNATIVES:

1. Approve the Human Resources actions as presented;
2. Disapprove the Human Resources actions as presented;
3. Take no final action.

ADMINISTRATION RECOMMENDATION:

The administration recommends the Board approve the Human Resources actions as presented.

**Human Resources
November 2021**

I. The administration recommends approval of the following action items:

- a) Certified new hires FY22
- b) Certified Rehire FY22
- c) Classified new hires FY22
- d) Classified rehires FY22

a) The administration recommends approval of the following FY22 Certified New Hires

LOCATION & DATE	NAME	POSITION
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DEERING

01/03/2022	Dondee Valliente	Teacher
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KIANA

10/01/2021	Jeanne Gerhardt-Cyrus	Teacher
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KMHS

01/03/2022	Mary Linda Puzon	Teacher
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JNES

10/01/2021	Mary Norton	Teacher
01/03/2022	Laurel Ellsworth	Teacher

SELAWIK

01/03/2022	Florito Butalid	Teacher
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STAR

01/03/2022	Marc Tumaneng	Teacher
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SHUNGNAK

01/03/2022	April Mae Pague	Teacher
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b) The administration recommends approval of the following FY22 Certified rehires

LOCATION & DATE	NAME	POSITION
-----------------	------	----------

DO

11/10/2021	Karla Head	Director ATC/STAR
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c) The administration recommends approval of the following FY22 Classified New Hires:

LOCATION&DATE	NAME	POSITION
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DEERING

09/16/2021	Robert Iyatunguk	COVID Screener
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DO

11/12/2021	Seth Roetman	PC Support Tech
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KIANA

10/12/2021	Jeannette Barr	COVID Screener
10/12/2021	Robin Kornfield	Aide
11/08/2021	Teresa Stalker	Aide

JNES

09/22/2021	Christopher Walker	COVID Screener
11/01/2021	Dara Michels	Aide

NOATAK

09/27/2021	Eugenia Adams	COVID Screener
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NOORVIK

10/1/2021	Emily Ballenger	COVID Screener
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SELAWIK

09/21/2021	Justene Henry	Aide
10/05/2021	Charles Wright	COVID Screener

SHUNGNAK

09/10/2021	David Shelton	COVID Screener
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- d) The administration recommends approval of the following FY22 Classified rehires
- | LOCATION&DATE | NAME | POSITION |
|---------------|------|----------|
|---------------|------|----------|

DO

10/01/2021	Amber Colvin	Asst. Director Admin Serv
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II. The administration reports the following non-action items:

- a. Certified Resignations
- b. Classified Resignations
- c. Certified Transfers
- d. Classified Transfers

- a) The administration reports on the following certified resignations:

LOCATION & DATE	NAME	POSITION
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KIANA

10/15/2021	Edward Martin	Teacher
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KMHS

10/22/2021	Christy Rogers	Teacher
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SELAWIK

10/01/2021	Andrew Bouchard	Teacher
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- b) The administration reports on the following classified resignations:

LOCATION & DATE	NAME	POSITION
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ATC/STAR

09/14/2021	Erica Nelson	Recruiter
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DEERING

10/01/2021	Rebecca Zepeda	Bilingual Instructor
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DO

11/05/2021	Kayla Martinez	PC Support Tech
12/31/2021	Herman Barger	Accountant

KIANA

8/31/2021	Jeanette Barr	Aide
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KOBUK

11/05/2021	Jaelyn Cleveland	Secretary
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JNES

09/13/2021

Jennifer Roetman

Aide

09/20/2021

Donna Smith

Aide

KMHS

10/28/2021

Isaac Peacock

Aide

SELAWIK

11/08/2021

Nancy Booth

Aide

- c)
- The administration reports on the following certified transfer requests:

LOCATION&DATENAMEPOSITION**DO**

01/03/2022

Shelbi Garrett

Teacher

ATC/STAR

09/28/2021

John Rob O'Neal

Principal

- d)
- The administration reports on the following classified transfer requests:

LOCATION&DATENAMEPOSITION**DEERING**

11/01/2021

Bobbie Thomas

Bilingual Instructor

SELAWIK

09/20/2021

Nicole Johnson

Aide

JNES

09/27/2021

Mary Norton

Certified Teacher

11/05/2021

Naomi Ungry

Aide



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

November 24, 2021

Mr. Michael Johnson, Commissioner
AK Department of Education
801 W. 10th St., Suite 200
Juneau, AK 99801-1878

Dear Mr. Johnson:

The Northwest Arctic Borough School District is requesting a waiver of AS 14.14.140 concerning the employment of Floyd Herman Ticket, father of Board member Shannon Melton, as BPO for the Buckland School in Buckland, AK.

Mr. Ticket is a resident of Buckland and has been employed with the district since January 1, 1984. Mrs. Melton was elected to the NWABSD Board of Education on October 14, 2021.

Pursuant to 4 AAC 18.031, the Northwest Arctic Borough School Board has approved this waiver at their November 30, 2021 regular board meeting.

If you have further questions concerning our request for a waiver of AS 14.14.140 please contact me at your convenience.

