

NWABSD Regular Board Meeting

Tuesday, June 6, 2023 4:00 PM

District Office Boardroom, 744 Third Ave., Kotzebue, AK 99752

1. CALL TO ORDER, ROLL CALL **Presenter:** Margaret Hansen, President
2. MOMENT OF SILENCE **Presenter:** Margaret Hansen, President
3. PLEDGE OF ALLEGIANCE **Presenter:** Margaret Hansen, President
4. INTRODUCTION OF GUESTS/STAFF **Presenter:** Margaret Hansen, President
5. PUBLIC COMMENTS **Presenter:** Margaret Hansen, President
6. RECOGNITION AND AWARDS **Presenter:** Terri Walker, Superintendent
7. SUPERINTENDENT'S REPORT **Presenter:** Terri Walker, Superintendent
8. **EXECUTIVE SESSION - STUDENT HEARING (4:30 pm)**
9. **ACTION ITEM:
NWABSD Memorandum 23-104 Recommendation of Student Expulsion**
10. EXECUTIVE SESSION - STUDENT HEARING (5:30 pm)
11. **ACTION ITEM:
NWABSD Memorandum 23-105 Recommendation of Student Expulsion**
12. ADOPTION OF CONSENT AGENDA
 - 12.A. ADOPTION OF JANUARY 23RD, SPECIAL MEETING MINUTES
 - 12.B. ADOPTION OF APRIL 11TH, 2023, REGULAR MEETING MINUTES
 - 12.C. ADOPTION OF MAY 22ND, 2023, SPECIAL MEETING MINUTES
 - 12.D. NWABSD Memorandum 23-106 Approval of Revisions to BP 3100, Business and Non-Instructional Operations, Budget; Second Reading
 - 12.E. NWABSD Memorandum 23-107 Approval of Revisions to BP 3280, Business and Non-Instructional Operations, Sale or Lease of School Facilities or Real Property; Second Reading
 - 12.F. NWABSD Memorandum 23-108 Approval of Revisions to BP 6146.8, Instruction, Postsecondary High

School Dual Credit; Second Reading

- 12.G. NWABSD Memorandum 23-109 Approval of Revisions to BP 6161.4, Instruction, Internet and District Technology; Second Reading
- 12.H. NWABSD Memorandum 23-110 Adoption of New Policy, BP 3515.6, Business and Non-Instructional Operations, Use of School Safety Video Surveillance Monitoring System; Second Reading
- 12.I. NWABSD Memorandum 23-111 Approval of Revisions to BP 1312, Community Relations, Public Complaints Concerning the Schools; First Reading
- 12.J. NWABSD Memorandum 23-112 Approval of Revisions to BP 1312.1, Community Relations, Public Complaints Concerning School Personnel; First Reading
- 12.K. NWABSD Memorandum 23-113 Approval of Revisions to BP 1330, Community Relations, Use of School Facilities; First Reading
- 12.L. NWABSD Memorandum 23-114 Approval of Revisions to BP 3543, Business and Non-Instructional Operations, Transportation: Emergency and Safety Procedures; First Reading
- 12.M. NWABSD Memorandum 23-115 Approval of Revisions to BP 4021, Personnel, All Personnel - Drug and Alcohol Testing for School Bus Drivers; First Reading
- 12.N. NWABSD Memorandum 23-116 Approval of Revisions to BP 4112.61/ 4212.61/ 4312.61, Personnel, All Personnel - Employment References; First Reading
- 12.O. NWABSD Memorandum 23-117 Approval of Revisions to BP 4113, Certificated Personnel – Assignment; First Reading
- 12.P. NWABSD Memorandum 23-118 Approval of Revisions to BP 4119.11/4219.11/4319.1, Personnel, All Personnel - Sexual Harassment; First Reading
- 12.Q. NWABSD Memorandum 23-119 Approval of Revisions to BP 4119.12/4219.12/4319.12, Personnel, All Personnel – Harassment; First Reading
- 12.R. NWABSD Memorandum 23-120 Approval of Revisions to BP 4158/4258/4358, Personnel, Personnel - Employee Security; First Reading

- 12.S. NWABSD Memorandum 23-121 Approval of Revisions to BP 5030, Students, School Discipline and Safety; First Reading
- 12.T. NWABSD Memorandum 23-122 Approval of Revisions to BP 5124, Students, Communication with Parents/Guardians; First Reading
- 12.U. NWABSD Memorandum 23-123 Approval of Revisions to BP 5131, Students, Conduct; First Reading
- 12.V. NWABSD Memorandum 23-124 Approval of Revisions to BP 5131.41, Students, Violent and Aggressive Conduct; First Reading
- 12.W. NWABSD Memorandum 23-125 Approval of Revisions to BP 5131.43, Students, Harassment, Intimidation and Bullying; First Reading
- 12.X. NWABSD Memorandum 23-126 Approval of Revisions to BP 5131.6, Students, Alcohol and Other Drugs; First Reading
- 12.Y. NWABSD Memorandum 23-127 Approval of Revisions to BP 5131.62, Students, Tobacco; First Reading
- 12.Z. NWABSD Memorandum 23-128 Approval of Revisions to BP 5141.4, Students, Child Abuse and Neglect; First Reading
- 12.AA. NWABSD Memorandum 23-129 Approval of Revisions to BP 5144.1, Students, Suspension and Expulsion; First Reading
- 12.BB. NWABSD Memorandum 23-130 Approval of Revisions to BP 5145.7, Students, Sexual Harassment; First Reading
- 12.CC. NWABSD Memorandum 23-131 Approval of Revisions to BP 6141.3, Instruction, Culturally Responsive Education; First Reading
- 12.DD. NWABSD Memorandum 23-132 Approval of Revisions to BP 6142.1, Instruction, Family Life/Sex Education; First Reading
- 12.EE. NWABSD Memorandum 23-133 Approval of Revisions to BP 6145.22, Instruction, Concussion in Student Athletes; First Reading
- 12.FF. NWABSD Memorandum 23-134 Approval of Revisions to BP 6145.5, Instruction, Student Organizations

and Equal Access; First Reading

12.GG. NWABSD Memorandum 23-135 Approval of Revisions to BP 6159.1, Instruction, Procedural Safeguards and Complaints for Special Education; First Reading

12.HH. NWABSD Memorandum 23-136 Approval of Revisions to BP 6164.2, Instruction, Guidance and Counseling Services; First Reading

12.II. NWABSD Memorandum 23-137 Approval of Superintendent Out-of-District Travel

12.JJ. NWABSD Memorandum 23-138 Approval of MOA, Safe and Civil

12.KK. NWABSD Memorandum 23-139 Approval of FY23 District Operating Fund Budget Revision #4

12.LL. NWABSD Memorandum 23-140 Approval of FY24 District Operating Fund Budget Revision #1

12.MM. NWABSD Memorandum 23-141 Approval of FY24 Contract; NANA Management Services, Custodial Services

12.NN. NWABSD Memorandum 23-142 Approval of FY24 Contract; NANA Management Services, Food Service for All K-12 Sites

12.OO. NWABSD Memorandum 23-143 Approval of Purchase, CMI

12.PP. NWABSD Memorandum 23-144 Approval of MOA, RESCON

12.QQ. NWABSD Memorandum 23-145 Approval of MOA, Frontier Fire Protection

12.RR. NWABSD Memorandum 23-146 Approval of MOA, Chadux Network

12.SS. NWABSD Memorandum 23-147 Approval of MOA, Drake Construction

12.TT. NWABSD Memorandum 23-148 Approval of MOA, Refrigerated Solutions

12.UU. NWABSD Memorandum 23-149 Approval of Preliminary FY25 Six-Year CIP

12.VV. NWABSD Memorandum 23-150 Approval of Human Resources

12.WW. NWABSD Memorandum 23-151 Approval of Purchase, Kendall Ford of Anchorage

12.XX. NWABSD Memorandum 23-152 Approval of Purchase, Everts Air Fuel

13. **EXECUTIVE SESSION**

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

15. **DATE, TIME, AND LOCATION OF NEXT MEEETING**

16. **ADJOURNMENT**

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

FR: Office of the Superintendent

SUBJECT: Superintendent's Report

Superintendent Terri Walker reports on the following,

ATTENDANCE:

The district's attendance rate for the first week of school from 8/9/22 to 5/10/23 is 79.17%. 78.89%. Deering is our high at 85.64%, followed by Buckland and JNES.

ENROLLMENT: Current enrollment as of May 8, 2023

K-12's current enrollment is 1886, a decrease of 29 students since last reported.

PreK – 12 enrollment is 1944, a decrease of 28 students over last month.

Deering Site Visit: April 13, 2023 – Met with ASC and community concerning the application of the new school project, where we are at, and listened to feedback provided. An application will be put to the department on their CIP list for consideration again this year.

Selawik Site Visit: April 14, 2023 – Met with ASC and community about the direction to take with the grant application proposal to the State. Details are in Kathy Christie's report.

Events Attended:

Alaska Native Language Summit April 27, 2023

Graduations attended – Noatak, Buckland, Noorvik, Selawik, and Kotzebue.

ASLI (Alaska School Leadership Institute) Anchorage, May 24-26, 2023. I attended along with 18 other district leaders made up of directors, principals, teachers and instructional aides. The sessions focused on Collective Efficacy, Leading Literacy Instruction, and maximizing teacher collaboration. The session I attended was on Collective Efficacy and how educator beliefs impact student learning. A shared belief that teachers can make a significant contribution to raising student achievement and make an educational difference for all students is the mindset we want to work towards.

REC/ILC (Regional Elders Council/Inupiaq Language Commission) joint letter and Resolution to NWABSD (see attached) urging the Northwest Arctic Borough School District to increase student/youth participation in elder and youth regional and statewide functions. I will respond and get a list of all the upcoming functions they request student presence and look at the budget to see which ones we can support students to attend.



Iñupiaq Language Commission

Iñupiaaraagupta ataramik naluruat Ilitkisirut

Speak Iñupiaq and they will learn

P.O. Box 49 • Kotzebue, Alaska 99752 • 1-800-478-3301 • (907) 442-3301 • Fax: (907) 442-2863

April 19, 2023

Terri Walker
Superintendent of Schools
Northwest Arctic Borough School District
P.O. Box 51
Kotzebue, Alaska 99752

Dear Terri

Regional Elders Council and Iñupiaq Language Commission are jointly submitting this Resolution 22-01 to strongly urge NWABSD in the future for opportunity for students to be more involved in attending in-region and statewide events. The connection would give the students more direct contact to learn the language and their own culture. This is the desire of students that have attended events in the past with Elders and also for Bilingual teachers to learn how the Elders teach the language to students.

The REC and ILC leadership are open to schedule a meeting with the school board to explain ideas of how best to work together in the future for close relationship and to partner to keep the student's interest in learning our culture.

Sincerely,

Lawrence Westlake. Sr.
President, Regional Elders Council

Mary Maqik Schaeffer
President, Iñupiaq Language Commission

cc: Margaret Hanson, President of the Northwest Arctic Borough School District Board
Education

Regional Elders Council and Iñupiaq Language Commission Resolution 22-01

A RESOLUTION URGING THE NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT TO INCREASE STUDENT/YOUTH PARTICIPATION IN ELDER AND YOUTH REGIONAL AND STATEWIDE FUNCTIONS

- WHEREAS:** All Iñupiat Ilitqusiatic values are important to the wellbeing of our people and the stewardship of our lands; and
- WHEREAS:** The Iñupiat Ilitqusiatic values should be instilled into the lives of current and future generations; and
- WHEREAS:** The purpose of NANA Regionals Elders Council (REC) is to preserve Iñupiaq Ilitqusiatic and provide land protection with wise council and sharing of Iñupiaq knowledge; and
- WHEREAS:** The Regional Elders Council advises organizations and encourage healthy lifestyles based on both Iñupiaq and Western values; and
- WHEREAS:** The Regional Elders Council appoints Iñupiaq Language Commission Members (ILC) to further the preservation and teaching of the Iñupiaq language; and
- WHEREAS:** The ILC works closely with the REC to jointly host, plan, and participate in events to that end; and
- WHEREAS:** The presence and participation of youth in the ILC's work is important in developing future leaders who will work to preserve the Iñupiaq language and culture; and
- WHEREAS:** Entities throughout the NANA region, including the NWABSD, reflect similar values in their organization initiatives; and
- WHEREAS:** Knowledge of Language is the one value that is as in imminent danger.

NOW THEREFORE BE IT RESOLVED: That the ILC requests that the NWABSD work with the REC and ILC to increase youth involvement in elder gatherings, the Regional Elders and Youth Conference, the First Alaskans Elders and Youth Conference and the AFN Convention in partnership with participating with Elders.

ADOPTED this 19 day of October 2022 at duly called meeting held in Anchorage, Alaska, by a vote of 17 in favor, 0, opposed, and abstaining.



Lawrence Westlake Sr.
President, Regional Elders Council



Mary Schaeffer
President, Iñupiaq Language Commission

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-104

FR: Office of the Superintendent

SUBJECT: Recommendation of
Student Expulsion

ABSTRACT:

Per NWABSD Board Policy 5144.1, Board approval is required in instances of student expulsion.

ISSUE:

A student brought a firearm to school.

BACKGROUND AND/OR PERTINENT INFORMATION:

The Alaska Statute Sec. 14.03.160 states the following,

Suspension or expulsion of students for possessing weapons.

(a) Notwithstanding any other provision of law, a school district shall,

(1) expel for at least one year a student who violates AS 11.61.210

(a)(8) while possessing a firearm, as that term is defined under 18 U.S.C. 92.

ALTERNATIVES:

1. Approve of student expulsion for one year.
2. Approval of expulsion for more than one year.
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-105

FR: Office of the Superintendent

SUBJECT: Recommendation of
Student Expulsion

ABSTRACT:

Per NWABSD Board Policy 5144.1, Board approval is required in instances of student expulsion.

ISSUE:

A student brought a firearm to school.

BACKGROUND AND/OR PERTINENT INFORMATION:

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(a)(8) while possessing a firearm, as that term is defined under 18 U.S.C. 92.

ALTERNATIVES:

1. Approve of student expulsion for one year.
2. Approval of expulsion for more than one year.
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

**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 8:15 a.m. on Monday, January 23rd, 2023 at the Alaska Technical Center in Kotzeube, 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
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, Karl Kowalski-Director of ATC, Amy Eakin-Director of Technology, Jazmine Camp-Secretary to the Superintendent and Board, and Dave Herbert-AASB.

INTRODUCTION OF
STAFF/GUESTS

No public comment was given.

PUBLIC COMMENT

Joanne Harris moved to go into executive session at 8:26 a.m. Marie Greene seconded.

EXECUTIVE SESSION

Board member approval of Superintendent Evaluation summary is required. At issue is the board approval of the Superintendent Evaluation facilitated by Dave Herbert from Association of Alaska School Boards(AASB) on January 23rd, 2023. Board Policy 2123 Evaluation of the Superintendent states that the Board believes that an annual evaluation of the Superintendent's performance strengthens working relationships between the Superintendent and the Board. The evaluation process should clarify the Superintendent's role and give the Board and Superintendent an opportunity to jointly identify immediate priorities among the Superintendent's many responsibilities. Evaluations also should help the Board to monitor progress toward established goals and to set reasonable criteria for salary increases and/or contract extension. The Board shall meet with the Superintendent to discuss the evaluation, including commendations in areas of strength and recommendations for improving effectiveness. The Superintendent and Board members shall agree upon and sign an evaluation summary. Additional evaluations may be arranged at any time during the school year at the request of either the Board or the Superintendent.

APPROVAL OF
SUPERINTENDENT
EVALUATION

Carol Schaeffer moved to approve, seconded by Marie Greene.

ACTION

Motion carried unanimously by voice vote.

Carol Schaeffer moved to adjourn the meeting, seconded by Ellen Coffin.

Motion passed with unanimous consent.

The meeting adjourned at 1:37 pm.

Tillie Ticket, Secretary

Jazmine Camp, Recording Secretary

ADJOURNMENT

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

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

President, Margaret Hansen, called the 421st regular meeting of the Northwest Arctic Borough School District Board of Education to order at 4:10 p.m. on Tuesday, March April 11th, 2023. *The meeting was held virtually over Microsoft Teams.*

Board Members present were:

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

Board Member absent and excused was:
Lawrence Jones Sr.

A quorum was present.

Observed.

Those present participated in the Pledge of Allegiance.

Staff present: Terri Walker-Superintendent, Scott Lefebvre-Assistant Superintendent, Amy Eakin-Director of Technology; Dana Orton-Director of Curriculum/Instruction, Joy Cogburn-Smith-Director of State/Federal Programs, Perrian Windhausen-Director of Student Services, Karl Kowalski-Director of ATC, Megan Williams-Director of Administrative Services, Art Finkenbinder-Interim Director of Human Resources, Zonda Martin-Staff Development, Gary Perkins-ATC Assistant Director, Star of the Northwest Students and Jazmine Camp-Secretary to the Superintendent and Board.

Assistant Director of ATC Gary Perkins and three Star of the Northwest gave a presentation about their semester. The presentation was meant to be a video made by the students and Gary Perkins. But the video was unable to load. The video will be distributed to board members at another time. Instead of a video, the students shared their experiences.

No public comment was given.

The April 2023 Employee of the Month awardees that were recognized:

- Teresa Stalker, Intensive SpEd Aid at Kiana School
- Rudilyn "Coy" Castro, Intensive SpEd Aid at Kivilana School

Superintendent Terri Walker presented her report.

Margaret Hansen recommended that memos 23-088, 23-089, 23-092, 23-099 be pulled from the agenda and tabled, and memo 23-093 be pulled and voted on separate from the consent agenda. Millie Hawley moved to approve the consent agenda as amended. Marie Greene seconded. The motion was passed.

CALL TO ORDER

ROLL CALL

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

INTRODUCTION OF
STAFF/GUESTS

SCHOOL PRESENTATION

PUBLIC COMMENTS

RECOGNITION AND AWARDS

SUPERINTENDENT'S REPORT

ADOPTION OF CONSENT
AGENDA

Board meeting minutes require Board adoption. The NWABSD Board of Education held a regular meeting on March 7th, 2023. The administration recommended the Board adopt the minutes as presented.

Board policy revisions require Board approval. At issue is to approve the first reading of the proposed revisions to BP 3100, Business and Non- Instructional Operations, Budget and open for public comments. 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 3100, Business and Non-Instructional Operations, Budget. This is on the AASB's list for revisions, and revisions require Board adoption. *Proposed changes are:* This update provides stylistic edits to the Board's budget process and clarifies the importance of public input in the budgetary process. The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments. The administration recommends the Board approve the first reading to the proposed revisions to BP 3100, Business and Non-Instructional Operations, Budget as presented and open for public comments.

Board policy revisions require Board approval. At issue is to approve the first reading of the proposed revisions to BP 3280, Business and Non- Instructional Operations, Sale or Lease of School Facilities or Real Property and open for public comments. 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 3280, Business and Non-Instructional Operations, Sale or Lease of School Facilities or Real Property. This is on the AASB's list for revisions, and revisions require Board adoption. *Proposed changes are:* This update clarifies that districts in municipalities or boroughs may work with their municipality or borough on the sale or lease of school facilities. The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments. The administration recommends the Board approve the first reading to the proposed revisions to BP 3280, Business and Non-Instructional Operations, Sale or Lease of School Facilities or Real Property as presented and open for public comments.

Board policy revisions require Board approval. At issue is to approve the first reading of the proposed revisions to BP 6146.8 Instruction, Postsecondary High School Dual Credit and open for public comments. 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 6146.8 Instruction, Postsecondary High School Dual Credit. This revision was brought forward by Dana Orton, Director of Curriculum and revisions require Board adoption. *Proposed changes are:* This update changes the amount of high school credit earned when taking college level courses. This change better aligns the NWABSD with the other districts in the state, creates a more equitable relationship with organizations such as ANSEP, and benefits the students of NWABSD. The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments. The administration recommends the Board approve the first reading to the proposed revisions to BP 6146.8 Instruction, Postsecondary High School Dual Credit as presented and open for public comments.

Board policy revisions require Board approval. At issue is to approve the first reading of the proposed revisions to BP 6146.4 Instruction, Internet and District Technology and open for public comments. 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 6146.4 Instruction, Internet and District Technology. This revision was brought forward by Amy Eakin, Director of Technology and revisions require Board adoption.

APPROVAL OF MINUTES

APPROVAL OF REVISIONS TO BP 3100, BUSINESS AND NON-INSTRUCTIONAL OPERATIONS, BUDGET; FIRST READING

APPROVAL OF REVISIONS TO BP 3280, BUSINESS AND NON-INSTRUCTIONAL OPERATIONS, SALE OR LEASE OF SCHOOL FACILITIES OR REAL PROPERTY; FIRST READING

APPROVAL OF REVISIONS TO BP 6146.8, INSTRUCTION, POSTSECONDARY HIGH SCHOOL DUAL CREDIT; FIRST READING

APPROVAL OF REVISIONS TO BP 6161.4, INSTRUCTION, INTERNET AND DISTRICT TECHNOLOGY; FIRST READING

Proposed changes are: This update clarifies acceptable use of district technology. The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments. The administration recommends the Board approve the first reading to the proposed revisions to BP 6146.4 Instruction, Internet and District Technology as presented and open for public comments.

