

NWABSD Regular Board Meeting  
Tuesday, January 18, 2022 4:00 PM

Microsoft Teams  
744 Third Ave.  
Kotzebue, AK 99752

## **Agenda**

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



**Mission:** "To provide a learning environment that inspires and challenges students and employees to excel."

**NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT**  
**BOARD OF EDUCATION WORKSESSION**  
**CONDUCTED VIA MICROSOFT TEAMS**  
**CALL-IN: 1-833-682-3239 or 907-308-3192 CODE: 223 092 053#**  
**AGENDA**



**Tuesday, January 18, 2022**  
**Conducted via Microsoft Teams**

**8:30 a.m.**

- I. Reports:
- |                              |  |
|------------------------------|--|
| a.) Capital Projects         | Kathy Christy, Manager                   |
| b.) Property Services        | Craig McConnell, Director                |
| c.) Human Resources          | Janice Hadley, Director                  |
| d.) Administrative Services  | Megan Williams, Director                 |
| e.) Technology               | Amy Eakin, Director                      |
| f.) Alaska Technical Center  | Karla Head, Director                     |
| g.) Student Services         | Perrian Windhausen, Director             |
| h.) State/Federal Grants     | Joy Cogburn-Smith, Director              |
| i.) Curriculum/Instruction   | Dana Orton, Director                     |
| j.) Assistant Superintendent | Scott Lefebvre, Assistant Superintendent |

**1:30 p.m.**

- |  |  |
|--|--|
| II. Public/ Tribal Forum   | Joy Cogburn-Smith, Director of State/ Federal Grants |
| III. Emergency Resolution 22-005                                   | Craig McConnell, Director of Property Services       |
| IV. Community Wellness Taskforce                                   | Margaret Hansen, Board President                     |
| V. COVID-19 Update/ Mitigation Plan                                | Amy Eakin, Director of Technology                    |
| VI. Board Committee Meeting Reports                                | Board Members/Staff                                  |
| a. Lobbying, Student Activities, Board Policy, Budget, and others. |  |
| VII. Advisory School Council Minutes                               | Terri Walker, Superintendent                         |
| VIII. Executive Session  | Terri Walker, Superintendent                         |

**Vision:** "To graduate all students with the knowledge, skills, and attitudes necessary for a successful future."

**Mission:** "To provide a learning environment that inspires and challenges students and employees to excel."

**NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT**  
**BOARD OF EDUCATION REGULAR MEETING**  
**CONDUCTED VIA MICROSOFT TEAMS**  
**CALL-IN:** 1-833-682-3239 or 907-308-3192 **CODE:** 223 092 053#



**AGENDA**

**Tuesday, January 18, 2022**  
**Conducted via Microsoft Teams**  
**4:00 p.m.**

- |       |   |   |
|-------|---|---|
| I.    | <u>CALL TO ORDER, ROLL CALL</u>                       | Margaret Hansen, President  |
| II.   | <u>MOMENT OF SILENCE</u>                              | Margaret Hansen, President  |
| III.  | <u>PLEDGE OF ALLEGIANCE</u>                           | Margaret Hansen, President  |
| IV.   | <u>INTRODUCTION OF GUESTS/STAFF</u>                   | Margaret Hansen, President  |
| V.    | <u>PUBLIC COMMENTS</u>                                | Margaret Hansen, President  |
| VI.   | <u>KMHS SCHOOL PRESENTATION</u>                       | Zonda Martin, KMHS Principal  |
| VII.  | <u>RECOGNITION &amp; AWARDS</u>                       | Terri Walker, Superintendent  |
| VIII. | <u>SUPERINTENDENT'S REPORT</u>                        | Terri Walker, Superintendent  |
| IX.   | <u>APPROVAL OF CONSENT AGENDA:</u>                    |   |
|       | ADOPTION OF DECEMBER 10, 2021 REGULAR MEETING MINUTES |   |
|       | ADOPTION OF DECEMBER 23, 2021 SPECIAL MEETING MINUTES |   |
|       | NWABSD Memorandum 22-044                              | Approval of FY23 MOA; Autism Partnerships-Sanford Slater  |
|       | NWABSD Memorandum 22-045                              | Approval of FY23 MOA; Barnett Physical Therapy  |
|       | NWABSD Memorandum 22-046                              | Approval of FY23 MOA; Coop, Speech/ Language Pathologist  |
|       | NWABSD Memorandum 22-047                              | Approval of FY23 MOA; Nyang, Speech/ Language Pathologist   |
|       | NWABSD Memorandum 22-048                              | Approval of FY23 MOA; PCR Alaska  |
|       | NWABSD Memorandum 22-049                              | Approval of FY23 MOA; School Psychologist, Terese Kashi, Ph. D  |
|       | NWABSD Memorandum 22-050                              | Approval of FY23 MOA; Wilder Interpreting Services  |
|       | NWABSD Memorandum 22-051                              | Approval of Superintendent's Out of State Travel  |
|       | NWABSD Memorandum 22-052                              | Adoption of Proposed Revisions to BP 3000, Concepts and Roles; Second Reading   |
|       | NWABSD Memorandum 22-053                              | Adoption of Proposed Revisions to BP 3270, Sale and Disposal of Books, Equipment and Supplies (Personal Property); Second Reading |
|       | NWABSD Memorandum 22-054                              | Approval of Human Resources   |
|       | NWABSD Memorandum 22-055                              | Approval of Kivalina Water Truck Purchase   |
|       | NWABSD Memorandum 22-056                              | Approval of Contract with Alaska Marine Lines for Transport of FF&E for the Kivalina Replacement School                           |
|       | NWABSD Memorandum 22-057                              | Approval of Current Indian Policies and Procedures  |

**Vision:** "To graduate all students with the knowledge, skills, and attitudes necessary for a successful future."

**Mission:** "To provide a learning environment that inspires and challenges students and employees to excel."

- NWABSD Memorandum 22-058 Approval of Resolution in Support of Legislative Requests  
NWABSD Memorandum 22-059 Approval of 2022 District Contract J & H Consulting  
NWABSD Memorandum 22-060 Approval of Emergency Resolution 22-005
- X. EXECUTIVE SESSION Margaret Hansen, President  
XI. COMMUNICATIONS & ITEMS INTRODUCED BY BOARD MEMBERS  
XII. DATE, TIME, & LOCATION OF NEXT MEETING  
XIII. ADJOURNMENT

### GENERAL INFORMATION

The Northwest Arctic Borough School District Board of Education regular meetings are held on the last Tuesday of every month, unless otherwise determined by the Board. The meeting is open to the public.

### **Modifications to public participation at Board Meetings**

Due to the ongoing COVID-19 outbreak, School Board President Margaret Hansen is requiring that members of the public who wish to offer testimony on agenda items at Regular School Board Meetings do so through e-mail, telephone, or written correspondence. To protect staff, community members, and School Board Members, the NWABSD District Office and Boardroom will be closed to members of the public until further notice. To review a schedule of upcoming School Board Meetings, and information on public participation, please visit the website: [www.nwarctic.org](http://www.nwarctic.org).

It has become clear from developing events in State, that in-person testimony presents too great a public health risk. The School Board and District staff are taking necessary steps to allow remote testimony, while continuing to record meetings in accordance with the Open Meetings Act.

You may call 1-833-682-3239 and enter the code 223 092 053# if you wish to:

- give public testimony
- give public comments and/or
- listen to the Board meeting

**How to provide public testimony:** The School Board encourages anyone wishing to provide Public Testimony on **Action Items to email written comments to [ennelson@nwarctic.org](mailto:ennelson@nwarctic.org) by 1:00 p.m. the day of the meeting.** These comments will become part of the meeting record. In the subject line of the email, please indicate which agenda item you are providing testimony for (*Example:* NWABSD Memorandum 20-088, Adoption of the FY-21 Proposed Operating Fund Budget).

When the School Board reaches your agenda item, or time for non-agenda/non-action testimony, the Board President will identify you to take your testimony. You will have three minutes to provide testimony.

**Public Comments:** the NWABSD Board of Education will not hear complaints against pupils or personnel unless the Superintendent, through proper channels, has heard such complaints. Such complaints should be heard only in an Executive Session.

The following is the procedure by which the public may speak before the NWABSD Board of Education at any of its meetings:

1. **Persons wishing to be heard must notify the Superintendent's Office by 1:00 p.m. on the day of the meeting.**
2. Persons to be heard on non-action and non-agenda items will be heard during the specified section of the meeting.
3. It is requested that an individual conduct his/her presentation in three (3) minutes and representative for groups in five (5) minutes.

Upon recognition from the President, please give name and organization, if any, represented.

**Vision:** "To graduate all students with the knowledge, skills, and attitudes necessary for a successful future."

**Mission:** *“To provide a learning environment that inspires and challenges students and employees to excel.”*

**How to listen to School Board meetings:** All Regular School Board meetings are available telephonically. When you call in to listen, please state your name and location for the record.

**Agendas and meeting information:** Agendas, supporting documents, and archived meetings, can be accessed through BoardBooks. BoardBooks is located on our website: [www.nwarctic.org](http://www.nwarctic.org) under “Quick Links” (on the left), click-on “School Board Meeting Information”, click-on “Public Access to School Board Meeting Agenda and Meeting Materials”, then you may choose which meeting materials you would like to access.

Any questions, contact: Erin Nelson,  
Executive Assistant to the NWABSD Board of Education/Superintendent  
Email: [ennelson@nwarctic.org](mailto:ennelson@nwarctic.org)

**Executive Session:** The NWABSD Board of Education may go into Executive Session to discuss matters, the immediate knowledge of which would have an adverse effect upon the finance of the District; or to discuss subjects that tend to prejudice the reputation and character of any person; or to discuss matters which by law, municipal charter, or ordinance are required to be confidential.

All Board meetings are recorded for public record.

**Vision:** *“To graduate all students with the knowledge, skills, and attitudes necessary for a successful future.”*

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** January 18, 2021

**NUMBER:** # VIII.

**FR:** Office of the Superintendent

**SUBJECT:** Superintendent's Report

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### **ATTENDANCE:**

The district's attendance rate from 8/10/21 to 1/6/22 is at 84,04%.

### **ENROLLMENT:** Current enrollment as of January 10, 2022

K-12 current enrollment is 1849.

PreK – 12 enrollment is 1899.

### **Meetings:**

#### NWALT January 4

- Reviewed and revised the NWALT Organizational Plan created in 2021.
- Capitol Projects summaries
  - o KEA Energy Projects
  - o ATC Family Housing
  - o Cape Blossom Road and Port
- NWALT Budget - \$15K from each organization
- NWALT Calendar – Meet again February 4, 2022

Director meetings – See department updates

Borough-wide task force meeting –Regional entities (Nana, Maniilaq, Borough, the District, and Tech) continue to provide updates to the local leadership with Covid related situations relevant to the region. Updates to COVID cases region wide, vaccination status, emergency orders, school status, and work operations. Changes to CDC guidelines includes the isolation time to 5 days with and additional 5 days of masking while going about your business. Updates to village mandates continues to fluctuate in response to the pandemic.

Superintendent's meeting DEED staff gave an overview of programs on the horizon. Some have started.

- School Improvement
  - o Updates on new processes for designated schools for school year 2022-2023. Five schools were chosen across the state to participate in additional school improvement opportunities provided by the state which include professional development, site visits, and more TBD once a site visit is completed. A PD session is being set up now for January 27-29 in Anchorage for the Superintendent, principal of Selawik, site liaison and a few other key staff.
- PBIS
  - o Opportunities for multi-year implementation and support
- Science of Reading
  - o Opportunities for professional development
  - o Future Science of Reading Symposium
- Assessment
  - o Professional development in the area of Assessment Literacy

Lobbying Things are beginning to roll in Juneau. Lobbyists currently setting up meetings for our lobbying committee to visit with legislators about our district priorities. Our lobbyists are setting up meetings with legislators for February 10-11 and AASB legislative fly-in is scheduled to for February 12-13.

