

## NWABSD Committee Meetings and Board Worksession

Tuesday, June 7, 2022 8:30 AM

Alaska Technical Center, 843 4th St, Kotzebue, AK 99752

1. 8:30 am Board Policy Committee Meeting	<b>Presenter:</b> Scott Lefebvre, Assistant Superintendent
2. 10:00 am Budget Committee Meeting	<b>Presenter:</b> Megan Williams, Director of Administrative Services
3. 11:30 am Coalition of Education Equity (CEE) Update	<b>Presenter:</b> Sarah Sledge, CEE Executive Director
4. 1:00 pm Alaska Native Science & Engineering Program (ANSEP) Update	<b>Presenter:</b> Janelle Sharp, ANSEP Regional Director
5. 1:15 pm Alaska Housing Finance Corporation (AHFC) Update	<b>Presenter:</b> Stacey Barnes and Regan Mattingly, AHFC
6. 2:00 pm Legislative Update	<b>Presenter:</b> Reggie Joule, Christine Hess, and John Walsh, Lobbyists
7. 2:30 p.m. Strategic Planning Update	<b>Presenter:</b> Terri Walker, Superintendent
8. Director Reports	<b>Presenter:</b> Directors and Assistant Superintendent
8.A. Capital Projects	<b>Presenter:</b> Kathy Christy, Manager
8.B. Property Services	<b>Presenter:</b> Craig McConnell, Director
8.C. Human Resources	<b>Presenter:</b> Janice Hadley, Director
8.D. Administrative Services	<b>Presenter:</b> Megan Williams, Director
8.E. Technology	<b>Presenter:</b> Amy Eakin, Director
8.F. Alaska Technical Center	<b>Presenter:</b> Karla Head, Director
8.G. Student Services	<b>Presenter:</b> Perrian Windhausen, Director
8.H. State/Federal Grants	<b>Presenter:</b> Joy Cogburn-Smith, Director
8.I. Curriculum/Instruction	<b>Presenter:</b> Dana Orton, Director
8.J. Assistant Superintendent	<b>Presenter:</b> Scott Lefebvre, Assistant Superintendent
9. FY23 Board Meeting Dates	<b>Presenter:</b> Board Members
10. Advisory School Council Minutes	<b>Presenter:</b> Terri Walker,

11. **Board Committee Meeting Reports**

Superintendent

**Presenter:** Board  
Members/Staff

**To:** Carol Schaeffer, Alice Adams, Shannon Melton, and Cindy Fields, Committee Members  
**From:** Scott Lefebvre, Assistant Superintendent  
**RE:** June 7, 2022 BP Committee Meeting at 8:30 a.m.

### Board Policy Committee Outline

1. The following revisions are on the Board Meeting agenda for the second reading.

Policy #	Policy Title	Action Required
BP 3000	Concepts and Roles	This update clarifies the working relationship between the Board and Superintendent, as well as stylistic edits to better reflect the Board's fiscal practices.  No public comments were given.
<b>Action Taken</b>		

## BP 3000 CONCEPTS AND ROLES

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

Deleted: money and money management

1. Require advance planning to insure the best possible budget procedures.
2. Explore practical sources of **revenue**.
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.

Deleted: dollar income

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 1st.
3. Transfers between funds shall be made only upon authorization by the Board. Transfers within funds shall be made only upon authorization by the Superintendent below the amount of \$50,000 and only upon authorization by the Board over the amount of \$50,000. All budget transfers will be reviewed by the Board at their next scheduled meeting.
4. Is accountable for all district funds.
5. Adopts written policies governing the purchase of supplies and equipment.
6. **Receives and** reviews the annual audit of district accounts and business procedures.
7. **Provides for** 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.

Deleted: R

Deleted: Adopts

### 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 **including budget revisions**.
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 and business 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 mission, vision, strategic goals and objectives. The Superintendent shall recommend financial plans and options, 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.

Deleted: ,

The Board desires complete information from the Superintendent or designee on all matters relating to the district's financial operations. The Board shall closely monitor all district financial operations so that it may fully discharge its legal responsibilities with regard to school finance. The Board will work with the Superintendent to determine the timing and format of certain financial reports, so information is useful in decision making.

Deleted: scrutinize

(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

Adopted: February 25, 1994

**Northwest Arctic Borough School District**

2. The following are new policies on the Board Meeting agenda for the second reading.

<b>Policy #</b>	<b>Policy Title</b>	<b>Action Required</b>
<b>BP 3510</b>	Maintenance	This update provides greater clarity regarding the Superintendent's role in assuring proper inspection and maintenance of district buildings.  No public comments were given.
<b>Action Taken</b>		
<b>BP 3542</b>	Roles and Duties of Bus Drivers	This update retitles BP 3542 to recognize that it applies to bus drivers.  No public comments were given.
<b>Action Taken</b>		

# NEW BOARD POLICY

## Business and Non-Instructional Operations

BP 3510

### MAINTENANCE

Note: In order to qualify for a capital improvement project grant or debt reimbursement under AS 14.11.011, a school district must have in effect a preventive maintenance plan. This plan: 1) must include a computerized maintenance management program, cardex system, or other formal systematic means of tracking the timing and costs associated with planned and completed maintenance activities, including scheduled preventive maintenance; 2) must address energy management for buildings owned or operated by the district; 3) must include a regular custodial care program for buildings owned and operated by the district; 4) must include preventive maintenance training for facility managers and maintenance employees; and 5) must include renewal and replacement schedules for electrical, mechanical, structural, and other components of facilities owned and operated by the district. Additionally, the district must be adequately adhering to the preventive maintenance plan.

The School Board recognizes the importance of timely maintenance and repair of district facilities, property and equipment in ensuring the safety of students and employees, in protecting state and local investment, in providing necessary loss control, and in helping to ensure the availability of capital funding. A preventive maintenance plan shall be in effect which includes custodial care, scheduled preventive maintenance, and energy management for district buildings. The Superintendent or designee shall ensure a systematic means of tracking the timing and costs associated with maintenance activities; shall direct the preparation of renewal and replacement schedules for electrical, mechanical, structural, and other components of district facilities; and shall provide for preventive maintenance training for facility managers and maintenance employees.

*(cf. 3511 - Energy Conservation)*  
*(cf. 3514 - Environmental Safety)*  
*(cf. 3515 - School Safety and Security)*  
*(cf. 5142 - Safety)*

The Superintendent or designee shall regularly inspect district facilities and operations and make recommendations for maintenance and capital expenditures which may help the district reach its energy consumption goals.

All school buildings and equipment shall be regularly inspected to assure that all are maintained at the highest level of safety. Employees are responsible for promptly reporting to their supervisor any damage to district property or equipment.

*Legal Reference:*

ALASKA STATUTES

*14.11.011 Grant applications*

*14.11.100 State aid for costs of school construction debt*

**NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT**

**Adopted:**

# NEW BOARD POLICY

**Business and Non-Instructional Operations**

BP 3542

## **ROLES AND DUTIES OF BUS DRIVERS**

### **Authority of School Bus Drivers**

Students transported in a school bus shall be under the authority of, and responsible directly to, the driver of the bus. The driver shall be held responsible for the orderly conduct of the students while they are on the bus or being escorted across a street, highway or road.

*(cf. 5131.1 - Bus Conduct)*

All bus drivers shall receive training as mandated by law. They also shall be familiar with and adhere to district policies and regulations relating to student transportation.

Note: State law, AS 28.35.161, prohibits texting while driving. Option 1 sets forth this legal requirement. Option 2 prohibits the use of all personal phones and devices while driving or performing professional duties.

Bus drivers are prohibited from using personal cell phones or other personal electronic devices at all times while driving and while performing other professional duties. Use of district provided phones or electronic equipment shall be in compliance with district procedures. Bus drivers are prohibited from utilizing a district issued cell phone or other portable electronic device to read or type text messages or other non-voice communications while driving.

*Legal Reference:*

ALASKA STATUTES

*28.15.046 Licensing of school bus drivers*

*28.35.161 Use of electronic devices while driving; unlawful installation of television, monitor, or similar device*

ALASKA ADMINISTRATIVE CODE

*4 AAC 27.200 Approved school bus driver training courses*

*4 AAC 27.210 Certification of instructors*

*4 AAC 27.220 Minimum standards for school bus driver training courses*

*4 AAC 27.230 Issuance of school bus driver certificates under 4 AAC 27.200 (c)*

*4 AAC 27.235 Revocation of school bus driver training course approval*

*4 AAC 27.240 Revocation of instructor certificate*

**NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT**

**Adopted:**

3. The following revisions are on the Board Meeting agenda for the first reading because they were deleted from last April's Board Meeting agenda as clarification and legal consultation were needed. At the last Board Policy Committee Meeting held on April 25<sup>th</sup>, 2022, the committee meetings had questions/concerns that are outlined below—next to the questions/concerns please note the suggestions from our legal counsel.

Policy #	Policy Title	Action Required	
BP 3290	Gifts, Grants, and Bequests	To ensure appropriate oversight, this update establishes that all donations greater than \$1,000 shall be brought before the Board. It also states that the Superintendent may apply for special revenue grants.	
		<b>Board Questions/Concerns</b> <ul style="list-style-type: none"> <li>○ Can we strikeout #'s 1 and 5?</li> </ul>	<b>Legal Recommendations</b> <p>I recommend both #1 and #5 be kept.</p> <ul style="list-style-type: none"> <li>○ The first criteria states that the Board cannot accept a grant for a program it would be unwilling to continue when the donated funds are exhausted. For instance, if a person donated funds to create a scholarship for students that would exist in perpetuity but where the funds would be depleted, the Board cannot not accept that gift because a future Board would not necessarily be willing or able to continue funding the scholarship once the funds were exhausted. This criteria does not prevent the Board from accepting a gift of donated funds if the program that is funded by the donated funds automatically ends when the donated funds are exhausted.</li> <li>○ The second criteria states that the Board cannot accept a gift that implies an endorsement of any business or product. This provision is important because, as a public entity, the District cannot endorse a particular business or product. This does not prevent the Board from accepting a gift made by a particular company, so long as the Board does not imply an endorsement and the gift otherwise meets the requirements of BP 3290.</li> </ul>
<b>Action Taken</b>			

BP 3315	Relationships with Vendors	<b>This update adds a conflict-of-interest provision for awards with federal funds.</b>	
		Board Questions/Concerns <ul style="list-style-type: none"> <li>○ Can we change the word officer to school board member?</li> </ul>	Legal Recommendations <p>“Officer” is a broad term meant to cover many District employees or representatives. I do not recommend deleting the term “officer,” but it would be fine to add the term “school board member,” <i>in addition</i> to the other terms. If the Board does add the term, “school board member,” it should be added to all instances of the list in that paragraph.</p>
<b>Action Taken</b>			
BP 3450	Money in School Buildings	<b>This update strengthens best practices for the maintenance of liquid money in school buildings.</b>	
		Board Questions/Concerns <ul style="list-style-type: none"> <li>○ Can we add language that says “whenever possible, the two individuals should not be immediate family members”?</li> </ul>	Legal Recommendations <p>It would be fine to add the sentence, “Whenever possible, the two individuals should not be immediate family members.”</p>
<b>Action Taken</b>			
BP 3300	Expenditure/Expending Authority	<b>This update removes the requirement that the Board approve or ratify <i>all</i> transactions. Transactions may still be subject to Board approval elsewhere in board policy.</b>	
		<b>**Has been updated to reflect current policy.</b>	
<b>Action Taken</b>			

## BP 3290 GIFTS, GRANTS AND BEQUESTS

The School Board greatly appreciates the support of community members and may accept suitable donations on behalf of the district. All donations greater than \$1,000 shall be brought before the Board. The Superintendent or designee may apply for special revenue grants.

To be acceptable, a gift, grant, or bequest must satisfy the following criteria:

1. Not begin a program which the Board would be unable to continue when the donated funds are exhausted.
2. Not entail undesirable or hidden costs, such as additional staff workload.
3. Place no restrictions on the school program.
4. Not be inappropriate or harmful to the best education of students.
5. Not imply endorsement of any business or product.
6. Not conflict with any provision of the Board policy or public law.
7. Have a purpose consistent with those of the district.

Deleted: unwilling

The Board discourages any gifts which may directly or indirectly impair its commitment to providing equal educational opportunities for all district students. Use of a gift shall not be impaired by restrictions or conditions imposed by the donor. The Board will try to follow the donor's wishes insofar as they do not conflict with district philosophy or operations.

Upon acceptance by the School Board, all gifts, grants and bequests shall become school district property. At the Superintendent or designee's discretion, a gift may be used at a particular school.

*(cf. 3430 - Investing)*

*(cf. 3440 - Inventories)*

*Adopted: February 25, 1994*

**Northwest Arctic Borough School District**

## BP 3315 RELATIONS WITH VENDORS

**Note:** The following optional policy should be revised as needed to reflect district philosophy and needs and is intended to avoid situations wherein a conflict of interest exists or appears to exist. [A.S. 11.56.100-11.56.130](#) defines the felony offense of receiving a bribe and the misdemeanor offense of receiving unlawful gratuities. Receiving a bribe includes soliciting or receiving a benefit with the intention or understanding that a public servant's decisions or actions will be influenced. Receiving unlawful gratuities includes soliciting a benefit of any value or accepting any benefit having a value of \$50 or more for performing an official act not entitled to any special or additional compensation.

No district employee or Board member shall accept personal gifts, commissions or expense-paid trips from individuals or companies selling equipment, materials or services required in the operation of district programs. Gifts include any gift purchased specifically for an employee which is not generally offered to other buyers.

This policy does not prohibit employees from accepting promotional or advertising items such as calendars, desk pads, notebooks and other office gadgets which are offered by business concerns free to all as part of their public relations programs.

District employees who work for or serve as consultants for potential vendors shall not participate in evaluating any equipment, materials or services of that vendor or its competitors.

*(cf. 6161.1 - Selection and Evaluation of Instructional Materials)*

*(cf. 9270 - Conflict of Interest)*

This policy does not prohibit the Board from accepting materials and/or services which are of use and benefit to the district.

No employee, officer, or agent of the District may participate in the selection, award, or administration of a contract supported by federal funds if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm consideration for a contract. The employees, officers, and agents of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts.

### Universal Service Program/E-Rate Vendors

**Note:** The following language should be adopted by those districts receiving E-rate discounts. Effective 2011, the FCC amended its E-rate program rules and adopted gift restrictions for schools and districts participating in E-rate. The receipt of gifts by applicants from service providers and potential providers is a competitive bidding violation. The gift prohibitions are always applicable, not just during the bidding process. Relevant school district personnel may not solicit or receive any gift or other thing of value from a service provider participating in or seeking to participate in the E-rate program. There are limited exceptions, including when the value of the item is worth \$20 or less, so long as items do not exceed \$50 per year per employee from any one service provider.

The District takes advantage of federal technology funding through the universal service program known as E-rate. E-rate participants may not, at any time, solicit or accept gifts or other things of value from an existing or potential E-rate service provider. Nominal gifts and refreshments may be allowed as authorized by the Superintendent or designee.

E-rate gift prohibitions apply to the School Board and to employees, consultants or contractors involved in the District's E-rate Program who: prepare, approve, sign, or submit E-rate applications, technology plans or other E-rate forms; prepare bids, communicate, or work with E-rate service providers, E-rate consultants, or the Universal Service Administrative Company; and those responsible for monitoring compliance with the E-rate program.

Charitable donations by service providers in support of the schools are permitted. These contributions may not be directly or indirectly related to E-rate procurement activities or decisions.

The Superintendent or designee shall develop guidelines to implement this policy in compliance with E-rate program rules.

*(cf. 3290 - Gifts, Grants and Bequests)*

*Legal Reference:*

CODE OF FEDERAL REGULATIONS

[47 C.F.R. Part 54](#), subpart f, *Universal Service Support for Schools and Libraries*

ALASKA STATUTES

[11.56.100-56.130](#) *Bribery and related offenses*

*Revised: June 05, 2012*

*Adopted: February 25, 1994*

**Northwest Arctic Borough School District**

## BP 3450 MONEY IN SCHOOL BUILDINGS

Money collected by individuals and organizations on behalf of the District shall be handled according to prudent business procedures. Monies collected up to \$ \_\_\_\_\_ shall be recorded and deposited weekly. Over \$ \_\_\_\_\_ will be deposited daily. The individual recording the receipt of funds should not be the same individual who maintains custody of funds in the safe or other secured place. Whenever possible, two individuals should count funds and sign together. Whenever possible, the two individuals should not be immediate family members. Any money left overnight in schools shall be kept in locked locations provided for safekeeping of valuables.

**Deleted:** district employees and student

**Deleted:** All money collected shall be receipted and accounted for and directed without delay to the proper location of deposit.

Monies in school buildings are to be placed in the custody of the school principal and locked in the school safe or vault. Records of all school monies shall be maintained in accordance with procedures established by the District. Total amounts shall be kept at a minimum, and funds deposited in a designated bank within seventy-two (72) hours. Cash shall not be sent through the mail.

*Adopted: February 25, 1994*

**Northwest Arctic Borough School District**

## BP 3300 EXPENDITURES/EXPENDING AUTHORITY

Note: The following sample policy should be revised as appropriate to reflect district philosophy and needs. [A.S. 14.14.060](#) and [14.14.065](#) provide that the borough assembly/city council, with the consent of the borough/city school district, may by ordinance delegate to the school district responsibility for a centralized treasury and/or accounting system. [A.S. 14.08.101](#) empowers regional school boards to establish their own fiscal procedures and exempts them from [A.S. 36.30](#) (State Procurement Code) and [A.S. 37.05](#) (Fiscal Procedures Act). [A.S. 14.08.111](#) requires the regional school board to designate employees authorized to direct disbursements from school funds of the School Board. All contracts made under federal awards must comply with the Office of Management and Budget's procurement procedures found in [2 CFR 200.317-326](#). Prior to any purchase, the District should review the federal funding award or grant to determine if it requires compliance with OMB's procurement procedures.

The Superintendent or designee may purchase supplies, materials and equipment in accordance with law. Prior Board approval is required for purchases over \$50,000. ▼

Deleted: Purchases may not be segmented in order to circumvent board policy.

(cf. 3310 - Purchasing Procedures)

(cf. 3311 - Bids )

(cf. 3312 - Contracts)

(cf. 3460 - Financial Reports and Accountability)

Note: [A.S. 14.17.225](#) requires districts to operate under a balanced budget and provides that the state is not responsible for the debts of school districts.

The Superintendent or designee shall not authorize any proposed expenditure which exceeds the major budget classification allowance against which the expenditure is the proper charge unless an amount sufficient to cover the purchase is available in the budget to transfer. ▼

Deleted: total appropriation authorized for a designated fund.

(cf. 3100 - Budget)

(cf. 3110 - Transfer of Funds )

The Board shall not recognize obligations incurred contrary to Board policy and administrative regulations.

Legal Reference:

### ALASKA STATUTES

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

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

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

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

[14.17.190](#) Restrictions governing receipt and expenditure of money from public school foundation account

[36.30](#) State Procurement Code

[37.05](#) Fiscal Procedures Act

Revised: May 01, 2019

Adopted: February 25, 1994

Deleted: [CODE OF FEDERAL REGULATIONS](#)  
[2 C.F.R. 200.317-326, Procurement Standards](#)

**Northwest Arctic Borough School District**



# NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

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

## Board Policy Committee Meeting Alaska Technical Center Agenda

**June 7, 2022  
8:30 a.m.**

1. BP Revisions on the Board Meeting agenda for second reading are:
  - BP 3000, Business and Noninstructional Operations, Concepts and Roles
2. Adoption of New Policies on the Board Meeting agenda for second reading are:
  - BP 3510, Business and Non-Instructional Operations, Maintenance
  - BP 3542, Business and Non-Instructional Operations, Roles and Duties of Bus Drivers
3. BP Revisions on the Board Meeting agenda for first reading are:
  - BP 3290, Business and Noninstructional Operations, Gifts, Grants, and Bequests
  - BP 3315, Business and Noninstructional Operations, Relationships with Vendors
  - BP 3450, Business and Noninstructional Operations, Money in School Buildings
  - BP 3300, Business and Noninstructional Operations, Expenditure/Expending Authority

**Committee Members:** Carol Schaeffer, Alice Adams, Shannon Melton, and Cindy Fields

**Assistant Superintendent:** Scott Lefebvre  
**Secretary for Superintendent/Board:** Jazmine Camp



# NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

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

## NWABSD BOARD OF EDUCATION

### BUDGET COMMITTEE MEETING

**June 7, 2022**  
**10:00 A.M.**

Conducted via Teleconference  
Call 1-833-682-3239 or 907-308-3192 & enter code: 247 492 735#

### Agenda

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- I. FY22 Financial Narrative Report as of April 30, 2022
- II. COVID Relief Funding Update – June
- III. FY22 Budget Revision #2
- IV. FY22 Board Budget revision
- V. FY23 Budget Revision #1
- VI. Action items for purchases over \$50,000
  - FY23 Heating Fuel – Maintenance
  - FY23 Frontier Fire Protection Contract – Maintenance
  - FY23 Refrigerated Solutions Contract – Maintenance
  - Kivalina School Busses – Maintenance
  - FY23 Refrigerated Solutions Contract – Maintenance
  - ALEKS/McGraw Hill Subscriptions – Curriculum
  - Phillip Tafts MOA Addendum – Student Services
  - Project Resources Contract – Superintendent
  - FY23 NMS Food Services – Admin Services
  - FY23 NMS Custodial Services – Maintenance
  - Kivalina Passenger Van Purchase - Maintenance
- VII. Future Business;
  - Financial Reports to Board – Options for meeting efficiencies
  - District Copier Replacement & Maintenance – Going out to RFP in July
  - Food Service/Wellness Committee

**Committee Members: Cindy Fields (Chair), Margaret Hansen, Joanne Harris, Marie Greene**  
**Director of administrative Service: Megan Williams**

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



# Financial Narrative Report

## April 30, 2022

Administrative Services  
Presented by Megan Williams, Director



# Table of Contents

To Our Board Financial Summary.....3-26

- Page 2

Financial Narrative Summary

- Pages 3-21

Statement of Activities

School Operating Fund Only

School Operating by OBJ

Pie Chart

Expenditures for all Funds

Pie Charts

Expenditures by Object for All Funds

Pie Chart

Expenditures for Board by OBJ

Pie Chart

- Pages 22-26

Financial Summary: Wells Fargo Investment Account Updates

# To Our Board

## Financial Summary

### Financial Narrative Notes:

Included in this packet are the Statement of Activities reports for FY22, which include reports for School Operating Only, School Operating by OBJ, All Funds, and All funds broken out by object code & Statement of activities for the Board.

### Operating Fund

We are 83% through the FY22 Fiscal year and have expended just over 71% of our general operating budget, and received just over 70% of our budgeted revenue of our general operating fund.

In the Operating by Object report – Board Stipends is over budget. This will be adjusted with the FY22 Budget Revision #2. Other Employee Benefits is also over budget, this is due to the increase in expenditures to pay for moving new staff up, paying for long term sub travel, and paying for negotiated tickets for staff. This will also be adjusted with the FY22 Budget Revision #2.

In the All Funds by Object report – Health & Life insurance has exceeded it's budgeted amount, which is to be expected. I have projected that we will exceed our budget for health insurance by roughly \$600,000 but will not know the actual amount until all insurance claims are paid in June. Food Supplies are over budget, which will be transferred to ESSER funding in June.

## Northwest Arctic Borough School District

### Statement of Activities-School Operating Only For the Period 04/01/2022 through 04/30/2022

Fiscal Year: 2021-2022

	<u>04/01/2022 - 04/30/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
<b>INCOME</b>					
General Revenues					
State Grants & Entitlements (-)	\$3,088,799.00	\$32,980,134.18	\$41,651,435.80	\$8,671,301.62	79.2%
Federal Grants & Entitlements (-)	\$446,069.00	\$1,647,184.00	\$6,858,607.00	\$5,211,423.00	24.0%
Borough Appropriations (-)	\$0.00	\$2,075,975.50	\$4,151,951.00	\$2,075,975.50	50.0%
E-Rate (-)	\$607,820.40	\$5,470,383.60	\$6,860,873.00	\$1,390,489.40	79.7%
Other (-)	\$26,916.51	\$281,669.64	\$603,200.00	\$321,530.36	46.7%
Sub-total : General Revenues	(\$4,169,604.91)	(\$42,455,346.92)	(\$60,126,066.80)	(\$17,670,719.88)	70.6%
<b>Total : INCOME</b>	(\$4,169,604.91)	(\$42,455,346.92)	(\$60,126,066.80)	(\$17,670,719.88)	70.6%
<b>EXPENSES</b>					
Instruction					
Regular Instruction (+)	\$1,235,212.99	\$11,964,554.02	\$16,913,211.24	\$4,948,657.22	70.7%
Bilingual Instruction (+)	\$118,162.19	\$1,058,376.34	\$1,343,073.27	\$284,696.93	78.8%
Vocational Education (+)	\$11,127.14	\$104,978.98	\$132,281.00	\$27,302.02	79.4%
Sub-total : Instruction	\$1,364,502.32	\$13,127,909.34	\$18,388,565.51	\$5,260,656.17	71.4%
SPED Instruction					
Special Education Instruction (+)	\$565,313.61	\$5,111,517.50	\$7,400,038.31	\$2,288,520.81	69.1%
Sub-total : SPED Instruction	\$565,313.61	\$5,111,517.50	\$7,400,038.31	\$2,288,520.81	69.1%
SPED Support Services-Students					
Special Education Support Service (+)	\$91,594.29	\$1,085,557.60	\$1,562,550.24	\$476,992.64	69.5%
Sub-total : SPED Support Services-Students	\$91,594.29	\$1,085,557.60	\$1,562,550.24	\$476,992.64	69.5%
Support Services-Students					
Support Service-Student (+)	\$0.00	\$6,139.29	\$0.00	(\$6,139.29)	0.0%
Dormitory (+)	\$0.00	\$6,139.29	\$0.00	(\$6,139.29)	0.0%
Guidance/Career Services (+)	\$0.00	\$55,646.57	\$0.00	(\$55,646.57)	0.0%
Sub-total : Support Services-Students	\$0.00	\$67,925.15	\$0.00	(\$67,925.15)	0.0%
Support Services-Instruction					
Support Services (+)	\$2,683.87	\$132,992.21	\$208,304.52	\$75,312.31	63.8%
Library Services (+)	\$0.00	\$990.00	\$1,000.00	\$10.00	99.0%
In-Service (+)	\$0.00	\$41,833.58	\$35,646.67	(\$6,186.91)	117.4%
Assessment/Test Support (+)	\$371.00	\$47,220.22	\$97,306.80	\$50,086.58	48.5%
Curriculum Support (+)	\$18,507.69	\$350,532.22	\$553,715.64	\$203,183.42	63.3%
Technology Support (+)	\$761,433.99	\$7,013,064.63	\$8,919,092.00	\$1,906,027.37	78.6%
Sub-total : Support Services-Instruction	\$782,996.55	\$7,586,632.86	\$9,815,065.63	\$2,228,432.77	77.3%
School Administration					
School Administration (+)	\$191,578.66	\$2,044,215.81	\$3,111,048.66	\$1,066,832.85	65.7%
Sub-total : School Administration	\$191,578.66	\$2,044,215.81	\$3,111,048.66	\$1,066,832.85	65.7%
School Administration Support Services					
School Admin Support (+)	\$136,460.80	\$1,157,673.71	\$1,505,338.82	\$347,665.11	76.9%
Sub-total : School Administration Support Services	\$136,460.80	\$1,157,673.71	\$1,505,338.82	\$347,665.11	76.9%

Operating Statement with Budget

## Northwest Arctic Borough School District

### Statement of Activities-School Operating Only For the Period 04/01/2022 through 04/30/2022

Fiscal Year: 2021-2022

	<u>04/01/2022 - 04/30/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
District Administration					
Superintendent's Office (+)	\$86,640.75	\$837,857.76	\$1,205,073.70	\$367,215.94	69.5%
Board of Education (+)	\$76,817.59	\$481,764.29	\$606,507.00	\$124,742.71	79.4%
Parent/Public Relation (+)	\$0.00	\$27,180.77	\$48,658.44	\$21,477.67	55.9%
Sub-total : District Administration	\$163,458.34	\$1,346,802.82	\$1,860,239.14	\$513,436.32	72.4%
District Administration Support Services					
District Administration (+)	\$111,409.48	\$1,480,177.08	\$1,770,947.21	\$290,770.13	83.6%
Human Resources (+)	\$71,963.11	\$553,871.54	\$780,654.36	\$226,782.82	70.9%
Sub-total : District Administration Support Services	\$183,372.59	\$2,034,048.62	\$2,551,601.57	\$517,552.95	79.7%
Operations & Maintenance of Plant					
Operations (+)	\$493,624.41	\$5,241,533.61	\$7,424,354.52	\$2,182,820.91	70.6%
Maintenance (+)	\$263,533.93	\$3,249,334.82	\$5,366,063.28	\$2,116,728.46	60.6%
Operations & Maintenance (+)	\$0.00	\$80,653.13	\$0.00	(\$80,653.13)	0.0%
Sub-total : Operations & Maintenance of Plant	\$757,158.34	\$8,571,521.56	\$12,790,417.80	\$4,218,896.24	67.0%
Student Activities					
Student Activity (+)	\$143,127.52	\$758,017.34	\$1,269,639.12	\$511,621.78	59.7%
Sub-total : Student Activities	\$143,127.52	\$758,017.34	\$1,269,639.12	\$511,621.78	59.7%
Adult & Continuing Education Instruction					
Adult & Continuing Education (+)	\$0.00	\$2,046.43	\$0.00	(\$2,046.43)	0.0%
Sub-total : Adult & Continuing Education Instruction	\$0.00	\$2,046.43	\$0.00	(\$2,046.43)	0.0%
Food Services					
Food Services (+)	\$0.00	\$4,150.91	\$0.00	(\$4,150.91)	0.0%
Sub-total : Food Services	\$0.00	\$4,150.91	\$0.00	(\$4,150.91)	0.0%
<b>Total : EXPENSES</b>	\$4,379,563.02	\$42,898,019.65	\$60,254,504.80	\$17,356,485.15	71.2%
<b>OTHER</b>					
Transfers Out					
Transfers between Funds-Out (+)	\$0.00	\$0.00	\$495,000.00	\$495,000.00	0.0%
Sub-total : Transfers Out	\$0.00	\$0.00	\$495,000.00	\$495,000.00	0.0%
Earnings on Investments					
Earnings on Investments (-)	\$610.26	\$2,283.70	\$3,200.00	\$916.30	71.4%
Sub-total : Earnings on Investments	(\$610.26)	(\$2,283.70)	(\$3,200.00)	(\$916.30)	71.4%
<b>Total : OTHER</b>	(\$610.26)	(\$2,283.70)	\$491,800.00	\$494,083.70	0.5%
<b>NET INCOME/LOSS</b>	\$209,347.85	\$440,389.03	\$620,238.00	\$179,848.97	71.0%

End of Report

Operating Statement with Budget

## Northwest Arctic Borough School District

### Statement of Activities-School Oper. by OBJ For the Period 04/01/2022 through 04/30/2022

Fiscal Year: 2021-2022

	<u>04/01/2022 - 04/30/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
<b>INCOME</b>					
General Revenues					
State Grants & Entitlements (-)	\$3,088,799.00	\$32,980,134.18	\$41,651,435.80	\$8,671,301.62	79.2%
Federal Grants & Entitlements (-)	\$446,069.00	\$1,647,184.00	\$6,858,607.00	\$5,211,423.00	24.0%
Borough Appropriations (-)	\$0.00	\$2,075,975.50	\$4,151,951.00	\$2,075,975.50	50.0%
E-Rate (-)	\$607,820.40	\$5,470,383.60	\$6,860,873.00	\$1,390,489.40	79.7%
Other (-)	\$26,916.51	\$281,669.64	\$603,200.00	\$321,530.36	46.7%
Sub-total : General Revenues	(\$4,169,604.91)	(\$42,455,346.92)	(\$60,126,066.80)	(\$17,670,719.88)	70.6%
<b>Total : INCOME</b>	(\$4,169,604.91)	(\$42,455,346.92)	(\$60,126,066.80)	(\$17,670,719.88)	70.6%
<b>EXPENSES</b>					
SALARIES					
Certificated Salaries (+)	\$1,124,500.05	\$10,273,593.83	\$14,820,881.55	\$4,547,287.72	69.3%
Classified Salaries (+)	\$757,801.43	\$6,691,874.86	\$8,708,333.94	\$2,016,459.08	76.8%
Leave Pay Off (+)	\$8,102.76	\$102,498.93	\$219,831.82	\$117,332.89	46.6%
GTL Payroll Sweep (+)	\$0.00	\$48.00	\$9,279.00	\$9,231.00	0.5%
Board Stipends (+)	\$9,250.00	\$82,618.00	\$79,000.00	(\$3,618.00)	104.6%
Staff Stipends (+)	\$0.00	\$268,000.00	\$0.00	(\$268,000.00)	0.0%
Non Cert-Extra Duty Contract (+)	\$11,660.00	\$41,530.00	\$88,490.00	\$46,960.00	46.9%
Sub-total : SALARIES	\$1,911,314.24	\$17,460,163.62	\$23,925,816.31	\$6,465,652.69	73.0%
BENEFITS					
Control Acct - Benefits (+)	\$0.00	\$0.00	\$10,785.75	\$10,785.75	0.0%
Insurance-Health & Life (+)	\$681,765.43	\$5,814,338.32	\$6,600,246.57	\$785,908.25	88.1%
Insurance-Unemployment (+)	\$4,750.17	\$43,458.06	\$61,420.58	\$17,962.52	70.8%
Insurance-Workers Comp (+)	\$13,189.72	\$120,277.21	\$162,997.85	\$42,720.64	73.8%
Retirement-Fica & Medicare (+)	\$38,327.34	\$331,970.14	\$417,325.44	\$85,355.30	79.5%
Retirement-TRS (+)	\$131,404.91	\$1,240,457.28	\$1,791,297.06	\$550,839.78	69.2%
Retirement-PERS (+)	\$142,750.33	\$1,258,622.56	\$1,650,293.07	\$391,670.51	76.3%
On Behalf Exp-PERS (+)	\$0.00	\$1,308,047.87	\$3,191,941.90	\$1,883,894.03	41.0%
On Behalf Exp-TRS (+)	\$0.00	\$361,734.31	\$611,444.14	\$249,709.83	59.2%
Other Employee Benefits (+)	\$2,227.16	\$71,886.34	\$55,000.00	(\$16,886.34)	130.7%
Sub-total : BENEFITS	\$1,014,415.06	\$10,550,792.09	\$14,552,752.36	\$4,001,960.27	72.5%
PROFESSIONAL & TECHNICAL SERVICES					
Prof & Technical Services (+)	\$68,619.55	\$1,311,494.62	\$3,009,015.39	\$1,697,520.77	43.6%
Auditing & Accounting Services (+)	\$0.00	\$76,000.00	\$76,000.00	\$0.00	100.0%
Legal Services (+)	\$0.00	\$97,050.52	\$130,000.00	\$32,949.48	74.7%
Sub-total : PROFESSIONAL & TECHNICAL SERVICES	\$68,619.55	\$1,484,545.14	\$3,215,015.39	\$1,730,470.25	46.2%
TRAVEL					
Staff Travel (+)	\$75,025.62	\$317,702.90	\$620,726.91	\$303,024.01	51.2%
Student Travel (+)	\$72,256.58	\$408,243.33	\$705,555.56	\$297,312.23	57.9%
Sub-total : TRAVEL	\$147,282.20	\$725,946.23	\$1,326,282.47	\$600,336.24	54.7%
UTILITIES					
Water & Sewer (+)	\$36,567.91	\$352,609.11	\$465,766.60	\$113,157.49	75.7%

Operating Statement with Budget

## Northwest Arctic Borough School District

### Statement of Activities-School Oper. by OBJ For the Period 04/01/2022 through 04/30/2022

Fiscal Year: 2021-2022

	<u>04/01/2022 - 04/30/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Garbage (+)	\$5,624.50	\$51,220.50	\$98,900.00	\$47,679.50	51.8%
Communications (+)	\$7,553.08	\$87,602.25	\$130,500.00	\$42,897.75	67.1%
Other Utilities-Internet (+)	\$675,581.00	\$6,080,229.00	\$7,671,192.00	\$1,590,963.00	79.3%
Electricity (+)	\$240,293.56	\$1,518,816.45	\$2,042,395.00	\$523,578.55	74.4%
Heating Fuels (+)	\$201,182.22	\$1,584,062.13	\$1,990,000.00	\$405,937.87	79.6%
Sub-total : UTILITIES	\$1,166,802.27	\$9,674,539.44	\$12,398,753.60	\$2,724,214.16	78.0%
<b>OTHER PURCHASED SERVICES</b>					
Other Purchase Services (+)	\$3,140.00	\$1,181,019.01	\$2,447,357.44	\$1,266,338.43	48.3%
Sub-total : OTHER PURCHASED SERVICES	\$3,140.00	\$1,181,019.01	\$2,447,357.44	\$1,266,338.43	48.3%
<b>INSURANCE</b>					
Insurance & Bond Premiums (+)	\$0.00	\$582,395.10	\$582,395.10	\$0.00	100.0%
Liability Insurance (+)	\$0.00	\$370,648.50	\$370,648.50	\$0.00	100.0%
Sub-total : INSURANCE	\$0.00	\$953,043.60	\$953,043.60	\$0.00	100.0%
<b>SUPPLY</b>					
Supplies, Materials, Media (+)	\$54,362.42	\$697,676.96	\$1,144,580.58	\$446,903.62	61.0%
Gas/Oil-Vehicle & Equipment Supplies (+)	\$8,431.76	\$35,564.36	\$75,000.00	\$39,435.64	47.4%
Textbooks (+)	\$60.00	\$162,693.68	\$241,490.00	\$78,796.32	67.4%
Sub-total : SUPPLY	\$62,854.18	\$895,935.00	\$1,461,070.58	\$565,135.58	61.3%
<b>TUITION &amp; STIPENDS</b>					
Tuition & Stipends (+)	\$420.00	\$8,300.50	\$34,000.00	\$25,699.50	24.4%
Sub-total : TUITION & STIPENDS	\$420.00	\$8,300.50	\$34,000.00	\$25,699.50	24.4%
<b>OTHER</b>					
Other Expenses (+)	\$4,981.10	\$141,242.34	\$180,905.28	\$39,662.94	78.1%
Interest Paid (+)	\$0.00	\$17.42	\$0.00	(\$17.42)	0.0%
Sub-total : OTHER	\$4,981.10	\$141,259.76	\$180,905.28	\$39,645.52	78.1%
<b>INDIRECT COSTS</b>					
Indirect Costs To/From (+)	(\$265.58)	(\$220,848.01)	(\$300,000.00)	(\$79,151.99)	73.6%
Sub-total : INDIRECT COSTS	(\$265.58)	(\$220,848.01)	(\$300,000.00)	(\$79,151.99)	73.6%
<b>CAPITAL EXPENDITURES</b>					
Equipment (+)	\$0.00	\$43,323.27	\$59,507.77	\$16,184.50	72.8%
Sub-total : CAPITAL EXPENDITURES	\$0.00	\$43,323.27	\$59,507.77	\$16,184.50	72.8%
<b>Total : EXPENSES</b>	\$4,379,563.02	\$42,898,019.65	\$60,254,504.80	\$17,356,485.15	71.2%
<b>OTHER</b>					
Transfers Out					
Transfers between Funds-Out (+)	\$0.00	\$0.00	\$495,000.00	\$495,000.00	0.0%
Sub-total : Transfers Out	\$0.00	\$0.00	\$495,000.00	\$495,000.00	0.0%
Earnings on Investments					
Earnings on Investments (-)	\$610.26	\$2,283.70	\$3,200.00	\$916.30	71.4%
Sub-total : Earnings on Investments	(\$610.26)	(\$2,283.70)	(\$3,200.00)	(\$916.30)	71.4%

Operating Statement with Budget

Northwest Arctic Borough School District

Statement of Activities-School Oper. by OBJ For the Period 04/01/2022 through 04/30/2022

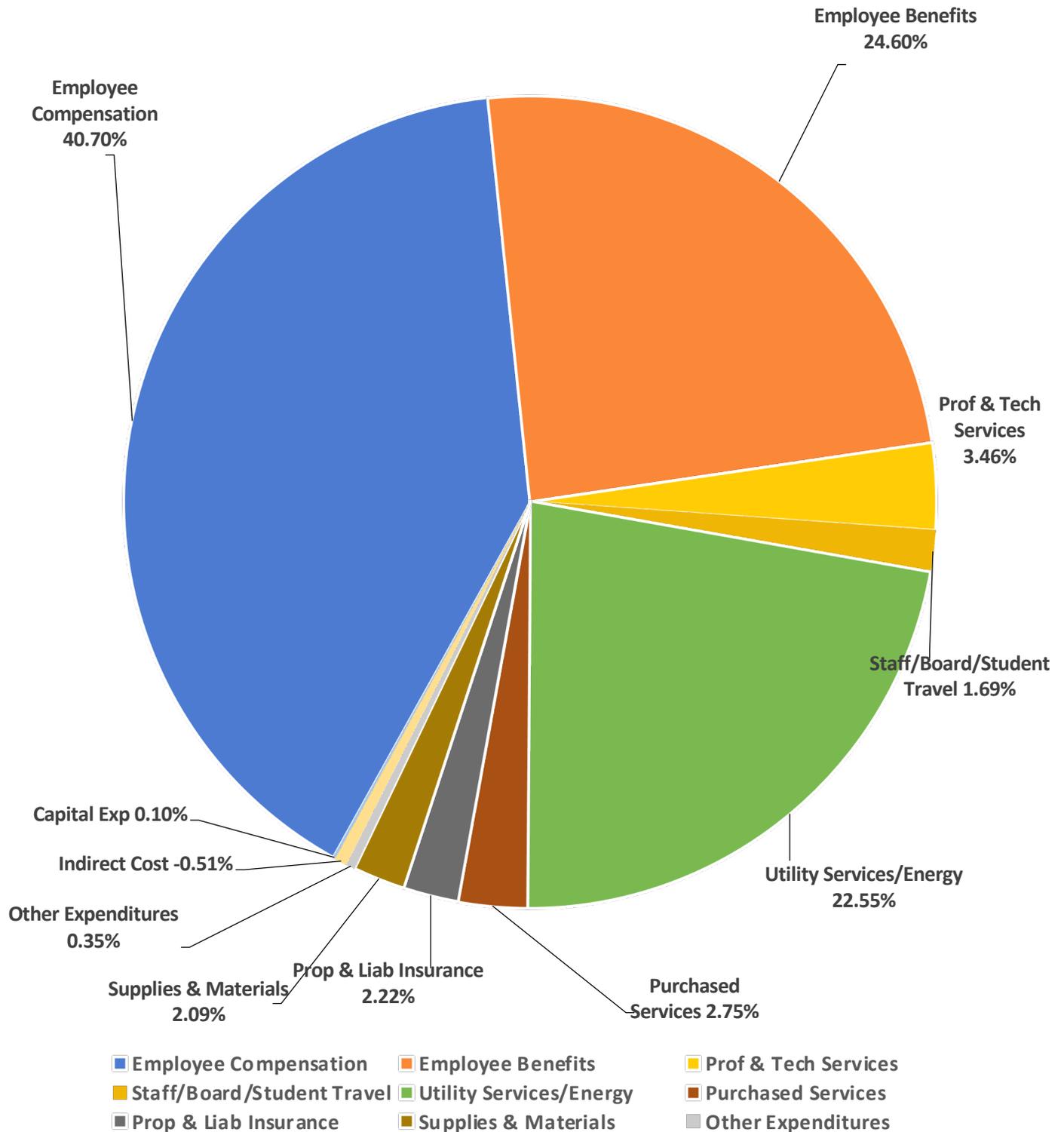
Fiscal Year: 2021-2022

	<u>04/01/2022 - 04/30/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Total : OTHER	(610.26)	(\$2,283.70)	\$491,800.00	\$494,083.70	0.5%
NET INCOME/LOSS	\$209,347.85	\$440,389.03	\$620,238.00	\$179,848.97	71.0%

End of Report

# Operating Fund Only Budget Expended by Object

(as of 4.30.2022) \$42,898,019.65



## Northwest Arctic Borough School District

### Statement of Activities-ALL FUNDS: For the Period 04/01/2022 through 04/30/2022

Fiscal Year: 2021-2022

	<u>04/01/2022 - 04/30/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
<b>INCOME</b>					
Program Revenues					
Operations & Maintenance of Plant (-)	\$65,647.01	\$616,754.72	\$750,000.00	\$133,245.28	82.2%
Food Services (-)	\$2,743.61	\$8,121.72	\$56,000.00	\$47,878.28	14.5%
Sub-total : Program Revenues	(\$68,390.62)	(\$624,876.44)	(\$806,000.00)	(\$181,123.56)	77.5%
General Revenues					
Borough Appropriations (-)	\$0.00	\$5,772,969.08	\$12,596,479.40	\$6,823,510.32	45.8%
Earnings on Investment (-)	\$1,128.31	\$4,575.75	\$3,200.00	(\$1,375.75)	143.0%
Other (-)	\$91,306.25	\$1,714,796.54	\$1,427,228.54	(\$287,568.00)	120.1%
E-Rate (-)	\$607,820.40	\$5,470,383.60	\$6,860,873.00	\$1,390,489.40	79.7%
State Grants & Entitlements (-)	\$3,188,847.85	\$44,302,505.81	\$77,491,324.37	\$33,188,818.56	57.2%
Federal Grants & Entitlements (-)	\$648,684.87	\$10,009,763.49	\$26,408,179.74	\$16,398,416.25	37.9%
Sub-total : General Revenues	(\$4,537,787.68)	(\$67,274,994.27)	(\$124,787,285.05)	(\$57,512,290.78)	53.9%
<b>Total : INCOME</b>	(\$4,606,178.30)	(\$67,899,870.71)	(\$125,593,285.05)	(\$57,693,414.34)	54.1%
<b>EXPENSES</b>					
Instruction					
Regular Instruction (+)	\$1,723,728.16	\$15,040,533.78	\$22,802,679.62	\$7,762,145.84	66.0%
Bilingual Instruction (+)	\$127,161.19	\$1,077,342.03	\$1,556,362.29	\$479,020.26	69.2%
Vocational Education (+)	\$14,629.84	\$159,739.62	\$290,032.43	\$130,292.81	55.1%
Pre- Kindergarten (+)	\$4,040.75	\$97,872.34	\$0.00	(\$97,872.34)	0.0%
Sub-total : Instruction	\$1,869,559.94	\$16,375,487.77	\$24,649,074.34	\$8,273,586.57	66.4%
SPED Instruction					
Special Education Instruction (+)	\$565,313.61	\$5,111,517.50	\$7,400,038.31	\$2,288,520.81	69.1%
Sub-total : SPED Instruction	\$565,313.61	\$5,111,517.50	\$7,400,038.31	\$2,288,520.81	69.1%
SPED Support Services-Students					
Special Education Support Service (+)	\$189,508.92	\$1,617,531.77	\$2,643,208.42	\$1,025,676.65	61.2%
Sub-total : SPED Support Services-Students	\$189,508.92	\$1,617,531.77	\$2,643,208.42	\$1,025,676.65	61.2%
Support Services-Students					
Support Service-Student (+)	\$45,032.12	\$204,652.75	\$505,159.21	\$300,506.46	40.5%
Dormitory (+)	\$46,884.80	\$255,827.17	\$296,581.79	\$40,754.62	86.3%
Guidance/Career Services (+)	\$81,809.86	\$801,974.17	\$1,510,304.73	\$708,330.56	53.1%
Sub-total : Support Services-Students	\$173,726.78	\$1,262,454.09	\$2,312,045.73	\$1,049,591.64	54.6%
Support Services-Instruction					
Support Services (+)	\$166,354.74	\$1,450,087.91	\$3,611,415.27	\$2,161,327.36	40.2%
Library Services (+)	\$0.00	\$990.00	\$1,000.00	\$10.00	99.0%
In-Service (+)	\$0.00	\$41,833.58	\$35,646.67	(\$6,186.91)	117.4%
Assessment/Test Support (+)	\$371.00	\$47,220.22	\$97,306.80	\$50,086.58	48.5%
Curriculum Support (+)	\$18,507.69	\$350,532.22	\$1,329,265.64	\$978,733.42	26.4%
Technology Support (+)	\$761,433.99	\$7,453,514.39	\$9,518,388.00	\$2,064,873.61	78.3%
Sub-total : Support Services-Instruction	\$946,667.42	\$9,344,178.32	\$14,593,022.38	\$5,248,844.06	64.0%

Operating Statement with Budget

## Northwest Arctic Borough School District

### Statement of Activities-ALL FUNDS: For the Period 04/01/2022 through 04/30/2022

Fiscal Year: 2021-2022

	<u>04/01/2022 - 04/30/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
School Administration					
School Administration (+)	\$226,823.92	\$2,314,791.50	\$3,463,466.39	\$1,148,674.89	66.8%
Sub-total : School Administration	\$226,823.92	\$2,314,791.50	\$3,463,466.39	\$1,148,674.89	66.8%
School Administration Support Services					
School Admin Support (+)	\$164,500.27	\$1,340,753.28	\$1,804,028.40	\$463,275.12	74.3%
Sub-total : School Administration Support Services	\$164,500.27	\$1,340,753.28	\$1,804,028.40	\$463,275.12	74.3%
District Administration					
Superintendent's Office (+)	\$86,640.75	\$837,857.76	\$1,205,073.70	\$367,215.94	69.5%
Board of Education (+)	\$76,817.59	\$481,764.29	\$606,507.00	\$124,742.71	79.4%
Parent/Public Relation (+)	\$0.00	\$27,180.77	\$48,658.44	\$21,477.67	55.9%
Sub-total : District Administration	\$163,458.34	\$1,346,802.82	\$1,860,239.14	\$513,436.32	72.4%
District Administration Support Services					
District Administration (+)	\$124,233.21	\$1,844,465.92	\$2,603,310.22	\$758,844.30	70.9%
Human Resources (+)	\$71,963.11	\$553,871.54	\$780,654.36	\$226,782.82	70.9%
Administration Support-Other (+)	\$55,367.63	\$479,690.16	\$582,779.99	\$103,089.83	82.3%
Sub-total : District Administration Support Services	\$251,563.95	\$2,878,027.62	\$3,966,744.57	\$1,088,716.95	72.6%
Operations & Maintenance of Plant					
Food Service (+)	\$0.00	\$80,653.13	\$0.00	(\$80,653.13)	0.0%
Operations (+)	\$554,891.00	\$5,727,404.06	\$7,958,824.30	\$2,231,420.24	72.0%
Maintenance (+)	\$273,045.50	\$3,616,993.58	\$6,979,115.61	\$3,362,122.03	51.8%
Sub-total : Operations & Maintenance of Plant	\$827,936.50	\$9,425,050.77	\$14,937,939.91	\$5,512,889.14	63.1%
Student Activities					
Student Activity (+)	\$182,856.97	\$932,607.10	\$1,334,639.12	\$402,032.02	69.9%
Sub-total : Student Activities	\$182,856.97	\$932,607.10	\$1,334,639.12	\$402,032.02	69.9%
Student Transportation					
Student Transportation (+)	\$9,982.02	\$64,854.79	\$97,407.00	\$32,552.21	66.6%
Sub-total : Student Transportation	\$9,982.02	\$64,854.79	\$97,407.00	\$32,552.21	66.6%
Adult & Continuing Education Instruction					
Adult & Continuing Education (+)	\$35,192.61	\$152,554.72	\$637,792.11	\$485,237.39	23.9%
Sub-total : Adult & Continuing Education Instruction	\$35,192.61	\$152,554.72	\$637,792.11	\$485,237.39	23.9%
Food Services					
Food Services (+)	\$235,710.60	\$1,963,786.72	\$5,048,352.67	\$3,084,565.95	38.9%
Sub-total : Food Services	\$235,710.60	\$1,963,786.72	\$5,048,352.67	\$3,084,565.95	38.9%
Construction in Progress					
Administration (+)	\$0.00	\$3,925.00	\$419,420.31	\$415,495.31	0.9%
Site Acquisition & Investigation (+)	\$0.00	\$0.00	\$870,565.86	\$870,565.86	0.0%
Design (+)	\$53,629.11	\$450,257.36	\$1,239,270.05	\$789,012.69	36.3%
Construction Management (+)	\$6,411.25	\$87,409.49	\$456,344.76	\$368,935.27	19.2%
Construction (+)	\$2,413,994.72	\$24,938,169.85	\$36,827,416.75	\$11,889,246.90	67.7%

Operating Statement with Budget

## Northwest Arctic Borough School District

### Statement of Activities-ALL FUNDS: For the Period 04/01/2022 through 04/30/2022

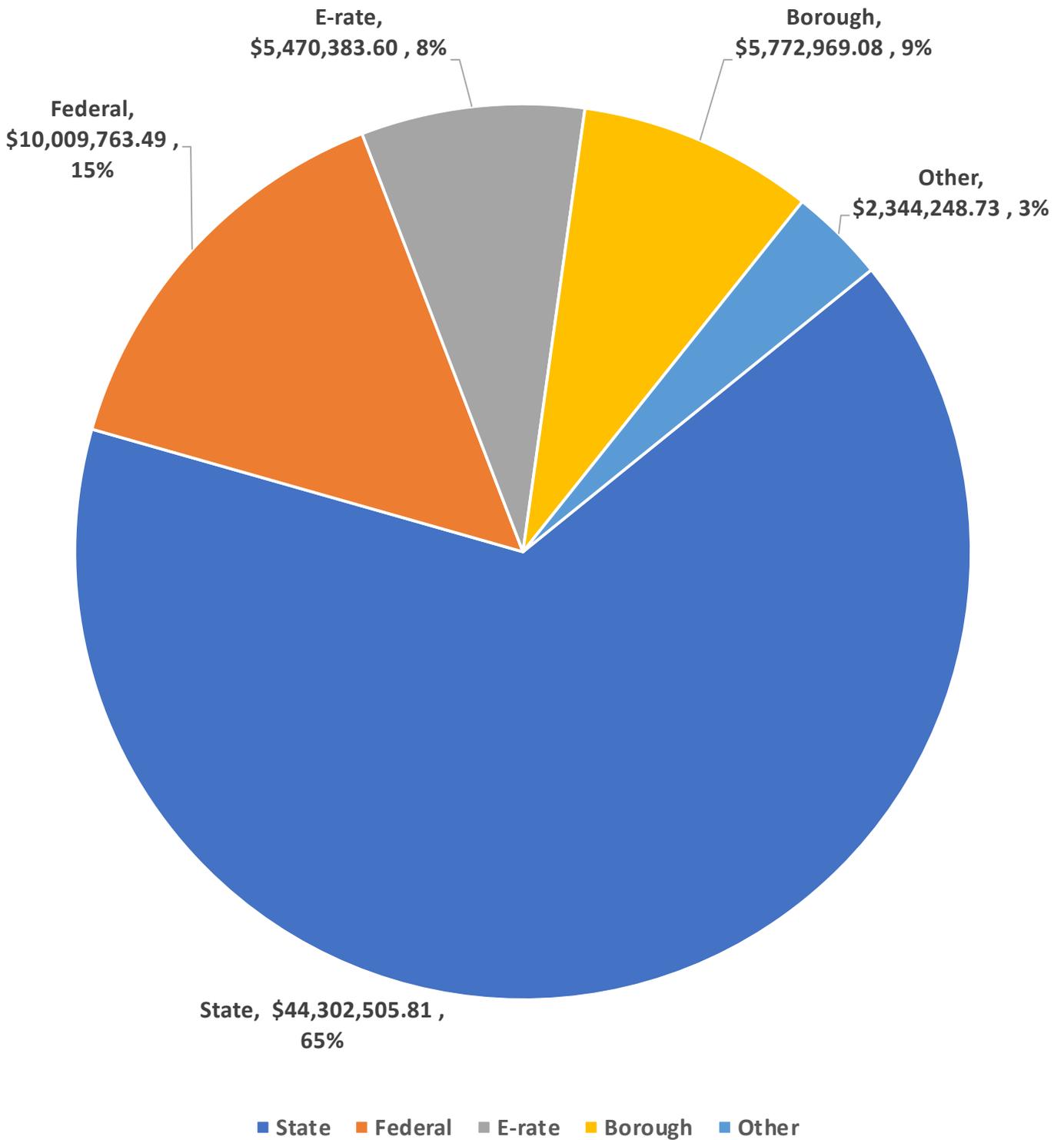
Fiscal Year: 2021-2022

	<u>04/01/2022 - 04/30/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Equipment/Furnishing (+)	\$0.00	\$163,084.30	\$556,000.00	\$392,915.70	29.3%
Technology (+)	\$0.00	\$0.00	\$200,000.00	\$200,000.00	0.0%
Percent for Art (+)	\$0.00	\$21,090.00	\$265,500.00	\$244,410.00	7.9%
Contingency (+)	\$0.00	\$0.00	\$2,651,107.00	\$2,651,107.00	0.0%
CIP Construction Management-Consultant (+)	\$0.00	\$63,388.36	\$518,407.02	\$455,018.66	12.2%
Sub-total : Construction in Progress	\$2,474,035.08	\$25,727,324.36	\$44,004,031.75	\$18,276,707.39	58.5%
<b>Total : EXPENSES</b>	\$8,316,836.93	\$79,857,723.13	\$128,752,030.24	\$48,894,307.11	62.0%
<b>OTHER</b>					
Transfers In					
Transfers Between Funds -In (-)	\$0.00	\$0.00	\$3,030,307.19	\$3,030,307.19	0.0%
Sub-total : Transfers In	\$0.00	\$0.00	(\$3,030,307.19)	(\$3,030,307.19)	0.0%
Transfers Out					
Transfers between Funds-Out (+)	\$0.00	\$0.00	\$495,000.00	\$495,000.00	0.0%
Sub-total : Transfers Out	\$0.00	\$0.00	\$495,000.00	\$495,000.00	0.0%
Earnings on Investments					
Earnings on Investments (-)	\$610.26	\$2,283.70	\$3,200.00	\$916.30	71.4%
Sub-total : Earnings on Investments	(\$610.26)	(\$2,283.70)	(\$3,200.00)	(\$916.30)	71.4%
<b>Total : OTHER</b>	(\$610.26)	(\$2,283.70)	(\$2,538,507.19)	(\$2,536,223.49)	0.1%
<b>NET INCOME/LOSS</b>	\$3,710,048.37	\$11,955,568.72	\$620,238.00	(\$11,335,330.72)	1927.6%

