

NWABSD Regular Board Meeting

Tuesday, February 22, 2022 4:00 PM

Microsoft Teams, 744 Third Ave., Kotzebue, AK 99752

1.	<u>I. CALL TO ORDER/ ROLL CALL</u>	Presenter: Margaret Hansen, President
2.	<u>II. MOMENT OF SILENCE</u>	Presenter: Margaret Hansen, President
3.	<u>III. PLEDGE OF ALLEGIANCE</u>	Presenter: Margaret Hansen, President
4.	<u>IV. INTRODUCTION OF GUESTS/STAFF</u>	Presenter: Margaret Hansen, President
5.	<u>V. PUBLIC COMMENTS</u>	Presenter: Margaret Hansen, President
6.	<u>VI. AMBLER & BUCKLAND SCHOOL PRESENTATION</u>	Presenter: Sarah Hutchison, Ambler Principal & Jeremy Millard, Buckland Principal
7.	<u>VII. RECOGNITION AND AWARDS</u>	Presenter: Terri Walker, Superintendent
8.	<u>VIII. SUPERINTENDENT'S REPORT</u>	Presenter: Terri Walker, Superintendent
9.	<u>IX. ADOPTION OF CONSENT AGENDA</u>	
10.	<u>X. EXECUTIVE SESSION</u>	
11.	<u>XI. COMMUNICATIONS AND ITEMS INTRODUCED BY BOARD MEMBERS</u>	
12.	<u>XIII. DATE, TIME, AND LOCATION OF NEXT MEEETING</u>	
13.	<u>XIIII. ADJOURNMENT</u>	

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: February 22, 2021

NUMBER:

FR: Office of the Superintendent

SUBJECT: Superintendent's Report

ATTENDANCE:

The district's attendance rate from 8/10/21 to 2/11/22 is 82,32%. The attendance rate shows a decrease over last months attendance rate.

ENROLLMENT: Current enrollment as of January 10, 2022

K-12 current enrollment is 1829.

PreK – 12 enrollment is 1880.

To increase the attendance and enrollment, district, school, community and board leaders along with parents must come together and work on a plan. I will work to include everyone.

Meetings:

NWALT – Meeting for February 4 was postponed to March 4.

Directors – See department updates. The directors meet with me weekly to provide 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 along with changes to CDC guidelines. Village mandates continues to fluctuate in response to their situation with the pandemic.

DEED January 27-29 Anchorage

- School Improvement
 - Selawik was selected as one of five schools statewide for DEED to provide School Recognition and Support by providing a hands-on approach to successful school improvement. The first session was held January 27-29 in Anchorage for the Superintendent, principal of Selawik, site liaison and a few other key staff. A state mentor was assigned to help move the school along in the process.
 - During site visit to Selawik February 2-4, The team met with local leadership to inform them of the opportunity for improvement with state guidance. More to come on this. There is much to learn.
- PBIS
 - Another opportunity funded through the state is the opportunity to send CSI/TSI schools to the NWPBIS Annual Conference held April 12-14 in Tacoma, Washington. Since we already use Safe and Civil Schools as our PBIS trainer, we thought we would send one school to pilot this program. Ambler will attend with a district rep.

Lobbying On February 10-11, the School Board Lobbying committee met with legislators to inform them of the district's lobbying priorities to increase funding to the BSA (Base Student Allocation), support for the Head Tax Bill, the Reads Act, and ATC family Housing.

AASB legislative fly-in was scheduled February 12-13. I attended the session on the 12th. Board members that attended were given a presentation on Civil Discourse, Effective meetings, Importance of the Board Calendar: Policies, Board Development, and Superintendent Evaluations.

Community visits during our travels to villages, Scott and I had conversations with whole staff, individual staff members, and the ASCs. Based on these visits, some changes we made were:

- Changes to Monday collaboratives based on information and feedback providing more site based collaboration time.
- Mitigation plans discussed at all sites. Teams now have the opportunity to stay at regionals until after the last game. We are going to let communities decide for their students.
- Changes to staff assignment.

We also got to visit classrooms and see the great things happening with students.

At one site, I brought my Ulu because I heard the caribou were near the runway. Staff heard I brought my ulu, went out, brought back caribou, and helped process it. They said, "We couldn't let you go home without getting your ulu dirty". True Illitqusiast.



Terri Walker,
Superintendent



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



Employee: Terri Walker, Superintendent	Destination:	Reason for Travel:	Date(s) of tentative travel:	Date(s) of completed travel	Funding Source:
SEPTEMBER 2021					
	Personal leave	Personal	September 3	Sept. 19	N/A
	Sick Leave	Personal	September 25	Oct 30	N/A
NOVEMBER 2021					
	Anchorage	AASB Annual Conference	November 3	November 8	General fund
JANUARY 2022					
	Kiana	Site Visit	January 5	January 7	General fund
	Kobuk	Site Visit	January 12	January 14	General fund
	Personal Leave	Personal	January 19	January 21	General fund
	Noorvik	Site Visit	January 31	February 2	General fund
FEBRUARY 2022					
	Selawik	Site Visit	February 2	February 4	General fund
	Juneau	Lobbying & AASB Leadership Academy	February 9	February 12	General fund
	Nashville, TN	National Superintendent's Certified meetings 14-15; Superintendent's Program/Conference 16-18	February 13	February 19	ACSA Grant
	Deering	Site Visit	February 23	February 25	General Fund
	Kivalina	Site Visit	February 28	March 2	General fund
MARCH 2022					
	Noatak	Site Visit	March 2	March 4	General fund
	Buckland	Site Visit	March 7	March 9	General fund
	Shungnak	Site Visit	March 21	March 23	General fund
	Ambler	Site Visit	March 23	March 25	
	Juneau	ACSA Superintendent Legislative Fly-In	March 27	March 30	General fund

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 Asst. Superintendent the 15th 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."