Terri Walker,  
Superintendent



**NWABSD Superintendent Travel Schedule for Approval by Board  
FY 22 School Year**



<b>Employee: Terri Walker, Superintendent</b>	<b>Destination:</b>	<b>Reason for Travel:</b>	<b>Date(s) of tentative travel:</b>	<b>Date(s) of completed travel</b>	<b>Funding Source:</b>
<b>SEPTEMBER 2021</b>					
	Personal leave	Personal	September 3	Sept. 19	N/A
	Sick Leave	Surgery	September 25	Oct 30	N/A
<b>NOVEMBER 2021</b>					
	Anchorage	AASB Annual Conference	November 3	November 8	
<b>JANUARY 2022</b>					
	Kiana	Site Visit	January 4	January 7	
	Kobuk	Site Visit	January 12	January 14	
	Personal Leave	Personal	January 19	January 21	
	Noorvik	Site Visit	January 24	January 27	
	Ambler	Site Visit	January 31	February 2	
<b>FEBRUARY 2022</b>					
	Shungnak	Site Visit	February 2	February 4	
	Juneau	Lobbying & AASB Leadership Academy	February 9	February 12	
	Nashville, TN	National Superintendent's Certified meetings 14-15; Superintendent's Program/Conference 16-18	February 13	February 19	ACSA Grant
	Kivalina	Site Visit	February 28	March 2	
<b>MARCH 2022</b>					
	Noatak	Site Visit	March 2	March 4	
	Buckland	Site Visit	March 7	March 9	
	Deering	Site Visit	March 9	March 11	
	Selawik	TBD to coincide with DEED staff trip			
Throughout the year, there will be periodical travel to the villages.					

1. Tentative travel should be scheduled for a minimum of a quarter at a time.
2. Monthly reports with completed travel are to be submitted electronically to the Superintendent the 15<sup>th</sup> of each month.

**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."

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President, Margaret Hansen, called the 410<sup>TH</sup> regular meeting of the Northwest Arctic Borough School District Board of Education to order at 4:07 p.m. on Friday, December 10, 2021. *The meeting was held virtually.*

Board Members present were:

Margaret Hansen  
Millie Hawley  
Carol Schaeffer  
Tillie Ticket  
Marie Greene  
Alice Adams  
Joanne Harris  
Cindy Fields  
Shannon Melton

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, Craig McConnell-Property Services Director, Karla Head-ATC Director, James Stewart-Kiana Principal, Sarah Hutchison-Ambler Principal, Roger Franklin-Shungnak Principal, Ivy Shelton-Shungnak Teacher, John Rob O'Neal-STAR Principal, Jeff Osborn-Ambler Teacher, Steve Cunningham-Kobuk Head Teacher, Shelbi Garrett-Kobuk Teacher and Erin Nelson- Secretary for the Board and Superintendent.

Guests present: Randy Gillett-Kiana Parent.

Randy Gillett made a public comment regarding a Kiana 5<sup>th</sup>/6<sup>th</sup> grade teacher position that was cut after the first semester and how this affected students.

Kobuk School students played a video they made that showed the class mudshark fishing. James Stewart, Kiana Principal gave a presentation on the reading program at Kiana School.

The October and November 2021 Employees of the month awardees were recognized:

- Ivy Shelton, Elementary Teacher – Shungnak
- Corilyn Adams, 3<sup>rd</sup> Grade Teacher – Noatak
- Delores Iyatunguk, Secretary – Deering
- Jeff Osborn, 4<sup>th</sup>/5<sup>th</sup> Grade Teacher – Ambler
- Arlene Richards, Secretary – Kiana
- Michael Head, BPO – Selawik

CALL TO ORDER

ROLL CALL

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

INTRODUCTION OF STAFF/GUESTS

PUBLIC COMMENTS

KOBUK & KIANA SCHOOL PRESENTATION

RECOGNITION AND AWARDS

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 Children's Act, Professional Standards and the Code of Ethics (PTPC - Professional Teaching Practice Commission), Professional Boundaries Investigations 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 Teck) 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.

Board meeting minutes require Board adoption. The NWABSD Board of Education held a regular meeting on September 28, 2021. The NWABSD held Special Meetings on: October 14, 2021, October 28, 2021 and November 05, 2021. The administration recommended the Board adopt the Board meeting minutes as presented.

Marie Greene moved to adopt the minutes as presented, seconded by Carol Schaeffer.

Motion carried unanimously by voice vote.

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

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.

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

The School Board shall establish and maintain a balanced budget. The FY22 District Operating Fund Budget was approved and adopted at the April 27<sup>th</sup>, 2021 Regular School Board meeting with expenditures in the amount of \$60,433,340.

APPROVAL OF MINUTES

APPROVAL TO AMEND  
CONTRACT; KAREN  
MCCAIN

APPROVAL OF FY22  
DISTRICT OPERATING  
FUND BUDGET  
REVISION #1

Presented to you is Budget Revision #1 for the FY22 Operating Fund Budget.

Revision #1 is based on a review of revenues and expenditures in order to reduce spending. In summary Revision #1 includes:

- Revenues: \$60,014,068
- Expenditures: \$60,142,506
- Transfer in from Other Funds: \$0
- Transfers out to Other Funds: \$495,000

The revision includes a decrease in revenue, reduces the cost for personnel, increases the cost for non-personnel and the use of fund balance in the amount of \$623,438. This revision was minimal and we will see more changes after the new calendar year and once we know what our Impact Aid will be and what our approved OASIS count is. These factors are important to note as we proceed with the next budget cycle. The administration recommends the Board approve Revision #1 of the FY22 District Operating Fund Budget 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 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. The administration recommends the Board approve the Human Resources actions 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 approval, at first reading, of the proposed revisions to BP 3000, Concepts and Roles. *The proposed changes are:* This update revises the due date to approve and adopt the annual budget from April 1 to May 1. At the December 10, 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 first reading, the proposed revisions to BP 3000, Concepts and Roles 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.

APPROVAL OF FY22  
DISTRICT OPERATING  
FUND BUDGET  
REVISION #1  
(CONTINUED)

APPROVAL OF HUMAN  
RESOURCES

APPROVAL OF  
PROPOSED REVISION  
TO BP 3000, CONCEPTS  
AND ROLES; FIRST  
READING

APPROVAL OF  
PROPOSED REVISIONS  
TO BP 3270, SALE AND  
DISPOSAL OF BOOKS,  
EQUIPMENT AND  
SUPPLIES; FIRST  
READING

This approval, at first reading, of the proposed revisions to Board Policy (BP) 3270, Sale and Disposal of Books, Equipment and Supplies (Personal Property). *The proposed changes are:* This update revises that the value of items below \$2500 may be sold as a private sale without advertising whereas items over \$2500 require public auction or sealed bid. The administration recommends the Board adopt, at first reading, the proposed revisions to Board Policy (BP) 3270, Sale and Disposal of Books, Equipment and Supplies (Personal Property) as presented.

APPROVAL OF PROPOSED REVISIONS TO BP 3270, SALE AND DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES; FIRST READING (CONTINUED)

Marie Greene moved to approve the consent agenda, with the exception of the following: NWABSD Memo 22-036; Approval of Revised Scheduling Collaborative Meetings & Targeted Professional Development, NWABSD Memorandum 22-038; Approval of 2022-2023 Lobbyist Services Contract(s), and NWABSD Memorandum 22-042; Approval of Youth Leader Program and Partnership, seconded by Carol Schaeffer

APPROVAL OF CONSENT AGENDA

Motion passed unanimously by voice-vote.

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

APPROVAL OF REVISED SCHEDULING COLLABORATIVE MEETINGS & TARGETED PROFESSIONAL DEVELOPMENT

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.

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.

Carol Schaeffer moved to table and discuss at January Board meeting, seconded by Marie Greene.

ACTION

Motion passed with unanimously by voice-vote.

Board approval is required for all purchases over \$50,000. The NWABSD went out to Request for Proposals on October 1<sup>st</sup>, 2021 to solicit proposals for Lobbying Services. We received three proposals: J & H Consulting, Baker Professional Services, and Blumer & Associates.

APPROVAL OF 2022-2023 LOBBYIST SERVICES CONTRACT(S)

The period of performance for Lobbying Services is January 1, 2022 to December 31, 2023 with the option to renew for an additional three years. The Lobbyist contract(s) will be awarded by the Board after recommendation from

the Lobbying committee. The administration recommends the Board approve Lobbyist contract(s) based on the Lobbying committee's recommendation.

Marie Greene made the motion to award the Lobbyist Services Contract to J&H Consulting, seconded by Joanne Harris.

Motion passed with unanimously by voice-vote.

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

Carol Schaeffer made the motion to approve as amended, seconded by Marie Greene.

Motion passed with unanimously by voice-vote.

None.

Millie Hawley thanked staff for their reports and what everyone is doing for COVID-19 safety. Carol Schaeffer thanked the district for allowing the school board to attend the AASB Annual Conference and it was an eye-opening experience. Tillie Ticket gave her thanks again to staff, and appreciated the Kobuk and Kiana school presentations. Alice Adams appreciated the video from Kobuk and was proud to see students learning traditional knowledge at school. Cindy Fields sent her condolences to those that lost loved ones and appreciated the reports, and said good luck to Kotzebue wrestlers at regionals. Marie Greene expressed gratitude to teachers and all staff for what they do for students, expressed appreciation of attending the AASB Annual Conference, and was proud the donations from NWABSD such as the birch baskets sold for \$300. Joanne Harris gave condolences to those that lost loved ones and wished everyone happy Holidays. Shannon Melton expressed her appreciation for the student presentation and wished everyone Happy Holidays.

The next regular Board meeting of the NWABSD Board of Education will be held on Tuesday, January 18, 2022 at 4:00 pm.

Tillie Ticket moved to adjourn the meeting, seconded by Alice Adams.

Motion passed with unanimous consent.

The meeting adjourned at 5:40 pm.

*Signature on file.*

\_\_\_\_\_  
Tillie Ticket, Secretary

*Signature on file.*

\_\_\_\_\_  
Erin Nelson, Recording Secretary

APPROVAL OF 2022-2023 LOBBYIST SERVICES CONTRACT(S) (CONTINUED)

ACTION

APPROVAL OF YOUTH LEADER PROGRAM AND PARTNERSHIP

ACTION

EXECUTIVE SESSION

BOARD COMMENTS

DATE/TIME OF NEXT BOARD MEETING

ADJOURNMENT

**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 12:05 p.m. on Friday, December 23, 2021 via Microsoft Teams.

CALL TO ORDER

Members present were:

Marie Greene  
Joanne Harris  
Millie Hawley  
Alice Adams  
Carol Schaeffer  
Tillie Ticket  
Margaret Hansen  
Cindy Fields

ROLL CALL

Member absent and excused:

Lawrence Jones Sr.  
Brad Reich  
Shannon Melton

A quorum was present.

MOMENT OF SILENCE

Observed.

PLEDGE OF ALLEGIANCE

Those present participated in the Pledge of Allegiance.

Staff present: Terri Walker-Superintendent, Craig McConnel-Director of Property Services, and Erin Nelson-Secretary for the Board and Superintendent.

INTRODUCTION TO STAFF & GUESTS

Board approval is required to expend \$50,000.00 and higher.

The administration is requesting the school boards approval to purchase two (2) 2022 Thomas 81 passenger school busses for the new Kivalina school. The new Kivalina school will open to students on October 1, 2022. Kivalina's new school is situated seven (7) miles from the village. The State of Alaska requires schools/school districts to provide bus service for students that live in excess of one mile from their school. In order to satisfy this requirement, the administration has spent considerable time researching the purchase of school busses. Blue Bird and Thomas are the most commonly used brand of school busses in the United States. Currently Blue Bird does not have dealership in the state of Alaska, so parts and service have to come from Seattle or beyond. Thomas's Anchorage dealer is Trailercraft, Inc. Trailercraft, Inc. is the sole source supplier of Thomas school busses in the state of Alaska. After much research it is the administration's recommendation that we purchase two (2) 81 passenger Thomas school busses for the new Kivalina school from Trailecraft, Inc. for \$239,543.00, FOB Seattle. The administration estimates the freight cost to transport the busses from Seattle to Kivalina will not exceed \$30,000.00.

APPROVAL OF KIVALINA SCHOOL BUS PURCHASE

The administration recommends board approval of the administration's request to purchase two (2) 81 passenger Thomas school busses from Trailercraft, Inc. for \$239,543.00, FOB Seattle. Freight from Seattle to Kivalina not to exceed \$30,000.00.

Marie Greene moved to approve the Kivalina School Bus Purchase, seconded Tillie Ticket.

ACTION

Motion passed unanimously by voice-vote.

The next regular Board meeting of the NWABSD Board of Education will be held on Tuesday, January 18, 2022 at 4:00 pm.

DATE AND LOCATION  
OF NEXT MEETING

Millie Hawley moved to adjourn the meeting, seconded by Alice Adams.

ADJOURNMENT

Motion passed with unanimous consent.

The meeting adjourned at 12:27 pm.