Board policy revisions require Board approval. At issue is to approve the first reading of the proposed revisions to BP 3515.6, Business and Non- Instructional Operations, Use of School Safety Video Surveillance Monitoring System and open for public comments. 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 3515.6, Business and Non-Instructional Operations, Use of School Safety Video Surveillance Monitoring System. This new policy was brought forward by AASB and new policies require Board adoption. The Board Policy Committee reviewed the new policy, recommends approval and to open for public comments. The administration recommends the Board approve the first reading to the proposed new policy BP 3515.6, Business and Non-Instructional Operations, Use of School Safety Video Surveillance Monitoring System as presented and open for public comments.

Superintendent's out-of-District travel and personal leave require Board approval. At issue is to approve the Superintendent's request for out-of-district travel and personal leave as presented. The Superintendent's request for out-of-district travel,

- Inupiaq Spring Retreat, April 17-20, 2023, in Anchorage, AK
- Alaska School Leadership Institute, May 24-26, 2023, in Anchorage, AK

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

Board approval is required to expend \$50,000.00 and higher. At issue is board approval of the administration's request to ship two Thomas school busses for the new Kivalina school. The administration is requesting the school boards approval to ship two (2) 2022 Thomas 81 passenger school busses for the new Kivalina Replacement School. The new Kivalina Replacement School opened to students on October 1, 2022. Kivalina's replacement school is situated seven (7) miles from the village. The State of Alaska requires schools/school districts to provide bus service for students that live in excess of one mile from their school. In order to satisfy this requirement, the administration has spent considerable time researching the purchase of school busses. Blue Bird and Thomas are the most commonly used brand of school busses in the United States. Currently Blue Bird does not have a dealership in the state of Alaska, so parts and service have to come from Seattle or beyond. Thomas's Anchorage dealer is Trailercraft, Inc. Trailercraft, Inc. is the sole source supplier of Thomas school busses in the state of Alaska. After much research it is the administration's recommendation that we ship two (2) 81 passenger Thomas school busses for the new Kivalina school from Trailecraft, Inc. FOB Seattle. The administration estimates the freight cost to transport the busses from Seattle to Kivalina will not exceed \$65,734.24. The administration recommends board approval of the administration's request to ship two (2) 81 passenger Thomas school busses from Trailercraft, Inc. FOB Seattle. Freight from Seattle to Kivalina not to exceed \$65,734.24.

Board approval is required for expenditures that exceed \$50,000. At issue is board approval to award the NWABSD's FY24 heating fuel order to the lowest bidder by site. The Property Services department received bids for an RFP for the purchase and delivery of approximately 575,600 gallons of heating fuel to eleven (11) NWABSD school sites in summer 2024, 25,000 gallons of ULSD, and 3000 gallons of unleaded to Kivalina. 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, April 3 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 eleven (11) sites and Vitus Fuel Services was the lowest bidder for no (0)

ADOPTION OF NEW POLICY, BP 3515.6, BUSINESS AND NON-INSTRUCTIONAL OPERATIONS, USE OF SCHOOL SAFETY VIDEO SURVEILLANCE MONITORING SYSTEM; FIRST READING

APPROVAL OF SUPERINTENDENT OUT-OF-DISTRICT TRAVEL

APPROVAL OF PURCHASE, KIVALINA SCHOOL BUS SHIPPING

APPROVAL OF PURCHASE, FY24 HEATING FUEL PURCHASE

sites. The administration recommends board approval to award Crowley Petroleum Distribution our fuel bid for for an amount not to exceed \$2,996,437.80 as presented.

The School Board shall establish and maintain a balanced budget. At issue is the approval of the FY23 District Operating Fund Budget Revision #3. The FY23 District Operating Fund Budget was approved and adopted at the April 26th, 2022 Regular School Board meeting with expenditures in the amount of \$60,807,518. Budget Revision #1 was approved in June with expenditures in the amount of \$62,991,793, and Budget Revision #2 was approved in January with expenditures in the amount of \$64,401,543. Revision #3 is based on a review of revenues and expenditures. The revision includes a decrease to salary expenditures by roughly \$2.8 million. This is after a review of open positions and releasing the encumbrance on one half of a year's salary for those open positions and increasing the budget for temporary positions. The revision includes a decrease in revenue by roughly \$2 million. This decrease is based off State projections, an increased contribution from the Borough, and reducing the budgeted Impact Aid to what has been received this year. Overall, the District a decrease in fund balance of approximately \$2 million. The District expects to have another revision to the FY23 budget in June to true up accounts before the FY23 year-end closeout to have a better estimate of year end fund balance going in to FY24.

APPROVAL OF FY23
OPERATING FUND BUDGET
REVISION #3

The School Board shall establish and maintain a balanced budget. At issue is the adoption of the Fiscal Year 2023-2024 Proposed Operating Fund Budget. The FY24 Proposed Operating Fund Budget is being presented for adoption. The preliminary FY24 Operating Fund Budget was reviewed with the Budget Committee in February. Proposed Actions to balance the FY24 Budget were presented and discussed in detail at the budget work session on Wednesday March 6th, 2023. The District Administration presented the FY24 Proposed Budget to staff on April 3rd and postponed the presentation to parents and the community on March 30th due to the lack of participation. These presentations are to increase transparency with stakeholders about the planned reductions to the budget and to seek feedback. Presented for adoption is the FY24 Proposed Operating Fund Budget, which includes:

APPROVAL OF FY24
PROPOSED OPERATING
FUND BUDGET

- Revenue Plan of \$59,608,615
- Expenditure Plan of \$60,362,320
- Transfer to Other Funds in the amount of \$600,000
- Use of Fund balance in the amount of \$1,353,706

The FY24 Proposed Operating Budget includes reductions to the overall budget:

- 31.42 Full Time Equivalent positions reduced based on higher Student to Teacher Ratio and other administrative reductions.
- Reductions to supplies, travel, professional & technical services, and heating fuel
- Reductions to student activities travel
- A decrease in heating fuel costs based on a change in fuel surcharge
- Programs and positions being moved to ESSER grant funding
- An internet cost decrease

The District Administration will continue to look for revenue sources to pay for these important programs. The administration recommends the Board adopt the FY24 Proposed Operating Fund Budget as presented.

Board approval is required for all contracts and agreements of \$ 50,000 or more. At issue is the approval of a Memorandum of Agreement (MOA) between NWABSD and Boynton Office Systems for the purchase of 24 copiers and award a contract for District wide maintenance services starting July 1, 2023, and ending June 30, 2026 and may be renewed for up to an additional 2 years. The District copier fleet is in need of several replacements due to copier age and after excessive use to make homework packets during school closures. The attached list shows the District's current list of Canon copiers and the requested replacement models. The District put out a request for proposals in March of 2023 to purchase 24 new copiers and to request maintenance services for the District's copier fleet. The District received one proposal from Boynton Office Systems. Boynton's proposal includes the copier

APPROVAL OF MOA, COPIER
PURCHASE AND
MAINTENANCE SERVICES

purchase price of \$231,780, and a yearly maintenance contract of approximately \$70,517 (depending on copy count). The Administration recommends that the Board approve the Memorandum of Agreement (MOA) between NWABSD and Boynton Office Systems for the purchase of 24 copiers and award a contract for District wide maintenance services.

Each month various Human Resources actions occur which require Board action or cognizance. At issue is the approval of Human Resources actions. 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 administration recommends the Board approve the Human Resources actions as presented.

Board approval is required for school year calendars. At issue is the Board's approval of the School Calendars for school years; 23-24, 24-25 and 25- 26 to include district-wide Parent/Teacher conference days. This will allow the district to comply with Alaska Reads Act requirements. In December 2023 the board approved the School Calendars for school years; 23-24, 24-25 and 25-26. Since this time, the Alaska Reads Act has been enacted. In this law there is a requirement of timely meetings with parents regarding their child reading skills. The calendars up for approval now, incorporate parent teach conferences to meet this requirement within the correct timeline district wide. The administration recommends board approval of calendar updates to incorporate District-wide Parent teacher conferences.

Marie Greene moved to enter executive session at 4:43 pm to review applications for the June Nelson Scholarship and personnel discussion. Alice Adams seconded. Marie Greene moved to exit executive session at 6:13 pm. Cindy Fields seconded.

Board approval is required for NWABSD June Nelson Scholarship recipients. Discussion to review applicants and determine recipients of the 2023 NWABSD June Nelson Scholarship. Selection of recipients of the June Nelson Scholarship 2023, application materials will be presented during executive session due to FERPA. This year we had 4 students apply for the NWABSD June Nelson Scholarship. Review of applications and discussion will take place in executive session due to privacy considerations. The administration recommends board selection from the qualified applicants per discussion in executive session.

Marie Greene moved to select Marjorie Hingsbergen, Eli Atkins, Paris McConnell, and Payton McConnell. Millie Hawley seconded. Motion passed unanimously by voice vote.

Margaret Hansen gave her appreciation to the staff for their hardwork.

Alice Adams brought up water bottle fill-up stations instead of the standard water fountains. The board requests that administration put together a quote for installing water bottle fill-up stations across the district.

The next regular Board meeting of the NWABSD Board of Education will be held on June 6, 2023, at 4:00 p.m. in Kotzebue, AK.

Tillie Ticket moved to adjourn the meeting, seconded by Millie Hawley.

Motion passed with unanimous consent. The meeting adjourned at 6:26 pm.

Tillie Ticket, Secretary

Jazmine Camp, Recording Secretary

APPROVAL OF HUMAN RESOURCES ACTIONS

APPROVAL OF AMENDMENT TO 2023-2026 CALENDAR

EXECUTIVE SESSION

SELECTION OF RECIPIENTS, JUNE NELSON SCHOLARSHIP 2023

ACTION

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."

Vice President, Carol Schaeffer, called the special meeting of the Northwest Arctic Borough School District Board of Education to order at 10:00 a.m. on Monday, May 22nd, 2023 on Microsoft Teams.

CALL TO ORDER

Board Members present were:

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

ROLL CALL

Board Members absent and excused were:
Lawrence Jones Sr.

A quorum was present.

Observed.

MOMENT OF SILENCE

Staff present: Terri Walker-Superintendent, Megan Williams-Director of Administrative Services, Art Finkenbinder-Director of Human Resources, Jazmine Camp-Secretary to the Superintendent and Board, and Dave Herbert-AASB.

INTRODUCTION OF STAFF/GUESTS

No public comment was given.

PUBLIC COMMENT

Millie Hawley moved to go into executive session at 10:05 a.m. Alice Adams seconded. Marie Greene moved to exit executive session at 12:05 p.m. Margaret Hansen seconded.

EXECUTIVE SESSION

On May 2ND, 2023, the board's bargaining team, and the Northwest Arctic Education Association's bargaining team, reached a tentative agreement. Board action ratifying the tentative agreement is required by Alaska law.

RATIFICATION OF NAEA TENTATIVE AGREEMENT

Marie Greene moved to approve, seconded by Margaret Hansen.

ACTION

Motion carried unanimously by voice vote.

Board approval is required for contracts that exceed \$50,000. At issue is the Board's Approval to approve the Memorandum of Agreement (MOA) with Art Finkenbinder for a total amount not to exceed \$62,000. Art Finkenbinder serves as the Interim Director of Human Resources. Funding for this MOA will be paid out of the general fund. The administration recommends board approval of the MOA with Art Finkenbinder for a total amount not to exceed \$62,000, as presented.

APPROVAL OF MOA, ART FINKENBINDER

Marie Greene moved to approve, seconded by Millie Hawley.

ACTION

Motion carried unanimously by voice vote.

Margaret Hansen moved to adjourn the meeting, seconded by Marie Greene

Motion passed with unanimous consent.

The meeting adjourned at 12:09 pm.

Tillie Ticket, Secretary

Jazmine Camp, Recording Secretary

ADJOURNMENT

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-106

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 3100,
Business and Non-
Instructional Operations,
Budget; Second Reading

STRATEGIC PLAN/BOARD GOAL:

Improve Stakeholder Communication.

ABSTRACT:

Board policy revisions require Board approval.

ISSUE:

At issue is to approve the second reading of the proposed revisions to BP 3100, Business and Non-Instructional Operations, Budget.

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 3100, Business and Non-Instructional Operations, Budget. This is on the AASB's list for revisions, and revisions require Board adoption. *Proposed changes are:* This update provides stylistic edits to the Board's budget process and clarifies the importance of public input in the budgetary process.

No public comment was given on this board policy. The Board Policy Committee reviewed the proposed changes and recommends approval.

ALTERNATIVES:

1. Approve the second reading to the proposed revisions to BP 3100, Business and Non-Instructional Operations, Budget as presented;
2. Do not approve second reading to the proposed revisions to BP 3100 as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the second reading to the proposed revisions to BP 3100, Business and Non-Instructional Operations, Budget as presented.

BP 3100 BUDGET

Note: Pursuant to A.S. 14.12.020, Regional Educational Attendance Areas are maintained by the state. Borough and city school districts are funded through local contributions authorized by the borough assembly or city council and state apportionments based on the amount of local contributions as defined in A.S. 14.17.410. A.S. 14.17.900 requires districts to operate under a balanced budget and provides that the state is not responsible for the debts of school districts.

The School Board shall establish and maintain a balanced budget. The School Board shall adopt an annual budget which is compatible with the district's mission, vision, strategic plan, and District goals and objectives. ~~The Board shall adopt an annual budget which is compatible with district goals and objectives.~~

(cf. 0200 - Goals for the School District)

(cf. 3460—~~Periodic Financial Reports~~Financial Reports and Accountability)

The district budget shall be prepared annually from the best possible estimates of revenues and expenditures. The Superintendent or designee shall determine the manner in which the budget shall be prepared and shall schedule the budget adoption process in accordance with legal time requirements. ~~A public hearing shall be held~~The Board shall take public input prior to the adoption of the budget or a revised budget. ~~A public hearing shall be held, during a worksession.~~ The adoption of the budget will take place at a Regular meeting.

(cf. 1220—Citizen committees)

Legal Reference:

ALASKA STATUTES

[14.07.030](#) Powers of state department

[14.07.170](#) Additional powers and duties of state board

[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

~~[14.17.300 - 14.17.990](#) Financing of public schools~~

~~[14.17.010 - 14.17.250](#) Public school foundation program~~

ALASKA ADMINISTRATIVE CODE

[4 AAC 09.005 - 4 AAC 09.105](#) State Aid

[4 AAC 09.110 - 4 AAC 09.160](#) School Operating Fund

Adopted: February 25, 1994

Revised: (Date of Revision)

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-107

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 3280,
Business and Non-
Instructional Operations,
Sale or Lease of School
Facilities; Second Reading

STRATEGIC PLAN/BOARD GOAL:

Improve Stakeholder Communication.

ABSTRACT:

Board policy revisions require Board approval.

ISSUE:

At issue is to approve the second reading of the proposed revisions to BP 3280, Business and Non-Instructional Operations, Sale or Lease of School Facilities.

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 3280, Business and Non-Instructional Operations, Sale or Lease of School Facilities. This is on the AASB's list for revisions, and revisions require Board adoption. *Proposed changes are:* This update clarifies that districts in municipalities or boroughs may work with their municipality or borough on the sale or lease of school facilities.

No public comment was given on this board policy. The Board Policy Committee reviewed the proposed changes and recommends approval.

ALTERNATIVES:

1. Approve the second reading to the proposed revisions to BP 3280, Business and Non-Instructional Operations, Sale or Lease of School Facilities as presented;
2. Do not approve second reading to the proposed revisions to BP 3280 as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the second reading to the proposed revisions to BP 3280, Business and Non-Instructional Operations, Sale or Lease of School Facilities as presented.

BP 3280 SALE OR LEASE OF SCHOOL FACILITIES OR REAL PROPERTY

Note: Pursuant to A.S. 14.14.060 and 14.14.065, the borough assembly and city council are empowered to determine the location of school buildings. The regional school board may obtain title to school lands and buildings from the state pursuant to A.S. 14.08.151. The following sample policy may be revised or deleted as appropriate.

The Board shall dispose of, or recommend to the borough the disposal of, **borough owned** school facilities or real property whenever it is apparent the district will have no future use for it. If unused property will be needed at some future time, the Board may lease, or recommend to the borough the lease of, such property. Any sale or lease of school facilities or real property will conform to the provisions of law.

(cf. 1330 - Use of School Facilities)

The School Board encourages public participation in the determination of school facility needs.

*(cf. 1230 - Citizen **Advisory Committees**)*

Legal Reference:

ALASKA STATUTES

14.07.030 Powers of state department

14.08.101 Powers (Regional school boards)

14.08.151 Land and buildings

ALASKA ADMINISTRATIVE CODE

4 AAC 31.085 Disposal of abandoned or obsolete property

Adopted: February 25, 1994

Revised: (Date of Revision)

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-108

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 6146.8,
Instruction, Postsecondary
High School Dual Credit;
Second Reading

STRATEGIC PLAN/BOARD GOAL:

Improve Stakeholder Communication.

ABSTRACT:

Board policy revisions require Board approval.

ISSUE:

At issue is to approve the second reading of the proposed revisions to BP 6146.8, Instruction, Postsecondary High School Dual Credit.

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 6146.8, Instruction, Postsecondary High School Dual Credit. This revision was brought forward by Dana Orton, Director of Curriculum and revisions require Board adoption. *Proposed changes are:* This update changes the amount of high school credit earned when taking college level courses. This change better aligns the NWABSD with the other districts in the state, creates a more equitable relationship with organizations such as ANSEP, and benefits the students of NWABSD.

No public comment was given on this board policy. The Board Policy Committee reviewed the proposed changes and recommends approval.

ALTERNATIVES:

1. Approve the second reading to the proposed revisions to BP 6146.8, Instruction, Postsecondary High School Dual Credit as presented;
2. Do not approve second reading to the proposed revisions to BP 6146.8 as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the second reading to the proposed revisions to BP 6146.8, Instruction, Postsecondary High School Dual Credit as presented.

BP 6146.8 POSTSECONDARY/HIGH SCHOOL DUAL CREDIT

The School Board recognizes that individual students may wish to enroll in college classes for a variety of reasons. By using the following guidelines, the Superintendent or designee may accept college coursework for credit in lieu of high school coursework.

1. Enroll in alternative course offerings.
2. Students must register for at least three (3) semester hours to receive ~~0.5~~ **1.0** high school credits and six (6) semester hours for ~~1.0~~ **2.0** high school ~~credit~~ **credits**.
3. Upon completion of the college coursework, the student must submit proof of the grade to the Principal or Assistant Principal for inclusion in their permanent records.

Legal Reference:

ALASKA ADMINISTRATIVE CODE:

4 AAC 06.075 High school graduation requirements

Revised: May 03, 2006

Adopted: April 28, 2004

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-109

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 6161.4,
Instruction, Internet and
District Technology;
Second Reading

STRATEGIC PLAN/BOARD GOAL:

Improve Stakeholder Communication.

ABSTRACT:

Board policy revisions require Board approval.

ISSUE:

At issue is to approve the second reading of the proposed revisions to BP 6161.4, Instruction, Internet and District Technology.

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 6161.4, Instruction, Internet and District Technology. This revision was brought forward by Amy Eakin, Director of Technology and revisions require Board adoption. *Proposed changes are:* This update clarifies acceptable use of district technology.

No public comment was given on this board policy. The Board Policy Committee reviewed the proposed changes and recommends approval.

ALTERNATIVES:

1. Approve the second reading to the proposed revisions to BP 6161.4, Instruction, Internet and District Technology as presented;
2. Do not approve second reading to the proposed revisions to BP 6161.4 as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the second reading to the proposed revisions to BP 6161.4, Instruction, Internet and District Technology as presented.

BP 6161.4 INTERNET AND DISTRICT TECHNOLOGY

Note: *The following policy should be used by all districts providing student access to the Internet and other computer networks. An Internet safety policy is required for schools receiving universal service discounts.*

Note: *The Children’s Internet Protection Act requires school districts to adopt Internet safety policies as a condition of receiving technology funds under Title II, Part D of the No Child Left Behind Act ([20 U.S.C. § 6751-6777](#)) for the purpose of purchasing computers with Internet access or paying the direct costs associated with accessing the Internet. Additionally, districts must adopt an Internet safety policy to qualify for most federal universal service discounts ([47 U.S.C. § 254](#)).*

The district’s internet safety policy must include a “technology protection measure” that blocks or filters Internet access by both adults and minors to visual depictions that are obscene, child pornography, or with respect to use by minors, harmful to minors. As part of the funding application process, the district must certify that the required policy is in place and that the district is enforcing the use of these technology protection measures. The filter may be disabled by an administrator, supervisor, or other authorized person for “bona fide research or other lawful purpose.”

Effective July 1, 2012, the Internet safety policy must also include monitoring the online activities of minors when using district computers or networks. Further, the policy must provide for educating minors about appropriate online behavior, including interacting with other individuals on social networking sites and in chat rooms, and cyberbullying awareness and response.