Sincerely,

Terri Walker
Superintendent

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: December 10,
2021

NUMBER: 22- 040

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 3000
CONCEPTS AND
ROLES

ABSTRACT:

Board policy revisions require Board approval.

ISSUE:

At issue is to approve the first reading of the proposed revisions to BP 3000 CONCEPTS AND ROLES.

BACKGROUND AND/OR PERTINENT INFORMATION:

The Superintendent/designee presents drafts or suggestions for board policy revisions when changes in law occur or when specific need occurs. Policy revisions shall normally be given two readings prior to adoption by the Board. BP 3000 CONCEPTS AND ROLES states that the Board approves and adopts the annual budget by April 1st of each year. The proposed change to May 1st has been requested in order to align with AR 3100 – BUDGET and Borough expectations to receive the School District Approved General Operating Budget by May 1st of each year.

The Board Policy Committee reviewed the proposed changes.

ALTERNATIVES:

1. Approve the first reading of the proposed revisions to BP 3000 CONCEPTS AND ROLES as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 3000 CONCEPTS AND ROLES as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the first reading of the proposed revisions to BP 3000 CONCEPTS AND ROLES.

BP 3000 CONCEPTS AND ROLES

The School Board recognizes that money and money management comprise the foundational support of the entire school program. To make that support as effective as possible, the Board intends to:

1. Require advance planning to insure the best possible budget procedures.
2. Explore practical sources of dollar income.
3. Guide the expenditure of funds so as to derive the greatest possible educational returns.
4. Expect sound fiscal management from the administration.
5. Advocate a level of per student funding sufficient to provide quality education.

The Board desires to support the educational program with high standards of safety in the operation and maintenance of school facilities, equipment and services.

Role of The Board

The Board:

1. Solicits public input on educational needs and utilizes that information in making budget decisions.
2. Approves and adopts the annual budget by ~~April 4~~ **May 1st**.
3. Transfers between funds shall be made only upon authorization by the Board. Transfers within funds shall be made only upon authorization by the Superintendent below the amount of \$50,000 and only upon authorization by the Board over the amount of \$50,000. All budget transfers will be reviewed by the Board at their next scheduled meeting.
4. Is accountable for all district funds.
5. Adopts written policies governing the purchase of supplies and equipment.
6. Reviews the annual audit of district accounts and business procedures.
7. Adopts an insurance program which complies with law and reflects prudent financial management.
8. Provides for long-range plans to acquire or dispose of sites and to add, maintain and staff new facilities.
9. Advocates and secures community support for additional financing when necessary.

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Role of Superintendent or Designee

The Superintendent or designee:

1. Prepares the detailed annual budget and presents it to the Board for adoption.
2. Administers the budget and keeps expenditures within approved limits.
3. Enforces requisition and purchase order policies and regulations.
4. Establishes control/inventory systems to account for district funds, supplies and equipment in accordance with law and Board policy.
5. Makes all financial reports required by law or Board policy and prepares reports for public release.
6. Analyzes the district's financial condition and presents the Board with proposals for meeting financial needs.
7. Provides for the annual audit of district accounts and business procedures.
8. Helps the Board to establish an adequate insurance program.
9. Maintains the district's non-instructional operations.

Working Relationships of the Board and Superintendent or Designee

The Superintendent or designee shall recommend financial plans to the Board in accordance with the district's goals and objectives, whenever district programs may be endangered by a lack of funds or when the continuation of district programs may result in an over expenditure of district funds.

The Board desires complete information from the Superintendent or designee on all matters relating to the district's financial operations. The Board shall closely scrutinize all district financial operations so that it may fully discharge its legal responsibilities with regard to school finance.

(cf. 3460 - Financial Reports and Accountability)

Legal Reference:

ALASKA STATUTES

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: December 10,
2021

NUMBER: 22- 041

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 3270
SALE AND
DISPOSAL OF
BOOKS,
EQUIPMENT AND
SUPPLIES
(PERSONAL
PROPERTY)

ABSTRACT:

Board policy revisions require Board approval.

ISSUE:

At issue is to approve the first reading of the proposed revisions to BP 3270 SALE AND DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES (PERSONAL PROPERTY).

BACKGROUND AND/OR PERTINENT INFORMATION:

The Superintendent/designee presents drafts or suggestions for board policy revisions when changes in law occur or when specific need occurs. Policy revisions shall normally be given two readings prior to adoption by the Board. Administration proposes changes to BP 3270 SALE AND DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES (PERSONAL PROPERTY) to lift restrictions so that we can sell used property with a value of less than \$2500 when it benefits the District, and to provide clarity around the sale of student projects under a program offered by the school.

The Board Policy Committee reviewed the proposed changes.

ALTERNATIVES:

1. Approve the first reading of the proposed revisions to BP 3270 SALE AND DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES (PERSONAL PROPERTY) as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 3270 SALE AND DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES (PERSONAL PROPERTY) as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the first reading of the proposed revisions to BP 3270 SALE AND DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES (PERSONAL PROPERTY).