*Signature on file.*

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Tillie Ticket, Secretary

*Signature on file.*

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Erin Nelson, Recording Secretary

UNADOPTED

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** January 10, 2022

**NUMBER:** Memo 22-044

**FR:** Office of the Superintendent

**SUBJECT:** Approval of FY23  
Memorandum of  
Agreement; Autism  
Partnerships-Sanford Slater

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

Student Learning: Strengthen student progress monitoring.

### **ABSTRACT:**

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

### **ISSUE:**

At issue is the Board's approval of the Memorandum of Agreement (MOA) with Autism Partnerships not to exceed \$60,000 as presented.

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

Autism Partnerships provides oversight, direct, and indirect services for children across the district with extreme behaviors, including autism. The consultants have a history of working effectively with staff and students in the special services program. Autism Partnerships will provide services to students, their teachers, and parents, in the regular and special education programs with challenging behaviors.

This contract will provide the opportunity to assist the district in providing services as to improve educational advantages for students in the district. Autism Partnerships also consults with all staff, parents, and community members and agencies. The MOA, which includes travel, is for \$60,000.

### **ALTERNATIVES:**

1. Approve the Memorandum of Agreement (MOA) for Autism Partnerships, in the amount not to exceed \$60,000.
2. Disapprove the MOA for Autism Partnerships as presented.
3. Take no final action.

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

The administration recommends board approval of the MOA with Autism Partnerships, in the amount not to exceed \$60,000 as presented.

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** January 10, 2022

**NUMBER:** Memo 22-045

**FR:** Office of the Superintendent

**SUBJECT:** Approval of FY23  
Memorandum of  
Agreement; Barnett  
Physical Therapy

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

Student Learning: Strengthen student progress monitoring

### **ABSTRACT:**

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

### **ISSUE:**

At issue is the Board's approval of the Memorandum of Agreement (MOA) with Alison Barnett, Physical Therapy for \$50,000

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

Alison Barnett, PT provides oversight, direct, and indirect physical therapy services for children across the district ages 0-22. Alison Barnett, PT Therapy, is an experienced therapist who has a history of working effectively with staff, parents, and students in special services programs. She will oversee and conduct consultation, evaluation, and direct physical therapy services.

This contract, partially supported by grants, will provide her the opportunity to assist the District in providing services as required by law to infants and special education students in the district. Barnett, Physical Therapist also consults with all staff. Her MOA, which includes travel, is for \$50,000

### **ALTERNATIVES:**

1. Approve the Memorandum of Agreement (MOA) for Alison Barnett, PT, in the amount not to exceed \$50,000.
2. Disapprove the MOA for Physical Therapy, as presented.
3. Take no final action.

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

The administration recommends board approval of the MOA with Alison Barnett, Physical Therapist in the amount not to exceed \$50,000 as presented.

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** January 10, 2022

**NUMBER:** Memo 22-046

**FR:** Office of the Superintendent

**SUBJECT:** Approval of FY23  
Memorandum of  
Agreement; Coop, SLP

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

Student Learning: Strengthen Student Progress Monitoring

### **ABSTRACT:**

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

### **ISSUE:**

At issue is the Board's approval of the Memorandum of Agreement (MOA) with Janelle Coop SLP for \$102,000.

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

Janelle Coop, MA CCC-SLP is a Speech/Language Pathologist who provides oversight, direct, and indirect services, mostly in the form of evaluations, for children 0-21 primarily located in villages. She is an experienced therapist who has a history of working effectively with staff and students in the special services program at NWABSD. She will provide direct service, consultations, and oversee and conduct speech/language evaluations.

This contract, partially supported by grants, will provide her the opportunity to assist the District in providing service, evaluation, and consultation services as required by law to special education students in the district. Her MOA, including travel, is for \$102,000.

### **ALTERNATIVES:**

1. Approve the Memorandum of Agreement (MOA) for Janelle Coop, SLP in the amount not to exceed \$102,000.
2. Disapprove the MOA for Janelle Coop, SLP as presented.
3. Take no final action.

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

The administration recommends board approval of the MOA with Janelle Coop, SLP in the amount not to exceed \$ \$102,000. as presented.

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** January 10, 2022

**NUMBER:** Memo 22-047

**FR:** Office of the Superintendent

**SUBJECT:** Approval of FY23  
Memorandum of  
Agreement; Nyang, SLP

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

Student Learning: Strengthen Student Progress Monitoring

### **ABSTRACT:**

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

### **ISSUE:**

At issue is the Board's approval of the Memorandum of Agreement (MOA) with Elisabeth Nyang, SLP for \$90,000.

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

Elisabeth Nyang, MA CCC-SLP is a Speech/Language Pathologist who provides oversight, direct, and indirect services, mostly in the form of evaluations, for children 0-21 primarily located in villages. She is an experienced therapist who has a history of working effectively with staff and students in the special services program. She will provide direct service, consultations, and oversee and conduct speech/language evaluations.

This contract, partially supported by grants, will provide her the opportunity to assist the District in providing service, evaluation, and consultation services as required by law to special education students in the district. Her MOA, including travel, is for \$90,000..

### **ALTERNATIVES:**

1. Approve the Memorandum of Agreement (MOA) for Elisabeth Nyang, SLP in the amount not to exceed \$90,000.
2. Disapprove the MOA for Elisabeth Nyang, SLP as presented.
3. Take no final action.

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

The administration recommends board approval of the MOA with Elisabeth Nyang, SLP in the amount not to exceed \$ \$90,000.as presented.

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** January 10, 2022

**NUMBER:** Memo 22-048

**FR:** Office of the Superintendent

**SUBJECT:** Approval of FY23  
Memorandum of  
Agreement; PCR Alaska

**STRATEGIC PLAN/BOARD GOAL:**

Student Learning: Strengthen student progress monitoring.

**ABSTRACT:**

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

**ISSUE:**

At issue is the Board's approval of the Memorandum of Agreement (MOA) with PCR Alaska not to exceed \$85,000 as presented.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

PCR Alaska provides oversight, direct, and indirect services for children across the district with extreme behaviors, including autism. The consultants have a history of working effectively with staff and students in the special services program. PCR Alaska will provide services to students, their teachers, and parents, in the regular and special education programs with challenging behaviors.

This contract will provide the opportunity to assist the district in providing services as to improve educational advantages for students in the district. PCR Alaska also consults with all staff, parents, and community members and agencies. The MOA, which includes travel, is for \$85,000

**ALTERNATIVES:**

1. Approve the Memorandum of Agreement (MOA) for PCR Alaska, in the amount not to exceed \$85,000
2. Disapprove the MOA for Autism Partnerships as presented
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends board approval of the MOA with PCR Alaska, in the amount not to exceed \$85,000 as presented.

**REVISED  
MEMORANDUM**

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**TO:** NWABSD Board of Education  
Members

**DATE:** January 10, 2022

**NUMBER:** Memo 22-049

**FR:** Office of the Superintendent

**SUBJECT:** Approval of FY23  
Contract; School  
Psychologist, Terese  
Kashi Ph. D

**STRATEGIC PLAN/BOARD GOAL:**

Student Learning: Strengthen student progress monitoring.

**ABSTRACT:**

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

**ISSUE:**

At issue is to approve the contract with School Psychologist, Terese Kashi Ph.D. for an amount not to exceed \$91,500.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

Terese Kashi Ph.D., NCSP is a Nationally Certified School Psychologist who will provide special education direct service, consultation, supervision, and assessment services for children across the district. She is an experienced practitioner from Soldatna Alaska, who has experience working effectively with staff and students in special services programs within Alaska. She will provide direct service to students, consultations with teachers and parents in the regular and special education programs. She will conduct psychological and special education evaluations.

This contract will provide her the opportunity to assist the district in providing service, evaluation, and consultation services as required by law to special education students in the district. She will also consult with all staff, parents, and community members and agencies. The contract which includes travel, is for an amount not to exceed \$91,500.

**ALTERNATIVES:**

1. Approve the FY-23 contract with Terese Kashi, Ph.D. for an amount not to exceed \$91,500 as presented.
2. Do not approve the FY-23 contract with Terese Kashi, Ph.D. as presented.
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends the Board approve the FY-23 contract with Terese Kashi, Ph.D., for an amount not to exceed \$91,500 as presented.

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** January 10, 2022

**NUMBER:** Memo 22-050

**FR:** Office of the Superintendent

**SUBJECT:** Approval of FY23  
Memorandum of  
Agreement; Wilder  
Interpreting Services

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

Student Learning: Strengthen Student Progress Monitoring

### **ABSTRACT:**

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

### **ISSUE:**

At issue is the Board's approval of a Memorandum of Agreement (MOA) with Wilder Interpreting Services for \$ 75,000. for the FY23 school year.

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

Wilder Interpreting Services provides distance delivery interpreting services for school aged children with significant hearing impairments, and their teachers and aides, according to state and federal guidelines. These monies are partially funded reimbursed by the state through special funding.

This contract amendment will provide the opportunity to assist the district in providing access to education for students with significant hearing impairments in the district throughout the school year, and staff. The MOA, is for \$ \$ 75,000

### **ALTERNATIVES:**

1. Approve the Memorandum of Agreement (MOA) with Wilder Interpreting Services in an amount not to exceed \$ 75,000 as presented.
2. Disapprove the MOA for Alliance Business Solutions for a \$ 75,000 as presented.
3. Take no final action.

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

The administration recommends board approval of the MOA with Wilder Interpreting Services for \$ 75,000. with the total amount not to exceed \$ 75,000 as presented.

## MEMORANDUM

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**TO:** NWABSD Board of Education Members

**DATE:** January 10, 2022

**NUMBER:** Memo 22-051

**FR:** Office of the Superintendent

**SUBJECT:** Approval of  
Superintendent's Out of  
State Travel

**ABSTRACT:**

Out of state travel for the Superintendent must be approved by the Board.

**ISSUE:**

At issue is the approval of the Superintendent's out of state travel.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

The National Superintendents Board Certified class meets in Nashville, Tennessee before the National Superintendent's conference February 14-16. The National Superintendent's Conference is February 17-19.

Alaska Council of School Administration (ASCA) applied for the grant to have four superintendents to become Nationally Board Certified. The grant will pay for our trip to and from this conference. The board had previously approved my participation in this program.

**ALTERNATIVES:**

1. Approve Out of State Travel as presented;
2. Disapprove Out of State Travel as presented;
3. Take no action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends the Board approve Out of State Travel.

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** January 10, 2022

**NUMBER:** Memo 22-052

**FR:** Office of the Superintendent

**SUBJECT:** Adoption of Proposed  
Revisions to BP 3000,  
Concepts and Roles;  
Second Reading

**STRATEGIC PLAN/BOARD GOAL:**

Improve Stakeholder Communication.

**ABSTRACT:**

Proposed revisions to Board Policies require Board adoption.

**ISSUE:**

At issue is to adopt, at second reading, the proposed revisions to Board Policy (BP) 3000, Concept and Roles.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

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 3000, Concepts and Roles. These proposed revisions are on AASB's list for revisions, and revisions require Board adoption. *The proposed changes are:* This update revises the due date to approve and adopt the annual budget from April 1 to May 1.

At the December 10, 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.

**ALTERNATIVES:**

1. Adopt, at second reading, the proposed revisions to BP 3000, Concepts and Roles as presented;
2. Do not adopt, at second reading, the proposed revisions to BP 3000 as presented;
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends the Board adopt, at second reading, the proposed revisions to BP 3000, Concepts and Roles as presented.

**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 May 1.
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.

**CONCEPTS AND ROLES** (continued)

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.

**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.

**CONCEPTS AND ROLES** (continued)

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

*14.08.101 Powers (Regional School Boards)*

*14.08.111 Duties (Regional School Boards)*

*14.12.020 Support, Management and Control*

*14.14.060 Relationship between borough school district and borough*

*14.14.065 Relationship between city school district and city*

*14.14.090 Additional duties*

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** January 10, 2022

**NUMBER:** Memo 22-053

**FR:** Office of the Superintendent

**SUBJECT:** Adoption of Proposed Revisions to BP 3270, Sale and Disposal of Books, Equipment and Supplies (Personal Property); Second Reading

**STRATEGIC PLAN/BOARD GOAL:**

Improve Stakeholder Communication.

**ABSTRACT:**

Proposed revisions to Board Policies require Board adoption.