As a condition of receiving universal service discounts, schools must also adopt and implement an Internet safety policy that addresses (1) access by minors to “inappropriate matter” on the Internet and World Wide Web; (2) safety and security of minors when using electronic mail, chat rooms, and other forms of electronic communication; (3) unauthorized access (“hacking”) and other unlawful activities by minors online; (4) unauthorized disclosure, use, and dissemination of personal identification information regarding minors; and (5) measures designed to restrict minors’ access to harmful materials. Schools must hold at least one public hearing before adopting the policy. The types of materials considered inappropriate for minors will be determined by the local school board. Schools must make this policy available to the FCC upon request.

The Board recognizes the educational and communication opportunities that exposure to the Internet and other computer networks can provide students and staff. The Board intends that these technological resources provided by the district be used in a safe, responsible, and proper manner in support of the instructional program and for the advancement of student learning. The Board has established ~~the this~~ Internet and District Technology acceptable use policy to ensure appropriate use of ~~this these~~ resources. District technology includes, but is not limited to, District computers, laptops, tablets, and phones.

Authority

The Superintendent or designee shall notify students and parents/guardians about authorized uses of district technology and the Internet, user obligations and responsibilities, and consequences for unauthorized use and/or unlawful activities. This includes the following:

1. The electronic information available to students and staff does not imply endorsement of the content by the district, nor does the district guarantee the accuracy of the information received on the Internet. The district shall not be responsible for any information that may be lost, damaged, or unavailable when using the network, District technology, or for any information that is retrieved via the Internet.
2. The school district shall not be responsible for any unauthorized charges or fees resulting from access to the Internet or District technology.
3. The use of District technology, the Internet and similar communication networks by students and staff is a privilege -- not a right. Failure to follow established rules can lead to appropriate disciplinary action as well as the loss of access to the Internet or other networks through school accounts. Legal action may be taken where/when appropriate.
4. School district computers, laptops, tablets, phones, and other District technologies are the property of the School District. At no time does the district relinquish its exclusive control of ~~computers~~ District technology provided for the convenience of the students and staff. ~~Computers~~ District technology shall may not be used to disseminate, maintain, or access sexually explicit, vulgar, indecent, offensive, or lewd communications, images, or videos. Nor may computers be used for harassment or bullying. District technology must be used in accordance with this policy.

(cf. 5131.43 Harassment, Intimidation and Bullying)

5. The School District reserves the right to inspect and review files and data on ~~district computers~~ District technology, and to monitor the online behavior of ~~minors~~ persons when using ~~district computers~~ District technology or networks. Such inspection and monitoring is for the purpose of ensuring compliance with laws and appropriate use of technology as specified in this and other policies. Monitoring may be conducted by school authorities when they deem it necessary, without notice, without ~~student~~ consent, and without a search warrant.

The Superintendent or designee shall ensure that all district computers with Internet access have a technology protection measure that blocks or filters Internet access to visual depictions that are (1) obscene, (2) child pornography, or (3) harmful or inappropriate to minors as defined by the Children's Internet Protection Act and as determined by the Superintendent or designee. The Superintendent or designee shall enforce the use of such filtering devices. An administrator, supervisor, or other authorized person may disable the filtering device for adults only for bona fide research

or other lawful purpose, provided the person receives prior permission from the Superintendent or system administrator.

Internet Safety

To reinforce these measures, the Superintendent or designee shall implement measures to address the following:

1. Restricting student access to harmful or inappropriate matter on the Internet and World Wide Web;
2. Ensuring student safety and security of students and student information when using electronic communications;
3. Ensuring that students do not engage in unauthorized access, including "hacking," and other unlawful activities; and
4. Limiting unauthorized disclosure, use, and dissemination of personal identification information.

Note: *The Children's Internet Protection Act, defines "harmful to minors" as: ...any picture, image, graphic image file, or other visual depiction that – (A) taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; (B) depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and (C) taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.*

Use Guidelines

Internet access is limited to only those acceptable uses as detailed in this policy. Internet users may not engage in unacceptable uses.

1. School officials will develop a written permission slip for Internet use. This signed form must be on file prior to allowing students direct access to the Internet.
2. School officials must apply the same criterion of educational suitability used for other educational resources when providing access to Internet informational resources. The district will not allow school access for on-line games or any other areas determined to be non-education related.
3. Students and staff have the right to examine a broad range of opinions and ideas in the educational process, including the right to locate, use, and exchange information and ideas via all information formats including interactive electronic media and the Internet.
4. Users are responsible for the ethical and educational use of their own Internet accounts and District technology. These ~~accounts~~ are to be used only by the authorized owner of the account for the authorized purpose. Users shall not intentionally seek information on, obtain copies of, or modify files, other data or passwords belonging to other users on the network or on District technology. No

use of the network shall serve to disrupt the use of the network by others. Hardware and/or software shall not be destroyed, modified, or abused in any way.

5. Users have the responsibility to respect the privacy of other Internet users. The illegal installation of copyrighted software for use on district computers is prohibited.

5-6. District technology and networks shall may not be used to disseminate, maintain, or access sexually explicit, vulgar, indecent, offensive, or lewd communications, images, or videos. The District strictly enforces this provision.

6-7. Users are expected to display proper "netiquette" (network etiquette) at all times.

7-8. Staff members shall supervise students while students are using district Internet access to ensure that the students abide by these procedures. Users must follow all rules and regulations posted in the computer lab or other room where computers are in use. Users must follow the directions of the adult in charge of the computer lab or other room where computers are in use.

8-9. Students and staff are expected to act in a responsible, ethical, and legal manner in accordance with district policy, accepted rules of network etiquette, and federal and state law. Specifically, the following uses are prohibited:

- a. Use of the network or District technology to facilitate illegal activity.
- b. Use of the network or District technology for commercial or for-profit purposes.
- c. Use of the network or District technology for non-work or non-school related work, except in a de minimis fashion or as permitted elsewhere by Board Policy. during the school day.
- d. Use of the network or District technology for product advertisement or political lobbying.
- e. Unauthorized or illegal installation, distribution, reproduction, or use of copyrighted materials.
- f. Use of the network or District technology to access obscene or pornographic material.
- g. Use of inappropriate language or profanity on the network or District technology.
- g-h. Use of the network or District technology to engage in plagiarism.
- h-i. Use of the network or District technology to transmit material likely to be offensive or objectionable to recipients.
- i-j. Use of the network or District technology for hacking or intentionally obtaining, accessing, or modifying files, passwords, and data belonging to other users.
- j-k. Impersonation of another user, anonymity, and pseudonyms.
- k-l. Use of network facilities or District technology for fraudulent copying, communications, or modification of materials in violation of copyright laws.
- l-m. Loading or use of unauthorized games, programs, files, or other electronic media.
- m-n. Use of the network or District technology to disrupt the work of other users.
- n-o. Destruction, modification, or abuse of network hardware and software.

e-p. Quoting personal communications in a public forum without the original author's prior consent.

p-g. Invading the privacy of individuals, this includes the unauthorized disclosure, dissemination, and use of information about anyone that is of a personal nature.

9-10. Loss of access and other disciplinary actions shall be consequences for inappropriate use. When appropriate, law enforcement agencies may be involved.

(cf. 6161.5 - Web Sites/Pages)

(cf. 6184 - Virtual/Online Courses)

Education

Note: Effective July 1, 2012, the Children's Internet Protection Act requires that a school district's Internet safety policy provide for educating students about appropriate online behavior, including interacting with other individuals on social networking web sites and in chat rooms, as well as cyberbullying awareness and response.

The Superintendent or designee shall provide age-appropriate instruction regarding safe and appropriate behavior on social networking sites, chat rooms, and other Internet services. Such instruction shall include, at a minimum, the dangers of posting personal information online, misrepresentation by online predators, how to report inappropriate or offensive content or threats, behaviors that constitute cyberbullying, and how to respond when subjected to cyberbullying.

(cf. 5131.43 Harassment, Intimidation and Bullying)

Note: the following optional paragraph addresses access to social networking sites such as MySpace, Facebook, Xanga, Friendster, and others, and may be revised by districts that choose to allow limited access for educational purposes.

Student use of district computers to access social networking sites is prohibited. To the extent possible, the Superintendent or designee shall block access to such sites on district computers with Internet access.

Policy Review

The district, with input from students and appropriate staff, shall regularly review and update this policy, the accompanying administrative regulation, and other relevant procedures to enhance the safety and security of students using the district's technological resources and to help ensure that the district adapts to changing technologies and circumstances.

Legal Reference:

UNITED STATES CODE

[15 U.S.C. 6501-6505](#) Children's Online Privacy Protection Act

[20 U.S.C. 6751-6777](#), Enhancing Education Through Technology Act, Title II, Part D

[47 U.S.C. § 254](#), Children's Internet Protection Act, as amended by the Broadband Data Improvement Act ([P.L. 110-385](#))

CODE OF FEDERAL REGULATIONS

[47 C.F.R. § 54.520](#), as updated by the Federal Communications Commission Order and Report 11-125 (2011)

Revised: ~~January 29, 2013~~ _____

Adopted: April 28, 2004

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-110

FR: Office of the Superintendent

SUBJECT: Adoption of New Policy,
BP 3515.6, Business and
Non-Instructional
Operations, Use of School
Safety Video Surveillance
Monitoring System;
Second Reading

STRATEGIC PLAN/BOARD GOAL:

Improve Stakeholder Communication.

ABSTRACT:

Board policy revisions require Board approval.

ISSUE:

At issue is to approve the second reading of the proposed revisions to BP 3515.6, Business and Non-Instructional Operations, Use of School Safety Video Surveillance Monitoring System.

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 3515.6, Business and Non-Instructional Operations, Use of School Safety Video Surveillance Monitoring System. This new policy was brought forward by AASB and new policies require Board adoption.

No public comment was given on this board policy. The Board Policy Committee reviewed the new policy, and recommends approval.

ALTERNATIVES:

1. Approve the Second reading to the proposed new policy BP 3515.6, Business and Non-Instructional Operations, Use of School Safety Video Surveillance Monitoring System as presented;
2. Do not approve Second reading to the proposed new policy BP 3515.6 as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the Second reading to the proposed new policy BP 3515.6, Business and Non-Instructional Operations, Use of School Safety Video Surveillance Monitoring System as presented.

USE OF SCHOOL SAFETY VIDEO SURVEILLANCE MONITORING SYSTEMS BP 3515.6(a)

The School Board authorizes the use of video surveillance equipment on school district property, school vehicles, and school contracted vehicles to ensure health, welfare, and safety of all staff, students, and visitors to district property and/or passenger in district contracted or authorized vehicles and to deter inappropriate behavior. Cameras will also be utilized to safeguard district facilities and equipment, as well as equipment owned by staff or students.

In dealing with surveillance of students and employees, the Board recognizes both its obligation to provide appropriate levels of supervision in the interest of safety and the fact that students and employees have privacy rights that are reduced but not eliminated while under the supervision of the school. Thus, video surveillance, like other forms of supervision, must be carried out in a way that respects privacy rights.

~~District Administrators are responsible for determining whether video recordings are educational records as defined by the Family Educational Rights and Privacy Act (FERPA)), 20 U.S.C. § 1232g and 34 CFR Part 99.~~

School safety video recordings which are not education records may be disclosed as provided in the Alaska Public Records Act, [AS § 40.25.110 – 40.25.125](#).

Use

Video surveillance cameras may be used to monitor and/or record in locations authorized by the School Site Administrator or the officials of the school district. Public notification signs must be prominently displayed, indicating the use of video surveillance. The district shall also notify staff and students through student/parent and staff handbooks that security cameras are in place within district property.

Camera Placement

The security camera system will be installed in public areas only. These areas include school buses, grounds, athletic areas such as the gymnasium and weight room, exterior entrances or exits to school buildings and large gathering spaces such as classroom corridors, cafeteria, lobby, and main entrances. Classrooms, restrooms, changing rooms, private offices, nurse's offices, and locker rooms are excluded from surveillance camera use. Security camera usage is prohibited in any space where this a reasonable expectation for privacy.

Security

Only a designated employee or agent of the school district will install surveillance cameras. Only designated school officials shall have access to the camera equipment and operations system. For the purposes of this policy, school officials are the Superintendent or his/her expressly authorized designees. Only these school officials shall handle the camera or copies of the video segments. Video copies shall be stored in a secure area. Video copies may never be sold, publicly viewed or distributed in any other fashion except as approved for by this policy and/or relevant to legislation. Law enforcement personnel may review camera recordings, when available, to investigate criminal conduct through a subpoena.

Viewing of Video Recordings

Video monitors used to view video recordings should not be located in a position that enables public viewing. Video recordings may only be viewed by school site administrators, school official, or school staff members with direct involvement with the recorded contents of the specific video recording or employees or agents responsible for the technical operation of the system (for technical purposes only). Parents may submit a written request to view video recordings that pertain only to their children in relation to a disciplinary issue, but the viewing may be approved only if it does not violate the privacy of other students (see next paragraph).

USE OF SCHOOL SAFETY VIDEO SURVEILLANCE MONITORING SYSTEMS BP 3515.6(B)

Use of Video Recordings for Disciplinary Action

Video recordings may be used as a basis for student or employee disciplinary action. Video surveillance recordings involving students are considered to be educational records under FERPA. Therefore, consent must be given in order to disclose information contained on video recordings obtained through video surveillance, except to the extent that FERPA authorizes disclosure without consent. Viewing may be refused or limited where viewing would be an unreasonable invasion of a third party's personal privacy, give rise to a concern for the safety of a third party or where protected from disclosure by law. All viewing requests must be submitted in writing.

Retention of Video Recordings

A copy of a video recording shall be made when an incident results in a long-term suspension, a student injury, or there is a prospect of a legal claim against the district. The copy of the video recording shall be sent to the Superintendent or designee to be kept in a secure location. If a recording is used in the making of a decision about a student or employee, the recording must be kept for a minimum of one year, unless earlier erasure is authorized by or on behalf of the individual or the relevant appeals periods have been expired.

Video recordings shall be maintained for no more than 30 days and then erased unless they are being retained as indicated in the preceding paragraph or at the request of the school site administrator. The district shall comply with all applicable state and federal laws related to record maintenance and retention.

Review

Each school site administrator is responsible for the proper implementation and control of the video surveillance system. The Superintendent of Schools or designee shall develop regulations governing the use of video recordings in accordance with applicable law and board policy.

(cf. 1340 – Access to District Records)

(cf. 3515 – School Safety and Security)

(cf. 3580 – District Records)

(cf. 5125 – Student Records)

Legal References:

UNITED STATES CODE 20 U.S.C. 1232g

UNITED STATES CODE OF FEDERAL REGULATIONS 34 CFR Part 99

ALASKA STATUTES

40.21.070 – Records Management for Local Records 40.25.110-250 Public Records Act

ALASKA ADMINISTRATIVE CODE

2 AAC 96.100-370 Public Information

Revised 10/2021

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-111

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 1312,
Community Relations,
Public Complaints
Concerning the Schools;
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 BP 1312, Community Relations, Public Complaints Concerning the Schools 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 1312, Community Relations, Public Complaints Concerning the Schools.

The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments.

ALTERNATIVES:

1. Approve the first reading to the proposed revisions to BP 1312, Community Relations, Public Complaints Concerning the Schools as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 1312 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 1312, Community Relations, Public Complaints Concerning the Schools as presented and open for public comments.

BP 1312 PUBLIC COMPLAINTS CONCERNING THE SCHOOLS

The School Board believes that ~~at the~~ quality ~~of the~~ educational program is dependent upon a strong relationship with its communities. The School Board further believes that improved student success results can improve when the district listens to complaints, considers differences of opinion, and resolves disagreements through an established, objective and culturally responsive process using the chain of command.

The Board encourages complainants to resolve problems early and informally whenever possible. The School Board expects that all district staff who respond to complaints and resolve problems will do so in a manner that is culturally responsive and is not influenced by discrimination or biases. If a problem remains unresolved, the individual should submit a formal complaint as early as possible in accordance with appropriate district procedures. District procedures shall be readily accessible to the public.

Individual Board members do not have authority to resolve complaints. If approached directly with a complaint, however, School Board members should also demonstrate cultural responsiveness while listening ~~listen~~ to the complaint and provide assistance ~~show their concern~~ by referring the complainant to the ~~Board chair who may in turn refer it to the~~ Superintendent or designee so that the problem may receive proper consideration and due process ~~Designee as deemed appropriate. The Superintendent will notify the Board President of significant complaints concerning the District and schools.~~

(cf. 1312.1 ~~--~~ Public Complaints Concerning School Personnel)

(cf. 1312.2 ~~--~~ Public Complaints Concerning Instructional Materials)

(cf. 1312.3 ~~--~~ Public Complaints Concerning Discrimination)

Note: Pursuant to [4 AAC 52.500](#), any person may file a complaint with the Department of Education alleging a violation of state regulations governing education for exceptional children.

Legal Reference:

ALASKA STATUTES

[14.18.100](#) Remedies (Sex or Race Discrimination)

ALASKA ADMINISTRATIVE CODE

[4 AAC 06.560 - 06.580](#) Violations; Prohibition Against Sex Discrimination

[4 AAC 52.500 - 52.629](#) Procedural Safeguards; Education for Exceptional Children

CODE OF FEDERAL REGULATIONS

[34 CFR 200.74](#)

[34 CFR Part 300](#)

UNITED STATES CODE

~~Title~~ TITLE VI, CIVIL RIGHTS ACT OF ~~Civil Rights Act of~~ 1964

~~TITLE~~ Title VII, CIVIL RIGHTS ACT OF ~~Civil Rights Act of~~ 1964, [42 U.S.C. 2000](#) et. seq. (Ch. 21)

~~TITLE~~ Title IX, EDUCATION AMENDMENTS OF ~~Education Amendments of~~ 1972

~~SECTION~~ Section 504, REHABILITATION ACT OF ~~Rehabilitation Act of~~ 1973

34 CODE OF FEDERAL REGULATIONS

and

~~GENERAL EDUCATION PROVISIONS ACT OF 1974, General Education Provisions Act,~~ [20 U.S.C. 1221](#) et. seq., especially:

~~FAMILY EDUCATIONAL RIGHTS AND PRIVACY RIGHTS ACT OF 1974, Family Educational Rights and Privacy Rights Act,~~ [20 U.S.C. 1232g](#)

Reviewed: (Date of Review)

Adopted: June 09, 2004

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-112

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 1312.1,
Community Relations,
Public Complaints
Concerning School
Personnel; 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 BP 1312.1, Community Relations, Public Complaints Concerning School Personnel 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 1312.1, Community Relations, Public Complaints Concerning School Personnel.

The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments.

ALTERNATIVES:

1. Approve the first reading to the proposed revisions to BP 1312.1, Community Relations, Public Complaints Concerning School Personnel as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 1312.1 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 1312.1, Community Relations, Public Complaints Concerning School Personnel as presented and open for public comments.

BP 1312.1 PUBLIC COMPLAINTS CONCERNING SCHOOL PERSONNEL

The School Board places trust in its employees and desires to support their actions in such manner that employees are free from unwarranted, spiteful or negative criticism and complaints. The Superintendent or designee shall develop procedures which will permit the public to lodge complaints or criticism against staff members, assure full consideration, and protect the rights of the staff members and the district. ~~Verbal~~ eComplaints against an employee initially made to a School Board member, Advisory School Council member, or at a School Board meeting ~~will shall~~ be referred to the complaint process and the Superintendent or designee ~~for~~ will give appropriate consideration and action.

The District will respond to complaints concerning school personnel, investigate as appropriate, and take action as may be necessary or advisable to resolve the concern. Complaints should follow the complaint filing and resolution process set forth in administrative regulation.

The process for complaints concerning school personnel will be administered in a fair and nondiscriminatory manner on behalf of both the complainant and the personnel involved.

~~(cf. 1250 - Visits to the School)~~

(cf. 1312 - Public Complaints Concerning the Schools)

(cf. 4112.6 - Personnel Records)

(cf. 9323 - Meeting Conduct)

Note: *When public complaints include allegations of child abuse, it is imperative that school officials consult BP 5141.4 - Child Abuse and Neglect (Reporting Procedures). Though a district may implement its complaint procedures in such cases, the duty to report suspected child abuse comes first. We encourage school districts to rely on the child protective agencies for resolving these complaints and determining if the child abuse report is unfounded.*

This policy shall not apply when a public complaint involves accusations of child abuse. When a school employee is accused of child abuse, it shall be investigated by proper authorities in accordance with child abuse laws.

~~(cf. 5141.4 - Child Abuse and Neglect (Reporting Procedures))~~

~~(cf. 5141.42 - Professional Boundaries for staff and students)~~

~~(cf. E4119.21(a) Code of Ethics & Teaching Standards)~~

~~(cf. B1312.3(a) Public Complaints Concerning Discrimination)~~

Legal Reference:

ALASKA STATUTES

Government meetings public

Adopted: June 09, 2004

Revised: (Date of Revision)

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-113

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 1330,
Community Relations, Use
of School Facilities; 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 BP 1330, Community Relations, Use of School Facilities 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 1330, Community Relations, Use of School Facilities.

The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments.

