

## NWABSD Regular Board Meeting

Tuesday, December 6, 2022 4:00 PM

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

- |      |  |   |
|------|--|---|
| 1.   | <u>CALL TO ORDER, ROLL CALL</u>  | <b>Presenter:</b> Margaret Hansen, President    |
| 2.   | <u>MOMENT OF SILENCE</u>   | <b>Presenter:</b> Margaret Hansen, President    |
| 3.   | <u>PLEDGE OF ALLEGIANCE</u>  | <b>Presenter:</b> Margaret Hansen, President    |
| 4.   | <u>INTRODUCTION OF GUESTS/STAFF</u>  | <b>Presenter:</b> Margaret Hansen, President    |
| 5.   | <u>SCHOOL PRESENTATIONS</u>  | <b>Presenter:</b> Kiana School & Deering School |
| 6.   | <u>PUBLIC COMMENTS</u>   | <b>Presenter:</b> Margaret Hansen, President    |
| 7.   | <u>RECOGNITION AND AWARDS</u>  | <b>Presenter:</b> Terri Walker, Superintendent  |
| 8.   | <u>SUPERINTENDENT'S REPORT</u>   | <b>Presenter:</b> Terri Walker, Superintendent  |
| 9.   | <u>ADOPTION OF CONSENT AGENDA</u>  |   |
| 9.A. | ADOPTION OF SEPTEMBER 21, 2022 REGULAR MEETING MINUTES   |   |
| 9.B. | ADOPTION OF OCTOBER 13, 2022 SPECIAL MEETING MINUTES   |   |
| 9.C. | ADOPTION OF NOVEMBER 3, 2022 SPECIAL MEETING MINUTES   |   |
| 9.D. | NWABSD Memorandum 23-029 Approval of Revisions to BP 3450, Business and Noninstructional Operations, Money in School Buildings; Second Reading       |   |
| 9.E. | NWABSD Memorandum 23-030 Approval of Revisions to BP 3300, Business and Noninstructional Operations, Expenditure/Expending Authority; Second Reading |   |
| 9.F. | NWABSD Memorandum 23-031 Approval of Purchase, Intellitech   |   |
| 9.G. | NWABSD Memorandum 23-032 Approval of Purchase, Big Ray's   |   |
| 9.H. | NWABSD Memorandum 23-033 Approval to Amend MOA, Karen McCain   |   |
| 9.I. | NWABSD Memorandum 23-034 Approval to Amend MOA, More Than Words LLC  |   |

9.J. NWABSD Memorandum 23-035 Approval of School Calendar

9.K. NWABSD Memorandum 23-036 Approval of Job Description, K-12 School Psychologist Intern

9.L. NWABSD Memorandum 23-037 Approval of Budget and Contract Award Deering Replacement School Design

9.M. NWABSD Memorandum 23-038 Approval of Human Resources

9.N. NWABSD Memorandum 23-039 Approval of Superintendent's Out-of-District Travel

10. **EXECUTIVE SESSION**

11. **COMMUNICATIONS AND ITEMS INTRODUCED BY BOARD MEMBERS**

12. **DATE, TIME, AND LOCATION OF NEXT MEETING**

13. **ADJOURNMENT**

## MEMORANDUM

---

**TO:** NWABSD Board of Education  
Members

**DATE:** December 6, 2022

**FR:** Office of the Superintendent

**SUBJECT:** Superintendent's Report

---

### ATTENDANCE:

The district's attendance rate for the first week of school from 8/9/22 to 11/11/22 is 80.32%. The last report was in September, and the attendance was 83.50%. Many communities are experiencing increased cases of the tripledemic (flu, RSV, and/or Covid). To help keep or lower the count of positive cases, let's all do our part and stay home when feeling sick and constantly disinfect highly used surface areas.

### ENROLLMENT: Current enrollment as of November 21, 2022

K-12's current enrollment is 1883, a decrease of 11 students since the last report in September. PreK – 12 enrollment is 1938. We continue to enroll PreK students back in school.

AK Superintendents Fall Conference in Homer, September 29-30 Alaska Superintendents meet annually to discuss statewide challenges and events that affect education. The year, the conference opened with remarks from Acting Commissioner Heidi Teshner (present), US Senator Murkowski and Senator Sullivan, and Congresswoman Peltola (all recorded). We moved into reports from our superintendents that sit on different committees such as the ASAA National Governing Board, AECCC (Early Childhood), ASAA (student activities), Mt Edgecumbe Advisory Board report, Broadbank Task Force, PTPC, SESA, and CEE. DEED reported on Alaska's Strategic Plan for Reading. Barbara Adams talked about Retention and Recruitment. Other topics included Early Education and Literacy, Authentic Leadership, and a presentation on DEED Assessment and our very own Amy Eakin gave

National Indian Education Conference, Oklahoma City October 4-7 NIEA celebrates over 53 years of advocating for Native Education. Self-determination in Native education systems forms the foundation of their work. NIEA seeks to reflect the priorities of Native students and communities across the nation with sovereignty at the center of their work. Their strategic areas are as follows:

- Language & Culture-Based Education
- Building Tribal Education Capacity
- Skilled Educators & Leaders
- Wrap Around Services
- Assessments & Accountability
- Post-secondary Success

NIEA continues to engage with congressional leaders to highlight the four critical priorities for Native students and schools to ensure access to opportunities and resources to prepare them for success. They are:

- Postsecondary Education
- Teacher Preparation
- School Climate
- School Construction and Infrastructure

NIEA strives to promote new laws that provide opportunities and resources for Native students, support the necessary funding to run and operate schools, programs, and services that serve Native students, and ensure that federal laws, programs, and funding are implemented and serving Native students. This conference was about advocacy and building a robust cultural and educational system for Native students. The next conference, scheduled for October 18th – 21st, 2023, will be in Albuquerque, NM.

ACSA Women in Leadership, Anchorage October 12 – for this ½ day session, Deb Degner, from the Leadership Bridge, led a session on Energetic Presence. We had the opportunity to listen to the leaders around Alaska on how they thrive in their roles.

NWALT, Kotzebue October 26 and follow-up November 28 – the staff gave an update on the work the planning committee has accomplished. NWALT Infrastructure Workgroup meets biweekly to provide updates and strategize how to prepare the region for increased infrastructure funding. The legislative Summit is scheduled for December 12 and 13 in Anchorage at the NANA 909 building. Guests include

- the governor and cabinet,
- state house,
- state senate,
- the federal congressional delegation, and
- co-chairs from the Denali Commission.

The general flow is to have NWALT members present an overview of NWALT, the member organizations, successes, priorities, Workforce development, Inupiaq language and culture, and infrastructure and basic services. This year, the Team selected four priorities related to the focus areas.

- Health and wellness: Maniilaq Crisis Center
- Education and workforce development: Alaska Technical Center Family Housing
- Inupiaq language and culture: Protect and Advance Alaska's Unique Indigenous Model of Self-Determination that includes Alaska Native Corporations and Tribes
- Economic development: Cape Blossom Port

Advisory School Council Training, Kotzebue October 27 Advisory School council members, principals, school board members, and district office administration got together for a one-day training in Kotzebue. Members received training on the complaint process and how to respond to complaints from the public. They also reviewed the ASC duties and discovered what ASC members could do. Those responsibilities include but are not limited to

- review and recommend changes to the district-wide strategic plan
- review board policies and provide feedback
- communicate issues/concerns from the community with the board
- develop a school philosophy
- review and recommend changes to the student/parent handbook
- review site data
- visit schools
- review and approve safety crisis prevention planning

ASC members also discussed priorities, and they are as follows:

- Attendance, parent/community involvement, academics, relationships that establish trust, community and cultural activities to include elders in school, Native meals in school, culturally relevant curriculum, family/community connections, funding for cultural activities, retaining teachers, student motivation, behavioral health, working/learning values, staff attendance, filtered water for all classrooms, migrant education qualifications, equitable student activities, differentiated instruction, real-world applications with relevant curriculum, counselors at each site and staff positions filled at each site.

AASB Conference in Anchorage, November 3-6

- Assisted in the presentation for the Superintendent's evaluation process and procedures conducted by AASB.
- Attended the session on Pulasaraq: Reinforcing Strong Yup'ik Minds. This session showed pathways that guide students to best be human beings and guide them with values and teachings.
- Listened in on the AASB Delegate Assembly that worked on the resolutions and belief statements.
- CEE (Coalition for Education Equity) meeting. I was appointed to the board as a member-at-large to fill that vacancy. Each year, the board gives dues to this organization to support its

efforts by being the legal "watchdog" on constitutional education issues and an effective legislative advocate.

Community Forum, District-wide November 16. The administration gave updates on student activities, the state assessment (AK STAR), the October student count (OASIS), and the new science curriculum. We also talked about the new Kivalina School. Despite a few obstacles, the new opening date for Kivalina students was November 9. Students have transitioned like champs. The community's support, together with the principal and staff, is a true reflection of the partnership between the school and the community. As the principal puts it, "The drive and tenacity of the people of Kivalina are admirable." Support from SKW, District Maintenance, and the Borough also plays a huge role. We could not have made this possible without everyone's support. Quyaana!

#### Site Visits

- Ambler/Shungnak – Week of November 7 (Cancelled due to weather)
- Selawik November 16/17 (Selawik Strong!) Wonderful visit. Staff, students, and the community are working together to create a positive learning environment full of academics and culture. The Inupiaq and CTE shop teachers work together to provide students with experience checking a net under the ice. Many values go into this process, and the one that stands out the most is the gift of giving. As we know, the caribou have not come our way this fall, so many of the community rely on fish as a main staple. The fish provided daily from the net goes out to the community. Met with the ASC. The commitment to the students shines through in their conversations. Their support for the staff is evident, and they are always willing to assist where needed. Their presence during school days in the halls and main areas has helped to settle students into the routine of being back in school to learn. Excellent and admirable work for the people of Selawik! Quyaana!
- Deering/Buckland – Week of November 21 (canceled due to Covid)

Site visits will be rescheduled for the communities missed.