President, Margaret Hansen, called the 411TH regular meeting of the Northwest Arctic Borough School District Board of Education to order at 4:00 p.m. on Tuesday, January 18, 2022. *The meeting was held virtually.*

CALL TO ORDER

Board Members present were:

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

ROLL CALL

Board Member absent and excused was:

Lawrence Jones, Sr.

A quorum was present.

Observed.

MOMENT OF SILENCE

Those present participated in the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

Staff present: Terri Walker-Superintendent, Scott Lefebvre-Assistant Superintendent, 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, Karla Head-ATC Director, Sarah Hutchison-Ambler Principal, Kathy Christy-Capital Projects Manager, Brett Slaathaug-Activities Director, Zonda Martin-KMHS Principal and Erin Nelson- Secretary for the Board and Superintendent.

INTRODUCTION OF STAFF/GUESTS

Guests present: Darci Shane-Deering and Saumik Amelia Johnson-Noatak.

None.

PUBLIC COMMENTS

Zonda Martin, Kotzebue Middle High School (KMHS) Principal gave a presentation with photos of students and highlighted how they are providing services to students during the on-going pandemic.

KMHS SCHOOL PRESENTATION

The January 2022 Employees of the Month awardees were recognized:

- Darci Shane, 1st/ 2nd grade teacher – Deering
- "Saumik" Amelia Johnson, Inupiaq Teacher – Noatak

RECOGNITION AND AWARDS

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.

SUPERINTENDENT'S REPORT

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

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Meetings: NWALT (Northwest Arctic Leadership Team): January 4

- Reviewed and revised the NWALT Organizational Plan created in 2021.
- Capital 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

SUPERINTENDENT'S
REPORT (CONTINUED)

Borough-wide task force meeting: Regional entities (NANA, Maniilaq, Borough, the District, and Teck) 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.
- Positive Behavioral Interventions and Supports (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.

Board meeting minutes require Board adoption. The NWABSD Board of Education held a regular meeting on December 10, 2021. The NWABSD held a Special Meeting on December 23, 2021. The administration recommended the Board adopt the Board meeting minutes as presented.

APPROVAL OF
MINUTES

Marie Greene moved to adopt the minutes as presented, seconded by Millie Hawley.

Motion carried unanimously by voice vote.

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

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Board approval is required for contracts that exceed \$50,000. At issue is the Board's approval of the Memorandum of Agreement (MOA) with Autism Partnerships not to exceed \$60,000 as presented. 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.

APPROVAL OF FY23
MOA; AUTISM
PARTNERSHIPS –
SANFORD SLATER

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

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

APPROVAL OF FY23
MOA; BARNETT
PHYSICAL THERAPY

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

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

APPROVAL OF FY23
MOA; COOP, SLP

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

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

APPROVAL OF FY23
MOA; NYANG, SLP

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

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

Mission: "To provide a learning environment that inspires and challenges students and employees to excel."
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Board approval is required for contracts that exceed \$50,000. 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.

APPROVAL OF FY23
MOA; PCR ALASKA

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

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

APPROVAL OF FY23
MOA; SCHOOL
PSYCHOLOGIST,
TERESE KASHI, Ph.D

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. 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.

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

APPROVAL OF FY23
MOA; WILDER
INTERPRETING
SERVICES

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. 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.

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

APPROVAL OF
SUPERINTENDENT'S
OUT OF STATE TRAVEL

Alaska Council of School Administration (ASCA) applied for the grant to have four superintendents to become Nationally Board Certified. The grant will pay for the Superintendent travel and lodging for this conference. The board had previously approved my participation in this program. The administration recommends the Board approve Out of State Travel.

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

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Proposed revisions to Board Policies require Board adoption. The Superintendent/designee presents drafts or suggestions for revisions to board policies when changes in law or when specific need occurs. Proposed revisions to board policies shall normally be given two readings prior to adoption by the Board. This is adoption, at second reading of the proposed revisions to BP 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.

ADOPTION OF
PROPOSED REVISIONS
TO BP 3000;
CONCEPTS AND
ROLES; SECOND
READING

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 second 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. 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.

ADOPTION OF
PROPOSED REVISIONS
TO BP 3270; SALE AND
DISPOSAL OF BOOKS,
EQUIPMENT, AND
SUPPLIES; SECOND
READING

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 second reading, the proposed revisions to Board Policy (BP) 3270, Sale and Disposal of Books, Equipment and Supplies (Personal Property) 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.