ALTERNATIVES:

1. Approve the first reading to the proposed revisions to BP 1330, Community Relations, Use of School Facilities as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 1330 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 1330, Community Relations, Use of School Facilities as presented and open for public comments.

BP 1330 USE OF SCHOOL FACILITIES

Note: [A.S. 14.03.100](#) authorizes boards to grant the use of school facilities for lawful gatherings and assemblies and mandates that boards adopt written bylaws to ensure reasonable and impartial use of school facilities. If challenged, the district should be prepared to legally defend the reasonableness of its rules. The following sample policy may be revised to reflect local philosophy and needs. The district should be able to provide supporting rationale for its policy/regulations; that is, the policy/regulations must be deemed to be “reasonable.”

Note: ~~Under the No Child Left Behind Act of 2001 Pursuant to the Boy Scouts of America Equal Access Act~~, districts that make their premises and facilities available for use by youth and community groups must apply that policy equitably to all groups, including the Boy Scouts or other affiliated groups. Specifically, schools are prohibited from denying equal access to school facilities to the Boy Scouts or any other youth group “for reasons based on membership or leadership criteria or oath of allegiance to God and country.” According to Alaska’s uncodified law, a school district that violates this law risks losing state funding.

The School believes that the schools belong to the citizens of the community and that community use of the school facilities fosters understanding and support for school programs.

~~(Optional: The School Board recognizes that when schools encourage and welcome community elders during and after the school day, this supports continued learning opportunities between youth and older generations.)~~

The School Board shall make school facilities and grounds available to citizens and community groups for lawful gatherings and assemblies to the extent that such use serves the interests of the citizens and does not conflict with school or district purposes. The Superintendent or designee shall establish administrative regulations governing the reasonable and impartial use of school facilities and grounds by community members or groups.

(cf. 0100 – Philosophy)

(cf. 0430 – Community School Program)

(cf. 6145.5 – Organizations/Associations)

Legal Reference:

ALASKA STATUTES

[04.16.080](#) – *Sales or consumption at school events*

[14.03.100](#) – *Use of school facilities*

UNITED STATES CODE

~~Elementary and Secondary Education Act, 20 U.S.C. § 7905, as amended
by the No Child Left Behind Act of 2001 (P.L. 107-110) Boy Scouts of America
Equal Access Act, .~~

Revised: June 09, 2015

June 02, 2020

Adopted: June 09, 2004

Northwest Arctic Borough School District

Subject: Re: Question - BP 1330 Use of School Facilities
Date: Friday, June 2, 2023 at 11:55:29 AM Alaska Daylight Time
From: Tiffany Jackson
To: Jazmine Camp

[EXTERNAL EMAIL - CAUTION]: Do not open unexpected attachments or links.

Good morning Jazmine,

The Boy Scouts of America Equal Access Act doesn't only apply to the Boy Scouts, it applies to any youth group listed in Title 36 of the United States Code as a patriotic society that wishes to meet at the school. Violations of this act could result in Office of Civil Rights complaints.

-Tiffany

Tiffany Jackson | Director of Membership Services

Association of Alaska School Boards
1111 W. 9th Street, Juneau, AK 99801
Office: (907) 463-1666
tjackson@asab.org
(she/her)

AASB honors and respect the Ancestral Lands on which all Alaskans live, work, play, and learn and encourage activities and practices that acknowledge and recognize the past and present stewardship of these lands.

On Jun 1, 2023, at 2:06 PM, Jazmine Camp <jjcamp@nwarctic.org> wrote:

My board wanted clarification on why the Boy Scouts of America Equal Access Act is referenced so much in BP 1330 Use of School Facilities and if we need it in our board policy, as our region does not have any Boy Scouts.

Thank you,

Jazmine

--

Jazmine Camp / Northwest Arctic Borough School District
Executive Assistant to the Superintendent and Board of Education

Phone: 9074421803
Mobile: 9074123543
Email: jjcamp@nwarctic.org
Address: PO Box 51
776 Third St.
Kotzebue, AK 99752

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-114

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 3543,
Business and Non-
Instructional Operations,
Transportation:
Emergency and Safety
Procedures; 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 BP 3543, Business and Non-Instructional Operations, Transportation: Emergency and Safety Procedures 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 3543, Business and Non-Instructional Operations, Transportation: Emergency and Safety Procedures.

The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments.

ALTERNATIVES:

1. Approve the first reading to the proposed revisions to BP 3543, Business and Non-Instructional Operations, Transportation: Emergency and Safety Procedures as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 3543 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 3543, Business and Non-Instructional Operations, Transportation: Emergency and Safety Procedures as presented and open for public comments.

BP 3543 TRANSPORTATION: EMERGENCY AND SAFETY PROCEDURES

The School Board places a high priority on student safety and believes that student instruction in safe riding practices and emergency procedures appropriate for the type of conveyance, territory, and weather conditions, may lessen the risk of serious injury. The district shall provide instruction on safe boarding, riding, exiting, and emergency procedures to students who are transported by bus and shall conduct school bus drills.

The Superintendent or designee shall inform parents/guardians of district safety precautions and encourage their support and participation as appropriate.

(cf. 5131.1 - Bus Conduct~~18~~ - Student Activity Trips)

Legal Reference:

ALASKA STATUTES

14.09.030 School buses

Revised: (Date of Revision)

Adopted: February 25, 1994

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-115

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 4021,
Personnel, All Personnel -
Drug and Alcohol Testing
for School Bus Drivers;
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 BP 4021, Personnel, All Personnel - Drug and Alcohol Testing for School Bus Drivers 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 4021, Personnel, All Personnel - Drug and Alcohol Testing for School Bus Drivers.

The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments.

ALTERNATIVES:

1. Approve the first reading to the proposed revisions to BP 4021, Personnel, All Personnel - Drug and Alcohol Testing for School Bus Drivers as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 4021 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 4021, Personnel, All Personnel - Drug and Alcohol Testing for School Bus Drivers as presented and open for public comments.

BP 4021 - ALL PERSONNEL - DRUG AND ALCOHOL TESTING FOR SCHOOL BUS DRIVERS

Note: All persons subject to commercial driver's license requirements must be tested for alcohol, marijuana, cocaine, amphetamines, methamphetamines, opiates (including heroin) and phencyclidine (PCP). In AS 14.09.025, the Alaska Legislature enacted its own statutory requirement for testing bus drivers, which is in effect for all Alaska districts that employ bus drivers. This area, especially post-employment testing of drivers, involves constitutional issues. School districts should refer to legal counsel in designing and implementing drug testing procedures. Although the passage AS 17.38 authorizes the use of marijuana under certain conditions, it explicitly recognizes the authority of employers to prohibit the use, consumption, possession, transfer, display, transportation, sale, or growing of marijuana in the workplace. AS 17.38 also does not prevent employers from establishing policies that restrict the use of marijuana by employees. AS 17.38.120(a). In addition, as a recipient of federal funds, the district is obligated to maintain a drug-free workplace consistent with federal law, which prohibits the manufacture, sale, distribution, possession and sale of marijuana. For purposes of the district's policy and legal obligation, marijuana is prohibited.

Purpose

The Superintendent or designee superintendent shall establish and implement a drug and alcohol testing program for all bus drivers employed by the school district, in accordance with state and federal law. The purpose of the testing program shall be to help prevent accidents and injuries resulting from the misuse of drugs and alcohol by bus drivers. This program shall test drivers for the improper use of drugs and alcohol, and shall include random testing. Improper use of drugs and alcohol consists of use that constitutes a federal or state criminal offense, or otherwise violates the regulations of the Department of Education and Early Development.

Prohibited conduct

No personnel employed by the school district as drivers of motorized vehicles used to transport students shall report for duty requiring the performance of safety-sensitive functions, or remain on duty, when the driver uses any controlled substance or has a prohibited concentration of alcohol in the driver's system. The only exception is when a driver has used a controlled substance pursuant to the instructions of a qualified physician who has advised the driver in writing that the substance does not adversely affect the driver's ability to safely operate a motorized vehicle for the transportation of students. Drivers shall provide a copy of the physician's written advice to the driver's supervisor prior to operating any motor vehicle for the school district.

Required Testing

Drivers shall be subject to pre-employment/pre-duty, reasonable suspicion, random, post-accident, returning to duty and follow-up alcohol and drug testing. Random alcohol testing shall be limited to the time period surrounding the performance of safety-related functions, which include just before or just after the employee performs the safety-related function for the district. Controlled substance testing may be performed at any time the driver is at work. An employee subject to this testing may not refuse to take a test when required.

Consequences for failing or refusing to take a required test

A refusal to take a required test shall be considered in violation of the employee's contractual obligations to the district, and may constitute grounds for the employee's termination from employment with the district. If testing confirms prohibited alcohol concentration levels or the unauthorized presence of a controlled substance, the employee shall be removed immediately from safety-related functions in accordance with law. The district may reassign the employee to non-safety-related functions until such time as the driver complies with the requirements for returning to duty.

The School Board Superintendent or designee retains the authority, consistent with state and federal law, to discipline or discharge any driver who is alcohol or chemically dependent and whose current use of alcohol or drugs impairs the employee's job qualifications or performance. Before a driver may be reinstated, if at all, the driver shall undergo an evaluation by a substance abuse professional, comply with any required rehabilitation and undergo a return-to-duty test with verified results.

Except as required by law or collective bargaining agreement, the district is not required to provide rehabilitation, pay for substance abuse treatment or to reinstate a driver who has failed a required drug or alcohol test. All employment decisions involving reassignment, reinstatement, termination or dismissal from employment shall be made in accordance with applicable district policies and procedures.

Records

The district shall keep and maintain testing records, and shall maintain the confidentiality of those records, in accordance with law. Testing records, and any information about false positive test results, shall not be released without the written consent of the employee. The district shall not retain records of false positive test results in the employee's employment records.

Training

The district shall take steps to ensure that supervisors receive appropriate training to administer the district's drug and alcohol testing program, and that employees receive the notifications required by law.

(cf. 4020 - Drug and Alcohol Free Workplace)

(cf. 3514 - Safety)

(cf. 4158/4358 - Employee Security)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

Legal Reference:

ALASKA STATUTES

[AS 14.09.025](#) ~~{Drug Testing for School Bus Drivers}~~

[Employers, driving, minors and control of property](#)

FEDERAL LAW

Omnibus Transportation Employee Testing Act of 1991

The Drug-Free Workplace Act of 1989

The Drug-Free Schools and Communities Act of 1986, as amended

International Brotherhood of Teamsters v. Dept. of Transportation, 932 F.2d 1292 (1991).

Revised: (Date of Revision)

Adopted: June 09, 2004

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-116

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 4112.61/
4212.61/ 4312.61,
Personnel, All Personnel -
Employment References;
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 BP 4112.61/4212.61/4312.61, Personnel, All Personnel - Employment References 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 4112.61/4212.61/4312.61, Personnel, All Personnel - Employment References.

The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments.

ALTERNATIVES:

1. Approve the first reading to the proposed revisions to BP 4112.61/ 4212.61/ 4312.61, Personnel, All Personnel - Employment References as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 4112.61/4212.61/4312.61 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 4112.61/4212.61/4312.61, Personnel, All Personnel - Employment References as presented and open for public comments.

BP 4112.61/4212.61/4312.61 - ALL-CERTIFIED PERSONNEL - EMPLOYMENT REFERENCES

The School Board desires works to provide information about district employees to prospective employers to the extent that such information is factual and does not violate an employee's employee's privacy rights.-

The Superintendent or designee is responsible for processing all requests for references, letters of recommendation, or information about employee performance, including the causes or reasons for separation regarding all district employees other than the Superintendent.

References which are not secured through the Superintendent or designee reflect the personal views or opinions of the author and do not reflect the views of the District.

(cf. 4112.6 — Personnel Files)

(cf. 4117.5 — Termination Agreements)

Legal References:

ALASKA STATUTES

[AS 09.65.160](#) *Job References*

Adopted: June 09, 2004

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-117

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 4113,
Certificated Personnel –
Assignment; 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 BP 4113, Certificated Personnel – Assignment 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 4113, Certificated Personnel – Assignment.

The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments.

ALTERNATIVES:

1. Approve the first reading to the proposed revisions to BP 4113, Certificated Personnel – Assignment as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 4113 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 4113, Certificated Personnel – Assignment as presented and open for public comments.

BP 4113 - CERTIFICATED PERSONNEL - ASSIGNMENT

Note: The following sample policy may be revised or deleted to reflect district philosophy. This subject area is covered by collective bargaining laws.

The School Board respects the importance of assigning teachers in accordance with law, so as to serve the best interests of our students and the educational program. The Superintendent or designee may assign certificated personnel to any position for which their preparation, certification, experience and aptitude qualify them. Teachers may be assigned to any school within the district.

(cf. 4112.8 - Employment of Relatives)

Note: The following optional paragraph should be reviewed in conjunction with the district's collective bargaining agreement, if any, and revised or deleted as appropriate.

The assignment of certificated personnel shall comply with applicable collective bargaining provisions.

Legal Reference:

ALASKA STATUTES

[14.20.147](#) *Transfer or absorption of attendance area or federal agency school*

[14.20.148](#) *Intradistrict teacher assignment*

[14.20.158](#) *Continued contract provisions*

[23.40.070](#) *Declaration of policy (PERA)*

UNITED STATES CODE, TITLE 20

[20 USC § 1119](#) ~~*No Child Left Behind Act of 2001, P.L. 107-110*~~ *Every Student Succeeds Act of 2015.*

Revised: September 25, 2012, (Date of Revision)

Adopted: June 09, 2004

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-118

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP
4119.11/4219.11/4319.1,
Personnel, All Personnel -
Sexual Harassment; 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 BP 4119.11/4219.11/4319.1, Personnel, All Personnel - Sexual Harassment 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 4119.11/4219.11/4319.1, Personnel, All Personnel - Sexual Harassment.

The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments.

ALTERNATIVES:

1. Approve the first reading to the proposed revisions to BP 4119.11/4219.11/4319.1, Personnel, All Personnel - Sexual Harassment as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 4119.11/4219.11/4319.1 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 4119.11/4219.11/4319.1, Personnel, All Personnel - Sexual Harassment as presented and open for public comments.

BP 4119.11/4219.11/4319.11 - ALL PERSONNEL - SEXUAL HARASSMENT
~~All Personnel - Sexual Harassment~~

Note: The United States Supreme Court in Meritor Savings Bank, FSB v. Vinson et al., found that an employer could be held liable in a sexual harassment lawsuit. ~~The bank's~~ bank's complaint procedure ~~required~~ require the employee first to report the complaint to his/her supervisor who, in this case, was the accused party. We suggest that districts adopt a sexual harassment policy requiring the immediate supervisor of the offending employee and or personnel officer to receive the complaint.

The School Board is committed to the elimination of sexual harassment in district schools and activities. Sexual harassment is strictly prohibited and will not be tolerated. This policy prohibits sexual harassment of students or staff by other students, staff, School Board members or third parties. "Third parties" include, but are not limited to, school volunteers, parents, school visitors, service contractors or others engaged in district business.

(cf. 4119.21 - Code of Ethics)

(cf. 4030 - Nondiscrimination in Employment)

(cf. 4117.4 - Dismissal)

(cf. 9020 - Standards)

(cf. 9271 - Code of Ethics)

Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

1. Submission to the conduct is made either an explicit or implicit condition of employment, status or promotion.
2. Submission to or rejection of the conduct is used as the basis for an employment decision affecting the harassed employee.
3. The harassment substantially interferes with an employee's work performance or creates an intimidating, hostile, or offensive work environment.
4. Submission to, or rejection of, the conduct is the basis for any decision affecting benefits, services, honors, programs or other available activities.

An employee or School Board member who feels that he/she is being harassed should immediately report the incident to the immediate supervisor of the accused employee or the appropriate ~~personnel~~ Human Resources department official, without fear of reprisal. All complaints about behavior that may violate this policy shall be promptly investigated. The personnel department shall be informed of all such complaints and will

assist in the investigation and resolution of complaints. An employee making a complaint of sexual harassment shall not be required to resolve the complaint directly with the offending person.

Note: - Ellison v. Brady provides directives to employers responding to sexual harassment claims in order to shield themselves from liability, including taking immediate and appropriate action to address the harassment which entails investigation and discipline calculated to reflect the severity of the conduct, stop the harassment, and deter others from acting in the same manner. -

The initiation of a complaint in good faith about behavior that may violate this policy shall not adversely affect the terms or conditions of employment or the work environment of the complainant ~~complaint~~. There shall be no retaliation by the district against any person who, in good faith, reports, files a complaint or otherwise participates in an investigation or inquiry of sexual harassment.

It is the intent of the School Board that appropriate corrective action will be taken by the district to stop the sexual harassment, prevent its recurrence and address negative consequences. Employees in violation of this policy shall be subject to discipline, up to and including dismissal and an/or additional sexual harassment awareness training, as appropriate. Other individuals whose behavior is found to be in violation of this policy shall be subject to appropriate sanctions as determined and imposed by the Superintendent or designee or School Board.

The Superintendent ~~superintendent~~ or designee shall ensure prompt and strict enforcement of School Board policy.

(cf. 1312.3 - Public Complaints~~4031—Complaint~~ Concerning Discrimination)

(cf. 1312.1 - Complaints Concerning School Personnel)

Legal Reference:

U.S. SUPREME COURT

Meritor Savings Bank, FSB v. Vinson et al.,

-477 U.S. 57 (1986)

Ellison v. Brady, 924 F.2d 872 (9th Cir. 1991)

Revised: January 29, 2008

Adopted: June 09, 2004

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-119

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP
4119.12/4219.12/4319.12,
Personnel, All Personnel –
Harassment; 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 BP 4119.12/4219.12/4319.12, Personnel, All Personnel – Harassment 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 4119.12/4219.12/4319.12, Personnel, All Personnel – Harassment.

The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments.

ALTERNATIVES:

1. Approve the first reading to the proposed revisions to BP 4119.12/4219.12/4319.12, Personnel, All Personnel – Harassment as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 4119.12/4219.12/4319.12 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 4119.12/4219.12/4319.12, Personnel, All Personnel – Harassment as presented and open for public comments.

BP 4119.12/4219.12/4319.12 - ALL PERSONNEL - HARASSMENT

The School Board recognizes that harassment can cause embarrassment, feelings of powerlessness, loss of self-confidence, reduced ability to perform school work, and increased absenteeism or tardiness. The School Board shall not tolerate the harassment of any student by any other student or district employee. Any student or employee who is found guilty of harassment shall be subject to disciplinary action up to and including suspension or termination.

Harassment means intimidation by threats of or actual physical violence; the creation by whatever means of a climate of hostility or intimidation; or the use of language, conduct, or symbols in such a manner as to convey hatred, contempt, or prejudice or to have the effect of insulting or stigmatizing an individual. Harassment includes, but is not limited to, harassment on the basis of race, sex, creed, color, national origin, religion, marital status, or disability.

(cf. 5131.43 – 5145.7 Sexual Harassment, intimidation and bullying)

(cf. 4118 - Suspension/Disciplinary Action)

(cf. 4119.11 – Sexual Harassment)

(cf. 4119.21 – Code of Ethics)

To promote an environment free of harassment, the principal administrator or designee shall take appropriate actions such as removing vulgar or offending graffiti, establishing site rules, and providing staff inservice or student instruction and counseling. Principal Administrators shall discuss this policy with their employees and shall assure them that they need not endure any form of harassment.

The School Board encourages students or staff to immediately report incidences of harassment to the principal administrator or designee. The Superintendent or designee shall promptly investigate each complaint of harassment in a way that ensures the privacy of all parties concerned. In no case shall the student or staff member be required to resolve the complaint directly with the offending person.

Notice of this policy will be circulated to all district schools and departments and incorporated in teacher and student handbooks.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 1312.3 - Complaints Concerning Discrimination)

(cf. 4030 - Nondiscrimination in employment)

(cf. 5141.42 - Professional Boundaries for staff and students)

Legal References:

ALASKA STATUTES

[AS 14.18.010 - 14.18.100](#) *Prohibition Against Sex and Race Discrimination*

ALASKA ADMINISTRATIVE CODE

[4 AAC 06.500 - 4 AAC 06.600](#) *Prohibition of Gender or Race Discrimination*

TITLE UNITED STATES CODE

~~Title VI, CIVIL RIGHTS ACT OF *Civil Rights Act of* 1964~~

~~TITLE Title IX, EDUCATION AMENDMENTS OF *Education Amendments of* 1972~~

~~INDIVIDUALS WITH DISABILITIES EDUCATION ACT OF 1975~~

~~AMERICANS WITH DISABILITIES ACT OF 1990~~

~~*Individuals with Disabilities Education Act*~~

~~*Americans with Disabilities Act*~~

Revised: (Date of Revision)

Adopted: June 09, 2004

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-120

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP
4158/4258/4358,
Personnel, Personnel -
Employee Security; 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 BP 4158/4258/4358, Personnel, Personnel - Employee Security 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 4158/4258/4358, Personnel, Personnel - Employee Security.

The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments.

ALTERNATIVES:

1. Approve the first reading to the proposed revisions to BP 4158/4258/4358, Personnel, Personnel - Employee Security as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 4158/4258/4358 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 4158/4258/4358, Personnel, Personnel - Employee Security as presented and open for public comments.