**ISSUE:**

At issue is to adopt, at second reading, the proposed revisions to Board Policy (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 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 Board Policy (BP) 3270, Sale and Disposal of Books, Equipment and Supplies (Personal Property). These proposed revisions are on AASB's list for revisions, and revisions require Board adoption. *The proposed changes are:* This update revises that the value of items below \$2500 may be sold as a private sale without advertising whereas items over \$2500 require public auction or sealed bid.

At the December 10, 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.

**ALTERNATIVES:**

1. Adopt, at second reading, the proposed revisions to Board Policy (BP) 3270, Sale and Disposal of Books, Equipment and Supplies (Personal Property) as presented;
2. Do not adopt, at second reading, the proposed revisions to BP 3270 as presented;
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends the Board adopt, at second reading, the proposed revisions to Board Policy (BP) 3270, Sale and Disposal of Books, Equipment and Supplies (Personal Property) as presented.

**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 private sale without advertising.

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 School Student Activity Fund minus the cost of materials purchased by the District.

**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.

## MEMORANDUM

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**TO:** NWABSD Board of Education

**DATE:** January 17, 2022

**NUMBER:** Memo 22-054

**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 and District Office; classified new hires in DO, JNES, Kobuk, Selawik and Shungnak.

Human Resources non action items are certified resignations from Kivalina; classified resignation from DO, Kiana, Noatak, Noorvik, Selawik; certified transfer requests Kobuk/JNES and classified transfer request DO and KMHS.

### **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  
January 2022**

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

- a) Certified new hires FY22
- b) Classified new hires FY22

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

LOCATION & DATE	NAME	POSITION
<b><u>DEERING</u></b>		
01/03/2022	Patricia Houser	Teacher
<b><u>DO</u></b>		
01/10/2022	Kristen Woodie	Teacher/Staff Dev Spec
<b><u>SELAWIK</u></b>		
1/2/2022	Cassandra Bennett	Asst. Principal

b) The administration recommends approval of the following FY22 Classified New Hires:

LOCATION & DATE	NAME	POSITION
<b><u>DO</u></b>		
1/2022	Adeline Kameroff	Staff Dev. Spec.
<b><u>JNES</u></b>		
12/13/2021	Dana Nelson	Sped Aide
<b><u>KOBUK</u></b>		
11/24/2021	Eva Horner	Secretary
<b><u>SELAWIK</u></b>		
11/30/2021	Norman Ticket	Maintenance
<b><u>SHUNGNAK</u></b>		
11/2/2021	Michael Sheldon	Aide

II. The administration reports the following non-action items:

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

a) The administration reports on the following certified resignations:

LOCATION & DATE	NAME	POSITION
<b><u>KIVALINA</u></b>		
12/17/2021	Mary Monroe	Teacher

b) The administration reports on the following classified resignations:

LOCATION & DATE	NAME	POSITION
<b><u>DO</u></b>		
12/31/2021	Rosie Garoutte	Payroll Officer
12/17/21	Ramon Morales-Ramos	HVAC Technician

**KIANA**12/17/2021  
12/17/2021Elizabeth Farmer  
Robin KornfieldAide  
Aide**NOATAK**11/04/21  
01/04/22Eugenia Adams  
Jessie ShermanCOVID Screener  
Aide**NOORVIK**

01/03/22

Eva Foster

Aide

**SELAWIK**11/24/21  
12/03/21Charles Wright  
Ethel BallotCOVID Screener  
Aide

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

LOCATION & DATE	NAME	POSITION
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**JNES**

1/3/2022

Dakota Redmond

Teacher

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

LOCATION&DATE	NAME	POSITION
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**DO**1/3/2022  
1/3/2022Kim Rotman  
Fannie HenryAccountant  
Asst. Payroll**KMHS**

11/29/2021

Zander Bircher

Aide

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** January 18, 2021

**NUMBER:** Memo 22-055

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Kivalina Water  
Truck Purchase

### **ABSTRACT:**

Board approval is required expenditures over \$50,000.00.

### **ISSUE:**

At issue is board approval of the administration's request to purchase a potable water tanker truck for the new Kivalina school.

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

During design and after thorough evaluation, it was determined that the most reliable and cost effective source of water for the Kivalina Replacement School was to haul treated water from the City water treatment plant to supply a new 320,000 gallon water storage tank at the school site. The Department of Education and Early Development approved the purchase of a water truck as an eligible project expense as water hauling is the most cost effective alternative to provide water to the school. A 4,000 gallon water tanker truck is the appropriate size for conditions in Kivalina.

It is essential that the water truck be shipped to Kivalina on the June 2022 barge so that the water storage tank can be filled prior to the start of school in the fall. Potable water trucks are a very specialized vehicles and must be made to order to accommodate both the input and output facilities. As the water is for human consumption the Department of Environment Conservation (DEC) has very strict standards for water delivery truck construction and operation. DEC must approval either the vehicle or the plans and specifications before the vehicle is placed into operation.

Bob's Services, LLC (BSI) in Anchorage has extensive experience in fabrication of water trucks that meet DEC requirements. DEC does not require prior approval of plans for fabrication by Bob's Services which will save both time and design costs. Bob's Services is currently modifying seven smaller water trucks for the North Slope Borough.

Time is of the essence as the water tank and truck are both long lead items and the truck must be shipped on the June barge to Kivalina. The tank must be stainless steel and prices are continuing to increase as availability decreases. BSI contacted four major truck manufacturers and none can provide a new truck in time to meet the barge sailing. BSI does have in Anchorage a 2003 Freightliner formerly used by AWWU, stored entirely indoors, 64,000 miles and 1000 engine hours. This truck is well suited to meet the District's needs.

Bob's Services has quoted a total price of \$191,750 for the completed 4,000 gallon DEC approved potable water truck with stainless steel tank and fittings using the Freightliner chassis. The truck can be modified within the required delivery date for shipment to Kivalina. There will be additional costs associated with the water truck for hoses.

The administration recommends approval of a sole source contract with Bob's Services for the Kivalina Replacement School potable water truck and hoses.

**ALTERNATIVES:**

1. Approve a sole source contract with Bob's Services for the Kivalina Replacement School potable water truck and hoses, as presented.
2. Disapprove approve a sole source contract with Bob's Services for the Kivalina Replacement School potable water truck, as presented.
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends board approval a sole source contract with Bob's Services for the Kivalina Replacement School potable water truck and hoses, as presented.

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** January 18,2022

**NUMBER:** Memo 22-056

**FROM:** Office of the Superintendent

**SUBJECT:** Approval of Contract with  
Alaska Marine Lines for  
Transport of FF&E for the  
Kivalina Replacement  
School

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

Support Student-Centered Learning Environments

### **ABSTRACT**

Contracts over \$50,000 require the approval of the Northwest Arctic Borough School Board.

### **ISSUE**

At issue is the approval to contract with Alaska Marine Line for the transportation of Furniture, Fixtures and Equipment to the Kivalina Replacement School

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

New furnishings, equipment and fixtures (FF&E) for the Kivalina Replacement School are included as part of the project. The District contracted with MCG Explore to specify the FF&E procurement. The Board has approved FF&E purchase contracts and orders were placed in December. The vendors are to deliver the FF&E items to a consolidator in Kent, Washington for shipment by barge to Kivalina.

Quotes were received the two barge companies serving western Alaska from Seattle. Alaska Marine Lines (AML) a subsidiary of Lynden Transport quoted \$323,248.20 to ship 22 20 ft container. In addition, AML is able to provide the shipping containers at no cost to the District and allow them to be stored in Kivalina over the winter and returned to Seattle in 2023.

Alaska Logistics quote for the same number of containers is \$335,016.00. Alaska Logistics will charge demurrage for containers not returned by September 2022. Alaska Logistics does not have regularly scheduled barge service to Kivalina and operates on demand.

AML is the lowest cost and most responsive proposer.

The administration requests approval to contract with AML for FF&E transport to Kivalina. The final cost of shipment will be based on the actual weight of the total shipment and the fuel surcharge at the time. The cost for transportation from Seattle to Kivalina is anticipated not to exceed \$350,000.

### **ALTERNATIVES:**

1. Approve contracting with Alaska Marine Lines for FF&E transport to Kivalina, as presented.
2. Do not approve contracting with Alaska Marine Lines for FF&E transport to Kivalina, as presented.

3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends approval of contracting with Alaska Marine Lines for FF&E transport to Kivalina the Board, as presented.

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** January 18, 2022

**NUMBER:** Memo 22-057

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Current  
Indian Policies and  
Procedures

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

Improve Stakeholder Communication

### **ABSTRACT:**

Board approval of the District's Indian Policies and Procedures (IPP) as required each year per Impact Aid Regulations

### **ISSUE:**

At issue is approval of amended Indian Policies and Procedures as required each year per Impact Aid regulations

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

Each year, the Northwest Arctic Borough School District submits the Impact Aid Application to the U.S. Department of Education. The annual application requires the submission of updated Indian Policies and Procedures. The IPP is revised and renewed after consultation with regional Tribal leaders and parents of impacted communities. The IPP meets the established federal requirements according to Section 7004 of the Impact Aid Law.

### **ALTERNATIVES:**

1. Approve Indian Policies and Procedures as presented;
2. Disapprove Indian Policies and Procedures as presented;
3. Take no final action.

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

The administration recommends the Board approve Indian Policies and Procedures as presented

## E 6174.1 INDIAN POLICIES AND PROCEDURES

The Northwest Arctic Borough School District's goal under the Indian Policies and Procedures [IPP] is to ensure that all American Indian children of school age have equal access to all programs, services, and activities provided by the school district.

The District will establish policies and procedures to ensure that children residing on Indian lands participate in programs and activities supported by impact aid funds on an equal basis with all other children. Parents of these children will be provided an opportunity to present their views on these programs and activities, including the chance to make recommendations on the needs of those children and how the District may help these children realize the benefits of these programs and activities. Parents and Indian Tribes will be consulted and involved in the planning and development of these programs and activities. The relevant applications, evaluations, and program plans will be disseminated to the parents and the Indian Tribes.

It is the intent of the District to fully comply with all requirements of Title VIII (Impact Aid Program) of the Elementary and Secondary Education Act of 1965 (formerly [Public Law 81-874](#), amended 8/2/02), [34 CFR 222.94](#), and to that end, the Governing Board has adopted as policy these Indian Policies and Procedures (IPPs). The IPPs by intent and by School Board action supersedes all previous School Board action and are intended to bind the Governing Board, administration, and staff of the District.

### ATTESTATIONS

The Northwest Arctic Borough School District attests that it has established Indian Policies and Procedures (IPPs) as required in section 7004 of the Impact Aid law for any children claimed who reside on eligible Indian lands. The IPPs have been adequately disseminated to the tribes and parents of children residing on eligible Indian lands. A copy of the current policies and procedures was attached to the FY22 Impact Aid application.

The Northwest Arctic Borough School District attests that it has provided a copy of written responses to comments, concerns, and recommendations received from tribal leaders and parents of Indian children through the Indian policies and procedures consultation process and disseminated these responses to tribal leaders and parents of Indian children prior to the submission of their FY22' Impact Aid application.

### POLICIES AND PROCEDURES

The following Indian policies and procedures become effective upon school board approval.

**POLICY 1:** The Northwest Arctic Borough School District will disseminate relevant applications, evaluations, program plans, and information related to the District's education program and activities with sufficient advance notice to allow tribes and parents of Indian children the opportunity to review and make recommendations.

#### **Procedure 1:**

The District Administrator/designee will, as soon as reasonably possible after such information becomes available, but no later than one week in advance of any meeting, to Indian parents and Tribal officials a copy of the following documents by preferred method:

Impact Aid Current Fiscal Year application;  
Indian Policy and Procedures and  
Evaluation of all educational programs; and  
Plans for education programs the District intends to initiate or eliminate.

In addition, information regarding these materials will be included in the District's monthly newsletter, if appropriate.

Parents of Indian children, tribal officials, and the public will be given notice of all meetings related to equal participation or the content of the educational program by including information about meeting times and locations in the questionnaire to be disseminated in the fall. The location, date, and time of any meeting described above shall be posted in the same manner as a legally posted School Board meeting.

The District will disseminate information and seek timely input regarding the following programs on its educational program (including, but not limited to): Title I, Part A, Title I, Part C, Title I, Part D, Title II, Part A, Title III, Part A, Title IV, Part A, Title IV, Part B, Title V, Part B subpart 2, Title VI, Part A, subpart 1, Title VII-Impact Aid programs, Johnson O'Malley programming.

The completed applications, evaluations, and program planning will be made available to parents of Indian children through their preferred contact information which is available in the District's student information system.