APPROVAL OF HUMAN
RESOURCES

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

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

APPROVAL OF
KIVALINA WATER
TRUCK PURCHASE

**UNADOPTED MINUTES
OF THE
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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, as presented.

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

APPROVAL OF
KIVALINA WATER
TRUCK PURCHASE
(CONTINUED)

APPROVAL OF
CONTRACT WITH
ALASKA MARINE LINES
FOR TRANSPORT OF
FF&E FOR KIVALINA
REPLACEMENT
SCHOOL

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

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Board approval of the District's Indian Policies and Procedures (IPP) as required each year per Impact Aid Regulations. 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. The administration recommends the Board approve Indian Policies and Procedures as presented.

APPROVAL OF
CURRENT INDIAN
POLICIES AND
PROCEDURES

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

APPROVAL
RESOLUTION 22-004; IN
SUPPORT OF
LEGISLATIVE
REQUESTS

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. The administration recommends support of the resolution, as presented.

Contracts exceeding \$50,000 require Board approval. The NWABSD has contracted with J&H Consulting, Reggie Joule and Christine Hess, in the past to assist administration with NWABSD lobbying and legislative priorities during the legislative session. Critical issues to be addressed include adequate funding for possible construction, coordination of the legislative fly-ins and the legislative priorities of the NWABSD. Administration believes it is crucial that the school district maintain a presence with Juneau year-round to assist our representatives and lobbyists with district issues.

APPEOVAL OF 2022
DISTRICT CONTRACT
WITH J & H
CONSULTING

The Board requested that we go out to RFP for Lobbyist Services this year, and after a thorough review of the proposals, the Lobbying Committee recommended the award of contract go to J & H Consulting for 2022. The contracted amount for services and related expenses is not to exceed \$75,000. Contract to begin January 1, 2022 – December 31, 2022. The administration recommends the 2022 Lobbyist MOA with J & H Consulting in the amount not to exceed \$75,000 as presented.

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

APPROVAL OF
EMERGENCY
RESOLUTION 22-005;
REQUEST OF FUNDS
FOR A KOBUK SCHOOL
BACKUP GENERATOR

Marie Greene moved to approve the consent agenda, seconded by Millie Hawley.

APPROVAL OF
CONSENT AGENDA

Motion passed unanimously by voice-vote.

**UNADOPTED MINUTES
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None.

Marie Greene thanked the board members for a good meeting and board president Margaret Hansen for leading the team. Marie appreciates having the Advisory School Council (ASC) minutes in the packets to review and enjoyed seeing the photos from Noatak and Selawik ASC minutes. President Margaret Hansen expressed there is funds in the board budget to attend regional ASC meetings and looking forward to that.

Brad Reich expressed his excitement that the District is going to be hosting open gym again, it has been a touch couple years for communities without it. Superintendent Terri Walker hopes to have a draft mitigation plan by the end of the week and have open gyms open in the next couple weeks. Will add it to the agenda for the Community Forum scheduled for January 27, 2022.

Tillie Ticket expressed gratitude to all staff and board members and congratulated again Saumik and Ms. Shane. President Margaret Hansen is excited about the new year and looking forward to lobbying and advocating for our students down in Juneau next month. The amount of work to keep the buildings warm and continued maintenance is appreciated and especially Kathy Christy and other staff looking for funding for the Selawik and Kivalina projects. We strive to do our best for this budget and advocating for our students with our senators. Please keep the faith and doing what you are doing for our students, thank you.

Alice Adams wanted to acknowledge Terri and all staff providing the detailed reports. Really excited about open gym returning and how it will lighten the load for our children in the villages. Happy New Year everyone and thanks for what they do for our kids.

The next regular Board meeting of the NWABSD Board of Education will be held on Tuesday, February 22, 2022 at 4:00 pm.

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

Motion passed with unanimous consent.

The meeting adjourned at 4:46 pm.

Signature on file.

Tillie Ticket, Secretary

Signature on file.

Erin Nelson, Recording Secretary

EXECUTIVE SESSION

BOARD COMMENTS

DATE/TIME OF NEXT BOARD MEETING

ADJOURNMENT

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: February 22, 2022

NUMBER: Memo 22-061

FR: Office of the Superintendent

SUBJECT: E-Rate Bid Award; GCI,
Inc.

STRATEGIC PLAN/BOARD GOAL:

Goal 1: Student Learning

ABSTRACT:

Board approval is required for expenditures exceeding \$50,000.

ISSUE:

At issue is the E-Rate bid award to GCI, Inc., to provide the NWABSD Internet.

BACKGROUND AND/OR PERTINENT INFORMATION:

NWABSD relies heavily upon E-Rate Subsidies for all of its communications including internet.

GCI Education Service Order E-Rate eligible annual recurring charges total \$8,889,600.00 per year for five (5) years. Pending USAC approval of the new 2022-2023 E-Rate funding application the district will receive funding discount currently calculated at 90%; the district is responsible for the remaining 10%, or \$888,960.00 per year, for three (5) years. In addition, approximately \$398,924.40 of the 10% is reimbursable through State of Alaska BAG (Broadband Assistance Grant).