BP 4158/4258/4358 ~~PERSONNEL~~ EMPLOYEE SECURITY

Note: Alaska school districts are required to adopt standards relating to when a teacher, ~~teacher's assistant~~paraprofessional, or other person responsible for students is authorized to use reasonable and appropriate force to maintain classroom safety and discipline. Effective October 2014, the use of restraint and seclusion of students is strictly limited and in some situations prohibited by law. -AS 14.33.125. Any use of restraint or seclusion by a district employee of a student must comply with all legal requirements. A teacher, ~~teacher's assistant~~paraprofessional, ~~principal~~administrator, or another person responsible for students may not be terminated or otherwise subjected to formal disciplinary action for lawful enforcement of a school disciplinary and safety program, including behavior standards. -AS 14.33.130. This group is protected from civil liability for acts or omissions arising out of enforcement of the disciplinary and safety program while in the course of employment, unless the act constitutes gross negligence or reckless or intentional misconduct. -AS 14.33.140, and the Every Student Succeeds Act of 2015.

An employee may use approved methods of physical restraint if a ~~student's~~student's behavior poses an imminent danger of physical injury to the student or others and less restrictive interventions would be ineffective at stopping the imminent danger. Restraint must be limited to that necessary to address the emergency and must be immediately discontinued when the student no longer poses an imminent danger or when a less restrictive intervention is effective to stop the danger.

(cf. 5144 - Discipline)

(cf. 5142.3 — Restraint and Seclusion)

Note: A teacher, ~~teacher's assistant~~paraprofessional, administrator, or other employee responsible for students who, during the course of employment, observes a student committing a crime must report the crime to local law enforcement. -AS 14.33.130. The obligation to report to law enforcement resides with the staff member observing the crime. "Crime" means an offense for which a sentence of imprisonment is authorized; a crime is either a felony or a misdemeanor. -AS 11.81.900.

Employees shall promptly report any ~~student~~personal-attack, assault or threat against them to their immediate supervisor who will report to the-Superintendent or designee. The employee and the ~~principal~~administrator or other immediate supervisor both shall promptly report such instances to the appropriate local law enforcement agency.

(cf. 1410 — Interagency Cooperation for Student and Staff Safety)

Legal Reference:

ALASKA STATUTES

[11.81.430](#) *Justification, use of force, special relationships*

[11.81.900](#) *Definitions*

[14.33.120-.140](#) *School disciplinary and safety program*

ALASKA ADMINISTRATIVE CODE

[4 AAC 07.010-4 AAC 07.900](#) *Student rights and responsibilities*

UNITED STATES CODE

~~*Elementary and Secondary Education Act, [20 U.S.C. §§ 2361-2368](#), as amended by the No Child Left Behind Act of 2001 ([P.L. 107-110](#))*~~
Every Student Succeeds Act of 2015

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Revised: November 17, 2015

Adopted: June 09, 2004

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-121

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 5030,
Students, School
Discipline and Safety; 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 BP 5030, Students, School Discipline and Safety 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 5030, Students, School Discipline and Safety.

The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments.

ALTERNATIVES:

1. Approve the first reading to the proposed revisions to BP 5030, Students, School Discipline and Safety as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 5030 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 5030, Students, School Discipline and Safety as presented and open for public comments.

BP 5030 SCHOOL DISCIPLINE AND SAFETY

Note: Each school district must have in place a school disciplinary and safety program. [AS 14.33.110-.140](#). The purpose of the program is to implement community standards of school behavior that are developed with the collaboration of students, parents, guardians, teachers, school administrators, and advisory school boards in each community; and to protect and support teachers who enforce standards of student behavior and safety in the classroom. Effective October 2014, the program must be made available to students, parents, legal guardians, and the public, and must include written policies and procedures consistent with standards for use of restraint and seclusion, outlined in [AS 14.33.125](#). The Every Student Succeeds Act requires states to implement a system of school safety assessment. Under ESSA, districts are required to offer a school choice option in two instances: (1) when a student attends a “persistently dangerous school,” or (2) when a student has been the victim of a violent criminal offense. Alaska’s implementation of these federal mandates is found at [4 AAC 06](#) in newly added Article 2, Safe Schools.

The School Board believes that all students have the right to a public education in a safe and positive environment that fosters the maximum opportunity for learning. The School Board seeks to ensure that students, regardless of ethnicity, race, disability, religious or cultural preference, gender identity, sexual orientation or socioeconomic background, do not disproportionately experience suspension, expulsion or other disciplinary actions. An effective school discipline and safety program is necessary to ensure a safe and conducive learning environment. The School Board shall adopt, and the Superintendent or designee shall implement and maintain, an effective, trauma-informed and culturally responsive school discipline and safety program. The discipline and safety program should reflect community and cultural values resulting in standards of school behavior and safety that are developed with the collaboration of students, parents, guardians, teachers, elders, school administrators, and advisory school boards in each community.

(cf. 1230 – Citizen Advisory Committees)

(cf. 1410 - Interagency Cooperation for Student and Staff Safety)

(cf. 4158 –Employee Security)

(cf. 5131 – Conduct)

(cf. 5131.1 – Bus Conduct)

(cf. 5131.4 – Campus Disturbances)

(cf. 5131.41 – Violent and Aggressive Conduct)

(cf. 5131.42 – Threats of Violence)

(cf. 5131.43 – Harassment, Intimidation and Bullying)

(cf. 5131.5 – Vandalism, Threats, and Graffiti)

(cf. 5131.6 – Alcohol and Other Drugs)

(cf. 5131.62 – Tobacco)

(cf. 5131.63 – Performance Enhancing Drugs)

(cf. 5131.7 – Weapons & Dangerous Instruments)

(cf. 5131.9 – Academic Honesty)

(cf. 5132 – Dress and Grooming)

(cf. 5136 – Gangs)

(cf. 5137 – Positive School Climate)

(cf. 5141.42 – Professional Boundaries for staff and students~~5141.51 – At-Risk Youth~~)

(cf. 5141.51 – At-Risk Youth)

(cf. 5142.2 – School Safety Patrol)

(cf. 5142.3 – Restraint and Seclusion)

(cf. 5144 – Discipline)

~~(cf. 5144.1 – Suspension and Expulsion)~~

(cf. 5144.2 – Suspension and Expulsion/Due Process (Individuals with Exceptional Needs))

(cf. 5145.11 – Questioning and Apprehension)

(cf. 5145.12 – Search and Seizure)

(cf. 5145.5 – Nondiscrimination)

(cf. 5145.5 – Harassment)

(cf. 5145.7 – Sexual Harassment)

(cf. 5147 – Dropout prevention)

(cf. 6159 – Individualized Education Program)

(cf. 6164.2 – Guidance and Counseling Services)

(cf. 6164.4 – Child Find)

(cf. 6164.5 – Student Study Teams)

(cf. 6172 – Special Education)

Note: School districts must adopt policies for implementing a student conflict resolution strategy. The strategy must provide for the nonviolent resolution or mediation of conflicts, and procedures for reporting and resolving conflicts. [AS 14.33.120\(a\)\(7\)](#). A district's school disciplinary and safety program must provide for a student conflict resolution strategy.

Providing young people with knowledge and skills to settle disputes peacefully is a critical component of an effective disciplinary and safety program. Students who possess skills in negotiation, mediation, and consensus decision making are able to explore peaceful solutions to conflict and to resolve these conflicts in a nonviolent manner. The district will work to build students self-regulation skills, incorporating preventative and restorative practices to minimize the need for discipline and maximize instructional time for every student. The district will also establish these practices and seek to address or reduce disproportionate treatment or use of punitive school discipline based on racial or economic disparities.

The Superintendent or designee shall implement and maintain a conflict resolution strategy for district students. The strategy will provide conflict resolution education and resources to students to learn skills in the nonviolent resolution and mediation of conflicts. Restorative or corrective practices place relationship building with students and families at the center. These can include conferences with students and their parents/guardians; use of student study teams or other intervention-related teams; enrollment in a program teaching social/emotional behavior, intensive and intentional relationship building with students and family, participation in a restorative justice program or restorative circles; and positive behavior support approaches.

Note:- Effective October 2014, districts must include in the school disciplinary and safety program written policies and procedures consistent with standards for use of restraint and seclusion. The following language incorporates this requirement.

The district recognizes that a key component of its school disciplinary and safety program involves appropriate staff response when student behavior impacts on the safety of that student or others. The district prohibits the use of physical restraint and seclusion except in emergency situations as outlined in law and policy. The

Superintendent or designee shall provide professional development or supports as necessary to assist staff to offer consistent classroom management skills, model skills for students, and implement effective relationship building and disciplinary techniques, eliminating unconscious bias. This includes establishing collaborative relationships with parents/guardians.

(cf. 5142.3 – Restraint and Seclusion)

Note: [AS 14.33.120](#) requires the discipline and safety program to have procedures for periodic revision and review. [4 AAC 07.050](#) requires that a district's student rights and responsibilities policies be reviewed at least once every three years. The following language utilizes a maximum three-year duration for the review process.

Not less than once every three years, the district's discipline and safety program shall be reviewed and revised if appropriate. The review process shall make available the opportunity for collaborative input by students, parents, guardians, staff, and advisory school boards in each community. Policies reflecting standards of student behavior, including those identifying prohibited student conduct and penalties, should be reviewed to determine consistency with community standards, including the basic requirements for respect and honesty.

(cf. 9310 – Policy Manual)

(cf. 9311 – School Board Policies)

(cf. 9313 – Administrative Regulations)

Note: - Annually, the district is to submit a report to the Department of Education and Early Development relating to the district's disciplinary and safety program, including incident numbers for infractions involving violence or weapons. This report is to be submitted at the same time the district submits its annual report on goals and priorities as required by [AS 14.03.120](#)(a). Additionally, the district is to report all incidents of suspension and expulsion resulting from harassment, intimidation, or bullying. Effective October 2014, the district is to annually report, not later than June 30, the total number of incidents involving the restraint or seclusion of a student as required by [AS 14.33.125](#) and [4 AAC 06.175](#) (see BP 5142.3). The following language incorporates the reporting requirements for school discipline as set forth in [AS 14.33.120](#), [14.33.210](#), [4 AAC 06.172](#) and [4 AAC 06.250](#).

The district will submit annual reports to the Department of Education and Early Development, as required by law. These reports will permit assessment of the district's School Discipline and Safety program.

The School Board will review annually disciplinary action data to understand conduct and discipline of specific dis aggregated groups of students. The School Board and district administrators will periodically review research on effective practices to

proactively create trauma informed environments and culturally responsive discipline practices. Results of the review will be used to determine how to incorporate new practices and strategies into district policies and practices.

Note:- One of the purposes of the school disciplinary and safety program is to protect and support teachers who enforce standards of student behavior and safety in the classroom. [AS 14.33.110\(3\)](#). The law provides that a teacher, ~~teacher's assistant~~~~paraprofessional~~, a ~~principal~~~~administrator~~, or another person responsible for students may not be terminated or otherwise subjected to formal disciplinary action for lawful enforcement of a school disciplinary and safety program, including behavior standards. [AS 14.33.130](#). It is recommended that a district desiring to take disciplinary action against a staff member for unreasonable or unlawful enforcement of student discipline should contact legal counsel. Finally, school employees are also protected from civil liability for acts or omissions arising out of enforcement of the disciplinary and safety program while in the course of employment, unless the act constitutes gross negligence or reckless or intentional misconduct. [AS 14.33.140](#) and the ~~Every Student Succeeds~~~~No Child Left Behind~~ Act ~~of 2015~~.

The School Board desires to give all administrators, teachers, and other employees the authority, knowledge and skills they need to effectively implement the discipline and safety program of the district. Personnel should adhere to lines of primary responsibility and district adopted protocols so that appropriate decision-making may take place at various levels in accordance with School Board policy and administrative regulations. In fulfilling duties and responsibilities in student discipline and safety, all employees shall comply with School Board policies, administrative regulations, and local, state, and federal laws.

(cf. 2110 – Organization Chart/Lines of Responsibility)

(cf. 4158 – Employee Security)

(cf. 5144 – Discipline)

(cf. 4119.21 --- Code of Ethics)

(cf. 4119.3 – Duties of Personnel)

[\(cf. 5141.42 - Professional Boundaries for staff and students\)](#)

Note:- On July 15 of each year, the Department of Education and Early Development will determine the safety status of the schools in the state. The Department will designate a school as safe, at-risk, or persistently dangerous. A district that has a school identified as persistently dangerous must provide notice within 10 days to all parents of students who attend the school that the school has been designated as persistently dangerous and that the parent has 30 days to request that the district transfer the student to a safe school within the district. A transfer must occur within

30 days of a transfer request. A district that has only one public school of the appropriate grade level is not required to create a second public school in order to offer a transfer option. Additionally, within 10 days of an incident in which a student is a victim of a violent criminal offense at school, a district shall notify the parents of the student that they may have their student transferred. If a parent requests a transfer, the district shall provide the transfer within 30 days. A student shall be eligible for a transfer if substantial evidence indicates that the student was a victim of a violent criminal offense on the grounds of the school attended by the student. If a district refuses to offer to transfer a student whom the student's parent believes was the victim of a violent criminal offense, the parent may, within 30 days of the refusal, appeal to the Commissioner of Education. Again, a district that has only one public school of the appropriate grade level is not required to create an additional public school in order to provide the option to transfer. A violent criminal offense does not have to be the subject of a criminal charge, and includes incidents that would establish the elements of the following violent criminal offenses:- (1) an offense against the person under the Alaska Criminal Code, [AS 11.41.100-11.41.530](#); (2) recruiting a gang member in the first degree, [AS 11.61.160](#); and (3) misconduct involving weapons in the first degree, [AS 11.61.195](#). A parent who has exercised the parent's option to transfer a student may have the student remain in the receiving school until the student completes the highest grade level offered by that school. A district that is required to offer a student a transfer to a safe school, but that does not contain a safe school of an appropriate grade level, must offer to transfer the student to the parent's choice of any school designated at Level 2 or higher under [4 AAC 06.835](#) and work with the parent to identify other suitable educational opportunities for the student, including transfer to another district or attending a statewide correspondence school. [4 AAC 06.200-.270](#).

The School Board further desires to give all students no matter their ethnicity, race, gender or gender identification, sexual orientation or socioeconomic status, the opportunity to learn in an environment in which they feel safe. Should any school be identified as persistently dangerous under state law, students attending that school will be provided the opportunity to transfer to the parent's choice of one of two or more safe schools within the district. Informed parental choice will be facilitated by timely notice of the meaning of the persistently dangerous designation and the intervention steps the district plans to utilize to make the school safe. Additionally, any student who is the victim of a violent criminal offense that occurred on the grounds of the student's school will be provided the opportunity to transfer, consistent with state law.

Legal Reference:

UNITED STATES CODE

[20 U.S.C. §§ 1400](#), et seq. *Individuals with Disabilities Education Act* ~~of 2004~~

Every Student Succeeds Act ~~of 2015~~, [PL 114-95](#) ~~(2015)~~

ALASKA STATUTES

[11.81.430](#) *Justification, use of force, special relationships*

[11.81.900](#) *Definitions*

[14.03.078](#) *Report*

[14.03.160](#) *Suspension or expulsion of students for possessing weapons*

[14.30.045](#) *Grounds for suspension or denial of admission*

[14.30.180-.350](#) *Education for Exceptional Children*

[14.33.120-.140](#) *School disciplinary and safety program*

[14.33.210](#) *Reporting of incidents of harassment, intimidation or bullying*

ALASKA ADMINISTRATIVE CODE

[4 AAC 06.060](#) *Suspension or denial of admission*

[4 AAC 06.172](#) *Reporting of school disciplinary and safety programs*

[4 AAC 06.175](#) *Reporting restraint and seclusion incidents.*

[4 AAC 06.200-.270](#) *Safe schools*

[4 AAC 06.250](#) *Reporting*

[4 AAC 07.010-4 AAC 07.900](#) *Student rights and responsibilities*

[4 AAC 52.010-.990](#) *Education for exceptional children*

[20 AAC 10.020](#) *Code of ethics and teaching standards*

Revised: November 17, 2015, March 30, 2018, August 25, 2020, (Date of Revision)

Adopted: April~~ADOPTED: APRIL~~ 28, 2004

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-122

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 5124,
Students, Communication
with Parents/Guardians;
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 BP 5124, Students, Communication with Parents/Guardians 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 5124, Students, Communication with Parents/Guardians.

The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments.

ALTERNATIVES:

1. Approve the first reading to the proposed revisions to BP 5124, Students, Communication with Parents/Guardians as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 5124 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 5124, Students, Communication with Parents/Guardians as presented and open for public comments.

BP 5124 COMMUNICATION WITH PARENTS/GUARDIANS

Because parental involvement contributes greatly to student achievement and conduct, and school-family partnerships result in improved outcomes for students, the School Board encourages two-way communication channels between school and home that are frequent, effective, and reliable. Communication methods may be tailored to family and school staff needs and may include classroom visits, parent-teacher conferences, class newsletters, mail, telephone, home visits, and school visits by parents/guardians. School staff are encouraged to learn about supportive family structures, and, if appropriate, to seek parent/guardian approval for additional family members or caregivers to be included in communications throughout the year.

School staff are encouraged to participate in community and cultural activities in order to better understand and relate to the community in which they teach.

Schools are encouraged to offer training on effective and positive family/school communication.

School staff should regularly assess the effectiveness of communication and adjust communication strategies to best meet the needs of students and their families.

(cf. 1250 - Visits to the School)

(cf. 6020 - Parent Involvement)

School staff are encouraged to communicate with families to celebrate and note the progress of each student. As part of this communication, teachers shall send progress reports and other data relating student welfare, academic and social success, and results of standardized testing. Communication should occur at regular intervals to establish a cohesive support structure for students, families and school staff.

The School Board and staff shall encourage parents/guardians to communicate any concerns to school staff and their teacher.

(cf. 5113 - Absences and Excuses)

(cf. 5121 - Grades/Evaluation of Student Achievement)

(cf. 5145.6 - Notifications Required by Law)

(cf. 6146.1 - High School Graduation Requirements/Standards of Proficiency)

(cf. 6146.5 - Elementary School Promotion/Standards of Proficiency)

(cf. 6162.5 - Research/Standardized Testing)

Reviewed: (Date of Review)

Adopted: April 28, 2004

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-123

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 5131,
Students, Conduct; 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 BP 5131, Students, Conduct 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 5131, Students, Conduct.

The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments.

ALTERNATIVES:

1. Approve the first reading to the proposed revisions to BP 5131, Students, Conduct as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 5131 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 5131, Students, Conduct as presented and open for public comments.

BP 5131 CONDUCT

Note: Under the federal Every Student Succeeds Act, districts must take steps to ensure student discipline and safety. School districts must identify the creation and maintenance of safe and disciplined classrooms as a high priority for district and school staff. district- and school-level safety and discipline policies and regulations should be revised, and district resources distributed as necessary, to reflect the high level of importance the district attaches to this objective. School districts are to develop clear standards for student conduct that are designed to ensure that the environment within each district school and classroom supports student learning. Consequences for violating these standards must be identified, as well as the procedures that school staff, families, and students must follow in order to resolve problems as they develop.

Note: [4 AAC 07.010](#) - [4 AAC 07.900](#) **mandates** the School Board adopt policies on student rights and responsibilities; distribute and instruct students regarding these policies, and review these policies every three years. At a minimum, the policies must address routine discipline case procedure and chronic or serious discipline case procedure.

The School Board believes that student academic success depends upon students being physically present at school. Accordingly, the Board desires to reduce the time students spend away from the classroom and school learning environment due to misconduct. In order to facilitate this goal and increase outcomes for students:

The eD^{istrict} shall use trauma-informed and supportive approaches to student behavior that create clear expectations with staff, students and families.

The eD^{istrict} will pro-actively provide structures to cooperatively and independently manage behavior, and to build skills for self-management throughout the school day.

The eD^{istrict} will monitor, address, and ensure that students do not disproportionately experience suspension, expulsion or other disciplinary actions due to race, ethnicity, disability, religious or cultural preference, gender identity, sexual orientation or socioeconomic background.

The eD^{istrict} will work to build students' self-regulation skills, incorporating preventative and restorative practices to minimize the need for discipline and maximize instructional time for every student.

The eD^{istrict} will incorporate culturally responsive models, school wide management, and classroom practices that build student skills, strengthen relationships, and keep students in the classroom.

In-school and out-of-school suspension should not be imposed unless other means of correction have failed to bring about proper conduct, or in circumstances where the

student's presence poses a danger to persons or property or substantial disruption to the educational environment.

The eDistrict will incorporate restorative or corrective practices that focus on relationship building with students and families. These can include conferences with students and their parents/guardians; use of student study teams or other intervention-related teams; enrollment in a program teaching social/emotional behavior; intensive and intentional relationship building with students and family; participation in a restorative justice program or restorative circles; and positive behavior support approaches.