BP 3270 SALE AND DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES (PERSONAL PROPERTY)

The District shall obtain a fair market value for surplus or obsolete books, equipment and supplies, or student group projects, and to include revenue from these sources in the budget. Disposal of any school property shall be accomplished only with the approval of:

the Superintendent for an item with a value of up to \$10,000 or;

the Board for an item with a value over \$10,000.

Sale of surplus, obsolete supplies, student **group** projects, and equipment with a value of \$2500 or more will be by public auction or sealed bid. If the Superintendent determines that the property is worth no more than \$2500, the property may be sold at a private sale without advertising.

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Student group projects, under this section, shall be defined as those in which the materials were purchased by the District.

The Superintendent or designee shall arrange for the sale or disposal of district personal property in accordance with

State law.

Individual student projects, which are sold under a program offered by the school, shall be sold at prices established in conjunction with the program sponsor and the local administrator. Funds received under this program shall be returned to the ~~student~~ School Student Activity Fund minus the cost of materials purchased by the District.

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Surplus Property Disposal

It shall be the policy of the District to allow the local administrator, with approval of the Advisory School Board and the Superintendent, to dispose of broken, obsolete, outdated or unusable materials and equipment. In such cases, the local administrator shall verify that the items in question no longer have monetary or educational value to the District before being destroyed or released to the public. Books not sold will be offered to the public free of charge. In the case of equipment, procedures shall be followed so that the item is removed from the District inventory.

Adopted: February 25, 1994

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: December 10, 2021

NUMBER:

FR: Office of the Superintendent

SUBJECT: Approval of
Youth Leader
Program and
Partnership

STRATEGIC PLAN/BOARD GOAL:

Goal 1: Student Learning

Goal 2: Student Safety

Goal 3: Family Support and Engagement

ABSTRACT:

Board acceptance of partnership with Teck Alaska, Red Dog Operations (RDO) Community Investment (CI) in the amount of \$750,000.

ISSUE:

At issue is the Board's approval of the agreement of partnership with NWABSD and Teck Alaska, Red Dog Operations (RDO) Community Investment (CI). Teck has attached an agreement. The district would accept this agreement with the following conditions:

The Former Youth Coordinator mentioned in Teck's agreement will:

- Be given up to one year to assist the district's outside consultant in building a successful, sustainable youth leader program.
- Participate in the Initial planning session with the lead consultant, the district youth leader coordinator, and site facilitators.
- Travel up to four times throughout the year to train district youth leader coordinator and site facilitators on implementing core components of the program.
- Participate in quarterly planning sessions.

BACKGROUND AND/OR PERTINENT INFORMATION:

The award of \$750,000 for the Northwest Arctic Borough School District Youth Leaders program. This 3-year award will be distributed annually in the amount of \$250,000 per year commencing school year 2021-22 through 2023-24.

ALTERNATIVES:

1. Approve the partnership between Teck Alaska, Red Dog Operations (RDO) Community Investment (CI) 3-year award in the amount of \$750,000. Teck must agree to the added language, or the Superintendent has the authority to nullify this agreement.
2. Disapprove the partnership between Teck Alaska, Red Dog Operations (RDO) Community Investment (CI) 3-year award in the amount of \$750,000.
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends board approval of the partnership between Teck Alaska, Red Dog Operations (RDO) Community Investment (CI) 3-year award in the amount of \$750,000 with the aforementioned additions to Teck's agreement.

Dear Terri,

Congratulations! Teck Alaska, Red Dog Operations (RDO) Community Investment (CI) is very pleased to announce the award of \$750,000 for the Northwest Arctic Borough School District Youth Leaders program. This 3-year award will be distributed annually in the amount of \$250,000 per year commencing school year 2021-22 through 2023-24.

I would like to thank you and your team for the collegial effort and time spent in collaboration with Teck to ensure this important program that saves lives continues.

I will be working on a new agreement draft which will need to be reviewed by our Legal and Finance departments. As soon as this draft is ready, I will submit it to you for your review and input. Both parties will be required to sign once draft is finalized.

Briefly, to reiterate the main changes of the new agreement:

- Restoration – RDO CI to hire the Founder and former YL Coordinator as a consultant under contract to work with YL Leaders and Administration to restore the program to its core values and successful model
- Sustainability – to ensure that the program will continue to be successful once restoration is achieved: Consultant to identify and recruit graduated local Youth Leaders to mentor and train to fill the YL Coordinator role by end of Consultant contract
- Relationship and continuity – administration, staff and consultant communicate openly and regularly to bring the focus of activities, partnerships, communication and promotion back to its core values

As part of the agreement, Teck expectations will include measuring and reporting as well as recognition of the contribution. The details will be spelled out in the agreement. Though the new agreement is in drafting stage, the existing agreement conditions still apply in these areas.

Please share links or material of your announcements and publications to keep us updated on your efforts in these commitment areas. We look forward to seeing those messages.

Feel free to contact me at any point and time if you have any questions or comments. Please include Kally in your communications.

Thank you for all that you do for our youth and we wish you all the best in your continued efforts.

Kind regards,

Verna

Verna Westlake

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