Based on an 90% discount rate and the BAG grant reimbursements, the total discounted amount for the proposed internet award is \$490,035.60 per year for five (5) years for a higher quality internet service and which is approximately \$12,000 less that is currently spent.

ALTERNATIVES:

1. Award the E-Rate bid to GCI, Inc., in the amount of \$8,889,600.00 per year for five (5) years; to provide internet as presented;
2. Do not award the E-Rate bid to GCI, Inc. as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board award the E-Rate bid to GCI, Inc., in the amount of \$8,889,600.00 per year for five (5) years; to provide internet as presented.

MEMORANDUM

TO: NWABSD Board of Education Members

DATE: February 22, 2022

NUMBER: Memo 22-062

FR: Office of the Superintendent

SUBJECT: Approval of Purchase
Touch Math Supplemental Materials

STRATEGIC PLAN/BOARD GOAL:

Goal 1: Student Learning

ABSTRACT:

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

ISSUE:

At issue is the Board's approval of the Touch Math purchase of supplemental materials for all schools for a total of \$158,000.

BACKGROUND AND/OR PERTINENT INFORMATION:

Student Services requested the purchase of Touch Math materials for use in all schools. Touch Math is a multisensory supplemental math program that makes critical math concepts appealing and accessible for students who struggle to understand grade-level content.

10 Kindergarten - Upper Grades Complete Resource Kits for \$86,990
3 PreK - Upper Grades Complete Resource Kits for \$27,207
4 Upper Grade Complete Resource Kits with Digital Access for \$28,396
Estimate Shipping \$15,407 for a total of \$158,000

Funding: Title 1 Grant: Fund 262 and Indian Education

ALTERNATIVES:

1. Approval of purchase of Touch Math supplemental materials not to exceed \$158,000 as presented.
2. Disapproval of purchase of Touch Math supplemental materials not to exceed \$158,000 as presented.
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends board approval of purchase of Touch Math supplemental materials not to exceed \$158,000 as presented.

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: February 22, 2022

NUMBER: Memo 22-063

FR: Office of the Superintendent

SUBJECT: Approval of Purchase of
K-12 English/ Language
Arts Textbooks and
materials

STRATEGIC PLAN/BOARD GOAL:

Goal 1: Student Learning

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

ABSTRACT:

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

ISSUE:

At issue is the Board's approval of the purchase of K-12 English/Language Arts textbooks and materials at the cost of \$737,464.

BACKGROUND AND/OR PERTINENT INFORMATION:

Up for adoption are new K-12 English/Language Arts textbooks, and materials are as follows:

Houghton Mifflin Harcourt, Into Reading v2 (K-6) for \$524,197; McGraw-Hill, StudySync® (7-12) for \$178,200. Shipping, Northwest Textbook Depository for \$34,067.

Total Cost of \$736,464

Funds: \$1,500,000 available in ESSER III budget

ALTERNATIVES:

1. Approve the purchase of K-12 English/Language Arts textbooks and materials for the amount of \$736,464 as presented.
2. Disapprove the purchase of K-12 English/Language Arts textbooks and materials for the amount of \$736,464 as presented.
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the purchase of K-12 English/Language Arts textbooks and materials for \$736,464 as presented.

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: February 22, 2022

NUMBER: Memo 22-064

FR: Office of the Superintendent

SUBJECT: Approval of Contract for
ATC Family Housing
Design

STRATEGIC PLAN/BOARD GOAL:

NWABSD will provide opportunities that support and engage families.

NWABSD will engage all students in learning during both remote and in-person learning.

ABSTRACT:

The administration requests School Board approval to issue a contract to NVision Architects to design a 6-plex housing unit to provide family housing for students attending the Alaska Technical Center in Kotzebue.

ISSUE:

A design is required for the ATC Family Housing 6-plex to receive funding to proceed to construction and become a reality.

BACKGROUND AND/OR PERTINENT INFORMATION:

Family housing for the Alaska Technical Center to support potential students with families from outside of Kotzebue is a priority of the District. There is potential for construction funding for the project if the project is shovel ready this year. This requires the project to have design documents sufficiently detailed to support at least a design/build procurement process for construction. As the first step, the District requested a proposal from NVision Architects to develop design documents.

NVision Architects was formerly known as Krochina Architects, the firm that designed the Kotzebue, Noorvik, Ambler and Kiana school addition and renovation projects. NVision was selected as they are knowledgeable of Kotzebue climate and soil conditions. They have familiarity of District maintenance operation and standards and they have designed similar multifamily housing units for other rural communities. They are known for practical and quality design. They are available to deliver design documents within a tight time frame. Burkhart Croft Architects, the designers of Kivalina Replacement School, have limited availability for additional work and they have not designed multi-family housing units.

NVision proposes the complete conceptual design within 4 weeks at a cost of \$33,155. The cost to complete the documents to the 65% stage is an additional \$80,000. The total cost for documents adequate for design/build procurement is \$113,155 to be completed in a total of 10 weeks.

If approved, the District will fund the design from its capital funds and not seek a state or federal grant for design. With Board concurrence competitive proposals are not required.