The Superintendent or designee shall provide professional development or supports as necessary to assist staff to offer consistent classroom management skills, to model skills for students, to establish collaborative relationships with parents/guardians, and to implement effective relationship building and disciplinary techniques, all while eliminating unconscious bias.

Clear standards for student conduct, classroom expectations, and resolving conflict will be established to ensure that the environment within each district school and classroom supports student learning. The Superintendent or designee, in consultation with staff, parents, students, and the community, shall establish student conduct expectations and identify consequences for violations. In addition, the Superintendent or designee, in consultation with staff, parents, students, and the community, shall develop procedures that school staff, families, and students must follow in order to resolve problems as they develop.

The District shall distribute and instruct students regarding these policies, and review these policies every three years. At a minimum, the policies must address routine discipline case procedure and chronic or serious discipline case procedure.

The School Board believes that all students have the right to a public education in a positive environment free from disruptions which interfere with teaching and learning activities. In order to promote an atmosphere conducive to learning, it is imperative that the School Board, parents/guardians, students, teachers and the administration be cognizant of their responsibilities related to student conduct.

School Board

The School Board is responsible for prescribing rules for the government and discipline of the schools under its jurisdiction. Consequences for misconduct will be fair and developmentally appropriate in light of the circumstances. The School Board holds the certificated personnel responsible for the proper conduct and control of students under their charge within the behavioral guidelines established by the School Board in conjunction with the administration.

The School Board will review and analyze disciplinary action data to understand conduct and discipline outcomes of specific groups of students and families.

The School Board and administrators will review research on effective practices to pro-actively create trauma informed environments and determine how to incorporate into district policies and practice.

Superintendent

The Superintendent or designee shall establish the necessary procedures to implement and enforce the School Board's discipline policy. He/she shall notify the parents/guardians of all students of the availability of the district's policy and procedures related to conduct and discipline.

School PrincipalAdministrator

The school principaladministrator shall initiate and enforce a set of school rules, in keeping with district policy and regulation, which facilitate effective learning and promote attitudes and habits of good citizenship.

The principaladministrator or designee shall provide instruction to students regarding their rights and responsibilities.

The principaladministrator shall support the classroom teacher in his/her efforts to promote improved and acceptable behavior in students.

Teachers

Appropriate classroom behavior allows teachers to communicate more effectively with students. Teachers shall conduct a well-planned effective classroom program and initiate and enforce a set of classroom regulations that facilitate effective learning.

Teachers shall cooperate with administrators and other classroom teachers in enforcing general school rules and appropriate campus behavior.

Parents/Guardians

Parents/guardians are expected to comply with the laws governing the conduct and education of their children. They shall also be expected to cooperate with school authorities regarding the behavior of their children. Parents/guardians may be held liable for misconduct of their children to the extent provided by law.

Students

Students shall be properly instructed in the rules and regulations pertaining to acceptable conduct as set by the School Board. All students shall comply with the regulations of the school district, comply with the course of study and submit to the authority of the teachers and administration of the schools.

Students should have the freedom and be encouraged to express their individuality in any way as long as their conduct does not infringe upon the freedom of other students or interfere with the instructional program.

(cf. 5145.2 - Freedom of Speech/Expression)

Students who violate the law or the rules and regulations of the school district may be subject to the transfer to alternative programs, discipline, suspension, or expulsion.

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension/Expulsion/Due Process)

Legal Reference:

ALASKA STATUTES

[14.33.110 - .140](#) *Required school disciplinary and safety program*

ALASKA ADMINISTRATIVE CODE

[4 AAC 07.010 - 4 AAC 07.900](#) *Student Rights and Responsibilities*

UNITED STATES CODE

Every Student Succeeds Act [of 2015](#), [P.L. 114-95](#) (2015)

[Goss v. Lopez](#), 419 U.S. 565 (1975)

Revised: March 30, 2018, August 25, 2020, [\(Date of Revision\)](#)

Adopted: April 28, 2004

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-124

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 5131.41,
Students, Violent and
Aggressive Conduct; 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 BP 5131.41, Students, Violent and Aggressive Conduct 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 5131.41, Students, Violent and Aggressive Conduct.

The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments.

ALTERNATIVES:

1. Approve the first reading to the proposed revisions to BP 5131.41, Students, Violent and Aggressive Conduct as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 5131.41 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 5131.41, Students, Violent and Aggressive Conduct as presented and open for public comments.

BP 5131.41 VIOLENT AND AGGRESSIVE CONDUCT

Students and staff have the right to feel safe and secure in their classrooms and while on school property or at school events. There are certain behaviors that, if tolerated, would quickly destroy the safe learning environment to which the students and staff are entitled. These behaviors, categorized as violent and aggressive, will not be tolerated and will result in immediate corrective action. The Superintendent shall develop procedures for the reporting of violent and aggressive behavior to appropriate law enforcement authorities.

(cf. 3515 - School Safety and Security)

(cf. 5142 - Safety)

Violent and aggressive acts include, but are not limited to, possession, threat with or use of a weapon; physical assault; verbal abuse; intimidation; extortion; bullying; gang participation; harassment; stalking; defiance; and racial slurs.

(cf. 5131.1 - Bus Conduct)

(cf. 5131.4 - Campus Disturbances)

(cf. [5131.43 - Harassment, Intimidation and Bullying](#))

(cf. [5131.7 - Weapons and Dangerous Instruments](#))

(cf. 5136 - Gangs)

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

Note: The following optional provision requires that students engaging in violent or aggressive conduct be placed on a behavior management plan. Many researchers, policy analysts and educators caution that long-term exclusion from school does not solve the problem of youth violence, but only shifts the problem away from the classroom to neighborhoods and frequently to the area near the schools. Accordingly, this provision provides an alternative for working with disruptive or violent students which attempts to provide necessary supports to facilitate continued participation within the regular school setting. The **School** Board could substitute alternatives to a behavior management plan such as counseling.-

All acts of violence and aggression shall result in those involved being placed on a compulsory behavior management plan. In addition to this plan, each situation shall result in specific consequences, determined by the seriousness of the act, including consideration of expulsion from school for acts of a serious or chronic nature. The

Superintendent or designee shall establish procedures for development of behavior management plans. Plan development should include input from the affected student's parent/guardian, teacher(s), ~~principal~~administrator , and other individuals as appropriate.

Legal Reference:

UNITED STATES CODE

Gun-Free Schools Act of 1994, [20 U.S.C. §8921](#)

Individuals with Disabilities Education Act, [20 U.S.C. § 1400](#) et seq.

ALASKA STATUTES

[11.41.100-11.41.530](#) *Offenses Against the Person*

[11.61.210](#) *Misconduct involving weapons in the fourth degree*

[11.81.900](#) *Definitions*

[14.03.160](#) *Suspension or expulsion of students for possessing weapons*

[Harassment in the second degree](#)

ALASKA ADMINISTRATIVE CODE

[4 AAC 07.010 - 4 AAC 07.900](#) *Student Rights and Responsibilities*

Revised: (Date of Revision)

Adopted: April 28, 2004

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-125

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 5131.43,
Students, Harassment,
Intimidation and Bullying;
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 BP 5131.43, Students, Harassment, Intimidation and Bullying 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 5131.43, Students, Harassment, Intimidation and Bullying.

The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments.

ALTERNATIVES:

1. Approve the first reading to the proposed revisions to BP 5131.43, Students, Harassment, Intimidation and Bullying as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 5131.43 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 5131.43, Students, Harassment, Intimidation and Bullying as presented and open for public comments.

BP 5131.43 HARASSMENT, INTIMIDATION AND BULLYING

Note: ~~Districts must have~~ ~~In 2006, HB 482 was passed requiring districts to have in place by July 1, 2007~~ a policy prohibiting the harassment, intimidation, or bullying of any student. ~~-AS 14.33.200-.250.~~

The School Board is dedicated to providing a safe and civil learning environment. Harassment, intimidation and bullying disrupt a student's ability to learn and a school's ability to educate. Students and staff are expected to demonstrate positive character traits and values. Conduct and speech must be civil and respectful in order to promote harmonious and courteous relations in the school environment.

(cf. 5137 ~~--~~ *Positive School Climate*)

Note: Disability-based harassment or bullying may deny a student equal educational opportunities under Section 504 of the Rehabilitation Act of 1973 (Section 504) and Title II of the Americans with Disabilities Act of 1990 (ADA). Harassment or bullying of a student with a disability, on any basis, may also adversely impact the school's provision of FAPE to the student, under the Individuals with Disabilities Education Act (IDEA) and under Section 504. (See Dear Colleague Letter, Office for Civil Rights, October 21, 2014). A school's inappropriate response to bullying or harassment of a student, based on a disability, may constitute a disability-based harassment violation, by the school, under Section 504 and the ADA. Schools should address all harassment and bullying of students with disabilities by taking prompt and effective steps reasonably calculated to end the bullying or harassment, eliminate the hostile environment, prevent it from recurring, investigate if the student's receipt of appropriate services may have been affected by the bullying (if student receives IDEA or Section 504 services) and, as appropriate, remedy its effects.

Students, staff and volunteers are prohibited from engaging in any form of harassment, intimidation, or bullying while on school property, on school buses, at the bus stop, or at school-sponsored activities or functions. Students who engage in such acts are subject to appropriate disciplinary action, up to and including suspension or expulsion. Staff who engage in acts of harassment, intimidation or bullying are also subject to appropriate disciplinary action up to and including suspension and termination. Volunteers who engage in such acts will be denied the opportunity to volunteer in the future.

To promote an environment free of harassment, intimidation, or bullying, the principal/administrator or designee shall take appropriate actions such as removing vulgar or offending graffiti, establishing site rules, and providing staff inservice and student instruction and counseling. Teachers shall discuss this policy with their students in age appropriate ways and assure students that they need not endure any form of harassment, intimidation, or bullying.

(cf. 5141.42 - Professional Boundaries for staff and students)

The district will provide parent and community information, and age-appropriate student instruction, on how to identify, respond to, and prevent harassment, intimidation, and bullying.

(cf. 5131.5 — Vandalism, Theft and Graffiti)

(c.f. 5144 - Discipline)

(c.f. 5144.1 — Suspension and Expulsion)

Harassment, Intimidation and Bullying Defined

Harassment, intimidation, or bullying means an intentional act, whether written, oral, electronic or physical, when the act is undertaken with the intent of threatening, intimidating, harassing, or frightening the student, and

1. physically harms the student or damages the student's property;
2. has the effect of substantially interfering with the student's education;
3. is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
4. has the effect of substantially disrupting the orderly operation of the school.

(c.f. 5145.3 — Nondiscrimination)

Cyberbullying

Note: Technological advances have expanded the ways in which harassment, intimidation, or bullying can occur, including the ability to bully with anonymity and to reach a much broader audience. This language notifies students and staff that cyberbullying is not permitted and will result in disciplinary action. It is a crime, (harassment in the second degree) to repeatedly send or publish an electronic communication that insults, taunts, challenges, or intimidates a person under 18 years of age in a manner that places the person in reasonable fear of physical injury, if done with intent to harass or annoy another person. (a)

All forms of harassment, intimidation or bullying via electronic means, commonly referred to as cyberbullying, are prohibited. Cyberbullying also includes, but is not limited to, other misuses of technology to threaten, harass, intimidate, or bully, including sending or posting inappropriate email messages, instant messages, text messages, digital pictures or images, or Web site postings, including blogs. An individual who redistributes a cyberbullying communication can be found in violation of this policy, even if the individual did not author or create the original communication or image.

The ~~district's~~ computer network, including access to the Internet via that network, whether accessed on campus or off campus, during or after school hours, may not be used for the purpose of harassment, intimidation, or bullying. Users are responsible for the appropriateness of the material they transmit over the system.

In situations in which the cyberbullying originates from a private (non-school) computer or other electronic device, but is brought to the attention of school officials, disciplinary measures may be imposed when the communication:

1. Is of a criminal nature, including but not limited to, ~~Contains~~ threats of violence or harm against staff members, students, or their property;
2. Suggests or advocates physical harm to staff members or students;
3. Causes a student or staff member to experience a substantially detrimental effect on his or her physical or mental health;
4. Causes a student or staff member to experience substantial interference with academic or work performance, or with his or her ability to participate in or benefit from district services or activities;
5. Threatens vandalism to school property; or
6. Creates a significant disruption to the ~~school's~~ educational mission, purpose or objectives.

Disciplinary action may include, but is not limited to, the loss of computer privileges, detention, suspension, or expulsion for those committing acts of cyberbullying. In addition, any kind of threat or hate crime will be reported to law enforcement officials.

Students and staff who believe they have been the victims of cyberbullying, as described in this policy, should not erase the offending material from the system. A copy of the material should be printed and a report made under following this policy.

(cf. 6161.4 ~~--~~ Internet)

(cf. 6161.5 ~~--~~ Web Sites / Pages)

Reporting

Note: A school employee, student or volunteer who makes a good faith report of harassment, intimidation, or bullying is entitled to statutory immunity from suit. The immunity extends to causes of action for damages arising from a failure to remedy the reported incident or for making the report. -AS 14.33.230.

Students or staff members who have witnessed or have reliable information that a student has been subjected to harassment, intimidation or bullying should report the incident immediately to the ~~principal~~ administrator or his/her designee, who shall promptly initiate an investigation. The investigation shall include an assessment of what actions should be taken, as appropriate, to protect the student who has been found to be the victim of harassment, intimidation or bullying. Such actions may include the

provision of support services necessary to permit the student to feel safe and secure in attending school. The Superintendent/Chief School Administrator shall develop procedures to implement this policy.

Response

In determining the appropriate response to students who commit one or more acts of harassment, intimidation or bullying, the following factors should be considered:

1. the development and maturity levels of the parties involved;
2. the level of harm;
3. the surrounding circumstances;
4. past incidences or past continuing patterns of behavior;
5. the relationships between the parties involved;
6. the level of disruption in or interference with the orderly operation of the school.

This policy should not be interpreted to prohibit a reasoned and civil exchange of opinions or debate that is protected by law and School Board policy.

(c.f. 5145.2 — Freedom of Speech/Expression)

Conduct that does not rise to the level of harassment, intimidation or bullying may still be prohibited by other policies or rules.

(cf. 5131 — Conduct)

(cf. 5131.4 — Campus Disturbances)

(cf. 5131.41 — Violent and Aggressive Conduct)

(cf. 5131.42 — Threats of Violence)

(cf. 5131.5 — Vandalism, Theft & Graffiti)

(cf. 5137 — Positive School Climate)

Legal Reference:

ALASKA STATUTES

[14.33.200](#) *Harassment, intimidation and bullying policy*

[14.33.210](#) *Reporting of incidents of harassment, intimidation or bullying*

[14.33.220](#) *Reporting, no reprisals*

[14.33.230](#) *Immunity from suit*

[14.33.250](#) *Definitions*

Harassment in the second degree

CODE OF FEDERAL REGULATIONS

, Title II of the Americans with Disabilities Act of 1990 (ADA)

, Section 504 of the Rehabilitation Act of 1973 (Section 504)

, Individuals with Disabilities Education Act of 1975 (IDEA)

Revised: January 29, 2008, *November 27, 2012, (Date of Revision)*

~~*November 27, 2012*~~

Adopted: March 27, 2007

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-126

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 5131.6,
Students, Alcohol and
Other Drugs; 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 BP 5131.6, Students, Alcohol and Other Drugs 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 5131.6, Students, Alcohol and Other Drugs.

The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments.

ALTERNATIVES:

1. Approve the first reading to the proposed revisions to BP 5131.6, Students, Alcohol and Other Drugs as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 5131.6 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 5131.6, Students, Alcohol and Other Drugs as presented and open for public comments.

BP 5131.6 ALCOHOL AND OTHER DRUGS

Note: Districts must have in place written standards to address the needs of students for whom mental health or substance abuse may be a contributing factor to noncompliance with the school disciplinary and safety program. [-AS 14.33.120\(a\)\(6\)](#). In addition, districts receiving funds for prevention programs pursuant to the Drug-Free Schools and Community Act of 1986, as amended by the [Every Student Succeeds of 2015](#) ~~No Child Left Behind Act of 2001~~, are required to have a policy on drug abuse prevention instruction and procedures for eliminating the sale or use of alcohol and other drugs. [ESSA-NCLB](#) also requires that those districts inform and involve parents in violence and drug prevention efforts. Districts must make reasonable efforts to inform parents of the content of safe and drug-free school programs and activities other than classroom instruction. If a parent objects in writing, the district must withdraw the student from the program or activity. [-AS 14.30.360](#) encourages districts to provide K-12 health education, including alcohol and drug abuse education. The following sample policy may be revised as appropriate. Note: Despite the passage of [-AS 17.38](#), effective February of 2015, which authorizes the use of marijuana under certain conditions, all use, possession and distribution of marijuana by those under 21 is illegal. In addition, as a recipient of federal funds, the district is obligated to maintain a drug-free workplace consistent with federal law, which prohibits the manufacture, distribution, possession and sale of marijuana for all individuals, regardless of age. For purposes of the ~~district's~~ ~~district's~~ policy and legal obligation, marijuana is prohibited.

(cf. E 4020 ~~--Drug and Alcohol -- Free Workplace Notice to Employees~~)

Because the use of alcohol and other drugs adversely affects a student's ability to achieve academic success, is physically and emotionally harmful, and has serious social and legal consequences, the School Board intends to keep district schools free of alcohol and prohibited drugs.

Alcohol, marijuana, and other controlled substances are prohibited for use or possession by students. The School Board desires that every effort be made to reduce the chances that our students will begin or continue the use of alcohol and other drugs. The Superintendent or designee shall develop a comprehensive prevention program that includes instruction, intervention, recovering student support, and enforcement/discipline. The Superintendent or designee shall clearly communicate to students, staff and parents/guardians all School Board policies, regulations, procedures and school rules related to this prevention program. Special efforts shall be made to ensure that these materials are understood by parents/guardians and students of limited literacy or limited English proficiency.

Note: Drug use by students is not limited to illegal drugs and can also include abuse of prescription drugs and over-the-counter medications. There is also a growing problem of youth using what are commonly referred to as designer or synthetic drugs. Designer or synthetic drugs come in various forms and may be a chemical

compound, a plant-based substance, or a combination. Common names for these drugs include bath salts, K2, spice, salvia, and synthetic marijuana. These drugs have serious and dangerous effects. Synthetic marijuana is an illegal substance in Alaska. [AS 11.71.040-.050](#), [11.71.160](#). The following optional language prohibits the possession, use, or distribution of "prohibited drugs," which includes all dangerous substances that pose a risk to district students.

Specifically, the Board prohibits the actual or attempted sale, distribution, use, or possession by a student of alcohol, prohibited drugs or inhalants, drug paraphernalia, substances that are designed to look or act like prohibited drugs or alcohol, or substances purported to be prohibited drugs or alcohol. Prohibited drugs are defined as:

1. Drugs that are illegal if possessed by those under 21, under any local, state, or federal law; or any drug that can be legally obtained but which has been obtained through illegal means.
2. Alternatives to illegal drugs such as designer or synthetic drugs, whether or not prohibited by law, which are purported to, designed to, or which do impair, restrict, or alter normal cognitive function when absorbed, ingested, injected, or inhaled.
3. Prescription drugs that are not legally obtained or prescribed, are not being used for the prescribed purpose, are being used in excess of the prescribed amount, are being used by other than the person to whom prescribed, or are being sold, traded or distributed.

Recognizing that keeping schools free of alcohol and other drugs is a concern common to the district and community, the School Board supports cooperation among schools, parents/guardians, law enforcement and other appropriate community organizations involved in preventing alcohol and drug abuse.

(cf. 1410 Interagency Cooperation for Student & Staff Safety)

Note: Districts are required to establish a citizen advisory committee in order to receive [Public Law 99-570](#) funds. Additionally, [AS 14.33.110](#) requires that the school disciplinary and safety program maintain community standards of school behavior that are developed by members of each school, including students, parents, teachers, school administrators, and other responsible persons.

To obtain the widest possible input and support for district policies and programs, the School Board shall appoint a districtwide school-community advisory committee to make recommendations related to the prevention of alcohol and other drug abuse. The committee should make its recommendations based on input from students, parents, teachers, school administrators, and community members. The School Board also encourages the use of site-level advisory groups in this area.

(cf. 1220 - Citizen Advisory Committees)

Instruction

The district shall provide preventative instruction which helps students avoid the use of alcohol, marijuana, or other drugs and teaches students how to influence their peers to avoid and/or discontinue the use of alcohol or drugs. Instruction shall be designed to answer students' questions related to alcohol and drugs.

The instructional programs will help students obtain and use current and accurate information, develop and maintain a positive self-concept, take positive actions to cope with stress, and use appropriate social and personal skills to resist involvement with alcohol and drugs.

The curriculum will be K-12, comprehensive and sequential in nature and suited to meet the needs of students at their respective grade levels. All instruction and related materials shall stress the concept that alcohol and prohibited drugs can be dangerous and should never be used when such use is illegal.

The School Board encourages staff to display attitudes and behaviors which make them positive role models for students with regard to alcohol, marijuana and other drugs. Staff should help students see themselves as responsible partners in efforts to maintain a safe, constructive school climate.