Terri Walker,  
Superintendent

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

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

---

President, Margaret Hansen, called the 417<sup>TH</sup> regular meeting of the Northwest Arctic Borough School District Board of Education to order at 4:16 p.m. on Wednesday, September 21, 2022. *The meeting was held virtually on Microsoft Teams.*

CALL TO ORDER

Board Members present were:

Margaret Hansen  
Marie Greene  
Millie Hawley  
Shannon Melton  
Carol Schaeffer  
Tillie Ticket  
Alice Adams  
Cindy Fields  
Lawrence Jones, Sr.  
Brad Reich  
Colt Ticket  
Katelyn Piper

Board Member absent and excused was:

Joanne Harris

ROLL CALL

A quorum was present.

Observed.

MOMENT OF SILENCE

Those present participated in the Pledge of Allegiance. Youth board members and students in Shungnak recited the Pledge of Allegiance in Iñupiaq.

PLEDGE OF ALLEGIANCE

Staff present: Terri Walker-Superintendent, Scott Lefebvre-Assistant Superintendent, Megan Williams-Director of Administrative Services; Amy Eakin-Director of Technology; Dana Orton-Director of Curriculum/Instruction, Janice Hadley-HR Director, Joy Cogburn-Smith-Director of State/Federal Programs, Karl Kowalski-Director of ATC/STAR, Brandon Blackham-Director of Property Services, Kathy Christy-Capital Projects Manager, Brenda Noe-Deering Principal, Dwight Conerway-Kobuk Principal, Faith Jurs-JNES Principal, Tracy Bell-JNES Assistant Principal, Roger Franklin-Shungnak Principal, Sarah Hutchison-Ambler Principal, Tammy Highley-Noorvik Assistant Principal, Dolly Custer-Shungnak Iñupiaq Teacher, Cherita Williams-Buckland Principal, Jeannie Brickley-Selawik Principal, Jamie Cowart-Selawik Assistant Principal, Shungnak 5<sup>th</sup> Grade Students and Jazmine Camp-Secretary to the Superintendent and Board.

INTRODUCTION OF  
STAFF/GUESTS

Shungnak 5<sup>th</sup> graders presented to the board.

SCHOOL PRESENTATION

No public comment was given.

PUBLIC COMMENTS

The September 2022 Employee of the Month awardees that were recognized:

- Nicole Johnson, Special Education Aide in Selawik, 12 years
- Catherine Grace Stroup, Fourth Grade Teacher in Noorvik, 6 years

RECOGNITION AND  
AWARDS

Superintendent Terri Walker reported on the following,

SUPERINTENDENT'S  
REPORT

ATTENDANCE:

The district's attendance rate for the first week of school from 8/9/22 to 9/13/22 is 83.50% Last month was 86.47%. Currently, there are no schools above 90%. Last month we had five sites that were above 90%.

ENROLLMENT: Current enrollment as of September 19, 2022

K-12 current enrollment is 1894, an increase of 30 students since the last report. PreK – 12 enrollment is 1918. We continue to receive students back in school.

Travel:

Alaska Infrastructure and Grant Symposium – September 7-9, 2022, The symposium began with a welcome and overview from Murkowski's staff, a representative from the AK Municipal League (AML), and the AK Federation of Natives (AFN). The hosted multiple workshops and trainings focused on Alaska's strategic efforts to plan for and implement the federal infrastructure package. Through this symposium I was able to meet with multiple entities (City of Kotzebue, AK Energy Programs) to form possible partnerships.

Local and Regional Partnerships are on the rise. I want to thank them for their contribution and continued support to the education of the students in our region.

- NANA 1.5 million for PreK
- Teck 250 thousand for Youth Leaders
- Borough 2 million above the minimum contribution to support smaller class size and student activities
- Teck 140 thousand for the Kivalina School Bus
- NANA support for ATC with job trainings and career fair.

NWALT – August 31, 2022

- Co-chair positions changed to Nana and NWABSD to co-chair the meetings
- NWALT staff gave a report on items they've been working:
  - o Greenland/US State Dept. Sept. 12, 2022 visit to Red Dog and ATC
  - o Attends and reports to Regional Elders Council/Inupiaq Language Commission
  - o Youth/Elders Conf. September 26-28, 2022
  - o Elders and Youth/AFN October 17-21, 2022
  - o Infrastructure Working Group meetings
- NWALT Organizations to give an update on their priorities after their next meeting.
- Legislative Action planning of a summit, sub-regional strategies, and in-region visits by legislators.

Millie Hawley moved to pull memorandums 23-024, 23-025, 23-026 and approve the consent agenda. Seconded by Brad Reich. Motion passed unanimously by voice-vote.

ADOPTION OF CONSENT  
AGENDA

Board meeting minutes require Board adoption. The NWABSD Board of Education held a regular meeting on August 26, 2022. The administration recommended the Board adopt the August 26, 2022, Board meeting minutes as presented.

APPROVAL OF MINUTES

Board approval is required to expend \$50,000.00 and higher. The administration is requesting the school board's approval to purchase 30,000 gallons of fuel at \$10.98 per gallon for the Noatak School. Vendors did not bid on providing fuel to Noatak, therefore fuel to Noatak was not included in the approval of bulk fuel purchase in June 2022. The fuel is required to be flown in via Everts Air Fuel out of Fairbanks. The cost of 30,000 gallons of fuel from Everts Air Fuel FOB Fairbanks to Noatak will be \$380,924.00. The administration recommended board approval of the request to purchase 30,000 gallons of fuel from Everts Air Fuel for Noatak in an amount not to exceed \$380,924.00, as presented.

APPROVAL OF  
PURCHASE, NOATAK  
FUEL

The administration requests a resolution from the School Board supporting application for funding to provide additional teacher and public safety housing at Buckland and committing funding for the District's share of required matching funds. The Alaska Housing Finance Corporation (AHFC) has a program available to encourage the development of housing for teachers, health professionals and public safety in rural areas. AHFC currently has approximately \$3 million available for grants of up to \$500,000 per application. Applications are due October 28 for funding consideration. The program provides for housing to be developed by school districts, government entities or third parties in partnership with Districts. The AHFC program provides funding for new construction, renovation of buildings into housing and upgrade of existing housing. The grants currently reimburse up to 85 percent of the total cost of the renovation projects with a limit of \$500,000 in AHFC funding per application. The program is competitive and more points are awarded for matching contributions of 25%. There are additional points for multiple units and projects that involve more than one agency. The District needs three housing units for teachers and the Borough needs a unit for a public safety officer in Buckland. The District and the Borough proposed submitting a joint application for two duplex units to be constructed in Buckland. Three units would be occupied by teachers. It is planned that the units be constructed by the District using temporary labor. At this time the total cost of the project has not been confirmed. However, last year the Selawik duplex was estimated to cost \$495,000. The cost of two duplexes for Buckland can be assumed to be at least \$1 million. AHFC will only contribute \$500,000. The District and the Borough together need to contribute a total match of \$500,000 to fully fund the project if both duplexes were submitted in a single application. An option to reduce the amount of match required is to submit two applications, one for a jointly funded application with the Borough and the other for a duplex funded by just the District. With two applications a total of \$1,000,000 in AHFC funding would potentially be available for Buckland housing and the total local funding required would be significantly reduced. With two grants the Borough and District could each provide \$125,000 in funding and support two grants totaling \$1.45 million. The grant solely funded by the District would not receive points for partnership but the projects would be much more affordable while potentially increasing the budgets of each project. With either approach the applications will include a letter of commitment for the local share of costs as recommended by the Board. The match would be funded from capital reserves which are available for this purpose. Applications require a Board resolution supporting the application for funding. The resolution must also name the person authorized to submit the application. The Administration recommends that Kathy Christy, the District's Capital Projects Manager, be authorized to provide application information on behalf of the District. She prepared and submitted the successful grant applications for Kivalina and Selawik. The administration recommends the Board adopt Resolution 23-001 approving application to AHFC for funding for teacher and public safety housing in Buckland; approve the District submission of two applications - one as a joint project with the Northwest Arctic Borough, and the other for an additional teacher housing duplex project in Buckland sponsored just by the District; commit a local share of up to 25% for each of the projects; and authorize Kathy Christy to provide application information on behalf of the Board, as presented.

ADOPTION OF  
RESOLUTION 23-001,  
APPROVAL TO APPLY  
FOR AHFC  
TEACHER/PUBLIC  
SAFETY HOUSING  
GRANT FOR BUCKLAND

Board approval is required for contracts \$50,000.00 and higher. The contract for Project Resources for management of the District's capital projects for fiscal year 2022 was approved by the Board in the amount of \$95,000. The amount includes the cost of both direct costs and reimbursable costs, such as travel. Direct costs are billed at an hourly rate of \$115 for hours worked. The actual services invoiced for FY 22 exceeded the contract amount by approximately \$20,000. The JNES Gym Roof Repair and the JNES Mezzanine and Window Repairs were not anticipated projects. In addition, the time required for support of the Kivalina Replacement School was more than expected. This was primarily related to coordination of selection, specification and ordering of furniture, fixture and equipment (FF&E) for the new school. The consultant the District has used for previous projects retired and the MCG Explore Design consultant did not have as the same level of rural experience. Project Resources did the interface with school and was directly involved with the vendors, in addition to contracting for the transportation and consolidation services. With the new FFE consultant the reviews of equipment lists and equipment location plans were much more time consuming than in the past. Project Resources also was responsible for the FFE specification for the vocational education shop which was not included in the MCG contract. It was much more cost effective for Project Resources to provide these services than to have them included in the MCG contract as the MCG FF&E

APPROVAL TO AMEND  
CONTRACT, PROJECT  
RESOURCES

specialist's hourly rate is \$41 an hour higher than Project Resource's rate. Board approval to increase the FY 22 Project Resources contract to \$115,000 is requested. The administration recommended approval of the increase to Project Resources FY 22 contract to total an amount not to exceed \$115,000, as discussed.