End of Report

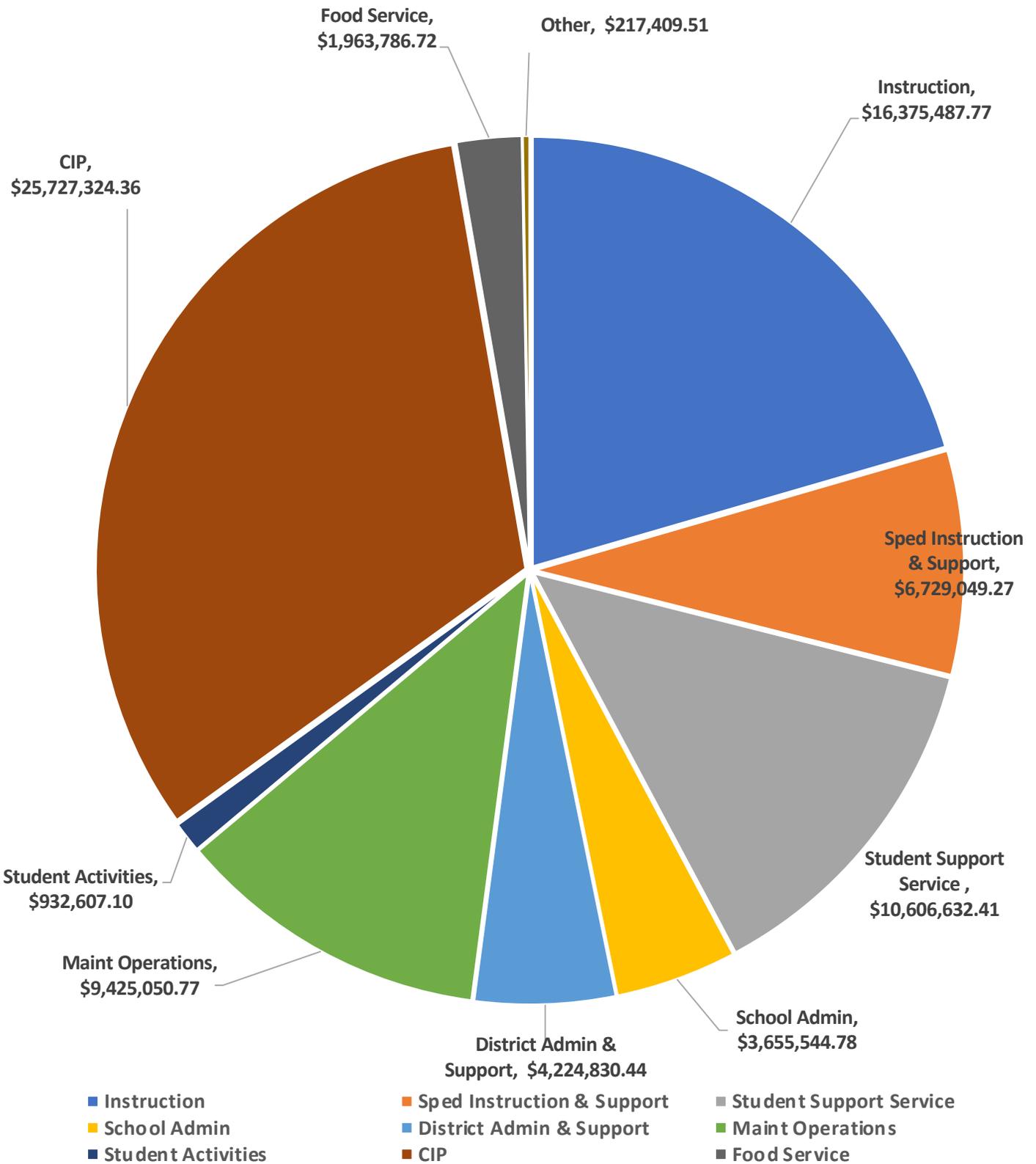
# Revenues – All Funds

(as of 4.30.2022) \$67,899,870.71



# Expenditures – All Funds

(as of 4.30.2022) \$79,857,723.13



## Northwest Arctic Borough School District

### Statement of Activities-ALL FUNDS by OBJ: For the Period 04/01/2022 through 04/30/2022

Fiscal Year: 2021-2022

	<u>04/01/2022 - 04/30/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
<b>INCOME</b>					
Program Revenues					
Operations & Maintenance of Plant (-)	\$65,647.01	\$616,754.72	\$750,000.00	\$133,245.28	82.2%
Food Services (-)	\$2,743.61	\$8,121.72	\$56,000.00	\$47,878.28	14.5%
Sub-total : Program Revenues	(\$68,390.62)	(\$624,876.44)	(\$806,000.00)	(\$181,123.56)	77.5%
General Revenues					
State Grants & Entitlements (-)	\$3,188,847.85	\$44,302,505.81	\$77,491,324.37	\$33,188,818.56	57.2%
Federal Grants & Entitlements (-)	\$648,684.87	\$10,009,763.49	\$26,408,179.74	\$16,398,416.25	37.9%
Borough Appropriations (-)	\$0.00	\$5,772,969.08	\$12,596,479.40	\$6,823,510.32	45.8%
E-Rate (-)	\$607,820.40	\$5,470,383.60	\$6,860,873.00	\$1,390,489.40	79.7%
Other (-)	\$92,434.56	\$1,719,372.29	\$1,430,428.54	(\$288,943.75)	120.2%
Sub-total : General Revenues	(\$4,537,787.68)	(\$67,274,994.27)	(\$124,787,285.05)	(\$57,512,290.78)	53.9%
<b>Total : INCOME</b>	(\$4,606,178.30)	(\$67,899,870.71)	(\$125,593,285.05)	(\$57,693,414.34)	54.1%
<b>EXPENSES</b>					
SALARIES					
Certificated Salaries (+)	\$1,388,465.39	\$12,526,211.42	\$18,551,423.74	\$6,025,212.32	67.5%
Classified Salaries (+)	\$940,668.77	\$8,074,344.62	\$10,885,021.56	\$2,810,676.94	74.2%
Leave Pay Off (+)	\$8,102.76	\$117,207.22	\$229,641.48	\$112,434.26	51.0%
GTL Payroll Sweep (+)	\$0.00	\$48.00	\$9,279.00	\$9,231.00	0.5%
Stipends (+)	\$9,250.00	\$558,868.00	\$837,250.00	\$278,382.00	66.8%
Non Cert-Extra Duty Contract (+)	\$11,660.00	\$71,962.85	\$255,447.85	\$183,485.00	28.2%
Sub-total : SALARIES	\$2,358,146.92	\$21,348,642.11	\$30,768,063.63	\$9,419,421.52	69.4%
BENEFITS					
Control Acct - Benefits (+)	\$17.08	\$17.08	\$2,947,679.97	\$2,947,662.89	0.0%
Insurance-Health & Life (+)	\$851,694.70	\$7,095,484.65	\$6,625,446.57	(\$470,038.08)	107.1%
Insurance-Unemployment (+)	\$5,957.22	\$53,820.09	\$61,676.20	\$7,856.11	87.3%
Insurance-Workers Comp (+)	\$16,231.80	\$148,357.73	\$166,061.09	\$17,703.36	89.3%
Retirement-Fica & Medicare (+)	\$48,590.85	\$401,565.58	\$417,516.44	\$15,950.86	96.2%
Retirement-TRS (+)	\$156,866.71	\$1,499,409.50	\$1,791,297.06	\$291,887.56	83.7%
Retirement-PERS (+)	\$179,531.48	\$1,553,390.80	\$1,664,084.52	\$110,693.72	93.3%
On Behalf Exp-PERS (+)	\$0.00	\$1,308,047.87	\$3,191,941.90	\$1,883,894.03	41.0%
On Behalf Exp-TRS (+)	\$0.00	\$361,734.31	\$611,444.14	\$249,709.83	59.2%
Housing Allowance/Subsidy (+)	\$34,916.67	\$314,850.29	\$330,000.00	\$15,149.71	95.4%
Transportation Allowance (+)	\$0.00	\$0.00	\$3,500.00	\$3,500.00	0.0%
Other Employee Benefits (+)	\$2,227.16	\$71,886.34	\$55,000.00	(\$16,886.34)	130.7%
Sub-total : BENEFITS	\$1,296,033.67	\$12,808,564.24	\$17,865,647.89	\$5,057,083.65	71.7%
PROFESSIONAL & TECHNICAL SERVICES					
Prof & Technical Services (+)	\$488,201.33	\$4,314,877.63	\$13,139,732.04	\$8,824,854.41	32.8%
Auditing & Accounting Services (+)	\$0.00	\$76,000.00	\$76,000.00	\$0.00	100.0%
Legal Services (+)	\$0.00	\$97,050.52	\$130,000.00	\$32,949.48	74.7%
Sub-total : PROFESSIONAL & TECHNICAL SERVICES	\$488,201.33	\$4,487,928.15	\$13,345,732.04	\$8,857,803.89	33.6%

Operating Statement with Budget

## Northwest Arctic Borough School District

### Statement of Activities-ALL FUNDS by OBJ: For the Period 04/01/2022 through 04/30/2022

Fiscal Year: 2021-2022

	<u>04/01/2022 - 04/30/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
<b>TRAVEL</b>					
Staff Travel (+)	\$122,790.49	\$503,305.28	\$1,246,604.12	\$743,298.84	40.4%
Student Travel (+)	\$75,621.01	\$507,908.45	\$1,191,508.32	\$683,599.87	42.6%
Sub-total : TRAVEL	\$198,411.50	\$1,011,213.73	\$2,438,112.44	\$1,426,898.71	41.5%
<b>UTILITIES</b>					
Water & Sewer (+)	\$46,095.38	\$439,003.56	\$554,989.40	\$115,985.84	79.1%
Garbage (+)	\$6,087.41	\$56,121.27	\$99,286.94	\$43,165.67	56.5%
Communications (+)	\$7,936.33	\$91,099.42	\$140,162.64	\$49,063.22	65.0%
Other Utilities-Internet (+)	\$675,581.00	\$6,080,229.00	\$7,840,458.00	\$1,760,229.00	77.5%
Electricity (+)	\$270,119.33	\$1,725,098.09	\$2,337,574.96	\$612,476.87	73.8%
Heating Fuels (+)	\$213,548.46	\$1,672,905.64	\$2,031,992.37	\$359,086.73	82.3%
Sub-total : UTILITIES	\$1,219,367.91	\$10,064,456.98	\$13,004,464.31	\$2,940,007.33	77.4%
<b>OTHER PURCHASED SERVICES</b>					
Oher Purchase Services (+)	\$12,117.00	\$1,289,836.23	\$2,561,262.23	\$1,271,426.00	50.4%
Sub-total : OTHER PURCHASED SERVICES	\$12,117.00	\$1,289,836.23	\$2,561,262.23	\$1,271,426.00	50.4%
<b>INSURANCE</b>					
Insurance & Bond Premiums (+)	\$0.00	\$582,395.10	\$582,395.10	\$0.00	100.0%
Liability Insurance (+)	\$0.00	\$370,648.50	\$370,648.50	\$0.00	100.0%
Sub-total : INSURANCE	\$0.00	\$953,043.60	\$953,043.60	\$0.00	100.0%
<b>SUPPLY</b>					
Supplies, Materials, Media (+)	\$297,138.54	\$2,215,993.83	\$4,180,595.07	\$1,964,601.24	53.0%
Gas/Oil-Vehicle & Equipment Supplies (+)	\$8,431.76	\$35,850.98	\$75,000.00	\$39,149.02	47.8%
Food Supplies (+)	\$7,851.94	\$130,237.14	\$85,814.88	(\$44,422.26)	151.8%
Textbooks (+)	\$60.00	\$162,693.68	\$1,017,040.00	\$854,346.32	16.0%
Sub-total : SUPPLY	\$313,482.24	\$2,544,775.63	\$5,358,449.95	\$2,813,674.32	47.5%
<b>TUITION &amp; STIPENDS</b>					
Tuition & Stipends (+)	\$420.00	\$28,190.50	\$86,000.00	\$57,809.50	32.8%
Scholarship Stipends (+)	\$0.00	\$2,000.00	\$15,000.00	\$13,000.00	13.3%
Sub-total : TUITION & STIPENDS	\$420.00	\$30,190.50	\$101,000.00	\$70,809.50	29.9%
<b>OTHER</b>					
Other Expenses (+)	\$15,910.17	\$165,740.46	\$214,387.78	\$48,647.32	77.3%
Dues & Fees (+)	\$0.00	\$242.50	\$190.97	(\$51.53)	127.0%
Interest Paid (+)	\$0.00	\$17.42	\$0.00	(\$17.42)	0.0%
Sub-total : OTHER	\$15,910.17	\$166,000.38	\$214,578.75	\$48,578.37	77.4%
<b>INDIRECT COSTS</b>					
Indirect Costs To/From (+)	\$0.00	\$0.00	\$365,188.08	\$365,188.08	0.0%
Sub-total : INDIRECT COSTS	\$0.00	\$0.00	\$365,188.08	\$365,188.08	0.0%
<b>CAPITAL EXPENDITURES</b>					
Equipment (+)	\$0.00	\$277,753.57	\$891,537.77	\$613,784.20	31.2%
New Building/Purchases (+)	\$2,407,819.17	\$23,707,922.84	\$36,130,611.53	\$12,422,688.69	65.6%
Building Improvements (+)	\$0.00	\$770,570.00	\$0.00	(\$770,570.00)	0.0%

Operating Statement with Budget

## Northwest Arctic Borough School District

### Statement of Activities-ALL FUNDS by OBJ: For the Period 04/01/2022 through 04/30/2022

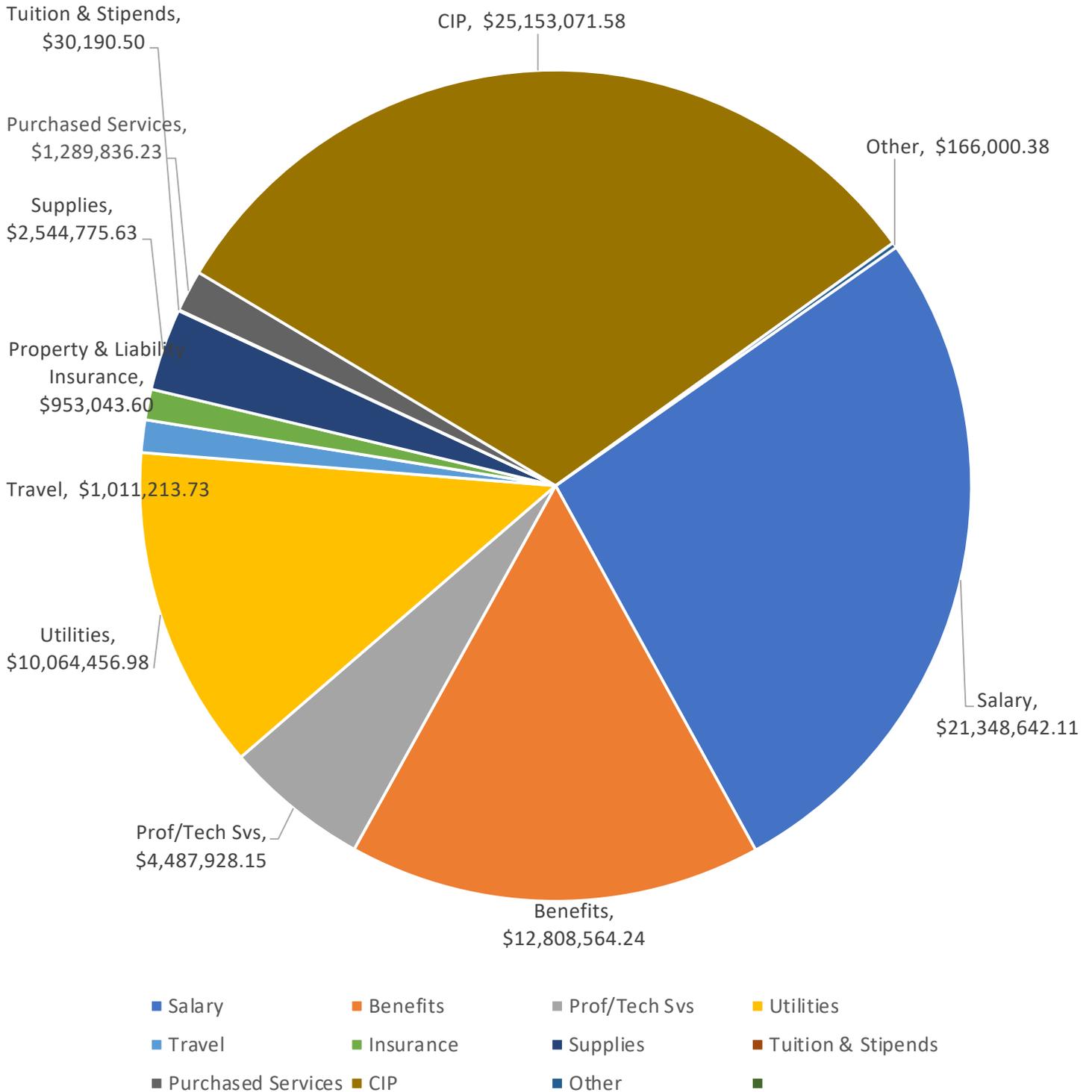
Fiscal Year: 2021-2022

	<u>04/01/2022 - 04/30/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Other Capital Outlay (+)	\$0.00	\$0.00	\$987,770.00	\$987,770.00	0.0%
Contingency (+)	\$0.00	\$0.00	\$2,677,107.00	\$2,677,107.00	0.0%
Overhead (+)	\$0.00	\$0.00	\$378,223.80	\$378,223.80	0.0%
New Construction/ Rehab (+)	\$6,927.02	\$396,825.17	\$670,805.22	\$273,980.05	59.2%
Related Soft Costs (+)	\$0.00	\$0.00	\$40,432.00	\$40,432.00	0.0%
Sub-total : CAPITAL EXPENDITURES	\$2,414,746.19	\$25,153,071.58	\$41,776,487.32	\$16,623,415.74	60.2%
<b>Total : EXPENSES</b>	\$8,316,836.93	\$79,857,723.13	\$128,752,030.24	\$48,894,307.11	62.0%
<b>OTHER</b>					
Transfers In					
Transfers Between Funds -In (-)	\$0.00	\$0.00	\$3,030,307.19	\$3,030,307.19	0.0%
Sub-total : Transfers In	\$0.00	\$0.00	(\$3,030,307.19)	(\$3,030,307.19)	0.0%
Transfers Out					
Transfers between Funds-Out (+)	\$0.00	\$0.00	\$495,000.00	\$495,000.00	0.0%
Sub-total : Transfers Out	\$0.00	\$0.00	\$495,000.00	\$495,000.00	0.0%
Earnings on Investments					
Earnings on Investments (-)	\$610.26	\$2,283.70	\$3,200.00	\$916.30	71.4%
Sub-total : Earnings on Investments	(\$610.26)	(\$2,283.70)	(\$3,200.00)	(\$916.30)	71.4%
<b>Total : OTHER</b>	(\$610.26)	(\$2,283.70)	(\$2,538,507.19)	(\$2,536,223.49)	0.1%
<b>NET INCOME/LOSS</b>	\$3,710,048.37	\$11,955,568.72	\$620,238.00	(\$11,335,330.72)	1927.6%

End of Report

# Expenditures by Object – All Funds

(In Millions as of 4.30.2022) \$79,857,723.13



## Northwest Arctic Borough School District

### Statement of Activities-Board by OBJ For the Period 04/01/2022 through 04/30/2022

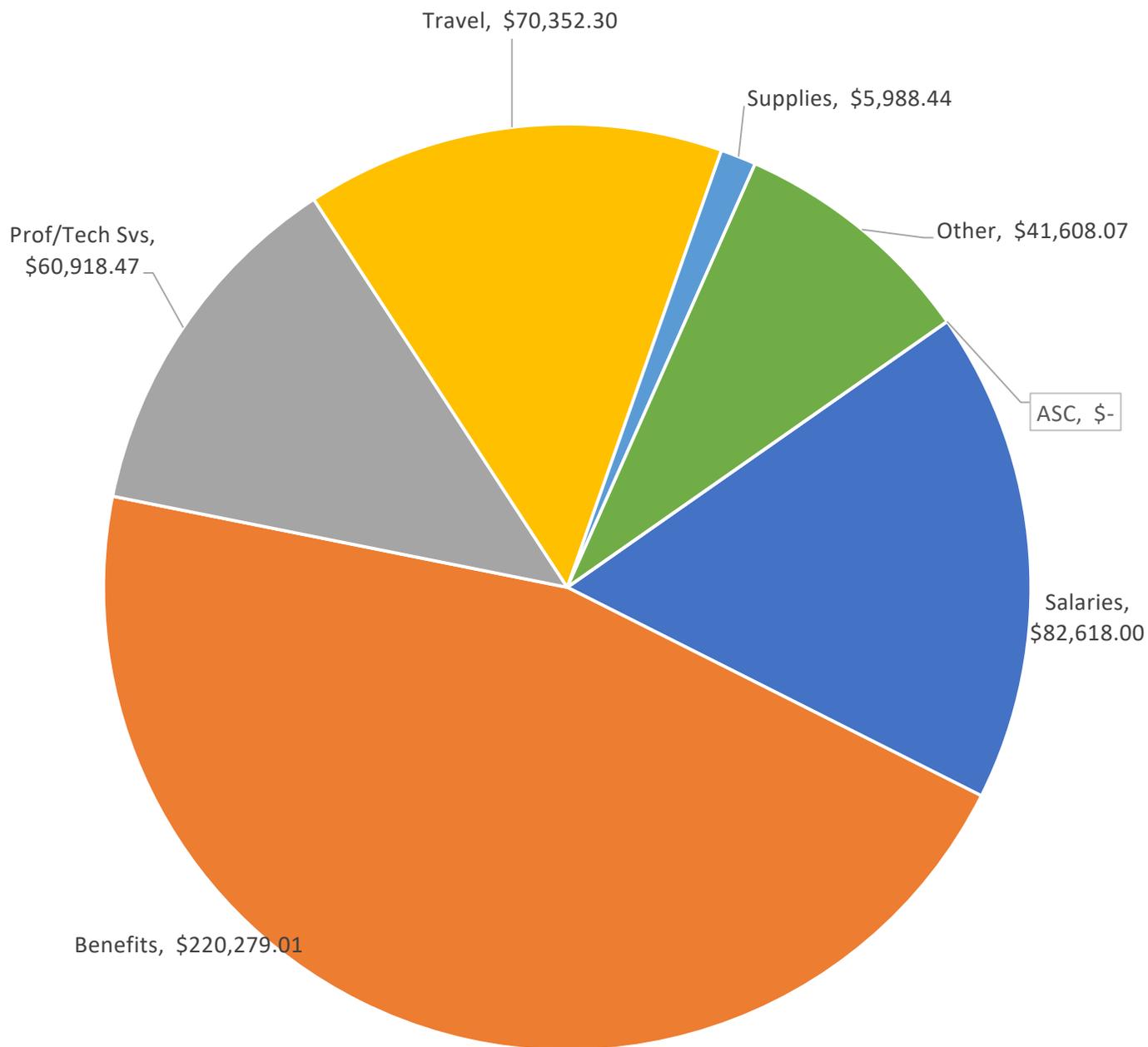
Fiscal Year: 2021-2022

	<u>04/01/2022 - 04/30/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
<b>EXPENSES</b>					
SALARIES					
Board Stipends (+)	\$9,250.00	\$82,618.00	\$79,000.00	(\$3,618.00)	104.6%
Sub-total : SALARIES	\$9,250.00	\$82,618.00	\$79,000.00	(\$3,618.00)	104.6%
BENEFITS					
Insurance-Health & Life (+)	\$21,000.00	\$210,000.00	\$252,000.00	\$42,000.00	83.3%
Insurance-Unemployment (+)	(\$2.07)	\$0.00	\$0.00	\$0.00	0.0%
Insurance-Workers Comp (+)	\$52.91	\$468.17	\$550.30	\$82.13	85.1%
Retirement-Fica & Medicare (+)	\$583.62	\$4,805.85	\$5,088.40	\$282.55	94.4%
Retirement-PERS (+)	\$440.00	\$5,004.99	\$4,260.00	(\$744.99)	117.5%
Sub-total : BENEFITS	\$22,074.46	\$220,279.01	\$261,898.70	\$41,619.69	84.1%
PROFESSIONAL & TECHNICAL SERVICES					
Prof & Technical Services (+)	\$7,352.47	\$60,918.47	\$125,500.00	\$64,581.53	48.5%
Sub-total : PROFESSIONAL & TECHNICAL SERVICES	\$7,352.47	\$60,918.47	\$125,500.00	\$64,581.53	48.5%
TRAVEL					
Staff Travel (+)	\$31,702.34	\$70,352.30	\$89,379.23	\$19,026.93	78.7%
Sub-total : TRAVEL	\$31,702.34	\$70,352.30	\$89,379.23	\$19,026.93	78.7%
SUPPLY					
Supplies, Materials, Media (+)	\$3,478.32	\$5,988.44	\$12,229.07	\$6,240.63	49.0%
Sub-total : SUPPLY	\$3,478.32	\$5,988.44	\$12,229.07	\$6,240.63	49.0%
OTHER					
Other Expenses (+)	\$2,960.00	\$41,608.07	\$38,500.00	(\$3,108.07)	108.1%
Sub-total : OTHER	\$2,960.00	\$41,608.07	\$38,500.00	(\$3,108.07)	108.1%
<b>Total : EXPENSES</b>	\$76,817.59	\$481,764.29	\$606,507.00	\$124,742.71	79.4%
<b>NET INCOME/LOSS</b>	\$76,817.59	\$481,764.29	\$606,507.00	\$124,742.71	79.4%

End of Report

# Board Expenditures

(as of 4.30.2022) \$481,764.29



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

# Board Budget Summary

<b>100.099.511.000.333</b>	<b>Board Stipends</b>	<b>\$79,000</b>
	8 Regular Meetings, half in person	
	Board Retreat combined with Oct Meeting	
	Annual AASB Conference – November 4-7, 2021	
	4 Special meetings	
	AASB – 2 member regular meetings	
	President – NWALT, CWT, ATC	
	Lobbying or National Conference	
<b>100.099.511.000.36X</b>	<b>Payroll Benefits</b>	<b>\$261,898.70</b>
100.099.511.000.361	Insurance-Health & life - \$25,200 per member	\$252,000.00
100.099.511.000.36x	Unemployment, Workers Comp, SS, Medicare & PERS	\$9,898.70
<b>100.099.511.0XX.410</b>	<b>Professional &amp; Technical Services</b>	<b>\$125,500</b>
100.099.511.000.410	Miscellaneous Services and Training, AASB In-service Training	\$25,000
100.099.511.012.410	Lobbyists - J&H, JM Walsh Co.	\$89,500
100.099.511.013.410	Strategic Planning – Consulting - Evaluations	\$11,000

# Board Budget Summary, Continued

100.099.511.000.42X	Travel & Per Diem	\$89,379.23
	4 Regular Meetings	
	Annual AASB Conference	
	AASB Quarterly Trainings	
	1 National Conference	
100.099.511.000.4XX	Miscellaneous Expenses	\$50,729.07
100.099.511.000.450	Supplies, Materials, Media-Supplies & Freight for Meetings	\$7,229.07
100.099.511.000.490	Other Expenses	\$38,500
	CEAAC Membership - \$18,000	
	AASB Fees - \$20,500	
100.099.511.015.XXX	Board Budget for joint Advisory School Council Retreat	\$5,000
100.099.511.000.XXX	TOTAL	\$606,507

## Dues & Membership Fees:

CEE- Coalition for Education Equity represents Alaska school districts, organizations, and individuals through courts and legislative activity - concerned about the quality and breadth of educational opportunities available to Alaska's children.

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

# To Our Board Financial Summary

## Wellsfargo Investment Account Update:

The accrued income on the principal holdings of the General Fund \$10,248,179.57 investment was \$8,251,328.87 as of April 30, 2022; an increase of \$610.26 from the March 31, 2022 report with a total of \$2,283.70 earned in FY22.

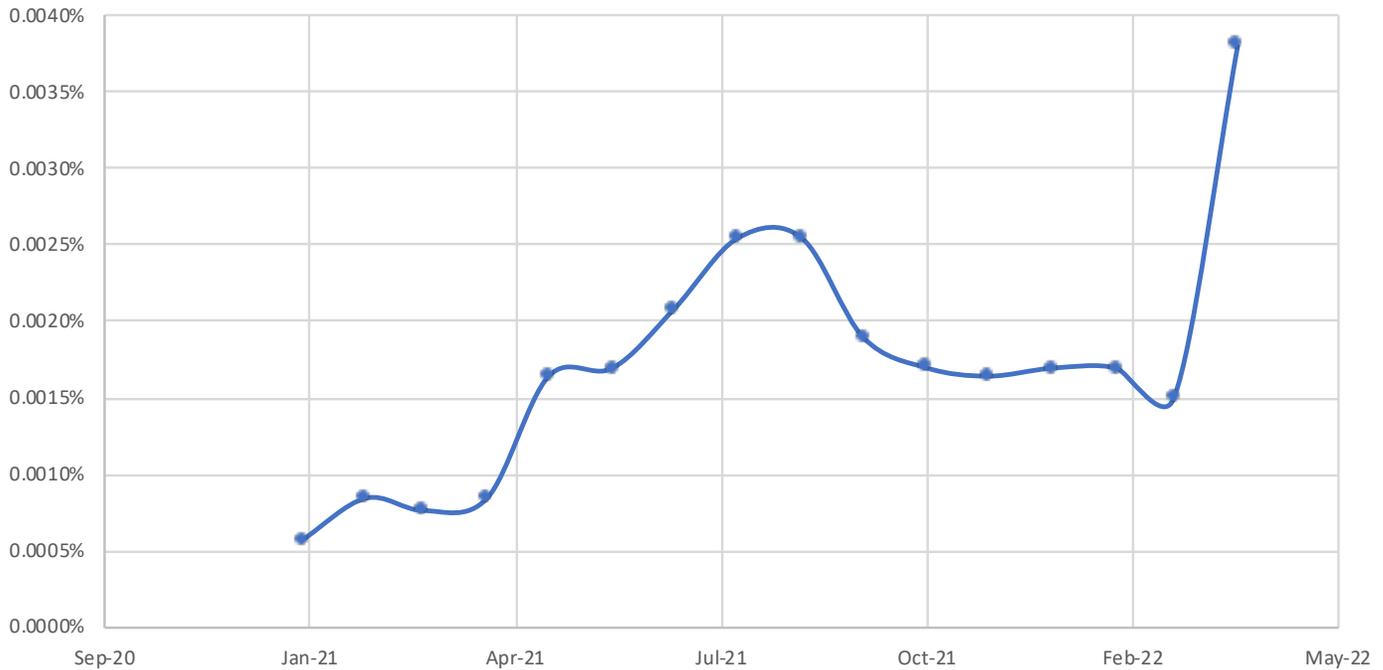
Note: \$2 Million was transferred out of this investment account in September to cover expenses over revenue in the general fund.

The accrued income on the principal holdings of the Capital Improvement Fund \$20M investment was \$7,004,856.16 as of April 30, 2022; an increase of \$518.05 from the March 31, 2022 report with a total of \$2,292.05 earned in FY22.

*In March of 2019 we received the highest earnings on investment since deciding to invest funds, 2.0001% which totaled \$20,001.06 for that one month.*

Statement	NWABSD IILD GF		Rate of return
	Account Balance	Monthly Increase	
Dec-20	\$ 10,248,179.57	\$ -	0.0000%
Dec-20	\$ 10,248,238.09	\$ 58.52	0.0006%
Jan-21	\$ 10,248,324.74	\$ 86.65	0.0008%
Feb-21	\$ 10,248,403.12	\$ 78.38	0.0008%
Mar-21	\$ 10,248,489.77	\$ 86.65	0.0008%
Apr-21	\$ 10,248,658.11	\$ 168.34	0.0016%
May-21	\$ 10,248,831.83	\$ 173.72	0.0017%
Jun-21	\$ 10,249,045.17	\$ 213.34	0.0021%
Jul-21	\$ 10,249,305.99	\$ 260.82	0.0025%
Aug-21	\$ 10,249,566.78	\$ 260.79	0.0025%
Sep-21	\$ 8,249,566.78	\$ (2,000,000.00)	
Sep-21	\$ 8,249,723.08	\$ 156.30	0.0019%
Oct-21	\$ 8,249,862.94	\$ 139.86	0.0017%
Nov-21	\$ 8,249,998.46	\$ 135.52	0.0016%
Dec-21	\$ 8,250,138.30	\$ 139.84	0.0017%
Jan-22	\$ 8,250,278.14	\$ 139.84	0.0017%
Feb-22	\$ 8,250,404.69	\$ 126.55	0.0015%
Mar-22	\$ 8,250,718.61	\$ 313.92	0.0038%
Apr-22	\$ 8,251,328.87	\$ 610.26	0.0074%

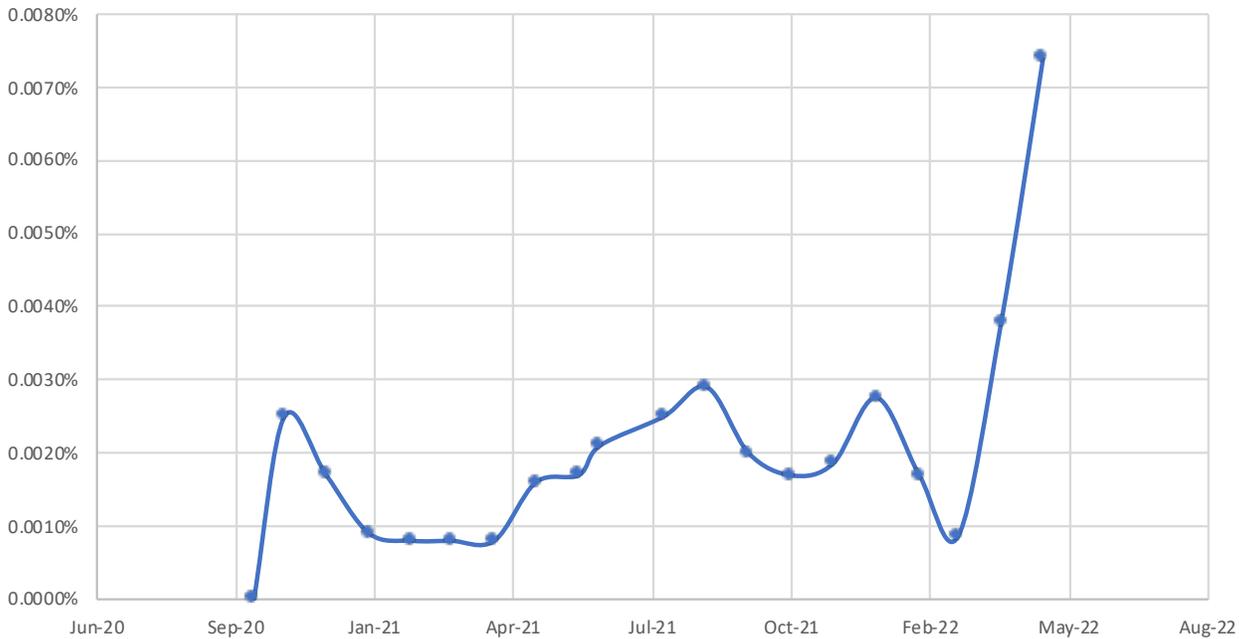
Wellsfargo General Fund IILD Account



NWABSD IILD CIP

Statement	Account Balance	Monthly Increase	Rate of return
Oct-20	\$ 20,000,000.00	\$ -	0.0000%
Oct-20	\$ 20,000,503.18	\$ 503.18	0.0025%
Nov-20	\$ 20,000,841.98	\$ 338.80	0.0017%
Dec-20	\$ 20,001,022.09	\$ 180.11	0.0009%
Jan-21	\$ 20,001,191.19	\$ 169.10	0.0008%
Feb-21	\$ 20,001,344.12	\$ 152.93	0.0008%
Mar-21	\$ 20,001,513.21	\$ 169.09	0.0008%
Apr-21	\$ 20,001,841.70	\$ 328.49	0.0016%
May-21	\$ 20,002,180.74	\$ 339.04	0.0017%
Jun-21	\$ 18,002,180.74	\$ (2,000,000.00)	
Jun-21	\$ 18,002,564.11	\$ 383.37	0.0021%
Jul-21	\$ 18,003,022.22	\$ 458.11	0.0025%
Aug-21	\$ 15,003,022.22	\$ (3,000,000.00)	
Aug-21	\$ 15,003,462.99	\$ 440.77	0.0029%
Sep-21	\$ 13,003,462.99	\$ (2,000,000.00)	
Sep-21	\$ 10,003,462.99	\$ (3,000,000.00)	
Sep-21	\$ 10,003,659.33	\$ 196.34	0.0020%
Oct-21	\$ 10,003,828.78	\$ 169.45	0.0017%
Nov-21	\$ 5,003,828.78	\$ (5,000,000.00)	
Nov-21	\$ 5,003,921.75	\$ 92.97	0.0019%
Dec-21	\$ 2,003,921.75	\$ (3,000,000.00)	
Dec-21	\$ 2,003,976.98	\$ 55.23	0.0028%
Jan-22	\$ 2,004,010.95	\$ 33.97	0.0017%
Feb-22	\$ 7,004,010.95	\$ 5,000,000.00	
Feb-22	\$ 7,004,071.62	\$ 60.67	0.0009%
Mar-22	\$ 7,004,338.11	\$ 266.49	0.0038%
Apr-22	\$ 7,004,856.16	\$ 518.05	0.0074%

Wellsfargo CIP IILD Account



**NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT**

Account Number: 1BC42815

**Deposit Activities**

**INST INSURED LIQ DEPOSIT DEMAND A000MK3**

\*As of April 30, 2022

**Interest earned  
this period**

518.05

Transaction Date	Activity	Principal	Market Value (\$)	Interest Amount	Principal Balance
	<b>Beginning Balance</b>				<b>7,004,338.11</b>
04/29/22	Interest Rate 0.0912500%			518.05	7,004,856.16
	<b>Ending Balance</b>				<b>7,004,856.16</b>

**INST INSURED LIQ DEPOSIT SAVINGS A000MK6**

\*As of April 30, 2022

**Interest earned  
this period**

610.26

Transaction Date	Activity	Principal	Market Value (\$)	Interest Amount	Principal Balance
	<b>Beginning Balance</b>				<b>8,250,718.61</b>
04/29/22	Interest Rate 0.0912500%			610.26	8,251,328.87
	<b>Ending Balance</b>				<b>8,251,328.87</b>

# ESSER I

## FY20-FY22 BUDGET

ESSER I - \$1,089,904

Fund 250--Funds Expire September 30, 2022

Positions	FY20 BUDGET	FY21 BUDGET	FY22 BUDGET	
	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
Expenses				
Extra Duty	\$ -	\$ 11,200.00	\$ -	EDCs for staff for Smart Start Planning
Benefits	\$ -	\$ 270.64	\$ -	
Professional Tech	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
	\$ -	\$ 11,470.64	\$ -	
Supplies, Materials, Media	\$ 20,345.32	\$ 178,062.67	\$ -	FY20 at home supplemental workbooks FY21 Second Step Social Emotional Curriculum K-8, at home school supplies
				FY20 Masks and general COVID Supplies, cleaning supplies, etc. FY21 DO air purifiers, MERV Filters for schools, masks, additional desks for social distancing, desk shields, and general COVID supplies FY22 Anticipated General COVID Supplies
	\$ 10,753.83	\$ 112,683.40	\$ 24,238.29	
	\$ -	\$ 15,641.92		Additional Tech Costs
	\$ 17,842.50	\$ 40,331.78	\$ 45,000.00	DocuSign
				FY20 Audio-conference lines for at-home instruction by teaching staff during COVID-19 School Closures FY21 Internet allowance for staff working from home, cellular service for student and staff iPads
Communications	\$ 126,262.98	\$ 439,453.75	\$ -	
	\$ 175,204.63	\$ 786,173.52	\$ 69,238.29	
Indirect Reimb				
Indirect	\$ 6,359.92	\$ 37,912.00	\$ 3,545.00	
Program Total	\$ 181,564.55	\$ 835,556.16	\$ 72,783.29	\$ 0.00

# ESSER II

## FY21-FY23 BUDGET

ESSER II- \$4,317,698

Fund 251--Funds Expire September 30, 2023

Positions	FY21 BUDGET	FY22 BUDGET	FY23 BUDGET	ESSER II JUSTIFICATION
1 Student Advisor- Star	\$ 55,308.05	\$ -	\$ -	Continuing Services
Control Acct Benefits	\$ 39,763.06	\$ -	\$ -	
Assistant Director- Student				
1 Services		\$ 129,804.73	Moved to Title 1	Continuing Services
6 Counselors	\$ 339,395.88	\$ 310,000.00	\$ 520,000.00	Providing mental health services and supports
Control Acct Benefits	\$ 140,750.50	\$ 138,912.46	\$ 205,000.00	Increase to 6 Counselors FY22-23
	\$ -			
1 Parent & Public Relations	\$ 74,954.77	\$ -	\$ -	
Control Acct Benefits	\$ 18,212.14	\$ -	\$ -	
0.8 Data Specialist	\$ 94,283.55	\$ -	\$ -	
Control Acct Benefits	\$ 50,604.22	\$ -	\$ -	
3 Teachers District Wide	\$ 155,866.00	\$ 180,000.00	\$ 480,000.00	Continuing Services Addressing needs of low income students, CTE/VTC Teacher, Increase in CTE teachers for FY23
Control Acct Benefits	\$ 73,383.00	\$ 76,000.00	\$ 252,000.00	
	\$ 1,042,521.17	\$ 834,717.19	\$ 1,457,000.00	

FY22 NANA Donation \$302,590 Total Salaries plus Benefits

Expenses		FY21 BUDGET	FY22 BUDGET	FY23 BUDGET	ESSER II JUSTIFICATION
Extra Duty	Summer Credit Recovery	\$ 5,825.00	\$ 3,307.85	\$ -	EDC for summer school follow up during June and July
	Benefits	\$ 134.93	\$ 76.78	\$ -	
Professional Tech	Travel for Window Project	\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	
		\$ 5,959.93	\$ 3,384.63	\$ -	
Supplies, Materials, Media					
	Summer Reading Program	\$ 1,718.64	\$ -	\$ -	Reading program infant-adult. Addressing learning loss
	Credit Recovery Supplies	\$ 11,627.55	\$ -	\$ -	Credit Recovery Supplies outside of Migrant Summer School- addressing learning loss
	Technology Supplies	\$ 369,808.90		\$ -	Actual Tech Costs for FY 21 iPad, cases, apple TVs etc.
	Technology Supplies	\$ 28,133.43		\$ -	Smart Boards for educational technology
	Additional Actual COVID related costs	\$ 295,012.94			Supplies for Special Services Support including summer school and other technology and curriculum supplies
	Covid Supplies	\$ 5,611.25	\$ 25,000.00		Other School COVID expenses (PPE etc.)
		\$ 711,912.71	\$ 25,000.00	\$ -	
Construction & Equipment					
	Server (equipment)	\$ 9,268.00		\$ -	New Server equipment
		\$ 9,268.00	\$ -	\$ -	
Indirect Reimb					
	Indirect	\$ 90,132.16	\$ 44,190.81	\$ 59,591.30	
Program Total		\$ 1,859,793.97	\$ 907,292.63	\$ 1,516,591.30	\$ 4,283,677.91 (34,020.09)

# ESSER III

## FY22-FY24

ARPA- \$9,696,937

Fund 252--Funds Expire September 30th, 2024

Positions	FY22 BUDGET	FY23 BUDGET	FY24 BUDGET	Account	ARPA JUSTIFICATION
Expenses					
<b>Classified COVID Stipend</b>	\$ 208,250.00	\$ -	\$ -	252.099.350.222.333	Per agreement \$1750 paid to FY 20 bargaining unit members continuously employed through the date of ratification and who remained on-site and provided necessary job-related support in district buildings as mandated by pandemic circumstances (119) Actual Costs
	\$ 9,032.40	\$ -	\$ -		Benefits for COVID Stipend
<b>Staff Travel</b>	\$ 37,500.00	\$ -	\$ -		additional travel costs for district activities
COVID Leave (Certified)	\$ 675,000.00	\$ -	\$ -		
	\$ 929,782.40	\$ -	\$ -		
<b>Supplies, Materials, Media</b>					
	\$ 15,000.00	\$ 205,000.00	\$ 20,000.00	252.099.100.000.450	FY23 6 Year subscription for ALEKs program to address learning loss, Mastery Connect for Canvas, and Curriculum Replacement costs for FY22 and 24
		\$ 925,000.00	\$ 900,000.00	252.099.100.XXX.471	ELA Adoption FY22 Math Adoption FY24
<b>Inupiaq Science cost includes personnel</b>	\$ 287,500.00	\$ 356,000.00	\$ 370,000.00	252.099.100.XXX.XXX	FY22 Physical Science, FY23 Biology, FY24 Environmental Science
	\$ 54,690.00	\$ 40,000.00	\$ 30,000.00		General COVID Supplies and additional cleaning costs
	\$ 154,400.00	\$ 65,000.00	\$ 65,000.00	252.099.XXX.XXX.450	Replacement Laptops, Smart Boards for educational technology, Gaggle, Other supplies as needed for continuity of services
	\$ 511,590.00	\$ 1,591,000.00	\$ 1,385,000.00		
<b>Food Service</b>	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	252.099.XXX.XXX.XXX	Additional Food Service Costs
	\$ 987,770.00	\$ 210,000.00		252.099.XXX.XXX.XXX	JNES Window Replacement, June Nelson Roof Replacement, FY23 Copiers
<b>Construction &amp; Equipment</b>	\$ 70,000.00	\$ -	\$ -	252.099.XXX.XXX.XXX	Server Upgrades
	\$ 118,000.00	\$ 118,000.00	\$ 59,000.00		E-Rate Consultant Costs Emergency Connectivity Fund
	\$ -			252.099.XXX.XXX.XXX	
	\$ 2,175,770.00	\$ 1,328,000.00	\$ 1,059,000.00		
<b>Indirect Reimb</b>					
Indirect	\$ 185,197.69	\$ 119,387.10	\$ 99,959.60		
				<b>\$ 9,384,686.79</b>	
<b>Program Total</b>	\$ 3,802,340.09	\$ 3,038,387.10	\$ 2,543,959.60	<b>\$ (312,250.21)</b>	

Learning Loss 20% of total allocation

Unused Travel budgeted for science worked reallocated to general travel

\$109,910 Donation from NANA COVID SUPPLIES including Tech

Additional Donation from Borough of 92K for Technology

Costs are pending on actual costs. (window replacement may be moved to next FY)

Account	Description	Budget	YTD Transactions	Encumbrance	Uncommitted Balance	Increase/ (Decrease)	Revised Budget	NOTES
100.099.511.000.333	BOARD STIPENDS	\$79,000.00	\$84,868.00	\$0.00	-\$5,868.00	\$11,000.00	\$90,000.00	
100.099.511.000.361	INSURANCE-HEALTH & LIFE	\$252,000.00	\$210,000.00	\$42,000.00	\$0.00	\$0.00	\$252,000.00	Will use by year end
100.099.511.000.363	INSURANCE-WORKERS COMPENS	\$550.30	\$481.04	\$0.00	\$69.26	\$0.00	\$550.30	
100.099.511.000.364	RETIREMENT-FICA & MEDICAR	\$5,088.40	\$4,946.97	\$0.00	\$141.43	\$491.60	\$5,580.00	
100.099.511.000.366	RETIREMENT-PERS	\$4,260.00	\$5,114.99	\$0.00	-\$854.99	\$1,240.00	\$5,500.00	
100.099.511.000.410	PROF & TECHNICAL SERVICES	\$25,000.00	\$2,150.00	\$298.00	\$22,552.00	\$0.00	\$25,000.00	Board & Supt evaluation
100.099.511.000.420	STAFF TRAVEL	\$89,379.23	\$78,202.60	\$12,018.75	-\$842.12	\$2,900.00	\$92,279.23	
100.099.511.000.450	SUPPLIES, MATERIALS, MEDIA	\$7,229.07	\$5,988.44	\$357.50	\$883.13	\$3,500.00	\$10,729.07	
100.099.511.000.490	OTHER EXPENSES	\$38,500.00	\$41,608.07	\$0.00	-\$3,108.07	\$148.07	\$38,648.07	Need to move some to supplies & add to for AASB
100.099.511.012.410	PROF & TECHNICAL SERVICES	\$89,500.00	\$71,053.93	\$44,028.28	-\$25,582.21	\$0.00	\$89,500.00	Includes half of FY23 encumbrance
100.099.511.013.410	PROF & TECHNICAL SERVICES	\$11,000.00	\$0.00	\$11,250.00	-\$250.00	\$250.00	\$11,250.00	Jen Jarvis, Increase by \$250
100.099.511.015.450	SUPPLIES, MATERIALS, MEDIA	\$5,000.00	\$0.00	\$0.00	\$5,000.00	-\$5,000.00	\$0.00	Have not had ASC meetings with Board
		<b>\$606,507.00</b>	<b>\$504,414.04</b>	<b>\$109,952.53</b>	<b>-\$7,859.57</b>		<b>\$621,036.67</b>	

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**NUMBER:** 22-103

**FR:** Office of the Superintendent

**SUBJECT:** Approval of FY23 Heating  
Fuel Purchase

### **ABSTRACT:**

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

### **ISSUE:**

At issue is board approval to award the Northwest Arctic Borough School District's FY23 heating fuel order to the lowest bidder by site.

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

On April 28, 2022, the Property Services department issued an RFP to fuel vendors for the purchase and delivery of approximately 523,000 gallons of #1 heating fuel to ten (10) NWABSD school sites in summer 2022. The RFP was sent to the only two vendors that deliver fuel within the Northwest Arctic Borough, Crowley Petroleum Distribution and Vitus Fuel Services. The deadline for submitting bids was Monday, May 9 at 4:00 p.m. The lowest bidder by site will be awarded the fuel bid(s). Crowley Petroleum Distribution was the lowest bidder for nine (9) sites and Vitus Fuel Services was the lowest bidder for one (1) site. The bid prices by site are attached. The administration recommends board approval to award Crowley Petroleum Distribution our fuel bid for nine (9) sites and Vitus Fuel Services for one (1) site, as per attached.

### **ALTERNATIVES:**

1. Approve the administration's request to award the NWABSD FY23 heating fuel bid to Crowley Petroleum Distribution for nine (9) sites and to Vitus Fuel Services for one (1) site, as per attached.
2. Disapprove the administration's request to award the NWABSD FY23 heating fuel bid to Crowley Petroleum Distribution for nine (9) sites and to Vitus Fuel Services for one (1) site, as per attached.
3. Take no final action.

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

The Administration recommends Board approval to award the NWABSD FY23 heating fuel bid to Crowley Marine Distribution for nine (9) sites to and Vitus Fuel Services for one (1) site, as per attached.

## SUMMER 2022 HEATING FUEL BID RESULTS

	<u>Crowley</u>	<u>Vitus</u>
Ambler	6.07	No Bid
Buckland	\$5.25	No Bid
Deering	\$4.71	\$4.80
Kiana	\$4.71	\$4.80
Kivalina	\$5.16	\$5.15
Kobuk	\$6.07	No Bid
Kotzebue	\$4.54	No Bid
Noatak	No Bid	No Bid
Noorvik	\$4.71	\$4.80
Selawik	\$4.71	\$4.80
Shungnak	\$6.07	No Bid

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**NUMBER:** 22-104

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Contract,  
Frontier Fire Protection

### **ABSTRACT:**

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

### **ISSUE:**

At issue is board approval of the administration's request to pay Frontier Fire Protection an amount not to exceed \$100,000 to inspect, certify and make repairs to district fire protection equipment in FY23.

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

Alaska law mandates that public schools have their fire protection equipment inspected and certified by a licensed and bonded company each year. Frontier Fire Protection has performed the inspections and service work on our fire alarm systems, sprinkler systems, handheld fire extinguishers, and range hood extinguisher systems for the past 23 years. The inspections are performed during the summer months when school is out of session. Frequently during the inspection process, mechanical deficiencies are identified and noted on the inspection forms. Once the inspections are completed the list of equipment deficiencies is forwarded to the Director of Property Services and the State Fire Marshall. Upon receiving the list of deficiencies, the Fire Marshall issues a directive to the school district to make corrections by a specified date. The administration is requesting the school board's authorization to contract with Frontier Fire Protection for an amount not to exceed \$100,000 to perform all inspections and make repairs on fire safety equipment at sites needing service work in FY23.

### **ALTERNATIVES:**

1. Approve the administration's request to pay Frontier Fire Protection an amount not to exceed \$100,000 to perform inspections and make repairs on fire safety equipment at NWABSD sites in FY23.
2. Disapprove the administration's request to pay Frontier Fire Protection an amount not to exceed \$100,000.00 to perform inspections and make repairs on fire safety equipment at NWABSD sites in FY23.
3. Take no final action.