Tribal officials and the Indian Education Committee will receive a prepared summary of all materials, which will be disseminated (per Tribal preferred contact method) one week in advance of public hearings held in January and April (to afford all interested parties the opportunity to review the documents with sufficient time to provide thoughtful input at the public meetings. These hearings will be publicly advertised by radio, advertisement, newsletter, or in writing to allow all interested parties to attend. In addition, representatives from the District and Indian Education Committee will schedule meetings with the local tribe to seek input.

Parents of Indian children, tribal officials, the Indian Education Committee, and any other interested persons can review assessment data to help develop or modify educational programs and services allowing for the participation of Indian students on an equal basis in the District.

Minutes from the Indian Education meetings will be posted on the District's website for all patrons and Tribal officials to review. This will allow for the ongoing dissemination of information.

**POLICY (2):** The Northwest Arctic Borough School District will provide an opportunity for the affected tribe or tribes and parents of Indian children to provide their views on the District's educational program and activities, including recommendations on the needs of their children and on how the District may help those children realize the benefits of the educational programs and activities.

(i) Notify tribes and the parents of Indian children of the opportunity to submit comments and recommendations, considering the tribe's preference for method of communication, and

(ii) Modify the method of and time for soliciting Indian views, if necessary, to ensure the maximum participation of tribes and parents of Indian children.

#### **Procedure 2:**

In order to allow Indian parents and tribal officials to make commentary concerning (1) the needs of their children and the ways in which they can assist them in realizing the benefits of the

education programs; (2) the overall operation of the District's education program; and (3) the degree of parental participation allowed in the same, parents of Indian children and Tribal officials will receive via preferred method of contact a questionnaire requesting their input and recommendations in the fall and will thereafter hold an annual Board meeting where such commentary may be reviewed by Indian parents, Tribal officials, and the School Board.

Indian parents and Tribal officials will be given notice of all meetings by including in the above-referred questionnaire to be disseminated in the fall semester information as to the location of legally posted School Board notices. The location, date, and time of any meeting described above shall be posted in the same manner as a legally posted School Board meeting, and all meetings are open to the public.

Once the preferred method of communication has been decided, the tribe and parents of Indian children communication method will be used throughout the consultation process. Any changes to the method will happen through additional consultation with tribes and parents. The District will, to the greatest extent possible, take the tribe's preferred method of communication into consideration for all correspondence with the tribe and the parents of Indian children.

Tribal communication preferences are as follows:

Tribe	CONTACT METHOD	MATERIAL DELIVERY
Native Village of Ambler		
Primary	(907) 717-4265	PO Box 47 Ambler AK 99786
Secondary		tribemanager@ivisaappaat.org
Native Village of Buckland		
Primary	Mona @ 494-2121 After 1pm	tribeadmin@nunachiak.org or cityofbucklandalaska@gmail.com
Native Village of Deering		
Primary	(907) 363-2138	tribeadmin@ipnatchiaq.org
Native Village of Kiana		
Primary	(907) 475-2109	
Secondary		tribedirector@katyaaq.org
Native Village of Kivalina		
Primary	(907) 645-2201	tribeadmin@kivaliniq.org
Native Village of Kobuk		
Primary	tribeclerk@laugvik.org	tribeclerk@laugvik.org
Secondary	(907) 948-2217	
Native Village of Kotzebue		
Primary	Noah	noah.naylor@qira.org
Secondary	(907) 442-3467	kotzebueira@gmail.com
Native Village of Noatak		
Primary	(907) 485-2173	tribeadmin@nautaaq.org
Noorvik Native Community		
Primary	(907) 636-2144	tribemanager@nuurvik.org or covid19operations@nuurvik.org
Secondary		P.O. Box 209, Noorvik, Alaska, 99763
Native Village of Selawik		
Primary	(907) 484-2165	P.O. Box 59 Selawik, AK, 99770
Secondary		tribeadmin@akuligaq.org
Native Village of Shungnak		
Primary	(907) 437-2163 437-2304 (Kathy Custer)	
Secondary		tribeadmin@issingnak.org

If the consultation participation by parents of Indian children and tribes is low, the Northwest Arctic Borough School District will re-evaluate its consultation process. Specifically, the District will take the following measures to improve or enhance participation:

- Consult with parents of Indian children and tribes
- Change communication method based on consultation
- Change the time of meetings

The Indian Education Committee (Parent Advisory Committee) of the District will meet in April of each school year for the purpose of addressing comments and concerns of parents of Indian children regarding the District's educational programs and activities. The meeting agendas shall be posted, and all meetings shall be open to the public allowing for tribal officials as well as parents of Indian children the opportunity to submit comments and recommendations for consideration.

A school board representative is a non-voting member of the Indian Education Committee (Parent Advisory Committee). This representation allows for the discussion of the needs of the students and ideas to be brought forward to both the Indian Education Committee as well as the School Board.

At each of the regularly scheduled school board meetings, a section of time is set aside for communications from the public. This is a time to offer comments and suggestions regarding programming for Indian students. In addition, two public hearings are scheduled in January and April, which are specifically devoted to addressing questions regarding federal programs. Based upon suggestions, preferred methods of communication, as well as ways to maximize participation from tribal officials as well as parents of Indian children will be seriously considered.

Information will be included in student handbooks/enrollment packets regarding opportunities to provide input to the District.

The District and Indian Education Committee representatives will schedule meetings with the affected tribe or tribes to discuss ongoing programming goals.

**POLICY (3):** The Northwest Arctic Borough School District will annually assess the extent to which Indian children participate on an equal 6174.1 basis with non-Indian children in the District's education program and activities.

(i) Share relevant information related to Indian children's participation in the District's education program and activities with tribes and parents of Indian children; and

(ii) Allow tribes and parents of Indian children the opportunity and time to review and comment on whether Indian children participate on an equal basis with non-Indian children.

**Procedure 3:**

The District will take the following measures to annually assess the extent to which Indian children participate on an equal basis with non-Indian children in the District's education program and activities.

- The District will monitor and calculate the ratio of Indian student participation in all academic and co-curricular activities annually based on school district data. Student participation in co-curricular activities is monitored through the District's Student Information System.
- The District will share its assessment of district funding, Indian student participation, related academic achievements, and other related data with the parents of Indian children and tribal officials through preferred contact methods, posting at tribal and school offices, and on the district website. This information will be shared at least one week in advance of any meeting.
- Parents of Indian children, tribal officials, and other interested parties may express their views on participation through direct communication with the school district, at any regular school board meeting which are held bi-monthly, and during the Indian Education Committee (Parent Advisory Committee) meetings, which are held in January and April of each school year. All meetings are open to the public, and official minutes are maintained as part of the public record.
- Annually, the District Administrator (or a designee), administrators, staff members, the Indian Education Committee (Parent Advisory Committee), Indian parents, and Tribal officials will hold a meeting to assess the extent of Indian children's participation in the educational program. At such meeting, attendees will analyze the school data and Tribal/parental commentary to determine the extent of equality of Indian children's participation with other children. This information and any reports will be made available to the parents of Indian children, tribal officials, and the Indian Education Committee (Parental Advisory Committee) via preferred method at least one week in advance and will publicly be available on the District's website.

If it is determined that there are gaps in Indian participation in the educational program or activities, the School Board, in consultation with the Indian Education Committee (Parent Advisory Committee) tribal officials and parents of Indian Children will modify its education program in such a way as to improve Indian participation.

**POLICY (4):** The Northwest Arctic Borough School District will modify the IPPs if necessary, based upon the results of any assessment or input described in this document.

**Procedure 4:**

The Northwest Arctic Borough School Board will schedule meetings in January and April to discuss the content of the IPPs, equal participation, and educational program and activities. Parents of Indian children and tribes will be notified via preferred method, email, and notification will be posted on the District's website regarding these meetings and the ability to submit comments.

The Northwest Arctic Borough School Board, in coordination with Indian Education Committee (Parent Advisory Committee) will evaluate all recommendations for any changes based on the result of assessment from all relevant input received and will make a determination of all recommended revisions.

The revised IPPs will become effective immediately upon adoption by the full School Board. The School District will disseminate copies of the revised IPPs to the Tribes and parents of Indian children via preferred method, email, and the revised policy will be publicly available on the District's website within 30 days of adoption by the Northwest Arctic Borough School Board.

**POLICY (5):** The Northwest Arctic Borough School District will respond at least annually in writing to comments and recommendations made by tribes or parents of Indian children and disseminate the responses to the tribe and parents of Indian children prior to the submission of the IPPs by the District.

**Procedure 5:**

The Northwest Arctic Borough School District will annually keep track of and assemble all comments and suggestions received through the various consultation processes. All received comments will be collected, stored, and analyzed by the Department of State of Federal Programs with consultation from other appropriate district leadership.

The Northwest Arctic Borough School District will at least annually respond in writing to comments and recommendations made by tribes or parents of Indian children, and disseminate all responses per preferred communication method to all parties and information will be made through official School Board announcements prior to the submission of the IPPs by the District.

**POLICY (6):** The Northwest Arctic Borough School District will provide a copy of the IPPs annually to the affected tribe or tribes.

**Procedure 6:**

The District will annually provide a copy of the current Indian Policies and Procedures to each local tribe via the identified preferred contact method (listed above).

APPROVED BY:

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Sign & Print Name: Tribal Official

Dated

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Sign & Print Name: IPP Committee Rep

Dated

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Sign & Print Name: Superintendent

Dated

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Sign & Print Name: School Board President

Dated

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** January 18, 2021

**NUMBER:** Memo 22-058

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Resolution in  
Support of Legislative  
Requests

### **ABSTRACT:**

The administration requests a resolution from the School Board's supporting the FY 2023 Legislative Request for ATC family housing.

### **ISSUE:**

Legislative requests for state funding are to be submitted annually using the CAPSIS online system. A resolution of support of the School Board identifying the prioritized funding requests improves the chances of project funding.

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

The annual State funding requests are to be submitted to the Legislature by mid-February. The District's lobbyists will submit the application on the District's behalf. A resolution in support of this project is needed to support the CAPSIS application. The construction of a 6-plex for family housing for the Alaska Technical Center is the District's highest priority capital need for state funding. District property in Kotzebue is available for the project and a conceptual design has been developed.

Applications with a commitment of shared funding also have improved chances of funding. The District is actively pursuing other sources of funding to support the project and to supplement state funding.

The Administration request approval of the resolution supporting development of ATC family housing and commitment of providing a portion of the project costs either through District funds or other grant sources.

### **ALTERNATIVES**

1. Support the resolution requesting FY 23 Legislative funding for ATC family housing , as presented.
2. Modify the resolution requesting FY 23 Legislative funding for ATC family housing.
3. Do not support the resolution requesting FY 23 Legislative funding for ATC family housing , as presented.

### **ADMINISTRATION'S RECOMMENDATION**

The administration recommends support of the resolution, as presented.



# 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

January 15, 2022

## DRAFT Resolution 22-00

### **A Resolution of the Northwest Arctic Borough School District supporting FY 2023 Legislative Capital Request for ATC Family Housing**

WHEREAS the Alaska State Legislature annually considers infrastructure projects for inclusion in the yearly capital budget; and

WHEREAS, the Northwest Arctic Borough School District, has an on-going Six-Year Capital Improvement Program which prioritizes physical plant requirements needed to support the District's educational programs and maintains schools and other supporting facilities in the District in a safe and functional operating order; and

WHEREAS, the Northwest Arctic Borough School District, has operated the Alaska Technical Center (ATC) since 1981 to provide adult vocational and technical training specifically designed to meet the workforce demands of our region and rural Alaskans; and

WHEREAS, the ATC provides core training programs, employer-designed short courses, and Alaska Adult Education/GED. Programs provided include construction trades technology, health occupations, process technology, culinary arts, mill working and heavy equipment operation; and

WHEREAS, a majority of our students are from rural communities throughout Alaska and the student population represents residents from all sectors and all age groups; and

WHEREAS, the ATC dormitory can only house individual students, there is limited opportunity for students with families to participate in longer-term ATC training opportunities; and

WHEREAS, family housing units will increase vocational educational training opportunities for adults with families, thereby increasing employment opportunities for this segment of the rural population; and

WHEREAS, the construction of a family housing unit will support ATC in its mission in providing vocational training opportunities to all Alaskans and improving their quality of life; and

WHEREAS, the NWABSD has available property for the construction of a 6-plex; and

WHEREAS, the NWABSD has extensive successful experience managing complex design and construction projects.