APPROVAL TO AMEND  
CONTRACT, PROJECT  
RESOURCES  
CONTINUED

Board approval is required for contracts that exceed \$50,000. Karen McCain of McCain Services serves as Project Evaluator for the District's Federal Grants. In addition to finding grant opportunities and assisting the district in writing grant proposals, her duties include evaluation and oversight of existing federal grant projects, data entry, and completion of all required Federal Performance Reports. The amended MOA, which includes travel, is for a total of \$74,300. The administration recommended board approval of the MOA with McCain Services for a total amount not to exceed \$74,300 as presented.

APPROVAL TO AMEND  
CONTRACT; KAREN  
MCCAIN

Board concurrence to sublease a portion of the Kivalina School site is required. NANA has leased the Kivalina School site to Northwest Arctic Borough for the purposes of constructing and operating a school. The new school requires telephone and internet service. OTZ is the local provider of these services. Because of the distance of the new school from the OTZ communications facility located in the village of Kivalina OTZ needs to construct a new communications facility near the new school site in order to provide phone and internet. It will be a time-consuming process for NANA to issue a separate lease to OTZ and there are advantages to the school to have the communication building located adjacent to the school. It was agreed by the parties that a sublease of school property is the best solution. The area requested by OTZ is less than a tenth of an acre in the northwest corner of the property behind the water treatment building and across the access road from the school itself. The attached site plan shows the location of the building and easements for service lines and access. NANA has approved the Borough issuing a sublease to OTZ. Board concurrence is required for the Borough to issue a sublease to OTZ. The administration recommended the Board concur with sublease of a portion of new Kivalina School site to OTZ, as presented.

APPROVAL OF  
CONTRACT, OTZ  
SUBLEASE NEW  
KIVALINA SCHOOL SITE

Board approval is required for contracts that exceed \$50,000. The national shortage of certified teachers has required the district to look for alternative methods for educating our students. The NWABSD is requesting assistance from certified teachers in providing instruction remotely for 7-12<sup>th</sup> grade students. Mr. Thurman is a former teacher of NWABSD and is familiar with the communities and students within our region. Don Thurman will provide instruction for 7-12<sup>th</sup> grade students, including all preparation, presentation, grading, and site/student follow-up, following the district's calendar until an in-person teacher is available and the service is no longer needed in the 2022-2023 school year. The administration recommended that the Board approve the MOA for Don Thurman, not to exceed \$78,050, as presented.

APPROVAL OF MOA;  
DON THURMAN

Board approval is required for contracts that exceed \$50,000. The national shortage of certified teachers has required the district to look for alternative methods for educating our students. The NWABSD is requesting assistance from certified teachers in providing instruction remotely for 7-12<sup>th</sup> grade students. Mr. Denton is a former teacher and administrator of NWABSD and is familiar with the communities and students within our region. Jay Denton will provide instruction for 7-12<sup>th</sup> grade students, including all preparation, presentation, grading, and site/student follow-up, following the district's calendar until an in-person teacher is available and the service is no longer needed in the 2022-2023 school year. The administration recommended that the Board approve the MOA for Jay Denton not to exceed \$95,740, as presented.

APPROVAL OF MOA; JAY  
DENTON

Superintendent's out-of-District travel and personal leave require Board approval. The Superintendent request out-of-district travel to attend Northwest Arctic Leadership Team meeting, December 12-13, 2022 (Mon-Tues) in Anchorage, AK. The administration recommends the Board approve the Superintendent's request for out-of-district travel as presented.

APPROVAL OF  
SUPERINTENDENT OUT-  
OF-DISTRICT TRAVEL

Association of Alaska School Boards (AASB) Core Resolutions requires formal Board action. AASB is soliciting resolutions, resolution amendments and comments from local school boards for consideration at the 2022 Annual Conference on Nov. 3-6th at the Captain Cook Hotel. These resolutions guide our association for the coming year beginning November 7, 2022. They also guide our advocacy and positions during the upcoming legislative session. The board approves the AASB Core Resolutions and will submit comments.

APPROVAL OF ASSOCIATION OF ALASKA SCHOOL BOARDS CORE RESOLUTIONS

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

APPROVAL OF HUMAN RESOURCES

Board approval is required for contracts that exceed \$50,000. Safe and Civil Schools has provided in-person principal training on July 29, 2022, three virtual 2-hour sessions K-2, 3-5, 6-12 on August 2, 2022 for our District's positive behavior support system. With Board approval, Safe & Civil Schools will do an additional Virtual Quarterly Follow-up with principals 4 - ½ day sessions, in-person site support on October 26-28, 2022, and in-person site support November 14-18, 2022. The administration recommended that the Board approve the MOA for Safe and Civil Schools not to exceed \$90,000, as presented.

APPROVAL TO AMEND MOA, SAFE AND CIVIL SCHOOL

Nominations for the Association of Alaska School Boards (AASB) Board of Directors require formal Board action. Each year, during the annual General Membership meeting of the AASB, an election is held to fill expired seats on the AASB Board of Directors. AASB will have 5 three-year seats and 1 one-year seat open for this election cycle. The AASB Board is made up of 15 school board members who govern the Association for the benefit of all the member districts. Consider nominating a member of your school board for this vital role. Nominated individuals will be interviewed in person at the Annual Conference on Thursday, November 3rd, 2022. Nominees must be present for their interview to be considered. The administration recommended the Board nominate a Board member from Northwest Arctic Borough School District Board of Education to run for a term of office on the AASB Board of Directors as presented.

NOMINATIONS FOR BOARD OF DIRECTORS; ASSOCIATION OF ALASKA SCHOOL BOARDS

Carol Schaeffer moved to nominate Marie Greene for the AASB Board of Directors. Brad Reich seconded.

ACTION

Motion carried unanimously by roll call vote.

Nominations for the Alaska School Boards (AASB) Carl Rose Governance Award require formal Board action. Each year during the annual AASB General Membership meeting, the Carl Rose Governance Award is presented to one outstanding School Board member who exemplifies unselfish dedication to the cause of educational improvement. The award not only brings statewide recognition to a Board member whose service has been outstanding but also is intended to inspire all School Board members to greater efforts on behalf of education. Nominations must be received by October 7, 2022. The procedures for nominating a School Board Member were provided for the Board to review. The administration recommends the Board nominate a Board member of the NWABSD Board of Education for the AASB Carl Rose Governance Award as presented.

NOMINATIONS FOR ASSOCIATION OF ALASKA SCHOOL BOARDS, CARL ROSE GOVERNANCE AWARD

Marie Greene moved to nominate Clarence Daniel, board member from Lower Kuskokwim school district for the Carl Rose Governance Award. Lawrence Jones Sr. seconded.

ACTION

Motion passed with unanimous consent.

Nominations for the Association of Alaska School Board's (AASB) Outstanding School Board of the Year requires formal Board action. Each year during the annual AASB General Membership meeting, an AASB Outstanding School Board of the Year Award is given. This award is designed to reflect the Board's involvement in Board Standards. In order to be eligible, a school board must be a member Board in good standing of AASB and have formally adopted Board Standards Consider self-nominating your own board or another board for the Outstanding School Board Award. Nominations must be received by October 7, 2022. The procedures for nominating a School Board were provided to the Board to review.

Marie Greene moved to nominate Bering Strait School District school district for AASB's Outstanding School Board of the Year. Brad Reich. seconded.

Motion passed with unanimous consent.

None.

Margaret Hansen asked for any suggestions and input on how to get our students back on track. Including how to improve student attendance, student behavior, graduation rates, and parent involvement. She expressed her appreciation for all staff that works with students and excitement for the ASC training with Regional Board and Principals.

Brad Reich informed everyone that this is the 75<sup>th</sup> year for the Toys for Tots program that the United States Marine Corp hosts. Brad is hoping to make this a special year to celebrate the 75<sup>th</sup> year of the program and the VIPs coming into communities.

The next regular Board meeting of the NWABSD Board of Education will be held on October 13, 2022, at 1:00 p.m. in Kotzebue, AK.

Marie Greene moved to adjourn the meeting, seconded by Brad Reich.

Motion passed with unanimous consent.

The meeting adjourned at 4:55 pm.

---

Tillie Ticket, Secretary

---

Jazmine Camp, Recording Secretary

NOMINATION FOR  
OUTSTANDING SCHOOL  
BOARD OF THE YEAR;  
ASSOCIATION OF  
ALASKA SCHOOL  
BOARDS

ACTION

EXECUTIVE SESSION

BOARD COMMENTS

DATE/TIME OF NEXT  
BOARD MEETING

ADJOURNMENT

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

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

---

President, Margaret Hansen, called the special meeting of the Northwest Arctic Borough School District Board of Education to order at 1:34 p.m. on Thursday, October 13, 2022 in the District Office Boardroom at Kotzebue, AK.

CALL TO ORDER

Board Members present were:

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

Board Member absent and excused was:  
Brad Reich

ROLL CALL

A quorum was present.

Observed.

Those present participated in the Pledge of Allegiance.