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

The administration recommends board approval of the administration's request to pay Frontier Fire Protection an amount not to exceed \$100,000 to perform inspections and make repairs on fire safety equipment at NWABSD sites in FY23.

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**NUMBER:** 22-105

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Contract,  
Refrigerated Solutions

### **ABSTRACT:**

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

### **ISSUE:**

At issue is board approval of the administration's request to pay \$100,000 to Refrigerated Solutions to service and repair the NWABSD's commercial refrigeration equipment in FY23.

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

The NWABSD Property Services department uses Refrigerated Solutions to service and repair all our commercial refrigeration equipment. The property services department is requesting authorization to pay Refrigerated Solutions an amount not to exceed \$100,000 to service and repair our refrigeration equipment in FY23.

### **ALTERNATIVES:**

1. Approve the administration's request to pay Refrigerated Solutions an amount not to exceed \$100,000 to service and repair NWABSD refrigeration equipment in FY23.
2. Disapprove the administration's request to pay Refrigerated Solutions an amount not to exceed \$100,000 to service and repair NWABSD refrigeration equipment in FY23.
3. Take no final action.

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

The administration recommends board approval of the administration's request to pay Refrigerated Solutions an amount not to exceed \$100,000 to service and repair NWABSD refrigeration equipment in FY23.

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**NUMBER:** 22-106

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Purchase,  
Kivalina School Buses

### **ABSTRACT:**

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

### **ISSUE:**

At issue is board approval of the administration's request to purchase two Bluebird school buses for the new Kivalina school.

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

The administration is requesting the school board's approval to purchase two (2) 2007 Bluebird 84 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. To satisfy this requirement, the administration has spent considerable time researching the purchase of school buses. Blue Bird and Thomas are the most used brand of school buses in the United States. Currently, Blue Bird does not have a dealership in the state of Alaska, so parts and services have to come from Seattle or beyond. After much research, it is the administration's recommendation that we purchase two (2) 84 passenger Bluebird school busses for the new Kivalina school from Northwest Bus Sales INC for \$57,070.00, FOB Seattle. The estimates of freight cost to transport the busses from Seattle to be determined.

### **ALTERNATIVES:**

1. Approve the administration's request to purchase two (2) 84 passenger Bluebird school buses from Northwest Bus Sales Inc. for \$57,070.00 FOB Seattle. Freight from Seattle to Kivalina TBD.
2. Disapprove the administration's request to purchase two (2) 84 passenger Bluebird school buses from Northwest Bus Sales Inc. for \$57,070.00 FOB Seattle.
3. Take no final action.

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

The administration recommends board approval of the administration's request to purchase two (2) 84 passenger Bluebird school busses from Northwest Bus Sales Inc. for \$57,070.00, FOB Seattle. Freight from Seattle to Kivalina TBD.

# Northwest Bus Sales, Inc.

33207 Pacific Highway S

Federal Way WA 98003

(800) 231-7099

Northwest Arctic Borough School District  
744 3rd St  
Kotzebue AK 99752

05/27/2022

Quote No. 53410  
Salesman Mike Wacławski  
Fax (253) 845-9384  
mikew@nwbus.com

## Quote

I hereby agree to purchase the following unit(s) from you under the terms and conditions specified in this document.

### Unit Information

New/Used	Year	Make	Model	VIN	Stock No.	Price
Used	2007	BLUEBIRD	ALL AMERICAN	1BABNBKA07F238881	B38881	\$26,500.00
Used	2008	BLUEBIRD	ALL - RE	1BABNBKAX8F246116	B46116	\$24,875.00

#### Notes:

\*Subject to prior sale.

\*\*Price includes:

- \$4,400 includes new rear tires on both buses
- \$995 remove aftermarket DPF and replacing with a standard muffler

Dealer Unit Price	\$51,375.00
Added Accessories	\$0.00
Freight	\$0.00
Dealer Prep/Rigging Fee	\$5,395.00
<b>Price</b>	<b>\$56,770.00</b>

All out of state payments must be in the form of cashier's check or bank wire - USD.

Out of state residents: Sales tax waived with proof of out of state residency.

Options:

Lienholder:

None

Trade Information (VIN Required):

<b>Net Sale</b> (Cash Price - Net Trade)	\$56,770.00
Sales Tax	\$0.00
Document or Administration Fees	\$300.00

Total Other Charges	\$300.00
<b>Sub Total</b> (Net Sale + Other Charges)	<b>\$57,070.00</b>
Down Payment	\$0.00
<b>Amount to Pay/Finance</b>	<b>\$57,070.00</b>

**Used vehicles are sold "AS-IS". New vehicles are covered under OEM warranties.**

NOTICE TO BUYER: (1) Title remains in sellers possession until payment is received in full. (2) Buyer acknowledges receipt of a copy of this purchase agreement and further acknowledges having read and agreed to the terms and conditions printed on the agreement. Buyer understands that the down payment tendered is not refundable unless stated otherwise.

A negotiable documentary service fee up to \$85.00 may be added.

TRADE-IN NOTICE: Customer represents that all trade in units described above are free of all liens and encumbrances except as noted.

Customer Signature \_\_\_\_\_ Dealer Signature \_\_\_\_\_ Approved By \_\_\_\_\_

**Thank You for Your Business!**

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**NUMBER:** 22-107

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Purchase of  
ALEKS/McGaw Hill  
Subscriptions

### **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 expenditures that exceed \$50,000.

### **ISSUE:**

At issue is the Board's approval of the purchase of additional 3-12 ALEKS user subscriptions at the cost of \$136,520.00.

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

Up for purchase is additional ALEKS user subscriptions are as follows:

McGraw Hill ALEKS Add-on via MHEducation.com 8 Year student and teacher subscriptions and professional development.

Total Cost of \$136,520.00

Funds: Grant funds from ESSER III – FY23

### **ALTERNATIVES:**

1. Approve the purchase of additional 3-12 ALEKS user subscriptions in the amount of \$136,520.00 as presented.
2. Disapprove the purchase of additional 3-12 ALEKS user subscriptions in the amount of \$136,520.00 as presented.
3. Take no final action.

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

The administration recommends the Board approve the purchase of additional 3-12 ALEKS user subscriptions in the amount of \$136,520.00 as presented.

## MEMORANDUM

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**TO:** NWABSD Board of Education Members

**DATE:** June 7, 2022

**NUMBER:** 22-108

**FR:** Office of the Superintendent

**SUBJECT:** Approval of FY22 District Operating Fund Budget Revision #2

### **ABSTRACT:**

The School Board shall establish and maintain a balanced budget.

### **ISSUE:**

At issue is the approval of the FY22 District Operating Fund Budget Revision #2

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

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. Budget revision #1 was approved November 30, 2021.

Presented to you is Budget Revision #2 for the FY22 Operating Fund Budget.

Revision #2 is based on a review of revenues and expenditures in order to true up accounts for year end. In summary Revision #2 includes:

Revenues: \$56,152,637

Expenditures: \$58,216,121

Transfer in from Other Funds: \$0

Transfers out to Other Funds: \$1,820,000

This revision includes a decrease in revenue based on estimated actual for FY22, reduces the cost for personnel, increases the cost for non-personnel, increases the transfer out to Capital Improvement Funds, and increases the use of fund balance in the amount of \$3,260,046.

### **ALTERNATIVES:**

1. Approve Revision #2 of the FY22 District Operating Fund Budget as presented;
2. Disapprove Revision #2 of the FY22 District Operating Fund Budget as presented;
3. Take no action.

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

The administration recommends the Board approve Revision #2 of the FY22 District Operating Fund Budget as presented.

**Northwest Arctic Borough School District  
FY22 Budget**

	FY22	FY22	<u>Changes</u>	NOTES
	<u>Current Budget</u>	<u>Revised Budget</u>		
<b><u>REVENUE</u></b>				
Other Local Revenue	\$600,000	\$340,000	(\$260,000)	
Earnings on Investments	\$3,200	\$3,200	\$0	
Donations/Contributions	\$0	\$0	\$0	
Borough Appropriation	\$4,151,951	\$6,151,951	\$2,000,000	NWAB contribution increase
E-rate Program	\$6,860,873	\$7,293,845	\$432,972	Bandwidth Increase in July 2021
State Foundation	\$37,462,908	\$37,363,785	(\$99,123)	Final BSA State Aid Had to move BAG to a special revenue fund per State, Final Quality Schools
Quality Schools & BAG	\$273,143	\$107,412	(\$165,731)	Payment
TRS On-behalf	\$3,191,942	\$2,604,072	(\$587,870)	Based on Certified Salaries
PERS On-behalf	\$611,444	\$624,228	\$12,784	Based on Classified Salaries
Revenue - Other State Sources	\$0	\$16,960	\$16,960	PFD Raffle & Disparity from FY21
Impact Aid Program	\$6,858,607	\$1,647,184	(\$5,211,423)	Impact Aid received to date
<b>TOTAL REVENUES</b>	<b>\$60,014,068</b>	<b>\$56,152,637</b>	<b>(\$3,861,431)</b>	
<b><u>TRANSFERS IN</u></b>				
District Technology Fund				
Locally Funded Maintenance CIP Fund				
Teacher housing CIP Fund				
Kivalina District Contribution				
NW Magnet School Expansion				
Magnet School Dormitory				
ATC Capital Reserve				
CIP Reserved Local Share				
<b>TOTAL TRANSFERS IN</b>	<b>\$0</b>	<b>\$0</b>		
<b><u>EXPENSES</u></b>				
Certificated Salaries	\$14,744,082	\$13,499,597	(\$1,244,485)	Decrease due to vacant positions
Non-Certificated Salaries	\$8,803,903	\$8,322,665	(\$481,238)	Decrease due to vacant positions
Leave Pay Out	\$219,832	\$219,832	\$0	
Board Stipends	\$79,000	\$90,000	\$11,000	Increase due to meetings Reduction due to decrease in salaries BUT
Employee Benefits	\$10,737,630	\$10,845,337	\$107,707	increase due to health insurance costs
TRS On-behalf	\$3,191,942	\$2,604,072	(\$587,870)	Based on Certified Salaries
PERS On-behalf	\$611,444	\$624,228	\$12,784	Based on Classified Salaries
<b>SUBTOTAL: Personnel</b>	<b>\$38,387,833</b>	<b>\$36,205,731</b>	<b>(\$2,182,102)</b>	
Professional & Technical Services	\$3,191,302	\$3,441,302	\$250,000	Need to increase due to NMS Janitorial contract & Maintenance MOAs
Staff Travel	\$531,348	\$435,572	(\$95,776)	
Board Travel	\$89,379	\$92,279	\$2,900	Increase due to meetings
Student Travel	\$729,316	\$729,316	\$0	
Utility Services	\$8,342,599	\$8,542,700	\$200,101	Internet bandwidth increased in July 2021
Energy-includes electricity & fuel	\$4,032,395	\$4,032,395	\$0	
Other Purchased Services	\$2,454,407	\$2,362,790	(\$91,617)	
Property & Liability Insurance	\$953,044	\$953,044	\$0	
Supplies, Materials & Media	\$1,461,071	\$1,464,571	\$3,500	
Tuition	\$34,000	\$34,000	\$0	
Dues & Fees	\$176,305	\$162,913	(\$13,392)	
Inventoried Equipment	\$59,508	\$59,508	\$0	
Indirect Cost Recovery	(\$300,000)	(\$300,000)	\$0	
<b>SUBTOTAL: Non-Personnel</b>	<b>\$21,754,673</b>	<b>\$22,010,390</b>	<b>\$255,717</b>	
<b>TOTAL EXPENSES</b>	<b>\$60,142,506</b>	<b>\$58,216,121</b>		

<b>TRANSFERS OUT</b>			
Food Service Fund	\$0	\$0	\$0
ATC	\$0	\$475,000	\$475,000 Estimated FY22 exp over revenue
Star of the Northwest - Magnet School	\$0	\$145,000	\$145,000 Estimated FY22 exp over revenue
Teacher Housing Fund	\$450,000	\$510,000	\$60,000 Estimated FY22 exp over revenue
Special Revenue Fund - Student Trans.	\$45,000	\$35,000	(\$10,000) Estimated FY22 exp over revenue
CIP - Deering Project	\$0	\$125,000	\$125,000 Approved in June 2021
CIP - Selawik Project	\$0	\$30,000	\$30,000 Approved in prior year
Strategic Planning	\$0	\$500,000	\$500,000
<b>TOTAL TRANSFERS OUT</b>	<b>\$495,000</b>	<b>\$1,820,000</b>	\$1,325,000

<b>INCREASE (DECREASE)-UNRESERVED FB</b>	<b>(\$623,438)</b>	<b>(\$3,883,484)</b>
<b>FY21 Unreserved Fund Balance</b>	<b>\$8,687,354</b>	<b>\$8,687,355</b>
<b>Projected Decrease in Fund Balance</b>	<b>\$8,063,916</b>	<b>\$4,803,871</b>

We have not received all of our FY22 Impact Aid (about \$5million) , and expect to receive a payment this summer. It's still to be determined if it will be received in FY22 or FY23. This revision does not include that payment.

## MEMORANDUM

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**TO:** NWABSD Board of Education Members                      **DATE:** June 7, 2022  
**FR:** Office of the Superintendent                                      **NUMBER:** 22-109  
**SUBJECT:** Approval of FY23 District Operating Fund Budget Revision #1

### **ABSTRACT:**

The School Board shall establish and maintain a balanced budget.

### **ISSUE:**

At issue is the approval of the FY23 District Operating Fund Budget Revision #1

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

The FY23 District Operating Fund Budget was approved and adopted at the April 26<sup>th</sup>, 2022 Regular School Board meeting with expenditures in the amount of \$60,807,518.

Presented to you is Budget Revision #1 for the FY23 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: \$58,941,560

Expenditures: \$62,991,793

Transfer in from Other Funds: \$1,132,979

Transfers out to Other Funds: \$400,000

The revision includes an increase to expenditures to reinstate the positions that were reduced with the approved increase in student to teacher ratio in April. It also includes an increase to student activities travel based on travel cost increases and adding Middle School activities.

I expect that we will have another revision to the FY23 budget later this fall. We are still hopeful that the governor will pass the budget without vetoing any of the proposed education funding.

### **ALTERNATIVES:**

1. Approve Revision #1 of the FY23 District Operating Fund Budget as presented;
2. Disapprove Revision #1 of the FY23 District Operating Fund Budget as presented;
3. Take no action.

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

The administration recommends the Board approve Revision #1 of the FY23 District Operating Fund Budget as presented.

**Northwest Arctic Borough School District  
FY23 Budget**

	FY23	FY23	Changes	NOTES
	<u>Current Budget</u>	<u>Revised Budget</u>		
<b><u>REVENUE</u></b>				
Other Local Revenue	\$450,000	\$450,000	\$0	
Earnings on Investments	\$3,000	\$3,000	\$0	
Donations/Contributions	\$0	\$0	\$0	
Borough Appropriation	\$4,402,689	\$4,402,689	\$0	
E-rate Program	\$7,456,903	\$7,456,903	\$0	
State Foundation	\$36,660,884	\$36,660,884	\$0	
Quality Schools	\$127,645	\$127,645	\$0	
TRS On-behalf	\$2,889,915	\$2,889,915	\$0	
PERS On-behalf	\$734,163	\$734,163	\$0	
Revenue - Other State Sources	\$0	\$0	\$0	
Impact Aid Program	\$6,216,361	\$6,216,361	\$0	
<b>TOTAL REVENUES</b>	<b>\$58,941,560</b>	<b>\$58,941,560</b>	<b>\$0</b>	
<b><u>TRANSFERS IN</u></b>				
District Technology Fund				
Locally Funded Maintenance CIP Fund	\$1,132,979	\$1,132,979	\$0	
Teacher housing CIP Fund				
Kivalina District Contribution				
NW Magnet School Expansion				
Magnet School Dormitory				
ATC Capital Reserve				
CIP Reserved Local Share				
<b>TOTAL TRANSFERS IN</b>	<b>\$1,132,979</b>	<b>\$1,132,979</b>		
<b><u>EXPENSES</u></b>				
Certificated Salaries	\$13,751,786	\$15,516,786	\$1,765,000	Reinstate 14 teaching positions
Non-Certificated Salaries	\$8,780,742	\$8,780,742	\$0	
Leave Pay Out	\$200,000	\$200,000	\$0	
Board Stipends	\$79,000	\$79,000	\$0	
Employee Benefits	\$11,098,515	\$11,098,515	\$0	
TRS On-behalf	\$2,889,915	\$2,889,915	\$0	
PERS On-behalf	\$734,163	\$734,163	\$0	
<b>SUBTOTAL: Personnel</b>	<b>\$37,534,122</b>	<b>\$39,299,122</b>	<b>\$1,765,000</b>	
Professional & Technical Services	\$3,358,006	\$3,358,006	\$0	
Staff Travel	\$623,800	\$623,800	\$0	
Board Travel	\$89,379	\$89,379	\$0	
Student Travel	\$714,000	\$1,133,275	\$419,275	Addition of \$419,275 to student activities
Utility Services	\$8,657,239	\$8,657,239	\$0	
Energy-includes electricity & fuel	\$5,023,195	\$5,023,195	\$0	
Other Purchased Services	\$2,369,016	\$2,369,016	\$0	
Property & Liability Insurance	\$1,000,159	\$1,000,159	\$0	
Supplies, Materials & Media	\$1,520,108	\$1,520,108	\$0	
Tuition	\$34,000	\$34,000	\$0	
Dues & Fees	\$134,494	\$134,494	\$0	
Inventoried Equipment	\$50,000	\$50,000	\$0	
Indirect Cost Recovery	(\$300,000)	(\$300,000)	\$0	
<b>SUBTOTAL: Non-Personnel</b>	<b>\$23,273,396</b>	<b>\$23,692,671</b>	<b>\$419,275</b>	
<b>TOTAL EXPENSES</b>	<b>\$60,807,518</b>	<b>\$62,991,793</b>		
<b><u>TRANSFERS OUT</u></b>				
Food Service Fund	\$0	\$0	\$0	
ATC	\$0	\$0	\$0	

Star of the Northwest - Magnet School	\$0	\$0	\$0
Teacher Housing Fund	\$350,000	\$350,000	\$0
Special Revenue Fund	\$50,000	\$50,000	\$0
<b>TOTAL TRANSFERS OUT</b>	<b>\$400,000</b>	<b>\$400,000</b>	<b>\$0</b>

<b>INCREASE (DECREASE)-UNRESERVED FB</b>	<b>(\$1,132,979)</b>	<b>(\$3,317,254)</b>	
<b>PROJ FY22 Unreserved Fund Balance</b>	<b>\$4,803,871</b>	<b>\$4,803,871</b>	Will not know exact \$ until final audit
<b>Projected Decrease in Fund Balance</b>	<b>\$3,670,892</b>	<b>\$1,486,617</b>	\$2,000,000 contribution from NWAB

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**NUMBER:** 22-110

**FR:** Office of the Superintendent

**SUBJECT:** Approval of MOA  
Addendum, Phillip Tafs  
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 Addendum to Memorandum of Agreement (MOA) with PCR Alaska to provide additional Behavior Support services including Extended School Year (ESY) services.

### **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, during the summer of 2019 for Extended School Year (ESY) services as required by special education policy for special education programs with challenging behaviors. PCR will provide 2 Board Certified Behavior Analysts (BCBA) on-site services in May including ESY, to partner in developing programming for student services, develop data collection processes and provide ongoing training to both teachers and aides.

This contract will provide the opportunity to assist the district in providing services to improve educational advantages for students in the district. PCR Alaska also consult with all staff, parents, community members, and agencies. The MOA Addendum, which includes travel, is for \$12,000 and is **paid for by special education grant funds**.

### **ALTERNATIVES:**

1. Approve the Addendum of Memorandum of Agreement (MOA) for PCR Alaska, in the amount not to exceed \$12,000.
2. Disapprove the MOA for PCR as presented.
3. Take no final action.

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

The administration recommends board approval of the MOA Addendum with PCR Alaska, in the amount not to exceed \$12,000 as presented.

**NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT**

**ADDENDUM TO  
MEMORANDUM OF AGREEMENT**

**Number: \_\_\_(PO # 200143)\_\_\_**

Between

Name: PCR Alaska LLC

Address: P.O. Box 241224

Anchorage Alaska 99524

and

**Northwest Arctic Borough School District**

The above referenced Memorandum of Agreement is hereby amended as follows:

Account Code: 293.099.220.222.410

Amount: \$97,000. (An additional \$12,000)

Contractor Additionally Agrees: Provide additional Behavioral Support services.

District Additionally Agrees: Reimburse for additional support services (an additional \$12,000) using sped grant funds.

Date of Board Approval: \_\_\_\_\_

Agreed to by:

\_\_\_\_\_  
Contractor, (Sign and Return to Program Contact Person)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Signature, Northwest Arctic Borough School District

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director of Administrative Services, Northwest Arctic Borough School District

\_\_\_\_\_  
Date

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**NUMBER:** 22-114

**FR:** Office of the Superintendent

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

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

Support Student-Centered Learning Environments

### **ABSTRACT:**

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

### **ISSUE:**

At issue is approval to renew a contract with Project Resources to provide capital project management services. The amount for FY23 is not to exceed \$95,000.

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

The current capital project management services contract with Project Resources- Kathy Christy expires at the end of June. Project Resources was selected by a competitive process for a term contract that can be renewed for a period of up to five years.

Kathy Christy has successfully managed the NWABSD's capital improvement program since 1999. She has successfully obtained numerous capital improvement grants and overseen more than \$180 million in the planning, design, and construction of the renovation of ten schools during that time.

She is currently managing the Kivalina K-12 Replacement School Project which will continue through FY2023, the JNES roof replacement projects, Buckland HVAC upgrade project, and DEED grant applications. She is also administrating three teacher housing grants with Alaska Housing Finance Corporation and one with Alaska Energy Authority.

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

Funding for this MOA will be from the capital projects themselves. The overhead on the district's capital projects has averaged between 2 to 4 percent of the project cost. This is an allowable DEED expense. These funds can only be used for capital costs and cannot be applied to the operating budget. The FY23 Project Resources contract is not to exceed \$95,000. The amount includes the cost of both direct costs and reimbursable costs, such as travel and printing of grant applications. Direct costs will be billed at an hourly rate.

### **ALTERNATIVES:**

1. Approve the renewal of the contract with Project Resources (Kathy Christy) to provide capital project management services not to exceed \$95,000, as presented.

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

**ADMINISTRATION'S RECOMMENDATION:**

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

# MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**NUMBER:** 22-115

**FR:** Office of the Superintendent

**SUBJECT:** Approval of FY23  
Contract; NANA  
Management Services,  
Food Service for All K-12  
Sites

**ABSTRACT:**

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

**ISSUE:**

At issue is the approval of the Food Service Contract between NWABSD and NANA Management LLC (NMS) for the Fiscal Year 2022-2023, not to exceed \$3,600,000.00

**BACKGROUND AND/OR PERTINENT INFORMATION:**

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

Meal	Current Pricing	Pricing for FY23	Increase
Breakfast	\$4.53	\$4.89	8%
Lunch	\$8.37	\$9.04	8%
Seconds	\$3.00	\$3.24	8%

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

**ALTERNATIVES:**

1. Approve the All K-12 Sites Food Service Contract between NWABSD and NANA Management Services LLC for the Fiscal Year 2022-2023, as presented.
2. Disapprove the All K-12 Sites Food Service Contract between NWABSD and NANA Management Services LLC for the Fiscal Year 2022-2023, as presented;
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The Administration recommends the Board approve the All-Sites Food Service Contract between NWABSD and NANA Management Services LLC for Fiscal Year 2022-2023, not to exceed \$3,600,000, as presented.



May 6, 2022

Terri Walker  
Superintendent  
Northwest Arctic Borough School District

RE: Food Services Contract Renewal for 2022/2023 School Year

Dear Ms. Walker:

Thank you for giving us this opportunity to continue our partnership. It has been a privilege and a pleasure working with you and The Northwest Arctic Borough School District, and we look forward to continuing our strong partnership for the 2022/2023 school year and beyond. We truly value our relationship and are expecting a return to normal operations next school year.

We are facing pricing challenges with all costs this year due to extraordinary inflation pressures on food cost, labor and all other expenses including freight. CPI for March 2022 was a whopping 8.5% and unfortunately, we do not see that abating anytime soon. We are seeing and expecting our costs to increase over that amount in many areas. Accordingly, we are asking for an 8% increase in pricing which is as follows:

Fixed meal price for Student and Adult Breakfast -	\$4.89
Fixed meal price for Student and Adult Lunch -	\$9.04
Seconds-	\$3.24

Please don't hesitate to give me a call with any questions.

Sincerely,

Daniel Javes  
Director of Operations  
Food & Facilities Management  
907-748-1517

CC: Megan Williams  
Director of Administrative Services

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**NUMBER:** 22-116

**FR:** Office of the Superintendent

**SUBJECT:** Approval of FY23  
Contract, NANA  
Management Services  
LLC, Custodial Service

**ABSTRACT:**

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

**ISSUE:**

At issue is the approval of a one-year renewal to the Districtwide Custodial Services contract between NWABSD and NANA Management LLC (NMS) for the Fiscal Year 2022-2023, not to exceed \$2,325,210.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

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

FY22 amount \$2,088,078

FY23 amount \$2,325,210

This is a \$237,132 (11.4%) increase on their FY22 contract amount.

**ALTERNATIVES:**

1. Approve the Custodial Services Contract between NWABSD and NANA Management Services LLC for Fiscal Year 2022-2023, not to exceed \$2,325,210, as presented;
2. Disapprove the Custodial Services Contract between NWABSD and NANA Management Services LLC for Fiscal Year 2022-2023, as presented;
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The Administration recommends the Board approve the Custodial Services Contract between NWABSD and NANA Management Services LLC for Fiscal Year 2022-2023, not to exceed \$2,325,210, as presented.



May 10, 2022

Director of Administrative Services  
Northwest Arctic Borough School District  
P.O. Box 51  
Kotzebue, AK 99752  
(907) 442-1819 (phone)  
(907) 442-3827 (fax)

RE: Custodial Contract Renewal

Dear Miss. Williams:

We are writing regarding the fiscal School year 2022/2023 and an increase to the NMS custodial contract with the district. This has been a trying year for everyone, but we are looking forward to our continued partnership providing janitorial services to the Northwest Arctic Borough School District.

As you know labor has been incredibly challenging this last year. NMS' inability to hire custodians has caused numerous challenges throughout the district. In large part this has been due to less than market wage rates supported by our current contract rates. The Pandemic has driven labor shortages which has driven wages higher across the US and in Alaska. I am sure you have read about this as it has been covered extensively in the media. For NMS to be successful going forward, we must make a significant adjustment to wage rates from our current starting rate of \$16.50 per hour to \$19.00 per hour and equivalent adjustments for our more seasoned personnel that have performed well throughout these challenging times. To do that, NMS is requesting an increase of 11.4% on our current rates. For the school year, the increase would be \$237,132.00. This does also include an increase for supplies and benefits for the FY 2022– 2023 school year.

Our increase request breaks down as follows:

Current yearly amount \$2,088,078.00

New yearly amount \$2,325,210.00

Please free to reach out to me and we can discuss,

Sincerely,

Scotty G Austin



**Scotty G Austin, C.E.H., F.M.P., I.C.E., C.P.T.,** | Director of  
Operations – Environmental Services/Facilities / ISSA CIMS Certified  
Company  
**NMS** | 800 E. Dimond Blvd., Suite 3-450, Anchorage, AK 99515  
Direct (907) 263-1720 | Fax 907 343 5603 | [scott.austin@nmsusa.com](mailto:scott.austin@nmsusa.com)



## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**NUMBER:** 22-119

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Purchase,  
Kivalina Passenger Van

### **ABSTRACT:**

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

### **ISSUE:**

At issue is board approval of the administration's request to purchase a van for the new Kivalina School.

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

The administration is requesting the school board's approval to purchase a 4x4 van. The new Kivalina school will open to students on October 1, 2022. Kivalina's new school is situated seven (7) miles from the village. It is the administration's recommendation that we purchase a 4x4 van for the new Kivalina school for transportation needs on weekends, after school, and throughout the weekdays when other transportation is not available. The estimates of freight cost to transport the busses from Seattle to be determined. To be paid by capital improvement funds.

### **ALTERNATIVES:**

1. Approve the administration's request to purchase a 4x4 10-15 Passenger Van for an amount not to exceed \$70,000. Freight from Seattle to Kivalina TBD.
2. Disapprove the administration's request to purchase a 4x4 10-15 Passenger Van.
3. Take no final action.

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

The administration recommends board approval of the administration's request to purchase a 4x4 10-15 passenger Van for an amount not to exceed \$70,000. Freight from Seattle to Kivalina TBD.

## MEMORANDUM

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**TO:** NWABSD Board of Education

**DATE:** June 7, 2022

**NUMBER:** 22-120

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Contract, Quality Asphalt and Paving

### **ABSTRACT:**

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

### **ISSUE:**

At issue is Board approval to award the Northwest Arctic Borough School District's request to pave the parking lots at KMHS/JNES and the District office.

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

Student and staff safety are at the forefront of District Administrations actions when requesting to pave the KMHS/JNES/District Office parking lots. Paving the parking lots and adding markings will convey clear messages to drivers and pedestrians about flow of traffic.

Quality Asphalt and Paving submitted a bid of \$914,250.00 for paving the JNES/teacher housing parking lot as well as the District office/KMHS parking lots.

JNES Parking lot - \$251,750.00

KMHS/DO Parking lot - \$662,500.00

Total: \$914,250.00

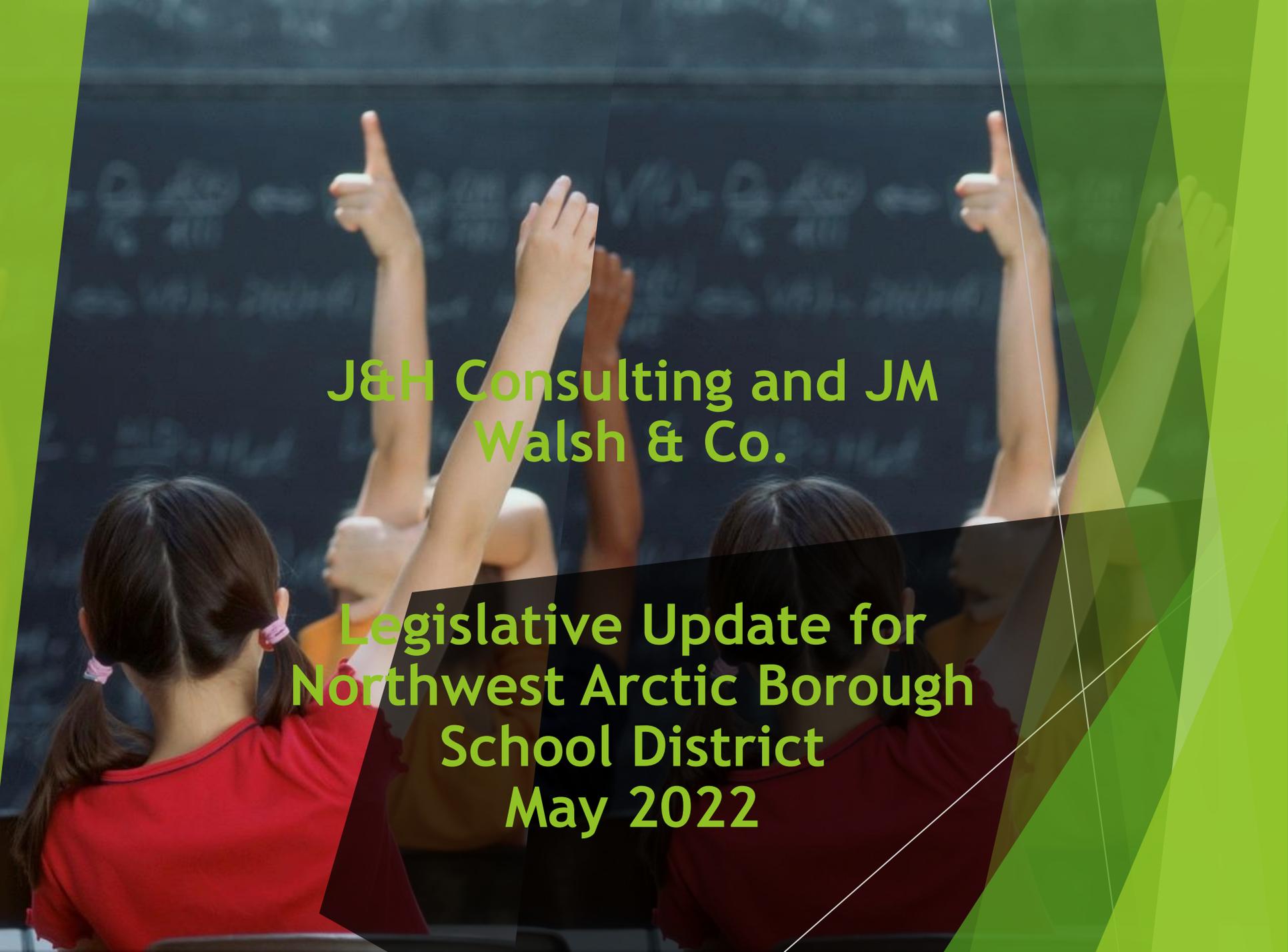
To be paid by capital improvement funds with the intent of securing funding from another source.

### **ALTERNATIVES:**

1. Approve the administration's request to award the paving project to Quality Asphalt and Paving for an amount not to exceed \$914,250.00.
2. Disapprove the administration's request to award the paving project to Quality Asphalt and Paving for an amount not to exceed \$914,250.00.
3. Take no final action.

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

The Administration recommends Board approval to award the Paving project to Quality Asphalt and Paving for an amount not to exceed \$914,250.00.

A photograph of a classroom with several students raising their hands. The students are seen from behind, wearing red shirts. The background is a chalkboard with some faint writing. The image is overlaid with a green geometric pattern on the right side and a dark semi-transparent rectangle containing text.

**J&H Consulting and JM  
Walsh & Co.**

**Legislative Update for  
Northwest Arctic Borough  
School District  
May 2022**

## Priorities: Support Consistent, Predictable, Adequate Funding for our Schools.

- ▶ Full funding for FY 23 BSA at \$1.17 billion.
- ▶ \$57 million additional one-time funding for Foundation Formula funded outside the formula for K-12 and \$30 BSA increase (\$7.6 mil.).
- ▶ A set-aside of \$700 million for education in FY24 if oil prices average \$100 per barrel but if too low will be zero.
- ▶ \$5.7 million for 2-year Pre-Kindergarten grants (FY2023-FY2024).
- ▶ Broadband Grants, \$6.7 million.
- ▶ Increases for the 10 TVEP programs.
- ▶ Senate adds \$4.3 million for residential schools, a 50 percent increase.
- ▶ Swept funds from last year are replaced, including the Higher Education Investment fund that provides for scholarships \$400 million.
- ▶ \$10 million for DOL workforce development and training, about \$324,000 for ATC to be used over 2 years.
- ▶ Live Homework Help, \$138,000. and OWL, \$447,000.
- ▶ Volunteers of America: \$960,000 for school-based mental health.
- ▶ School Breakfast Expansion: \$600,000.

# PRIORITIES:

## Capital: Support Funding of School Construction and Major Maintenance.

- ❖ \$100 million for school construction, likely to include June Nelson Roof (35), \$1.1 mil. and Buckland HVAC (54), \$1.27 mil.
- ❖ \$22.5 million in funding for professional housing, including teachers. Great opportunity!
- ❖ Full funding for FY 23 school bond debt reimbursement program and \$220.9 million in funding for FY17-FY21 for total reimbursement in funding for these years.
- ❖ \$32.7 million is appropriated from the general fund to the REAA and Small School District school fund and \$83.96 million for FY17-FY21 for total reimbursement in funding for these years.

# PRIORITIES:

## Equity in Reading Outcomes: Support statewide access to quality Pre-K programs and improve reading outcomes for all students.

- ❖ Passed! Includes additional funding for schools and pupil transportation and includes Pre-K students in the ADM.
- ❖ The bill also expands pre-kindergarten programs with state funding, starting with the lowest performing school districts and eventually encompassing the entire state. The program is voluntary for Pre-K.
- ❖ The bill also establishes the reading curricula for prekindergarten through grade 3 based on the five components of evidence-based reading instruction (phonemic awareness, phonics, vocabulary development, reading fluency, oral language skills, and reading comprehension).
- ❖ The bill specifies that these programs will be locally designed and culturally responsive. The reading program is accompanied by interventions for students struggling with reading, as well as a DEED-established statewide reading program to assist and provide support and resources for school districts and teachers in providing reading intervention services.

# Broadband:

Broadband: HB 363 establishes the Office of Broadband within the Department of Commerce, Community, and Economic Development (DCCED), the Statewide Broadband Advisory Board, and an eight-member Broadband Technical Board. These will all be repealed on June 30, 2030. The Office will work on equitably distributing the billions in federal infrastructure broadband funds coming to the state.

Will need to monitor to ensure equity.

HB 332, Scholarships: The ferry funding and the Higher Education Investment Funds are shifted to a new location so the funds are not subject to the yearly reverse sweep, which will preserve the funds.

SB 174: Prohibits hair discrimination in public schools and prevents school boards from adopting a dress code that prohibits a student from wearing traditional tribal regalia or objects of cultural significance at a graduation ceremony. Workplace protections were removed from the bill

SB 36: State/Federal Tribal compacting enables pilot programs for Tribal education.

HB 19: An Act relating to instruction in a language other than English; and establishing limited language immersion teacher certificates. Sen Finance.

SB 20: Intends to certify in Alaska teachers certified in other states on an expedited basis. Passed Senate.

**PRIORITIES:** Teachers: Address issues that support the recruitment and retention of quality teachers and other school related bills.

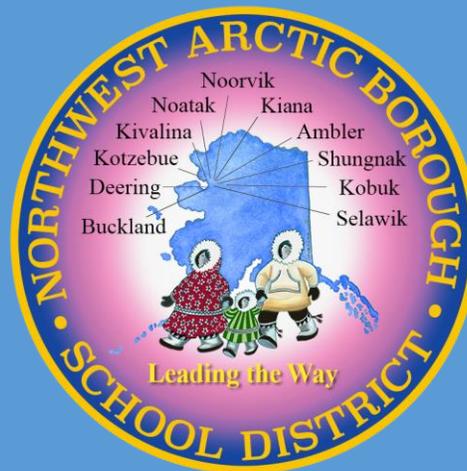
# Other bills and funding

- ▶ HB 123, Tribal Recognition: Establishes formal state recognition of Tribes.
- ▶ PFD and energy relief total \$3,200.00
- ▶ SB 243, PCE: Raise PCE eligible ceiling from current 500kwh to 750kwh, providing much needed relief to rural communities.
- ▶ LIHEAP is funded at a base of \$9.6 million, plus last year's \$23.7 million in federal funds which is available to use through FY 24. There is also \$314,000 through ILJA in the supplemental budget.
- ▶ Community Assistance fully funded.

# TAKIU

- ▶ *A Great year for education funding!*
- ▶ *Passage of the Reads Act was by one vote, your voices mattered and were heard!*
- ▶ *Outlook for education funding is bright but Governor has veto power.*
- ▶ *Looking forward: Many retiring and rank choice voting so legislative make up moving forward could be very different.*
- ▶ *If oil stays high will be another year of opportunity.*
- ▶ *Any questions ?*

# NWABSD STRATEGIC PLAN JANUARY 2021 – JUNE 2022



Adopted by the Board 02/23/2021

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



# 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

## DISTRICT LEADERSHIP

### Superintendent

Terri Walker

### School Board

Margaret Hansen, President

Millie Hawley, Vice President

Marie Greene, Treasurer

Tillie M. Ticket, Secretary

Carol Schaeffer, Parliamentarian

Paula Mills, Member

Lawrence Jones, Sr., Member

Alice Melton-Barr, Member

Brad Reich, Member

Joanne Harris, Member

Cynthia Fields, Member

## FOUNDATION STATEMENTS

**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.

## WE VALUE

Respect

Hard Work

Cooperation

Perseverance

Ability to Adapt

Belief in Yourself

Learning

Resilience

Accountability

## CONTENTS

### 2 Goal 1: Student Learning

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

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

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

### 4 Goal 2: Student Safety

Objective 1 Students and staff will create a safe physical environment.

Objective 2 Students and staff learn and work in a safe emotional environment.

Objective 3 Students, staff and communities stay current and responsive to COVID considerations.

### 6 Goal 3: Family Support and Engagement

Objective 1 NWABSD staff will have consistent, professional, and family friendly communication with all stakeholders and families.

Objective 2 NWABSD will provide opportunities that support and engage families



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<b>Goal 1: Student Learning</b>				
<b>Objective 1</b>				
<b>NWABSD will all know and value our students during both remote and in-person learning. (Danielson 1b)</b>				
Strategies and Actions	Key Indicators/Metric	Completion Date/Timeline	Responsibility (Reports To)	Budget
1.1.1 Teachers and staff design culturally relevant learning experiences and resources that integrate students' current knowledge and skills with the current adopted curriculums.	Lesson plans and professional development integrate Standards for Culturally Responsive Schools and Educators  Collaborative meetings  Resource Repository (ie Cyberduck Curriculum Drive)	Planning to begin May 2021 for FY22 school year  Ongoing	Principals (Director of Curriculum)	20 hours of Professional Development time – all staff  1hr Collaborative Time Every Other Week – All staff  \$3500 consultant fees (professional learning support) – grant funds available
1.1.2 Student Data Teams identify and act on student social/emotional, behavioral, and academic needs.	Implementation of Embrace (MTSS 504 and IEP data system) Embrace Development Timeline and Professional Development: Principals and teachers Fall 2021  Collaborative Meetings  Student Data Team agendas reflect focused interventions	Development of platform Spring 2021  Pilot platform Spring 2021  MTSS training for principals Fall 2021  Initial implementation Fall 2021  Collaborative schedule starting August 2021	Director of Curriculum Director of Student Services	7 hours of Professional Development time – all principals  2 days of Professional Development time – all SPED Teachers  1hr Collaborative Time Every Other Week – All staff  \$10,000 – budgeted in Grants and Student Services
1.1.3 Develop a culturally responsive Physical Science and Biology curriculum	Timeline  Course outline  Curriculum resources  Course on Canvas  Professional Dev of course and materials	Physical Science Planning Begins Spring 2021  Physical Science Implementation Fall 2022  Biology planning begins Fall 2022	Director of Curriculum (Assistant Superintendent)	1 Full-time 261 days/year Employee 1 Full-time 200 days/year Employee  14 Days – Committee Work - 13 People with Extra Duty Contracts  3 days of Professional Development time (1 day/year for three years) – all staff  6 days of additional Professional Development time (2 days/year for 3 years) – Science staff  \$995,000 for three years – not currently funded - The District is seeking grant funding – grant award unknown until October 2021 Estimated ongoing annual budget items after development: - Professional Development for staff - 2 Full Time Employees - Resource materials refreshed
<b>JUNE 2021 PROGRESS UPDATE</b>				



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1.1.1	Director of Curriculum - Professional development time has been scheduled for Fall Inservice 2021. Collaboration times have been tentatively scheduled for Fall and Spring of the 2021-2022 school year.
1.1.2	<p>Director of Curriculum - Data Teams held at each site bi-weekly from September to April to identify students who may need intervention and support. Students have been identified for intervention and have received interventions within the Response to Intervention/ Multi-Tiered System of Support (RTI/MTSS) process. Identified students will continue the MTSS process in the fall as needed.</p> <p>Director of Curriculum - DIBELS (Dynamic Indicators of Basic Early Literacy Skills) progress monitor and data analysis began in Fall of 2020 and will continue throughout the 2021-2022 school year. Benchmarking will be done three times in the 2021-2022 school year.</p> <p>Director of Student services 5/20/21 Platform development at for IEP/ESER 80% completed and professional development scheduled for fall 2021.</p>
1.1.3	Director of Curriculum - Iñupiaq Materials and Professional Development Planner and Director of Curriculum identified resources and planning needs. A database of resources has been developed to be utilized when funding becomes available. Grant funding has been sought and community charters were obtained. Currently awaiting grant funding/approval.
<b>AUGUST 2021 PROGRESS UPDATE</b>	
1.1.1	Director of Curriculum - Training covering place-based and culturally relevant lesson/experience planning was provided during Fall Inservice for all instructional staff. PLCs (Professional Learning Communities) will begin working on developing place-based, culturally relevant lesson experiences on October 11 <sup>th</sup> and will have devoted time throughout the year to continue working on the lessons which will be shared in a repository.
1.1.2	<p>Director of Curriculum - Data Teams will begin meeting on September 13<sup>th</sup> according to the Collaborative Meeting and Targeted Professional development schedule. a. Data from last years identified students will be manually entered into the EMBRACE System to track interventions within the Multi-Tiered System of Support (MTSS) process.</p> <p>Director of Curriculum - DIBELS (Dynamic Indicators of Basic Early Literacy Skills) Benchmarking will be done three times a year for students in grades K-8. Progress monitor and data analysis will continue throughout the year.</p> <p>Director of Student Services: EMBRACE ESER/IEP system implementations started and single sign on working for most teachers and specialist. Sped teachers have access to the system and caseloads assignment 90% complete. Train the trainers to take place 8/9/21.</p>
1.1.3	<p>Director of Curriculum - Currently awaiting grant funding/approval.</p> <p>Superintendent – In partnership with the University of Alaska Fairbanks, (the same department that developed the lessons on Snow and Northern Lights) a grant will be written to support further lessons in the area of local sciences. Meetings have already begun.</p>
<b>FEBRUARY 2022 PROGRESS UPDATE</b>	
1.1.1	Director of Curriculum - PLCs (Professional Learning Communities) began working on developing place-based, culturally relevant lesson experiences in October 2021 and will have devoted time throughout the 1 <sup>st</sup> semester.
1.1.2	<p>Director of Curriculum - Data Teams continue to meet regularly and receive additional training on the Multi-Tiered System of Support (MTSS) process and effective interventions.</p> <p>Director of Curriculum - DIBELS (Dynamic Indicators of Basic Early Literacy Skills) Progress monitoring and data analysis will continue throughout the year. Spring Benchmarking will begin in April.</p>



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	Director of Student Services: EMBRACE ESER/IEP system implementation fully functioning for all Sped teachers. A very few minor adjustments to the system and forms remain. Embrace helpline fully functioning and of great assistance to teachers. Overall implementation `98% complete.
1.1.3	Director of Curriculum - One position is posted for the coordination and development of the project. The second position has been filled with the primary role of coordinating local materials and archives identified, identifying persons to serve on two committees, and identifying elder resources and interviews needed. Additionally, University of Alaska Fairbanks trained middle school science teachers and Inupiaq instructors on February 14 on the roll-out of the Snow and Northern Lights curriculum.

## JUNE 2022 PROGRESS UPDATE

1.1.1	Director of Curriculum – Ongoing.
1.1.2	5/9/22: Director of Student Services: IEP/ESER and 504 Embrace program implementation complete.  Director of Curriculum - Data Teams continue to meet regularly and receive additional training on the Multi-Tiered System of Support (MTSS) process and effective interventions. Embrace resources are being revised to simplify the MTSS paperwork and data entry process. End of Year Benchmarking was completed. The data will be used to measure the progress and needs of the students. Data entered is archived by the sites in the Embrace system and the data can be accessed.
1.1.3	Director of Curriculum – Both positions have been filled for the coordination and development of the project. The project timeline has been updated to reflect the hiring dates of the positions. Planning and research work will continue throughout the summer. Meetings for the Language Task Force, Project Advisory Committee, and Project Development Committee will be scheduled for August and September. Funding has been applied for through Village Improvement Funds (VIF).

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

Strategies and Actions	Key Indicators/Metric	Completion Date/Timeline	Responsibility (Reports To)	Budget
1.2.1 Provide equitable access to learning resources and supports.	Provide professional development on strategies to provide equitable access to learning resources.	Assessment phase Spring 2021	Director of Curriculum	2 hours of Professional Development time – all staff
1.2.2 Provide two weeks of downloaded instructional videos for use if/when a school goes to remote learning status (Red High-Risk Operational Status).	Provide professional development  Collaboration time focused on creating videos  Two-week emergency lesson plans that include downloadable instructional videos and learning materials	Beginning 3 <sup>rd</sup> quarter 2021 and ongoing until COVID no longer impacts learning.	Principals (Director of Curriculum)	10 hours of Professional Development time – all staff
1.2.3 Provide interventions and supports for credit-deficit high school students and K-8 projected learning loss	High school graduate rate  MAP Scores	Planning and acquisition phase Summer 2021  Implement plan Fall 2021		\$125,000 – ESSER II Grant funds available - 6 week  \$45,000 materials K-8, ESSER II Funds  \$50,000 Extra Duty Contact for K-8 2-week summer program, ESSER II Funds

## JUNE 2021 PROGRESS UPDATE

1.2.1	Director of Curriculum - Professional development time has been scheduled for Fall Inservice 2021. Master schedule, a two-year rotation of graduation requirements to provide equity and alignment throughout the district is in place for this fall. Following the master schedule will also ensure eligibility for the Alaska Performance Scholarship.
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1.2.2	Director of Curriculum - Professional development time has been scheduled for Fall Inservice 2021. Collaboration times have been tentatively scheduled for Fall of the 2021-2022 school year.			
1.2.3	Director of Curriculum - NWABSD High School Credit Recovery is available in May for all High School students at their respective school sites. NWABSD Summer of Reading 2021 program is for infants to adults who read independently, are read to, or read to another. Book packs were sent to school sites the last week of school for distribution to current and future NWABSD students. Prizes will be rewarded at the conclusion of the summer program.			
<b>AUGUST 2021 PROGRESS UPDATE</b>				
1.2.1	Director of Curriculum - Professional development time has been completed.			
1.2.2	Director of Curriculum - Training covering Red High-Risk Operational Status Remote Lesson Plans with Instructional Videos was provided during Fall Inservice for all instructional staff. PLCs (Professional Learning Communities) will begin working on developing Red High-Risk Operational Status Remote Lesson Plans with Instructional Videos on September 13th and will have devoted time to develop the lessons.			
1.2.3	Director of Curriculum - 397 people signed up to participate. 313 book packs were sent to school sites the last week of school for distribution to current and future NWABSD students. 150 participants have logged reading as of August 6 <sup>th</sup> . Logs due to schools by August 18, 2021.			
<b>FEBRUARY 2022 PROGRESS UPDATE</b>				
1.2.1	Director of Curriculum - Ongoing			
1.2.2	Director of Curriculum - Complete			
1.2.3	Director of Curriculum - NWABSD Summer of Reading 2021 had 397 participants registered with 152 participant reading logs (48 - 12% of total) for approximately 326 books read. Prizes were awarded.			
<b>JUNE 2022 PROGRESS UPDATE</b>				
1.2.1	Director of Curriculum - Ongoing			
1.2.2	Director of Curriculum - Complete			
1.2.3	Director of Curriculum - NWABSD High School Credit Recovery is available in May for all High School students at their respective school sites. Data Teams continue to meet regularly and receive additional training on the Multi-Tiered System of Support (MTSS) process and effective interventions. The data will be used to measure the progress and needs of the students. Data entered is archived by the sites in the Embrace system and the data can be accessed.			
<b>Objective 3 NWABSD will engage all students in learning during both remote and in-person learning. (Danielson 1e, 3b, 3c)</b>				
Strategies and Actions	Key Indicators/Metric	Completion Date	Responsibility (Reports To)	Budget
1.3.1 Empower student learning through teacher clarity.	District-wide scope & sequence for all curriculums (analyze standards) "Powers Standards"  Master Schedule 2-year rotation  Provide professional development on teacher clarity and feedback.  Inclusion of Learning intentions (What am I learning?), relevance (Why am I learning this?), and success criteria (How do I know when I have learning it?) in the lesson plans template.	Scope & Sequence – begin in collaboration meetings F2021 and ongoing.  Revision of Lesson Plan template Spring/Summer 2021  Lesson Planning and PD - Fall 2021	Principals (Director of Curriculum)	40 hours of Professional Development time – IPRARS Grant  24 hours of Professional Development for Instructional Leaders – ASLI – IPRARS  1hr Collaborative Time Every Other Week – All staff  \$10,000 Resources
1.3.2 Students reflect, reason, and explain their thinking by asking and answering questions and engaging in dialogue with others.	Provide professional development on classroom discussion and questioning techniques.	Lesson Planning and PD - Fall 2021	Principals (Director of Curriculum)	20 hours of Professional Development time – all staff



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	Lesson plans integrate classroom discussion activities that provide opportunity for higher-level thinking.			
<b>JUNE 2021 PROGRESS UPDATE</b>				
1.3.1	Director of Curriculum - Professional development time has been scheduled for five days in the 2021-2022 school year through the Increasing Performance and Retention in Alaska's Rural Schools (IPRARS) grant. Collaboration times have been tentatively scheduled for Fall and Spring of the 2021-2022 school year to identify "Power Standards" and then develop a scope and begin sequencing of each grade level and subject area curriculum. A master schedule, a two-year rotation of graduation requirements to provide equity and alignment throughout the district, has been shared with principals and counselors for scheduling.			
1.3.2	Director of Curriculum - Professional development time has been scheduled for five days in the 2021-2022 school year through the Increasing Performance and Retention in Alaska's Rural Schools (IPRARS) grant.			
<b>AUGUST 2021 PROGRESS UPDATE</b>				
1.3.1	Director of Curriculum - Training that covered teacher clarity and feedback was provided through partnerships with the Increasing Performance and Retention in Alaska's Rural Schools (IPRARS) grant. Training for all staff will take place through IPRARS grant sources on August 4, August 30, October 18, October 19, and February 14. Collaboration time will be set aside to identify "Power Standards" and then develop a scope and sequencing of each grade level and subject area curriculum. The Master schedule, a two-year rotation of graduation requirements to provide equity and alignment throughout the district is in place for this fall. Following the master schedule will also ensure eligibility for the Alaska Performance Scholarship.			
1.3.2	Director of Curriculum - Training that covered teacher classroom discussion and feedback was provided through partnerships with the Increasing Performance and Retention in Alaska's Rural Schools (IPRARS) grant. Training for all staff will take place through IPRARS grant sources on August 4, August 30, October 18, October 19, and February 14.			
<b>FEBRUARY 2022 PROGRESS UPDATE</b>				
1.3.1	Director of Curriculum - Training that covered teacher clarity and feedback was provided through partnerships with the Increasing Performance and Retention in Alaska's Rural Schools (IPRARS) grant. Training for all staff took place through IPRARS grant sources on August 4, August 30, October 18, October 19, and February 14. Additional professional development sessions are planned for next year starting in October. Collaboration time will be set aside to identify "Power Standards" and then develop a scope and sequencing of each grade level and subject area curriculum during the 2022-2023 school year.			
1.3.2	Director of Curriculum - Training covering teacher classroom discussion and feedback was provided through partnerships with the Increasing Performance and Retention in Alaska's Rural Schools (IPRARS) grant. Training for all staff took place through IPRARS grant sources on August 4, August 30, October 18, October 19, and February 14. Additional professional development sessions are planned for next year starting in October.			
<b>JUNE 2022 PROGRESS UPDATE</b>				
1.3.1	Director of Curriculum - Training that covered teacher clarity and feedback was provided through partnerships with the Increasing Performance and Retention in Alaska's Rural Schools (IPRARS) grant. Training for all staff took place through IPRARS grant sources. Additional professional development sessions are planned for next year starting in October. Professional development resources have been requested from the vendor. A two-year master schedule has been developed and updated for 2022-2023 in coordination with the Student Services department. Distance learning opportunities (VTC courses) have been included based on student needs throughout the district.			
1.3.2	Director of Curriculum - Training that covered teacher clarity and feedback was provided through partnerships with the Increasing Performance and Retention in Alaska's Rural Schools (IPRARS) grant. Training for all staff took place through IPRARS grant sources. Additional professional development sessions are planned for next year starting in October. Professional development resources have been requested from the vendor.			