NOW, THEREFORE BE IT RESOLVED: that the Northwest Arctic Borough School District supports the administration in the submission a Capital Legislative Request to fund construction of a 6-plex family housing unit in Kotzebue for the Alaska Technical Center **and commits to providing the local share of the cost:**

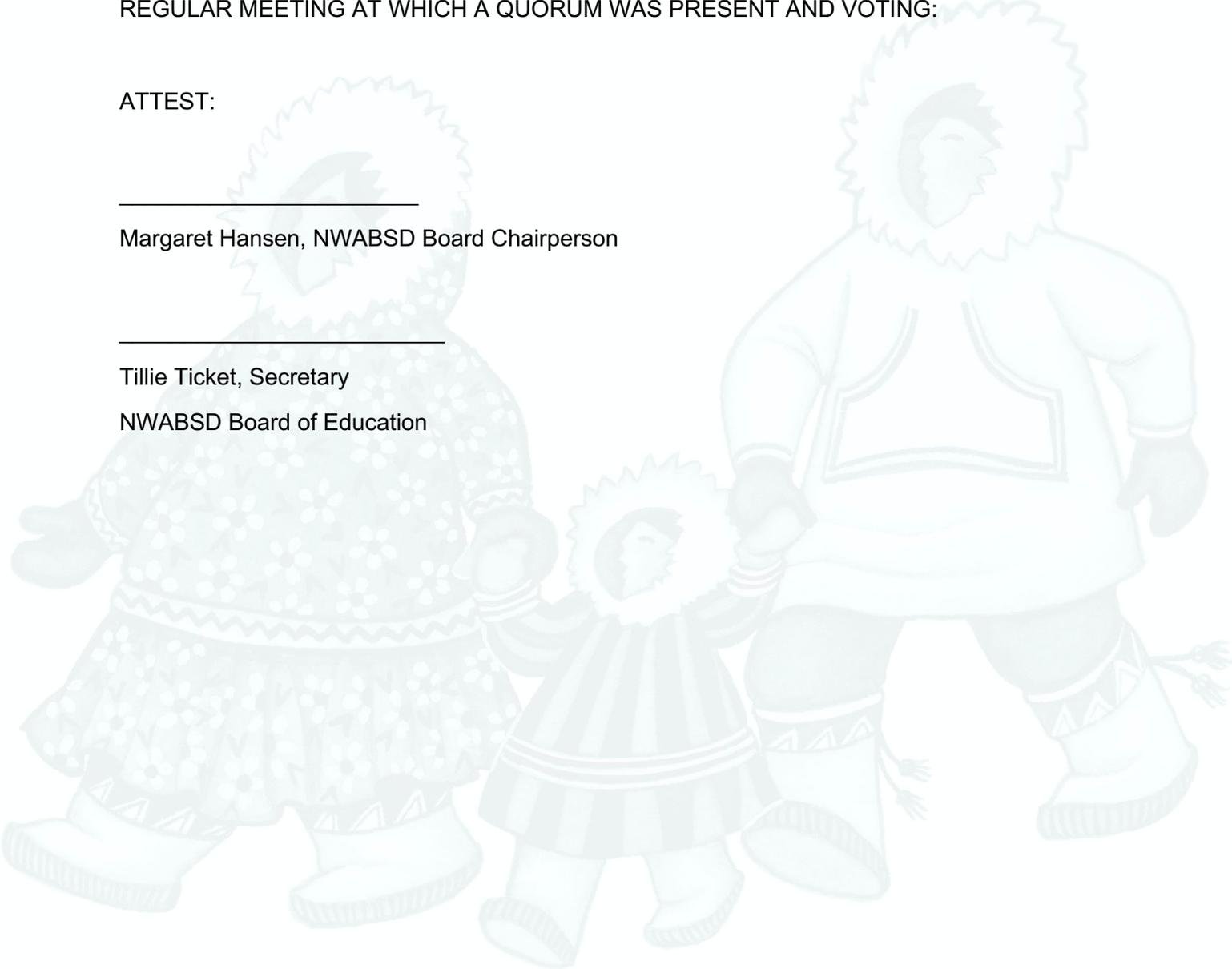
MISSION: To provide a learning environment that inspires and challenges students and employees to excel  
VISION: To graduate all students with the knowledge, skills, and attitudes necessary for a successful future

PASSED, APPROVED and ADOPTED BY THE SCHOOL BOARD OF THE NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT THIS 18<sup>TH</sup> DAY OF JANUARY 2022, AT A DULY CONVENED REGULAR MEETING AT WHICH A QUORUM WAS PRESENT AND VOTING:

ATTEST:

\_\_\_\_\_  
Margaret Hansen, NWABSD Board Chairperson

\_\_\_\_\_  
Tillie Ticket, Secretary  
NWABSD Board of Education





## **Instructions for Completing MOA Form**

1. You should have all of the information needed before completing and submitting the MOA. Please review the two-page MOA and if you have questions, contact Brad Eisel at 907-442-1822 or [beisel@nwarctic.org](mailto:beisel@nwarctic.org).
2. If you are not the budget authority (BA) for this MOA, please get the BA's approval as shown by their signature on page 1, prior to submitting for approvals.
3. In the "Contractor Agrees To" section, please be as detailed as possible in describing the services to be provided by the Contractor, such as number of training days, type of service, etc.
4. In the "District Agrees To" section, list in detail what the District is to provide the Contractor for their services, such as reimbursement of air travel, lodging, ground transportation, per diem, miscellaneous costs (i.e. copies and faxes), and cost of services, such as daily rate, flat fee, etc. Do not enter Payment terms in this section.
5. In the "Payment Terms" section, detail the instructions for the payment(s) to the Contractor (i.e. to be paid in 4 installments as work is performed and invoice is provided, or one payment at the completion of services when invoice is presented).
6. The MOA Control # is filled in on page 1 and on page 2 Section B, after MOA has all required approvals.
7. Remember to give yourself plenty of time to complete the MOA form and get the necessary approvals and signatures prior to having the services performed by the Contractor.
8. This contract may be terminated by either party with a 30-day written notice.

Northwest Arctic Borough School District

P. O. Box 51 Kotzebue, AK 99752

MEMORANDUM OF AGREEMENT (MOA)

MOA's for more than \$50,000 must be approved by the School Board prior to start of Contract

In a fiscal year MOA's to the same Contractor totaling more than \$50,000 must be approved by the School Board prior to start of Contract

Remember to follow federal procurement regulations when using federal funds to support the MOA

TAB BETWEEN FIELDS

Contractor: J&H Consulting LLC. MOA Control #:
Name of Company Contact Brad Eisel for #

Address: PO Box 23293 Juneau AK 99802
Street or POB City State Zip + four

907 350-5057 -
Area Code Phone # Fax # E-mail Address

Federal ID #: Or Soc. Sec. #: Alaska Business License #:
Enter without Dashes Enter without Dashes

01/01/2022 12/31/2022
Start Date (mmddyy) End Date (mmddyy)
W-9 Attached W-9 Submitted Previously
Verify with Brad Eisel

Contractor Agrees To: See attached statement.

If additional space is needed, indicate here See attachment

District Contact Person: Terri Walker Phone #: 442-1802 Ext
Email Address: twalker@nwarctic.org Fax #: 907-442-2246

District Agrees To: Provide information as requested in order for contractor to perform his services as District
Lobbyist and Consultant.

If additional space is needed, indicate here See attachment

Payment Terms: Payable upon completed work and submission of invoice(s).
Pay reimbursement as appropriate for any travel relevant to District needs as requested by the
Superintendent.

If additional space is needed, indicate here See attachment

Table with 2 columns: Enter Account Code as: and Amount. Rows include Account # 100.099.511.012.410 with amount \$75,000 and a Total row with amount \$75,000.

MOA Not to Exceed: \$75,000 Budget Authority Approval:

## Additional Conditions/Provisions

### **A - GENERAL INFORMATION**

1. All associated costs, not limited to fees and reimbursables, must be included in the MOA. All MOA's for more than \$50,000 require prior School Board approval before Contractor provides any service. (BP 3312)
2. The account to be charged must be determined and approved by the individual with budget authority prior to submission of the MOA to Brad Eisel. It is important to verify funds are available before submitting.
3. Prior to the starting date of the contracted services and/or activities, the Contractor and NWABSD must sign the MOA. The Contractor is not to be given a notice to proceed unless all the appropriate parties have approved and signed the MOA.
4. The District Contact Person will be responsible for obtaining the Contractor's signature and submitting the original MOA to Brad Eisel along with a W-9 for tax purposes.
5. The District Contact Person must approve for payment all Contractor invoices and verify receipts and backup documentation prior to submission for payment to the Accounting Department.
6. The Contractor must pay all expenses, and submit receipts for reimbursement, (airline receipt, hotel receipt, other travel related expenses). Mileage tickets are not eligible for reimbursement.
7. MOA's cannot be used for employee contracts or work agreements.
8. Any NWABSD employee who authorizes services prior to the required approvals may be subject to disciplinary action up to and including termination. (BP 4118, 4218)

### **B - CONTRACTOR RESPONSIBILITIES**

1. Check the MOA for contents and completeness. If the terms are agreeable, sign the agreement and return to the individual named as the Contact Person.
2. In accordance with the payment terms set forth on page 1, the Contractor shall submit a detailed invoice with the dates the services were provided and the appropriate documentation (copies of itineraries, airline tickets, hotel bills, ground transportation, etc.) to the District Contact Person for approval of payment. This **MOA Control #:** must be on the invoice.
3. As a condition of performance, the Contractor must pay all federal, state, and local taxes incurred by the Contractor.
4. A W-9 must be on file with the NWABSD or submitted with this MOA.
5. The Contractor must provide proof of any liability insurance coverage required on page 1 of this MOA.
6. To the extent allowed by law, the Contractor shall indemnify, defend, and hold the NWABSD harmless from any liability resulting from or arising out of the acts of the Contractor in the performance of this MOA.
7. This contract may be terminated by either party with a 30-day written notice.

I HEREBY ACCEPT THIS MOA AND THE CONDITIONS/PROVISIONS CONTAINED HEREIN.

**Any changes in the terms of this MOA must be on an ADDENDUM FORM prior to any services being performed. The ADDENDUM FORM must be approved by all parties.**

Megan Williams

Director of Administrative Services – Fiscal Approval

Director's Signature

Date (mm/dd/yy)

Terri Walker

Superintendent – Authorized Signer NWABSD

Superintendent's Signature

Date (mm/dd/yy)

Reggie Joule

Contractor

Contractor's Signature

Date (mm/dd/yy)

**PROPOSAL FOR  
NORTHWEST ARCTIC SCHOOL DISTRICT AND BOARD  
LOBBYING SERVICES  
Legislative Session 2022**

**J&H Consulting, LLC  
P.O. Box 23293  
Juneau, AK 99802  
and  
P.O. Box 673  
Kotzebue, AK 99752**

**Contact: Reggie Joule (907) 350-5057  
November 1, 2021**

Greetings,

First, we would like to thank the Northwest Arctic Borough School District, all of the Board members, administration and Superintendent Walker for the opportunity to work with you the last five years, it has been a pleasure. In fact, J&H Consulting is very proud that the NWABSD was one of our first clients. Our firm's objective is to work with our clients as partners in achieving your goals and objectives. We work with our clients in telling their unique story in such a way that targeted organizations want to assist our clients in reaching their goals. Luckily, the Northwest Arctic Borough School District (NWABSD) has a great story to tell with the district and Board successfully using innovative approaches for education delivery. For those of you that don't know us very well, the J&H principals are Christine Hess and Reggie Joule. Christine is an attorney, real estate developer, and lobbyist with extensive experience in state and local government. Reggie Joule served eight terms in the Alaska state legislature representing District 40, and one term as Mayor of the Northwest Arctic Borough. The firm continues to maintain a wide network of relationships in the state capital and executive branch that provides access to timely information. J&H is one of the few lobbying firms that has lobbying experience on three levels: from within the legislature, from within a local government, and on behalf of private clients. This experience helps J&H effectively advance our clients' priorities.

We appreciate you taking the time to review our proposal.

Best Regards,

*Reggie Joule and Christine Hess*

Reggie Joule and Christine Hess, Partners  
J&H Consulting LLC

### **Consultants Experience and Accomplishments:**

Christine Hess is an attorney with extensive experience in state and local government, having held the positions of Assistant Borough Attorney for the North Slope Borough and General Counsel and Government Affairs Director for the Northwest Arctic Borough. Additionally, Christine has held various finance positions, including Deputy Director of Finance, for the North Slope Borough. These positions have given Christine a firm grasp of municipal finance and governance. Reggie Joule served eight terms in the Alaska legislature representing District 40, and one term as mayor of the Northwest Arctic Borough.