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

Staff present: Terri Walker-Superintendent, Scott Lefebvre-Assistant Superintendent, Megan Williams-Director of Administrative Services; Amy Eakin-Director of Technology; Dana Orton-Director of Curriculum/Instruction, Perrian Windhausen-Director of Student Services, Joy Cogburn-Smith-Director of State/Federal Programs, Karl Kowalski-Director of ATC/STAR, Brandon Blackham-Director of Property Services, Reid Magdanz-community member, Ellen Coffin-Noorvik ASC Member, and new board member, Elsie Sampson -Noorvik ASC member, Helena Hildreth-Borough Clerk and Jazmine Camp-Secretary to the Superintendent and Board.

INTRODUCTION OF  
STAFF/GUESTS

Northwest Arctic Borough Deputy Clerk, Helena Hildreth, swore in re-elected Board Members: Joanne Harris of Kotzebue and Tillie Ticket of Selawik and newly-elected Board Member: Ellen Coffin of Noorvik.

OATH OF OFFICE

Congratulations to the elected Board Members were given.

President Margaret Hansen called for nominations for President.

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

President Margaret Hansen called for nominations for Vice President.

Unanimous consent was given by all Board members selecting Carol Schaeffer as Vice President.

President Margaret Hansen called for nominations for Secretary.

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

REORGANIZATION OF  
THE BOARD

President Margaret Hansen called for nominations for Treasurer.

Unanimous consent was given by all Board members selecting Marie Greene as Treasurer.

President Margaret Hansen called for nominations for Parliamentarian.

Unanimous consent was given by all Board members selecting Millie Hawley as Parliamentarian.

Board Members are requested to send their selection for Board Committee's to President Margaret Hansen.

Board adoption is required for naming of schools. At issue is the Board's approval to adopt Kisimgiugtuq School as the Kivalina replacement school name. At the request of Kivalina ASC, the Principal had students at McQueen School come up with and vote on a name for the replacement. McQueen School Advisory School Council members accepted Kisimgiugtuq School, the name with the most student votes as the replacement school's name. The administration recommends that the Board adopt Kisimgiugtuq School as the Kivalina replacement school name, as presented.

Millie Hawley moved to adopt Kisimgiugtuq School as the Kivalina replacement school name. Tillie Ticket seconded. Ellen Coffin abstained.

Motion carried unanimously by voice vote.

No executive session was held.

The next regular Board meeting of the NWABSD Board of Education will be held on December 6, 2022, at 4:00 p.m. in Selawik, AK.

Joanne Harris moved to adjourn the meeting, seconded by Lawrence Jones Sr.

Motion passed with unanimous consent.

The meeting adjourned at 2:13 pm.

---

Tillie Ticket, Secretary

---

Jazmine Camp, Recording Secretary

APPOINTMENT OF  
COMMITTEES

ADOPTION OF KIVALINA  
REPLACEMENT SCHOOL  
NAME

ACTION

EXECUTIVE SESSION

DATE/TIME OF NEXT  
BOARD MEETING

ADJOURNMENT

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

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

---

President, Margaret Hansen, called the special meeting of the Northwest Arctic Borough School District Board of Education to order at 12:15 p.m. on Thursday, November 3, 2022 in the Courtyard by Marriott Anchorage Airport, Kobuk Room in Anchorage, AK.

CALL TO ORDER

Board Members present were:

Margaret Hansen  
Marie Greene  
Shannon Melton  
Carol Schaeffer  
Tillie Ticket  
Alice Adams  
Lawrence Jones, Sr.  
Joanne Harris  
Ellen Coffin

Board Member absent and excused was:

Cindy Fields  
Millie Hawley

ROLL CALL

A quorum was present.

Observed.

MOMENT OF SILENCE

Staff present: Terri Walker-Superintendent, Scott Lefebvre-Assistant Superintendent, Megan Williams-Director of Administrative Services; Dana Orton-Director of Curriculum/Instruction, Janice Hadley-Director of Human Resources Perrian Windhausen-Director of Student Services, Joy Cogburn-Smith-Director of State/Federal Programs, Steve Wadleigh-Altman Rogers and Co., and Jazmine Camp-Secretary to the Superintendent and Board.

INTRODUCTION OF  
STAFF/GUESTS

At issue is the approval of the FY22 Audited Financial Statements. The District is required by State law to have an annual audit performed by independent auditors. The annual financial audit is an independent and unbiased examination of the District's financial information. It is required that the FY22 Audited Financial Statements be sent to the Alaska Department of Education and Early Development by November 15th of each year and be approved by the board. Altman, Rogers & Co. presented the FY22 financial statement information and auditor opinions to the Board during the Special November 3rd, 2022 meeting. The FY22 Audited Financial Statements cover the operation of the Northwest Arctic Borough School District for the period July 1, 2021 through June 30, 2022.

APPROVAL OF FY22  
AUDITED FINANCIAL  
STATEMENTS

Marie Greene moved to approve, seconded by Joanne Harris.

ACTION

Motion carried unanimously by voice vote.

At issue is the approval of an addendum to Memorandum of Agreement (MOA) with Cindy Lincoln. All MOAs that exceed \$50,000 require Board approval. ATC has an existing MOA in the amount of \$10,800 with Cindy Lincoln for instructional services which were rendered August and September to assist with health care occupations classes prior to the arrival of J1 instructor. The ATC requests an addendum to that MOA in the amount of \$42,800 to add support to teach Certified Nursing Aide course Monday-Friday from October 4-December 16 plus 6 days of clinical training at Maniilaq Medical Center from 6:45am - 3:45pm; Organize, clean, and maintain nursing program Skills Lab used by the UAA RN program, CNA program and DOL drug testing;

APPROVAL OF MOA  
ADDENDUM, CINDY  
LINCOLN

Mentor and assist the new healthcare instructor to meet the criteria for and obtain State of Alaska RN licensure. This would increase the total amount of the MOA to \$53,600.

Tillie Ticket moved to approve, seconded by Marie Greene.

ACTION

Motion carried unanimously by voice vote.

Joanne Harris moved to adjourn the meeting, seconded by Alice Adams.

ADJOURNMENT

Motion passed with unanimous consent.

The meeting adjourned at 1:01 pm.

---

Tillie Ticket, Secretary

---

Jazmine Camp, Recording Secretary

## MEMORANDUM

---

**TO:** NWABSD Board of Education  
Members

**DATE:** December 6, 2022

**NUMBER:** 23-029

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Proposed  
Revisions to BP 3450,  
Business and  
Noninstructional  
Operations, Money in  
School Buildings; Second  
Reading

**STRATEGIC PLAN/BOARD GOAL:**

Improve Stakeholder Communication.

**ABSTRACT:**

Board policy revisions require Board approval.

**ISSUE:**

At issue is to approve, at the second reading, the proposed revisions to Board Policy (BP) 3450, Business and Noninstructional Operations, Money in School Buildings.

**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 second 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.

At the June 2022 Board Meeting, the Board approved the first reading and opened for public comments. At the August 2022 Board Meeting, it was discovered that the incorrect version was given to the public for public and it was decided to reopen for public comment. To this date no public comment has been given.

**ALTERNATIVES:**

1. Approve, at the second reading, the proposed revisions to BP 3450, Business and Noninstructional Operations, Money in School Buildings as presented,
2. Do not adopt the proposed revisions to BP 3450 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 3450, Business and Noninstructional Operations, Money in School Buildings as presented.

## 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 \$10,000 shall be recorded deposited. 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.

**Deleted:** district employees and student

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.

**Deleted:** All money collected shall be receipted and accounted for and directed without delay to the proper location of deposit. Any money left overnight in schools shall be kept in locked locations provided for safekeeping of valuables.

*Adopted: February 25, 1994*

**Northwest Arctic Borough School District**

## MEMORANDUM

---

**TO:** NWABSD Board of Education  
Members

**DATE:** December 6, 2022

**NUMBER:** 23-030

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Proposed  
Revisions to BP 3300,  
Business and  
Noninstructional  
Operations,  
Expenditure/Expending  
Authority; Second Reading

**STRATEGIC PLAN/BOARD GOAL:**

Improve Stakeholder Communication.

**ABSTRACT:**

Board policy revisions require Board approval.

**ISSUE:**

At issue is to approve, at the second reading, the proposed revisions to Board Policy (BP) 3300, Business and Noninstructional Operations, Expenditure/Expending Authority.

**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 second 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.

At the June 2022 Board Meeting, the Board approved the first reading and opened it for public comments. At the August 2022 Board Meeting, it was discovered that the incorrect version was given to the public for public and it was decided to reopen for public comment. To this date no public comment has been given.

**ALTERNATIVES:**

1. Approve, at the second reading, the proposed revisions to BP 3300, Business and Noninstructional Operations, Expenditure/Expending Authority as presented;
2. Do not approve the proposed revisions to BP 3300 as presented;
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends the Board approve the proposed revisions to BP 3300, Business and Noninstructional Operations, Expenditure/Expending Authority as presented.

## 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. 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 total appropriation authorized for a designated fund unless an amount sufficient to cover the purchase is available in the budget to transfer.

*(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

Deleted: .

[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

CODE OF FEDERAL REGULATIONS

[2 C.F.R. 200.317-326](#), Procurement Standards

**Adopted: February 25, 1994**

Deleted: Revised: May 01, 2019

**Northwest Arctic Borough School District**

## MEMORANDUM

---

**TO:** NWABSD Board of Education  
Members

**DATE:** December 6, 2022

**NUMBER:** 23-031

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Purchase;  
Intellitech

**STRATEGIC PLAN/BOARD GOAL:**

Goal 1: Student Learning; Objective 2: NWABSD will build a responsive learning environment during both remote and in-person learning.