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<b>Goal 2: Student Safety</b>				
<b>Objective 1</b>				
<b>Students and staff will create a safe physical environment.</b>				
Strategies and Actions	Key Indicators/Metric	Completion Date/Timeline	Responsibility (Reports To)	Budget
2.1.1 Partnership with Navigate 360 to improve overall school safety for staff and students. <ul style="list-style-type: none"> <li>Professional development for all staff focused on updated crisis planning (ALICE framework) through Navigate 360 platform.</li> <li>Implement emergency management suite.</li> <li>Schools complete on-site risk assessment (Navigate 360)</li> </ul>	Professional development planning calendar and staff survey results  Emergency management suite training and site implementation  Schools completed on-site risk assessment (Navigate 360)	Suite District Admin Training Spring 2021 Principal Training Fall 2021  Risk Assessment completed Summer 2021	Director of State and Federal Programs (Assistant Superintendent)	\$87,000 FY21—Title IV Grant  Ongoing \$3700 yearly for platform \$3000 for Training Will continue to be grant funded  3 hours of Professional Development - new staff  2 hours of Online Professional Development – returning staff
2.1.2 Medical professional at major tournaments (such as Orthopedic Physician Association, OPA)	Meet with medical professional group(s) to determine feasibility, timeline and availability  Develop MOU with medical professional group	After COVID travel suspension ends	Assistant Superintendent	
<b>JUNE 2021 PROGRESS UPDATE</b>				
2.1.1	Director of Curriculum - Professional development time has been scheduled for the ALICE framework during Fall Inservice 2021, State & Federal—Crisis response risk assessment of sites is completed, and final report is pending.			
2.1.2	Assistant Superintendent – OPA has expressed a willingness to travel up pro bono for large tournaments next year when travel restrictions are lifted.			
<b>AUGUST 2021 PROGRESS UPDATE</b>				
2.1.1	State & Federal-- Virtual Training completed during August Inservice, elearning platform will be rostered for all staff in September. Final Report for the Crisis response risk assessment was received and is being reviewed by Superintendent and Property Services			
2.1.2	Assistant Superintendent – OPA has been contacted and we are waiting for confirmation of previous expressed willingness.			
<b>FEBRUARY 2022 PROGRESS UPDATE</b>				
2.1.1	State & Federal—All training completed			
2.1.2	Assistant Superintendent – OPA was contacted on February 8 <sup>th</sup> and they are hoping to attend and are thankful that we requested them to be present. They are waiting for management to approve their travel.			
<b>JUNE 2022 PROGRESS UPDATE</b>				
2.1.1	State & Federal—All training completed for 2021-2022 school year Director of Curriculum - Professional development time has been scheduled for the ALICE framework and Crisis Prevention Institute during fall inservice. Classified staff will receive training during Fall Inservice in 2022.			
2.1.2	Assistant Superintendent - Travel was not approved by OPA Management. Local paramedics were asked to attend Kotzebue Tournaments to support injuries.			
<b>Objective 2</b>				
<b>Students and staff learn and work in a safe emotional environment.</b>				
Strategies and Actions	Key Indicators/metric	Completion Date/Timeline	Responsibility (Reports To)	Budget
2.2.1 Continued implementation of Safe & Civil protocols with increased emphasis in building student/teacher relationships through STOIC	Professional development planning calendar and staff survey results	Planning to begin May 2021 for FY22 school year	Principals (Assistant Superintendent)	\$5,400 – consultant from Safe & Civil



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<ul style="list-style-type: none"> <li>Take SCSC STOIC (Interactions) and focus PD to support relationships piece of SCSC</li> <li>Train teachers on the types of interactions that support building relationships with our students and parents with ongoing PD in STOIC while increasing teacher's cultural competencies</li> <li>Continue implementation of SEL (Social Emotional Learning) curriculum</li> </ul>	School Climate and Connectedness Survey			10 hours of Professional Development – all staff
	Parent input Form			3 hours of Professional Development - principals
2.2.2 Expand the availability for online counseling to all students	Increased number of students receiving counseling	Planning to begin May 2021 for FY22 school year	Director of Student Services	0 hours of Professional Development time  \$18,000 – 3/4 <sup>th</sup> grant funded and budgeted with regular operating funds
2.2.3 Staff training on identifying and responding to virtual incidences of potential harm to self	Collaborative meeting planning calendar and staff survey results	Spring 2021 Collaborative Meeting Date	Director of Student Services	1 hour of Professional Development time – all staff; additional as needed
<b>JUNE 2021 PROGRESS UPDATE</b>				
2.2.1	Director of Curriculum - Professional development time has been scheduled on the SCSC STOIC framework for Fall Inservice 2021.			
2.2.2	Director of Student Services – Presence Learning MOA for the fy 21 completed. MOA for fy 22 agreement has been negotiated and MOA out for signatures.			
2.2.3	Director of Curriculum - Professional development time has been scheduled on harm to self for Fall Inservice 2021.			
<b>AUGUST 2021 PROGRESS UPDATE</b>				
2.2.1	Assistant Superintendent – Professional Development with Safe and Civil Schools focusing on STOIC took place with Principals 7/28, New Teachers 7/30, and returning teachers, instructional Aides, and SPED Aides on 8/2			
2.2.2	Director of Student Services – Presence Learning MOA fy 22 finalized and planning meeting with School Psych set for mid-August 2021			
2.2.3	Director of Student Services- Harm to Self-Protocol reviewed with counselors and principals			
<b>FEBRUARY 2022 PROGRESS UPDATE</b>				
2.2.1	Assistant Superintendent – Ongoing Professional Development with Safe and Civil Schools have taken place with the following dates and topics; 9/29 STOIC, 11/10 Building Relationships, 12/8 Preparing for Return of students 2 <sup>nd</sup> Semester. Director of Curriculum - Professional development time has been scheduled on the SCSC STOIC framework for Fall Inservice 2022.			
2.2.2	Director of Student Services – Presence Learning provides School Psych counseling services to students onsite via tele-practice.			
2.2.3	Director of Student Services- Harm to Self-Protocol in place at all sites. Forty-six (46) instances of use year-to-date (2/9/18)			
<b>JUNE 2022 PROGRESS UPDATE</b>				
2.2.1	Assistant Superintendent – The Safe and Civil Schools conference will be held in person in July 2022. All Principals, Directors and teacher leaders have been invited. The number of people enrolled are: District Office Personel & Specialists = 9 Principals = 4 and Teachers = 9 Director of Curriculum - Coordination of professional development opportunities and staff training are being arranged, focusing on Fall Inservice, and continuing throughout the year for all staff.			
2.2.2	5/9/22 Director of Student Services Completed			
2.2.3				



# 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

<b>Objective 3</b>				
<b>Students, staff, and communities stay current and responsive to COVID considerations.</b>				
Strategies and Actions	Key Indicator/Metric	Completion Date/Timeline	Responsibility (Reports To)	Budget
2.3.1 Monitor local, regional, and state mandates along with DHSS and CDC guidelines throughout COVID crisis	Updated requirements for employees and students that support COVID safe learning environment	Ongoing through COVID crisis	Assistant Superintendent	
2.3.2 Monitor updates from State Health Team along with DHSS and CDC guidelines throughout COVID crisis	Updated mitigation plans based on new and pertinent information.	Ongoing through COVID crisis	Assistant Superintendent	
<b>JUNE 2021 PROGRESS UPDATE</b>				
<b>2.3.1</b>	Assistant Superintendent – Screening that includes COVID testing: supplies have been ordered, staff receiving training to support a pilot for testing over the summer in preparation for testing in the fall. (May 2021)			
<b>2.3.2</b>	Assistant Superintendent – Updated mitigation plans for safe opening in the fall will be presented at the June 7-8 Board meeting.			



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<b>AUGUST 2021 PROGRESS UPDATE</b>				
2.3.1	Assistant Superintendent - Molecular testing capabilities are expected to be underway as soon as testing materials are received and sent out to villages and the data base for test results is set up for each site.			
2.3.2	Assistant Superintendent – The Fall mitigation plan has been updated as of 8/9/2021 and posted to the district homepage.			
<b>FEBRUARY 2022 PROGRESS UPDATE</b>				
2.3.1	Assistant Superintendent – Molecular testing is now taking place in each of our schools for screening purposes only. Testing materials are sent out to sites and training at each site is complete.			
2.3.2	Assistant Superintendent - The District's mitigation plan is constantly being updated so that they adhere with DHSS and CDC guidance. The most current mitigation plan can be found on the District website.			
<b>JUNE 2022 PROGRESS UPDATE</b>				
2.3.1	Assistant Superintendent – Molecular testing has been discontinued at all sites due to improved conditions and a shortage of materials. At home antigen testing kits are available to all staff upon request.			
2.3.2	Assistant Superintendent –District Mitigation Plan was updated 4/12/2022 and follows DHSS and CDC Guidance.			
<b>Goal 3: Family Support and Engagement</b>				
<b>Objective 1</b>				
<b>NWABSD staff will have consistent, professional, and family friendly communication with all stakeholders and families.</b>				
Strategies and Actions	Key Indicators/Metric	Completion Date/Timeline	Responsibility (Reports To)	Budget
3.1.1 Gather family input at each site (in conjunction with open houses, parent teacher conferences or other established school event) on how families prefer to be engaged and communicated with.	Surveys  Minutes/notes	September of 2021 & February of 2022	Principals (Director of State and Federal Programs)	
3.1.2 Establish structures and processes that keep families informed about the instructional program and seek feedback.	Establish a standardized site-based newsletter with information about instructional programs  Informational Packets (paper, District website, Facebook pages, family dashboard on school websites, etc.)  ASC Meeting Minutes  Solicitation of comments from interested parties.	Quarterly, beginning 4 <sup>th</sup> quarter	Assistant Superintendent	
3.1.3 Schools provide updates in a variety of ways (i.e., paper, radio, VHF, phone calls, internet, Power Announce, ASC meetings, meal calendars) regarding weekly schedules, class meeting information, assignments and other pertinent information that helps families support their children.	District template/form provided as a calendar event for principals to report communications.	Beginning 4 <sup>th</sup> quarter 2021 and ongoing, weekly	Principals (Superintendent)	
<b>JUNE 2021 PROGRESS UPDATE</b>				
3.1.1	State & Federal--No update at this time			
3.1.2	Principals/Assistant Superintendent - Newsletter template (structure) has been created by principal committee in Spring 21. Feedback on template and implementation in the Fall.			



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3.1.3	Principals/Assistant Superintendent - Communication template has been created by principal committee in Spring 21. Implementation in the Fall.				
<b>AUGUST 2021 PROGRESS UPDATE</b>					
3.1.1	State & Federal--Planning meeting scheduled for August for completion of first round of surveys in September 2021				
3.1.2	Assistant Superintendent – District wide template draft has been created. Principals will meet to give feedback and make changes for specific site use.				
3.1.3	Assistant Superintendent – The district wide community update template created for 3.1.2 and upcoming district events will be shared in a variety of ways and then submitted on Canvas as an assignment for Principals to report and track their communications.				
<b>FEBRUARY 2022 PROGRESS UPDATE</b>					
3.1.1	State & Federal—Survey complete. (Preferred method of communication a combination of Power Announcements, Facebook posts and local VHF announcements)				
3.1.2	Assistant Superintendent – The District wide template for “The Village Update” has been implemented at each site. Some sites have changed the name of the document to personalize it more for their site.				
3.1.3	Assistant Superintendent – The Village Update is a template that was created to share the important information in this section. The template is a place to collect the information that is to be reported and it can be shared on social media, read over the VHF or radio, or even emailed or mailed to community members in order to communicate the important information.				
<b>JUNE 2022 PROGRESS UPDATE</b>					
3.1.1	State & Federal—Surveys complete. (Preferred method of communication a combination of Power Announcements, Facebook posts and local VHF announcements)				
3.1.2	Assistant Superintendent- The Village Update was a success in standardizing the information we share with our communities across the district.				
3.1.3	Assistant Superintendent- Principals shared their site village update with their communities in a manner that was appropriate for their site. Principals uploaded their completed documents in Canvas so they can look back on trends that are happening at their site.				
<b>Objective 2</b>					
<b>NWABSD will provide opportunities that support and engage families</b>					
Strategies and Actions		Key Indicators/Metrics	Completion Date/Timeline	Responsibility (Reports To)	Budget
3.2.1 Train parents on navigating learning, participation, and communication platforms. <ul style="list-style-type: none"> <li>• Create training opportunities for parents/students to reach out to for assistance. (pending available funding)</li> <li>• Implement ongoing survey to create a system to document and track home or family parameters that might impact student participation and learning.</li> <li>• Host a site-based parent hour to provide information on platforms</li> <li>• Create a digital resource section on learning, participation, and communication platforms in the student parent handbook.</li> </ul>		Attendance and/or phone record for the tutoring opportunities and/or hotline  Ongoing survey results to create a system to document and track home or family parameters that might impact student participation and learning.  Parent forum attendance to provide information on platforms.  Student parent handbook with a digital resource section on learning, participation, and communication platforms. How-to videos on the website	Establishment of tutoring hotline Spring 2021 Attendance will be monitored each quarter through Canvas assignment  Surveys to be sent to families once a quarter beginning 3 <sup>rd</sup> quarter 2021  Parent forums to take place once a quarter beginning 3 <sup>rd</sup> quarter 2021  Student handbook to be updated for the 2021-2022 school year Parent attendance, training completion certificates	Principals (Assistant Superintendent)	
3.2.2 Connect students' out-of-school learning and lives to their efforts in school and take the lead in forming partnerships and relationships to strengthen those connections.		Increased attendance rate reflects connectedness  School Climate and Connectedness survey data will be monitored to determine effective work in this area	Ongoing  SCCS completed January 18-February 19  Results available summer	Director of Student Services Principals (Assistant Superintendent)	\$7,700 to AASB for the School Climate and Connectedness Survey (SCCS) from Board Budget  \$500 for presentation of results



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<p>3.2.3 Interact with families and the community in ways that respect their values and cultural backgrounds (Focus on meeting families where they are)</p>	<p>Establish a student fair for cultural skills and activities</p> <p>Establish planning team</p> <p>Identify Local and Regional Partners</p> <p>Inupiaq Days Planned on a Regular Basis</p>	<p>Establishment of Planning Team Fall 2021</p> <p>Identification Local and Regional Partners Fall 2021</p> <p>Student Fairs to begin Spring of 2022</p>	<p>Assistant Superintendent</p>	<p>\$50,000 JOM Grant Funding</p>
<p>3.2.4 Provide incentives that recognize parents for engagement in parent activities, surveys, student performances and family forums, etc. (pending available funding)</p>	<p>Guidelines and a budget for incentives created by the district</p> <p>An incentive calendar is created based on the guidelines and budget</p>	<p>Planning in Spring/Summer of 2021 for implementation during the 2021/2022 school year</p>	<p>Principals (Assistant Superintendent)</p>	<p>Parent Engagement Funds—JOM, \$10,000 Parent Engagement Funds—Title I Grant, \$45,000 for all sites total</p>

## JUNE 2021 PROGRESS UPDATE

3.2.1	Principals/Assistant Superintendent – Tutoring hotline funds provided to sites. Handbook reviewed and updated. Through Technology Department, Learning Options Survey administered to gain feedback from parents.
3.2.2	Director of Student Services – SCCS survey organized, links sent to sites, reminders sent to principals regarding survey completion, timeline extended due to COVID and survey completed at all sites as of mid-April 2021. Results available online at <a href="https://secure.panoramaed.com/aasb/understand?auth_token=northwestarcticborough">https://secure.panoramaed.com/aasb/understand?auth_token=northwestarcticborough</a>
3.2.3	Assistant Superintendent - No update at this time.
3.2.4	Assistant Superintendent - No update at this time.

## AUGUST 2021 PROGRESS UPDATE

3.2.1	Principals/Assistant Superintendent – Student handbook revisions were made and have been shipped directly to sites by Chinook Printing.
3.2.2	Director of Students Services: SCCS links for Spring 2021 results sent to site Principals.
3.2.3	Assistant Superintendent - No update at this time.
3.2.4	Assistant Superintendent - No update at this time.

## FEBRUARY 2022 PROGRESS UPDATE

3.2.1	Principals/Assistant Superintendent – Public/parent/student comment surveys were sent home for two weeks in December to provide opportunities for people to comment on things that might impact student learning and the school environment.
3.2.2	Director of Students Services: SCCS preparation initiated for the Spring 2022 survey. Dates it will be completed: Feb. 21st- March 25th 2022.
3.2.3	Assistant Superintendent – The District holds teleconference community forums to report out any new information as well as to be able to field any questions community members/partners might have. Inupiaq days are also being driven by the Inupiaq Language program and the Inupiaq Instructors.
3.2.4	Assistant Superintendent – To recognize volunteers that participate in school engagement activities, the School Success Ambassador drawing was created. All participants will be recognized as School Success Ambassadors for strengthening home-school connections within our communities during the 2 <sup>nd</sup> semester.

## JUNE 2022 PROGRESS UPDATE

3.2.1	Assistant Superintendent- The School Climate and Connectedness Survey (SCCS) was completed district wide as well as the School Performance Survey. Participants that take the survey include Parents, Students, and Staff. Principals turn in their School Performance Survey summary at Principal Check out. The survey summary is included with each sites report card to the public.
3.2.2	5/9/22 Director of Student Services: SCCS Completed at all sites
3.2.3	Assistant Superintendent- The District held teleconference community forums to report out any new information as well as to be able to field any questions community members/partners might have.
3.2.4	Assistant Superintendent—Principals held local drawing for School Success Ambassadors. All school identified volunteers were entered into a final drawing for 10 iPads.





## Northwest Arctic Borough School District Planning Schedule

### *Phase 1 Discovery*

	Collection of existing data and review, finalizing of online surveys and process, identification of survey participants
	Distribution of online survey, Initiate online scheduling for live services
	Completion of live interviews
	Closing of online survey
	Compiling of Discovery data and follow up
	Discovery Report completed
	Leadership Review of Discovery Report

### *Phase 2 Leadership Session Facilitation (2 days)*

	Facilitation design and buildout with Discovery integration
	Live Leadership facilitation
	<i>Potential Discovery report out to Board schedule Board Session</i>

### *Phase 3 Board Development (1 day)*

	Facilitation design and buildout with Discovery and Leadership Session integration
	Live Board facilitation

### *Phase 4 Board Presentation and Initiative Approval*

	Leadership presentation build for Board approval
	Board Presentation and Approval

### *Phase 5 Leadership Project and Accountability Planning (1 day)*

	Planning facilitation
	Plan production

### *Phase 6 Plan Launch*

TBD	Execution of plan launch
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We are able to condense schedule depending on when facilitations can be schedule. i.e. if live leadership facilitation is able to happen early in time frame then we would bump up subsequent facilitations.

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**FR:** Office of the Superintendent

**SUBJECT:** Capital Projects Report

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Christy Kathy, Manager of Capital Projects, reports on the following:

**DEPARTMENT OF EDUCATION AND EARLY DEVELOPMENT (DEED):** The Legislature allocated \$100 million for Major Maintenance Projects. If the Governor approves this amount JNES Gym Roof project at #35 should be funded. At #54 the Buckland K-12 School HVAC is borderline. At 58th on the list, the Davis Ramoth Renovation project is not likely to be funded this year.

**JNES REPAIRS:** At the April meeting the Board approved a contract with TC Construction to repair the JNES Gym Mezzanine and replace the owner-supplied windows. The contractor will complete the window installation in June. The mezzanine work will begin in July after the barge arrives with materials.

**DEERING ADDITION AND RENEWAL:** The Deering School site is extremely constrained. The school qualifies for additional square footage under the DEED formula. The school cannot be expanded without the removal of the playground and either relocating teacher housing off-site or obtaining adjacent property. The architect developed three potential options for the expansion of the school for consideration by the community. Those who attended the February community meeting were very definite that they did not see value in upgrading and expanding the existing school. They said they would rather wait for a new school.

The administration is proceeding with the development of the DEED grant application for a replacement school for Deering. The application will include a site evaluation of locating a new school along the new road that is being constructed to the airport. A schematic design for the new school will be developed later next fiscal year after site selection is completed.

**VILLAGE ENERGY EFFICIENCY LIGHTING PROGRAM (VEEP) GRANT: No change,** Last year the District received a \$23,600 grant from the Alaska Energy Authority to replace the outdoor lighting at the Noatak School with LED fixtures. One exterior pole-mounted light fixture remains to be installed when suitable equipment is available.

**AHFC TEACHER HOUSING: Kivalina** –The District has two AHFC teacher housing grants for new duplexes at the new Kivalina site. Work began in mid-May. One housing unit has been framed-in already. The district is contracting with a moving company to move five buildings from the current school site to the new site.

**Selawik** – AHFC selected Selawik Teacher Housing for a \$370,374 grant. The local share of costs is \$123,549. This summer district crews are focused on the completion of in-house projects in Kivalina. The materials for this project will be ordered this summer and stored in Kotzebue until the next construction season. A grant extension for 2023 completion will be requested.

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

#### **Kivalina Vehicle Garage**

The Fire Marshal has approved the plans for the finished work for the project. The district has found a source of insulation for the building. The civil engineer for the replacement school is working with Greer Tank for the fabrication of fuel tanks for the garage and teacher housing for shipment to Kivalina.

#### **Buckland HVAC Upgrade**

The Borough has committed \$888,088 from a state grant for this project. However, if DEED approves the FY23 grant for Buckland, the Borough could be requested to reallocate the \$888,088 to another project. It may be several months before DEED can make a determination. Meanwhile, the district will

continue to work on the design for the project. DEED will allow prior expenditures, so regardless of the ultimate funding source, the project can proceed.

### **ATC FAMILY HOUSING**

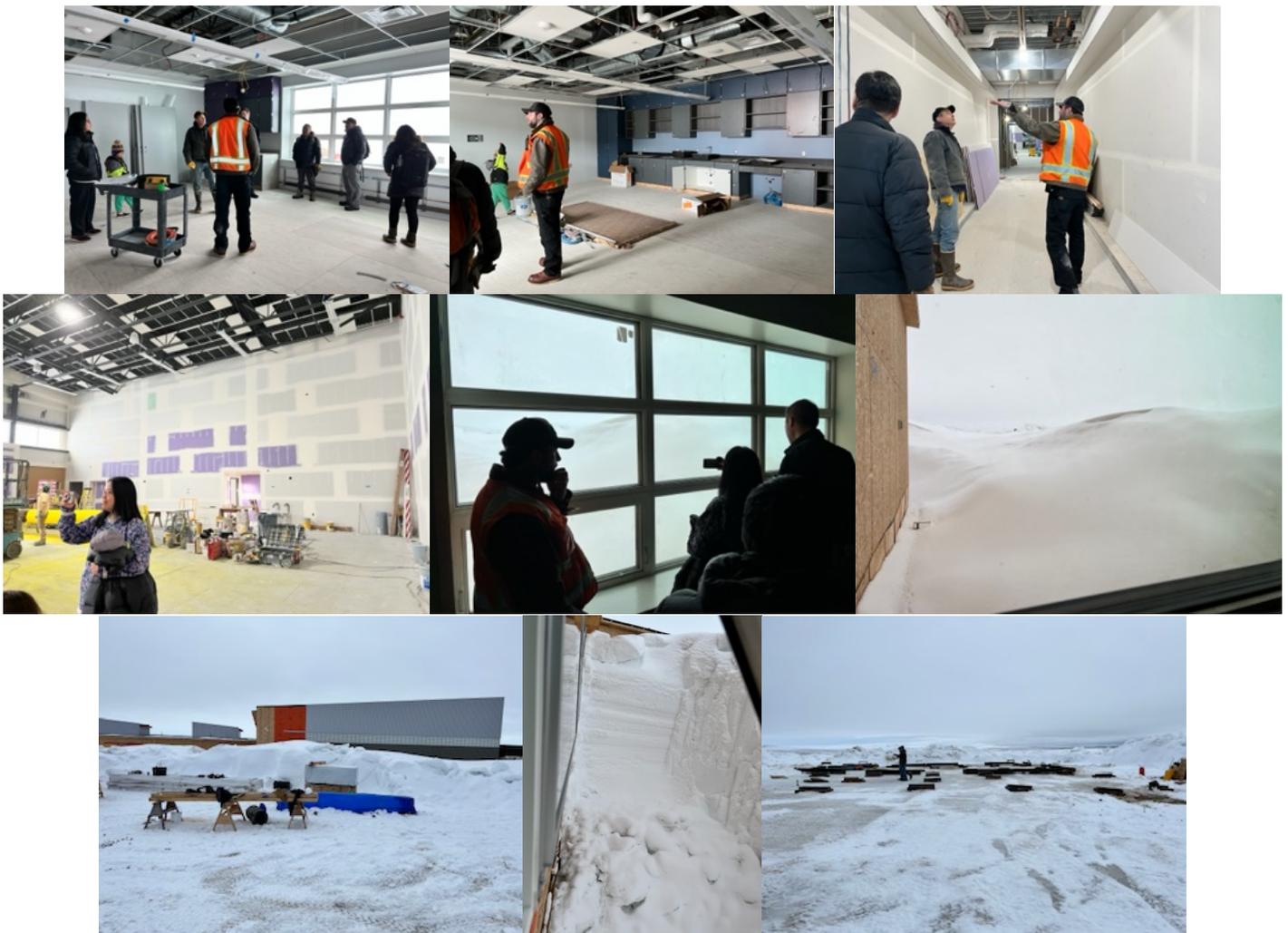
The district is seeking grant funds for the construction of a 6-plex building to provide family housing for ATC students. The Board approved the selection of NVision (formerly Krochina Architects) to design the project. The updated design and site plan will be presented at the June work session.

### **KIVALINA REPLACEMENT SCHOOL**

**Construction:** Work continues to progress well. Crews are continuing interior finishes. Carpeting is being installed in the classrooms. Countertops are being installed. Lighting fixtures are being installed and energized in the classrooms. The foundation is in place for the water tank and tank assembly has begun. The project continues on schedule.

**FF&E:** The barge with the furniture orders sails the second week of June.

### **KIVALINA CONSTRUCTION 5/2022**



**ACTION ITEMS ON THE AGENDA:**

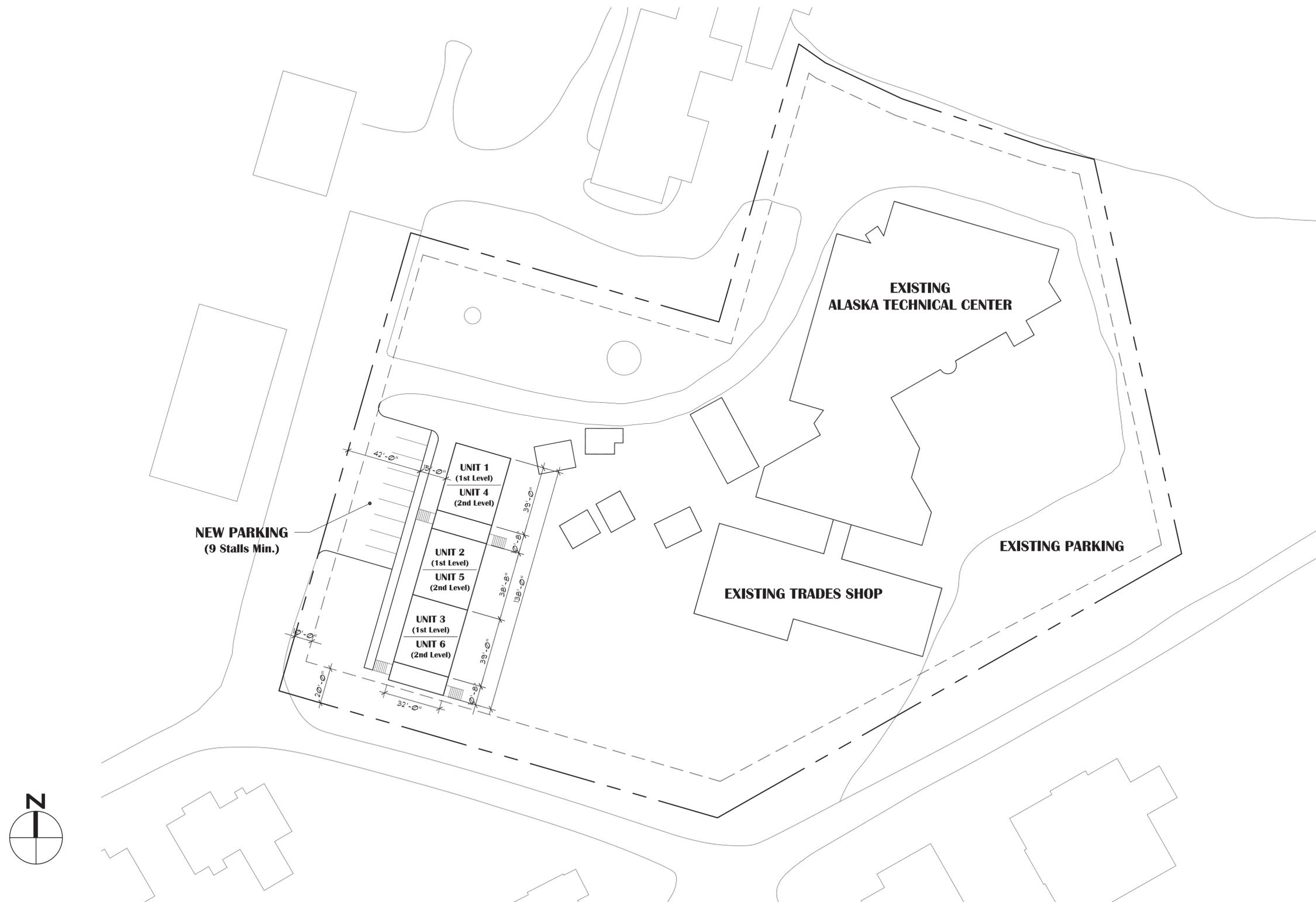
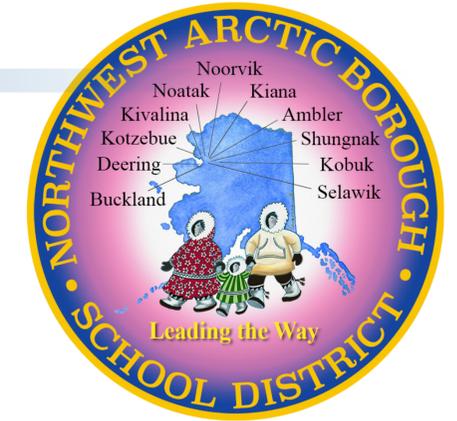
**NWABSD Memorandum 22-111 Approval of Six-Year Capital Improvement Plan**

The administration recommends approval of the FY24 Six-Year Capital Improvement Plan, as presented.

**NWABSD Memorandum 22-114 Approval of Contract; Project Resources**

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

# ALASKA TECHNICAL CENTER FAMILY HOUSING - 6-PLEX:



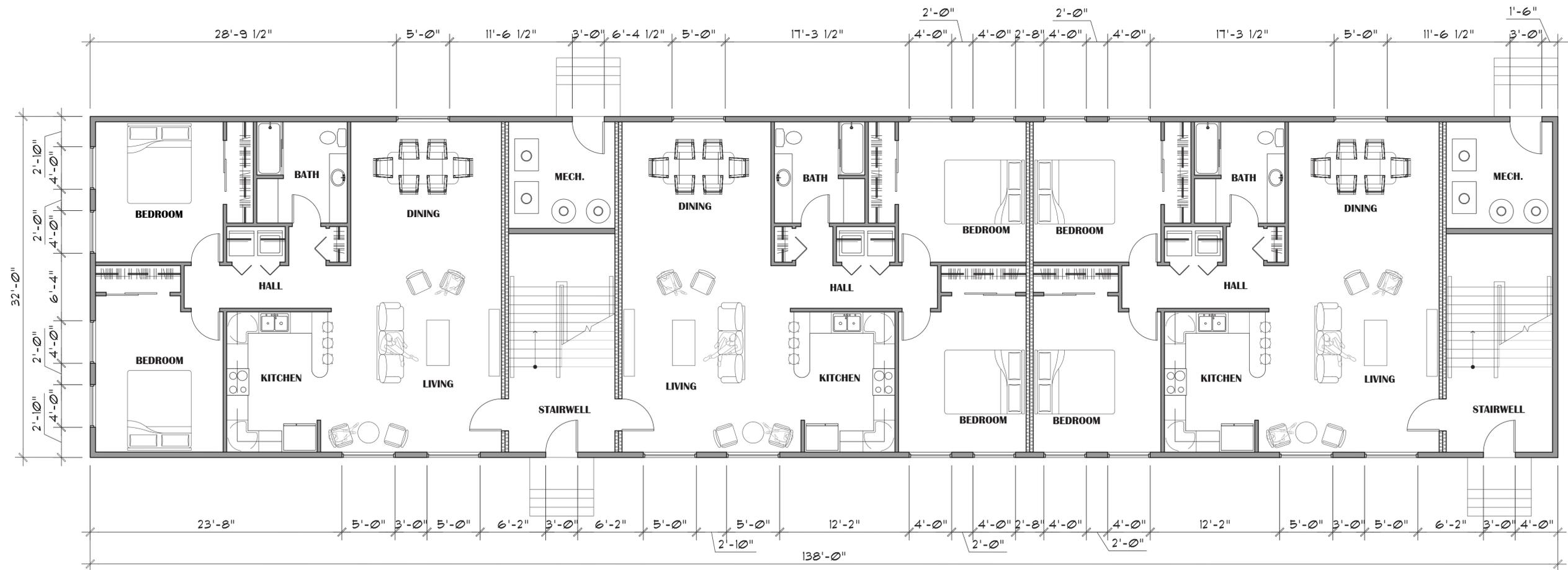
## SITE PLAN - BUILDING ORIENTATION & PARKING LAYOUT

SCALE: 1" = 30'-0" (22x34) & 1" = 60'-0" (11x17)

DATE: JUNE 6TH, 2022



# ALASKA TECHNICAL CENTER FAMILY HOUSING - 6-PLEX:



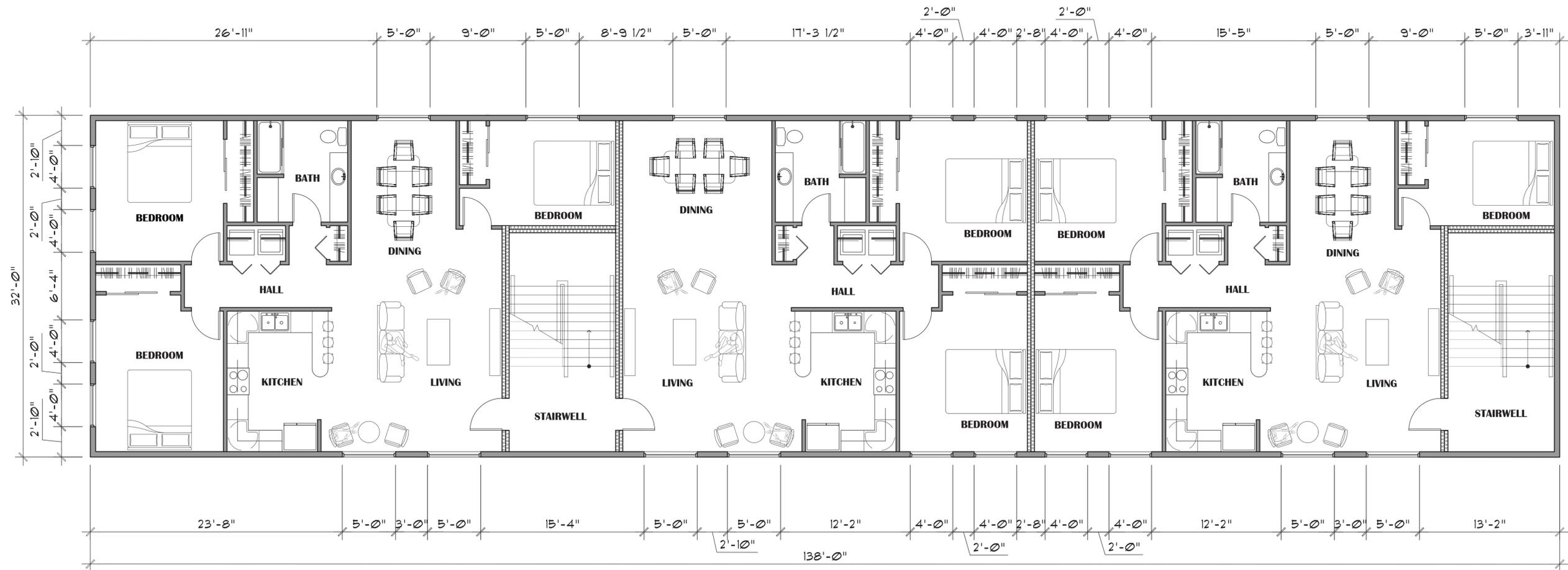
## FLOOR PLAN - LEVEL 1

SCALE: 3/16" = 1'-0" (22x34) & 3/32" = 1'-0" (11x17)

DATE: JUNE 6TH, 2022



# ALASKA TECHNICAL CENTER FAMILY HOUSING - 6-PLEX:



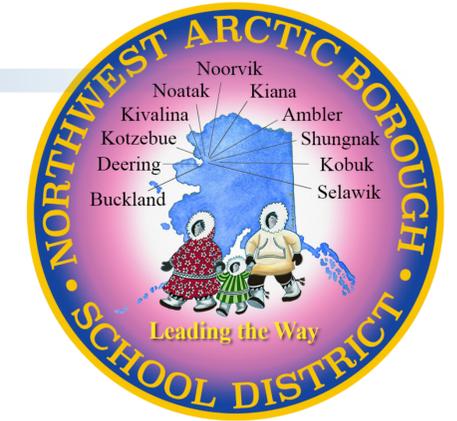
## FLOOR PLAN - LEVEL 2

SCALE: 3/16" = 1'-0" (22x34) & 3/32" = 1'-0" (11x17)

DATE: JUNE 6TH, 2022



# ALASKA TECHNICAL CENTER FAMILY HOUSING - 6-PLEX:



VIEW 2



VIEW 1

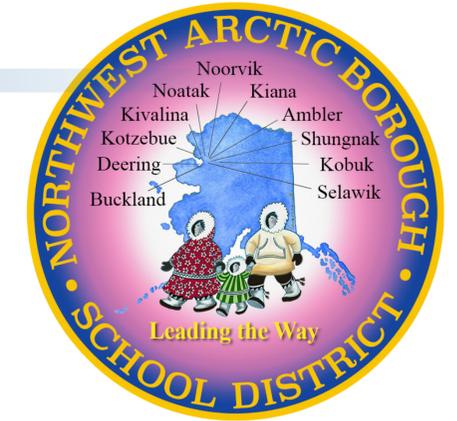
## EXTERIOR PERSPECTIVES - OPTION 1

SCALE: N.T.S.

DATE: JUNE 6TH, 2022



# ALASKA TECHNICAL CENTER FAMILY HOUSING - 6-PLEX:



VIEW 2



VIEW 1

## EXTERIOR PERSPECTIVES - OPTION 2

SCALE: N.T.S.

DATE: JUNE 6TH, 2022



## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**NUMBER:** 22-111

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Six-Year  
Capital Improvement  
Plan

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

- Develop a five-year fiscal plan to match the strategic plan
- Support student-centered learning environments
- Explore cost-saving solutions for district operation expenses

### **ABSTRACT:**

Department of Education and Early Development (DEED) School Construction Grant applications for FY2024 are due September 1, 2022, and Board approval of the Capital Improvement Plan (CIP) priorities is a requirement of the application process.

### **ISSUE:**

At issue is the approval of projects for the Six-Year Capital Improvement Plan for FY2024.

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

The Six-Year CIP is used to prioritize projects and establish the order of construction for district capital improvement projects. The School Board annually updates the Six-Year CIP. The district submits grant applications for the projects identified for the first year of the plan.

The Legislature allocated \$100 million in this year's capital budget. Subject to the Governor's approval it is assumed that reimbursement for the JNES Gym roof and the Buckland HVAC project will be approved for FY23 DEED funding.

The Regional School Board and the Joint Maintenance and Construction Committee (JMCC) will review the proposed Six-Year CIP at their June meeting so that applications for the prioritized projects can be prepared over the summer. The cost estimates for the FY24 projects will be updated with professional estimates as part of the application process.

The JMCC recommendations will be presented to the Board following their meeting. The district's Six-Year CIP is attached for Board review and approval.

The following is a summary of the proposed projects,

**Davis-Ramoth K-12 School Renewal:** This will be a resubmittal of the FY23 application. Selawik does not qualify for additional square footage and DEED will reject an application for the construction of additional space. Selawik will qualify as a major maintenance project for the renewal and reconfiguration of existing space. Current space use has been reviewed with past and current principals and there are significant improvements to be achieved by reconfiguring a major portion of the existing school as shown in the attached renewal plan. Additional classroom space could be created if the vocational education shop was replaced by a pre-engineered shop building. However, non-DEED funding would have to be found for its construction.

Options for enlarging the gym and construction of a new secondary school were considered but they involve the construction of new space and would be rejected by DEED.

**JNES Roof Replacement:** The roof over the main portion of JNES is 33 years old and well beyond its serviceable life. The school is experiencing significant leaks which have the potential to result in structural damage. In addition, roofing materials and insulation have improved significantly. Replacing and upgrading the roof will result in energy savings.

**Deering K-12 School Replacement:** The Deering school is overcrowded and only portions of the building were renovated in the upgrade project that took place 16 years ago.

The school site is extremely constrained and does not have space for an addition without the removal of the playground and teacher housing. The application process will include a site evaluation for a new location either adjacent to the new airport road or the acquisition of the lot adjoining school property. The application will request full project funding. The schematic design for the new school will be developed after formal site selection is completed and occur later this fall.

**ALTERNATIVES:**

1. Approve the FY 2024 Six-Year Capital Improvement Plan, as presented.
2. Revise the FY 2024 Six-Year Capital Improvement Plan, as presented.
3. Take no action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends approval of the FY24 Six-Year Capital Improvement Plan, as presented.

**PROPOSED**

**Northwest Arctic Borough School District  
FY 2024 - FY 2029 Six-Year Capital Improvement Plan**

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
1	C	June Nelson Elementary School Roof Replacement- Replacement of failing roof, 20 years past its useful life. The school is experiencing frequent roof leaks that damage interior finishes and contribute to potential mold and structure damage and interfere with instruction.	<b>X</b>	3,500,000
2	C	Davis-Ramoth K-12 School Renewal and Upgrade – Renewal of building systems that have reached the end of useful life and functionality to include HVAC and DDC, code upgrades, and interior renovations to create more classrooms and improve use of space	<b>X</b>	\$11,524,000
3	B	Deering K-12 School Replacement School – new school on new site to replace overcrowded and worn-out facility. The existing site is not large enough to accommodate an addition without removal of the playground and relocating teacher housing off-site. In addition, many building components beyond their use expectancy.	<b>X</b>	\$15,700,000
		Buckland Teacher Housing		\$1,600,000
<b>FY 2024 TOTAL</b>				<b>\$30,724,000</b>

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
4	C	Buckland K-12 School Exterior Envelop Renewal- replacement of roofing, doors and windows at the end of their useful life.	<b>X</b>	\$3,000,000
<b>FY 2025 TOTAL</b>				<b>\$3,000,000</b>

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
5	C	Noorvik K-12 School Roof Replacement - Replacement of roof which reached the end of its useful life in 2022.	<input checked="" type="checkbox"/>	\$2,500,000
<b>FY 2026 TOTAL</b>				<b>\$2,500,000</b>

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
6	C	Noorvik K12 School HVAC Controls – upgrade HVAC controls for Noorvik School which reached the end of their useful life in 2022.	<input checked="" type="checkbox"/>	\$500,000

**PROPOSED**  
**Northwest Arctic Borough School District**  
**FY 2024 - FY 2029 Six-Year Capital Improvement Plan**

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost

**FY 2027 TOTAL      \$500,000**

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
7	C	June Nelson Elementary School Renewal- to replace building components at the end of useful life.	<input checked="" type="checkbox"/>	\$3,500,000

**FY 2028 TOTAL      \$3,500,000**

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
9	C	Kiana K-12 School Renewal – Renewal of Kiana K-12 School to replace building components at the end of useful life.	<input checked="" type="checkbox"/>	\$3,500,000

**FY 2029 TOTAL      \$3,500,000**

Adopted June 7, 2022 at a duly convened meeting of the Northwest Arctic Borough School Board at which a quorum was present and voting. I hereby certify that the information presented is true and correct to the best of my knowledge.

\_\_\_\_\_  
 Superintendent

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 School Board President

\_\_\_\_\_  
 Date

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**NUMBER:** 22-114

**FR:** Office of the Superintendent

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

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

Support Student-Centered Learning Environments

### **ABSTRACT:**

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

### **ISSUE:**

At issue is approval to renew a contract with Project Resources to provide capital project management services. The amount for FY23 is not to exceed \$95,000.

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

The current capital project management services contract with Project Resources- Kathy Christy expires at the end of June. Project Resources was selected by a competitive process for a term contract that can be renewed for a period of up to five years.

Kathy Christy has successfully managed the NWABSD's capital improvement program since 1999. She has successfully obtained numerous capital improvement grants and overseen more than \$180 million in the planning, design, and construction of the renovation of ten schools during that time.

She is currently managing the Kivalina K-12 Replacement School Project which will continue through FY2023, the JNES roof replacement projects, Buckland HVAC upgrade project, and DEED grant applications. She is also administrating three teacher housing grants with Alaska Housing Finance Corporation and one with Alaska Energy Authority.

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

Funding for this MOA will be from the capital projects themselves. The overhead on the district's capital projects has averaged between 2 to 4 percent of the project cost. This is an allowable DEED expense. These funds can only be used for capital costs and cannot be applied to the operating budget. The FY23 Project Resources contract is not to exceed \$95,000. The amount includes the cost of both direct costs and reimbursable costs, such as travel and printing of grant applications. Direct costs will be billed at an hourly rate.

### **ALTERNATIVES:**

1. Approve the renewal of the contract with Project Resources (Kathy Christy) to provide capital project management services not to exceed \$95,000, as presented.

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

**ADMINISTRATION'S RECOMMENDATION:**

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

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**FR:** Office of the Superintendent

**SUBJECT:** Property Services Report

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Brandon Blackham, Property Services Director, reports on the following:

### **AMBLER**

Ambler's Building Plant Operator position has been filled, Jeremy Williams was hired full time on Monday, May 23<sup>rd</sup>, 2022. I traveled to Ambler to do the interviews with the principal on May 19<sup>th</sup>. While in Ambler I installed the new Jockey pump controller for the sprinkler system (it froze this winter when a door was not completely closed). Frontier Fire will be traveling to Ambler to get the sprinkling system back online the week of June 6<sup>th</sup>, 2022. Our mechanic traveled to Ambler to take parts off the minivan for use on the other minivans in the district.

### **BUCKLAND**

Buckland's minivan is currently down due to a broken alternator belt. Our mechanic traveled to Buckland to fix the van but found another issue. He took the needed part off the minivan in Ambler to replace the damaged part on Buckland's minivan. We had a break-in in Buckland, they went through the roll-up door in the metal shop and caused damage to the door and track. We will have a contractor going out in June to fix the door and track.

### **DEERING**

The complaint about cold rooms will be addressed this fall when a contractor goes out to seal the bottom of the school, this is where a lot of the cold air was coming from. We have also had two fire pumps freeze over the last 3 years. We are going to install more heat in the fire pump connex to take care of this issue.

### **KIANA**

The main sewer line from the school to the city is not flowing, our plumber went out and spent four days trying to get it unplugged. We do not have the proper equipment to continue and asked for help from the city. They have not replied or helped; action taken is to shut the gym down with no facility use until the city remedies the problem.

### **KIVALINA**

Due to snow conditions in Kivalina our carpenters could not start the project until May. Currently one duplex is close to being ready for interior framing of the walls. I flew to Kivalina with house moving contractors to show them the sites they will be moving from and to with the housing. Proposals are due June 2<sup>nd</sup> with all costs and schedules to complete the house moves.

**Large ticket items Loader has a purchase order and has been submitted to CMI, new Busses for Kivalina have been delayed at the factory and will not start production until late fall, we are requesting purchase of two used busses to get thru the winter. Van to haul teachers from site to site has been submitted for purchase for a cost of \$50,394.97**

### **KOBUK**

During the spring thaw, ice came off the roof and damaged the power to the shop main disconnect. I went out and replaced the disconnect and got the power back on to the shop. We will need to install some supports this summer that also got damaged with the ice falling off the roof.

## **KOTZEBUE**

TC Construction is on site removing and replacing windows in lower JNES, after the windows are installed they will move to the mezzanine remodel in the JNES gym. We also have a contractor coming up to install the new gym curtain in the JNES gym. Our carpenters installed new mats in the high school gym before leaving for Kivalina.

**We are waiting on a quote for installing asphalt in the parking areas by JNES and in front of the District Office. This winter we had weekly freeze-ups under the building on our sewer, we are working on a quote to replace the affected areas to solve the problems.**

## **NOATAK**

Roger our temporary BPO will be leaving at the end of the month. We have made a permanent hire. Eli Mitchell will start the position when he finishes his hitch at Red Dog. We also have a lift station for teacher housing sinking into a hole, we are going to try and get this fixed this summer with Drake construction.

## **NOORVIK**

Windows arrived to replace the two that have bullet holes and damage from last summer's break-in on teacher housing. We are working to get these installed as soon as possible.

## **SELAWIK**

Our plumber traveled to Selawik to rebuild a boiler for the school, fix the sewer main, and replace a pump in teacher housing. We are also ordering a lumber package for a duplex to be done next summer. We will not make it this year due to Kivalina and the manpower it is taking to complete.

## **SHUNGNAK**

We will have a contractor travel to Shungnak to install the gym curtain this summer. Our plumber traveled to Shungnak to look at the cracked tile on the shower floor and make sure we did not have any water damage from the cracked tiles. We did not and will work on getting a contractor to go out and fix the tile.

## **ACTION ITEMS ON THE AGENDA:**

### **NWABSD Memorandum 22-103 Approval of FY23 Heating Fuel Purchase**

The Administration recommends Board approval to award the NWABSD FY23 heating fuel bid to Crowley Marine Distribution for nine (9) sites and Vitus Fuel Services for one (1) site, as per attached.

### **NWABSD Memorandum 22-104 Approval of Contract, Frontier Fire Protection**

The administration recommends board approval of the administration's request to pay Frontier Fire Protection an amount not to exceed \$100,000 to perform inspections and make repairs on fire safety equipment at NWABSD sites in FY23.

### **NWABSD Memorandum 22-105 Approval of Contract, Refrigerated Solutions**

The administration recommends board approval of the administration's request to pay Refrigerated Solutions an amount not to exceed \$100,000 to service and repair NWABSD refrigeration equipment in FY23.

### **NWABSD Memorandum 22-106 Approval of Purchase, Kivalina School Buses**

The administration recommends board approval of the administration's request to purchase two (2) 84 passenger Bluebird school busses from Northwest Bus Sales Inc. for \$57,070.00, FOB Seattle. Freight from Seattle to Kivalina TBD.

### **NWABSD Memorandum 22-119 Approval of Purchase, Kivalina Passenger Van**

The administration recommends board approval of the administration's request to purchase a 4x4 10-15 passenger Van for an amount not to exceed \$70,000. Freight from Seattle to Kivalina TBD.

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**NUMBER:** 22-103

**FR:** Office of the Superintendent

**SUBJECT:** Approval of FY23 Heating  
Fuel Purchase

### **ABSTRACT:**

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

### **ISSUE:**

At issue is board approval to award the Northwest Arctic Borough School District's FY23 heating fuel order to the lowest bidder by site.

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

On April 28, 2022, the Property Services department issued an RFP to fuel vendors for the purchase and delivery of approximately 523,000 gallons of #1 heating fuel to ten (10) NWABSD school sites in summer 2022. The RFP was sent to the only two vendors that deliver fuel within the Northwest Arctic Borough, Crowley Petroleum Distribution and Vitus Fuel Services. The deadline for submitting bids was Monday, May 9 at 4:00 p.m. The lowest bidder by site will be awarded the fuel bid(s). Crowley Petroleum Distribution was the lowest bidder for nine (9) sites and Vitus Fuel Services was the lowest bidder for one (1) site. The bid prices by site are attached. The administration recommends board approval to award Crowley Petroleum Distribution our fuel bid for nine (9) sites and Vitus Fuel Services for one (1) site, as per attached.

### **ALTERNATIVES:**

1. Approve the administration's request to award the NWABSD FY23 heating fuel bid to Crowley Petroleum Distribution for nine (9) sites and to Vitus Fuel Services for one (1) site, as per attached.
2. Disapprove the administration's request to award the NWABSD FY23 heating fuel bid to Crowley Petroleum Distribution for nine (9) sites and to Vitus Fuel Services for one (1) site, as per attached.
3. Take no final action.

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

The Administration recommends Board approval to award the NWABSD FY23 heating fuel bid to Crowley Marine Distribution for nine (9) sites to and Vitus Fuel Services for one (1) site, as per attached.

## SUMMER 2022 HEATING FUEL BID RESULTS

	<u>Crowley</u>	<u>Vitus</u>
Ambler	6.07	No Bid
Buckland	\$5.25	No Bid
Deering	\$4.71	\$4.80
Kiana	\$4.71	\$4.80
Kivalina	\$5.16	\$5.15
Kobuk	\$6.07	No Bid
Kotzebue	\$4.54	No Bid
Noatak	No Bid	No Bid
Noorvik	\$4.71	\$4.80
Selawik	\$4.71	\$4.80
Shungnak	\$6.07	No Bid

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**NUMBER:** 22-104

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Contract,  
Frontier Fire Protection

### **ABSTRACT:**

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

### **ISSUE:**

At issue is board approval of the administration's request to pay Frontier Fire Protection an amount not to exceed \$100,000 to inspect, certify and make repairs to district fire protection equipment in FY23.

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

Alaska law mandates that public schools have their fire protection equipment inspected and certified by a licensed and bonded company each year. Frontier Fire Protection has performed the inspections and service work on our fire alarm systems, sprinkler systems, handheld fire extinguishers, and range hood extinguisher systems for the past 23 years. The inspections are performed during the summer months when school is out of session. Frequently during the inspection process, mechanical deficiencies are identified and noted on the inspection forms. Once the inspections are completed the list of equipment deficiencies is forwarded to the Director of Property Services and the State Fire Marshall. Upon receiving the list of deficiencies, the Fire Marshall issues a directive to the school district to make corrections by a specified date. The administration is requesting the school board's authorization to contract with Frontier Fire Protection for an amount not to exceed \$100,000 to perform all inspections and make repairs on fire safety equipment at sites needing service work in FY23.

### **ALTERNATIVES:**

1. Approve the administration's request to pay Frontier Fire Protection an amount not to exceed \$100,000 to perform inspections and make repairs on fire safety equipment at NWABSD sites in FY23.
2. Disapprove the administration's request to pay Frontier Fire Protection an amount not to exceed \$100,000.00 to perform inspections and make repairs on fire safety equipment at NWABSD sites in FY23.
3. Take no final action.

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

The administration recommends board approval of the administration's request to pay Frontier Fire Protection an amount not to exceed \$100,000 to perform inspections and make repairs on fire safety equipment at NWABSD sites in FY23.

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**NUMBER:** 22-105

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Contract,  
Refrigerated Solutions

### **ABSTRACT:**

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

### **ISSUE:**

At issue is board approval of the administration's request to pay \$100,000 to Refrigerated Solutions to service and repair the NWABSD's commercial refrigeration equipment in FY23.