The Administration recommends approval of a \$113,155 contract with NVision for 65% design of a 6-plex family housing unit for the ATC so that the project can move forward.

ALTERNATIVES

1. Approve a \$113,155 contract with NVision for 65% design of a 6-plex family housing unit for the ATC, as presented.
2. Do not approve a \$113,155 contract with NVision for 65% design of a 6-plex family housing unit for the ATC, as presented.
3. Take no action.

ADMINISTRATION'S RECOMMENDATION

The administration recommends the Board approve a \$113,155 contract with NVision for 65% design of a 6-plex family housing unit for the ATC, as presented.

MEMORANDUM

TO: NWABSD Board of Education Members

DATE: February 22, 2022

NUMBER: Memo 22-065

FR: Office of the Superintendent

SUBJECT: Approval of
Superintendent's Fly-In &
Change of March Board
Meeting Date

ABSTRACT:

Approval for Superintendent to attend the ACSA Legislative Fly-in if the March Board meetings can be rescheduled.

ISSUE:

At issue is the approval of the Superintendent to attend ACSA Fly-In.

BACKGROUND AND/OR PERTINENT INFORMATION:

The Alaska Council of School Administrators (ACSA) Legislative Fly-In 2022 is scheduled March 27-30, 2022 in Juneau, AK. The NWABSD Board meeting for March is scheduled for 28-29, 2022 which coincides with the ACSA Legislative Fly-In.

In order for Terri Walker to attend the ACSA Fly-in it is proposed to move the Board Meeting up to March 21-22, 2022.

ALTERNATIVES:

1. Approve Superintendent's Fly-In & change of March Board Meeting date as presented;
2. Disapprove Superintendent's Fly-In as presented;
3. Take no action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve Superintendent's Fly-In & change of March Board Meeting date.

MEMORANDUM

TO: NWABSD Board of Education Members **DATE:** February 22, 2022

NUMBER: Memo 22-066

FR: Office of the Superintendent

SUBJECT: Ratification of the
NAESPA Tentative
Agreement

ABSTRACT:

Ratification of the NAESPA Tentative Agreement requires Board Approval.

ISSUE:

At issue is the Ratification of the NAESPA Tentative Agreement.

BACKGROUND AND/OR PERTINENT INFORMATION:

On February 10, 2022, a Tentative Agreement (T.A.) was reached with NAESPA for the current FY 22 school year, and for FY 23, and FY 24.

In FY 22, the employee salary schedules increase by \$1.00/hour for those employed as of the date of ratification.

In FY 22, employees continuously employed from October 1, 2021 through the date of ratification, shall receive a one-time stipend of \$2,000.

In FY 23, the schedules increase by another \$1.00/hour. Starting in FY 23, Language Instructors can increase their wages based on college coursework earned pursuant a Professional Development Plan; and the wages of Regular Special Education Aides will be the same as the wages of Intensive Special Education Aides.

In FY 24, the schedules increase by \$1.50/hour.

Significant language changes are:

- a. A Sick Leave Bank allowing employees to donate their own sick leave days to those with serious and debilitating illness or injury of a prolonged nature, based on an attending physician's statement. The employees must first exhaust all of their own paid leave.
- b. An increase from 3 annual leave days to 4 such days for employees working less than 12 months.
- c. Employees earning less than what a substitute teacher earns, will be paid those higher wages when they substitute for a teacher.
- d. After one year of full-time employment, employees will be reimbursed up to \$1,500/year for college credits taken for college courses which are job related and approved in advance by the Superintendent.

- e. If an employee loses wages due to a school closure for inclement weather, they will be allowed to make-up their time lost by working additional non-overtime hours during their normal work day.

ALTERNATIVES:

1. Approve Ratification of the NAESPA Tentative Agreement as presented;
2. Disapprove Ratification of the NAESPA Tentative Agreement as presented;
3. Take no action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve Ratification of the NAESPA Tentative Agreement.

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: February 22, 2022

NUMBER: Memo 22-067

FR: Office of the Superintendent

SUBJECT: Approval of Contract for
Northern Industrial
Training

ABSTRACT:

The administration requests School Board approval to issue a contract to Northern Industrial Training (NIT) to provide training in 8-hour HAZWOPR, Class D driving, and Commercial Driver's License training.

ISSUE:

At issue is to approve the Memorandum of Agreement (MOA) for Northern Industrial Training (NIT) which exceeds \$50,000 and requires Board approval.

BACKGROUND AND/OR PERTINENT INFORMATION:

ATC was awarded a State Training and Employment Program (STEP) grant provide Commercial Drivers Licensing (CDL) training. This MOA will also utilize TVEP (Technical Vocational Training Program) grant funds. ATC will partner with Northern Industrial Training of Palmer, Alaska to provide the Commercial Driver's License instructional services in Kotzebue and Palmer. The CDL training and licensing would occur at both the ATC campus in Kotzebue and the NIT facility in Palmer. The partnership with NIT will provide the most economic model for this type of training and certification. For participants, training will be provided in a rural setting close to home. It will also be most inexpensive to ATC and NIT to provide the bulk of the training where transportation, room, and board costs are minimal compared to sending all students to an urban setting for the training duration. The ATC/NIT partnership is also the best utilization of our combined core competencies. Through the partnership with NIT, ATC will also be able to facilitate an 8-hour HAZWOPR training and Class D driver's license training; trainings will be paid for through the ATC general fund, reimbursed by tuition paid by recipients.