**ABSTRACT:**

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

**ISSUE:**

At issue is to approve the purchase from Intellitech for a total amount not to exceed \$113,665.00, to renew all Meraki network licensing across the District for December 2022 to December 2025.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

Meraki provides a single place to manage thousands of devices across the NWABSD region. Staff easily configure phones, WiFi networks and setup virtual networks through this one web dashboard. This includes the ability to troubleshoot connectivity issues, run reports, or find a device's location in NWABSD buildings. Meraki's platform allows NWABSD Technology staff to deploy firmware and security patches to all WiFi access points and network switches with the push of a button or on a schedule.

Cisco Meraki provides high levels of security and is fully compliant with all major security standards and regulations. This licensing allows the District to keep the network up to date against threats internal and external.

Northwest Arctic Borough School District relies on technology as a core part of our curriculum and services we provide to staff and students. This would not be possible without a solid network backbone.

Funding is available and budgeted in the Elementary and Secondary School Emergency Relief (ESSER) II and general funds.

**ALTERNATIVES:**

1. Approve the purchase from Intellitech for a total amount not to exceed \$113,665.00, to renew all Meraki network licensing across the District for December 2022 to December 2025 as presented;
2. Do not approve the purchase from Intellitech for a total amount not to exceed \$113,665.00, to renew all Meraki network licensing across the District for December 2022 to December 2025 as presented;
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends the Board approve the purchase from Intellitech for a total amount not to exceed \$113,665.00, to renew all Meraki network licensing across the District for December 2022 to December 2025 as presented.

**QUOTE**

1652 Yeager Avenue  
 La Verne, CA 91750  
 (909) 394-5188  
 fax (909) 394-5190



DATE	QUOTATION NO.
11/29/22	PW100322A-SP

CONTACT	BILLING	ACCOUNT REP
<b>PAUL WOOD</b> <a href="mailto:pwood@nwarctic.org">pwood@nwarctic.org</a> <b>907-442-1830</b>	Northwest Arctic School District 744 Third Ave / PO BOX 51 Kotzebue, AK 99752 Attn: Account Payable	Samantha Pilcher 909-480-4459 <a href="mailto:samantha@intelli-tech.com">samantha@intelli-tech.com</a>

RFQ #	SHIP	PURCHASE ORDER NO	TERMS
	Northwest Arctic School District 744 Third Ave / PO BOX 51 Kotzebue, AK 99752 Attn: PAUL WOOD / AMY EAKIN		NET 30
		DEPARTMENT	FOB
			EMAIL

#	Qty	Part No.		ETA	Price	Extended
1	2	LIC-MS220-8P-3YR	Meraki MS220-8P Enterprise License and Support, 3YR	EMAIL	\$ 68.00	\$ 136.00
2	52	LIC-MS220-48FP-3YR	Meraki MS220-48FP Enterprise License and Support, 3YR	EMAIL	\$ 460.00	\$ 23,920.00
3	40	LIC-MS225-48FP-3YR	Meraki MS225-48FP Enterprise License and Support, 3YR	EMAIL	\$ 516.00	\$ 20,640.00
4	1	LIC-MS320-24P-3YR	Meraki MS320-24P Enterprise License and Support, 3YR	EMAIL	\$ 384.00	\$ 384.00
5	12	LIC-MS320-48FP-3YR	Meraki MS320-48FP Enterprise License and Support, 3YR	EMAIL	\$ 660.00	\$ 7,920.00
6	1	LIC-MS350-48LP-3YR	Meraki MS350-48LP Enterprise License and Support, 3YR	EMAIL	\$ 875.00	\$ 875.00
7	1	LIC-MS350-48FP-3YR	Meraki MS350-48FP Enterprise License and Support, 3YR	EMAIL	\$ 955.00	\$ 955.00
8	1	LIC-MX250-ENT-3YR	Meraki MX250 Enterprise License and Support, 3YR	EMAIL	\$ 6,515.00	\$ 6,515.00
9	25	LIC-SME-3YR	Meraki Systems Manager Enterprise Device License, 3YR	EMAIL	\$ 48.00	\$ 1,200.00
10	300	LIC-ENT-3YR	Meraki MR Enterprise License, 3YR	EMAIL	\$ 167.00	\$ 50,100.00
11	1	LIC-MS225-24P-3YR	Meraki MS225-24P Enterprise License and Support, 3YR	EMAIL	\$ 325.00	\$ 325.00
12	1	LIC-MS250-48FP-3YR	Meraki MS250-48FP Enterprise License and Support, 3YR	EMAIL	\$ 695.00	\$ 695.00
			POP Dec 2022 - Dec 2025			
			NOTE			
			THE MS220 switches (56 of them) go end of life 7/29/24			

**Sub-total** \$ 113,665.00

**Sales Tax** \$ -

**Estimated Freight** N/C

**E-Waste Fee** \$ -

**Grand Total** \$ 113,665.00

**NOTE: PRICING AND AVAILABILITY IS SUBJECT TO CHANGE WITHOUT NOTICE**

## MEMORANDUM

---

**TO:** NWABSD Board of Education Members

**DATE:** December 6, 2022

**NUMBER:** 23-032

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Purchase,  
Big Ray's The Alaskan Outfitters

**STRATEGIC PLAN/BOARD GOAL:**

Goal 3: Family Support and Engagement

**ABSTRACT:**

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

**ISSUE:**

At issue is the Board's approval of the purchases of migrant education student services winter clothing from Big Ray's Anchorage for an amount not to exceed \$175,000.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

Migrant student clothing orders are being finalized and purchased by site according to orders received from parents. The total purchase cost will not exceed \$175,000 as budgeted.

These items were fully budgeted for and approved by the Alaska Department of Education as part of NWABSD's Migrant Title 1-C application.

Funding: Migrant Education Fund 262

**ALTERNATIVES:**

1. Approval of purchase of migrant education student services clothing from Big Ray's The Alaskan Outfitters for an amount not to exceed the budgeted amount of \$175,000 as presented.
2. Disapproval of purchase of migrant education student services clothing from Big Ray's The Alaskan Outfitters for an amount not to exceed the budgeted amount of \$175,000 as presented.
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends board approval of purchase of migrant education student services clothing from Big Ray's The Alaskan Outfitters as presented.

## MEMORANDUM

---

**TO:** NWABSD Board of Education  
Members

**DATE:** December 6, 2022

**NUMBER:** 23-033

**FR:** Office of the Superintendent

**SUBJECT:** Approval to  
Amend MOA; Karen McCain

**STRATEGIC PLAN/BOARD GOAL:**

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

**ABSTRACT:**

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

**ISSUE:**

At issue is the Board's Approval to amend the Memorandum of Agreement (MOA) with Karen McCain of McCain Services for a total amount not to exceed \$88,479.28.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

Karen McCain of McCain Services serves as Project Evaluator for the District's Federal Grants. In addition to finding grant opportunities and assisting the district in writing grant proposals, her duties include evaluation and oversight of existing federal grant projects, data entry, and completion of all required Federal Performance Reports. The amended MOA, which includes travel, is for a total of \$88,479.28

Funding for amended MOA --	
Our Youth Our Future (OYOF) Federal Grant (fund 396) <i>Funding ends September 16, 2022</i>	\$17,300
Literacy Connection (LIT) Federal Grant FY23 <i>October 1, 2022 to September 30, 2023 (fund 353)</i>	\$29,800
Literacy Connection (LIT) Federal Grant FY22 <i>October 1, 2021 to September 30, 2022 (fund 353)</i>	\$16,179.28
General Grant Writing (general fund)	\$10,000
Native Youth in Action (NYIA) Federal Grant FY23 (fund 354) <i>October 1, 2002 to September 20, 2023</i>	\$15,200
Total	\$88,479.28

**ALTERNATIVES:**

1. Approve the amendment to the Memorandum of Agreement (MOA) with Karen McCain of McCain Services for the amount not to exceed \$88.479.28 as presented;
2. Disapprove the amendment MOA for McCain Service as presented;
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends board approval of the MOA with McCain Services for a total amount not to exceed \$88.479.28 as presented.

## MEMORANDUM

---

**TO:** NWABSD Board of Education  
Members

**DATE:** December 6, 2022

**NUMBER:**

**FR:** Office of the Superintendent

**SUBJECT:** Approval to Amend  
MOA, More Than Words LLC (E.  
Nyang)

**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 More Than Words LLC (E.Nyang) to provide additional Speech Pathology services include new referrals and 3-5 year old services.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

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

This contract will provide the opportunity to assist the district in providing services as to improve educational advantages for students in the district. The MOA Addendum, which includes travel, is for \$20,000 and the total MOA will not exceed \$110,000. This is **paid for by a special education grant fund**.

**ALTERNATIVES:**

1. Approve the amendment to the Memorandum of Agreement (MOA) with More Than Words LLC (E.Nyang), in the amount not to exceed \$110,000.
2. Disapprove the amendment to the MOA with More Than Words LLC, as presented.
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends board approval of the amendment to the MOA with More Than Words LLC (E.Nyang), in the amount not to exceed \$110,000 as presented.

**NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT**

**ADDENDUM TO  
MEMORANDUM OF AGREEMENT**

MOA # 223003

Between

Contractor Name: More Than Words LLC (E.Nyang)

Address: 2777 Paradise Road #305  
Las Vegas, Nevada 89109

and

**Northwest Arctic Borough School District**

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

	<u>Amount</u>
Account #: <u>298.099.220.223.410</u>	<u>\$ 20,000(added)</u>
Account #: <u>100.099.220.000.410</u>	<u>\$ 70,000</u>
Account #: <u>291.099.220.223.410</u>	<u>\$9,000</u>
Account #: <u>292.099.220.223.410</u>	<u>\$5,000</u>
Account #: <u>294.099.220.223.410</u>	<u>\$6,000</u>
<b>NEW MOA Total:</b>	<u>\$ 110,000</u>

Budget Authority Approval: P.Windhausen

**Contractor Additionally Agrees: Additional Speech/Language services**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**District Additionally Agrees: To pay for additional services due to increased 3-5 year old referral. Increase will be out of fy23 ARP 619 Special Ed grant fund (Fund 298)**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date of Board Approval (if applicable): \_\_\_\_\_

Agreed to by:

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

\_\_\_\_\_  
Superintendent- Authorized Signature, NWABSD \_\_\_\_\_  
Date

\_\_\_\_\_  
Director of Administrative Services, NWABSD \_\_\_\_\_  
Date

## MEMORANDUM

---

**TO:** NWABSD Board of Education  
Members

**DATE:** December 6, 2022

**NUMBER:** 23-035

**FR:** Office of the Superintendent

**SUBJECT:** Approval of School  
Calendar

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

Student Learning: Strengthen student progress monitoring.

### **ABSTRACT:**

Board approval is required for school year calendars.

### **ISSUE:**

At issue is the Board's approval of the School Calendars for school years; 2023-24, 2024-25, and 2025-26.

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

Several options for 3-year school calendars were presented to Directors and from those two options were created for presentation to ASC and staff. These calendars incorporate these priorities identified by the administration and the School Board:

- Starting later in August
- Three days off at Thanksgiving
- An extra day off after Winter Break

### **ALTERNATIVES:**

1. Approve Option 1 or Option 2 for the NWABSD three-year school calendars.
2. Disapprove both calendar options as presented
3. Take no final action.

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

The administration recommends board approval of Option 1, as this option received the most votes in a poll of ASC and staff at each site.



# NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

## 2023-2024 District Calendar Option 1

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

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

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

Oct-2023						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
	S	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
	I	I	S	S	S	
29	30	31				
	S	S				

Total	14
W	1
I	5

S	8
H	0

Total	21
W	0
I	1

S	19
H	1

Total	22
W	0
I	2

S	20
H	0

Nov-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
	S	S	S	S	S	
19	20	21	22	23	24	25
	S	S	V	H	H	
26	27	28	29	30		
	S	S	S	S		

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

Jan-2024						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
	H	V	S	S	S	
7	8	9	10	11	12	13
	S	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			
	S	S	S			

Feb-2024						
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
	I	S	S	S	S	
18	19	20	21	22	23	24
	S	S	S	S	S	
25	26	27	28	29		
	S	S	S	S		

Total	21
W	0
I	0

S	19
H	2

Total	12
W	0
I	0

S	11
H	1

Total	22
W	0
I	0

S	21
H	1

Total	21
W	0
I	1

S	20
H	0

Mar-2024						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
					S	
3	4	5	6	7	8	9
	S	S	S	S	S	
10	11	12	13	14	15	16
	V	V	V	V	H	
17	18	19	20	21	22	23
	S	S	S	S	S	
24	25	26	27	28	29	30
	S	S	S	S	S	
31						

Apr-2024						
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
	I	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				
	S	S				

May-2024						
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
	S	S	S	S	S	
19	20	21	22	23	24	25
	S	S	S	S	W	
26	27	28	29	30	31	

Student Days	172
Holidays	6
Work days	2
Inservice	10
Total	190

**Shaded dates = end of quarter/semester**

1st QTR 42     **85**  
 2nd QTR 43  
 3rd QTR 44     **87**  
 4th QTR 43

Total	17
W	0
I	0

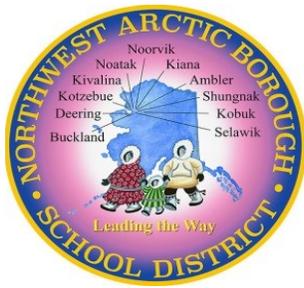
S	16
H	1

Total	22
W	0
I	1

S	21
H	0

Total	18
W	1
I	0

S	17
H	0



# NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

## 2024-2025 District Calendar Option 1

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

Aug-2024						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
	I	I	I	I	I	
18	19	20	21	22	23	24
	W	S	S	S	S	
25	26	27	28	29	30	31
	S	S	S	S	S	

Sep-2024						
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
	I	S	S	S	S	
22	23	24	25	26	27	28
	S	S	S	S	S	
29	30					
	S					

Oct-2024						
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
	I	I	S	S	S	
27	28	29	30	31		
	S	S	S	S		

Total	15
W	1
I	5

S	9
H	0

Total	21
W	0
I	1

S	19
H	1

Total	23
W	0
I	2

S	21
H	0

Nov-2024						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
					S	
3	4	5	6	7	8	9
	S	S	S	S	S	
10	11	12	13	14	15	16
	S	S	S	S	S	
17	18	19	20	21	22	23
	S	S	S	S	S	
24	25	26	27	28	29	30
	S	S	V	H	H	

Dec-2024						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
	S	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
	V	V	H	V	V	
29	30	31				
	V	V				

Jan-2025						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
			H	V	V	
5	6	7	8	9	10	11
	S	S	S	S	S	
12	13	14	15	16	17	18
	S	S	S	S	S	
19	20	21	22	23	24	25
	S	S	S	S	S	
26	27	28	29	30	31	
	S	S	S	S	S	

Feb-2025						
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
	I	S	S	S	S	
16	17	18	19	20	21	22
	S	S	S	S	S	
23	24	25	26	27	28	
	S	S	S	S	S	

Total	20
W	0
I	0

S	18
H	2

Total	16
W	0
I	0

S	15
H	1

Total	21
W	0
I	0

S	20
H	1

Total	20
W	0
I	1

S	19
H	0

Mar-2025						
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
	V	V	V	V	H	
23	24	25	26	27	28	29
	S	S	S	S	S	
30	31					
	S					

Apr-2025						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
		S	S	S	S	
6	7	8	9	10	11	12
	I	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	S	S	
27	28	29	30			
	S	S	S			

May-2025						
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
	S	S	W			
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	45
3rd QTR	44
4th QTR	41

Total	17
W	0
I	0

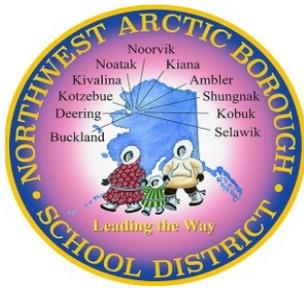
S	16
H	1

Total	22
W	0
I	1

S	21
H	0

Total	15
W	1
I	0

S	14
H	0



# NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

## 2025-2026 District Calendar Option 1

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

Aug-2025						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
	I	I	I	I	I	
17	18	19	20	21	22	23
	W	S	S	S	S	
24	25	26	27	28	29	30
	S	S	S	S	S	
31						

Sep-2025						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
	H	S	S	S	S	
7	8	9	10	11	12	13
	S	S	S	S	S	
14	15	16	17	18	19	20
	I	S	S	S	S	
21	22	23	24	25	26	27
	S	S	S	S	S	
28	29	30				
	S	S				

Oct-2025						
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
	S	S	S	S	S	
19	20	21	22	23	24	25
	I	I	S	S	S	
26	27	28	29	30	31	
	S	S	S	S	S	

Total	15
W	1
I	5

S	9
H	0

Total	22
W	0
I	1

S	20
H	1

Total	23
W	0
I	2

S	21
H	0

Nov-2025						
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
	S	S	S	S	S	
23	24	25	26	27	28	29
	S	S	V	H	H	
30						

Dec-2025						
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	S	S	S	
14	15	16	17	18	19	20
	S	S	S	S	S	
21	22	23	24	25	26	27
	V	V	V	H	V	
28	29	30	31			
	V	V	V			

Jan-2026						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
				H	V	
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
	S	S	S	S	S	
25	26	27	28	29	30	31
	S	S	S	S	S	

Feb-2026						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
	S	S	S	S	S	
8	9	10	11	12	13	14
	S	S	S	S	S	
15	16	17	18	19	20	21
	I	S	S	S	S	
22	23	24	25	26	27	28
	S	S	S	S	S	

Total	19
W	0
I	0

S	17
H	2

Total	16
W	0
I	0

S	15
H	1

Total	21
W	0
I	0

S	20
H	1

Total	20
W	0
I	1

S	19
H	0

Mar-2026						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
	S	S	S	S	S	
8	9	10	11	12	13	14
	S	S	S	S	S	
15	16	17	18	19	20	21
	V	V	V	V	H	
22	23	24	25	26	27	28
	S	S	S	S	S	
29	30	31				
	S	S				

Apr-2026						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
			S	S	S	
5	6	7	8	9	10	11
	I	S	S	S	S	
12	13	14	15	16	17	18
	S	S	S	S	S	
19	20	21	22	23	24	25
	S	S	S	S	S	
26	27	28	29	30		
	S	S	S	S		

May-2026						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
					S	
3	4	5	6	7	8	9
	S	S	S	S	S	
10	11	12	13	14	15	16
	S	S	S	S	S	
17	18	19	20	21	22	23
	S	S	W			
24	25	26	27	28	29	30
31						

Student Days	172
Holidays	6
Work days	2
Inservice	10
Total	190

Shaded dates = end of quarter/semester

1st QTR 42  
 2nd QTR 45  
 3rd QTR 44  
 4th QTR 41

Total	18
W	0
I	0

S	17
H	1

Total	22
W	0
I	1

S	21
H	0

Total	14
W	1
I	0

S	13
H	0



# NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

## 2023-2024 District Calendar Option 2

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

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

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

Oct-2023						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
	S	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
	I	I	S	S	S	
29	30	31				
	S	S				