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

The NWABSD Property Services department uses Refrigerated Solutions to service and repair all our commercial refrigeration equipment. The property services department is requesting authorization to pay Refrigerated Solutions an amount not to exceed \$100,000 to service and repair our refrigeration equipment in FY23.

### **ALTERNATIVES:**

1. Approve the administration's request to pay Refrigerated Solutions an amount not to exceed \$100,000 to service and repair NWABSD refrigeration equipment in FY23.
2. Disapprove the administration's request to pay Refrigerated Solutions an amount not to exceed \$100,000 to service and repair NWABSD refrigeration equipment in FY23.
3. Take no final action.

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

The administration recommends board approval of the administration's request to pay Refrigerated Solutions an amount not to exceed \$100,000 to service and repair NWABSD refrigeration equipment in FY23.

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**NUMBER:** 22-106

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Purchase,  
Kivalina School Buses

### **ABSTRACT:**

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

### **ISSUE:**

At issue is board approval of the administration's request to purchase two Bluebird school buses for the new Kivalina school.

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

The administration is requesting the school board's approval to purchase two (2) 2007 Bluebird 84 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. To satisfy this requirement, the administration has spent considerable time researching the purchase of school buses. Blue Bird and Thomas are the most used brand of school buses in the United States. Currently, Blue Bird does not have a dealership in the state of Alaska, so parts and services have to come from Seattle or beyond. After much research, it is the administration's recommendation that we purchase two (2) 84 passenger Bluebird school busses for the new Kivalina school from Northwest Bus Sales INC for \$57,070.00, FOB Seattle. The estimates of freight cost to transport the busses from Seattle to be determined.

### **ALTERNATIVES:**

1. Approve the administration's request to purchase two (2) 84 passenger Bluebird school buses from Northwest Bus Sales Inc. for \$57,070.00 FOB Seattle. Freight from Seattle to Kivalina TBD.
2. Disapprove the administration's request to purchase two (2) 84 passenger Bluebird school buses from Northwest Bus Sales Inc. for \$57,070.00 FOB Seattle.
3. Take no final action.

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

The administration recommends board approval of the administration's request to purchase two (2) 84 passenger Bluebird school busses from Northwest Bus Sales Inc. for \$57,070.00, FOB Seattle. Freight from Seattle to Kivalina TBD.

# Northwest Bus Sales, Inc.

33207 Pacific Highway S

Federal Way WA 98003

(800) 231-7099

Northwest Arctic Borough School District  
744 3rd St  
Kotzebue AK 99752

05/27/2022

Quote No. 53410  
Salesman Mike Waclawski  
Fax (253) 845-9384  
mikew@nwbus.com

## Quote

I hereby agree to purchase the following unit(s) from you under the terms and conditions specified in this document.

### Unit Information

New/Used	Year	Make	Model	VIN	Stock No.	Price
Used	2007	BLUEBIRD	ALL AMERICAN	1BABNBKA07F238881	B38881	\$26,500.00
Used	2008	BLUEBIRD	ALL - RE	1BABNBKAX8F246116	B46116	\$24,875.00

#### Notes:

\*Subject to prior sale.

\*\*Price includes:

- \$4,400 includes new rear tires on both buses
- \$995 remove aftermarket DPF and replacing with a standard muffler

Dealer Unit Price	\$51,375.00
Added Accessories	\$0.00
Freight	\$0.00
Dealer Prep/Rigging Fee	\$5,395.00
<b>Price</b>	<b>\$56,770.00</b>

All out of state payments must be in the form of cashier's check or bank wire - USD.

Out of state residents: Sales tax waived with proof of out of state residency.

Options:

Lienholder:

None

Trade Information (VIN Required):

<b>Net Sale</b> (Cash Price - Net Trade)	\$56,770.00
Sales Tax	\$0.00
Document or Administration Fees	\$300.00

Total Other Charges	\$300.00
<b>Sub Total</b> (Net Sale + Other Charges)	<b>\$57,070.00</b>
Down Payment	\$0.00
<b>Amount to Pay/Finance</b>	<b>\$57,070.00</b>

**Used vehicles are sold "AS-IS". New vehicles are covered under OEM warranties.**

NOTICE TO BUYER: (1) Title remains in sellers possession until payment is received in full. (2) Buyer acknowledges receipt of a copy of this purchase agreement and further acknowledges having read and agreed to the terms and conditions printed on the agreement. Buyer understands that the down payment tendered is not refundable unless stated otherwise.

A negotiable documentary service fee up to \$85.00 may be added.

TRADE-IN NOTICE: Customer represents that all trade in units described above are free of all liens and encumbrances except as noted.

Customer Signature \_\_\_\_\_ Dealer Signature \_\_\_\_\_ Approved By \_\_\_\_\_

**Thank You for Your Business!**

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**NUMBER:** 22-119

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Purchase,  
Kivalina Passenger Van

### **ABSTRACT:**

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

### **ISSUE:**

At issue is board approval of the administration's request to purchase a van for the new Kivalina School.

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

The administration is requesting the school board's approval to purchase a 4x4 van. The new Kivalina school will open to students on October 1, 2022. Kivalina's new school is situated seven (7) miles from the village. It is the administration's recommendation that we purchase a 4x4 van for the new Kivalina school for transportation needs on weekends, after school, and throughout the weekdays when other transportation is not available. The estimates of freight cost to transport the busses from Seattle to be determined. To be paid by capital improvement funds.

### **ALTERNATIVES:**

1. Approve the administration's request to purchase a 4x4 10-15 Passenger Van for an amount not to exceed \$70,000. Freight from Seattle to Kivalina TBD.
2. Disapprove the administration's request to purchase a 4x4 10-15 Passenger Van.
3. Take no final action.

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

The administration recommends board approval of the administration's request to purchase a 4x4 10-15 passenger Van for an amount not to exceed \$70,000. Freight from Seattle to Kivalina TBD.

## MEMORANDUM

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**TO:** NWABSD Board of Education

**DATE:** June 7, 2022

**NUMBER:** 22-120

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Contract, Quality Asphalt and Paving

### **ABSTRACT:**

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

### **ISSUE:**

At issue is Board approval to award the Northwest Arctic Borough School District's request to pave the parking lots at KMHS/JNES and the District office.

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

Student and staff safety are at the forefront of District Administrations actions when requesting to pave the KMHS/JNES/District Office parking lots. Paving the parking lots and adding markings will convey clear messages to drivers and pedestrians about flow of traffic.

Quality Asphalt and Paving submitted a bid of \$914,250.00 for paving the JNES/teacher housing parking lot as well as the District office/KMHS parking lots.

JNES Parking lot - \$251,750.00

KMHS/DO Parking lot - \$662,500.00

Total: \$914,250.00

To be paid by capital improvement funds with the intent of securing funding from another source.

### **ALTERNATIVES:**

1. Approve the administration's request to award the paving project to Quality Asphalt and Paving for an amount not to exceed \$914,250.00.
2. Disapprove the administration's request to award the paving project to Quality Asphalt and Paving for an amount not to exceed \$914,250.00.
3. Take no final action.

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

The Administration recommends Board approval to award the Paving project to Quality Asphalt and Paving for an amount not to exceed \$914,250.00.

## MEMORANDUM

**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**FR:** Office of the Superintendent

**SUBJECT:** Human Resources Report

Janice Hadley, Director of Human Resources (HR), reports on the following:

HR is currently recruiting for approximately 42 certified positions for FY23 and approximately 22 classified positions (and additional temporary positions). Our goal is to reach zero openings, but as stated in previous meetings, zero openings is a tough number to attain but we continue to strive for it.

HR is interviewing candidates from Alaska Teacher Placement and seeking alternate sites for qualified certified teacher applicants.

**Position vacancies per site FY23:**

Ambler	Certified: MS/HS Math Science, Elementary and CTE Teacher Classified: full
Buckland	Certified: Principal, CTE Teacher Classified: full
Deering	Certified: 3/4/5 grade Classified: Migrant Ed Aide
Kiana	Certified: PreK, MS/HS Generalist, and MS/HS Social Studies Classified: full
Kivalina	Certified: MS/HS Math, MS/HS Science Teacher, 5 <sup>th</sup> grade, CTE Teacher Classified: instructional aide
Kobuk	Certified: full Classified: full
June Nelson Elementary	Certified: 3x 4 <sup>th</sup> grade, 3 <sup>rd</sup> grade, and 5 <sup>th</sup> grade Classified: sped aide, Bilingual Instructor, Instructional aide
Kotzebue Middle/High School	Certified: Asst. Principal, MS Science/SS, HS Math, MS/HS Art, MS Generalist, HS Science Classified: Sped Aide, 2x Instructional aide, and Migrant Ed Aide
Noatak	Certified: K/1, 3 <sup>rd</sup> , MS/HS Science and Sped Teacher Classified: maintenance
Noorvik	Certified: K/1, MS/HS Science and Language Arts, CTE, Generalist and Elementary Classified: 2x Sped aide
Selawik	Certified: Principal, Asst Principal, CTE, SPED teacher Classified: 2 <sup>nd</sup> Bilingual Instructor
Shungnak	Certified: full Classified: Migrant Ed Aide
Star of the NW Magnet School	Certified: full Classified: Dorm Parent
Alaska Technical Center	Certified: Director ATC and Asst. Director ATC Classified: Dorm Attendant, AAE/GED Instructor
District Office	MAINTENANCE: Journeyman Electrician, Journeyman Plumber, Heating Controls Technician x2. Speech Pathologist, PC Support Technician

**Per Board request, below are samples of separation responses:**

1. 8X Moving
2. Starting a family
3. 3X going back to school
4. 3X job abandonment
5. 2X new job offer
6. 4X Focus on family
7. 3X Move closer to home and on the road system
8. 3X Retiring
9. 3X Health reasons
10. 3X Working conditions with in school/transitioning
11. Closer to a vet for pet
12. 2X Moving on to new endeavor
13. Pursuing Admin positions
14. Contract ended and not renewing contract
15. Moving family from one state to another, unsure if I can commit to teaching in AK
16. Accepted another offer
17. Weather is a challenge

**ACTION ITEMS ON THE AGENDA:**

**NWABSD Memorandum 22-117 Approval of Human Resources**

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

## MEMORANDUM

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**TO:** NWABSD Board of Education

**DATE:** June 7, 2022

**NUMBER:** 22-117

**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, Kotzebue Middle/High, Noatak and Noorvik, Selawik and District Office; certified rehires in Deering, Selawik, and District Office; classified new hires (FY22) at Ambler and District Office; certified new hires FY23 District Office; classified rehires for ATC, Ambler, Buckland, Deering, June Nelson Elementary, Kiana, Kivalina, Kobuk, Kotzebue Middle/High School, Noatak, Noorvik, Selawik, Shungnak, STAR, District Office and Maintenance.

Human Resources nonaction items are certified resignations from Ambler, Buckland, Deering, District Office, Kiana, Kobuk, Kotzebue Middle/High School, Noatak, Noorvik, Kivalina and Selawik; classified resignations from Ambler, Deering, Kiana, Noatak, Noorvik, June Nelson Elementary, Kotzebue Middle/High, ATC/STAR and District Office; certified transfer June Nelson Elementary to DO.

**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  
June 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 new hires FY23
- e) Classified rehires FY23

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

LOCATION & DATE	NAME	POSITION
<b><u>BUCKLAND</u></b>		
7/28/2022	Eva Wortman	Teacher
7/28/2022	Stephen Lindsey	Teacher
<b><u>KIVALINA</u></b>		
7/28/2022	Nicholas Craig	Teacher
7/28/2022	Lance Brancato	Teacher
7/28/2022	Jenissa Magbanua	Teacher
<b><u>KMHS</u></b>		
7/28/2022	Veneatrice Levy	Teacher
7/28/2022	Megan Houk	Teacher
7/28/2022	Winilinda Ybanez	Teacher
7/18/2022	Jeffery Lefke	Principal
7/28/2022	Florito Butalid	Teacher
7/28/2022	Ryan Horton	Teacher
7/28/2022	Suzanne Gerhardt	Teacher
<b><u>NOATAK</u></b>		
7/25/2022	David Filby	Principal
<b><u>NOORVIK</u></b>		
7/28/2022	Ivie Greenwood	Teacher Counselor (IAN/ORV)
7/28/2022	Judylinda Alvarez	Teacher
7/25/2022	Tammy Highley	Asst. Principal
<b><u>SELAWIK</u></b>		
7/28/2022	Curtis Wells	Teacher Counselor
7/28/2022	Chito Espinoza	Teacher
<b><u>DO</u></b>		
7/28/2022	Sherry Foreman	Teacher

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

LOCATION & DATE	NAME	POSITION
<b><u>DEERING</u></b>		
8/1/2022	Patricia Houser	Teacher
8/1/2022	Joseph Bullock	Teacher
<b><u>SELAWIK</u></b>		
8/1/2022	Rosito Bacud	Teacher
8/1/2022	Geronimo Ruiz-Muro	Teacher
8/1/2022	Nanine Johnson	Teacher
<b><u>DO</u></b>		
8/1/2022	Kimberly Addington	Teacher
8/1/2022	Emily Davis	Teacher
7/1/2022	Scott Lefebvre	Asst. Superintendent

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

LOCATION & DATE	NAME	POSITION
<b><u>AMBLER</u></b>		
5/23/2022	Jeremy Williams	Maintenance
<b><u>DO</u></b>		
4/15/2022	Lindsay McCafferty	Accts.Pay/Rec Clerk

d) The administration recommends approval of the following **FY23** Classified New Hires:

LOCATION & DATE	NAME	POSITION
<b><u>DO</u></b>		
7/1/2022	John Miner IV	PC Support Technician

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

LOCATION & DATE	NAME	POSITION
<b><u>ATC/STAR</u></b>		
8/1/2022	Alejandro Vargas	Cul Arts Instructor
8/4/2022	Jo Geiger	Dorm Attendant
8/26/2022	Donald Henry	Dorm Attendant
8/4/2022	Matthew Cooper	Student Advisor

**AMBLER**

8/1/2022	Nellie Cleveland	Bilingual Instructor
7/1/2022	Jeremy Williams	Maintenance
7/25/2022	Autumn Rue	Secretary
8/1/2022	Clara Cleveland	Aide
8/1/2022	Marvin Sheldon	Aide

**BUCKLAND**

8/1/2022	Florence Nolton	Bilingual Instructor
7/1/2022	Floyd Herman Ticket	Maintenance
7/25/2022	Helen Thomas	Secretary
8/1/2022	Edward Gavin	Aide
8/1/2022	Doreen Hadley	Aide
8/1/2022	Courtney Hadley	Aide
8/1/2022	Natalie Hadley	Aide
8/1/2022	Viola Thomas	Aide

**DEERING**

8/1/2022	Bobbie Sue Thomas	Bilingual Instructor
7/1/2022	Warren Thomas	Maintenance
7/25/2022	Delores Iyatunguk	Secretary
8/1/2022	Ashley Barr	Aide
8/1/2022	Andrea Iyatunguk	Aide

**JNES**

8/1/2022	Winona Ballot	Bilingual Instructor
8/1/2022	Helen Allen	Bilingual Instructor
7/18/2022	Janelle Schaeffer	Secretary
7/25/2022	Veronica Ferguson	Secretary
8/1/2022	Naomi Ungry	Aide
8/1/2022	Lisa Ungry	Aide
8/1/2022	Emily Ungry	Aide
8/1/2022	Briahna Griffith	Aide
8/1/2022	Dana Nelson	Aide
8/1/2022	Rungnapha Leedy	Aide
8/1/2022	Dena Ferguson	Aide

**JNES-cont**

8/1/2022	Divine Mugabekazi	Aide
8/1/2022	Karli Blackham	Aide
8/1/2022	Dara Michels	Aide
8/1/2022	Rebecca Wesley	Aide
8/1/2022	Jennifer Greene	Aide
8/1/2022	Katie Hansen	Aide
8/1/2022	Priscilla Burnor	Food Service Clerk
8/2/2022	Bret Templin	Bus Driver

**KIANA**

8/1/2022	Helena Barr	Bilingual Instructor
7/1/2022	Tommy Wells	Maintenance
7/25/2022	Arlene Richards	Secretary
8/1/2022	Amy Morris	Aide
8/1/2022	Teresa Stalker	Aide
8/1/2022	Eva Wells	Aide
8/1/2022	Kaya Schuerch	Aide
8/1/2022	Jenna Walker	Aide

**KIVALINA**

8/1/2022	Mae Adams	Bilingual Instructor
7/1/2022	Gary Swan	Maintenance
7/25/2022	Josephine Morris-Koenig	Secretary
8/1/2022	Mia Ann Baldwin	Aide

**KOBUK**

8/1/2022	Luke Jackson	Bilingual Instructor
7/1/2022	Kevin Moyer	Maintenance
7/25/2022	Eva Horner	Secretary
8/1/2022	Lawrence Garfield	Aide
8/1/2022	Chelsea Morrison-Heath	Aide

**KMHS**

8/1/2022	Katrina Carter	Bilingual Instructor
7/18/2022	Tanya Horne	Secretary
7/25/2022	Scarlett Beaver	Secretary
8/1/2022	Ida Peacock	Aide
8/1/2022	Solomon Shindler	Aide
8/1/2022	Sonya Satterwhite	Aide
8/1/2022	Tim Cowdell	Aide
8/1/2022	Paula Cowdell	Aide

**NOATAK**

8/1/2022	Amelia Johnsen	Bilingual Instructor
7/25/2022	Emma Monroe	Secretary
8/1/2022	Jonathan Wolfe	Aide
8/1/2022	Grace Adams	Aide
8/1/2022	Michael Sheldon	Aide
8/1/2022	Lawna Norton	Aide
8/1/2022	Dolly Monroe	Aide
8/1/2022	Christina Norton	Aide
8/1/2022	Ellen Norton	Aide

**NOORVIK**

8/1/2022	Lloyd Morris	Bilingual Instructor
7/1/2022	Gordon Newlin	Maintenance
7/1/2022	William Zibell	Maintenance
7/25/2022	Beverly Zibell	Secretary
7/25/2022	Pauline Cleveland	Secretary
8/1/2022	Ila Ballot	Aide

8/1/2022	Marilyn Evans	Aide
<b><u>NOORVIK-cont</u></b>		
8/1/2022	Tammy Wells	Aide
8/1/2022	Linda Sampson	Aide
8/1/2022	Lulu Sampson	Aide

**SELAWIK**

8/1/2022	Carrie Skin	Bilingual Instructor
7/1/2022	Norman Ticket	Maintenance
7/18/2022	Maggie Mitchell	Secretary
7/25/2022	Alice Norell	Secretary
8/1/2022	Nicole Johnson	Aide
8/1/2022	Ralph Stalker, Sr.	Aide
8/1/2022	Nellie Jones	Aide
8/1/2022	Priscilla Ballot	Aide
8/1/2022	Kathleen Ballot	Aide
8/1/2022	Chester Ticket, Jr.	Aide

**SHUNGNAK**

7/1/2022	Brandon Woods	Maintenance
7/25/2022	Lizzie Commack	Secretary
8/1/2022	Beverly Woods	Aide
8/1/2022	Maynard Woods	Aide

**DO**

7/28/2022	Raymond Woods	Coordinator
7/1/2022	Kim Rotman	Accountant II
7/1/2022	Eugene Wilkerson	Admin Assistant
7/1/2022	Wanda Baltazar	ECE/ELF Coordinator
7/1/2022	Delia Shuster	Asst. Payroll Officer
7/1/2022	Kwang Hong	PC Support Tech V
7/1/2022	Jazmine Camp	Exec. Asst. Super/Board
7/1/2022	Loretta Kittrell	Admin Asst. Grants
7/1/2022	Brad Eisel	Purchasing Agent
7/1/2022	Roberta Carter	Secretary-SPED
7/1/2022	David Smith	Admin Asst.-SPED
7/1/2022	Maureen Nolan	ILP Assistant
7/1/2022	Amanda Kenworthy	Accounting Technician
7/1/2022	Lois Booth	Accts Pay/Rec Clerk
7/1/2022	Lindsay McCafferty	Accts Pay/Rec Clerk
7/1/2022	Gem Belamour	HR Technician

**MAINTENANCE**

7/1/2022	Kiki Davis	Office Manager
7/1/2022	Brandon Blackham	Director Prop. Maint.
7/1/2022	George Cowart	Facilities Spec. Manager
7/1/2022	Avery Farmer	Mechanic
7/1/2022	Troy Humphreys	Journeyman Plumber

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

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

a) The administration reports on the following certified resignations:

<u>LOCATION &amp; DATE</u>	<u>NAME</u>	<u>POSITION</u>
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**AMBLER**

5/10/2022	Brandi Tompkins	Teacher
5/10/2022	Harrison Schrimsher	Teacher
5/10/2022	Diane Olmstead	Teacher
5/10/2022	Kathaleen O'Dell	Teacher

**BUCKLAND**

5/10/2022	Mindi Burford	Teacher
5/10/2022	Louise Greco	Teacher
5/10/2022	Duane Powers	Teacher

**DEERING**

5/10/2022	Kelli Tallman	Teacher
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**DO**

6/30/2022	Craig McConnell	Director Property Maint
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**KIANA**

5/10/2022	Janeil Stewart	Teacher
5/10/2022	Trygve Sandvik	Teacher

**KOBUK**

5/10/2022	Steve Cunningham	Teacher
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**KMHS**

5/10/2022	Karen Keck	Teacher
5/30/2022	Rod Eakin	Asst. Principal
5/10/2022	Mary Anderson	Teacher
5/10/2022	Mary Jackson	Teacher

**NOATAK**

5/10/2022	Corilyn Adams	Teacher
5/10/2022	Zachary Martin	Teacher
5/10/2022	Jessica Glassey	Teacher

**NOORVIK**

5/10/2022	Rhodora Chio	Teacher
5/10/2022	Maria Ganas	Teacher

**KIVALINA**

5/10/2022	Larry Rojas	Teacher (KVL/ORV)
5/10/2022	Steve Triglianios	Teacher

**SELAWIK**

5/10/2022	Cynthia Michelle Stephens	Teacher
5/17/2022	Andrea Zink	Principal

b) The administration reports on the following classified resignations:

<u>LOCATION &amp; DATE</u>	<u>NAME</u>	<u>POSITION</u>
<b><u>AMBLER</u></b>		
4/4/2022	Bryan Jones	Maintenance
4/15/2022	Brianna Sheldon	COVID Screener
<b><u>DEERING</u></b>		
4/18/2022	Alice Jones	Aide
<b><u>KIANA</u></b>		
5/10/2022	Courtney Self	Aide
<b><u>NOATAK</u></b>		
5/10/2022	Logan Martin	Aide
<b><u>NOORVIK</u></b>		
4/20/2022	Grace Commack	Aide

**JNES**

5/10/2022	Phillip Jones	Aide
5/10/2022	Christopher Walker	COVID Screener
5/20/2022	Jennifer Goodrich	Aide

**KMHS**

5/24/2022	Zander Bircher	Aide
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**ATC/STAR**

5/6/2022	Kylene Lie	AAE/GED Instructor
5/10/2022	John Stevens	Dorm Attendant

**DO**

6/30/2022	Eric Leckman	PC Support Technician
6/30/2022	Seth Roetman	PC Support Technician
5/6/2022	Sandra Shroyer-Beaver	Food Service Manager

c) The administration reports on the following Certified transfers:

<u>LOCATION &amp; DATE</u>	<u>NAME</u>	<u>POSITION</u>
<b><u>JNES to DO</u></b>		
8/1/2022	Angela Eisel	Itinerant Sped Teacher

**ADDENDUM**  
**Human Resources**  
**June 7, 2022**

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

- a) Classified rehires FY23
- b) Classified new hires FY23

a) The administration recommends approval of the following classified rehires:

LOCATION & DATE	NAME	POSITION
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**District Office**

7/1/2022	Clara Henry	Payroll Officer
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b) The administration recommends approval of the following classified new hires:

LOCATION&DATE	NAME	POSITION
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**ATC/STAR**

7/1/2022	Karl Kowalski	Director ATC/STAR
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II. The administration reports the following non-action items:

a) Certified Resignations

a) The administration reports the following certified resignations:

LOCATION & DATE	NAME	POSITION
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**DO**

6/30/2022	Karla Head	Director ATC/STAR
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**Selawik/Kivalina**

5/24/2022	Cassandra Bennett	Principal
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**JNES**

5/10/2022	Lynn Bates	Teacher
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## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**FR:** Office of the Superintendent

**SUBJECT:** Administrative Services  
Report

Megan Williams, Director of Administrative Services, reports on the following:

**Administrative Services Department Update:**

The Business Office is currently working through year end payments and reconciliations for FY22. We had our FY22 preliminary audit the week of May 16-20, and plan to have our final audit the week of August 8-12.

**FY22 Financial Narrative Report for the period July 1, 2021 – April 30, 2022**

The monthly financial narrative report is included in your packet with highlights for the period ending April 30, 2022. The financial narrative report was discussed during the Budget Committee meeting.

**Administrative Services Action Items:**

**NWABSD Memorandum 22-108 Approval of FY22 District Operating Fund Revision #2**

The administration recommends the Board approve Revision #2 of the FY22 District Operating Fund Budget as presented.

**NWABSD Memorandum 22-109 Approval of FY23 District Operating Fund Revision #1**

The administration recommends the Board approve Revision #1 of the FY23 District Operating Fund Budget as presented.

**NWABSD Memorandum 22-115 Approval of FY23 Contract, NANA Management Services, Food Service for K-12 Sites**

The Administration recommends the Board approve the All-Sites Food Service Contract between NWABSD and NANA Management Services LLC for Fiscal Year 2022-2023, not to exceed \$3,600,000, as presented.

**NWABSD Memorandum 22-116 Approval of FY23 Contract, NANA Management Services, Custodial Service**

The Administration recommends the Board approve the Custodial Services Contract between NWABSD and NANA Management Services LLC for Fiscal Year 2022-2023, not to exceed \$2,325,210, as presented.

Administrative Services action items were reviewed at the Budget Committee meeting.

# Financial Narrative Report

## April 30, 2022

Administrative Services  
Presented by Megan Williams, Director



# Table of Contents

To Our Board Financial Summary.....3-26

- Page 2  
    Financial Narrative Summary
  
- Pages 3-21  
    Statement of Activities
  - School Operating Fund Only
  - School Operating by OBJ
    - Pie Chart
  - Expenditures for all Funds
    - Pie Charts
  - Expenditures by Object for All Funds
    - Pie Chart
  - Expenditures for Board by OBJ
    - Pie Chart
  
- Pages 22-26  
    Financial Summary: Wells Fargo Investment Account Updates

# To Our Board

## Financial Summary

### Financial Narrative Notes:

Included in this packet are the Statement of Activities reports for FY22, which include reports for School Operating Only, School Operating by OBJ, All Funds, and All funds broken out by object code & Statement of activities for the Board.

### Operating Fund

We are 83% through the FY22 Fiscal year and have expended just over 71% of our general operating budget, and received just over 70% of our budgeted revenue of our general operating fund.

In the Operating by Object report – Board Stipends is over budget. This will be adjusted with the FY22 Budget Revision #2. Other Employee Benefits is also over budget, this is due to the increase in expenditures to pay for moving new staff up, paying for long term sub travel, and paying for negotiated tickets for staff. This will also be adjusted with the FY22 Budget Revision #2.

In the All Funds by Object report – Health & Life insurance has exceeded it's budgeted amount, which is to be expected. I have projected that we will exceed our budget for health insurance by roughly \$600,000 but will not know the actual amount until all insurance claims are paid in June. Food Supplies are over budget, which will be transferred to ESSER funding in June.

# Northwest Arctic Borough School District

## Statement of Activities-School Operating Only For the Period 04/01/2022 through 04/30/2022

Fiscal Year: 2021-2022

	<u>04/01/2022 - 04/30/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
<b>INCOME</b>					
General Revenues					
State Grants & Entitlements (-)	\$3,088,799.00	\$32,980,134.18	\$41,651,435.80	\$8,671,301.62	79.2%
Federal Grants & Entitlements (-)	\$446,069.00	\$1,647,184.00	\$6,858,607.00	\$5,211,423.00	24.0%
Borough Appropriations (-)	\$0.00	\$2,075,975.50	\$4,151,951.00	\$2,075,975.50	50.0%
E-Rate (-)	\$607,820.40	\$5,470,383.60	\$6,860,873.00	\$1,390,489.40	79.7%
Other (-)	\$26,916.51	\$281,669.64	\$603,200.00	\$321,530.36	46.7%
Sub-total : General Revenues	(\$4,169,604.91)	(\$42,455,346.92)	(\$60,126,066.80)	(\$17,670,719.88)	70.6%
<b>Total : INCOME</b>	(\$4,169,604.91)	(\$42,455,346.92)	(\$60,126,066.80)	(\$17,670,719.88)	70.6%
<b>EXPENSES</b>					
Instruction					
Regular Instruction (+)	\$1,235,212.99	\$11,964,554.02	\$16,913,211.24	\$4,948,657.22	70.7%
Bilingual Instruction (+)	\$118,162.19	\$1,058,376.34	\$1,343,073.27	\$284,696.93	78.8%
Vocational Education (+)	\$11,127.14	\$104,978.98	\$132,281.00	\$27,302.02	79.4%
Sub-total : Instruction	\$1,364,502.32	\$13,127,909.34	\$18,388,565.51	\$5,260,656.17	71.4%
SPED Instruction					
Special Education Instruction (+)	\$565,313.61	\$5,111,517.50	\$7,400,038.31	\$2,288,520.81	69.1%
Sub-total : SPED Instruction	\$565,313.61	\$5,111,517.50	\$7,400,038.31	\$2,288,520.81	69.1%
SPED Support Services-Students					
Special Education Support Service (+)	\$91,594.29	\$1,085,557.60	\$1,562,550.24	\$476,992.64	69.5%
Sub-total : SPED Support Services-Students	\$91,594.29	\$1,085,557.60	\$1,562,550.24	\$476,992.64	69.5%
Support Services-Students					
Support Service-Student (+)	\$0.00	\$6,139.29	\$0.00	(\$6,139.29)	0.0%
Dormitory (+)	\$0.00	\$6,139.29	\$0.00	(\$6,139.29)	0.0%
Guidance/Career Services (+)	\$0.00	\$55,646.57	\$0.00	(\$55,646.57)	0.0%
Sub-total : Support Services-Students	\$0.00	\$67,925.15	\$0.00	(\$67,925.15)	0.0%
Support Services-Instruction					
Support Services (+)	\$2,683.87	\$132,992.21	\$208,304.52	\$75,312.31	63.8%
Library Services (+)	\$0.00	\$990.00	\$1,000.00	\$10.00	99.0%
In-Service (+)	\$0.00	\$41,833.58	\$35,646.67	(\$6,186.91)	117.4%
Assessment/Test Support (+)	\$371.00	\$47,220.22	\$97,306.80	\$50,086.58	48.5%
Curriculum Support (+)	\$18,507.69	\$350,532.22	\$553,715.64	\$203,183.42	63.3%
Technology Support (+)	\$761,433.99	\$7,013,064.63	\$8,919,092.00	\$1,906,027.37	78.6%
Sub-total : Support Services-Instruction	\$782,996.55	\$7,586,632.86	\$9,815,065.63	\$2,228,432.77	77.3%
School Administration					
School Administration (+)	\$191,578.66	\$2,044,215.81	\$3,111,048.66	\$1,066,832.85	65.7%
Sub-total : School Administration	\$191,578.66	\$2,044,215.81	\$3,111,048.66	\$1,066,832.85	65.7%
School Administration Support Services					
School Admin Support (+)	\$136,460.80	\$1,157,673.71	\$1,505,338.82	\$347,665.11	76.9%
Sub-total : School Administration Support Services	\$136,460.80	\$1,157,673.71	\$1,505,338.82	\$347,665.11	76.9%

Operating Statement with Budget

## Northwest Arctic Borough School District

### Statement of Activities-School Operating Only For the Period 04/01/2022 through 04/30/2022

Fiscal Year: 2021-2022

	<u>04/01/2022 - 04/30/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
District Administration					
Superintendent's Office (+)	\$86,640.75	\$837,857.76	\$1,205,073.70	\$367,215.94	69.5%
Board of Education (+)	\$76,817.59	\$481,764.29	\$606,507.00	\$124,742.71	79.4%
Parent/Public Relation (+)	\$0.00	\$27,180.77	\$48,658.44	\$21,477.67	55.9%
Sub-total : District Administration	\$163,458.34	\$1,346,802.82	\$1,860,239.14	\$513,436.32	72.4%
District Administration Support Services					
District Administration (+)	\$111,409.48	\$1,480,177.08	\$1,770,947.21	\$290,770.13	83.6%
Human Resources (+)	\$71,963.11	\$553,871.54	\$780,654.36	\$226,782.82	70.9%
Sub-total : District Administration Support Services	\$183,372.59	\$2,034,048.62	\$2,551,601.57	\$517,552.95	79.7%
Operations & Maintenance of Plant					
Operations (+)	\$493,624.41	\$5,241,533.61	\$7,424,354.52	\$2,182,820.91	70.6%
Maintenance (+)	\$263,533.93	\$3,249,334.82	\$5,366,063.28	\$2,116,728.46	60.6%
Operations & Maintenance (+)	\$0.00	\$80,653.13	\$0.00	(\$80,653.13)	0.0%
Sub-total : Operations & Maintenance of Plant	\$757,158.34	\$8,571,521.56	\$12,790,417.80	\$4,218,896.24	67.0%
Student Activities					
Student Activity (+)	\$143,127.52	\$758,017.34	\$1,269,639.12	\$511,621.78	59.7%
Sub-total : Student Activities	\$143,127.52	\$758,017.34	\$1,269,639.12	\$511,621.78	59.7%
Adult & Continuing Education Instruction					
Adult & Continuing Education (+)	\$0.00	\$2,046.43	\$0.00	(\$2,046.43)	0.0%
Sub-total : Adult & Continuing Education Instruction	\$0.00	\$2,046.43	\$0.00	(\$2,046.43)	0.0%
Food Services					
Food Services (+)	\$0.00	\$4,150.91	\$0.00	(\$4,150.91)	0.0%
Sub-total : Food Services	\$0.00	\$4,150.91	\$0.00	(\$4,150.91)	0.0%
<b>Total : EXPENSES</b>	\$4,379,563.02	\$42,898,019.65	\$60,254,504.80	\$17,356,485.15	71.2%
<b>OTHER</b>					
Transfers Out					
Transfers between Funds-Out (+)	\$0.00	\$0.00	\$495,000.00	\$495,000.00	0.0%
Sub-total : Transfers Out	\$0.00	\$0.00	\$495,000.00	\$495,000.00	0.0%
Earnings on Investments					
Earnings on Investments (-)	\$610.26	\$2,283.70	\$3,200.00	\$916.30	71.4%
Sub-total : Earnings on Investments	(\$610.26)	(\$2,283.70)	(\$3,200.00)	(\$916.30)	71.4%
<b>Total : OTHER</b>	(\$610.26)	(\$2,283.70)	\$491,800.00	\$494,083.70	0.5%
<b>NET INCOME/LOSS</b>	\$209,347.85	\$440,389.03	\$620,238.00	\$179,848.97	71.0%

End of Report

Operating Statement with Budget

## Northwest Arctic Borough School District

### Statement of Activities-School Oper. by OBJ For the Period 04/01/2022 through 04/30/2022

Fiscal Year: 2021-2022

	<u>04/01/2022 - 04/30/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
<b>INCOME</b>					
General Revenues					
State Grants & Entitlements (-)	\$3,088,799.00	\$32,980,134.18	\$41,651,435.80	\$8,671,301.62	79.2%
Federal Grants & Entitlements (-)	\$446,069.00	\$1,647,184.00	\$6,858,607.00	\$5,211,423.00	24.0%
Borough Appropriations (-)	\$0.00	\$2,075,975.50	\$4,151,951.00	\$2,075,975.50	50.0%
E-Rate (-)	\$607,820.40	\$5,470,383.60	\$6,860,873.00	\$1,390,489.40	79.7%
Other (-)	\$26,916.51	\$281,669.64	\$603,200.00	\$321,530.36	46.7%
Sub-total : General Revenues	(\$4,169,604.91)	(\$42,455,346.92)	(\$60,126,066.80)	(\$17,670,719.88)	70.6%
<b>Total : INCOME</b>	(\$4,169,604.91)	(\$42,455,346.92)	(\$60,126,066.80)	(\$17,670,719.88)	70.6%
<b>EXPENSES</b>					
SALARIES					
Certificated Salaries (+)	\$1,124,500.05	\$10,273,593.83	\$14,820,881.55	\$4,547,287.72	69.3%
Classified Salaries (+)	\$757,801.43	\$6,691,874.86	\$8,708,333.94	\$2,016,459.08	76.8%
Leave Pay Off (+)	\$8,102.76	\$102,498.93	\$219,831.82	\$117,332.89	46.6%
GTL Payroll Sweep (+)	\$0.00	\$48.00	\$9,279.00	\$9,231.00	0.5%
Board Stipends (+)	\$9,250.00	\$82,618.00	\$79,000.00	(\$3,618.00)	104.6%
Staff Stipends (+)	\$0.00	\$268,000.00	\$0.00	(\$268,000.00)	0.0%
Non Cert-Extra Duty Contract (+)	\$11,660.00	\$41,530.00	\$88,490.00	\$46,960.00	46.9%
Sub-total : SALARIES	\$1,911,314.24	\$17,460,163.62	\$23,925,816.31	\$6,465,652.69	73.0%
BENEFITS					
Control Acct - Benefits (+)	\$0.00	\$0.00	\$10,785.75	\$10,785.75	0.0%
Insurance-Health & Life (+)	\$681,765.43	\$5,814,338.32	\$6,600,246.57	\$785,908.25	88.1%
Insurance-Unemployment (+)	\$4,750.17	\$43,458.06	\$61,420.58	\$17,962.52	70.8%
Insurance-Workers Comp (+)	\$13,189.72	\$120,277.21	\$162,997.85	\$42,720.64	73.8%
Retirement-Fica & Medicare (+)	\$38,327.34	\$331,970.14	\$417,325.44	\$85,355.30	79.5%
Retirement-TRS (+)	\$131,404.91	\$1,240,457.28	\$1,791,297.06	\$550,839.78	69.2%
Retirement-PERS (+)	\$142,750.33	\$1,258,622.56	\$1,650,293.07	\$391,670.51	76.3%
On Behalf Exp-PERS (+)	\$0.00	\$1,308,047.87	\$3,191,941.90	\$1,883,894.03	41.0%
On Behalf Exp-TRS (+)	\$0.00	\$361,734.31	\$611,444.14	\$249,709.83	59.2%
Other Employee Benefits (+)	\$2,227.16	\$71,886.34	\$55,000.00	(\$16,886.34)	130.7%
Sub-total : BENEFITS	\$1,014,415.06	\$10,550,792.09	\$14,552,752.36	\$4,001,960.27	72.5%
PROFESSIONAL & TECHNICAL SERVICES					
Prof & Technical Services (+)	\$68,619.55	\$1,311,494.62	\$3,009,015.39	\$1,697,520.77	43.6%
Auditing & Accounting Services (+)	\$0.00	\$76,000.00	\$76,000.00	\$0.00	100.0%
Legal Services (+)	\$0.00	\$97,050.52	\$130,000.00	\$32,949.48	74.7%
Sub-total : PROFESSIONAL & TECHNICAL SERVICES	\$68,619.55	\$1,484,545.14	\$3,215,015.39	\$1,730,470.25	46.2%
TRAVEL					
Staff Travel (+)	\$75,025.62	\$317,702.90	\$620,726.91	\$303,024.01	51.2%
Student Travel (+)	\$72,256.58	\$408,243.33	\$705,555.56	\$297,312.23	57.9%
Sub-total : TRAVEL	\$147,282.20	\$725,946.23	\$1,326,282.47	\$600,336.24	54.7%
UTILITIES					
Water & Sewer (+)	\$36,567.91	\$352,609.11	\$465,766.60	\$113,157.49	75.7%

Operating Statement with Budget

## Northwest Arctic Borough School District

### Statement of Activities-School Oper. by OBJ For the Period 04/01/2022 through 04/30/2022

Fiscal Year: 2021-2022

	<u>04/01/2022 - 04/30/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Garbage (+)	\$5,624.50	\$51,220.50	\$98,900.00	\$47,679.50	51.8%
Communications (+)	\$7,553.08	\$87,602.25	\$130,500.00	\$42,897.75	67.1%
Other Utilities-Internet (+)	\$675,581.00	\$6,080,229.00	\$7,671,192.00	\$1,590,963.00	79.3%
Electricity (+)	\$240,293.56	\$1,518,816.45	\$2,042,395.00	\$523,578.55	74.4%
Heating Fuels (+)	\$201,182.22	\$1,584,062.13	\$1,990,000.00	\$405,937.87	79.6%
Sub-total : UTILITIES	\$1,166,802.27	\$9,674,539.44	\$12,398,753.60	\$2,724,214.16	78.0%
<b>OTHER PURCHASED SERVICES</b>					
Other Purchase Services (+)	\$3,140.00	\$1,181,019.01	\$2,447,357.44	\$1,266,338.43	48.3%
Sub-total : OTHER PURCHASED SERVICES	\$3,140.00	\$1,181,019.01	\$2,447,357.44	\$1,266,338.43	48.3%
<b>INSURANCE</b>					
Insurance & Bond Premiums (+)	\$0.00	\$582,395.10	\$582,395.10	\$0.00	100.0%
Liability Insurance (+)	\$0.00	\$370,648.50	\$370,648.50	\$0.00	100.0%
Sub-total : INSURANCE	\$0.00	\$953,043.60	\$953,043.60	\$0.00	100.0%
<b>SUPPLY</b>					
Supplies, Materials, Media (+)	\$54,362.42	\$697,676.96	\$1,144,580.58	\$446,903.62	61.0%
Gas/Oil-Vehicle & Equipment Supplies (+)	\$8,431.76	\$35,564.36	\$75,000.00	\$39,435.64	47.4%
Textbooks (+)	\$60.00	\$162,693.68	\$241,490.00	\$78,796.32	67.4%
Sub-total : SUPPLY	\$62,854.18	\$895,935.00	\$1,461,070.58	\$565,135.58	61.3%
<b>TUITION &amp; STIPENDS</b>					
Tuition & Stipends (+)	\$420.00	\$8,300.50	\$34,000.00	\$25,699.50	24.4%
Sub-total : TUITION & STIPENDS	\$420.00	\$8,300.50	\$34,000.00	\$25,699.50	24.4%
<b>OTHER</b>					
Other Expenses (+)	\$4,981.10	\$141,242.34	\$180,905.28	\$39,662.94	78.1%
Interest Paid (+)	\$0.00	\$17.42	\$0.00	(\$17.42)	0.0%
Sub-total : OTHER	\$4,981.10	\$141,259.76	\$180,905.28	\$39,645.52	78.1%
<b>INDIRECT COSTS</b>					
Indirect Costs To/From (+)	(\$265.58)	(\$220,848.01)	(\$300,000.00)	(\$79,151.99)	73.6%
Sub-total : INDIRECT COSTS	(\$265.58)	(\$220,848.01)	(\$300,000.00)	(\$79,151.99)	73.6%
<b>CAPITAL EXPENDITURES</b>					
Equipment (+)	\$0.00	\$43,323.27	\$59,507.77	\$16,184.50	72.8%
Sub-total : CAPITAL EXPENDITURES	\$0.00	\$43,323.27	\$59,507.77	\$16,184.50	72.8%
<b>Total : EXPENSES</b>	\$4,379,563.02	\$42,898,019.65	\$60,254,504.80	\$17,356,485.15	71.2%
<b>OTHER</b>					
Transfers Out					
Transfers between Funds-Out (+)	\$0.00	\$0.00	\$495,000.00	\$495,000.00	0.0%
Sub-total : Transfers Out	\$0.00	\$0.00	\$495,000.00	\$495,000.00	0.0%
Earnings on Investments					
Earnings on Investments (-)	\$610.26	\$2,283.70	\$3,200.00	\$916.30	71.4%
Sub-total : Earnings on Investments	(\$610.26)	(\$2,283.70)	(\$3,200.00)	(\$916.30)	71.4%

Operating Statement with Budget

Northwest Arctic Borough School District

Statement of Activities-School Oper. by OBJ For the Period 04/01/2022 through 04/30/2022

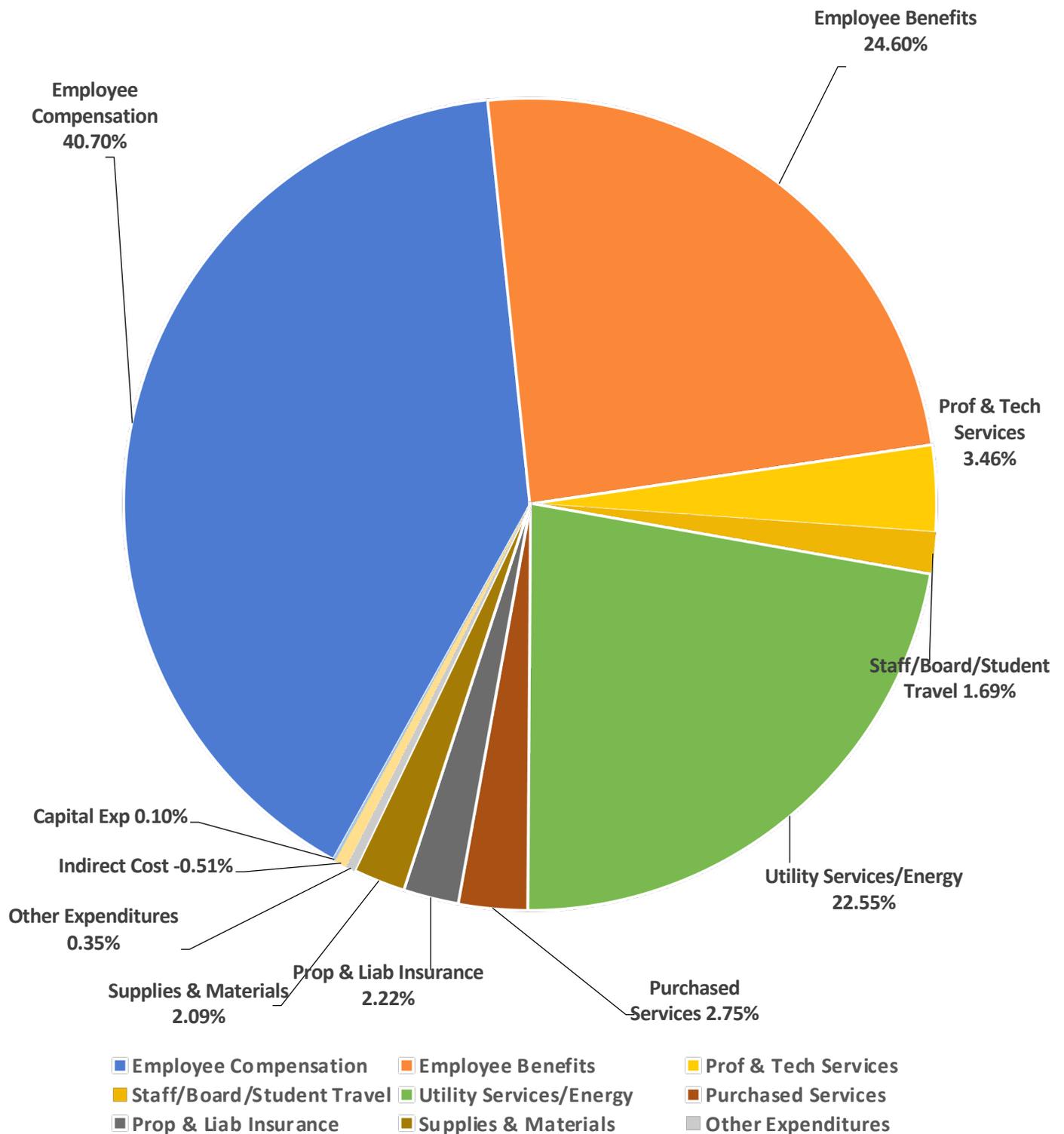
Fiscal Year: 2021-2022

	<u>04/01/2022 - 04/30/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Total : OTHER	(610.26)	(\$2,283.70)	\$491,800.00	\$494,083.70	0.5%
NET INCOME/LOSS	\$209,347.85	\$440,389.03	\$620,238.00	\$179,848.97	71.0%

End of Report

# Operating Fund Only Budget Expended by Object

(as of 4.30.2022) \$42,898,019.65



## Northwest Arctic Borough School District

### Statement of Activities-ALL FUNDS: For the Period 04/01/2022 through 04/30/2022

Fiscal Year: 2021-2022

	<u>04/01/2022 - 04/30/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
<b>INCOME</b>					
Program Revenues					
Operations & Maintenance of Plant (-)	\$65,647.01	\$616,754.72	\$750,000.00	\$133,245.28	82.2%
Food Services (-)	\$2,743.61	\$8,121.72	\$56,000.00	\$47,878.28	14.5%
Sub-total : Program Revenues	(\$68,390.62)	(\$624,876.44)	(\$806,000.00)	(\$181,123.56)	77.5%
General Revenues					
Borough Appropriations (-)	\$0.00	\$5,772,969.08	\$12,596,479.40	\$6,823,510.32	45.8%
Earnings on Investment (-)	\$1,128.31	\$4,575.75	\$3,200.00	(\$1,375.75)	143.0%
Other (-)	\$91,306.25	\$1,714,796.54	\$1,427,228.54	(\$287,568.00)	120.1%
E-Rate (-)	\$607,820.40	\$5,470,383.60	\$6,860,873.00	\$1,390,489.40	79.7%
State Grants & Entitlements (-)	\$3,188,847.85	\$44,302,505.81	\$77,491,324.37	\$33,188,818.56	57.2%
Federal Grants & Entitlements (-)	\$648,684.87	\$10,009,763.49	\$26,408,179.74	\$16,398,416.25	37.9%
Sub-total : General Revenues	(\$4,537,787.68)	(\$67,274,994.27)	(\$124,787,285.05)	(\$57,512,290.78)	53.9%
<b>Total : INCOME</b>	(\$4,606,178.30)	(\$67,899,870.71)	(\$125,593,285.05)	(\$57,693,414.34)	54.1%
<b>EXPENSES</b>					
Instruction					
Regular Instruction (+)	\$1,723,728.16	\$15,040,533.78	\$22,802,679.62	\$7,762,145.84	66.0%
Bilingual Instruction (+)	\$127,161.19	\$1,077,342.03	\$1,556,362.29	\$479,020.26	69.2%
Vocational Education (+)	\$14,629.84	\$159,739.62	\$290,032.43	\$130,292.81	55.1%
Pre- Kindergarten (+)	\$4,040.75	\$97,872.34	\$0.00	(\$97,872.34)	0.0%
Sub-total : Instruction	\$1,869,559.94	\$16,375,487.77	\$24,649,074.34	\$8,273,586.57	66.4%
SPED Instruction					
Special Education Instruction (+)	\$565,313.61	\$5,111,517.50	\$7,400,038.31	\$2,288,520.81	69.1%
Sub-total : SPED Instruction	\$565,313.61	\$5,111,517.50	\$7,400,038.31	\$2,288,520.81	69.1%
SPED Support Services-Students					
Special Education Support Service (+)	\$189,508.92	\$1,617,531.77	\$2,643,208.42	\$1,025,676.65	61.2%
Sub-total : SPED Support Services-Students	\$189,508.92	\$1,617,531.77	\$2,643,208.42	\$1,025,676.65	61.2%
Support Services-Students					
Support Service-Student (+)	\$45,032.12	\$204,652.75	\$505,159.21	\$300,506.46	40.5%
Dormitory (+)	\$46,884.80	\$255,827.17	\$296,581.79	\$40,754.62	86.3%
Guidance/Career Services (+)	\$81,809.86	\$801,974.17	\$1,510,304.73	\$708,330.56	53.1%
Sub-total : Support Services-Students	\$173,726.78	\$1,262,454.09	\$2,312,045.73	\$1,049,591.64	54.6%
Support Services-Instruction					
Support Services (+)	\$166,354.74	\$1,450,087.91	\$3,611,415.27	\$2,161,327.36	40.2%
Library Services (+)	\$0.00	\$990.00	\$1,000.00	\$10.00	99.0%
In-Service (+)	\$0.00	\$41,833.58	\$35,646.67	(\$6,186.91)	117.4%
Assessment/Test Support (+)	\$371.00	\$47,220.22	\$97,306.80	\$50,086.58	48.5%
Curriculum Support (+)	\$18,507.69	\$350,532.22	\$1,329,265.64	\$978,733.42	26.4%
Technology Support (+)	\$761,433.99	\$7,453,514.39	\$9,518,388.00	\$2,064,873.61	78.3%
Sub-total : Support Services-Instruction	\$946,667.42	\$9,344,178.32	\$14,593,022.38	\$5,248,844.06	64.0%

Operating Statement with Budget

## Northwest Arctic Borough School District

### Statement of Activities-ALL FUNDS: For the Period 04/01/2022 through 04/30/2022

Fiscal Year: 2021-2022

	<u>04/01/2022 - 04/30/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
School Administration					
School Administration (+)	\$226,823.92	\$2,314,791.50	\$3,463,466.39	\$1,148,674.89	66.8%
Sub-total : School Administration	\$226,823.92	\$2,314,791.50	\$3,463,466.39	\$1,148,674.89	66.8%
School Administration Support Services					
School Admin Support (+)	\$164,500.27	\$1,340,753.28	\$1,804,028.40	\$463,275.12	74.3%
Sub-total : School Administration Support Services	\$164,500.27	\$1,340,753.28	\$1,804,028.40	\$463,275.12	74.3%
District Administration					
Superintendent's Office (+)	\$86,640.75	\$837,857.76	\$1,205,073.70	\$367,215.94	69.5%
Board of Education (+)	\$76,817.59	\$481,764.29	\$606,507.00	\$124,742.71	79.4%
Parent/Public Relation (+)	\$0.00	\$27,180.77	\$48,658.44	\$21,477.67	55.9%
Sub-total : District Administration	\$163,458.34	\$1,346,802.82	\$1,860,239.14	\$513,436.32	72.4%
District Administration Support Services					
District Administration (+)	\$124,233.21	\$1,844,465.92	\$2,603,310.22	\$758,844.30	70.9%
Human Resources (+)	\$71,963.11	\$553,871.54	\$780,654.36	\$226,782.82	70.9%
Administration Support-Other (+)	\$55,367.63	\$479,690.16	\$582,779.99	\$103,089.83	82.3%
Sub-total : District Administration Support Services	\$251,563.95	\$2,878,027.62	\$3,966,744.57	\$1,088,716.95	72.6%
Operations & Maintenance of Plant					
Food Service (+)	\$0.00	\$80,653.13	\$0.00	(\$80,653.13)	0.0%
Operations (+)	\$554,891.00	\$5,727,404.06	\$7,958,824.30	\$2,231,420.24	72.0%
Maintenance (+)	\$273,045.50	\$3,616,993.58	\$6,979,115.61	\$3,362,122.03	51.8%
Sub-total : Operations & Maintenance of Plant	\$827,936.50	\$9,425,050.77	\$14,937,939.91	\$5,512,889.14	63.1%
Student Activities					
Student Activity (+)	\$182,856.97	\$932,607.10	\$1,334,639.12	\$402,032.02	69.9%
Sub-total : Student Activities	\$182,856.97	\$932,607.10	\$1,334,639.12	\$402,032.02	69.9%
Student Transportation					
Student Transportation (+)	\$9,982.02	\$64,854.79	\$97,407.00	\$32,552.21	66.6%
Sub-total : Student Transportation	\$9,982.02	\$64,854.79	\$97,407.00	\$32,552.21	66.6%
Adult & Continuing Education Instruction					
Adult & Continuing Education (+)	\$35,192.61	\$152,554.72	\$637,792.11	\$485,237.39	23.9%
Sub-total : Adult & Continuing Education Instruction	\$35,192.61	\$152,554.72	\$637,792.11	\$485,237.39	23.9%
Food Services					
Food Services (+)	\$235,710.60	\$1,963,786.72	\$5,048,352.67	\$3,084,565.95	38.9%
Sub-total : Food Services	\$235,710.60	\$1,963,786.72	\$5,048,352.67	\$3,084,565.95	38.9%
Construction in Progress					
Administration (+)	\$0.00	\$3,925.00	\$419,420.31	\$415,495.31	0.9%
Site Acquisition & Investigation (+)	\$0.00	\$0.00	\$870,565.86	\$870,565.86	0.0%
Design (+)	\$53,629.11	\$450,257.36	\$1,239,270.05	\$789,012.69	36.3%
Construction Management (+)	\$6,411.25	\$87,409.49	\$456,344.76	\$368,935.27	19.2%
Construction (+)	\$2,413,994.72	\$24,938,169.85	\$36,827,416.75	\$11,889,246.90	67.7%