Funding: Grant & ATC General funds

ALTERNATIVES:

1. Approve the MOA with Northern Industrial Training in the amount not to exceed \$126,480.00. as presented;
2. Disapprove the MOA with Northern Industrial Training as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the Memorandum of Agreement with Northern Industrial Training in the amount not to exceed \$126,480.00 as presented.

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: Northern Industrial Training MOA Control #: 222-066
Name of Company Contact Brad Eisel for #

Address: 1740 N. Terrilou Court Palmer AK 99645
Street or POB City State Zip + four

907-357-6400 907-357-6430 Patrick.rose@nitalaska.com
Area Code Phone # Fax # E-mail Address

Federal ID #: 200644636 Or Soc. Sec. #: Alaska Business License #:
Enter without Dashes Enter without Dashes

SY 2022 XX W-9 Attached W-9 Submitted Previously
Start Date (mmddyy) End Date (mmddyy) Verify with Brad Eisel

Contractor Agrees To: ** SEE ATTACHED TRAINING ESTIMATE for 8-hr HAZWOPR training, Class D driver's training, CDL training

If additional space is needed, please upload attachment

District Contact Person: Karla Head Phone #: 907-442-1501 Ext
Email Address: khead@nwarctic.org Fax #: (907)

District Agrees To: ** See attached training estimate

If additional space is needed, please upload attachment

Payment Terms: ** See attached training estimate and contractor invoices will be paid by the district 30 days of invoicing

If additional space is needed, please upload attachment

Table with 2 columns: Account #, Amount. Total: \$ 126,480.00

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 #: 222-066** 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)

Patrick Rose

Contractor

Contractor's Signature

Date (mm/dd/yy)

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Northern Industrial Training, LLC

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

Individual/sole proprietor or single-member LLC

C Corporation

S Corporation

Partnership

Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ **P**

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
1740 N. Terrilou Court

6 City, state, and ZIP code
Palmer, AK 99645

7 List account number(s) here (optional)

Requester's name and address (optional)

Print or type. See Specific Instructions on page 3.

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

				-			-				
--	--	--	--	---	--	--	---	--	--	--	--

or

Employer identification number

2	0	-	0	6	4	4	6	3	6
---	---	---	---	---	---	---	---	---	---

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶ *Julia Ungrus* Date ▶ *1/4/22*

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption tax payer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.
- If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.**



TRAINING ESTIMATE

FROM:

Northern Industrial Training, LLC
 1740 N. Terrilou Court
 Palmer AK 99645
 P: (907) 357-6400
 F: (907) 357-6430
www.nitalaska.com

TO:

Karla Head
 Alaska Technical Center
 PO Box 51
 Kotzebue, AK 99752
 907-442-1500
khead@nwarctic.org

JOB DESCRIPTION

NIT will conduct a 8 HR HAZWOPER on February 25, 2022 with live distance delivery.

Courses Trained:	Dates of Training:	Location	Student Count:
8 Hour HAZ	Feb 25, 2022	Blackboard	Up to 12

RATES	UNIT PRICE	QUANTITY	AMOUNT
Instructor Day Rate	\$ 1,250.00	1.00	\$ 1,250.00
Client Discount	\$ (150.00)	1.00	\$ (150.00)
8 HR HAZWOPER Materials (Per Person)	\$ 40.00	12.00	\$ 480.00
TOTAL ESTIMATED JOB COST			\$1,580.00

If client cancels course(s) with **less** than 14 days' notice, client agrees to pay 50% of the contacted price.
 If client cancels course(s) with **less** than 7 days' notice, client agrees to pay 75% of the contacted price.

Once reviewed in its entirety, a signature by the requestor signifies agreement with all details described within this document.

 Gayle Warner
 PREPARED BY

 December 9, 2021
 DATE

 Karla Head
 ACCEPTED BY

 12/9/21
 DATE

 Megan Williams
 ACCOUNTS PAYABLE NAME & EMAIL

 MOA 222-0666
 PO NUMBER (if required)

accounts payable@nwarctic.org



NORTHERN INDUSTRIAL TRAINING, LLC

TRAINING ESTIMATE

FROM:

Northern Industrial Training, LLC
1740 N. Terrilou Court
Palmer AK 99645
P: (907) 357-6400
F: (907) 357-6430
www.nitalaska.com

TO:

Karla Head
Alaska Technical Center
PO Box 51
Kotzebue, AK 99752
907-442-1500
khead@nwarctic.org

JOB DESCRIPTION

NIT will conduct a Class D Driver Training at ATC in Kotzebue on 3/7/22

Courses Trained:

Dates of Training:

Location

Student Count:

Class D

3/7/22-3/11/22

ATC

8 Participants

RATES

RATES	UNIT PRICE	QUANTITY	AMOUNT
Extended Instructor Day Rate	\$ 1,650.00	5.00	\$ 8,250.00
Client Discount	\$ (150.00)	5.00	\$ (750.00)
Instructor Travel Day	\$ 650.00	2.00	\$ 1,300.00
Airfare (Cost +10)	\$ 750.00	1.00	\$ 750.00
Lodging (Provided By Client)	N/A	N/A	N/A
Transportation (Provided By Client)	N/A	N/A	N/A
Per Diem	\$ 65.00	7.00	\$ 455.00
Airport Parking	\$ 25.00	7.00	\$ 175.00
Note: Client is responsible for fuel costs			
Note: Classes will be 10/HR Days			
Note: All Participants will need permits			
Down Day/Bad Weather/No Training - \$1100			
TOTAL ESTIMATED JOB COST			\$10,180.00

If client cancels course(s) with less than 14 days' notice, client agrees to pay 50% of the contacted price.
If client cancels course(s) with less than 7 days' notice, client agrees to pay 75% of the contacted price.

Once reviewed in its entirety, a signature by the requestor signifies agreement with all details described within this document.

Gayle Warner

Patrick Rose

PREPARED BY

Karla Head
ACCEPTED BY

January 28, 2022

DATE

2/14/22
DATE

megan williams
ACCOUNTS PAYABLE NAME & EMAIL

ACCOUNTS PAYABLE NAME & EMAIL

MOA 222-066
PO NUMBER (if required)

PO NUMBER (if required)

accountspayable@nwarctic.org



TRAINING ESTIMATE

FROM:
 Northern Industrial Training, LLC
 1740 N. Terrilou Court
 Palmer AK 99645
 P: (907) 357-6400
 F: (907) 357-6430
www.nitalaska.com

TO:
 Karla Head
 ATC
 843 4th St.
 Kotzebue, AK 99752
 907-442-1501
khead@nwartic.org

JOB DESCRIPTION


NIT will Conduct CDL training in partnership with ATC in Kotzebue. NIT will provide training on site training at ATC for two weeks followed by 10 days of CDL Driving training and testing at NIT Palmer. NIT will coordinate with contractor to provide DOT Medical cards and Drug tests. Students traveling to Palmer we travel in groups of six. Training will start on 4/18/2022. Please see attached schedule. Estimate is built for 12 participants, but we can adjust according to Enrollment.


RATES	UNIT PRICE	QUANTITY	AMOUNT
Phase I (Kotzebue) April 18th-29th			
Instructor Day Rate	\$ 1,250.00	10	\$ 12,500.00
ATC Discount	\$ (150.00)	10	\$ (1,500.00)
Instructor Travel Days	\$ 650.00	2	\$ 1,300.00
Instructor Down Days	\$ 650.00	2	\$ 1,300.00
Instructor Airfare (A Cost)	\$ 750.00	1	\$ 750.00
Instructor Meals, Lodging, and Transportation (Provided By Client)	\$ -		\$ -
Materials estimate (Per Person)	\$ 40.00	12	\$ 480.00
Admin CDL Fee (Flat Rate)	\$ 250.00	1	\$ 250.00
Permit Fee	\$ 15.00	14	\$ 210.00
CDL License Fee	\$ 120.00	14	\$ 1,680.00
Airport Parking (At Cost)	\$ 20.00	14	\$ 280.00
A/V Equipment (Flat Rate)	\$ 100.00	1	\$ 100.00
Medical Contractor Flight (At Cost)	\$ 750.00	2	\$ 1,500.00
Medical Contractor Hotel (At Cost)	\$ 250.00	3	\$ 750.00
Medical Contractor Per Diem	\$ 65.00	4	\$ 260.00
Medical Contractor Day Rate	\$ 1,250.00	2	\$ 2,500.00
Medical Contractor Travel Day	\$ 900.00	2	\$ 1,800.00
Medical Contractor Airport Parking (At Cost)	\$ 20.00	4	\$ 80.00
Student Medical Cards	\$ 150.00	12	\$ 1,800.00
Drug Test	\$ 85.00	12	\$ 1,020.00
Phase II (Palmer) Group 1 May 2nd - May 13th / Group 2 May 31st - June 10th			
2 Week CDL	\$ 5,500.00	12	\$ 66,000.00
Student Lodging	\$ 845.00	12	\$ 10,140.00
Student Meals	\$ 560.00	12	\$ 6,720.00
Student Daily Transportation	\$ 200.00	12	\$ 2,400.00
Transportation from To/From Airport	\$ 200.00	12	\$ 2,400.00
NOTE: Class Schedule In Palmer is 10HR/DAY			\$ -
NOTE: Class Schedule In Kotz is 8AM-5PM			
NOTE: Unscheduled Down Day/No Travel/Bad Weather \$1100/Day			
TOTAL ESTIMATED JOB COST			\$114,720.00

If client cancels course(s) with less than 14 days' notice, client agrees to pay 50% of the contacted price.
 If client cancels course(s) with less than 7 days' notice, client agrees to pay 75% of the contacted price.

Once reviewed in its entirety, a signature by the requestor signifies agreement with all details described within this document.