Total	9
W	1
I	5

S	3
H	0

Total	21
W	0
I	1

S	19
H	1

Total	22
W	0
I	2

S	20
H	0

Nov-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
	S	S	S	S	S	
19	20	21	22	23	24	25
	S	S	V	H	H	
26	27	28	29	30		
	S	S	S	S		

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

Jan-2024						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
	H	V	S	S	S	
7	8	9	10	11	12	13
	S	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			
	S	S	S			

Feb-2024						
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
	I	S	S	S	S	
18	19	20	21	22	23	24
	S	S	S	S	S	
25	26	27	28	29		
	S	S	S	S		

Total	21
W	0
I	0

S	19
H	2

Total	12
W	0
I	0

S	11
H	1

Total	22
W	0
I	0

S	21
H	1

Total	21
W	0
I	1

S	20
H	0

Mar-2024						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
					S	
3	4	5	6	7	8	9
	S	S	S	S	S	
10	11	12	13	14	15	16
	V	V	V	V	H	
17	18	19	20	21	22	23
	S	S	S	S	S	
24	25	26	27	28	29	30
	S	S	S	S	S	
31						

Apr-2024						
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
	I	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				
	S	S				

May-2024						
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
	S	S	S	S	S	
19	20	21	22	23	24	25
	S	S	S	S	S	
26	27	28	29	30	31	
	H	S	S	S	W	

Student Days	171
Holidays	7
Work days	2
Inservice	10
Total	190

**Shaded dates = end of quarter/semester**

1st QTR 40  
 2nd QTR 40  
 3rd QTR 44  
 4th QTR 47

Total	17
W	0
I	0

S	16
H	1

Total	22
W	0
I	1

S	21
H	0

Total	23
W	1
I	0

S	21
H	1



# NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

## 2024-2025 District Calendar Option 2

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

Aug-2024						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
	I	I	I	I	I	
25	26	27	28	29	30	31
	W	S	S	S	S	

Sep-2024						
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
	I	S	S	S	S	
22	23	24	25	26	27	28
	S	S	S	S	S	
29	30					
	S					

Oct-2024						
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
	I	I	S	S	S	
27	28	29	30	31		
	S	S	S	S		

Total	10
W	1
I	5

S	4
H	0

Total	21
W	0
I	1

S	19
H	1

Total	23
W	0
I	2

S	21
H	0

Nov-2024						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
					S	
3	4	5	6	7	8	9
	S	S	S	S	S	
10	11	12	13	14	15	16
	S	S	S	S	S	
17	18	19	20	21	22	23
	S	S	S	S	S	
24	25	26	27	28	29	30
	S	S	V	H	H	

Dec-2024						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
	S	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
	V	V	H	V	V	
29	30	31				
	V	V				

Jan-2025						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
			H	V	V	
5	6	7	8	9	10	11
	S	S	S	S	S	
12	13	14	15	16	17	18
	S	S	S	S	S	
19	20	21	22	23	24	25
	S	S	S	S	S	
26	27	28	29	30	31	
	S	S	S	S	S	

Feb-2025						
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
	I	S	S	S	S	
16	17	18	19	20	21	22
	S	S	S	S	S	
23	24	25	26	27	28	
	S	S	S	S	S	

Total	20
W	0
I	0

S	18
H	2

Total	16
W	0
I	0

S	15
H	1

Total	21
W	0
I	0

S	20
H	1

Total	20
W	0
I	1

S	19
H	0

Mar-2025						
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
	V	V	V	V	H	
23	24	25	26	27	28	29
	S	S	S	S	S	
30	31					
	S					

Apr-2025						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
		S	S	S	S	
6	7	8	9	10	11	12
	I	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	S	S	
27	28	29	30			
	S	S	S			

May-2025						
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
	S	S	S	S	S	
25	26	27	28	29	30	31
	H	S	W			

Student Days	171
Holidays	7
Work days	2
Inservice	10
Total	190

Shaded dates = end of quarter/semester

1st QTR 40 82  
 2nd QTR 42  
 3rd QTR 44 89  
 4th QTR 45

Total	17
W	0
I	0

S	16
H	1

Total	22
W	0
I	1

S	21
H	0

Total	20
W	1
I	0

S	18
H	1



# NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

## 2025-2026 District Calendar Option 2

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

Aug-2025						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
	I	I	I	I	I	
24	25	26	27	28	29	30
	W	S	S	S	S	
31						

Sep-2025						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
	H	S	S	S	S	
7	8	9	10	11	12	13
	S	S	S	S	S	
14	15	16	17	18	19	20
	I	S	S	S	S	
21	22	23	24	25	26	27
	S	S	S	S	S	
28	29	30				
	S	S				

Oct-2025						
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
	S	S	S	S	S	
19	20	21	22	23	24	25
	I	I	S	S	S	
26	27	28	29	30	31	
	S	S	S	S	S	

Total	10
W	1
I	5

S	4
H	0

Total	22
W	0
I	1

S	20
H	1

Total	23
W	0
I	2

S	21
H	0

Nov-2025						
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
	S	S	S	S	S	
23	24	25	26	27	28	29
	S	S	V	H	H	
30						

Dec-2025						
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	S	S	S	
14	15	16	17	18	19	20
	S	S	S	S	S	
21	22	23	24	25	26	27
	V	V	V	H	V	
28	29	30	31			
	V	V	V			

Jan-2026						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
				H	V	
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
	S	S	S	S	S	
25	26	27	28	29	30	31
	S	S	S	S	S	

Feb-2026						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
	S	S	S	S	S	
8	9	10	11	12	13	14
	S	S	S	S	S	
15	16	17	18	19	20	21
	I	S	S	S	S	
22	23	24	25	26	27	28
	S	S	S	S	S	

Total	19
W	0
I	0

S	17
H	2

Total	16
W	0
I	0

S	15
H	1

Total	21
W	0
I	0

S	20
H	1

Total	20
W	0
I	1

S	19
H	0

Mar-2026						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
	S	S	S	S	S	
8	9	10	11	12	13	14
	S	S	S	S	S	
15	16	17	18	19	20	21
	V	V	V	V	H	
22	23	24	25	26	27	28
	S	S	S	S	S	
29	30	31				
	S	S				

Apr-2026						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
			S	S	S	
5	6	7	8	9	10	11
	I	S	S	S	S	
12	13	14	15	16	17	18
	S	S	S	S	S	
19	20	21	22	23	24	25
	S	S	S	S	S	
26	27	28	29	30		
	S	S	S	S		

May-2026						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
					S	
3	4	5	6	7	8	9
	S	S	S	S	S	
10	11	12	13	14	15	16
	S	S	S	S	S	
17	18	19	20	21	22	23
	S	S	S	S	S	
24	25	26	27	28	29	30
	H	S	W			
31						

Student Days	171
Holidays	7
Work days	2
Inservice	10
Total	190

Shaded dates = end of quarter/semester

1st QTR 40 82  
 2nd QTR 42  
 3rd QTR 44 89  
 4th QTR 45

Total	18
W	0
I	0

S	17
H	1

Total	22
W	0
I	1

S	21
H	0

Total	19
W	1
I	0

S	17
H	1

## MEMORANDUM

---

**TO:** NWABSD Board of Education  
Members

**DATE:** December 6, 2022

**NUMBER:** 23-036

**FR:** Office of the Superintendent

**SUBJECT:** Approval of  
Job description, K-12  
School Psychologist  
Intern

**STRATEGIC PLAN/BOARD GOAL:**

Student Learning: Strengthen student progress monitoring.

**ABSTRACT:**

Board approval is required for the creation of a new job description.

**ISSUE:**

At issue is the Board's approval of all new job descriptions.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

If NWABSD has the opportunity to hire a K-12 School Psychologist Intern, these inhouse services would help increase the accuracy and efficiency of the evaluation and screening process for special education referrals and three-year evaluations that must be done as part of the Evaluation Summary and Eligibility Review (ESER) process. This teacher position will provide the opportunity to assist the district in providing services to improve educational advantages for students in the district.

**ALTERNATIVES:**

1. Approve of new job description of K-12 School Psychologist Intern.
2. Disapprove the new job description of K-12 School Psychologist Intern.
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends board approval of the job description of K-12 School Psychologist Intern.



**Northwest Arctic Borough School District**  
HUMAN RESOURCES DEPARTMENT

P.O. BOX 51 • KOTZEBUE, AK 99752 • (907) 442-1800 • FAX (907) 442-2172

---

**POSITION VACANCY ANNOUNCEMENT**

**TITLE:** K-12 School Psychologist Intern

**QUALIFICATIONS:**

1. Verification of completion of all coursework/practicum experiences of a school psychology Ed.S. or doctoral program and recommendation from the program that the student is eligible to enter into a school psychology internship
2. Type C or A certification
3. Willingness to travel to remote locations.
4. Ability to carry out successfully the duties described below.