Operating Statement with Budget

## Northwest Arctic Borough School District

### Statement of Activities-ALL FUNDS: For the Period 04/01/2022 through 04/30/2022

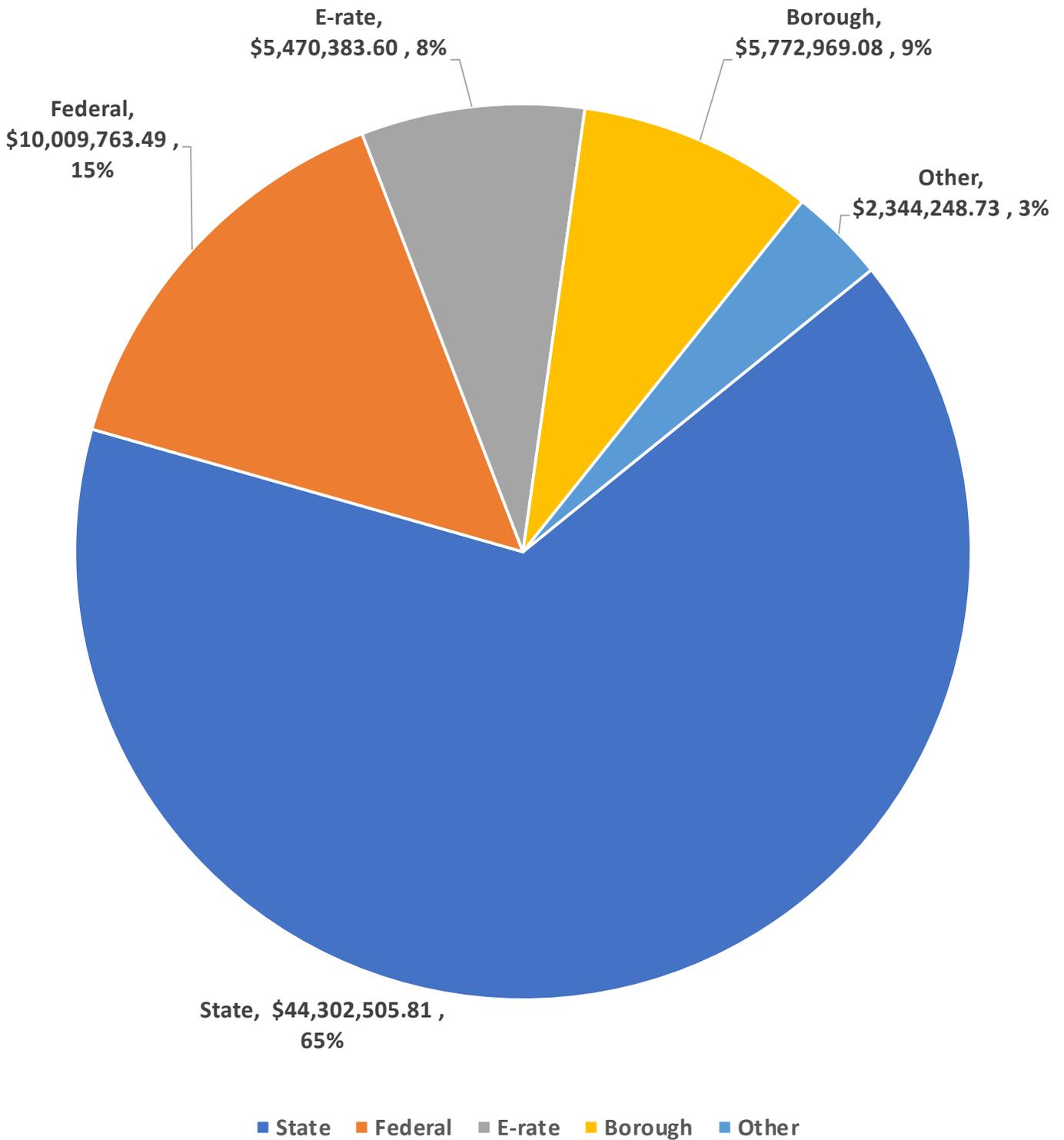
Fiscal Year: 2021-2022

	<u>04/01/2022 - 04/30/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Equipment/Furnishing (+)	\$0.00	\$163,084.30	\$556,000.00	\$392,915.70	29.3%
Technology (+)	\$0.00	\$0.00	\$200,000.00	\$200,000.00	0.0%
Percent for Art (+)	\$0.00	\$21,090.00	\$265,500.00	\$244,410.00	7.9%
Contingency (+)	\$0.00	\$0.00	\$2,651,107.00	\$2,651,107.00	0.0%
CIP Construction Management-Consultant (+)	\$0.00	\$63,388.36	\$518,407.02	\$455,018.66	12.2%
Sub-total : Construction in Progress	\$2,474,035.08	\$25,727,324.36	\$44,004,031.75	\$18,276,707.39	58.5%
<b>Total : EXPENSES</b>	\$8,316,836.93	\$79,857,723.13	\$128,752,030.24	\$48,894,307.11	62.0%
<b>OTHER</b>					
Transfers In					
Transfers Between Funds -In (-)	\$0.00	\$0.00	\$3,030,307.19	\$3,030,307.19	0.0%
Sub-total : Transfers In	\$0.00	\$0.00	(\$3,030,307.19)	(\$3,030,307.19)	0.0%
Transfers Out					
Transfers between Funds-Out (+)	\$0.00	\$0.00	\$495,000.00	\$495,000.00	0.0%
Sub-total : Transfers Out	\$0.00	\$0.00	\$495,000.00	\$495,000.00	0.0%
Earnings on Investments					
Earnings on Investments (-)	\$610.26	\$2,283.70	\$3,200.00	\$916.30	71.4%
Sub-total : Earnings on Investments	(\$610.26)	(\$2,283.70)	(\$3,200.00)	(\$916.30)	71.4%
<b>Total : OTHER</b>	(\$610.26)	(\$2,283.70)	(\$2,538,507.19)	(\$2,536,223.49)	0.1%
<b>NET INCOME/LOSS</b>	\$3,710,048.37	\$11,955,568.72	\$620,238.00	(\$11,335,330.72)	1927.6%

End of Report

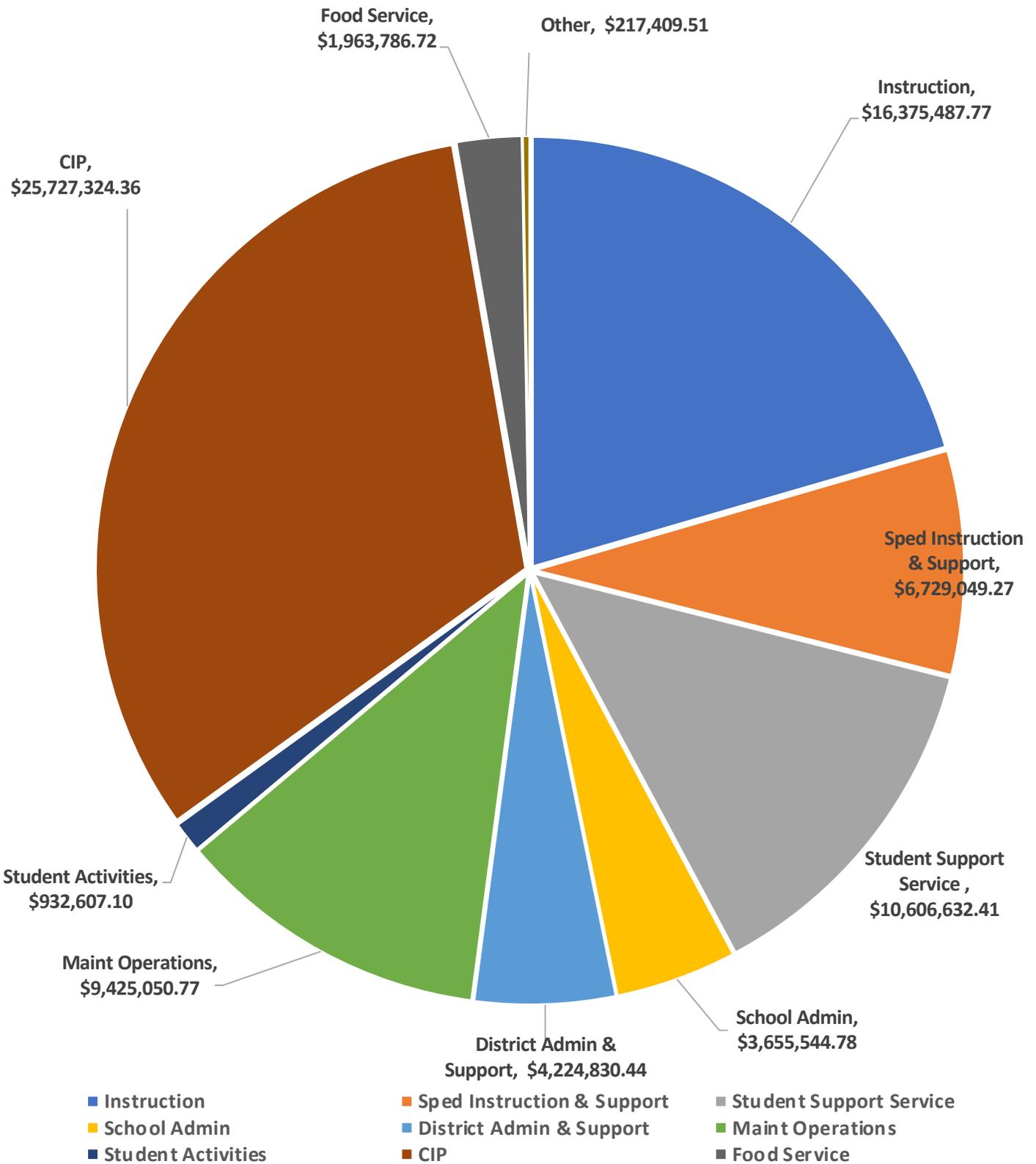
# Revenues – All Funds

(as of 4.30.2022) \$67,899,870.71



# Expenditures – All Funds

(as of 4.30.2022) \$79,857,723.13



## Northwest Arctic Borough School District

### Statement of Activities-ALL FUNDS by OBJ: For the Period 04/01/2022 through 04/30/2022

Fiscal Year: 2021-2022

	<u>04/01/2022 - 04/30/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
<b>INCOME</b>					
Program Revenues					
Operations & Maintenance of Plant (-)	\$65,647.01	\$616,754.72	\$750,000.00	\$133,245.28	82.2%
Food Services (-)	\$2,743.61	\$8,121.72	\$56,000.00	\$47,878.28	14.5%
Sub-total : Program Revenues	(\$68,390.62)	(\$624,876.44)	(\$806,000.00)	(\$181,123.56)	77.5%
General Revenues					
State Grants & Entitlements (-)	\$3,188,847.85	\$44,302,505.81	\$77,491,324.37	\$33,188,818.56	57.2%
Federal Grants & Entitlements (-)	\$648,684.87	\$10,009,763.49	\$26,408,179.74	\$16,398,416.25	37.9%
Borough Appropriations (-)	\$0.00	\$5,772,969.08	\$12,596,479.40	\$6,823,510.32	45.8%
E-Rate (-)	\$607,820.40	\$5,470,383.60	\$6,860,873.00	\$1,390,489.40	79.7%
Other (-)	\$92,434.56	\$1,719,372.29	\$1,430,428.54	(\$288,943.75)	120.2%
Sub-total : General Revenues	(\$4,537,787.68)	(\$67,274,994.27)	(\$124,787,285.05)	(\$57,512,290.78)	53.9%
<b>Total : INCOME</b>	(\$4,606,178.30)	(\$67,899,870.71)	(\$125,593,285.05)	(\$57,693,414.34)	54.1%
<b>EXPENSES</b>					
SALARIES					
Certificated Salaries (+)	\$1,388,465.39	\$12,526,211.42	\$18,551,423.74	\$6,025,212.32	67.5%
Classified Salaries (+)	\$940,668.77	\$8,074,344.62	\$10,885,021.56	\$2,810,676.94	74.2%
Leave Pay Off (+)	\$8,102.76	\$117,207.22	\$229,641.48	\$112,434.26	51.0%
GTL Payroll Sweep (+)	\$0.00	\$48.00	\$9,279.00	\$9,231.00	0.5%
Stipends (+)	\$9,250.00	\$558,868.00	\$837,250.00	\$278,382.00	66.8%
Non Cert-Extra Duty Contract (+)	\$11,660.00	\$71,962.85	\$255,447.85	\$183,485.00	28.2%
Sub-total : SALARIES	\$2,358,146.92	\$21,348,642.11	\$30,768,063.63	\$9,419,421.52	69.4%
BENEFITS					
Control Acct - Benefits (+)	\$17.08	\$17.08	\$2,947,679.97	\$2,947,662.89	0.0%
Insurance-Health & Life (+)	\$851,694.70	\$7,095,484.65	\$6,625,446.57	(\$470,038.08)	107.1%
Insurance-Unemployment (+)	\$5,957.22	\$53,820.09	\$61,676.20	\$7,856.11	87.3%
Insurance-Workers Comp (+)	\$16,231.80	\$148,357.73	\$166,061.09	\$17,703.36	89.3%
Retirement-Fica & Medicare (+)	\$48,590.85	\$401,565.58	\$417,516.44	\$15,950.86	96.2%
Retirement-TRS (+)	\$156,866.71	\$1,499,409.50	\$1,791,297.06	\$291,887.56	83.7%
Retirement-PERS (+)	\$179,531.48	\$1,553,390.80	\$1,664,084.52	\$110,693.72	93.3%
On Behalf Exp-PERS (+)	\$0.00	\$1,308,047.87	\$3,191,941.90	\$1,883,894.03	41.0%
On Behalf Exp-TRS (+)	\$0.00	\$361,734.31	\$611,444.14	\$249,709.83	59.2%
Housing Allowance/Subsidy (+)	\$34,916.67	\$314,850.29	\$330,000.00	\$15,149.71	95.4%
Transportation Allowance (+)	\$0.00	\$0.00	\$3,500.00	\$3,500.00	0.0%
Other Employee Benefits (+)	\$2,227.16	\$71,886.34	\$55,000.00	(\$16,886.34)	130.7%
Sub-total : BENEFITS	\$1,296,033.67	\$12,808,564.24	\$17,865,647.89	\$5,057,083.65	71.7%
PROFESSIONAL & TECHNICAL SERVICES					
Prof & Technical Services (+)	\$488,201.33	\$4,314,877.63	\$13,139,732.04	\$8,824,854.41	32.8%
Auditing & Accounting Services (+)	\$0.00	\$76,000.00	\$76,000.00	\$0.00	100.0%
Legal Services (+)	\$0.00	\$97,050.52	\$130,000.00	\$32,949.48	74.7%
Sub-total : PROFESSIONAL & TECHNICAL SERVICES	\$488,201.33	\$4,487,928.15	\$13,345,732.04	\$8,857,803.89	33.6%

Operating Statement with Budget

## Northwest Arctic Borough School District

### Statement of Activities-ALL FUNDS by OBJ: For the Period 04/01/2022 through 04/30/2022

Fiscal Year: 2021-2022

	<u>04/01/2022 - 04/30/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
<b>TRAVEL</b>					
Staff Travel (+)	\$122,790.49	\$503,305.28	\$1,246,604.12	\$743,298.84	40.4%
Student Travel (+)	\$75,621.01	\$507,908.45	\$1,191,508.32	\$683,599.87	42.6%
Sub-total : TRAVEL	<u>\$198,411.50</u>	<u>\$1,011,213.73</u>	<u>\$2,438,112.44</u>	<u>\$1,426,898.71</u>	41.5%
<b>UTILITIES</b>					
Water & Sewer (+)	\$46,095.38	\$439,003.56	\$554,989.40	\$115,985.84	79.1%
Garbage (+)	\$6,087.41	\$56,121.27	\$99,286.94	\$43,165.67	56.5%
Communications (+)	\$7,936.33	\$91,099.42	\$140,162.64	\$49,063.22	65.0%
Other Utilities-Internet (+)	\$675,581.00	\$6,080,229.00	\$7,840,458.00	\$1,760,229.00	77.5%
Electricity (+)	\$270,119.33	\$1,725,098.09	\$2,337,574.96	\$612,476.87	73.8%
Heating Fuels (+)	\$213,548.46	\$1,672,905.64	\$2,031,992.37	\$359,086.73	82.3%
Sub-total : UTILITIES	<u>\$1,219,367.91</u>	<u>\$10,064,456.98</u>	<u>\$13,004,464.31</u>	<u>\$2,940,007.33</u>	77.4%
<b>OTHER PURCHASED SERVICES</b>					
Oher Purchase Services (+)	\$12,117.00	\$1,289,836.23	\$2,561,262.23	\$1,271,426.00	50.4%
Sub-total : OTHER PURCHASED SERVICES	<u>\$12,117.00</u>	<u>\$1,289,836.23</u>	<u>\$2,561,262.23</u>	<u>\$1,271,426.00</u>	50.4%
<b>INSURANCE</b>					
Insurance & Bond Premiums (+)	\$0.00	\$582,395.10	\$582,395.10	\$0.00	100.0%
Liability Insurance (+)	\$0.00	\$370,648.50	\$370,648.50	\$0.00	100.0%
Sub-total : INSURANCE	<u>\$0.00</u>	<u>\$953,043.60</u>	<u>\$953,043.60</u>	<u>\$0.00</u>	100.0%
<b>SUPPLY</b>					
Supplies, Materials, Media (+)	\$297,138.54	\$2,215,993.83	\$4,180,595.07	\$1,964,601.24	53.0%
Gas/Oil-Vehicle & Equipment Supplies (+)	\$8,431.76	\$35,850.98	\$75,000.00	\$39,149.02	47.8%
Food Supplies (+)	\$7,851.94	\$130,237.14	\$85,814.88	(\$44,422.26)	151.8%
Textbooks (+)	\$60.00	\$162,693.68	\$1,017,040.00	\$854,346.32	16.0%
Sub-total : SUPPLY	<u>\$313,482.24</u>	<u>\$2,544,775.63</u>	<u>\$5,358,449.95</u>	<u>\$2,813,674.32</u>	47.5%
<b>TUITION &amp; STIPENDS</b>					
Tuition & Stipends (+)	\$420.00	\$28,190.50	\$86,000.00	\$57,809.50	32.8%
Scholarship Stipends (+)	\$0.00	\$2,000.00	\$15,000.00	\$13,000.00	13.3%
Sub-total : TUITION & STIPENDS	<u>\$420.00</u>	<u>\$30,190.50</u>	<u>\$101,000.00</u>	<u>\$70,809.50</u>	29.9%
<b>OTHER</b>					
Other Expenses (+)	\$15,910.17	\$165,740.46	\$214,387.78	\$48,647.32	77.3%
Dues & Fees (+)	\$0.00	\$242.50	\$190.97	(\$51.53)	127.0%
Interest Paid (+)	\$0.00	\$17.42	\$0.00	(\$17.42)	0.0%
Sub-total : OTHER	<u>\$15,910.17</u>	<u>\$166,000.38</u>	<u>\$214,578.75</u>	<u>\$48,578.37</u>	77.4%
<b>INDIRECT COSTS</b>					
Indirect Costs To/From (+)	\$0.00	\$0.00	\$365,188.08	\$365,188.08	0.0%
Sub-total : INDIRECT COSTS	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$365,188.08</u>	<u>\$365,188.08</u>	0.0%
<b>CAPITAL EXPENDITURES</b>					
Equipment (+)	\$0.00	\$277,753.57	\$891,537.77	\$613,784.20	31.2%
New Building/Purchases (+)	\$2,407,819.17	\$23,707,922.84	\$36,130,611.53	\$12,422,688.69	65.6%
Building Improvements (+)	\$0.00	\$770,570.00	\$0.00	(\$770,570.00)	0.0%

Operating Statement with Budget

## Northwest Arctic Borough School District

### Statement of Activities-ALL FUNDS by OBJ: For the Period 04/01/2022 through 04/30/2022

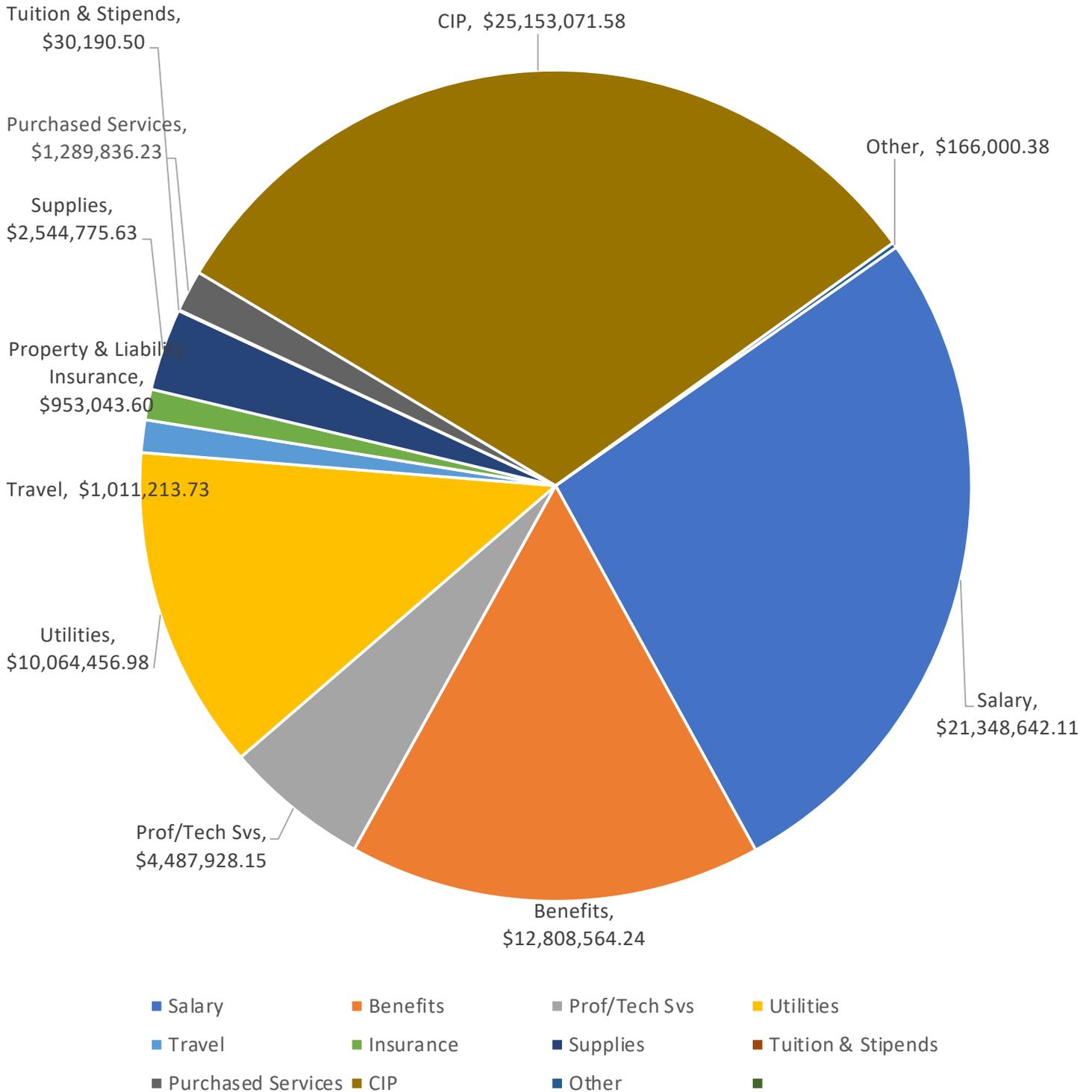
Fiscal Year: 2021-2022

	<u>04/01/2022 - 04/30/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Other Capital Outlay (+)	\$0.00	\$0.00	\$987,770.00	\$987,770.00	0.0%
Contingency (+)	\$0.00	\$0.00	\$2,677,107.00	\$2,677,107.00	0.0%
Overhead (+)	\$0.00	\$0.00	\$378,223.80	\$378,223.80	0.0%
New Construction/ Rehab (+)	\$6,927.02	\$396,825.17	\$670,805.22	\$273,980.05	59.2%
Related Soft Costs (+)	\$0.00	\$0.00	\$40,432.00	\$40,432.00	0.0%
Sub-total : CAPITAL EXPENDITURES	\$2,414,746.19	\$25,153,071.58	\$41,776,487.32	\$16,623,415.74	60.2%
<b>Total : EXPENSES</b>	\$8,316,836.93	\$79,857,723.13	\$128,752,030.24	\$48,894,307.11	62.0%
<b>OTHER</b>					
Transfers In					
Transfers Between Funds -In (-)	\$0.00	\$0.00	\$3,030,307.19	\$3,030,307.19	0.0%
Sub-total : Transfers In	\$0.00	\$0.00	(\$3,030,307.19)	(\$3,030,307.19)	0.0%
Transfers Out					
Transfers between Funds-Out (+)	\$0.00	\$0.00	\$495,000.00	\$495,000.00	0.0%
Sub-total : Transfers Out	\$0.00	\$0.00	\$495,000.00	\$495,000.00	0.0%
Earnings on Investments					
Earnings on Investments (-)	\$610.26	\$2,283.70	\$3,200.00	\$916.30	71.4%
Sub-total : Earnings on Investments	(\$610.26)	(\$2,283.70)	(\$3,200.00)	(\$916.30)	71.4%
<b>Total : OTHER</b>	(\$610.26)	(\$2,283.70)	(\$2,538,507.19)	(\$2,536,223.49)	0.1%
<b>NET INCOME/LOSS</b>	\$3,710,048.37	\$11,955,568.72	\$620,238.00	(\$11,335,330.72)	1927.6%

End of Report

# Expenditures by Object – All Funds

(In Millions as of 4.30.2022) \$79,857,723.13



## Northwest Arctic Borough School District

### Statement of Activities-Board by OBJ For the Period 04/01/2022 through 04/30/2022

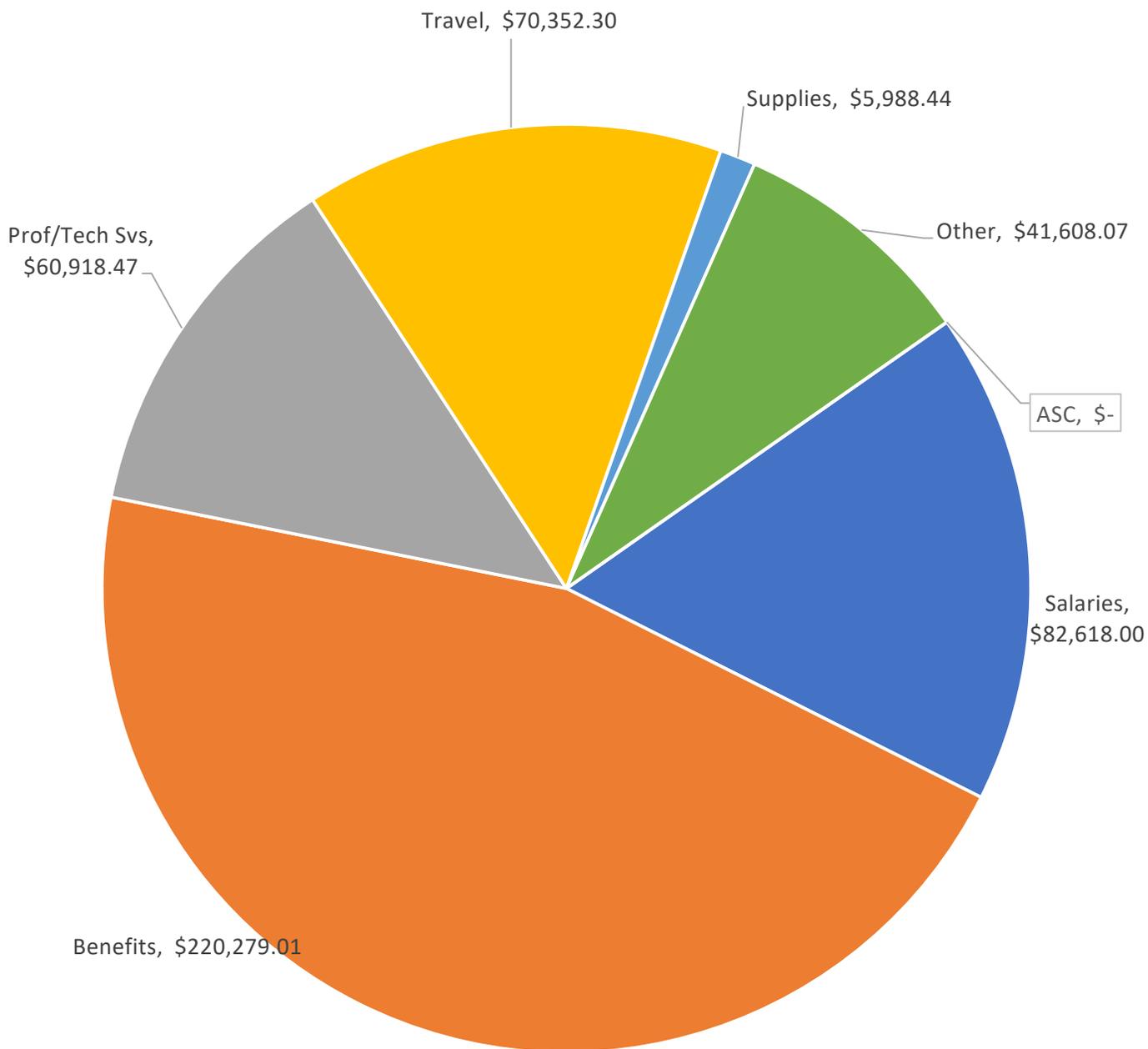
Fiscal Year: 2021-2022

	<u>04/01/2022 - 04/30/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
<b>EXPENSES</b>					
SALARIES					
Board Stipends (+)	\$9,250.00	\$82,618.00	\$79,000.00	(\$3,618.00)	104.6%
Sub-total : SALARIES	\$9,250.00	\$82,618.00	\$79,000.00	(\$3,618.00)	104.6%
BENEFITS					
Insurance-Health & Life (+)	\$21,000.00	\$210,000.00	\$252,000.00	\$42,000.00	83.3%
Insurance-Unemployment (+)	(\$2.07)	\$0.00	\$0.00	\$0.00	0.0%
Insurance-Workers Comp (+)	\$52.91	\$468.17	\$550.30	\$82.13	85.1%
Retirement-Fica & Medicare (+)	\$583.62	\$4,805.85	\$5,088.40	\$282.55	94.4%
Retirement-PERS (+)	\$440.00	\$5,004.99	\$4,260.00	(\$744.99)	117.5%
Sub-total : BENEFITS	\$22,074.46	\$220,279.01	\$261,898.70	\$41,619.69	84.1%
PROFESSIONAL & TECHNICAL SERVICES					
Prof & Technical Services (+)	\$7,352.47	\$60,918.47	\$125,500.00	\$64,581.53	48.5%
Sub-total : PROFESSIONAL & TECHNICAL SERVICES	\$7,352.47	\$60,918.47	\$125,500.00	\$64,581.53	48.5%
TRAVEL					
Staff Travel (+)	\$31,702.34	\$70,352.30	\$89,379.23	\$19,026.93	78.7%
Sub-total : TRAVEL	\$31,702.34	\$70,352.30	\$89,379.23	\$19,026.93	78.7%
SUPPLY					
Supplies, Materials, Media (+)	\$3,478.32	\$5,988.44	\$12,229.07	\$6,240.63	49.0%
Sub-total : SUPPLY	\$3,478.32	\$5,988.44	\$12,229.07	\$6,240.63	49.0%
OTHER					
Other Expenses (+)	\$2,960.00	\$41,608.07	\$38,500.00	(\$3,108.07)	108.1%
Sub-total : OTHER	\$2,960.00	\$41,608.07	\$38,500.00	(\$3,108.07)	108.1%
<b>Total : EXPENSES</b>	\$76,817.59	\$481,764.29	\$606,507.00	\$124,742.71	79.4%
<b>NET INCOME/LOSS</b>	\$76,817.59	\$481,764.29	\$606,507.00	\$124,742.71	79.4%

End of Report

# Board Expenditures

(as of 4.30.2022) \$481,764.29



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

# Board Budget Summary

<b>100.099.511.000.333</b>	<b>Board Stipends</b>	<b>\$79,000</b>
	8 Regular Meetings, half in person	
	Board Retreat combined with Oct Meeting	
	Annual AASB Conference – November 4-7, 2021	
	4 Special meetings	
	AASB – 2 member regular meetings	
	President – NWALT, CWT, ATC	
	Lobbying or National Conference	
<b>100.099.511.000.36X</b>	<b>Payroll Benefits</b>	<b>\$261,898.70</b>
100.099.511.000.361	Insurance-Health & life - \$25,200 per member	\$252,000.00
100.099.511.000.36x	Unemployment, Workers Comp, SS, Medicare & PERS	\$9,898.70
<b>100.099.511.0XX.410</b>	<b>Professional &amp; Technical Services</b>	<b>\$125,500</b>
100.099.511.000.410	Miscellaneous Services and Training, AASB In-service Training	\$25,000
100.099.511.012.410	Lobbyists - J&H, JM Walsh Co.	\$89,500
100.099.511.013.410	Strategic Planning – Consulting - Evaluations	\$11,000

# Board Budget Summary, Continued

100.099.511.000.42X	Travel & Per Diem	\$89,379.23
	4 Regular Meetings	
	Annual AASB Conference	
	AASB Quarterly Trainings	
	1 National Conference	
100.099.511.000.4XX	Miscellaneous Expenses	\$50,729.07
100.099.511.000.450	Supplies, Materials, Media-Supplies & Freight for Meetings	\$7,229.07
100.099.511.000.490	Other Expenses	\$38,500
	CEAAC Membership - \$18,000	
	AASB Fees - \$20,500	
100.099.511.015.XXX	Board Budget for joint Advisory School Council Retreat	\$5,000
100.099.511.000.XXX	TOTAL	\$606,507

## Dues & Membership Fees:

CEE- Coalition for Education Equity represents Alaska school districts, organizations, and individuals through courts and legislative activity - concerned about the quality and breadth of educational opportunities available to Alaska's children.

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

# To Our Board Financial Summary

## Wellsfargo Investment Account Update:

The accrued income on the principal holdings of the General Fund \$10,248,179.57 investment was \$8,251,328.87 as of April 30, 2022; an increase of \$610.26 from the March 31, 2022 report with a total of \$2,283.70 earned in FY22.

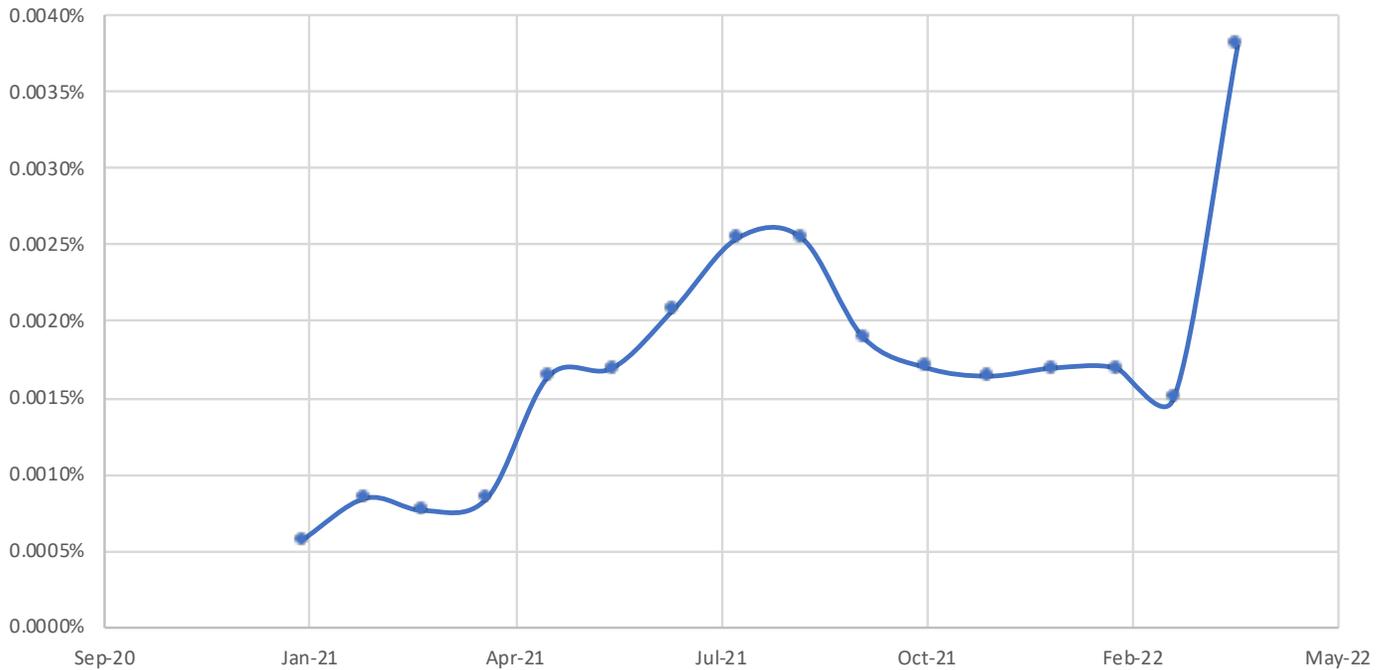
Note: \$2 Million was transferred out of this investment account in September to cover expenses over revenue in the general fund.

The accrued income on the principal holdings of the Capital Improvement Fund \$20M investment was \$7,004,856.16 as of April 30, 2022; an increase of \$518.05 from the March 31, 2022 report with a total of \$2,292.05 earned in FY22.

*In March of 2019 we received the highest earnings on investment since deciding to invest funds, 2.0001% which totaled \$20,001.06 for that one month.*

Statement	NWABSD IILD GF		Rate of return
	Account Balance	Monthly Increase	
Dec-20	\$ 10,248,179.57	\$ -	0.0000%
Dec-20	\$ 10,248,238.09	\$ 58.52	0.0006%
Jan-21	\$ 10,248,324.74	\$ 86.65	0.0008%
Feb-21	\$ 10,248,403.12	\$ 78.38	0.0008%
Mar-21	\$ 10,248,489.77	\$ 86.65	0.0008%
Apr-21	\$ 10,248,658.11	\$ 168.34	0.0016%
May-21	\$ 10,248,831.83	\$ 173.72	0.0017%
Jun-21	\$ 10,249,045.17	\$ 213.34	0.0021%
Jul-21	\$ 10,249,305.99	\$ 260.82	0.0025%
Aug-21	\$ 10,249,566.78	\$ 260.79	0.0025%
Sep-21	\$ 8,249,566.78	\$ (2,000,000.00)	
Sep-21	\$ 8,249,723.08	\$ 156.30	0.0019%
Oct-21	\$ 8,249,862.94	\$ 139.86	0.0017%
Nov-21	\$ 8,249,998.46	\$ 135.52	0.0016%
Dec-21	\$ 8,250,138.30	\$ 139.84	0.0017%
Jan-22	\$ 8,250,278.14	\$ 139.84	0.0017%
Feb-22	\$ 8,250,404.69	\$ 126.55	0.0015%
Mar-22	\$ 8,250,718.61	\$ 313.92	0.0038%
Apr-22	\$ 8,251,328.87	\$ 610.26	0.0074%

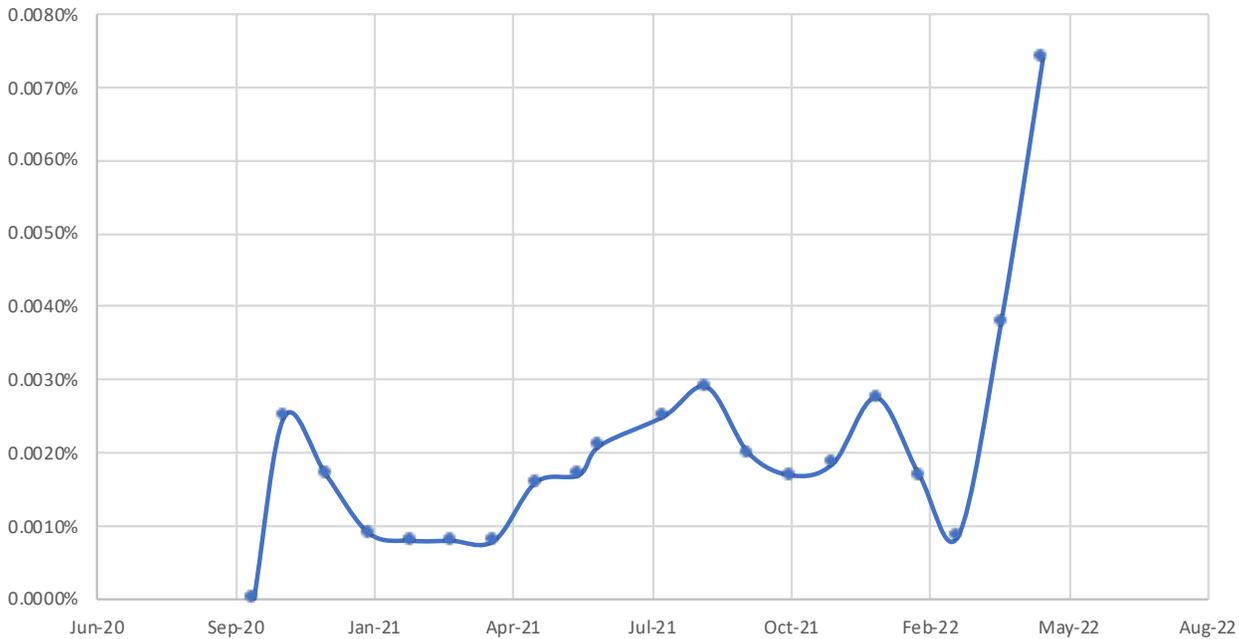
Wellsfargo General Fund IILD Account



NWABSD IILD CIP

Statement	Account Balance	Monthly Increase	Rate of return
Oct-20	\$ 20,000,000.00	\$ -	0.0000%
Oct-20	\$ 20,000,503.18	\$ 503.18	0.0025%
Nov-20	\$ 20,000,841.98	\$ 338.80	0.0017%
Dec-20	\$ 20,001,022.09	\$ 180.11	0.0009%
Jan-21	\$ 20,001,191.19	\$ 169.10	0.0008%
Feb-21	\$ 20,001,344.12	\$ 152.93	0.0008%
Mar-21	\$ 20,001,513.21	\$ 169.09	0.0008%
Apr-21	\$ 20,001,841.70	\$ 328.49	0.0016%
May-21	\$ 20,002,180.74	\$ 339.04	0.0017%
Jun-21	\$ 18,002,180.74	\$ (2,000,000.00)	
Jun-21	\$ 18,002,564.11	\$ 383.37	0.0021%
Jul-21	\$ 18,003,022.22	\$ 458.11	0.0025%
Aug-21	\$ 15,003,022.22	\$ (3,000,000.00)	
Aug-21	\$ 15,003,462.99	\$ 440.77	0.0029%
Sep-21	\$ 13,003,462.99	\$ (2,000,000.00)	
Sep-21	\$ 10,003,462.99	\$ (3,000,000.00)	
Sep-21	\$ 10,003,659.33	\$ 196.34	0.0020%
Oct-21	\$ 10,003,828.78	\$ 169.45	0.0017%
Nov-21	\$ 5,003,828.78	\$ (5,000,000.00)	
Nov-21	\$ 5,003,921.75	\$ 92.97	0.0019%
Dec-21	\$ 2,003,921.75	\$ (3,000,000.00)	
Dec-21	\$ 2,003,976.98	\$ 55.23	0.0028%
Jan-22	\$ 2,004,010.95	\$ 33.97	0.0017%
Feb-22	\$ 7,004,010.95	\$ 5,000,000.00	
Feb-22	\$ 7,004,071.62	\$ 60.67	0.0009%
Mar-22	\$ 7,004,338.11	\$ 266.49	0.0038%
Apr-22	\$ 7,004,856.16	\$ 518.05	0.0074%

Wellsfargo CIP IILD Account



**Deposit Activities**

**INST INSURED LIQ DEPOSIT DEMAND A000MK3**

\*As of April 30, 2022

**Interest earned  
 this period**  
 518.05

Transaction Date	Activity	Principal	Market Value (\$)	Interest Amount	Principal Balance
	<b>Beginning Balance</b>				<b>7,004,338.11</b>
04/29/22	Interest Rate 0.0912500%			518.05	7,004,856.16
	<b>Ending Balance</b>				<b>7,004,856.16</b>

**INST INSURED LIQ DEPOSIT SAVINGS A000MK6**

\*As of April 30, 2022

**Interest earned  
 this period**  
 610.26

Transaction Date	Activity	Principal	Market Value (\$)	Interest Amount	Principal Balance
	<b>Beginning Balance</b>				<b>8,250,718.61</b>
04/29/22	Interest Rate 0.0912500%			610.26	8,251,328.87
	<b>Ending Balance</b>				<b>8,251,328.87</b>

## MEMORANDUM

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**TO:** NWABSD Board of Education Members

**DATE:** June 7, 2022

**NUMBER:** 22-108

**FR:** Office of the Superintendent

**SUBJECT:** Approval of FY22 District Operating Fund Budget Revision #2

### **ABSTRACT:**

The School Board shall establish and maintain a balanced budget.

### **ISSUE:**

At issue is the approval of the FY22 District Operating Fund Budget Revision #2

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

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. Budget revision #1 was approved November 30, 2021.

Presented to you is Budget Revision #2 for the FY22 Operating Fund Budget.

Revision #2 is based on a review of revenues and expenditures in order to true up accounts for year end. In summary Revision #2 includes:

Revenues: \$56,152,637

Expenditures: \$58,216,121

Transfer in from Other Funds: \$0

Transfers out to Other Funds: \$1,820,000

This revision includes a decrease in revenue based on estimated actual for FY22, reduces the cost for personnel, increases the cost for non-personnel, increases the transfer out to Capital Improvement Funds, and increases the use of fund balance in the amount of \$3,260,046.

### **ALTERNATIVES:**

1. Approve Revision #2 of the FY22 District Operating Fund Budget as presented;
2. Disapprove Revision #2 of the FY22 District Operating Fund Budget as presented;
3. Take no action.

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

The administration recommends the Board approve Revision #2 of the FY22 District Operating Fund Budget as presented.

**Northwest Arctic Borough School District  
FY22 Budget**

	FY22	FY22	<u>Changes</u>	NOTES
	<u>Current Budget</u>	<u>Revised Budget</u>		
<b><u>REVENUE</u></b>				
Other Local Revenue	\$600,000	\$340,000	(\$260,000)	
Earnings on Investments	\$3,200	\$3,200	\$0	
Donations/Contributions	\$0	\$0	\$0	
Borough Appropriation	\$4,151,951	\$6,151,951	\$2,000,000	NWAB contribution increase
E-rate Program	\$6,860,873	\$7,293,845	\$432,972	Bandwidth Increase in July 2021
State Foundation	\$37,462,908	\$37,363,785	(\$99,123)	Final BSA State Aid Had to move BAG to a special revenue fund per State, Final Quality Schools
Quality Schools & BAG	\$273,143	\$107,412	(\$165,731)	Payment
TRS On-behalf	\$3,191,942	\$2,604,072	(\$587,870)	Based on Certified Salaries
PERS On-behalf	\$611,444	\$624,228	\$12,784	Based on Classified Salaries
Revenue - Other State Sources	\$0	\$16,960	\$16,960	PFD Raffle & Disparity from FY21
Impact Aid Program	\$6,858,607	\$1,647,184	(\$5,211,423)	Impact Aid received to date
<b>TOTAL REVENUES</b>	<b>\$60,014,068</b>	<b>\$56,152,637</b>	<b>(\$3,861,431)</b>	
<b><u>TRANSFERS IN</u></b>				
District Technology Fund				
Locally Funded Maintenance CIP Fund				
Teacher housing CIP Fund				
Kivalina District Contribution				
NW Magnet School Expansion				
Magnet School Dormitory				
ATC Capital Reserve				
CIP Reserved Local Share				
<b>TOTAL TRANSFERS IN</b>	<b>\$0</b>	<b>\$0</b>		
<b><u>EXPENSES</u></b>				
Certificated Salaries	\$14,744,082	\$13,499,597	(\$1,244,485)	Decrease due to vacant positions
Non-Certificated Salaries	\$8,803,903	\$8,322,665	(\$481,238)	Decrease due to vacant positions
Leave Pay Out	\$219,832	\$219,832	\$0	
Board Stipends	\$79,000	\$90,000	\$11,000	Increase due to meetings Reduction due to decrease in salaries BUT
Employee Benefits	\$10,737,630	\$10,845,337	\$107,707	increase due to health insurance costs
TRS On-behalf	\$3,191,942	\$2,604,072	(\$587,870)	Based on Certified Salaries
PERS On-behalf	\$611,444	\$624,228	\$12,784	Based on Classified Salaries
<b>SUBTOTAL: Personnel</b>	<b>\$38,387,833</b>	<b>\$36,205,731</b>	<b>(\$2,182,102)</b>	
Professional & Technical Services	\$3,191,302	\$3,441,302	\$250,000	Need to increase due to NMS Janitorial contract & Maintenance MOAs
Staff Travel	\$531,348	\$435,572	(\$95,776)	
Board Travel	\$89,379	\$92,279	\$2,900	Increase due to meetings
Student Travel	\$729,316	\$729,316	\$0	
Utility Services	\$8,342,599	\$8,542,700	\$200,101	Internet bandwidth increased in July 2021
Energy-includes electricity & fuel	\$4,032,395	\$4,032,395	\$0	
Other Purchased Services	\$2,454,407	\$2,362,790	(\$91,617)	
Property & Liability Insurance	\$953,044	\$953,044	\$0	
Supplies, Materials & Media	\$1,461,071	\$1,464,571	\$3,500	
Tuition	\$34,000	\$34,000	\$0	
Dues & Fees	\$176,305	\$162,913	(\$13,392)	
Inventoried Equipment	\$59,508	\$59,508	\$0	
Indirect Cost Recovery	(\$300,000)	(\$300,000)	\$0	
<b>SUBTOTAL: Non-Personnel</b>	<b>\$21,754,673</b>	<b>\$22,010,390</b>	<b>\$255,717</b>	
<b>TOTAL EXPENSES</b>	<b>\$60,142,506</b>	<b>\$58,216,121</b>		

<b>TRANSFERS OUT</b>			
Food Service Fund	\$0	\$0	\$0
ATC	\$0	\$475,000	\$475,000 Estimated FY22 exp over revenue
Star of the Northwest - Magnet School	\$0	\$145,000	\$145,000 Estimated FY22 exp over revenue
Teacher Housing Fund	\$450,000	\$510,000	\$60,000 Estimated FY22 exp over revenue
Special Revenue Fund - Student Trans.	\$45,000	\$35,000	(\$10,000) Estimated FY22 exp over revenue
CIP - Deering Project	\$0	\$125,000	\$125,000 Approved in June 2021
CIP - Selawik Project	\$0	\$30,000	\$30,000 Approved in prior year
Strategic Planning	\$0	\$500,000	\$500,000
<b>TOTAL TRANSFERS OUT</b>	<b>\$495,000</b>	<b>\$1,820,000</b>	\$1,325,000

<b>INCREASE (DECREASE)-UNRESERVED FB</b>	<b>(\$623,438)</b>	<b>(\$3,883,484)</b>
<b>FY21 Unreserved Fund Balance</b>	<b>\$8,687,354</b>	<b>\$8,687,355</b>
<b>Projected Decrease in Fund Balance</b>	<b>\$8,063,916</b>	<b>\$4,803,871</b>

We have not received all of our FY22 Impact Aid (about \$5million) , and expect to receive a payment this summer. It's still to be determined if it will be received in FY22 or FY23. This revision does not include that payment.



**Northwest Arctic Borough School District  
FY23 Budget**

	FY23	FY23	Changes	NOTES
	<u>Current Budget</u>	<u>Revised Budget</u>		
<b><u>REVENUE</u></b>				
Other Local Revenue	\$450,000	\$450,000	\$0	
Earnings on Investments	\$3,000	\$3,000	\$0	
Donations/Contributions	\$0	\$0	\$0	
Borough Appropriation	\$4,402,689	\$4,402,689	\$0	
E-rate Program	\$7,456,903	\$7,456,903	\$0	
State Foundation	\$36,660,884	\$36,660,884	\$0	
Quality Schools	\$127,645	\$127,645	\$0	
TRS On-behalf	\$2,889,915	\$2,889,915	\$0	
PERS On-behalf	\$734,163	\$734,163	\$0	
Revenue - Other State Sources	\$0	\$0	\$0	
Impact Aid Program	\$6,216,361	\$6,216,361	\$0	
<b>TOTAL REVENUES</b>	<b>\$58,941,560</b>	<b>\$58,941,560</b>	<b>\$0</b>	
<b><u>TRANSFERS IN</u></b>				
District Technology Fund				
Locally Funded Maintenance CIP Fund	\$1,132,979	\$1,132,979	\$0	
Teacher housing CIP Fund				
Kivalina District Contribution				
NW Magnet School Expansion				
Magnet School Dormitory				
ATC Capital Reserve				
CIP Reserved Local Share				
<b>TOTAL TRANSFERS IN</b>	<b>\$1,132,979</b>	<b>\$1,132,979</b>		
<b><u>EXPENSES</u></b>				
Certificated Salaries	\$13,751,786	\$15,516,786	\$1,765,000	Reinstate 14 teaching positions
Non-Certificated Salaries	\$8,780,742	\$8,780,742	\$0	
Leave Pay Out	\$200,000	\$200,000	\$0	
Board Stipends	\$79,000	\$79,000	\$0	
Employee Benefits	\$11,098,515	\$11,098,515	\$0	
TRS On-behalf	\$2,889,915	\$2,889,915	\$0	
PERS On-behalf	\$734,163	\$734,163	\$0	
<b>SUBTOTAL: Personnel</b>	<b>\$37,534,122</b>	<b>\$39,299,122</b>	<b>\$1,765,000</b>	
Professional & Technical Services	\$3,358,006	\$3,358,006	\$0	
Staff Travel	\$623,800	\$623,800	\$0	
Board Travel	\$89,379	\$89,379	\$0	
Student Travel	\$714,000	\$1,133,275	\$419,275	Addition of \$419,275 to student activities
Utility Services	\$8,657,239	\$8,657,239	\$0	
Energy-includes electricity & fuel	\$5,023,195	\$5,023,195	\$0	
Other Purchased Services	\$2,369,016	\$2,369,016	\$0	
Property & Liability Insurance	\$1,000,159	\$1,000,159	\$0	
Supplies, Materials & Media	\$1,520,108	\$1,520,108	\$0	
Tuition	\$34,000	\$34,000	\$0	
Dues & Fees	\$134,494	\$134,494	\$0	
Inventoried Equipment	\$50,000	\$50,000	\$0	
Indirect Cost Recovery	(\$300,000)	(\$300,000)	\$0	
<b>SUBTOTAL: Non-Personnel</b>	<b>\$23,273,396</b>	<b>\$23,692,671</b>	<b>\$419,275</b>	
<b>TOTAL EXPENSES</b>	<b>\$60,807,518</b>	<b>\$62,991,793</b>		
<b><u>TRANSFERS OUT</u></b>				
Food Service Fund	\$0	\$0	\$0	
ATC	\$0	\$0	\$0	

Star of the Northwest - Magnet School	\$0	\$0	\$0
Teacher Housing Fund	\$350,000	\$350,000	\$0
Special Revenue Fund	\$50,000	\$50,000	\$0
<b>TOTAL TRANSFERS OUT</b>	<b>\$400,000</b>	<b>\$400,000</b>	<b>\$0</b>

<b>INCREASE (DECREASE)-UNRESERVED FB</b>	<b>(\$1,132,979)</b>	<b>(\$3,317,254)</b>	
<b>PROJ FY22 Unreserved Fund Balance</b>	<b>\$4,803,871</b>	<b>\$4,803,871</b>	Will not know exact \$ until final audit
<b>Projected Decrease in Fund Balance</b>	<b>\$3,670,892</b>	<b>\$1,486,617</b>	\$2,000,000 contribution from NWAB

# MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**NUMBER:** 22-115

**FR:** Office of the Superintendent

**SUBJECT:** Approval of FY23  
Contract; NANA  
Management Services,  
Food Service for All K-12  
Sites

**ABSTRACT:**

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

**ISSUE:**

At issue is the approval of the Food Service Contract between NWABSD and NANA Management LLC (NMS) for the Fiscal Year 2022-2023, not to exceed \$3,600,000.00

**BACKGROUND AND/OR PERTINENT INFORMATION:**

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

Meal	Current Pricing	Pricing for FY23	Increase
Breakfast	\$4.53	\$4.89	8%
Lunch	\$8.37	\$9.04	8%
Seconds	\$3.00	\$3.24	8%

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

**ALTERNATIVES:**

1. Approve the All K-12 Sites Food Service Contract between NWABSD and NANA Management Services LLC for the Fiscal Year 2022-2023, as presented.
2. Disapprove the All K-12 Sites Food Service Contract between NWABSD and NANA Management Services LLC for the Fiscal Year 2022-2023, as presented;
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The Administration recommends the Board approve the All-Sites Food Service Contract between NWABSD and NANA Management Services LLC for Fiscal Year 2022-2023, not to exceed \$3,600,000, as presented.