The School Board recognizes that children exposed to alcohol or other drugs prior to birth may have disabilities requiring special attention and modifications in the regular education program. The Superintendent or designee shall provide appropriate staff training in the needs of such students as required by law.

Note: [AS 14.20.680](#) requires training for teachers, administrators, counselors and specialists on the needs of students with alcohol or drug-related disabilities, including medical and psychological characteristics, family issues, and specific educational needs.

(cf. 6142.2 - AIDS Instruction)

(cf. 6143 - Courses of Study)

(cf. 6159 - Individualized Education Program)

Intervention

The School Board recognizes that there are students on our campuses who use alcohol and other drugs and can benefit from intervention. The School Board supports intervention programs that include the involvement of students, parents/guardians and community agencies/organizations.

School personnel should be trained to identify symptoms which may indicate use of alcohol and other drugs. The Superintendent or designee shall identify responsibilities of staff in working with, intervening, and reporting students suspected of alcohol and other drug use.

Students and parents/guardians shall be informed about the signs of alcohol and other drug use and about appropriate agencies offering counseling.

Nonpunitive Self-Referral

The School Board strongly encourages any student who is using alcohol or drugs to discuss the matter with his/her parent/guardian or with any staff member. Students who self-disclose past use of alcohol or other drugs in order to seek help to quit using shall not be punished or disciplined for such past use. State and local extra-curricular activities eligibility rules may apply further conditions related to the admission of drug or alcohol use.

Enforcement/Discipline

The Superintendent or designee shall take appropriate action to eliminate possession, use or sale of alcohol and prohibited drugs and related paraphernalia on school grounds, at school events, or in any situation in which the school is responsible for the conduct and well-being of students. Students possessing, selling and/or using alcohol, marijuana or other drugs or related paraphernalia shall be subject to disciplinary procedures which may result in suspension or expulsion.

(cf. 5144.1 - Suspension and Expulsion/Due Process)

School authorities may search students and school properties, such as student lockers, for the possession of alcohol, marijuana and other drugs as long as such searches are conducted in accordance with law.

(cf. 5145.12 - Search and Seizure)

Legal Reference:

ALASKA STATUTES

[04.16.080](#) *Sales or consumption at school events*

[14.20.680](#) *Required alcohol and drug related disabilities training*

[14.30.360](#) *Curriculum (Health and Safety Education)*

[14.33.110-140](#) *Required school disciplinary and safety program*

[17.38.010-900](#) The regulation of marijuana

[47.37.045](#) Community action against substance abuse grant fund

UNITED STATES CODE

Elementary and Secondary Education Act ~~of 1965~~, [20 U.S.C. §§ 7116, 7163](#),
as amended by the [Every Student Succeeds of 2015](#) ~~No Child Left Behind~~
Act ~~of 2001~~ ([P.L. 107-110](#).)

~~Revised: November 17, 2015~~

Adopted: April 28, 2004

Revised: November 17, 2015, (Date Revised)

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-127

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 5131.62,
Students, Tobacco; 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 BP 5131.62, Students, Tobacco 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 5131.62, Students, Tobacco.

The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments.

ALTERNATIVES:

1. Approve the first reading to the proposed revisions to BP 5131.62, Students, Tobacco as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 5131.62 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 5131.62, Students, Tobacco as presented and open for public comments.

BP 5131.62 TOBACCO

Note: AS 18.35.20 prohibits the designation of smoking sections for students. It is unlawful for minors to give, sell, use, or possess cigarettes or other tobacco products. AS 11.76.100-.105. Minors include all persons under 19 years of age.

Tobacco useSmoking presents a health hazard ~~with which can have~~ serious consequences both for ~~tobacco users~~~~the smoker~~ and ~~non-users alike~~~~the nonsmoker~~. Students shall not be allowed to smoke, vape, chew or possess tobacco or nicotine products on school property or during school hours, at school-sponsored events, or under the supervision of district employees. ~~Students who violate this policy shall be subject to disciplinary procedures which may result in suspension from school.~~

For the purposes of this policy, "tobacco" is defined to include tobacco in any form and/or any nicotine delivering devices. This does not include FDA approved nicotine replacement therapy products used for the purpose of cessation.

Clothing, bags, hats and other personal items used by students to display, promote or advertise tobacco products are prohibited on district grounds, at school-sponsored activities or in district vehicles. Tobacco advertising is prohibited in all school-sponsored publications, in all school buildings, and at all school-sponsored events. District acceptance of gifts or funds from the tobacco industry is similarly prohibited.

Student violations of this policy will lead to disciplinary action up to and including suspension. The district may provide positive alternatives to suspension, such as in-school suspension, tobacco educational programs, school and community service, and promotion of cessation resources. Students may also be subject to removal from any or all extracurricular activities and/or denial or forfeiture of school honors or privileges (e.g., valedictorian, salutatorian, student body, class or club office positions, field trips, senior trip, prom, school sponsored travel etc.). A referral to law enforcement may be made. Parents shall be notified of all violations involving their student and action taken by the school.

The District may provide instruction regarding the effects of tobacco use on the human body and may take steps to discourage students from tobacco use.

Staff responsible for teaching tobacco use prevention will be encouraged when funds/resources allow to collaborate with agencies and groups that conduct tobacco use prevention education and to participate in ongoing professional development activities that provide basic knowledge about the effects of tobacco use, effective instructional techniques and program-specific activities. As part of the district's tobacco use prevention activities, the Superintendent shall recommend to the curriculum committee the use of evidence-based instructional programs as recommended by the Centers for Disease Control and Prevention, or approved by the Substance Abuse and Mental Health Services Administration (SAMHSA). Programs will be integrated within the health education program and be age- and developmentally-appropriate. Instruction should be

provided at every level, pre-kindergarten through grade 12, with particular emphasis on grades six through eight.

(cf. 5144.1 - Suspension and Expulsion)

Note: AS 14.30.360 encourages the establishment of a comprehensive health education program.

~~The Board may provide instruction regarding the effects of smoking on the human body and may take steps to discourage students to smoking.~~

(cf. 51423514 - Safety)

(cf. 3513.3 - Tobacco-free Schools/Smoking)

Legal Reference:

ALASKA STATUTES

11.76.100-.105 Selling or giving tobacco to a minor; possession of tobacco by a minor

14.30.360 Curriculum (Health and Safety Education)

18.35.300 - 18.35.330 Health nuisances (smoking)

Adopted: April 28, 2004

Revised: (Date of Revision)

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-128

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 5141.4,
Students, Child Abuse and
Neglect; 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 BP 5141.4, Students, Child Abuse and Neglect 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 5141.4, Students, Child Abuse and Neglect.

The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments.

ALTERNATIVES:

1. Approve the first reading to the proposed revisions to BP 5141.4, Students, Child Abuse and Neglect as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 5141.4 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 5141.4, Students, Child Abuse and Neglect as presented and open for public comments.

BP 5141.4 CHILD ABUSE AND NEGLECT

Note: [-AS 14.08.111](#) and [AS 14.14.090](#) require districts to provide mandatory reporters with training in the recognition and reporting of child abuse and neglect. Pursuant to [AS 47.17.020](#), teachers, school administrators, and paid athletic coaches are mandated to report child abuse and neglect. New employees required to report are to be trained on this obligation within 45 days after the first day of employment. [-AS 47.17.022](#). A school district providing training shall provide notice of the training to public and private schools in the district and invite volunteers who are required to report to participate in the training at no cost to the volunteer. Effective June 30, 2017, volunteers who interact with children in public or private school for more than four hours a week are also mandatory reporters of child abuse. [-AS 18.66.310](#) requires school districts to offer continuing education at least once every two years on domestic violence for mandatory reporter employees.

Abuse and neglect affects the well-being of students. Teachers, school administrators, ~~paid~~ athletic coaches and volunteers who interact with children in a school for more than four hours a week shall be trained on the recognition and reporting of child abuse and neglect in accordance with state law. ~~An athletic coach who is a~~ An unpaid volunteer is not required to report child abuse or neglect unless the ~~coach~~ volunteers for more than 4 hours a week for 4 consecutive weeks, or for 20 hours a week in a one month period, has received training, and signed a form acknowledging the obligation to report. District employees shall cooperate with the child protective agencies responsible for reporting, investigating and prosecuting cases of child abuse.

(cf. 4131 ~~— Staff Development~~).

[\(cf. 5141.42 - Professional Boundaries for staff and students\)](#)

The district shall provide notice of child abuse and neglect mandatory reporter training to all public and private schools in the district, [in addition to the training set forth in BP/AR 5141.42, Professional Boundaries for staff and students.](#) All mandatory reporters, including qualifying volunteers, are invited to participate in the training at no cost.

Note: Many school employees may encounter child abuse and neglect. The following optional language expands the number of school employees offered training in child abuse recognition and reporting. It may be revised or deleted as desired.
[Note: Pursuant to AS 47.17.068, failing to report child abuse or neglect mandated by law is a misdemeanor if the person knew or should have known that circumstances gave rise to the need for a report.](#)

~~In addition to the required training provided above, the Superintendent or designee may invite classified personnel who have regular contact with students to participate in child abuse and neglect training. Classified personnel should immediately report instances of suspected child abuse or neglect to the site administrator.~~

~~**Note:** Pursuant to AS 47.17.068, failing to report child abuse or neglect mandated by law is a misdemeanor if the person knew or should have known that circumstances gave rise to the need for a report.~~

Legal Reference:

ALASKA STATUTES

14.08.111 Duties (Regional school boards)

14.14.090 Additional duties

18.66.310 Continuing education for public employees, court system employees, and for prosecuting authorities.

47.17.010-47.17.070 Child protection

Revised: November 22, 2016, (Date of Revision)

Adopted: April 28, 2004

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-129

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 5144.1,
Students, Suspension and
Expulsion; 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 BP 5144.1, Students, Suspension and Expulsion 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 5144.1, Students, Suspension and Expulsion.

The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments.

ALTERNATIVES:

1. Approve the first reading to the proposed revisions to BP 5144.1, Students, Suspension and Expulsion as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 5144.1 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 5144.1, Students, Suspension and Expulsion as presented and open for public comments.

BP 5144.1 SUSPENSION AND EXPULSION

Note: [4 AAC 07.010](#) mandates district policies on substantive and procedural matters related to student behavior, treatment and discipline.

The School Board recognizes that maintaining an environment which promotes learning and protects the health, safety, and welfare of all students may require the suspension or expulsion of a student from regular classroom instruction. District policies and school site rules shall clearly identify student behavior standards.

(cf. 5131 - Student Conduct)

(cf. 5144 - Discipline)

(cf. 6154 - Homework/Make-up Work)

The Superintendent or designee or principal administrator may impose suspension when other means of correction fail to bring about proper conduct or for serious misconduct.

The School Board may expel a student for severe or prolonged breaches of discipline. Except for single acts of a grave nature, expulsion is usually used only when there is a history of misconduct, when other forms of discipline, including suspension, have failed to bring about proper conduct, or when the student's presence causes a continuing danger to other students.

Suspended or expelled students shall be excluded from all school-related extracurricular activities during the suspension or expulsion.

The School Board shall provide for the fair treatment of students facing suspension and expulsion by affording them their due process rights under the law. The Superintendent or designee shall specify procedures for notices and appeals.

(cf. 3514 - Safety)

(cf. 5144.2 - Suspension and Expulsion/Due Process - Individuals with Exceptional Needs)

(cf. 6164.3 - Student Mental Health - Medication and Services)

Legal Reference:

ALASKA STATUTES

[14.03.160](#) *Suspension or expulsion of students for possessing weapons*

[14.30.045](#) *Grounds for suspension or denial of admission*

[14.30.047](#) *Admission or readmission, when cause no longer exists*

[Communications not prohibited](#)

ALASKA ADMINISTRATIVE CODE

[4 AAC 06.060](#) *Suspension or denial of admission*

[4 AAC 07.010 - 4 AAC 07.900](#) *Student rights and responsibilities*

U.S. SUPREME COURT

[Goss v. Lopez](#), 419 U.S. 565 (1975)

Revision: (Date of Revision)

Adopted: April 28, 2004

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-130

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 5145.7,
Students, Sexual
Harassment; 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 BP 5145.7, Students, Sexual Harassment 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 5145.7, Students, Sexual Harassment.

The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments.

ALTERNATIVES:

1. Approve the first reading to the proposed revisions to BP 5145.7, Students, Sexual Harassment as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 5145.7 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 5145.7, Students, Sexual Harassment as presented and open for public comments.

BP 5145.7 SEXUAL HARASSMENT

Note: In 1999, the U.S. Supreme Court ruled that a school district can be liable under Title IX when staff members ignore student-to-student sexual harassment. The court found that school districts can be liable when school officials know about and are deliberately indifferent to sexual harassment "so severe, pervasive, and objectively offensive that it can be said to deprive the victim of access to the educational opportunities or benefits provided by the school." "This ruling makes it more important than ever to educate students and staff on preventing and handling student-to-student sexual harassment. By setting a liability standard based on "deliberate indifference," the Court has made it possible for school districts to mount a defense based on a policy defining and prohibiting sexual harassment and a grievance procedure that is readily accessible to students.

~~*Note: Districts should be aware that when a student misses school or withdraws from a course to avoid sexual harassment, he/she may be deprived of equal educational opportunities.*~~

Note: Districts should be aware that when a student misses school or withdraws from a course to avoid sexual harassment, he/she may be deprived of equal educational opportunities.

The School Board recognizes that sexual harassment can cause embarrassment, feelings of powerlessness, loss of self-confidence, reduced ability to perform schoolwork, and increased absenteeism or tardiness.

To promote an environment free of sexual harassment, the principal administrator or designee shall take appropriate actions such as removing vulgar or offending graffiti, establishing site rules, and providing staff inservice or student instruction and counseling. Teachers shall discuss this policy with their students in age-appropriate ways and shall assure them that they need not endure any form of sexual harassment.

(cf. 5131.5 - Vandalism, Theft and Graffiti)

(cf. 5137 - Positive School Climate)

The Board shall not tolerate the sexual harassment of any student by any other student or any district employee. Any student or employee who is found guilty of sexual harassment shall be subject to disciplinary action up to and including suspension or termination.

(cf. 4119.11 - Sexual Harassment)

(cf. 4118 - Suspension/Disciplinary Action)

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

(cf. 5141.42 - Professional Boundaries for staff and students)

Students or staff should immediately report incidences of sexual harassment to the ~~principal~~administrator or designee. The Superintendent or designee shall promptly investigate each complaint of sexual harassment in a way that ensures the privacy of all parties concerned. In no case shall the student be required to resolve the complaint directly with the offending person.

Notice of this policy will be circulated to all district schools and departments and incorporated in teacher and student handbooks.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 1312.3 - Complaints Concerning Discrimination)

Legal Reference:

U.S. SUPREME COURT

Davis v. Monroe County Bd. of Educ., 119 S.Ct. 1661 (1999)

Ellison v. Brady, 924 F.2d 872 (9th Cir., 1991)

Franklin v. Gwinnett, 503 U.S. 60 (1992)

Meritor Savings Bank v. Vision, 477 U.S. 57 (1986)

Revision: (Date of Revision)

Adopted: April 28, 2004

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-131

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 6141.3,
Instruction, Culturally
Responsive Education;
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 BP 6141.3, Instruction, Culturally Responsive Education 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 6141.3, Instruction, Culturally Responsive Education.

The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments.

ALTERNATIVES:

1. Approve the first reading to the proposed revisions to BP 6141.3, Instruction, Culturally Responsive Education as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 6141.3 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 6141.3, Instruction, Culturally Responsive Education as presented and open for public comments.

BP 6141.3 CULTURALLY RESPONSIVE~~MULTICULTURAL~~ EDUCATION

Note: The following optional policy may be revised or deleted as needed. -A.S. 14.20.020 requires multicultural training for issuance of teaching certificates. -A.S. 14.20.035 gives preference in hiring persons with training or experience in cultures represented in the student population.

The School Board recognizes that America has always been a multicultural society composed of diverse peoples who came here from all parts of the globe and are indigenous to these lands. Many regions of Alaska are still predominately composed of Alaska's indigenous peoples. Public schools are the most common shared experience for most Americans, and ~~it is the job of the~~ schools ~~shall~~to accurately reflect and respond to the needs and the contributions of all ethnic groups, which comprise the student body and staff~~to the common culture.~~

The School Board recognizes that a culturally responsive education that is effectively implemented through culturally proficient instruction can provide the maximum opportunity for students to attain academic and social success. Culturally responsive teaching practices can assist educators in bridging differences in language, heritage, ethnicity, socio-economic status, historical trauma and ability.

School staff and students~~Students~~ must learn to respect and work cooperatively with persons of all backgrounds. Culturally proficient and responsive instruction will promote student recognition of~~Instruction should help students realize~~ the value of individual differences as well as the human dignity and worth common to all people.

The Superintendent or designee shall develop guidance on how to best serve the needs of the student population. The cultural needs of students are an important consideration in policies on curriculum and materials, onboarding and orientation, school climate, language instruction, and access to cultural content.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 5137 - Positive School Climate)

(cf. 6141.2 - Recognition of Religious Beliefs and Customs)

(cf. 6174 - Bilingual-Bicultural Education)

Legal Reference:

ALASKA STATUTES

14.20.020 Requirements for issuance of certificate

14.20.035 Evaluation of training and experience

Resource:

Alaska Standards for Culturally Responsive Schools

Adopted: April 28, 2004

Revised: (Date of Revision)

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-132

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 6142.1,
Instruction, Family
Life/Sex Education; 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 BP 6142.1, Instruction, Family Life/Sex Education 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 6142.1, Instruction, Family Life/Sex Education.

The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments.

ALTERNATIVES:

1. Approve the first reading to the proposed revisions to BP 6142.1, Instruction, Family Life/Sex Education as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 6142.1 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 6142.1, Instruction, Family Life/Sex Education as presented and open for public comments.

BP 6142.1 FAMILY LIFE/SEX EDUCATION

Note: The following optional policy may be revised or deleted based on district philosophy and needs.

~~**Note:** For districts receiving federal funds, section 7906 of the Every Student Succeeds Act sets limitations on how districts approach sexual subject matter and sex education. The law requires that federal funds not be used to (1) develop or distribute materials or programs that encourage or promote sexual activity, (2) distribute or aid in the distribution by any organization of obscene materials to minors on school grounds, (3) provide sex education or HIV prevention education unless that instruction is age appropriate and includes the health benefits of abstinence, or (4) operate a program of contraceptive distribution in schools. Non-federal funds may be used for these activities.~~

Note: For districts receiving federal funds, section 7906 of the Every Student Succeeds Act sets limitations on how districts approach sexual subject matter and sex education. The law requires that federal funds not be used to (1) develop or distribute materials or programs that encourage or promote sexual activity, (2) distribute or aid in the distribution by any organization of obscene materials to minors on school grounds, (3) provide sex education or HIV prevention education unless that instruction is age appropriate and includes the health benefits of abstinence, or (4) operate a program of contraceptive distribution in schools. Non-federal funds may be used for these activities.

The School Board believes that a ~~wholesome~~ holistic, well-planned ~~sequential~~sequence of instruction about family life and human sexuality is essential to the general education of all students. Lack of information or pervasive misinformation can cause low self-esteem, increased risk for sexually transmitted ~~diseases~~disease, unintended pregnancy or sterility, and school dropout. The district curriculum shall help students understand the biological, psychological, social, moral, and ethical aspects of human sexuality.

(cf. 5141.41 — Sexual Abuse, Sexual Assault and Dating Violence Awareness and Prevention)

~~(cf. 6020 – Parent Involvement)~~

(cf. 6141 - Curriculum Development and Evaluation)

(cf. ~~6142.2~~ — AIDS Instruction)

The family life/sex education program shall ~~include~~encourage students to be abstinent and to conceptualize sexual behavior in the ~~health benefit~~ethical and moral context of ~~abstinence. marriage.~~ The program shall be age-appropriate and shall address a full range of topics, including parenting and birth control, and shall emphasize that abstinence from sex is the only totally effective protection against unwanted pregnancy and sexually transmitted diseases.

~~Classes or programs in sex education, human reproduction education, or human sexuality education may only be instructed by a certificated teacher employed by or contracted with the district, or by an individual approved by the School Board who is supervised by a certificated teacher of the district.~~

The Superintendent or designee will inform district curriculum specialists, those who teach sex education, school nurses, and other appropriate school staff of federal funding restrictions regarding the distribution of contraceptives and the development and distribution of materials that may promote or encourage sexual activities. Teachers who provide instruction in family life/sex education shall have professional preparation, either preservice or inservice, in the subject area.

(cf. 5141.42 - Professional Boundaries for staff and students)

~~Before curriculum, literature, or materials related to sex education, human reproduction education, or human sexuality education may be used in a class or distributed in a school, the materials shall be approved by the School Board and made available for parents to review.~~

The Superintendent or designee shall ensure that family life/sex education materials and instruction are continuously evaluated in light of information received from students, parents/guardians, and teachers, including information about what students did or did not learn, whether the program was workable for the teachers, and how it can be improved.

The Superintendent or designee may appoint a Family Life/Sex Education Advisory Committee representing a divergence of viewpoints to participate in planning, implementing and evaluating the district's family life/sex education program.