**REPORTS TO:** Special Education Director

---

**JOB GOAL:** To deliver psychological and educational services that facilitate learning and promote the cognitive, social, and personal development of all students

---

**PERFORMANCE RESPONSIBILITIES:**

All duties assigned by the Special Education Director. Specific duties and responsibilities will reflect the context and needs of each school to which a school psychology intern is assigned. Duties will include but will not be limited to:

Assessment

- Conduct multi-method and multi-source psychoeducational evaluations and reevaluations as part of a multidisciplinary team
- Utilize professional standards for writing reports of evaluation results
- Interpret and explain assessment results in a format understood by educators and parents while providing relevant recommendations, strategies, and resources based on results
- Attend case conference committee meetings and actively participate as a member of the multidisciplinary team

Collaboration and Consultation

- Collaborate with teachers and parents to find effective solutions to learning and behavior problems
- Strengthen working relationships between educators, parents, and community services and help others understand child development and how it affects learning and behavior
- Participate as a member of school educational planning teams, building based problem-solving teams, and staffing teams to develop assistance for at-risk students

Intervention and Prevention

- Work directly and/or indirectly with students, teachers, and parents to help resolve problems in behavior and learning
- Develop appropriate interventions and strategies to assist individual students in academic growth and school adjustment
- Utilize knowledge of behavioral principles to develop and assist in the implementation of specific behavioral management plans for individual students, classrooms, and schools
- Provide training and assistance in intervention techniques and strategies designed to improve student success in the school setting

Planning

- Evaluate the effectiveness of academic intervention programs and behavior management programs
- Use evidence-based research to develop and/or recommend effective interventions
- Identify, implement, and evaluate programs and strategies to improve student learning and behavior

Professional Practice

- Apply ethical standards of professional practice to the delivery of school psychological services
- Observe state laws and Cooperative policies/procedures to govern practice
- Participate in professional growth and development activities to continually improve professional knowledge and skills

The statements contained herein reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required, and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work periods, or otherwise to balance the workload.

**LENGTH OF POSITION:** 190 days

**SALARY:** Depending on experience / negotiated salary schedule

**APPLICATION PROCEDURES:**

DISTRICT EMPLOYEES must submit to the Human Resources department: a completed request for transfer form; an updated resume; and a letter of recommendation from current supervisor.

**APPLICANT ALREADY ON FILE MUST SUBMIT A LETTER EXPRESSING INTEREST IN THE POSITION**

**ALL OF THE ABOVE MUST BE POSTMARKED OR RECEIVED ON OR BEFORE THE CLOSING DATE TO BE CONSIDERED FOR THIS POSITION**

DATE ANNOUNCED 1/15/23  
DATE CLOSING . . . Until Filled

**AN AFFIRMATIVE ACTION-EQUAL OPPORTUNITY EMPLOYER  
APPLICATIONS FROM MINORITIES ARE ENCOURAGED**

## MEMORANDUM

---

**TO:** NWABSD Board of Education  
Members

**DATE:** December 6, 2022

**NUMBER:** 23-037

**FROM:** Office of the Superintendent

**SUBJECT:** Approval of Budget and  
Contract Award Deering  
Replacement School  
Design

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

Support Student-Centered Learning Environments.

### **ABSTRACT:**

Allocation of funding to major capital projects and award of contracts over \$50,000 require approval of the Board.

### **ISSUE:**

Additional funding and approval of a design contract are required to continue the planning and design of the Deering K-12 Replacement School project.

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

In June 2021 the Regional School Board approved \$125,000 to support the planning and design of Deering School Improvements. Burkhart Croft Architects, the District's term contract architect, supported the District in developing the September 1, 2022 application to the Department of Education and Early Development (DEED) for the Deering K-12 Replacement School. This application was submitted with a concept design for a replacement school on a new site located on a non-specific site along the planned airport road.

This project was ranked third on the DEED initial School Construction list. However, the Department adjusted the project scope to a renovation and addition project on the existing site. At the concept phase it was not possible to provide the detailed life cycle cost analysis (LCCA) the Department requires to support a replacement school project. The project needs further development for next year's application. This timeline works to the project's advantage. The potential for funding for Deering this fiscal year is very low because of the high cost of the two projects ranked above Deering. In addition, the replacement school cannot be constructed until the airport access road is completed.

The Administration recommends continued planning and design efforts for the Deering Replacement project. This would include working with the Deering Community to complete the schematic design for a new school. Approximately \$57,000 remains of the original allocation. An additional allocation of \$85,000 is required to support the continued development of the Deering project and FY 25 DEED grant application. The planning and design costs are reimbursable expenses and can be applied to the local share of costs when the project is funded in the future.

It is recommended that the Superintendent be delegated authority to contract with Burkhart Croft Architects for further development of the Deering Replacement School within the project budget. BCA has performed well, has a good understanding of the project, and has successfully designed other replacement schools for the District.

The Joint Construction and Maintenance Committee concurrence with this allocation and award of contract will be requested at their December meeting.

**ALTERNATIVES:**

1. Approve the allocation of \$85,000 to the Deering Replacement School Project and the delegation of authority to the Superintendent to contact with Burkhart Croft Architects, as presented.
2. Do not approve the allocation of \$85,000 to the Deering Replacement School Project and the delegation of authority to the Superintendent to contact with Burkhart Croft Architects, as presented.
3. Take no action

**RECOMMENDATION:**

The administration recommends the Board approve the allocation of \$85,000 to the Deering Replacement School Project and the delegation of authority to the Superintendent to contact with Burkhart Croft Architects, as presented.

## MEMORANDUM

---

**TO:** NWABSD Board of Education

**DATE:** December 6, 2022

**NUMBER:** 23-038

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Human Resources

### **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 certified new hires District Office, June Nelson Elementary School, Kiana, Kotzebue Middle/High School, Selawik, Noatak; classified new hires ATC, Deering, District Office, Kivalina, June Nelson Elementary School, Kotzebue Middle/High School; classified rehires ATC.

Human Resources non action items are classified resignation from District Office; certified resignations from District Office, Kotzebue Middle/High School, Noatak; classified transfers at June Nelson Elementary; certified transfer requests Selawik to June Nelson Elementary School, June Nelson Elementary School, Buckland to Noorvik.

### **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  
December 2023**

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

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

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

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

**DO**

10/10/2022	Stephanie Holton	Teacher
------------	------------------	---------

**JNES**

11/3/2022	Matthew Brown	Teacher
-----------	---------------	---------

**KIANA**

10/10/2022	Janeil Stewart	Teacher
------------	----------------	---------

**KMHS**

10/18/2022	Geoffrey Frix	Teacher
------------	---------------	---------

**SELAWIK**

10/5/22	Jason Cantrell	Teacher
---------	----------------	---------

**NOATAK**

8/16/22	Corilyn Adams	Teacher
---------	---------------	---------

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

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

**ATC**

11/28/2022	Bradley Smith	Culinary Arts Inst.
------------	---------------	---------------------

**DEERING**

10/26/2022	Diane Sheldon	Aide
11/7/2022	Robert Cleveland	Aide

**DO**

11/14/2022	Denise Koutchak-Craggette	Staff Devel Spec
08/29/2022	John Salo	Journeyman Elec.
11/15/2022	Martin Nanouk	Journeyman Carp.
11/16/2022	Willie Green	Security Guard
11/15/2022	Derek Nanouk	Journeyman Carp.

**KIVALINA**

9/26/2022	Rudylin Castro	Aide
-----------	----------------	------

**JNES**

8/22/2022	Charity Smith	Aide
-----------	---------------	------

**KMHS**

11/17/2022	Diane Nelson	Aide
08/20/2022	Sydney Sherman	Bilingual Instructor

c) The administration recommends approval of the following FY23 Classified Re-hires:

LOCATION&DATE	NAME	POSITION
<b><u>ATC</u></b>		
10/6/2022	Kylene Lie	AAE/GED Instructor

II The administration reports the following non-action items:

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

a) The administration reports on the following classified resignations:

LOCATION & DATE	NAME	POSITION
<b><u>DO</u></b>		
11/8/2022	Heather Sheldon	HR Technician

b) The administration reports on the following certified resignations:

LOCATION&DATE	NAME	POSITION
<b><u>DO</u></b>		
1/31/2023	Janice Hadley	Director HR

**KMHS**

10/7/2022	Rosito Bacud	Teacher
12/16/2022	Chito Espinoza	Teacher
12/16/2022	Beverly Reichen	Teacher
12/16/2022	Randall Reichen	Teacher
1/1/2023	Curtis Wells	Teacher

**NOATAK**

11/23/2022	Louisa Hostetter	Teacher
------------	------------------	---------

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

LOCATION&DATE	NAME	POSITION
<b><u>JNES</u></b>		
11/16/2022	Bailey Schaeffer	Mig. Ed. Aide to Special Ed Aide

d) The administration reports on the following certified transfer requests:

LOCATION&DATE	NAME	POSITION
<b><u>WLK to JNES</u></b>		
10/14/2022	Nanine Johnson	Teacher (1/2 to 4 <sup>th</sup> )
<b><u>JNES</u></b>		
1/3/2023	Marjorie Baker	Teacher (1 <sup>st</sup> to PreK)
<b><u>BKC to ORV</u></b>		
1/3/2023	Gerard Dion	Teacher (Math to Sci)

## MEMORANDUM

---

**TO:** NWABSD Board of Education  
Members

**DATE:** December 6, 2022

**NUMBER:** 23-039

**FR:** Office of the Superintendent

**SUBJECT:** Approval of  
Superintendent's out-of-  
District Travel

### **ABSTRACT:**

Superintendent's out-of-District travel and personal leave require Board approval.

### **ISSUE:**

At issue is to approve the Superintendent's request for out-of-district travel and personal leave as presented.

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

The Superintendent's request for out-of-district travel,

- Tentative Grow Your Own Initiative Meeting with University of Alaska, January 13, 2022 (Fri) in Fairbanks, AK – paid out of general funds
- NWABSD Principal Retreat, January 26-27, 2023 (Thu-Fri) in Anchorage, AK –in conjunction with the RTI Conference and paid out of the RLIS Grant
- ACSA Legislative Fly-in, February 25-March 1, 2023 (Sat-Wed) in Juneau, AK—paid out of – paid out of general funds

### **ALTERNATIVES:**

1. Approve the Superintendent's request for out-of-district travel as presented;
2. Do not approve the Superintendent's request for out-of-district travel as presented;
3. Take no final action.

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

The administration recommends the Board approve the Superintendent's request for out-of-district travel as presented.