Patrick Rose

 PREPARED BY


 ACCEPTED BY


 ACCOUNTS PAYABLE NAME & EMAIL

December 28, 2021

 DATE


 DATE



 PO NUMBER (if required)

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MEMORANDUM

TO: NWABSD Board of Education

DATE: February 22, 2022

NUMBER: Memo 22-068

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 certified hires in Buckland, Kivalina, Kobuk, Shungnak, Star, and ATC; certified rehires in DO, Ambler, Buckland, Deering, Kiana and Star; classified rehires DO; classified new hires in Ambler, DO, Kiana, Noatak and Selawik.

Human Resources non action items are certified resignations from Buckland, Kivalina, Kobuk, Noatak, KMHS, Shungnak and DO; classified resignation from DO, Kivalina and KMHS; certified transfer requests Buckland to ATC.

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
February 2022**

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

- a) Certified new hires FY23
- b) Certified rehires FY23
- c) Classified new hires FY22
- d) Classified rehires FY23

a) The administration recommends approval of the following FY23 Certified New Hires

LOCATION & DATE	NAME	POSITION
<u>BUCKLAND</u> 7/28/2022	Dondee Villiente	Teacher
<u>KIVALINA</u> 7/28/2022	Marylinda Puzon	Teacher
<u>KOBUK</u> 7/28/2022	Shannon Tvrz	Teacher
7/28/2022	Tyler Tvrz	Teacher
<u>SHUNGNAK</u> 7/28/2022	April Ma de la Cruz	Teacher
<u>STAR</u> 7/28/2022	Marc Tumaneng	Teacher
<u>ATC</u> 7/28/2022	Jay Panlilio	Teacher

b) The administration recommends approval of the following FY23 Certified Rehires:

LOCATION & DATE	NAME	POSITION
<u>DO</u> 7/1/2022	Janice Hadley	Director HR
7/1/2022	Perrian Windhausen	Director Special Serv.
7/1/2022	Joy Cogburn-Smith	Director St/Fed Grants
<u>AMBLER</u> 7/25/2022	Sarah Hutchison	Principal
<u>BUCKLAND</u> 7/25/2022	Jeremy Millard	Principal
<u>DEERING</u> 7/25/2022	Brenda Noe	Principal
<u>KIANA</u> 7/25/2022	James Stewart	Principal
<u>STAR</u> 7/25/2022	John Rob O'Neal	Principal

c) The administration recommends approval of the following FY23 Classified Rehires:

LOCATION & DATE	NAME	POSITION
<u>DO</u> 7/1/2022	Jenny Myhand	Asst. Director HR
7/1/2022	Amber Colvin	Asst. Director Admin Serv

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

LOCATION & DATE	NAME	POSITION
<u>AMBLER</u> 2/7/2022	Brianna Sheldon	COVID Screener
<u>DO</u> 1/20/2022	Ryan Williams	Journeyman Carpenter
<u>KIANA</u> 1/14/2022	Jenna Walker	Aide
1/20/2022	Courtney Self	Aide
2/7/2022	Kaya Schuerch	Aide
<u>NOATAK</u> 1/21/2022	Logan Martin	Aide
1/26/2022	Shannon Arey	COVID Screener
<u>SELAWIK</u> 1/31/2022	Lottie Ballot	Aide
2/4/2022	Marlene Gray	COVID Screener

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

- a. Certified Resignations
- b. Classified Resignations
- c. Certified Transfer Requests

a) The administration reports on the following certified resignations:

LOCATION & DATE	NAME	POSITION
<u>BUCKLAND</u> 5/10/2022	Mindi Burford	Teacher
<u>KIVALINA</u> 5/31/2022	Lyle Melkerson	Principal
5/10/2022	Emma Melkerson	Teacher
5/10/2022	Cassie Laurence	Teacher
5/10/2022	Edward Boyd	Teacher
5/10/2022	Nicholas Settle	Teacher
5/10/2022	Jason Maxwell	Teacher
1/14/2022	Matthew Miller	Teacher
<u>KOBUK</u> 5/10/2022	Steve Cunningham	Teacher
<u>NOATAK</u> 5/31/2022	Patrick Macy	Principal
<u>KMHS</u> 5/10/2022	David Hebert	Teacher
<u>SHUNGNAK</u> 5/10/2022	Nancy Bell	Teacher
<u>DO</u> 5/10/2022	Amanda Riste-Saltzman	Teacher
5/10/2022	Gwendolyn Hill	Teacher
5/10/2022	Laurie Hebert	Teacher

b) The administration reports on the following classified resignations:

<u>LOCATION & DATE</u>	<u>NAME</u>	<u>POSITION</u>
<u>DO</u> 6/30/222	Gem Belamour	HR Technician
<u>KIVALINA</u> 1/19/2022	Rebecca Norton	Aide
<u>KMHS</u> 1/27/2022	Tianay Stevens	Aide

c) The administration reports on the following Certified transfer requests:

<u>LOCATION & DATE</u>	<u>NAME</u>	<u>POSITION</u>
<u>BKC to ATC</u> 8/1/2022	Merle Green	Process Technology Inst.