May 6, 2022

Terri Walker  
Superintendent  
Northwest Arctic Borough School District

RE: Food Services Contract Renewal for 2022/2023 School Year

Dear Ms. Walker:

Thank you for giving us this opportunity to continue our partnership. It has been a privilege and a pleasure working with you and The Northwest Arctic Borough School District, and we look forward to continuing our strong partnership for the 2022/2023 school year and beyond. We truly value our relationship and are expecting a return to normal operations next school year.

We are facing pricing challenges with all costs this year due to extraordinary inflation pressures on food cost, labor and all other expenses including freight. CPI for March 2022 was a whopping 8.5% and unfortunately, we do not see that abating anytime soon. We are seeing and expecting our costs to increase over that amount in many areas. Accordingly, we are asking for an 8% increase in pricing which is as follows:

Fixed meal price for Student and Adult Breakfast -	\$4.89
Fixed meal price for Student and Adult Lunch -	\$9.04
Seconds-	\$3.24

Please don't hesitate to give me a call with any questions.

Sincerely,

Daniel Javes  
Director of Operations  
Food & Facilities Management  
907-748-1517

CC: Megan Williams  
Director of Administrative Services

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**NUMBER:** 22-116

**FR:** Office of the Superintendent

**SUBJECT:** Approval of FY23  
Contract, NANA  
Management Services  
LLC, Custodial Service

**ABSTRACT:**

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

**ISSUE:**

At issue is the approval of a one-year renewal to the Districtwide Custodial Services contract between NWABSD and NANA Management LLC (NMS) for the Fiscal Year 2022-2023, not to exceed \$2,325,210.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

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

FY22 amount \$2,088,078

FY23 amount \$2,325,210

This is a \$237,132 (11.4%) increase on their FY22 contract amount.

**ALTERNATIVES:**

1. Approve the Custodial Services Contract between NWABSD and NANA Management Services LLC for Fiscal Year 2022-2023, not to exceed \$2,325,210, as presented;
2. Disapprove the Custodial Services Contract between NWABSD and NANA Management Services LLC for Fiscal Year 2022-2023, as presented;
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The Administration recommends the Board approve the Custodial Services Contract between NWABSD and NANA Management Services LLC for Fiscal Year 2022-2023, not to exceed \$2,325,210, as presented.



May 10, 2022

Director of Administrative Services  
Northwest Arctic Borough School District  
P.O. Box 51  
Kotzebue, AK 99752  
(907) 442-1819 (phone)  
(907) 442-3827 (fax)

RE: Custodial Contract Renewal

Dear Miss. Williams:

We are writing regarding the fiscal School year 2022/2023 and an increase to the NMS custodial contract with the district. This has been a trying year for everyone, but we are looking forward to our continued partnership providing janitorial services to the Northwest Arctic Borough School District.

As you know labor has been incredibly challenging this last year. NMS' inability to hire custodians has caused numerous challenges throughout the district. In large part this has been due to less than market wage rates supported by our current contract rates. The Pandemic has driven labor shortages which has driven wages higher across the US and in Alaska. I am sure you have read about this as it has been covered extensively in the media. For NMS to be successful going forward, we must make a significant adjustment to wage rates from our current starting rate of \$16.50 per hour to \$19.00 per hour and equivalent adjustments for our more seasoned personnel that have performed well throughout these challenging times. To do that, NMS is requesting an increase of 11.4% on our current rates. For the school year, the increase would be \$237,132.00. This does also include an increase for supplies and benefits for the FY 2022– 2023 school year.

Our increase request breaks down as follows:

Current yearly amount \$2,088,078.00

New yearly amount \$2,325,210.00

Please free to reach out to me and we can discuss,

Sincerely,

Scotty G Austin



**Scotty G Austin, C.E.H., F.M.P., I.C.E., C.P.T.,** | Director of  
Operations – Environmental Services/Facilities / ISSA CIMS Certified  
Company  
**NMS** | 800 E. Dimond Blvd., Suite 3-450, Anchorage, AK 99515  
Direct (907) 263-1720 | Fax 907 343 5603 | [scott.austin@nmsusa.com](mailto:scott.austin@nmsusa.com)



## MEMORANDUM

**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**FR:** Office of the Superintendent

**SUBJECT:** Technology Report

Amy Eakin, Director of Technology, reports on the following:

### **Strategic Goal 1: Student Learning**

Objective 2: NWABSD will build responsive environments during both remote and in-person learning.

#### 1. Professional Development

- i. Technology Coordinator
  - a. Travel to WLK
    - i. Served as an emergency substitute teacher due to staff shortage stemming from COVID
  - b. Northwest Arctic Teacher Specialists (NWATS)
    - i. Professional development provided to NWATS on
      1. Meet bi-weekly to discuss classroom concerns at each site and come up with viable solutions
      2. ED 593 course facilitation
        - a. Free to 1<sup>st</sup> year NWATS completed
  - c. NWABSD YouTube Channel
    - i. Created a new District channel – the previous one was discontinued through an update
      1. Working with Dr. Eck to retrieve final digital copies on a hard drive
      2. Uploading media files to replace previously existing ones

### **Strategic Goal 1: Student Learning**

Objective 2: NWABSD will build responsive environments during both remote and in-person learning.

#### 1. School Internet

##### **a. FY23 Estimated Internet Budget Overview**

Estimated Cost for Internet in Schools	<u>\$8,285,448.00</u>
E-Rate Revenue – total USAC funding committed	\$7,456,903.20
BAG Grant Revenue – estimated	\$ 187,384.00
Total General Funds Cost for Internet	<u>*\$ 641,200.80</u>

\*The District pays roughly 7.7% of the actual cost of the internet.

##### **b. Bandwidth (measured in Mbps – Mega-bits per second) per site overtime**

- i. Not including the 3Mbps WAN per site to Kotzebue, which has remained constant

Location	2014-15	2015-16	2016-17	2017-18^	2018-19	2019-20	2020-21	2021-22	2022-23
Ambler	7/3* → 10/4	15/5	15/5	15/4	15/4	15/4	25/4	25/4	25/4
Buckland	7/3 → 10/4	15/5	15/5	20	20	20	25	25	25
Deering	7/3 → 10/4	15/5	15/5	15/4	10/4	10/4	25/4	25/4	25/4
Kiana	7/3 → 10/4	15/5	15/5	15	15	15	25	25	25
Kivalina	7/3 → 10/4	15/5	15/5	15/4	15/4	15/4	25/4	25/4	25/4
Kobuk	7/3 → 10/4	15/5	15/5	15/4	10/4	10/4	25/4	25/4	25/4
Noatak	7/3 → 10/4	15/5	15/5	20	20	20	25	25	25
Noorvik	7/3 → 10/4	15/5	15/5	20	20	20	25	25	25
Selawik	7/3 → 10/4	15/5	15/5	25	25	25	25	25	25
Shungnak	7/3 → 10/4	15/5	15/5	15/4	15/4	15/4	25/4	25/4	25/4
District Office	5	15/5	15/5	20	60	60	60	100	100
KMHS	5 → 10	15/5	15/5	10	10	10	25	25	25
JNES	NA	NA	NA	10	10	10	25	25	25
ATC	3	15/5	15/5	5	10	10	10	10	25
STAR Dorm	NA	NA	NA	NA	5	5	5	5	5
Cost of Service	\$5,099,210.05	\$5,166,180.00	\$5,163,480.00	\$6,303,870.00	\$5,930,532.00	\$5,930,532.00	\$7,623,192.00	\$8,104,272.00	\$8,285,448.00
E-Rate Revenue	\$4,034,271.60	\$4,649,562.00	\$4,647,132.00	\$5,673,482.82	\$5,337,478.80	\$5,337,478.80	\$6,860,872.80	\$7,293,844.80	\$7,456,903.20
BAG Revenue	\$408,014.89	\$56,846.00	\$58,130.00	\$44,024.00	NA	NA	\$169,266.80	\$169,266.00	\$187,384.00
District General Funds Cost	\$656,923.56	\$459,772.00	\$458,218.00	\$586,363.18	\$593,053.20	\$593,053.20	\$593,052.40	\$641,161.20	\$641,160.80

\*The first number in each cell is the download speed, and the 2<sup>nd</sup> is the upload speed. For example, 7/3 Mbps means 7 Mega-bits per second download speed and 3 Mega-bits per second upload speed. When no 2<sup>nd</sup> number is noted, the service is symmetrical with equal upload and download speeds. Symmetrical service occurs at no cost on Terra and Fiber services.

Type of Connection	Satellite (Slow, High-Latency)	Micro-wave (Terra) (Fast, Low-Latency)	Fiber (Fastest, lowest latency)
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BAG (Broadband Assistance Grant) was created through Legislation in 2014 and was initially received by the District in February 2015 to bring schools up to 10Mbps. The State of Alaska runs BAG to supplement internet costs that Districts pay using general funds. Bandwidth was raised in February 2015 from 7/3Mbps to 10/4Mbps. The State paid for 100% of this increase for all Districts, including the NWABSD.

The Federal Communications Commission (FCC) adopted the E-rate Modernization Order on July 11, 2014 (<https://www.fcc.gov/document/fcc-releases-e-rate-modernization-order>), and the Second E-rate Modernization Order on December 11, 2014 (<https://www.fcc.gov/document/fcc-continues-e-rate-reboot-meet-nations-digital-learning-needs>). In addition, the Order adopted bandwidth targets for schools of at least 100 Mbps per 1,000 students and staff (users) in the short term and 1 Gbps Internet access per 1,000 users in the longer term.

Noatak was upgraded from Satellite to Terra mid-year 2017-2018. This hardware upgrade made the initial E-Rate allocation look bloated since the application was submitted based on both satellite and terra at that location. The actuals are listed above. A shift was also made in 2017-2018 to allocate bandwidth based on student count and needs rather than just the minimum the State-supported through BAG. Buckland, Kiana, Ambler, Deering, Kobuk, Shungnak, Kivalina, and Noatak were all brought up to the initial FCC short-term goal that was established in 2014 by the FCC. Noorvik and Selawik were increased to be just slightly under-allocated from that goal. Kotzebue was increased to less than half of the 2014 goal. Noorvik, Selawik, and Kotzebue have all since been brought up to the minimum standard that was established in 2014.

In 2021, the Alaska Legislature increased BAG from supporting 10Mbps to 25Mbps which is reflected in the increase in bandwidth at qualifying sites from FY21 to FY22.

### Strategic Goal 3: Family Support and Engagement

Objective 1: NWABSD staff will have consistent, professional, and family-friendly communication with all stakeholders and families



1. Communications Regarding Gaggle Implementation
  - a. From 4/12/2022 – 05/09/2022
    - i. 0 Questionable Content Email Alerts (non-emergency but require timely follow-up) nationwide
    - ii. 0 Possible Student Situations reported (emergency)
2. Website and Accessibility
  - a. The current accessibility score for the website is 87.1. We strive always to maintain a minimum of 90 and are working on getting this score higher. This includes working with schools on their content and updating our website structure with the assistance of Blackboard.
  - b. All District department contacts have been updated and streamlined
  - c. Scheduled Blackboard accessibility check and update starting in July

### Strategic Goal 3: Family Support and Engagement

Objective 2: NWABSD will provide opportunities that support and engage families

1. E-Rate and the Emergency Connectivity Fund
  - a. **Window 1** - On March 23, 2022, the District was awarded \$14,371,030.47 for 100% paid internet service for qualifying student and staff homes for ten months.
    - i. Services from OTZ Telephone (villages) and GCI (Kotzebue) have taken over a month to begin.
  - b. **Window 3** – The NWABSD applied for \$14,502,104.65 in additional funding to extend the free internet in qualifying student and staff homes to December 2023. The District also applied for \$220,000.00 for devices which is partial funding for the upcoming laptop refresh (550 devices at \$400 each). This is per the limit in price that ECF will fund per device and the number of devices that go home in our schools. ECF may cover devices up to \$400 per device that goes home and no backpacks or cases. If funded, the laptops would need to be purchased with District funds, followed by reimbursement of actuals.

	Aug–Dec 2020	Jan-Jul 2021	Aug–Dec 2021	Jan-Jul 2022	Aug–Dec 2022	Jan-Jul 2023
<b>High School Laptops</b>	Refresh 2020					Refresh Fleet 2025
<b>5-8 School Laptops</b>	Refresh Fleet S2018 Purchase Cases					Refresh Fleet 2023
<b>SMARTBoards</b>	Purchased 2014/2015; Warranty expired 6/30/20; 10 Annually		10 Annually		10 Annually	
<b>Secretary, Principal, DO iMacs</b>	Principals – purchased 8/2017			Secretary and DO iMac Refresh	Principal iMac Refresh	
<b>K-4 iPads (PK-4)</b>	Fleet Purchased 11/16 Prepare and Refresh Apps		Refresh Fleet 2021	Refresh Apps		Refresh Fleet 2026



## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**FR:** Office of the Superintendent

**SUBJECT:** STAR/ATC Report

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Karla Head, Director of Alaska Technical Center (ATC), reports on the following:

### **ATC OVERVIEW:**

The following dates for short courses of training opportunities have been established as follows for next year:

- Commercial Driver's License Training (Fall/Spring)
- Heavy equipment operator training (Fall/Spring)
- 8-hour HAZWOPER Refresher Course (Fall)
- 40-hour HAZWOPR Course (Fall)
- Class D Driver's License (Fall/Spring)
- Toyo Stove Repair Training (3 trainings in Kotzebue, then travel to villages)

The following courses are being scheduled (trainer secured, dates to be finalized):

- Plumbing I, II, III
- Welding I, II
- Boiler/Furnace Repair (3 trainings in Kotzebue, then travel to villages)
- Introduction to Millwright

The following courses are being developed for the upcoming school year:

- Small business entrepreneurship (classroom & distance delivery)
- QuickBooks (classroom & distance delivery)
- Microsoft suite software training (classroom & distance delivery)

The director continues pursuing opportunities for courses/training in the following areas:

- Electrician apprentice
- Plumbing apprentice
- Drone Licensing Program
- Public Safety Training (VPSO)

Director Head continues to participate in meetings with stakeholders to boost not only relevant program and training offerings, but also build and boost partnership opportunities.

The Director continues to have a dialogue with Jen Jarvis, owner of Jen Jarvis Associates, to discuss the various program and training ideas that can connect with the Public Safety Accountability Project, which will support the planning of public safety by the communities of the Region.

Recruiter Jaylynn Rogers has been traveling around the region, to recruit students for the upcoming school year- for both full-year training programs, as well as for short course training.

The Adult Education program was reviewed by the Alaska Adult Education department in April. The reviewers were very thorough and provided a tremendous amount of feedback to ATC, to guide us toward developing a more robust adult education program.

**ENROLLMENT:**

We are currently recruiting students for the fall semester. We had 2 students graduate from the Culinary Arts program and 2 students graduate from the Construction Trades Technician program on May 6, 2022.

Number of Students		Program Enrollment
Adult	HS	
2	5	Construction Trades
2	7	Culinary Arts
3	2	Certified Nursing Assistant
9		CDL (4 completed the class)
6	5	Heavy Equipment Operator Training
	11	Solar Energy PV 101
	12	Basic Life Survival Course
17	2	Class D Driver's License
16		Toyo Stove Repair Training

Student Enrollment- GED Program						
January - May						
VILLAGE	STUDENTS ENROLLED	TOTAL CONTACT HOURS	SITE VISITS	TRAINING TYPE	GED BATTERY TESTS GIVEN	GED GRADUATES
Ambler	0	0		GED	0	0
Buckland	0	0		GED	0	0
Deering	1	4	OTZ	GED	1	0
Kiana	0	0		GED	0	0
Kivalina	0	0		GED	0	0
Kobuk	0	0		GED	0	0
Kotzebue	3	39	OTZ	GED	8	0
Noatak	0	0		GED	0	0
Noorvik	0	0		GED	0	0
Selawik	0	0		GED	0	0
Shungnak	0	0		GED	0	0

## MEMORANDUM

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**TO:** NWABSD Board of Education Members

**DATE:** June 7, 2022

**FR:** Office of the Superintendent

**SUBJECT:** Student Services

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Perrian Windhausen, Director of Student Services, reports on the following:

### **Data and Assessment:**

- Reviewed all graduates to determine who is eligible for the Alaska Performance Scholarship; seniors must have a minimum ACT or Work Keys score, meet GPA requirements, and have taken certain classes. We review graduates to determine who is eligible for this scholarship and notify families.
- Updated the sped student snapshot report to include accommodations from the AK STAR test; this replaces the PEAKS test and accommodations that were tracked specifically for PEAKS
- Submitted the yearly suspension report to the state; each year we report all suspensions to the state. Each suspension must contain certain information about the incident and follow rules depending on what kind of suspension it was.
- 20-day count audit; provided attendance records for students selected in audit to verify attendance during October.
- Activities in PowerSchool; updated and exported.
- Continued updating and testing of the updated Attendance Letters report; verified that log entries are being created for each student for each letter that is printed.
- Attended District Test Coordinator webinar; this was a debrief of the year and how testing went, it was also a chance to look ahead to the fall, AK STAR test scores should be available in mid-late October.
- Summer OASIS (Online Alaska School Information System) preparations: the Summer OASIS is a state report at the end of each year that we use to report all students enrolled and information about each student. To submit this report we verify our data, check it against the state's system, and work with the Sped team to ensure accuracy.
  - Verification of migrant student data
  - Verification of English Language Learner data
  - Verification of special education placement codes
  - Verification of 504 students
- Submitted the Alaska Military Youth Academy (AMYA) dropout report; this is done twice/year and is required by the state. Students who dropped from school are reported to AMYA for recruiting purposes unless the parents have opted out of sharing directory information.
- Record retention review to determine which records to archive.
- Calendar: See attached 2022-23 District-wide Calendar. In August will present drafts of another 3-year rotation of calendars.

### **Counselors**

Below is a summary of counseling activities,

Lessons: We used the 4<sup>th</sup> R curriculum both in the classroom and virtually on Teams. Counselors presented lessons every Tuesday & Thursday during homeroom for 30 minutes. Classes consisted of the following subjects:

1. Relationships & Personal Safety
  - What a healthy relationship looks like
  - Peer pressure
  - Stressors and how to cope, seek support, & emotional wellness
2. Substance Abuse & Addictions

- Drinking & Binge Drinking
  - Resilience & Influences
  - Substance Abuses & Support: Methamphetamines, Adderall & Marijuana, Prescription drugs addiction & Skittles, Coke/heroin, Stimulants, Opioids, and Hallucinogens
3. Human Development & Sexual Health (Also Maniilaq supported)
- Stereotypes & Support
  - Preventing STDs
  - Sexual Consent & Responsibility

Additionally, counselors taught general lessons on appropriate *behaviors, study skills, concentration, organizational skills, testing methods, problem-solving, and self-management* among other academic proficiencies and executive functions from the Safe & Civil Foundations Guides using the Foundations Modules A-F.

We used the Tough Kids curriculum for Bully Blocker techniques and Social Skills. We also did ongoing presentations on Bully intervention, prevention, & positive behavior supports. Included in these lessons were videos and trainings from Brook Gibbs (professional Bully Prevention speaker), a counselor's personal experiences, and a repertoire of bully prevention lessons.

All Counselors/Deans presented in the elementary classrooms teaching Kelso's Choice: Problem Solving and Self-Management. These were scheduled in-class presentations that happened weekly as arranged between teacher and counselor. Also, teachers/counselors did Second Step Lessons in the classroom to comply with the Safe Children's Act on Safe Touch.

There were also quite a few presenters from other organizations both in-person and virtually. Presenters: Maniilaq – (Topics: Tobacco Use/Abuse Prevention, Dating Violence, Safe Touch, Safe sex, Healthy Relationships, Wellness, Suicide Prevention, Maniilaq IT Jobs, etc) *Jackie Hill, Roberta Moto, Tanya Kirk, Alexis Santoni, Cordelia Stewart, Mary Garfield, Christina Balacuit, Dominique Tso, Brad Reich & Robert Kirk* and others that helped or participated. Also, *Ashley Nies, Joel Alowa, Roberta Moto, Tanya Kirk* and others presented to Counselors/Deans and teachers for professional growth.

Rural Cap – *Charlie Ess* (Speaking and created videos for students on Vaping and tobacco use prevention and making healthy body choices)

State Department of Ed & AKCIS – *Julia Renfro* shows student how to build career profiles and use the Alaska Career Information System (AKCIS). The system helps students identify career pathways, learn about careers/jobs available in Alaska, pay, schooling requirements, job descriptions, certifications &/or training needed, and career interests and skill profiles to help them find jobs that align with their own interests & skills.

Academic & Career Presenters: *UAF & UAA Registrar* and *Financial Aid, Minnie Naylor* for UAF and RAHI (Virtual & IN-Person), *Aqqaluk Trust – Charlene Ferguson, HR Rep Denise Bruneau* for the Alaska Court System presented in person, *Registration* for Alaska Pacific University APU (mostly virtual presentations during Homeroom and conducted on several occasions)

Student Data from Counselors 22-23 school year:

- Counselor Log Entries for individual counseling services: 2633 (Logs include Academic visits, Crisis, Harm-to-self, Teacher/Principal referrals, Behavior, Scheduling, College & Career Prep, etc.)
- Harm-to-Self Reports (YTD): 65
- Students in individual contracted counseling: Between 4 to 10 all year, Avg (8)
- Completed 42 District-Wide ACT Tests
- Number of students who completed appropriate classes to initiate APS qualification = 20 (Students' final qualification is dependent upon ACT &/or Work Keys scores)
- UA Scholars nominations are submitted for FY23.

### **Special Education:**

- Onsite Extended School Year (ESY) in-person services are provided in villages and Kotzebue sites with the last day of ESY on May 24<sup>th</sup>.
- All sped paperwork has been reviewed for compliance and all files are up to date.
- Office of Special Education Programs (OSEP) requires each state to collect and report data on provisions of the IDEA (Individuals with Disabilities Act). While much of this data is already collected in established data collections, there are a few data elements not collected via any other means. Those federally required elements are the reason for the Supplemental Workbook data collection. Our Special Education Department has completed the FY22 report.
- All specialists (Occupational Therapist, Physical Therapist, Speech/Language Pathologist, Vision, Behavior, Autism, Psychologist, Service Coordinators and Interpreters) have been hired for the 2022-23 school year, and MOA's completed (see handout of Student Services assignments).
- Planning started for FY23 sped in-services and training.

### **Infant Learning Program Report (ILP) / Early Learning and Family (ELF):**

- Nauyaq was honored as Student of the Year by Chukchi College for her dedication to pursuing her degree.
- Edna Elisabeth Nyang SLP, Janelle Coop, SLP and Alison Barnette PT traveled to Kotzebue, and we engaged with them with currently enrolled families and in regards to children who are about to transition out of ELF.
- Tracey Schaeffer collaborated with Dr. Gotcsik during the Kotzebue Pediatric Field Clinic, in which the needs of many school-aged students (receiving sped services) were addressed. Nauyaq stepped in to engage with the younger children. We continue to receive referrals for children with very significant medical and social needs.
- Jane Atuk worked onsite reviewing files, inspecting paperwork, examining TCM billing
- Enrollment has increased to approximately 25 children with several referrals in the works.
- We are continuing the re-configuring of developmental screenings for children under 3. As part of our Child Find, we continue to host a monthly drawing for a stroller or other baby items to parents who completed the Ages & Stages Parent Questionnaire. We utilize the ELF Facebook parent page and have increased interest and awareness of ELF. Onsite Child Find visits were completed in Ambler, Shungnak, and Point Hope. We were fortunate to finally have access to Point Hope, they have been very locked down during COVID. Nauyaq went there and was very well received by families, clinic staff, and the school. A few more Child Find visits are scheduled in the upcoming weeks.
- The State of Alaska DHSS websites and databases finally went back online. ELF staff is diligently working to catch up on a year's worth of data entry.
- Due to the delay in the State Operating Budget approval, we anxiously awaited the continuation RFP for the program and the application for the grant to continue for FY23 was submitted on May 18<sup>th</sup>, 2022.
- We have explored attempting to hire people onsite in villages to help increase services and alleviate the burden of anticipated increases in travel expenses. This is a work in process.
- We participated in Suicide Prevention training, the Early Childhood Mental Health Institute Training, and State of Alaska Infant Learning Meetings
- We have been working more closely with the Maniilaq Family Crisis Center and mothers temporarily residing there with young children.

### **ACTION ITEM ON THE AGENDA:**

#### **NWABSD Memo 22-110 Approval of MOA Addendum, Phillip Tafs PCR Alaska**

The administration recommends board approval of the MOA Addendum with PCR Alaska, in the amount not to exceed \$12,000 as presented.





# NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

## 2022-2023 District Calendar

**Key:**  
 I = Inservice day  
 W = Work day  
 S = School day  
 H = Legal holiday  
 V = Vacation

Aug-2022						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
	I	I	I	I	I	
7	8	9	10	11	12	13
	W	S	S	S	S	
14	15	16	17	18	19	20
	S	S	S	S	S	
21	22	23	24	25	26	27
	S	S	S	S	S	
28	29	30	31			
	I	S	S			

Sep-2022						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
				S	S	
4	5	6	7	8	9	10
	H	S	S	S	S	
11	12	13	14	15	16	17
	S	S	S	S	S	
18	19	20	21	22	23	24
	S	S	S	S	S	
25	26	27	28	29	30	
	S	S	S	S	S	

Oct-2022						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
	S	S	S	S	S	
9	10	11	12	13	14	15
	S	S	S	S	S	
16	17	18	19	20	21	22
	I	I	S	S	S	
23	24	25	26	27	28	29
	S	S	S	S	S	
30	31					
	S					

Total	23	S	16
W	1	H	0
I	6		

Total	22	S	21
W	0	H	1
I	0		

Total	21	S	19
W	0	H	0
I	2		

Nov-2022						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
		S	S	S	S	
6	7	8	9	10	11	12
	S	S	S	S	S	
13	14	15	16	17	18	19
	S	S	S	S	S	
20	21	22	23	24	25	26
	S	S	S	H	H	
27	28	29	30			
	S	S	S			

Dec-2022						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
				S	S	
4	5	6	7	8	9	10
	S	S	S	S	S	
11	12	13	14	15	16	17
	S	S	S	S	S	
18	19	20	21	22	23	24
	V	V	V	V	V	
25	26	27	28	29	30	31
	H	V	V	V	V	

Jan-2023						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
	H	S	S	S	S	
8	9	10	11	12	13	14
	S	S	S	S	S	
15	16	17	18	19	20	21
	S	S	S	S	S	
22	23	24	25	26	27	28
	S	S	S	S	S	
29	30	31				
	S	S				

Feb-2023						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
			S	S	S	
5	6	7	8	9	10	11
	S	S	S	S	S	
12	13	14	15	16	17	18
	I	S	S	S	S	
19	20	21	22	23	24	25
	S	S	S	S	S	
26	27	28				
	S	S				

Total	22	S	20
W	0	H	2
I	0		

Total	13	S	12
W	0	H	1
I	0		

Total	22	S	21
W	0	H	1
I	0		

Total	20	S	19
W	0	H	0
I	1		

Mar-2023						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
			S	S	S	
5	6	7	8	9	10	11
	S	S	S	S	S	
12	13	14	15	16	17	18
	V	V	V	V	H	
19	20	21	22	23	24	25
	S	S	S	S	S	
26	27	28	29	30	31	
	S	S	S	S	S	

Apr-2023						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
	I	S	S	S	S	
9	10	11	12	13	14	15
	S	S	S	S	S	
16	17	18	19	20	21	22
	S	S	S	S	S	
23	24	25	26	27	28	29
	S	S	S	S	S	
30						

May-2023						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
	S	S	S	S	S	
7	8	9	10	11	12	13
	S	S	W			
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Student Days	172
Holidays	6
Work days	2
Inservice	10
<b>Total</b>	<b>190</b>

Shaded dates = end of quarter/semester

1st QTR 42  
 2nd QTR 46  
 3rd QTR 43  
 4th QTR 41

Total	19	S	18
W	0	H	1
I	0		

Total	20	S	19
W	0	H	0
I	1		

Total	8	S	7
W	1	H	0
I	0		

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**NUMBER:** 22-110

**FR:** Office of the Superintendent

**SUBJECT:** Approval of MOA  
Addendum, Phillip Tafs  
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 Addendum to Memorandum of Agreement (MOA) with PCR Alaska to provide additional Behavior Support services including Extended School Year (ESY) services.

### **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, during the summer of 2019 for Extended School Year (ESY) services as required by special education policy for special education programs with challenging behaviors. PCR will provide 2 Board Certified Behavior Analysts (BCBA) on-site services in May including ESY, to partner in developing programming for student services, develop data collection processes and provide ongoing training to both teachers and aides.

This contract will provide the opportunity to assist the district in providing services to improve educational advantages for students in the district. PCR Alaska also consult with all staff, parents, community members, and agencies. The MOA Addendum, which includes travel, is for \$12,000 and is **paid for by special education grant funds**.

### **ALTERNATIVES:**

1. Approve the Addendum of Memorandum of Agreement (MOA) for PCR Alaska, in the amount not to exceed \$12,000.
2. Disapprove the MOA for PCR as presented.
3. Take no final action.

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

The administration recommends board approval of the MOA Addendum with PCR Alaska, in the amount not to exceed \$12,000 as presented.

**NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT**

**ADDENDUM TO  
MEMORANDUM OF AGREEMENT**

**Number: \_\_\_(PO # 200143)\_\_\_**

Between

Name: PCR Alaska LLC

Address: P.O. Box 241224

Anchorage Alaska 99524

and

**Northwest Arctic Borough School District**

The above referenced Memorandum of Agreement is hereby amended as follows:

Account Code: 293.099.220.222.410

Amount: \$97,000. (An additional \$12,000)

Contractor Additionally Agrees: Provide additional Behavioral Support services.

District Additionally Agrees: Reimburse for additional support services (an additional \$12,000) using sped grant funds.

Date of Board Approval: \_\_\_\_\_

Agreed to by:

\_\_\_\_\_  
Contractor, (Sign and Return to Program Contact Person)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Signature, Northwest Arctic Borough School District

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director of Administrative Services, Northwest Arctic Borough School District

\_\_\_\_\_  
Date

## MEMORANDUM

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**TO:** NWABSD Board of Education Members                      **DATE:** June 7, 2022  
**FR:** Office of the Superintendent                                      **SUBJECT:** State & Federal Programs Report

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Joy Cogburn-Smith, Director of State & Federal Programs, reports on the following:

### **Migrant Education**

Summer School took place beginning on May 11<sup>th</sup>, 2022. Four hundred eighty students from around the district participated in activities that focused on enrichment activities. Activities varied by site and included the following:

Music and Art & Crafts	Reading & Math Enrichment
Fire building	Early Literacy Enrichment
Bridge building and testing for strength	Cultural Activities
Paper Airplane Design	Credit Recovery for High School Students

We want to thank all the teachers, paraprofessionals, and students for making the 2022 Summer School a success.

### **Career Exploration Anchorage May 22<sup>nd</sup> – 28<sup>th</sup>, 2022 (Juniors & Seniors)**

We had 14 students from Noatak, Buckland, Ambler, and Kotzebue participate in the Career exploration trip. Students visited businesses like NANA Worley and NANA construction where the students learned about the job opportunities that were available to shareholders through NANA. During the NANA construction visit in Big Lake students learned how the homes that recently were erected in Kiana were constructed inside NANA Construction facility. Students learned about the opportunities available to become carpenters, plumbers, and electricians and received information on the training available through NANA. Students also visited the fish hatchery near Ship Creek and the Aviation center from UA and the conservation park near Alyeska to view muskox, bear, and caribou. They also participated in college and career preparation activities such as practice assessments for placement and received information on college admissions.

### **Alaska Native Science & Engineering Program (ANSEP)**

Middle School Academy June 12 - 18 in Anchorage (17 students)  
Kotzebue STEM Ready June 9 - 13 for 5<sup>th</sup> grade students

### **Grant Management**

No changes for grant overview other than the addition of a new pending grant submitted to Alaska Department of Education and Early Development (DEED) for a targeted afterschool program at JNES, Ambler, and Selawik School for \$299,000 for 2 years. FY23 Grants Overview will be presented at the August Board Meeting.

Alaska Native Education grant for \$4,482,228 over three years was submitted in April for continued STAR of the Northwest support. And the Indian Demonstration Grant was also submitted to support ANSEP for \$2,292,921 over 5 years. Grant award announcements for federal grants will be in late August or September. The DEED afterschool grant awards will be announced in June.

### **COVID Funding**

ESSER III has been updated to include the estimates on COVID leave costs. Some FY22 costs being moved to FY23 as items will not be received until July.

### **Selawik School Empowerment Plan**

Selawik School has been participating in the first cohort of the new school improvement process the Department of Education has designed for schools in comprehensive improvement. They have been working with a state empowerment coach to work through the Empowerment Process and have developed the attached plan. Because of the change in leadership, the draft plan will be refined going into the new school year by the new school leadership in coordination with local stakeholders and school staff.

The School Recognition and Support Team at DEED designed Alaska's School Recognition and Support (SRS) system to empower districts, Alaskan Native Tribes, and schools to build systemic capacity for improvement, and differentiated assistance to build local capacity for improvement and supports to remedy persistent low performance.

SRS integrates accountability, a comprehensive needs assessment, and school improvement into one seamless approach to continuously build, improve, and expand effective, evidence-based practices to improve student performance.

The SRS consists of three key components: evidence-based practices, continuous improvement steps, and differentiated supports. For the 2022-2023 school year both Ambler School and Selawik will be participating in the School Empowerment Process guided by DEED.

Summer School 2022



Career Exploration Trip



## RURAL EMPOWERMENT FOR SCHOOL SUCCESS PLAN

School Name: Davis-Ramoth School		Date of Plan: May 2022
City/County: Selawik	Zip Code: 99770	Phone Number: 907-484-2142
Principal:		
District: Northwest Arctic Borough School District	Superintendent: Terri Walker	District Liaison/Contact: Joy Cogburn-Smith
School's Vision: To graduate all students with the knowledge, skills, and attitudes necessary for a successful		
School's Mission: To provide a learning environment that inspires and challenges students and employees to excel		

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Goal 1 75% of the students will demonstrate grade-level Reading Achievement increases by the end year 3 as measured by assessments indicated below.					
Measures					
Indicators	Data Source	Baseline	Target Yr. 1	Target Yr. 2	Target Yr. 3
DIBELS Grade level reading assessments	DIBELS	TBD	10% increase of students moving up to the next level annually	10% increase of students moving up to the next level annually	10% increase of students moving up to the next level annually
Core curriculum	Program assessments		5% increase of students reading at grade level annually	5% increase of students reading at grade level annually	5% increase of students reading at grade level annually
NWEA	MAP		10% of students meet their growth targets	20% meet growth targets	30% of students meet their growth targets

Strategy—NEED: each strategy stated as an IF THEN  
 If we implement new ELA curricula with fidelity, continue effective tier two interventions in ETC and RazKids, systematically implement MTSS/RTI process including systematic DIBELS progress with K-8 monitoring and identifying skill deficiencies for K-8 students, and increase Professional Development for teachers for reading/literacy strategies, then teachers will have access to data to plan and deliver reading/literacy instruction with increased understanding of data and reading/literacy effective strategies, and students will meet their growth targets in reading.

Measures					
Indicators	Data Source	Baseline	Target Yr. 1	Target Yr. 2	Target Yr. 3
Teachers systematically plan DIBELS progress monitoring into classroom weekly schedules	Lesson Plans DIBELS Assessment Principal Walkthroughs	Fall 2022	100% of k-8 teachers will PM all students monthly	100% of k-8 teachers are PM student minimum of every two weeks	100% weekly pm k-8 all students
Follow up with CORE assessment as needed for 3-8 students to identify skill deficiencies	CORE Assessment	Fall 2022	100% of the teachers will assess Tier 3 students monthly with CORE with other students as needed	100% of the teachers will assess Tier 3 students monthly with CORE with other students as needed	100% of the teachers will assess Tier 3 students monthly with CORE with other students as needed
RTI/MTSS implementation specific to reading based on teacher analyzation	Meeting schedule	Fall 2002	Monthly	Monthly	Bi-Monthly

and site data team meetings	Site data teams		meeting to review PM data and other available data (program and MAP)	meetings to review data (program and MAP)	meetings to review student data (program and MAP)
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Year 1 Milestones and Actions

Milestone 1: Teachers implement DIBELS k-8 systematically as noted with student data, on lesson plans and through classroom implementation.					
Actions	Anticipated Outputs	Timeline	Resources/Budget	Person Responsible	Collaborators
1. Train staff in DIBELS	Teachers/Staff implement DIBELS assessment	Beginning of Academic School Year August/September annually	DIBELS/provided by NWABSD	Principal and D.O. Curriculum Director	DO, teachers, principal
2. Implement DIBELS PM	Teachers/Staff analyze student data	Monthly as indicated above	DIBELS/provided by NWABSD/Data Team EDCs (SIG)	Principals verify teacher implementation	District Office and Principal and teachers
3 Response to data through instruction	Teachers reflect student data analysis in teaching strategies and implementation	Monthly lesson adaptations as indicated	DIBELS/provided by NWABSD	Principals verify teacher implementation	District Office and Principal and teachers
Milestone 2: Teachers will implement new core curriculum with fidelity as indicated on lesson plans and classroom implementation.					
Actions	Anticipated Outputs	Timeline	Resources/Budget	Person Responsible	Collaborators
Professional development in CORE	Teachers acquire knowledge and strategies for CORE implementation	Beginning of Academic School Year Aug/Sept	CORE materials	DO, Curriculum Director, Principal	DO, Teachers, Principal
Walk through training	Teachers acquire implementation practice and knowledge	First quarter of academic year		DO, Curriculum Director, Principal	DO, Teachers, Principal
Lesson plan reviews	Teachers demonstrate application of CORE for instruction	Monthly		Principal	Teachers
Milestone 3: Teachers will utilize NWEA MAP data and DIBELS data in data dialog for RTI/MTSS and implement teaching strategies based on the data.					
Actions	Anticipated Outputs	Timeline	Resources/Budget	Person Responsible	Collaborators
PD in MAP reports	Teacher knowledge and skills acquired as based on MAP data	Initial training annually in Aug/Sept	MAP provided by district	DO, Curriculum Director, Principal	DO, Teachers, Principal, School Administration
Data Dialog training	Teacher knowledge	Follow-up	Data Team EDCs	DO, Curriculum	DO, Teachers,

	and skills acquired as based on MAP data and teacher identification of classroom strategies	implementation training to identify teaching strategies to address student data	(SIG)	Director, Principal	Principal, School Administration
Implementation of teaching strategies to address student data in lesson plans and implemented in classroom activities	Teachers identify and implement appropriate teaching strategies to address student data indicators	Monthly review of lesson plans by site administrator. Monthly classroom observation by site administrator.		Site administrator for supervision. Teachers for lesson plans, student data analysis, and classroom implementation.	Site administrators, Teachers, Staff

<b>Goal 2</b>					
To increase grade level student attendance by 3% annually to ultimately achieve a minimum attendance rate 95% at each grade level.					
<b>Measures</b>					
Indicators	Data Source	Baseline	Target Yr. 1	Target Yr. 2	Target Yr. 3
Increase Weekly attendance incentives	PowerSchool Attendance Data	SY22 Attendance Data calculated by grade level. K 72.35 % 1 67.62 % 2 71.61 % 3 76.81 % 4 75.24 % 5 80.01 % 6 75.83 % 7. 71.28 % 8. 71.47 % 9. 70.67 % 10. 67.06 % 11. 58.63 % 12. 64.48 %	Increase by 3% the number of students achieving improved or perfect attendance	Increase by 3% the number of students achieving improved or perfect attendance	Increase by 3% the number of students achieving improved or perfect attendance
Increase Monthly attendance	PowerSchool	Based on Power School data	Increase by 3% the number of students achieving improved or perfect attendance	Increase by 3% the number of students achieving improved or perfect attendance	Increase by 3% the number of students achieving improved or perfect attendance
Increase Quarterly attendance	PowerSchool	Based on Power School Data	Increase by 3% the number of students	Increase by 3% the number of	Increase by 3% the number of students

			achieving improved or perfect attendance	students achieving improved or perfect attendance	achieving improved or perfect attendance

Strategy IF student attendance increases by improved or perfect attendance and students are recognized through assemblies with awards and parents/community are invited quarterly, then teachers will be more successful systematically implementing teaching strategies and students will meet reading/literacy growth targets.

Measures

Indicators	Data Source	Baseline	Target Yr. 1	Target Yr. 2	Target Yr. 3
Teachers recognize individualize student attendance within classroom weekly	Weekly student attendance	Use individual student attendance based on weekly improvement – student achieves 100% attendance or improves attendance over previous week. School wide: SY22 Attendance Data calculated by grade level. K 72.35 % 1 67.62 % 2 71.61 % 3 76.81% 4 75.24 % 5 80.01% 6 75.83% 7. 71.28 % 8. 71.47% 9. 70.67% 10. 67.06% 11. 58.63% 12. 64.48%	Schoolwide: Increase by a minimum of 3% the number of students achieving improved or perfect attendance	Schoolwide: increase by a minimum of 3% the number of students achieving improved or perfect attendance	Schoolwide: Increase by a minimum of 3% the number of students achieving improved or perfect attendance
Teachers recognize within the classroom individual student improved or perfect weekly attendance by providing small incentive (developed by teacher – stickers, extra activity, etc. )		SY22 Attendance Data calculated by grade level. K 72.35 % 1 67.62 % 2 71.61 % 3 76.81% 4 75.24 % 5 80.01% 6 75.83% 7. 71.28 % 8. 71.47% 9. 70.67% 10. 67.06% 11. 58.63% 12. 64.48%			

Milestones and Actions

Milestone: Attendance incentive events are held quarterly throughout the school year inviting parents/community.					
Actions	Anticipated Outputs	Timeline	Resources/Budget	Person Responsible	Collaborators
Establish routine for regular incentives for attendance	Attendance incentives activities are regularly carried out	Sept. 2022- May 2023	Stipend for attendance incentive manager.	Principal	Staff, teachers
Hold quarterly events (assembly, etc) to recognize student improved or perfect attendance)	Improved student attendance and increased learning	Quarterly each academic year	Stipend for attendance incentive manager.	Principal, staff, teachers, coordinator	Staff, teachers
Provide and implement quarterly student reward for perfect or improved quarterly attendance	Improved student attendance and increased learning	Quarterly each academic year	Stipend for attendance incentive manager.	Principal, staff, teachers, coordinator	Staff, teachers

Milestone: A student event is held quarterly to recognize students with perfect or improved attendance (quarterly).					
Actions	Anticipated Outputs	Timeline	Resources/Budget	Person Responsible	Collaborators
Identify possible student incentive activities for quarterly implementation incentives (i.e. awards, open gym, popcorn party, movie night, cultural activities).	Improved student attendance, increased learning	By Sept 30 of each year, flexible and can be modified according to season and inputs	School Improvement Grant (SIG)	Principal, staff, student representative	
Plan for implementation of incentive activities quarterly	Improved student attendance, increased learning	By end of each academic quarter	School Improvement Grant (SIG)	Principal, staff, student representative	
Implementation of incentive activities quarterly.	Improved student attendance, increased learning	End of each academic quarter	School Improvement Grant (SIG)	Principal, staff, student representative	

**Goal 3**

To improve school climate, increase relevancy and improve student engagement of students as demonstrated through increased % of satisfaction on the relevant annual School Climate survey for students, teachers, and communities.

**Measures**

Indicators	Data Source	Baseline	Target Yr. 1	Target Yr. 2	Target Yr. 3
School climate and Connectedness Survey (SCCS) 6-12 Peer Climate, Respectful Climate, and Cultural Connectedness 3-5 Social and Emotional Learning	SCCS student surveys	2022 SCCS 6-12 Peer Climate—32%, Respectful Climate— 60% Cultural Connectedness—68%  3-5 Social and Emotional Learning—60%	School-Wide increase on selected questions by 3% over baseline	School-Wide increase on selected questions by 6% over baseline	School-Wide increase on selected questions by 9% over baseline

Strategy IF we address staff/student/community concerns with positive actions in the areas of school climate on the survey, then teachers will be more effective with teaching strategies and student academic achievement will increase.

**Measures**

Indicators	Data Source	Baseline	Target Yr. 1	Target Yr. 2	Target Yr. 3
Baseline survey completed May 2022	Survey Results				
Analyzing selected SCCS. Note whether a + or – trend.	Aug/Sep annually	Baseline data % available on NWABSD website	Selected questions will have a positive increase	All categories will increase by at least 2%	All categories will increase by at least 2%
Identify + actions to increase agreement in the above areas on the survey.	Sept/Oct annually	Survey data from previous year	All categories listed will have a positive increase, not negative trend	All categories will increase by at least 2%	All categories will increase by at least 2%

Milestone: Teachers review survey results in areas noted above and develop strategies to improve areas.					
Actions	Anticipated Outputs	Timeline	Resources/Budget	Person Responsible	Collaborators
Staff review survey results note + and - trends	Noted areas of needed improvement as per surveys	Aug./Sept. annually		Principal	District Liaison
Staff identify strategies to improve to + trends in the survey areas	Engagement activities matching survey results are planned and implemented	Sept/Oct annually			
Safe and Civil Schools PBIS Professional Development offered to teachers, administrators and staff	Classroom/School Strategies to improve school climate and engagement	August, Sept annually	Safe and Civil facilitator (SIG)	DO – Director of State and Federal Grants	Principal, Staff, Teachers

Milestone: Quarterly schoolwide engagement activities matching the survey results are planned and carried out by each teacher annually.					
Actions	Anticipated Outputs	Timeline	Resources/Budget	Person Responsible	Collaborators
1. Teacher lesson plans include engagement activity	Increased student engagement and learning	Begin Sept, reviewed monthly on lesson plans by Principal		Teacher	Staff, principal
2. Teacher implementation of engagements activities	Increased student engagement and learning	Begin Sept, reviewed monthly on lesson plans by Principal	Materials and supplies (SIG)	Teacher	Staff, principal

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**FR:** Office of the Superintendent

**SUBJECT:** Curriculum & Instruction  
Report

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Dana Orton, Curriculum and Instruction Director, reports on the following:

### **Strategic Goal 1: Student Learning**

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

*1.1.2 Student Data Teams identify and act on student social/emotional, behavioral, and academic needs.*

- a. Collaborative Meetings** – Site Data Teams concluded their meetings for the school year on April 18<sup>th</sup>. Data entered is archived by the sites in the Embrace system and the data can be accessed for next school year and beyond.
- b. Multi-Tiered System of Support (MTSS)**
  - a. 75 total interventions for 54 students
  - b. Tier II interventions (small group)
    - i. 46 students receiving at least one intervention
    - ii. Interventions K-3<sup>rd</sup> – 27
    - iii. Interventions 4<sup>th</sup>-12<sup>th</sup> – 32
  - c. Tier III interventions (individualized)
    - i. 14 students receiving at least one intervention
    - ii. Interventions K-3<sup>rd</sup> – 10
    - iii. Interventions 4<sup>th</sup>-12<sup>th</sup> – 6
  - d. Students will receive support in the fall based on previous progress/tier and data collected by the current classroom teacher. Parents will be notified if a student enters or exits tier II or tier III.
- c. Dynamic Indicators of Basic Early Literacy Skills (DIBELS):** End of Year Benchmarking was completed. The data will be used to measure the progress and needs of the students as they return next fall.
- d. Professional Development** – Data Teams will regularly meet in 2022-2023. Teachers and instructional aides will receive additional training on the Multi-Tiered System of Support (MTSS) process and effective interventions during Fall Inservice and throughout the 2022-2023 school year.

*1.1.3 Develop a culturally responsive Physical Science and Biology curriculum.*

#### **a. Iñupiaq Science Curriculum Project:**

- a.** Both positions associated with the project have been filled. The second position will begin July 1st.
- b.** The project timeline has been updated to reflect the hiring dates of the positions.
- c.** Planning and research work will continue throughout the summer.
- d.** Meetings for the Language Task Force, Project Advisory Committee, and Project Development Committee will be scheduled for August and September.
- e.** Funding has been applied for through Village Improvement Funds (VIF).

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

1.2.1 Provide equitable access to learning resources and supports.

**a. Home School Enrollment:**

- a. 35 full-time home school students currently enrolled
  - i. Elementary - 12
  - ii. Middle School – 8
  - iii. High School – 15
- b. 8 graduates thus far in the 2021-2022 school year

**b. Curriculum Review & Purchase Cycle**

<b>Curriculum Area</b>	<b>Curriculum Review</b>	<b>Purchase Textbooks &amp; Materials</b>	<b>Implementation</b>
Inupiaq Physical Science, Biology, and Environmental Science	2020-2024	Spring 2022-24	2023-2026
Math	2023-2024	Spring 2024	2024-2025
Social Studies/Health	2025-2026	Spring 2026	2026-2027
Science K-8, HS Physics & Chemistry	2025-2026	Spring 2026	2026-2027
English Language Arts 7-12	2029-2030	Spring 2029	2030-2031
English Language Arts K-6	2029-2030	Spring 2029	2030-2031

Supplemental resources are reviewed and purchased as needed.

**c. Professional Development** – The Staff Development Specialist visited sites to provide support from April 20-22.

**a. Training**

- i. Scheduled to attend the Alaska School Leadership Institute in May.
- ii. Scheduled to attend the NWEA Fusion Educational Conference in June (Measures of Academic Progress (MAP) data).
- iii. Scheduled to attend the Safe and Civil Schools Conference in July.

**b. iPad Refresh**

- i. Surveyed K-4 teachers on iPad usage and professional development needs.
- ii. Developed a list of apps to be used in 2022-2024.
- iii. Will work with the technology department to purchase and develop an iPad image for the fall of 2022.

**d. Literacy Grant** - Literacy Specialists began supporting sites in January and continue to visit sites to provide in-person training and parent/community engagement. All locations will receive a book distribution for students ages 3 through 12th grade during the fall.

**a. Travel** to BCK, DRG, and site visits at JNES and KMHS

- i. DIBELS
- ii. Classroom literacy activities
- iii. Station activities
- iv. ECRI
- v. Small group intervention/activities
- vi. Science of Reading
- vii. MAPs data

**b. Training**

- i. Attended the Alaska Science of Reading Symposium from April 27 – May 1, 2022.
- ii. Scheduled to attend the Safe and Civil Schools Conference in July.

**c. Book Distribution**

- i. The team distributed books from previous purchases as they visited the sites this spring.
  1. Classroom distributions took place in Kiana, Kobuk, Shungnak, Deering, Ambler, Kivalina, and Selawik.
  2. Literacy Night events took place in Noorvik, Deering, Ambler, and Kotzebue (both JNES and KMHS).



- ii. Developed a list of grade-level books for distribution and assisted in sourcing the materials
- iii. Developing materials for each book
  1. Building anticipation activity
  2. Classroom activity
  3. Take-home activity

*1.2.3 Provide interventions and supports for credit-deficit high school students and K-8 projected learning loss.*

**a. NWABSD High School Credit Recovery** is available, May 12<sup>th</sup> -May 22<sup>nd</sup>, for all High School students at their respective school sites.

- a. About 100 students enrolled/attending
- b. 82 semester credits were earned thus far in summer school across the district
- c. 5 students graduated with credits earned in summer school
- d. Approximately 20 students are continuing classes throughout the summer

**b. Multi-Tiered System of Support (MTSS) –**

- a. Data entered is archived by the sites in the Embrace system, and the data can be accessed for the next school year and beyond.
  - i. 56 students receiving Tier II interventions (small group)
    1. K-3<sup>rd</sup> – 23
    2. 4<sup>th</sup>-12<sup>th</sup> - 33
  - ii. 16 students receiving Tier III interventions (individualized)
    1. K-3<sup>rd</sup> – 10
    2. 4<sup>th</sup>-12<sup>th</sup> – 6
- b. Students will receive support in the fall based on previous progress/tier and data collected by the current classroom teacher. If a student enters or exits tier II or tier III, parents will be notified.

**Objective 3:** *NWABSD will engage all students in learning during both remote and in-person learning.*

1.3.1 *Empower student learning through teacher clarity.*

- a. **Professional Development** - Training covering teacher clarity and feedback provided through partnerships with the Increasing Performance and Retention in Alaska's Rural Schools (IPRARS) grant.
  - a. Additional professional development sessions are planned for October and will become more specific to district/teacher needs.
- b. **Master Schedule** – Two-year master schedule has been developed and updated for 2022-2023 in coordination with the Student Services department. Distance learning opportunities (VTC courses) have been included based on student needs throughout the district.

1.3.2 *Students reflect, reason, and explain their thinking by asking and answering questions and engaging in dialogue with others.*

- a. **Professional Development** - Training provided through partnerships with the Increasing Performance and Retention in Alaska's Rural Schools (IPRARS) grant.
  - a. Additional professional development sessions are planned for October and will become more specific to district/teacher needs.

## **Strategic Goal 2: Student Safety**

**Objective 1:** *Students and staff will create a safe physical environment.*

- a. **CPI Training** – All staff training for Crisis Prevention Institute was rescheduled for the fall. The training is for all staff and comprises three hours of virtual/in-person training and two hours of online training and assessment.
- b. **First Aid/CPR** – Classified staff will receive training during Fall Inservice in 2022.