Christine and Reggie began working together in the legislature when Christine became Reggie's chief of staff in 2000. For the next dozen years, the pair worked together lobbying for the interests of their constituents. For ten years, Reggie served as a member of the House Finance Committee, with oversight of all state budgets. Chris and Reggie became expert in the legislative process, and they developed a broad network of relationships in the legislature and the executive branch that they maintain today. Representing the District 40 region, Reggie and Christine were instrumental in bringing millions of dollars to the district, including funding for new schools, numerous capital projects, millions in funding for new heavy equipment, playground equipment, and upgrades and construction of community centers, power plants, and VPSO and teacher housing. During those years, Christine and Reggie worked on passing critical legislation that helped the region by addressing naturally-occurring asbestos problems, the 5-mile Dalton Highway Corridor, bingo gaming, and allowing local governments to administer the VPSO program, to name a few items. Oftentimes the pair worked to kill or amend legislation that was harmful to rural Alaska, including a controversial rewrite of education funding and the famous subsistence battles. Last, the partners were on the cutting edge of climate change and sponsored legislation that formed a climate change task force in 2006 and the Northern Waters Task Force in 2009, which eventually turned into the Arctic Policy Commission. As a state representative, Reggie actively and successfully advocated for his region for sixteen years with Christine's assistance.

After retiring from the legislature, Reggie was elected Mayor of the Northwest Arctic Borough, and Christine went to work as the Borough's lobbyist and legal counsel. From October 2012 to October 2015, Christine and Reggie undertook an extensive effort to actively lobby on behalf of the Borough. As a team, Reggie and Chris brought a flood of new funding to the Borough from a wide variety of public and private sources. During Reggie's administration, he and Christine procured millions of dollars for capital projects, including \$1.4 million over several years for new heavy equipment in various communities, the Shungnak and Noorvik Landfill cleanup, immersion school supply funding, playground equipment, upgrades and new construction for community centers, and VPSO and teacher housing. The administration worked with Alaska Native Tribal Health Consortium to obtain funding to upgrade power plants and create more efficient energy systems in several communities. Reggie and Chris also worked with the Alaska Energy Authority on renewable energy projects, including the construction of solar arrays on all village water tanks and more funding for wind energy projects in Buckland and Kotzebue.

Two aspects of Reggie's administration in the Borough are notable. First, Chris and Reggie expanded lobbying efforts to identify and target new funding sources. By developing relationships with state agencies, they were able to fund a number of projects with smaller funding sources that had been overlooked in the past. Examples include funding from the

Department of Public Safety for repairs to VPSO housing and to buy VPSO vehicles, a combination of grants from Conoco Philips and the state to fund efficient LED street lighting (including for Kotzebue), search and rescue equipment funded by the Rasmussen Foundation, safety equipment provided by the U.S. Coast Guard, and working with Maniilaq to secure a \$350,000 grant from the U.S. Department of Justice for public safety equipment. Many of these grants were small-scale opportunities that, taken together, represented significant benefits for Borough residents.

Second, Chris and Reggie energetically implemented the assembly's stated desire to expand the Borough's image and presence nationally and internationally. The Borough became a prominent participant in international discussions of Arctic issues, and it became a recognized presence in Washington D.C. The White House recruited Reggie to serve on President Obama's State, Local, and Tribal Leaders Task Force on Climate Change Preparedness and Resiliency, and the relationships Chris and Reggie developed culminated in the Borough's hosting of President Obama in Kotzebue. After Reggie's term as mayor, Reggie and Christine continued their work from the private sector by forming J&H Consulting.

If retained, joining us in our work for the NWABSD will be John Walsh as a subcontractor to J&H Consulting. J&H Consulting has been working closely with John for the last four years. In 1989, John accompanied the recently elected district Representative Richard Foster to Juneau and served as legislative staff. In 1991 John was invited by Commissioner Edgar Blatchford in Governor Hickel's administration as a Special Assistant to the Commissioner to focus squarely upon rural development. Projects accomplished while working in the executive branch included the Community Development Quota (CDQ) program, Rural Bulk Fuel Task Force which tied directly to the formation of the Denali Commission by Senator Stevens, funding for the Alaska Job Corps Center in Palmer, the Raven Commission findings and rural electrification projects. John returned to the legislative branch for an additional two years with Representative Foster, then Co-Chair of the House Finance Committee. Beginning in January 1997, John separated from state government and established his lobbying practice. 2021 marks the 24<sup>th</sup> year of professional lobbying. Education, rural economic development, local government and maritime/Arctic policy development are central to John's lobbying practice.

During the lean 2017 legislative session, J&H working with John Walsh was the only lobbying firm, to our knowledge, to successfully lobby for additional funding in both the capital and the operating budgets. J&H helped our clients obtain \$3.5 million for major maintenance funding that had been unfunded for years; \$7 million for the Kivalina school district; collaboration grants up to \$200,000 (SB 96); and \$1.2 million for pre-kindergarten education by continuing the *Moore* settlement funding for an additional year. J&H also worked with our education clients to ensure that \$2 million in state funded pre-elementary funding remained in the budget. Working behind the scenes, J&H quelled proposed reductions to education funding, to the debt reimbursement program, and to the REAA small-school construction fund. Additionally, J&H worked to restore partial funding for the Alaska Technical Center in Kotzebue. In 2017, Nome and Kotzebue were the only two technical centers to receive partially restored funding. J&H Consulting also worked to secure legislation that extended the sunset date for TVEP funding, allowed municipalities to give property tax credits, and ensured that the broadband internet grants were completely funded. Additionally, we blocked bills that were detrimental to our clients' interests. In the 2018 session the J&H team worked with our clients to accomplish the following:

- Base student allocation increases in 2019 and 2020 and advanced funding for education through the passage of HB 287, a NWABSD priority;
- Additional funding to increase the Department of Education's capacity to support schools and school districts;
- Preserved \$2 million in pre-elementary funding, reinstated full \$1.2 million in pre-elementary grants for *Moore* school districts, and won an additional \$6 million for pre-elementary over the next 2 years, a NWABSD priority;
- \$24 million for major maintenance;
- Passage of HB 212 allowing REAA school construction funds to be used for major maintenance;
- Passage of HB 135 which allows DEED flexibility in extending the time frame for school construction local match;
- Passage of HB 224 allowing the rehire of retired teachers, a NWABSD priority;
- Passage of HB 213, the Public-School Trust Fund bill, which increases funding to schools;
- Passage of HB 233 extending the education tax credit program, a NWABSD priority;
- Passage of SB 216, the school consolidation hold harmless bill;
- Community revenue sharing funded; and
- Blocked bills that were detrimental to our client's interest regarding broadband, craft distilleries and alcohol regulations.

In the 2019 and 2020 sessions, J&H worked on the following priorities for our clients:

- Full funding of the Base Student Allocation plus the \$20 million in one-time grant funds paid to schools (FY19) and \$30 million (FY20), a NWABSD priority;
- PCE endowment protected, a top priority of the NWABSD;
- Full funding of early education grants used to fund Pre-K programs and early-learning coordination, including Head Start programs in Alaska. The state funding is used as a match to obtain about \$46 million in federal funding, also a NWABSD priority;
- Full funding for Best Beginnings grants, Parents as Teachers program, Live Homework Help, and Online with Libraries.
- Reverse sweep occurred, restoring funding to 54 savings accounts including PCE, WWAMI, Alaska Performance Scholarship Funds, and broadband grants;
- Statewide deferred maintenance funded at \$10.7 million;
- Community revenue sharing funded;
- Assisted in blocking attempts by the administration to divert \$400 million in municipal tax dollars to state government. This was a top priority for clients Arctic Slope Regional Corporation and North Slope Borough;
- NPRA Impact Aid grants funded, a top priority for the North Slope Borough;
- Working with the administration and the Department of Law, added \$500,000 in funding for a new district attorney position in Utqiagvik, a top priority for ASRC and the NSB;
- Passage of SB 74, the internet broadband grant bill and HB 235 reauthorizing technical and vocational training, a NWABSD priority;
- Protected the sale of Municipality of Anchorage utility with amended language;
- \$2.8 million for Pioneer Homes and \$1.6 million for API for facility upgrades compliance;
- Behavioral Health Treatment and Recovery grants, \$12.8 million, and Prevention

and Early Intervention Grants, \$3.25 million and full funding Community Initiatives and Human Services Matching grants;

- \$2 million for AHFC Special Needs Housing plus \$2 million to restore SNUG funds vetoed in HB 206;
- Ensured our clients' interests were protected with federal CARES Act funding and the passage of HB 308 unemployment benefits which expanded benefits during the pandemic.

Fiscal year 2022 is the 11<sup>th</sup> straight year of fiscal deficits for the state. From 2013 to 2021, the state's undesignated general fund budget has been reduced 43%. The Labor and Workforce Department has seen reductions of 47.9%, Transportation 55.4%, and Commerce 84.3%. Due to a focused lobbying effort education has only seen a reduction of 2.3%. In the 2021 session, 37 bills passed, a number believed to be the lowest on record. Many of those bills merely extended the life of a program or named a bridge or road. Against this backdrop J&H worked to accomplish the following during the session and special sessions:

- Full funding of the Base Student Allocation, a top priority of the NWABSD;
- PCE endowment protected, a top priority of the NWABSD;
- Full funding of early education grants used to fund Pre-K programs and early-learning coordination, including Head Start programs in Alaska. The state funding is used as a match to obtain about \$46 million in federal funding.
- Full funding for Best Beginnings grants, Parents as Teachers program, Live Homework Help, Broadband grants, and Online with Libraries;
- Funding of the WWAMI, Alaska Performance Scholarship Funds, and Alaska needs grants;
- Funding of KEA's renewable energy battery project \$325,000;
- TVEP sunset and funding bill passed;
- Ensured our clients' interests were protected with federal CARES Act funding;
- Partial funding of community revenue sharing and the harbor grant program;
- Ensured client meetings with representatives despite the closure of the state capitol to the public.

While credit for success must always be shared among the array of players involved, J&H and John Walsh were instrumental in furthering our clients' goals over the last six years. During these years, most of our clients' top priorities were accomplished, including restoring and adding funding for our clients during times when the state's budgets were being significantly cut. Notably, as detailed above, Reggie and Christine, in a variety of roles, have been advocating for rural Alaska and the Northwest Arctic region for many years.

### **Strategy for Accomplishing Goals and District Priorities:**

As outlined above, the State of Alaska has been grappling with a fiscal crisis for ten years with little progress toward solving it. Capital budgets have been limited to mostly federal projects that just require a state match. The savings accounts that were used to close the fiscal gaps in prior years are all but drained, leaving Alaska with few positive options. Moving forward there are few places left to cut except education and health and social services but the state is still faced with looming budget deficits estimated between \$700 million to \$1.2 billion. It is likely that education reductions and a possible reworking of the Base Student Allocation and TVEP funding may be proposed in the next couple of years. The

work of the NWABSD, board members and partners has helped keep education funding whole but strong advocacy efforts will need to continue, especially over the next several years until a solid fiscal plan is enacted. Additionally, understanding where the state is fiscally is important in planning any legislative strategy and in setting goals.

J&H uses a variety of methods and approaches to effectively lobby for our clients. First and foremost, we have established a large network within the legislature, the governor's office, and executive branch agencies, many of whom we have worked with for over twenty years. The J&H team has a reputation for working across party lines and meeting and respecting both the minority and majority caucuses, regardless of how political winds shift. We are known for finding common ground and building bridges between diverse groups and political positions to find commonsense solutions to problems. This work history brings the J&H team significant good will in Juneau. We have a history of working quietly behind the scenes to get results. We respect and pay attention to people at all levels of the political process, including the most junior staffers and even building staff, and we often gain unexpected access to information from this network. We utilize our network to help advance our clients' priorities.

J&H also believes that an important part of lobbying is effective messaging. Working with our clients, we analyze the client's history, priorities, and achievements, and then develop a clear message. We develop printed materials supporting the message and use these materials as tools during visits to the Capitol, leaving them in legislative offices to reinforce our face-to-face communications.

During session, J&H arranges client visits with legislators and the administration both in and out of the Capitol building. This year, with the continuing reality of COVID19, adjustments may need to be made in communicating with legislators and may require meetings by Zoom or teleconference. This legislative session may continue to be challenging; J&H Consulting's flexible, nimble and creative approach to lobbying is made for this moment. J&H Consulting is already considering these factors and we are in contact with legislative leadership about plans for the 2022 session. With our office location less than a block from the Capitol, informal sidewalk and coffee shop meetings have always enhanced our effectiveness. We work with our clients to reemphasize the developed message, maintain focus on client priorities, and to repeat the message as often as possible to decision makers. Throughout the session we maintain frequent contact with key legislators, the administration and our clients. We monitor all bills and budget items important to our clients.

J&H Consulting approaches the session in three quarters. For the upcoming year and legislative session, J&H Consulting proposes the following approach and strategy to accomplish its priorities:

Phase One - Preliminary Start, December 15<sup>th</sup> to January 30<sup>th</sup>. During phase one of the legislative session, J&H will work with the school district to accomplish the following:

- Establish priorities and goals, and meet with the NWABSD to ensure that we have a firm understanding of your needs;
- Establish a written and oral communication schedule with the NWABSD for the legislative session;

- Determine if there are any partners to work with in achieving the NWABSD's priorities like NWALT, conduct outreach, set up meetings to advance the client's interest;
- Develop a strategy to advance awareness of the NWABSD's accomplishments, priorities, and funding needs;
- Review all bills, including the operating and capital budgets, and flag bills to monitor and review with the school NWABSD. Determine whether bill amendments are needed, or legislation needs to be introduced and draft any needed language. Find sponsors to advance legislation or needed changes;
- Schedule an initial round of legislative and administrative visits to advance the NWABSD's priorities;
- Notify the school district of any meetings it should attend or chances to testify or provide written comments as appropriate, and assist with any written material as requested;
- Work with the representatives from the school district and board on advancing the NWABSD's priorities;
- Ensure the NWABSD's capital projects are included in the legislative budget database or are on DEED's capital construction and maintenance lists;
- Advocate on all levels for the NWABSDs outlined priorities;
- Attend relevant meetings and report to the NWABSD;
- Provide written and oral updates to client, maintaining a close working relationship with the NWABSD;
- When needed, engage in outreach and communication with the administration, state agencies, or other entities;
- Touch bases with legislative leadership on the strategy and plans for the legislative session; and
- Seek alliances with other organizations with similar priorities and perform outreach.

Phase Two - Middle Zone, February 1<sup>st</sup> to March 1<sup>st</sup>: This period is the monitoring period, when it is necessary to ensure that any legislation, including budgets, are making steady progress through the committee process. If any legislation is being held up, J&H will work to resolve problems and move the legislation forward. Adjustments to strategy may occur as needed and in consultation with the NWABSD. If a first round of visits did not occur by January 30<sup>th</sup>, it is essential that legislative and administrative visits take place at this point. If visits did take place, a second round of visits may occur to follow up on questions and to meet with a different group of legislators. During this phase, J&H will continue performing the tasks outlined above and also perform the following:

- Monitor all targeted bills and budget items and notify NWABSD of any progress;
- Bring any newly relevant introduced legislation to the NWABSD's attention. Propose, draft and find sponsors for any needed amendments;
- Attend relevant meetings and report to NWABSD. Provide written and oral updates to NWABSD;
- Schedule needed meetings with legislators or administration officials to keep priority legislation moving through the process, with a focus on committee members that are hearing or will hear priority legislation;

- Notify the NWABSD of any meetings it should attend or chances to testify or provide written comments as appropriate, and assist with any written material as requested;
- Revise legislative strategy as needed with client;
- Advocate for the NWABSD's priorities on all levels;
- Touch basis with legislative leadership on the strategy and plans for the legislative session;
- Continue to build relationships and alliances with legislators, the administration, and other organizations; and
- Provide written and oral updates to the client and maintain a close working relationship with the NWABSD.

End Game, March 1<sup>st</sup> to End of Session: This final phase of session requires a daily physical presence in the Capitol and active monitoring of all legislation and budgets, as legislation can change quickly and with little notice, especially after the 24-hour rule goes into effect. J&H will actively keep in contact with the NWABSD and any legislator carrying legislation or a capital or operating item that is a client priority, as well as checking in frequently with the leadership offices on the end game strategy. Any last-minute strategy adjustments will be made in consultation with the NWABSD. A final round of legislative visits may be arranged with a select group of key legislators or the administration as needed to get legislation passed. Contact with the NWABSD will be significantly increased during this period. All of the work outlined above will continue on an accelerated schedule. All work performed under the scope of work will be conducted with frequent client consultation. After session concludes, J&H Consulting will provide a final written presentation and an in-person presentation summarizing the legislative session. J&H would perform the same services for any special sessions.

At some point during session, J&H Consulting will also set up teleconference meetings with Alaska's Congressional Delegation or plan a scheduled trip to Washington, D.C. to meet up with the delegation in person and possibly the Department of Education or other appropriate federal agencies. If certain federal legislation passes, an in-person meeting could be very advantageous.

Toward the end of session, planning for a legislative trip should begin. If the NWABSD wants J&H Consulting can work with other local organizations to arrange a legislative and administrative visit to the region.

**Capital Budget Strategy:**

Over the last few years, capital budgets have been small and comprised mainly of projects that are federally funded, requiring only a state match. It is important to recognize this factor when planning strategies. It will be important to provide legislators with a detailed and persuasive explanation of any proposed capital projects, and how it will benefit the NWABSD and State over the long term. Working with the NWABSD, we would develop a strong argument for any proposed capital project and how it will positively benefit both the economy of the area and of the State of Alaska as a whole. Next, working with the NWABSD, we would neatly package the information in a pamphlet or brochure that can be left with legislators and other staff. The same information will be used to input any projects into the capital legislative database, as projects must be in this database in order to be funded. Next,

J&H Consulting will work with the NWABSD to inform key legislators and legislative leadership about the importance of funding the project. We would advocate funding the project through either the capital budget or any general obligation bond legislation. The last bond package was in 2012, and there has been discussion on advancing a bond package over the last several years. J&H Consulting will push for a bond package or a larger capital budget as a way to stimulate the economy and create jobs as Alaska bounces back from the pandemic. Another possibility of funding for any capital projects could be through federal legislation with funding coming either directly from the State of Alaska or the federal government. J&H Consulting has been tracking the proposed federal legislation proposed by President Biden to spend trillions on infrastructure. J&H Consulting will be ready to seek funding from this potential source as well. This strategy would be for any capital items that aren't included on DEED's school construction and maintenance lists that determine the order of funding for certain school projects. Advocacy for any DEED listed school construction or maintenance projects for the NWABSD will include advocating for enough funding that some of the school districts projects are included in the funding.

**Previous and Current Clients:**

- Northwest Arctic Borough School District, Alaska Technical Center, Star of the North Magnet School;
- Coalition for Education Equity (a consortium of 13 rural school districts and the Anchorage School District);
- North Slope Borough, an organized local government;
- City of Homer, an organized local government;
- Alaska Municipal League, jointly represents all of its member municipalities and cities around the state;
- Kotzebue Electric Association, an electric utility cooperative;
- Spickett's Palace LLC, a Juneau real estate business;
- Trust Consultants, a lobbying firm serving the Municipality of Anchorage.
- Dave Heier Trusts, multi-state real estate and trust businesses;
- Municipality of Anchorage (Contract ended September 15<sup>th</sup> with change in administration).

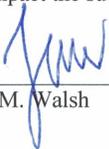
**Conflict of Interest:**

J&H Consulting is aware of no conflicts that would prevent us from fully representing the Northwest Arctic Borough School District.

**J.M. Walsh Company, Inc.**  
2021 Legislative Lobbying Client List

Alaska Council of Engineering Companies (ACEC)  
Alaska Professional Design Council (APDC)  
Alaska Psychologists Association (AKPA)  
Bering Strait School District (BSSD)  
Bristol Bay Borough (BBB)  
Bristol Bay Economic Development Corporation (BBEDC)  
Lower Yukon School District (LYSD)  
Northwest Arctic Borough School District (NWABSD)  
Municipality of Skagway (MOS)  
Yukon Delta Fisheries Development Association (YDFDA)

The above list represents registered lobbying clients for calendar year 2021. I have represented all three of the listed school districts for a period of time and have not had any conflicts, conflicts of interest – real or perceived. I would not expect continued contract relations with the NWABSD going forward would pose any conflict that would impact the successful implementation of stated goals and priorities of the District.

  
\_\_\_\_\_  
J.M. Walsh

J.M. Walsh Company, Inc.  
907.586.9059

**Fee Proposal:** We would propose a fee of \$70,000.00 for the year and direct reimbursement for airfare and hotel for any trips to Washington, D.C. or Kotzebue for a legislative tour with a not to exceed amount of \$5,000.00. J&H Consulting will be fully responsible for paying our subcontractor, John Walsh.

**Conclusion:**

J&H is one of the few lobbying firms with experience on three levels: from within the state legislature as an elected official and chief of staff; from a local government perspective as a mayor, attorney, and government affairs director; and as a lobbying firm lobbying for the interests of private clients. Reggie has a total of 20 years of experience in advocacy or lobbying work on behalf of his constituents and clients. Christine has a total of 17 years of advocacy or lobbying work on behalf of constituents and clients, and a number of years of experience as an attorney advocating for the education community. Many of our combined years of advocacy have been focused on the Northwest Arctic region. Resumes and letters of recommendation are included as part of the bid proposal. J&H Consulting is a small firm with a strong commitment to working with our clients to achieve their priorities. J&H Consulting thanks the NWABSD and Board for the opportunity to submit this proposal. We have really enjoyed working with the NWABSD and Board over the years.

Best regards,

*Christine Hess and Reggie Joule*

Christine Hess and Reggie Joule  
J&H Consulting

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** January 18, 2021

**NUMBER:** Memo 22-060

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Emergency  
Resolution 22-005

### **ABSTRACT:**

The administration requests an Emergency Resolution from the School Board in support of Funds for a Kobuk School Backup Generator.

### **ISSUE:**

At issue is an emergency resolution due to Kobuk School being at high risk for severe freezing and damage during power outages.

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

The village of Kobuk has been experiencing power outages due to aging transmission line from Shungnak. During outages the village of Kobuk operates a backup generator but cannot afford to operate for an extended period. To reduce the burden on the community the NWABSD would like to purchase and install a generator specifically for the school. The NWABSD is requesting \$50,000 from Northwest Arctic Borough (NWAB) to fund the purchase and installation of a generator.

### **ALTERNATIVES**

1. Support the Emergency Resolution 22-005 in Support of Funds for a Kobuk School Backup Generator, as presented.
2. Modify the Emergency Resolution 22-005 in Support of Funds for a Kobuk School Backup Generator.
3. Do not support the Emergency Resolution 22-005, as presented.

### **ADMINISTRATION'S RECOMMENDATION**

The administration recommends support of the resolution, as presented.



**RESOLUTION 22-005**

**AN EMERGENCY RESOLUTION OF THE NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT (NWABSD) IN SUPPORT OF FUNDS FOR A KOBUK SCHOOL BACKUP GENERATOR**

**WHEREAS**, the Northwest Arctic Borough (NWAB) owns the school district buildings within the Northwest Arctic Borough.

**WHEREAS**, the village of Kobuk is a Northwest Arctic Borough community.

**WHEREAS**, the village of Kobuk has been experiencing power outages due to the aging transmission line from Shungnak.

**WHEREAS**, during outages the village of Kobuk operates a backup generator but cannot afford to operate it for an extended period of time.

**WHEREAS**, the backup generator provides power to the school which the village cannot afford.

**WHEREAS**, the Kobuk School does not have a backup generator and is at a high risk for severe freezing and damage during power outages.

**WHEREAS**, the Kobuk School is utilized for community events and for shelter emergencies.

**WHEREAS**, in order to reduce burden on the community the NWABSD would like to purchase and install a generator specifically for the school.

**WHEREAS**, the NWABSD is requesting \$50,000 from the NWAB to fund the purchase and installation of a generator specifically for the school.

**NOW, THEREFORE BE IT RESOLVED:** the NWABSD Board of Education is requesting emergency funding from the Borough for \$50,000 to purchase and installation of a backup generator for the Kobuk School.

**ADOPTED**, January 18, 2022, at a duly convened regular meeting of the Northwest Arctic Borough School District Board of Education, a quorum was present and voted.

**ATTEST:**

\_\_\_\_\_  
Margaret Hansen,  
President, NWABSD Board of Education

\_\_\_\_\_  
Tillie Ticket,  
Secretary, NWABSD Board of Education