**Objective 2:** *Students and staff learn and work in a safe environment.*

2.2.1 *Continued implementation of Safe & Civil protocols with increased emphasis in building student/teacher relationships through STOIC*

- a. **Professional Development** – Coordination of professional development opportunities and staff training is being arranged, focusing on Fall Inservice, and continuing throughout the year for all staff.

## **Other Curriculum Information:**

- a. **Letter Witting Campaign – MacKenzie Scott**
  - a. Philanthropist MacKenzie Scott has pledged \$133.5 million to a nonprofit that helps keep children in schools.
  - b. Students from three classrooms received prizes for participating in a letter-writing campaign inviting Ms. Scott to visit our region. Letters promoted our region and the challenges and opportunities available here.



**b. Fall Inservice – August 1-5**

- a. Virtual/On-site Inservice for both certified and classified employees throughout the region.
  - i. Approximately 83 sessions are being offered.
  - ii. Sessions are targeted for both certified and classified staff
- b. Staff will be able to choose the many sessions that best support their professional learning needs.

**c. Current and Upcoming Projects and Partnerships:**

- a. **Science, Technology, Engineering, and Mathematics Teaching in Rural Areas using Cultural Knowledge Systems** (STEM TRACKS) provides locally relevant STEM (Science, Technology, Engineering, and Mathematics) instructional materials to middle school students and teachers in our district focused on snow. *University of Alaska-Fairbanks*
  - i. The first year of district-wide implementation with training given to middle school science teachers and Inupiaq instructors.

**b. Additional projects and partnerships:**

- i. Cancer Awareness
- ii. ACEP Energy Education
- iii. Alaska Resource Education
- iv. BWISE – Businesses Working in School Environment
- v. National Park Service
- vi. PC Cares (professional development)
- vii. ANSEP Acceleration Academy
- viii. Diesel-Free Heating Project
- ix. Camp Sisualik 2022

**ACTION ITEMS ON THE AGENDA:**

**NWABSD Memorandum 22-107 Approval of Purchase, ALEKS/McGraw Hill Subscriptions**

The administration recommends the Board approve the purchase of additional 3-12 ALEKS user subscriptions in the amount of \$136,520.00 as presented.

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**NUMBER:** 22-107

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Purchase of  
ALEKS/McGaw Hill  
Subscriptions

### **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 expenditures that exceed \$50,000.

### **ISSUE:**

At issue is the Board's approval of the purchase of additional 3-12 ALEKS user subscriptions at the cost of \$136,520.00.

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

Up for purchase is additional ALEKS user subscriptions are as follows:

McGraw Hill ALEKS Add-on via MHEducation.com 8 Year student and teacher subscriptions and professional development.

Total Cost of \$136,520.00

Funds: Grant funds from ESSER III – FY23

### **ALTERNATIVES:**

1. Approve the purchase of additional 3-12 ALEKS user subscriptions in the amount of \$136,520.00 as presented.
2. Disapprove the purchase of additional 3-12 ALEKS user subscriptions in the amount of \$136,520.00 as presented.
3. Take no final action.

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

The administration recommends the Board approve the purchase of additional 3-12 ALEKS user subscriptions in the amount of \$136,520.00 as presented.

# MEMORANDUM

**TO:** NWABSD Board of Education Members

**DATE:** June 7, 2022

**FR:** Office of the Superintendent

**SUBJECT:** Assistant Superintendent Report

Scott Lefebvre, Assistant Superintendent, reports on the following:

### District Suspensions:

The chart below displays the current and previous four school years suspension count from the start of the school year through May 10<sup>th</sup>, 2022. To prevent releasing potentially identifiable information, some of the sites have an asterisk (\*) and suspension data will not be reported at this time.

### Suspensions by Site (full year)

Site	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
Ambler	31	29	3	9	15	0	15
Buckland	23	18	5	9	3	0	*
Deering	0	0	1	1	0	0	*
Kiana	36	45	53	30	16	0	5
Kivalina	35	42	17	25	21	*	8
Kobuk	7	4	6	4	4	0	0
Kotz- JNES	29	26	10	4	3	0	0
Kotz- KMHS	117	104	94	58	31	*	43
Noatak	45	25	14	14	27	5	11
Noorvik	22	36	22	9	5	8	17
Selawik	143	131	23	16	36	16	18
Shungnak	4	14	0	0	7	0	*
<b>Total</b>	<b>492</b>	<b>474</b>	<b>248</b>	<b>179</b>	<b>168</b>	<b>35</b>	<b>124</b>

\* 1-4  
suspensions

\* 1-4  
suspensions

### Youth Leaders Update:

Coordinator Marvin Sheldon has been very busy since March. Marvin has been setting up an office, ordering supplies, and learning the administrative duties associated with the coordinator position. Youth Leaders Advisors have been hired and their focus has been to identify team Captains for the upcoming year and organize and prepare them for summer training.

Five virtual district-wide meetings were held with the Advisors and Youth Leaders. End-of-year responsibilities and summer training for the Advisors and Captains were discussed.



Marvin contacted Youth Leader's parents to update them on the logistics and coordination of the May 2022 Captains Camp.

Twenty-one Youth Leader Captains attended the camp in Kotzebue between May 23-27, 2022. The captains stayed at the ATC dorms where they were introduced to college/adult living situations and



safety considerations. Veronica Ballot said, "I give the dorm 5 stars". Evenings at the dorms were filled with pool, ping pong, foosball tournaments, movies, and socializing. Students enjoyed the Zumba sessions where they learned that dancing is great exercise and helps our mental health.

Warm weather allowed for many outside activities. Using our resources to overcome life's difficulties was taught by the US Park Service who trained the captains in orienteering/GPS with a Visitor Center tour and a scavenger hunt final exam. Moody Barr from Kiana said the compass work was difficult, but he

now feels confident that when he goes out that he can get to where he is going without getting lost.

Captains learned to find and use their voices when they introduced themselves and their goals to the KOTZ radio audience. "Learning how to do public service announcements and talking on the radio was so much fun" said Buckland's Joan Swan.

All students reported learning about how important the role of relationships has in life and leadership. Students reported feeling more confident because of completing the camp and are anxiously looking forward to the next training camp in July.



Reported by,  
Marvin Sheldon – Youth Leader Coordinator

**Strategic Goal 2: Students and Staff learn and work in a safe emotional environment.**

**2.1.2** Assistant Superintendent - Travel was not approved by OPA Management. Local paramedics were asked to attend Kotzebue Tournaments to support injuries.

**2.2.1** Continued implementation of Safe and Civil protocols. The Safe and Civil Schools conference will be held in person in July 2022. All Principals, Directors, and teacher leaders have been invited. The number of people enrolled are: District Office Personnel & Specialists = 9, Principals = 4, and Teachers = 9

**2.3.1** Molecular testing has been discontinued at all sites due to improved conditions and a shortage of materials. At home antigen testing kits are available to all staff upon request.

**2.3.2** District Mitigation Plan was updated on 4/12/2022 and follows DHSS and CDC Guidance.

### **Strategic Goal 3: Family Support and Engagement**

**3.1.2** The Village Update -Template for communicating similar information in each community via VHF, Facebook, and newsletter. The Village Update was a success in standardizing the information we share with our communities across the district.

**3.1.3** Principals shared their site village update with their communities in a manner that was appropriate for their site. Principals uploaded their completed documents in Canvas so they can look back on trends that are happening at their site.

### **Iñupiaq Program Activities Since Last Report**

Report on Iñupiaq Retreat April 11-15  
Qaliagmiñ (from Raymond Woods)

Iñupiaq instructors, district staff, and language trainers convened in Shungnak April 11-15 for the 2022 NWABSD Iñupiaq retreat. The goal of the retreat was to discuss and practice what it is going to take to move the district's Iñupiaq program model from bilingual to teach in immersion, which means only speaking Iñupiaq in the classroom.

The focus was on teaching in immersion, which involves only speaking Iñupiaq for all or most of a lesson or activity. It also means using language as it is used in real-life situations or stories, instead of focusing on book language or grammar exercises. Annauk Olin worked with Paaluk Reid Magdanz to develop a lesson based on Nora Custer's telling of Tulugaġlu Qasrigiaġlu (Raven & the Seal), and also shared a lesson on caribou parts.



*Iñupiaq instructors Dolly Custer (SHG) and Katrina Carter (OTZ) practice an immersion lesson.*

In afternoons, the focus was on cultural activities. Shungnak School arranged for caribou, foxes, beavers, and a wolverine to be brought in for practice. All the teachers were involved in cutting up and skinning the animals, coached by elders and local hunters. For some of them, it was their first experience.

Annauk led the language lessons and immersion training. She is a trainer in these methods who has been working with the district all year. The retreat was a chance for her to have more time with the instructors, in-person, after a year of only working with them one hour a week on Teams.

One of the highlights of the retreat was the in-person partnership with the Iñupiaq Language Commission (ILC). Five elders between the ages of 75 and 85 attended the retreat to train with district instructors. Besides providing guidance and advice to the teachers, their help was invaluable in translating words and phrases needed for immersion. One morning was spent with the ILC members answering questions from instructors about daily phrases to use in their classrooms.

By the end of the training, the instructors had much more familiarity with the immersion style of teaching and gaining understanding of why we are changing over from a bilingual instruction model to an immersion model. On the last day of the retreat, each teacher even demonstrated a short lesson using only Iñupiaq (no English), to practice what they had learned.

The retreat achieved its goals and at the closing circle some of the instructors even shed tears talking about what it meant to them to be able to work together like this. We hope to repeat this sort of training at least annually, even quarterly in coming years. This is what will be needed to train instructors in immersion methods.



*Shungnak middle school students demonstrate how to skin a qapvik (wolverine).*

We'd like to thank Shungnak School and the community of Shungnak for the wonderful job they did hosting, including Principal Roger Franklin, school staff, and the cooks who made traditional food all week. Thank you to NANA for providing funding for the cooks. Also thank you to NANA and the ILC for their support in getting elders to the retreat and arranging places for them to stay.



*Retreat attendees in Shungnak gym.*

## **IPRARS Update**

### **Evaluations:**

- Principals were given the option of being evaluated using the previous evaluation tool or using the new comprehensive evaluation tool that was created using the Danielson Framework.
- 2 Principals asked to be evaluated using the new Danielson Framework.
- Evidence was collected for each component in each of the four domains.
- Evidence based evaluations are meant to remove bias from the evaluation.
- Principals will have access to the Teachscape Evaluation Training in July of 2022 so they can have the summer to complete their certification.
- In order to make sure we are using the best evaluation tool for our District, we are going to be looking into the NIET evaluation tool.

### **Arctic Learning Bonus:**

- The Arctic Learning Bonus will be revisited in August, 2022.
- The levels of student achievement have been identified and are set up so that the recipients of the Bonus will have a better chance of receiving more.

**Department Travel:**

The travel reports reflect period April 9<sup>th</sup>, 2022 through May 23<sup>rd</sup>, 2022.

**ACTION ITEMS ON THE AGENDA:****NWABSD Memorandum 22-096 Adoption of Revisions to BP 3000, Business and Noninstructional Operations, Concepts and Roles; Second Reading**

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

**NWABSD Memorandum 22-097 Adoption of New Policy, BP 3510, Business and Non-Instructional Operations, Maintenance; Second Reading**

The administration recommends the Board adopt, at the second reading, the new policy BP 3510, Business and Non-Instructional Operations, Maintenance as presented.

**NWABSD Memorandum 22-098 Adoption of New Policy, BP 3542, Business and Non-Instructional Operations, Roles and Duties of Bus Drivers; Second Reading**

The administration recommends the Board adopt, at the second reading, the new policy BP 3542, Business and Non-Instructional Operations, Roles and Duties of Bus Drivers as presented.

**NWABSD Memorandum 22-099 Approval of Revisions to BP 3290, Business and Noninstructional Operations, Gifts, Grants, and Bequests; First Reading**

The administration recommends the Board approve the first reading to the proposed revisions to BP 3290, Business and Noninstructional Operations, Gifts, Grants, and Bequests as presented and open for public comments.

**NWABSD Memorandum 22-100 Approval of Revisions to BP 3315, Business and Noninstructional Operations, Relationships With Vendors; First Reading**

The administration recommends the Board approve the first reading to the proposed revisions to BP 3315, Business and Noninstructional Operations, Relationships With Vendors as presented and open for public comments.

**NWABSD Memorandum 22-101 Approval of Revisions to BP 3300, Business and Noninstructional Operations, Expenditure/Expending Authority; First Reading**

The administration recommends the Board approve the first reading to the proposed revisions to BP 3300, Business and Noninstructional Operations, Expenditure/Expending Authority as presented and open for public comments.

**NWABSD Memorandum 22-102 Approval of Revisions to BP 3450, Business and Noninstructional Operations, Money in School Buildings; First Reading**

The administration recommends the Board approve the first reading to the proposed revisions to BP 3450, Business and Noninstructional Operations, Money in School Buildings as presented and open for public comments.



**NWABSD Department Monthly Travel Report for the Board  
April 9th-May 23rd, 2022**

<b>Board Member/Employee:</b>	<b>Destination:</b>	<b>Reason for Travel:</b>	<b>Date(s) of travel:</b>	<b>Funding Source:</b>
Megan Williams	Anchorage	AASB Law & Policy: State Education Funding	4/28-29/22	General Fund
Megan Williams	Anchorage	FY22 Preliminary Audit	5/16-20/22	General Fund

**Reporting:** Business Office Staff  
**Reporting date:** 5/20/22

## NWABSD Department Monthly Travel Report for the Board

Employee:	Destination:	Reason for Travel:	Date(s) of travel:	Funding Source:
April 2022				
Joy Cogburn-Smith	San Antonio	National Migrant ED Conf.	04/05/22- 04/11/22	Consolidated CAP-Grant
Scott Martin				
Loretta Kittrell				
Joy Cogburn-Smith	Anchorage	Murkowski Grant Symposium	04/11/2022	
May 2022				
Joy Cogburn-Smith	Deering	Graduation	May 2	Grants
Joy Cogburn-Smith	Selawik	Graduation/Site Visit	May 3/4	Grants
Joy Cogburn-Smith	Buckland	Graduation	May 7	Grants
Scott Martin	Anchorage	Migrant Career Exploration	05/22 to 05/28	Grants
Joy Cogburn-Smith	Anchorage	Alaska School Leadership Institute	05/24 to 05/28	Grants

**Reporting:** Joy Cogburn-Smith

**Reporting date:** 05/20/2022

**NWABSD Department Monthly Travel Report for the Board / Maintenance Dept.  
April 8<sup>th</sup> to May 23<sup>rd</sup>, 2022**

<b>Employee</b>	<b>Destination</b>	<b>Reason for Travel</b>	<b>Dates of Travel</b>	<b>Funding Source</b>
		<b>April 2022</b>		
Troy Humphreys	OTZ-ABL-OTZ	Plumbing Reparis	04/04-04/07/2022	General
Ryan Williams	OTZ-WTK-OTZ	Carpentry Reparis	04/04-04/07/2022	General
Troy Humphreys	OTZ-ORV-OTZ	Plumbing Reparis	04/07-04/10/2022	General
Troy Humphreys	OTZ-WLK-OTZ	Plumbing Reparis	04/12/23022 (day trip)	General
Cyrus Koenig	OTZ-KVL	CDL Traning	04/17/2022	General
Mikala Wesley	OTZ-KVL	CDL Training	04/19/2022	General
Donavon Watkins	OTZ-ORV-OTZ	Carpentry Reparis	04/20/2022 (day trip)	General
Brandon Blackham	OTZ-ABL	Electrical Reparis	04/25/2022	General
Brandon Blackham	ABL-OBU	Electrical Reparis	04/29/2022	General
Brandon Blackham	OBU-OTZ	Electrical Reparis	04/29/2022	General
Christopher Hansen	ANC-OTZ	Contract Work- Installed Garage Doors: KVL Bus Barn	04/26/2022	Capital Projects
Christopher Hansen	OTZ-KVL	Install Garage Doors on Bus Barn	04/26/2022	Capital Projects
Christopher Hansen	KVL-OTZ	Installed Garage Doors on Bus Barn	04/30/2022	Capital Projects
		<b>May 2022</b>		
Troy Humphreys	OTZ-WLK-OTZ	Plumbing Reparis	05/02-05/06/2022	General
Donavon Watkins	OTZ-KVL	Carpentry Reparis	05/02/2022	General
Ryan Williams	OTZ-KVL	Carpentry Reparis	05/02/2022	General
Jonathan Fuentes, Eric Swensgard, Christopher Bruske & Jakob Bruske	ANC-OTZ	Carpentry Reparis on Teacher Housing Duplex's	05/04/2022	Capital Projects
Jonathan Fuentes	OTZ-KVL	Carpentry Reparis on Teacher Housing Duplex's	05/04/2022	Capital Projects
Erick Swensgard	OTZ-KVL	Carpentry Reparis on Teacher Housing Duplex's	05/04/2022	Capital Projects
Christopher Bruske	OTZ-KVL	Carpentry Reparis on Teacher Housing Duplex's	05/04/2022	Capital Projects
Jakob Bruske	OTZ-KVL	Carpentry Reparis on Teacher Housing Duplex's	05/04/2022	Capital Projects

• Monthly reports are to be submitted electronically to the Superintendent the 15<sup>th</sup> of each month.

**NWABSD Department Monthly Travel Report for the Board / Maintenance Dept.  
April 8<sup>th</sup> to May 23<sup>rd</sup>, 2022**

Avery Farmer	OTZ-BKC-OTZ	Mechanical Reparis	05/04/2022 (day trip)	General
Avery Farmer	OTZ-ABL-OTZ	Mechanical Reparis	05/09/22 (day trip)	General
Troy Humphreys	OTZ-IAN-OTZ	Plumbing Reparis	05/09- 05/13/2022	General
Cyrus Koenig	OTZ-KVL	Completed CDL Training in Kotzebue & in Palmer, AK	05/15/22	General
Brandon Blackham, Jon Gregg, Jubal Bryant & Darrel Greenstreet	OTZ-KVL-OTZ	Site Visit with Contractors on the Bid for the Move of 5 Teacher Housing Duplex from Old Site to New School Site	05/17/2022	Capital Projects
Troy Humphreys	OTZ-SHG-OTZ	Plumbing Reparis	05/17/2022	General
Darrel Greenstreet	ANC-OTZ-ANC	Site Visit: For the Bid for the move of 5 Teacher Housing Duplex's from Old Site to New Site	05/17/2022	Capital Projects
Jubal Bryant	ANC-OTZ-ANC	Site Visit: For the Bid for the move of 5 Teacher Housing Duplex's from Old Site to New Site	05/17/2022	Capital Projects
Brandon Blackham	OTZ-ABL-OTZ	Electrical Reparis	05/19/2022 (day trip)	General
Troy Humphreys	OTZ-WTK-OTZ	Plumbing Reapris: Teacher Housing	05/19- 05/20/2022f	General

• Monthly reports are to be submitted electronically to the Superintendent the 15<sup>th</sup> of each month.



**NWABSD Student Services Travel Report for the Board**  
**April 8th, 2022 – May 25th, 2022**



<b>Employee</b>	<b>Destination:</b>	<b>Reason for Travel:</b>	<b>Date(s) of travel</b>	<b>Funding Source:</b>
		<b>APRIL 2022</b>		
Stich	Kobuk	Sped: Speech Path	4/8	grant
Coop	Kivalina	Sped: Speech Path	4/11-4/15	grant
Coop	Noatak	Sped: Speech Path	4/12	grant
Coop	Kiana	Sped: Speech Path	4/13	grant
Coop	Noorvik	Sped: Speech Path	4/14-15	grant
Bacon	Noatak	Physical Therapy	4/11	grant
Bacon	Kotzebue	Physical Therapy	4/12	grant
Slater	Kotzebue	Autism Specialist	4/11-4/14	grant
Windhausen	Ambler	Site Visit	4/11-4/13	general
Jager	Kotzebue	Vision Specialist	4/12-4/13	grant
Jager	Ambler	Vision Specialist	4/14	grant
Tafs	JNES	Behavior Specialist	4/14-15	grant
Schaeffer	Selawik	Sped and ELF	4/18	grant
Baltazar	Point Hope	ELF	4/18	grant
Schaeffer	Ambler	Sped and ELF	4/19-4/20	grant
Baltazar	Shungnak	ELF	4/21-4/22	grant
Burton	Buckland	Sped: Speech Path	4/25-27	grant
Burton	Deering	Sped: Speech Path	4/28	grant
Burton	JNES	Sped: Speech Path	4/29	grant
Tafs	Kotzebue	Behavior Specialist	4/27-4/28	grant
Windhausen	Selawik	Site support	4/23-4/27	general
Windhausen	Noatak	Graduation 2022	4/30	general
		<b>May 2022</b>		
Stansel	Kotzebue	Behavior Specialist	5/2-5/3	general
Kashi	Kotzebue	School Psych	5/2-5/4	grant
Windhausen	Kiana	Graduation 2022	5/2	general
Kashi	Selawik	Sped: School Psychologist	5/5	grant
Windhausen	Kivalina	Graduation 2022	5/4	general

**Department: Student Service**

**Reporting Date:** April 8, 2022- May 25<sup>th</sup>, 2022



**NWABSD Department Monthly Travel Report for the Board**  
**April 9th, 2021 – May 23, 2022**



<b>Employee:</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>APRIL 2022</b>					
Eric Leckman	DRG	Site visit; UPS replacement	4/20/22 – 4/21/22		General
Conor McCoy	WLK	Site visit; Classroom Support	4/20/22 – 4/22/22		Grant
Amy Eakin	ANC	ASTE Meeting	4/28/22 - 5/1/22		General/ASTE
<b>MAY 2022</b>					
Amy Eakin	ORV	Graduation	5/2/22		General

**Director Reporting: Amy Eakin**

**Department: Technology**

**Reporting Date:** April 9, 2021 – May 23, 2022

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.*

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**NUMBER:** 22-096

**FR:** Office of the Superintendent

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

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

Improve Stakeholder Communication.

### **ABSTRACT:**

Board policy revisions require Board approval.

### **ISSUE:**

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

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

The Superintendent/designee presents drafts or suggestions for board policy revisions when changes in the law occur or when a specific need occurs. Policy revisions shall normally be given two readings prior to the board's adoption.

This is adoption at the second reading of the proposed revisions to BP 3000, Business and Noninstructional Operations, Concepts and Roles. This is on the AASB's 2021 list for revisions, and revisions require Board Adoption. *Proposed changes are:* This update clarifies the working relationship between the Board and Superintendent, as well stylistic edits to better reflect the Board's fiscal practices.

At the April Board Meeting, the Board approved the first reading and opened for public comments. To date, no comments were received, and the Board Policy Committee recommends adoption.

### **ALTERNATIVES:**

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

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

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

## BP 3000 CONCEPTS AND ROLES

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

Deleted: money and money management

1. Require advance planning to insure the best possible budget procedures.
2. Explore practical sources of **revenue**.
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.

Deleted: dollar income

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 1st.
3. Transfers between funds shall be made only upon authorization by the Board. Transfers within funds shall be made only upon authorization by the Superintendent below the amount of \$50,000 and only upon authorization by the Board over the amount of \$50,000. All budget transfers will be reviewed by the Board at their next scheduled meeting.
4. Is accountable for all district funds.
5. Adopts written policies governing the purchase of supplies and equipment.
6. **Receives and** reviews the annual audit of district accounts and business procedures.
7. **Provides for** 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.

Deleted: R

Deleted: Adopts

### 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 **including budget revisions**.
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 and business 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 mission, vision, strategic goals and objectives. The Superintendent shall recommend financial plans and options, 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.

Deleted: ,

The Board desires complete information from the Superintendent or designee on all matters relating to the district's financial operations. The Board shall closely monitor all district financial operations so that it may fully discharge its legal responsibilities with regard to school finance. The Board will work with the Superintendent to determine the timing and format of certain financial reports, so information is useful in decision making.

Deleted: scrutinize

*(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

*Adopted: February 25, 1994*

**Northwest Arctic Borough School District**

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**NUMBER:** 22-098

**FR:** Office of the Superintendent

**SUBJECT:** Adoption of New Policy,  
BP 3510, Business and  
Non-Instructional  
Operations, Maintenance;  
Second Reading

**STRATEGIC PLAN/BOARD GOAL:**

Improve Stakeholder Communication.

**ABSTRACT:**

Board policy revisions require Board approval.

**ISSUE:**

At issue is to adopt, at the second reading, the new Board Policy (BP) 3510, Business and Non-Instructional Operations, Maintenance.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

The Superintendent/designee presents drafts or suggestions for board policy revisions when changes in the law occur or when a specific need occurs. Policy revisions shall normally be given two readings prior to the board's adoption.

*BP 3510, Business and Non-Instructional Operations, Maintenance:* AASB made suggested revisions to this policy, and upon review by the Board Policy Committee, it was discovered that this policy was never adopted by the Board.

This is adoption at the second reading of the new policy BP 3510, Business and Non-Instructional Operations, Maintenance.

At the April Board Meeting, the Board approved the first reading and opened for public comments. To date, no comments were received, and the Board Policy Committee recommends adoption.

**ALTERNATIVES:**

1. Adopt, at the second reading, the new policy BP 3510, Business and Non-Instructional Operations, Maintenance as presented;
2. Do not adopt the new policy BP 3510 as presented;
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends the Board adopt, at the second reading, the new policy BP 3510, Business and Non-Instructional Operations, Maintenance as presented.

# NEW BOARD POLICY

## Business and Non-Instructional Operations

BP 3510

### MAINTENANCE

Note: In order to qualify for a capital improvement project grant or debt reimbursement under AS 14.11.011, a school district must have in effect a preventive maintenance plan. This plan: 1) must include a computerized maintenance management program, cardex system, or other formal systematic means of tracking the timing and costs associated with planned and completed maintenance activities, including scheduled preventive maintenance; 2) must address energy management for buildings owned or operated by the district; 3) must include a regular custodial care program for buildings owned and operated by the district; 4) must include preventive maintenance training for facility managers and maintenance employees; and 5) must include renewal and replacement schedules for electrical, mechanical, structural, and other components of facilities owned and operated by the district. Additionally, the district must be adequately adhering to the preventive maintenance plan.

The School Board recognizes the importance of timely maintenance and repair of district facilities, property and equipment in ensuring the safety of students and employees, in protecting state and local investment, in providing necessary loss control, and in helping to ensure the availability of capital funding. A preventive maintenance plan shall be in effect which includes custodial care, scheduled preventive maintenance, and energy management for district buildings. The Superintendent or designee shall ensure a systematic means of tracking the timing and costs associated with maintenance activities; shall direct the preparation of renewal and replacement schedules for electrical, mechanical, structural, and other components of district facilities; and shall provide for preventive maintenance training for facility managers and maintenance employees.

*(cf. 3511 - Energy Conservation)*  
*(cf. 3514 - Environmental Safety)*  
*(cf. 3515 - School Safety and Security)*  
*(cf. 5142 - Safety)*

The Superintendent or designee shall regularly inspect district facilities and operations and make recommendations for maintenance and capital expenditures which may help the district reach its energy consumption goals.

All school buildings and equipment shall be regularly inspected to assure that all are maintained at the highest level of safety. Employees are responsible for promptly reporting to their supervisor any damage to district property or equipment.

*Legal Reference:*

ALASKA STATUTES

*14.11.011 Grant applications*

*14.11.100 State aid for costs of school construction debt*

**NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT**

**Adopted:**

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**NUMBER:** 22-098

**FR:** Office of the Superintendent

**SUBJECT:** Adoption of New Policy,  
BP 3542, Business and  
Non-Instructional  
Operations, Roles and  
Duties of Bus Drivers;  
Second Reading

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

Improve Stakeholder Communication.

### **ABSTRACT:**

Board policy revisions require Board approval.

### **ISSUE:**

At issue is to adopt, at the second reading, the new Board Policy (BP) 3542, Business and Non-Instructional Operations, Roles and Duties of Bus Drivers.

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

The Superintendent/designee presents drafts or suggestions for board policy revisions when changes in the law occur or when a specific need occurs. Policy revisions shall normally be given two readings prior to the board's adoption.

*BP 3542, Business and Non-Instructional Operations, Roles and Duties of Bus Drivers:* AASB made suggested revisions to this policy, and upon review by the Board Policy Committee, it was discovered that this policy was never adopted by the Board.

This is adoption at the second reading of the new policy BP 3542, Business and Non-Instructional Operations, Roles and Duties of Bus Drivers.

At the April Board Meeting, the Board approved the first reading and opened for public comments. To date, no comments were received, and the Board Policy Committee recommends adoption.

### **ALTERNATIVES:**

1. Adopt, at the second reading, the new policy BP 3542, Business and Non-Instructional Operations, Roles and Duties of Bus Drivers as presented;
2. Do not adopt the new policy BP 3542 as presented;
3. Take no final action.

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

The administration recommends the Board adopt, at the second reading, the new policy BP 3542, Business and Non-Instructional Operations, Roles and Duties of Bus Drivers as presented.

# NEW BOARD POLICY

**Business and Non-Instructional Operations**

BP 3542

## **ROLES AND DUTIES OF BUS DRIVERS**

### **Authority of School Bus Drivers**

Students transported in a school bus shall be under the authority of, and responsible directly to, the driver of the bus. The driver shall be held responsible for the orderly conduct of the students while they are on the bus or being escorted across a street, highway or road.

*(cf. 5131.1 - Bus Conduct)*

All bus drivers shall receive training as mandated by law. They also shall be familiar with and adhere to district policies and regulations relating to student transportation.

Note: State law, AS 28.35.161, prohibits texting while driving. Option 1 sets forth this legal requirement. Option 2 prohibits the use of all personal phones and devices while driving or performing professional duties.

Bus drivers are prohibited from using personal cell phones or other personal electronic devices at all times while driving and while performing other professional duties. Use of district provided phones or electronic equipment shall be in compliance with district procedures. Bus drivers are prohibited from utilizing a district issued cell phone or other portable electronic device to read or type text messages or other non-voice communications while driving.

*Legal Reference:*

ALASKA STATUTES

*28.15.046 Licensing of school bus drivers*

*28.35.161 Use of electronic devices while driving; unlawful installation of television, monitor, or similar device*

ALASKA ADMINISTRATIVE CODE

*4 AAC 27.200 Approved school bus driver training courses*

*4 AAC 27.210 Certification of instructors*

*4 AAC 27.220 Minimum standards for school bus driver training courses*

*4 AAC 27.230 Issuance of school bus driver certificates under 4 AAC 27.200 (c)*

*4 AAC 27.235 Revocation of school bus driver training course approval*

*4 AAC 27.240 Revocation of instructor certificate*

**NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT**

**Adopted:**

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**NUMBER:** 22-099

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Proposed  
Revisions to BP 3290,  
Business and  
Noninstructional  
Operations, Gifts, Grants,  
and Bequests; First  
Reading

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

Improve Stakeholder Communication.

### **ABSTRACT:**

Board policy revisions require Board approval.

### **ISSUE:**

At issue is to approve the first reading of the proposed revisions to Board Policy (BP) 3290, Business and Noninstructional Operations, Gifts, Grants, and Bequests and open for public comments.

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

The Superintendent/designee presents drafts or suggestions for board policy revisions when changes in law occur or when specific need occurs. Policy revisions shall normally be given two readings prior to adoption by the Board. This is the first reading of the proposed revisions to BP 3290, Business and Noninstructional Operations, Gifts, Grants, and Bequests. This is on the AASB's 2021 list for revisions, and revisions require Board Adoption. *Proposed changes are:* To ensure appropriate oversight, this update establishes that all donations greater than \$1,000 shall be brought before the Board. It also states that the Superintendent may apply for special revenue grants.

The Board also inquired about striking out numbers 1 and 5 from the policy. Legal consultation recommends that both 1 and 5 be kept.

The Board Policy Committee reviewed the proposed changes, recommends approval and is open for public comments.

### **ALTERNATIVES:**

1. Approve the first reading to the proposed revisions to BP 3290, Business and Noninstructional Operations, Gifts, Grants, and Bequests as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 3290 as presented;
3. Take no final action.

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

The administration recommends the Board approve the first reading to the proposed revisions to BP 3290, Business and Noninstructional Operations, Gifts, Grants, and Bequests as presented and open for public comments.

## BP 3290 GIFTS, GRANTS AND BEQUESTS

The School Board greatly appreciates the support of community members and may accept suitable donations on behalf of the district. All donations greater than \$1,000 shall be brought before the Board. The Superintendent or designee may apply for special revenue grants.

To be acceptable, a gift, grant, or bequest must satisfy the following criteria:

1. Not begin a program which the Board would be unable to continue when the donated funds are exhausted.
2. Not entail undesirable or hidden costs, such as additional staff workload.
3. Place no restrictions on the school program.
4. Not be inappropriate or harmful to the best education of students.
5. Not imply endorsement of any business or product.
6. Not conflict with any provision of the Board policy or public law.
7. Have a purpose consistent with those of the district.

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The Board discourages any gifts which may directly or indirectly impair its commitment to providing equal educational opportunities for all district students. Use of a gift shall not be impaired by restrictions or conditions imposed by the donor. The Board will try to follow the donor's wishes insofar as they do not conflict with district philosophy or operations.

Upon acceptance by the School Board, all gifts, grants and bequests shall become school district property. At the Superintendent or designee's discretion, a gift may be used at a particular school.

*(cf. 3430 - Investing)*

*(cf. 3440 - Inventories)*

*Adopted: February 25, 1994*

**Northwest Arctic Borough School District**

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**NUMBER:** 22-100

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Proposed  
Revisions to BP 3315,  
Business and  
Noninstructional  
Operations, Relationships  
with Vendors; First  
Reading

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

Improve Stakeholder Communication.

### **ABSTRACT:**

Board policy revisions require Board approval.

### **ISSUE:**

At issue is to approve the first reading of the proposed revisions to Board Policy (BP) 3315, Business and Noninstructional Operations, Relationships with Vendors and open for public comments.

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

The Superintendent/designee presents drafts or suggestions for board policy revisions when changes in law occur or when specific need occurs. Policy revisions shall normally be given two readings prior to adoption by the Board. This is the first reading of the proposed revisions to BP 3315, Business and Noninstructional Operations, Relationships with Vendors. This is on the AASB's 2021 list for revisions, and revisions require Board Adoption. *Proposed changes are:* This update adds a conflict of interest provision for awards with federal funds.

The Board also inquired about changing the word 'officer' to 'school board member'. Legal consultation clarifies that the work 'officer' is a broad term meant to cover many District employees or representatives and does not recommend deleting the term 'officer'. It would be fine to add the term 'school board member' in addition to the other terms. If the Board adds the term 'school board member', it should be added to all instances of the list in that paragraph.

The Board Policy Committee reviewed the proposed changes, recommends approval and open for public comments.

### **ALTERNATIVES:**

1. Approve the first reading to the proposed revisions to BP 3315, Business and Noninstructional Operations, Relationships with Vendors as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 3315 as presented;
3. Take no final action.

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

The administration recommends the Board approve the first reading to the proposed revisions to BP 3315, Business and Noninstructional Operations, Relationships With Vendors as presented and open for public comments.

## BP 3315 RELATIONS WITH VENDORS

**Note:** The following optional policy should be revised as needed to reflect district philosophy and needs and is intended to avoid situations wherein a conflict of interest exists or appears to exist. [A.S. 11.56.100-11.56.130](#) defines the felony offense of receiving a bribe and the misdemeanor offense of receiving unlawful gratuities. Receiving a bribe includes soliciting or receiving a benefit with the intention or understanding that a public servant's decisions or actions will be influenced. Receiving unlawful gratuities includes soliciting a benefit of any value or accepting any benefit having a value of \$50 or more for performing an official act not entitled to any special or additional compensation.

No district employee or Board member shall accept personal gifts, commissions or expense-paid trips from individuals or companies selling equipment, materials or services required in the operation of district programs. Gifts include any gift purchased specifically for an employee which is not generally offered to other buyers.

This policy does not prohibit employees from accepting promotional or advertising items such as calendars, desk pads, notebooks and other office gadgets which are offered by business concerns free to all as part of their public relations programs.

District employees who work for or serve as consultants for potential vendors shall not participate in evaluating any equipment, materials or services of that vendor or its competitors.

*(cf. 6161.1 - Selection and Evaluation of Instructional Materials)*

*(cf. 9270 - Conflict of Interest)*

This policy does not prohibit the Board from accepting materials and/or services which are of use and benefit to the district.

No employee, officer, or agent of the District may participate in the selection, award, or administration of a contract supported by federal funds if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm consideration for a contract. The employees, officers, and agents of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts.

### Universal Service Program/E-Rate Vendors

**Note:** The following language should be adopted by those districts receiving E-rate discounts. Effective 2011, the FCC amended its E-rate program rules and adopted gift restrictions for schools and districts participating in E-rate. The receipt of gifts by applicants from service providers and potential providers is a competitive bidding violation. The gift prohibitions are always applicable, not just during the bidding process. Relevant school district personnel may not solicit or receive any gift or other thing of value from a service provider participating in or seeking to participate in the E-rate program. There are limited exceptions, including when the value of the item is worth \$20 or less, so long as items do not exceed \$50 per year per employee from any one service provider.

The District takes advantage of federal technology funding through the universal service program known as E-rate. E-rate participants may not, at any time, solicit or accept gifts or other things of value from an existing or potential E-rate service provider. Nominal gifts and refreshments may be allowed as authorized by the Superintendent or designee.

E-rate gift prohibitions apply to the School Board and to employees, consultants or contractors involved in the District's E-rate Program who: prepare, approve, sign, or submit E-rate applications, technology plans or other E-rate forms; prepare bids, communicate, or work with E-rate service providers, E-rate consultants, or the Universal Service Administrative Company; and those responsible for monitoring compliance with the E-rate program.

Charitable donations by service providers in support of the schools are permitted. These contributions may not be directly or indirectly related to E-rate procurement activities or decisions.

The Superintendent or designee shall develop guidelines to implement this policy in compliance with E-rate program rules.

*(cf. 3290 - Gifts, Grants and Bequests)*

*Legal Reference:*

CODE OF FEDERAL REGULATIONS

[47 C.F.R. Part 54](#), subpart f, *Universal Service Support for Schools and Libraries*

ALASKA STATUTES

[11.56.100-56.130](#) *Bribery and related offenses*

*Revised: June 05, 2012*

*Adopted: February 25, 1994*

**Northwest Arctic Borough School District**

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**NUMBER:** 22-101

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Proposed  
Revisions to BP 3300,  
Business and  
Noninstructional  
Operations,  
Expenditure/Expending  
Authority; First Reading

**STRATEGIC PLAN/BOARD GOAL:**

Improve Stakeholder Communication.

**ABSTRACT:**

Board policy revisions require Board approval.

**ISSUE:**

At issue is to approve the first reading of the proposed revisions to Board Policy (BP) 3300, Business and Noninstructional Operations, Expenditure/Expending Authority and open for public comments.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

The Superintendent/designee presents drafts or suggestions for board policy revisions when changes in law occur or when specific need occurs. Policy revisions shall normally be given two readings prior to adoption by the Board. This is the first reading of the proposed revisions to BP 3300, Business and Noninstructional Operations, Expenditure/Expending Authority. This is on the AASB's 2021 list for revisions, and revisions require Board Adoption. *Proposed changes are:* This update removes the requirement that the Board approve or ratify all transactions. Transactions may still be subject to Board approval elsewhere in board policy.

The Board Policy Committee reviewed the proposed changes, recommends approval and open for public comments.

**ALTERNATIVES:**

1. Approve the first reading to the proposed revisions to BP 3300, Business and Noninstructional Operations, Expenditure/Expending Authority as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 3300 as presented;
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends the Board approve the first reading to the proposed revisions to BP 3300, Business and Noninstructional Operations, Expenditure/Expending Authority as presented and open for public comments.

## BP 3300 EXPENDITURES/EXPENDING AUTHORITY

Note: The following sample policy should be revised as appropriate to reflect district philosophy and needs. [A.S. 14.14.060](#) and [14.14.065](#) provide that the borough assembly/city council, with the consent of the borough/city school district, may by ordinance delegate to the school district responsibility for a centralized treasury and/or accounting system. [A.S. 14.08.101](#) empowers regional school boards to establish their own fiscal procedures and exempts them from [A.S. 36.30](#) (State Procurement Code) and [A.S. 37.05](#) (Fiscal Procedures Act). [A.S. 14.08.111](#) requires the regional school board to designate employees authorized to direct disbursements from school funds of the School Board. All contracts made under federal awards must comply with the Office of Management and Budget's procurement procedures found in [2 CFR 200.317-326](#). Prior to any purchase, the District should review the federal funding award or grant to determine if it requires compliance with OMB's procurement procedures.

The Superintendent or designee may purchase supplies, materials and equipment in accordance with law. Prior Board approval is required for purchases over \$50,000. ▼

Deleted: Purchases may not be segmented in order to circumvent board policy.

(cf. 3310 - Purchasing Procedures)

(cf. 3311 - Bids )

(cf. 3312 - Contracts)

(cf. 3460 - Financial Reports and Accountability)

Note: [A.S. 14.17.225](#) requires districts to operate under a balanced budget and provides that the state is not responsible for the debts of school districts.

The Superintendent or designee shall not authorize any proposed expenditure which exceeds the major budget classification allowance against which the expenditure is the proper charge unless an amount sufficient to cover the purchase is available in the budget to transfer. ▼

Deleted: total appropriation authorized for a designated fund.

(cf. 3100 - Budget)

(cf. 3110 - Transfer of Funds )

The Board shall not recognize obligations incurred contrary to Board policy and administrative regulations.

Legal Reference:

### ALASKA STATUTES

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

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

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

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

[14.17.190](#) Restrictions governing receipt and expenditure of money from public school foundation account

[36.30](#) State Procurement Code

[37.05](#) Fiscal Procedures Act

Revised: May 01, 2019

Adopted: February 25, 1994

Deleted: [CODE OF FEDERAL REGULATIONS](#)  
[2 C.F.R. 200.317-326, Procurement Standards](#)

**Northwest Arctic Borough School District**

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**NUMBER:** 22-102

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Proposed  
Revisions to BP 3450,  
Business and  
Noninstructional  
Operations, Money in  
School Buildings; First  
Reading

**STRATEGIC PLAN/BOARD GOAL:**

Improve Stakeholder Communication.

**ABSTRACT:**

Board policy revisions require Board approval.

**ISSUE:**

At issue is to approve the first reading of the proposed revisions to Board Policy (BP) 3450, Business and Noninstructional Operations, Money in School Buildings and open for public comments.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

The Superintendent/designee presents drafts or suggestions for board policy revisions when changes in law occur or when specific need occurs. Policy revisions shall normally be given two readings prior to adoption by the Board. This is the first reading of the proposed revisions to BP 3450, Business and Noninstructional Operations, Money in School Buildings. This is on the AASB's 2021 list for revisions, and revisions require Board Adoption. *Proposed changes are:* This update strengthens best practices for the maintenance of liquid money in school buildings.

The Board inquired about adding 'Whenever possible, the two individuals should not be immediate family members.' Legal consultation clarified that this language could be added to the policy.

The Board Policy Committee reviewed the proposed changes, recommends approval and open for public comments.

**ALTERNATIVES:**

1. Approve the first reading to the proposed revisions to BP 3450, Business and Noninstructional Operations, Money in School Buildings as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 3450 as presented;
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends the Board approve the first reading to the proposed revisions to BP 3450, Business and Noninstructional Operations, Money in School Buildings as presented and open for public comments.

## BP 3450 MONEY IN SCHOOL BUILDINGS

Money collected by individuals and organizations on behalf of the District shall be handled according to prudent business procedures. Monies collected up to \$ \_\_\_\_\_ shall be recorded and deposited weekly. Over \$ \_\_\_\_\_ will be deposited daily. The individual recording the receipt of funds should not be the same individual who maintains custody of funds in the safe or other secured place. Whenever possible, two individuals should count funds and sign together. Whenever possible, the two individuals should not be immediate family members. Any money left overnight in schools shall be kept in locked locations provided for safekeeping of valuables.

**Deleted:** district employees and student

**Deleted:** All money collected shall be receipted and accounted for and directed without delay to the proper location of deposit.

Monies in school buildings are to be placed in the custody of the school principal and locked in the school safe or vault. Records of all school monies shall be maintained in accordance with procedures established by the District. Total amounts shall be kept at a minimum, and funds deposited in a designated bank within seventy-two (72) hours. Cash shall not be sent through the mail.

*Adopted: February 25, 1994*

**Northwest Arctic Borough School District**

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 7, 2022

**FR:** Office of the Superintendent

**SUBJECT:** FY23 Board Meeting  
Dates

**UP FOR DISCUSSION:**

- Draft Board Meeting Agenda Guideline
- Proposed Board Meeting Dates for FY23
- Proposed Board Retreat Dates for FY23



# 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

## 2022-2023 AGENDA GUIDELINE

DATE	ROUTINE AGENDA ITEMS
<b>August</b>	<ul style="list-style-type: none"> <li>• Approval of Annual Agenda Guideline</li> <li>• Approval of Annual Board of Education Goals</li> <li>• Approval of Capital Improvement Priorities</li> <li>• District-Wide Inservice Presentation</li> <li>• Strategic Plan Review (<i>update every 3 months</i>)</li> <li>• Monthly: Human Resources and Contracts</li> </ul>
<b>September</b>	<ul style="list-style-type: none"> <li>• Nominations for Board of Directors; AASB</li> <li>• Nominations for Board Member of the Year; AASB</li> <li>• Nominations for Board of the Year; AASB</li> <li>• Approval of Core Resolutions; AASB</li> <li>• Board Retreat Planning</li> </ul>
<b>October</b> (after elections)	<ul style="list-style-type: none"> <li>• Seating of New Board of Education Members</li> <li>• Organization of the Board of Education Officers</li> </ul>
<b>November</b>	<ul style="list-style-type: none"> <li>• Approval of Annual Audit</li> <li>• Budget Revision Presentation</li> <li>• Report Card to the Public</li> <li>• Curriculum Review</li> <li>• Strategic Plan Review (<i>update every 3 months</i>)</li> <li>• Monthly: Human Resources and Contracts</li> </ul>
<b>February</b>	<ul style="list-style-type: none"> <li>• Approval of Superintendent's Contract</li> <li>• Annual Budget Hearing (<i>before regular meeting</i>)</li> <li>• Budget Presentation to the Board</li> <li>• Strategic Plan Review (<i>update every 3 months</i>)</li> <li>• Monthly: Human Resources and Contracts</li> </ul>
<b>April</b>	<ul style="list-style-type: none"> <li>• Approval of Budget Proposal (<i>due to the Borough May 1</i>)</li> <li>• Approval of Site Calendars (<i>every three years, last approved 2023-2025</i>)</li> <li>• Approval of Six-Year Capital Improvement Plan</li> <li>• Selection of June Nelson Scholarship Recipients</li> <li>• Selection of Student Board Representative and Alternate</li> <li>• Curriculum Committee Reports and Recommendations</li> <li>• Math Committee Report</li> <li>• Board Self-Evaluation</li> <li>• Superintendent's Evaluation</li> <li>• Teacher Recruitment/Retention Report</li> <li>• Strategic Plan Review (<i>update every 3 months</i>)</li> <li>• Monthly: Human Resources and Contracts</li> </ul>

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



# NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

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

## 2022-2023 NWABSD Board of Education Board Meeting Dates

**August 29, 2022:** Committee Meetings

**August 30, 2022:** 8:30 a.m. and 1:30 p.m. Board Worksession  
4:00 p.m. Regular Board Meeting

**September 26, 2022:** Committee Meetings

**September 27, 2022:** 8:30 a.m. and 1:30 p.m. Board Worksession  
4:00 p.m. Regular Board Meeting

**October \_\_, 2022:** Special Board Meeting at 1:30 p.m. (*after elections*)

- Swear in Board Members
- Reorganization of the Board

**October 24 & 25, 2022:** Board Retreat in Kotzebue

**November 3-6, 2022:** AASB Annual Conference – Hotel Captain Cook  
Anchorage, AK

**November 28, 2022:** Committee Meetings

**November 29, 2022:** 8:30 a.m. and 1:30 p.m. Board Worksession  
4:00 p.m. Regular Board Meeting

**January 30, 2023:** Committee Meetings

**January 31, 2023:** 8:30 a.m. and 1:30 p.m. Board Worksession  
4:00 p.m. Regular Board Meeting

**February 27, 2023:** Committee Meetings

**February 28, 2023:** 8:30 a.m. and 1:30 p.m. Board Worksession  
4:00 p.m. Regular Board Meeting

**March 27, 2023:** Committee Meetings

**March 28, 2023:** 8:30 a.m. and 1:30 p.m. Board Worksession  
4:00 p.m. Regular Board Meeting

**April 24, 2023:** Committee Meetings

**April 25, 2023:** 8:30 a.m. and 1:30 p.m. Board Worksession  
4:00 p.m. Regular Board Meeting



## AASB Calendar 2022

### **JULY**

15-18 AASB Board of Directors Summer Meeting

### **SEPTEMBER**

17-18 Fall Boardsmanship Academy–Fairbanks

### **OCTOBER**

22-23 NSBA Equity Symposium West– Oklahoma City, OK

### **NOVEMBER**

3-6 AASB Annual Conference– Captain Cook, Anchorage

### **DECEMBER**

8-9 Executive Administrative Assistants Training- Anchorage  
9-10 School Law & Equity Academy– Anchorage

1111 W. 9th Street Juneau, AK 99801

907.463.1660

[aasb@aasb.org](mailto:aasb@aasb.org)

[www.aasb.org](http://www.aasb.org)

## MEMORANDUM

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**TO:** NWABSD Board of Education Members

**DATE:** June 7, 2022

**FR:** Office of the Superintendent

**SUBJECT:** Advisory School Council  
Minutes

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Terri Walker, Superintendent reports on the following ASC minutes:

- Ambler, April 19<sup>th</sup>, 2022
- Noorvik, April 21<sup>st</sup>, 2022
- Selawik, April 27<sup>th</sup>, 2022



# AMBLER SCHOOL

PO BOX 109 • Ambler, Alaska 99786 • (907) 445-2154

June 2, 2022

Advisory School Council  
April 19th, 2022

1. Call to Order
2. Roll Call
3. Introduction of Guests
4. Moment of Silence
5. Reorganization of the Council
  
6. Approval of Agenda
7. Approval of Minutes
8. Public Comments
9. Principal Reports
  - a. Extracurricular Activities
  - b. Attendance Percentage
  - c. Semester Awards Assembly
10. ASC Member Comments
11. Time and Place of Next Meeting
12. Adjournment

**BP 8321**

**The Advisory School Council may not hold executive sessions.**

## NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

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## Ambler School ASC Minutes

April 19<sup>th</sup>, 2022

Meeting was called to order at 3:50 PM.

**Roll Call:** Nellie Cleveland, Clara Cleveland, Lawrence Jones, Gladys Jones.

Excused: Mary Douglas

### **Moment of Silence**

### **Reorganization of the Council:**

- Chairman: Gladys nominated Nellie, Clara 2<sup>nd</sup> nomination, Nellie Accepted
- Vice Chairman: Clara nominated Gladys, Nellie 2<sup>nd</sup> nomination, Nellie Accepted
- Secretary: Gladys nominated Clara, Nellie 2<sup>nd</sup> nomination, Clara Accepted

**Introduction of guests:** Sarah Hutchison

**Approval of Agenda:** Gladys Jones approved the agenda, Clara second

**Approval of Minutes:** Gladys approved the minutes, Clara second

**Public Comments:** Graduation Dates: HS May 5<sup>th</sup>, 8<sup>th</sup> grade promotion and kindergarten May 6<sup>th</sup>.

### **Principal Reports:**

- Extracurricular- Chelsy Woods placed at the district NYO meet taking her to state in 4 events. We are proud of Chelsy and her accomplishments. She is also reaching out to UAA about possibly running for them. We are hosting the Middle School basketball tournament April 22-23<sup>rd</sup>. We are looking for volunteers to help make that night a success. Navigators club is meeting daily. On Wednesday, they are taking a water safety course. There are 4 students making fur hats.
- Attendance: Our attendance was at 86% for 157 days of school. The school will be announcing weekly attendance percentages on the VHF and morning announcements. The ASC recommends looking/purchasing incentives for attendance. We will be holding Quarterly celebrations for students with good attendance.
- Semester Assembly: We will hold our semester assembly on Friday, May 6<sup>th</sup> at 10:00. We will be having 8<sup>th</sup> grade promotion, kindergarten graduation, and then classroom awards. After this, we will draw for our attendance prizes which include: 8 bicycles, 5 led light strips, 2 ring lights, 2 wireless headphones, 5 inflatable floats, 5 drawing pads, 2 sets of clay, and 2 room projectors. The assembly is open to the public and all are encouraged to attend.

**ASC Comments:**

Clara Cleveland: Good to hear from everyone. It is important to get parents involved in the school setting. We are excited for next school year and look forward to getting more involved as the ASC.

Lawrence Jones: Great to have a meeting. If we can send a group text to remind us of meetings, that would be helpful. If there is something we can do as a school to paint the graffiti in the community, it would be great to get the kids involved. We want to keep pushing our students to continue to strive to go to school. Many times, they are not getting high entry level jobs and we want to try to ignite passion in our students to get those higher-level jobs. Again, good to have a meeting.

Gladys Jones: Great to see everyone. We would like to see PreK get started back up. If you can get a money amount, we can start reaching out to the community to see if they can help get the program going. Glad we got a meeting. We are excited about the tournament and look forward to this.

**Time and Place of Next Meeting:**

3:30pm on Tuesday, May 17<sup>th</sup>, 2022

**Meeting Adjourned:**

5:26pm- Clara Motion and Nellie 2nd



AQQALUK NOORVIK SCHOOL  
PO BOX 165 • Noorvik, Alaska 99763 • (907) 636-2178

Aqqaluk Noorvik Advisory School Council Agenda  
Thursday, April 21, 2022  
12:00 pm, Library

1. Call to Order
2. Pledge of Allegiance/Moment of Silence
3. Roll Call:
 

<u>AE</u>	Wilbur Howarth <i>funeral</i>	Term: Seat A 2021
<input checked="" type="checkbox"/>	Mike Zibell	Term: Seat B 2021
<input type="checkbox"/>	Ellen Coffin	Term: Seat C 2021
<u>AE</u>	Elsie Sampson <i>out of town</i>	Term: Seat D 2023
<input type="checkbox"/>	Lena Armstrong	Term: Seat E 2023
<input type="checkbox"/>	Kaden Ticket	Term: Seat F 2023
<input type="checkbox"/>	Lonnie Tebbits	Term: Seat G 2022

4. Approval of Agenda
5. Review/Approve Meeting Minutes from last meeting
6. Principal's Update:
  - a. Student Attendance
    - 199 Students currently enrolled
    - 75% attendance for the school year
  - b. Updated District Mitigation Plan
  - c. Upcoming Events
    - Senior Luncheon May 1 @ 3:00 p.m.
    - Graduation Ceremony May 2 @ 6:00 p.m.
    - Kindergarten Promotion May 4
  - d. Sports
    - MS Boys Regional Games April 22-23
    - ORV (2), OTZ (2), BKC, KVL, IAN, WTK
  - e. Staffing changes
    - Principal – retiring
    - Caitlin and Willy Zibell – moving
    - Christina Gana – Elementary SpEd – moving
    - Helen Coffin - Retiring
7. Old Business
  - Re-organization of ASC
8. New Business
9. ASC Comments and Concerns
10. Next Meeting: Next school year August 25
11. Adjournment

*No Quorum*

**NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT**

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DAVIS-RAMOTH MEMORIAL SCHOOL  
PO BOX 119 • Selawik, Alaska 99770 • (907) 484-2142

# NOTICE OF PUBLIC MEETING

THE DAVIS-RAMOTH MEMORIAL  
SCHOOL ASC MEETING

Wednesday April 27, 2022  
6:00 PM  
SCHOOL LIBRARY

**(No Quorum)**

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