(cf. 1220 - Advisory Committees)

Parents/guardians shall be notified in writing at least two weeks before students are offered any instruction ~~in which, description, illustration, or discussion on human reproduction or sexual matters, including~~ human reproductive organs and their functions, processes, or diseases ~~are described, illustrated, or discussed.~~ This notification shall inform parents/guardians that they may review instructional materials to be used in family life, sex education instruction, ~~may review the credentials of any presenter who is not a certified teacher of the district~~ and that they may request in writing that their child not attend the class. At the parent/guardian's request, any student may be excused from any part of family life/sex education instruction. ~~This notification requirement does not apply to the curricula or materials for the training mandated under [AS 14.30.355-356](#).~~ At the parent/guardian's request, any student may be excused from any part of family life/sex education instruction.

(cf. 1312.2 - Complaints Concerning Instructional Materials)

~~(cf. 6020—Parent Involvement)~~

Legal Reference:

ALASKA STATUTES

[14.30.016](#) A parent's right to direct the education of the parent's child

[14.30.361](#) Sex education, human reproductive education, and human sexuality education

[14.30.355](#) Sexual abuse and sexual assault awareness and prevention

[14.30.356](#) Dating violence and abuse policy, training, awareness, prevention, and notices

[14.30.360](#) Curriculum

UNITED STATES CODE

Elementary and Secondary Education Act, [20 U.S.C. §7906](#), as amended by the Every Student Succeeds Act ([P.L. 114-95](#) December 10, 2015)

Revised: June 2017

~~September 9/26, /2017~~

Adopted: April 28, 2004

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-133

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 6145.22,
Instruction, Concussion in
Student Athletes; 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 BP 6145.22, Instruction, Concussion in Student Athletes 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 6145.22, Instruction, Concussion in Student Athletes.

The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments.

ALTERNATIVES:

1. Approve the first reading to the proposed revisions to BP 6145.22, Instruction, Concussion in Student Athletes as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 6145.22 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 6145.22, Instruction, Concussion in Student Athletes as presented and open for public comments.

BP 6145.22 CONCUSSION IN STUDENT ATHLETES

Note: Effective August 25, 2011, [AS 14.30.142-.143](#) requires school districts to have a program for the prevention and management of concussions in student athletes. A concussion is a brain injury but the effects of concussion can be mitigated by prompt recognition and appropriate response. The statutes require school districts to consult with the Alaska School Activities Association ("ASAA") to develop and publish guidelines to educate coaches, students, and parents about the risks of concussion, and to develop standards for return to play. ASAA guidelines are incorporated into this policy and the accompanying AR. The law also requires annual dissemination of information to parents and athletes, verification of receipt of that information prior to participation, and specific procedures for removal and return to play of a student suspected of having a concussion.-

The Board recognizes that students who participate in sports and other recreational activities are at risk for concussion. The Board promotes student, parent, and staff awareness of the risks of concussion and directs appropriate concussion management procedures to improve the health and safety of student athletes.

A concussion is a traumatic brain injury resulting from a forceful blow to the head or body that results in rapid movement of the head, causing any change in behavior, thinking, or physical functioning. The likelihood of serious injury increases when a concussion is not properly identified, evaluated, and managed.

(cf. 6145 - Extra Curricular and Co-Curricular Activities)

(cf. 5141 - Health care and Emergencies)

Risk Awareness and Education

The Superintendent will develop appropriate concussion management procedures to help ensure a safe and healthy athletic experience. These procedures shall include guidelines and other information to educate coaches, student athletes, and their parents/guardians of the nature and risk of concussion, including the dangers associated with returning to play before a concussion is fully healed.

On an annual basis, the District will distribute a concussion fact sheet to students participating in District-sponsored sports, and to their parents/guardians. The student and parent/guardian must return a signed, written acknowledgement indicating they have reviewed and understand the information. The written acknowledgement must be received by the athlete and parent/guardian prior to the athlete's participation in any District-sponsored practice or competition.

Removal and Return-To-Play

Note: Effective July 1, 2015, an athletic trainer is required to be licensed under unless certain conditions apply. A coach or fitness trainer is not required to be licensed if he/she 1) does not use the title "athletic trainer," "licensed athletic trainer," "certified athletic trainer," "athletic trainer certified," "A.T.," "A.T.L.," "C.A.T.," "A.T.C.," or any combination; and 2) is acting within the scope of the person's duties as a coach or fitness trainer. (c). ~~Note: AS 14.30.142(d) requires that an athlete be evaluated and cleared for participation "in writing by an athletic trainer or other a qualified person who has received training and is currently certified, as verified in writing or electronically by the qualified person, in the evaluation and management of concussions."~~ ~~There is currently no recognized certification for the evaluation and management of concussions so districts should require that the qualified person be trained in the evaluation and management of concussions.~~ State law defines a "qualified person" as either a health care provider who is licensed in Alaska or exempt from licensure, or a person acting at the direction or under the supervision of a physician who is licensed in Alaska, or exempt from licensing under [AS 08.64.370\(1\), \(2\), or \(4\).](#)

The Superintendent's guidelines will include procedures for the immediate removal from practice or competition of a student who has signs of concussion. A student ~~has~~ who has been removed from participation may not return to participation in practice or game play~~the activity~~ until evaluated and cleared to do so by an athletic trainer or other a qualified person who is trained in the evaluation and management of concussions, as established by law. Because of the risks of returning to play prematurely, a student should gradually be returned to the activity.

Coaches Training

Note: [AS 14.30.142](#) provides that school districts are to work with ASAA to develop and publish guidelines and other information "to educate coaches[.]" ASAA recognizes that districts must individually decide how to implement and provide coaches training but requires that districts shall ensure training for coaches at least every three years, on the same cycle as the required Sports First Aid certification.

All coaches, including volunteer coaches, will complete training in the evaluation and management of concussions as specified in District procedures.

Legal Reference:

ALASKA STATUTES

[AS 14.30.142](#) Concussions in student athletes: prevention and reporting

[AS 14.30.143](#) Concussions in student athletes: school district immunity

Resources:

AASA Concussion Information

Adopted: November 27, 2012

Revised: (Date of Revision)

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-134

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 6145.5,
Instruction, Student
Organizations and Equal
Access; 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 BP 6145.5, Instruction, Student Organizations and Equal Access 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 6145.5, Instruction, Student Organizations and Equal Access.

The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments.

ALTERNATIVES:

1. Approve the first reading to the proposed revisions to BP 6145.5, Instruction, Student Organizations and Equal Access as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 6145.5 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 6145.5, Instruction, Student Organizations and Equal Access as presented and open for public comments.

BP 6145.5 STUDENT ORGANIZATIONS AND EQUAL ACCESS

Note: If a public secondary school allows one or more noncurriculum-related groups to meet on school premises during noninstructional time, the federal Equal Access Act (Title VII, Public Law 98-377) states that any other student-initiated group also must be allowed to meet in a "limited open forum" without regard to its religious, political or philosophical views. As amended by the No Child Left Behind Act of 2001 and the Every Student Succeeds Act, after adopting a facility use policy, districts must ensure that the policy is applied equitably to all groups, including the Boy Scouts and other affiliated groups. Option #1 below may be used by districts that have a limited open forum. Option #2 is for districts that have established a "closed forum," permitting access only to student organizations that are tied directly to the curriculum. In that elementary schools are not addressed by the Equal Access Act, elementary districts may use and/or modify language from either option without regard to establishing open or closed forum

Closed Forum

The School Board believes that curriculum-related student organizations have an important place in students' lives. Besides extending and reinforcing the instructional program, such groups can enhance students' social development, give them practice in democratic self-government, and honor outstanding student achievement.

All student organizations must be approved by the School Board and officially sponsored by the school. In order to maintain a closed forum on school campuses, these groups must relate directly to the curriculum in accordance with law.

(cf. 1321 - Solicitation of funds)

(cf. 1325 - Advertising and Promotion)

(cf. 1330 - Use of School Facilities)

(cf. 3452 - Student Activity Funds)

(cf. 3554 - Other Food Sales)

(cf. 5145.2 - Freedom of Speech/Expression)

Legal Reference:

ALASKA STATUTES

[14.03.060](#) Elementary, junior high, and secondary schools

[14.30.510](#) ~~TITLE-Alaska student leadership development fund~~

UNITED STATES CODE

~~Title VII - THE EQUAL ACCESS ACT OF 1984, The Equal Access Act, 20 U.S.C.A. Section 4071 et seq., as amended by the Every Student Succeeds of 2015 No Child Left Behind Act, of 2001, 20 U.S.C. § 7905~~

U.S. SUPREME COURT

Prince v. Jacoby, 303 F.3d 1074 (9th Cir. 2002)

Board of Education of Westside Community Schools v. Mergens, 110 S.Ct. 2356 (1990)

Student Coalition for Peace v Lower Merion School, (1985) 776 F .2d_ 431 (3rd Cir. 1985)

Revised: (Date of Revision)

Adopted: April 28, 2004

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-135

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 6159.1,
Instruction, Procedural
Safeguards and
Complaints for Special
Education; 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 BP 6159.1, Instruction, Procedural Safeguards and Complaints for Special Education 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 6159.1, Instruction, Procedural Safeguards and Complaints for Special Education.

The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments.

ALTERNATIVES:

1. Approve the first reading to the proposed revisions to BP 6159.1, Instruction, Procedural Safeguards and Complaints for Special Education as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 6159.1 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 6159.1, Instruction, Procedural Safeguards and Complaints for Special Education as presented and open for public comments.

BP 6159.1 PROCEDURAL SAFEGUARDS AND COMPLAINTS FOR SPECIAL EDUCATION

Note: A parent of a child with a disability has specific rights or procedural safeguards under IDEA 2004. Alaska school districts are required to adopt the parents' rights statement developed by the Department of Education & Early Development, referred to as the *Notice of Procedural Safeguards*.

In order to protect the rights of students with disabilities and their parents/guardians, the district shall follow all procedural safeguards as set forth in law.

Parents/guardians shall receive written notice of their rights, including the right to a due process hearing for any dispute related to the identification, evaluation or educational placement of a child or the provision of a free, appropriate public education to the child.

(cf. 6150 - Individualized Education Program)

The Superintendent or designee shall represent the district in any due process hearings conducted with regard to district students and shall provide the School Board with the results of these hearings.

In addition to a due process hearing, parents/guardians shall have the right to file a complaint with the Alaska Department of Education and Early Development.

Legal Reference:

UNITED STATES CODE, TITLE 20

[20 USC 1232g](#) *Family Educational Rights and Privacy Act*

[20 USC 1400 - 1491](#) *Individuals with Disabilities Act*

[29 USC 794](#) UNITED STATES CODE, TITLE 29

Section 504 of the Rehabilitation Act

CODE OF FEDERAL REGULATIONS, TITLE 34

[34 CFR 99.10 - 99.22](#) *Inspection, review and procedures for amending education records*

[34 CFR 104.36](#) *Procedural safeguards*

[34 CFR 300.500 - 300.517](#) *Due process procedures for parents and children*

ALASKA STATUTES

[14.30.180 - 14.30.350](#), *Education for Exceptional Children*

ALASKA ADMINISTRATIVE CODE

[4 AAC 52.010 - 52.990](#), *Education for Exceptional Children*

Adopted: April 28, 2004

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-136

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 6164.2,
Instruction, Guidance and
Counseling Services; 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 BP 6164.2, Instruction, Guidance and Counseling Services 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 6164.2, Instruction, Guidance and Counseling Services.

The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments.

ALTERNATIVES:

1. Approve the first reading to the proposed revisions to BP 6164.2, Instruction, Guidance and Counseling Services as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 6164.2 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 6164.2, Instruction, Guidance and Counseling Services as presented and open for public comments.

BP 6164.2 GUIDANCE AND COUNSELING SERVICES

Note: The following sample policy may be revised as appropriate to reflect district philosophy and needs. 4 AAC 51.330 requires districts to establish procedures for career and vocational guidance services, including dissemination of information about vocational programs and access to information regarding advanced training, employment or placement.

The School Board shall provide a counseling program to enhance academic achievement and emotional security. The Board recognizes that some students are in greater need of guidance than others. The counseling program shall serve students' diverse needs and shall encourage productive learning experiences.

Counselors shall make every effort to respect student confidentiality as appropriate and shall consult with the Superintendent or designee or with the district's legal counsel whenever unsure of how to respond to a student's personal problem. Parental consultation and consent for counseling shall be obtained as appropriate.

(cf. 5141 – Healthcare and Emergencies)

(cf. 6164.3 – Student Mental Health – Medication and Services)

Academic counseling shall help students establish immediate and long-range educational plans consistent with their individual needs, abilities, interests and aptitudes without regard to sex. Insofar as possible, parents/guardians shall be included when making these plans, and student placement shall not be limited by past grades and test scores. Minority, disadvantaged, low-income and other students shall not be automatically or systematically channeled into vocational or special education.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

Note: Under the Every Student Succeeds, districts receiving federal funds must provide military recruiters the same access to students as is provided generally to post-secondary educational institutions and prospective employers.

Counseling staff shall help secondary students to plan for the future, become aware of their career potential, understand the business world and develop realistic perceptions of work. Academic planning for higher education shall include information about courses needed for admission to colleges and universities, standardized admission tests, financial aid, and scholarships. Post-secondary institutions, prospective employers, and military recruiters may be granted access to students as deemed appropriate by counseling staff and the building administrator.

Note: 4 AAC 06.530 requires districts to establish written procedures for the biennial training of guidance and counseling personnel in the recognition of sex bias in counseling materials in techniques for overcoming the effects of sex bias.

As required by law, the Superintendent or designee shall provide biennial training for guidance and counseling staff in recognizing and overcoming sex bias.

(cf. 5125 - Student Records)

(cf. 5141.4 - Child Abuse and Neglect)

(cf. 5141.52 - Suicide Prevention)

(cf. 6164.5 - Student Study Teams)

Legal Reference:

~~USUNITED STATES CODE~~

Elementary and Secondary Education Act, [20 U.S.C. §9528](#), as amended by the ~~No Child Left Behind Act of 2001~~ ([P.L. 107-110](#) ~~Every Student Succeeds Act of 2015,~~)

ALASKA STATUTES

[14.18.030](#) *Discrimination in counseling and guidance services prohibited*

[14.18.050](#) *Discrimination in course offerings prohibited*

[Prohibited actions](#)

[Communications not prohibited](#)

[List of community resources](#)

ALASKA ADMINISTRATIVE CODE

[4 AAC 06.530](#) *Guidance and counseling services*

[4 AAC 51.330](#) *Vocational guidance and placement*

Adopted: April 28, 2004

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-137

FR: Office of the Superintendent

SUBJECT: Approval of
Superintendent's Out-of-
District Travel and
Personal Leave

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,

- Visible Learning Conference, July 10-13, 2023, in Orlando, FL
- Safe and Civil, July 16-20, 2023, in Portland, OR
- ASA/DEED Summer Meeting, July 29-31, 2023, in Juneau, AK.
- ASA Fall Conference, September 27-30, 2023, in Anchorage, AK

The Superintendent's request for personal leave,

- June 12-16, 2023

ALTERNATIVES:

1. Approve the Superintendent's request for out-of-district travel and personal leave as presented;
2. Do not approve the Superintendent's request for out-of-district travel and personal leave 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 and personal leave as presented.

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-138

FR: Office of the Superintendent

SUBJECT: Approval of MOA; Safe
and Civil Schools

STRATEGIC PLAN/BOARD GOAL:

Goal 2: Instructional Supports

Objective 2: Safe & Civil Refresh.

ABSTRACT:

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

ISSUE:

At issue is the Board's approval of the Memorandum of Agreement (MOA) between NWABSD and Safe and Civil Schools, not to exceed \$165,000.

BACKGROUND AND/OR PERTINENT INFORMATION:

MOA includes seventeen days of on-site support plus travel expenses.

Safe and Civil Schools will provide in-person Fall Inservice training on August 16-17, 2023, for our District's positive behavior support system.

Safe & Civil Schools will do additional in-person site support on August 28 – September 1, 2023, October 23-27, 2023, and November 27 – December 1, 2023.

Funding Source – Title II Grant

ALTERNATIVES:

1. Approve the MOA for Safe and Civil Schools not to exceed \$165,000, as presented.
2. Do not approve the MOA for Safe and Civil Schools not to exceed \$165,000, as presented.
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends that the Board approve the MOA for Safe and Civil Schools not to exceed \$165,000, as presented.

MEMORANDUM

TO: NWABSD Board of Education Members

DATE: June 6, 2023

NUMBER: 23-139

FR: Office of the Superintendent

SUBJECT: Approval of FY23 District Operating Fund Budget Revision #4

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 #4

BACKGROUND AND/OR PERTINENT INFORMATION:

The FY23 District Operating Fund Budget was approved and adopted at the April 26th, 2022 Regular School Board meeting with expenditures in the amount of \$60,807,518. Budget Revision #1 was approved in June with expenditures in the amount of \$62,991,793, Budget Revision #2 was approved in January with expenditures in the amount of \$64,401,543, and Budget Revision #3 was approved in April with expenditures in the amount of \$61,588,388.

Presented to you is Budget Revision #4 for the FY23 Operating Fund Budget.

Revision #4 is based on a review of revenues and expenditures. In summary Revision #4 includes:

Revenues: \$59,800,330

Expenditures: \$60,654,060

Transfer in from Other Funds: \$0

Transfers out to Other Funds: \$800,000

The revision includes a decrease to salary expenditures by roughly \$990k. This is after a review of open positions and releasing the encumbrance on the remaining open positions and increasing the budget for temporary positions. There will be an approximate \$60k increase to non-personnel expenses to true up year end, however, overall expenditures are projected to decrease by about \$900,000.

The revision includes a decrease in revenue by roughly \$270k. This decrease is based off of the changes in PERS & TRS On-Behalf

Overall, I am projecting a decrease in fund balance of approximately \$1.65 million. This is an estimate for fund balance going into FY24. Final Fund Balance will be known after the FY23 audit is complete.

ALTERNATIVES:

1. Approve Revision #4 of the FY23 District Operating Fund Budget as presented;
2. Disapprove Revision #4 of the FY23 District Operating Fund Budget as presented;
3. Take no action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve Revision #4 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>		
REVENUE				
Other Local Revenue	\$450,000	\$530,000	\$80,000	Increase
Earnings on Investments	\$230,000	\$230,000	\$0	
Donations/Contributions	\$0	\$0	\$0	
Borough Appropriation	\$8,540,579	\$8,540,579	\$0	
E-rate Program	\$7,456,903	\$7,456,903	\$0	
State Foundation	\$37,679,925	\$37,679,925	\$0	
Quality Schools	\$108,384	\$108,384	\$0	
TRS On-behalf - 12.06%	\$1,789,996	\$1,536,630	(\$253,366)	Based on position salaries
PERS On-behalf - 2.79%	\$222,108	\$202,622	(\$19,486)	Based on position salaries
Revenue - Other State Sources	\$1,525,156	\$1,525,156	\$0	
Impact Aid Program	\$1,990,131	\$1,990,131	\$0	
TOTAL REVENUES	\$59,993,182	\$59,800,330	(\$192,852)	
TRANSFERS IN				
District Technology Fund				
Locally Funded Maintenance CIP Fund				
NW Magnet School Expansion				
Magnet School Dormitory				
CIP Reserved Local Share				
TOTAL TRANSFERS IN	\$0	\$0		
EXPENSES				
Certificated Salaries	\$13,275,479	\$13,652,393	\$376,913	Based on exp & encumbrance of cert positions
Non-Certificated Salaries	\$8,416,510	\$8,117,786	(\$298,724)	Based on exp & encumbrance of class positions
Leave Pay Out	\$206,510	\$201,510	(\$5,000)	Will be trued up at year end
Board Stipends	\$79,000	\$79,000	\$0	
Employee Benefits	\$11,490,062	\$10,695,972	(\$794,090)	Based on Health insurance encumbrance
TRS On-behalf	\$1,789,996	\$1,536,630	(\$253,366)	Based on position salaries
PERS On-behalf	\$222,108	\$202,622	(\$19,486)	Based on position salaries
SUBTOTAL: Personnel	\$35,479,667	\$34,485,913	(\$993,753)	
Professional & Technical Services	\$3,564,671	\$3,838,290	\$273,619	Increase in Legal & Student activities, decrease in other admin P&T Services
Staff Travel	\$569,565	\$502,318	(\$67,247)	
Board Travel	\$89,379	\$93,654	\$4,275	
Student Travel	\$1,133,275	\$1,004,183	(\$129,092)	
Utility Services	\$8,970,476	\$8,638,951	(\$331,526)	Decrease in internet cost
Energy-includes electricity & fuel	\$4,754,978	\$5,077,847	\$322,869	Increase in cost of Heating Fuel
Other Purchased Services	\$4,492,906	\$4,483,906	(\$9,000)	
Property & Liability Insurance	\$1,002,689	\$955,047	(\$47,642)	
Supplies, Materials & Media	\$1,633,932	\$1,651,412	\$17,480	
Tuition	\$10,620	\$10,620	\$0	
Dues & Fees	\$134,637	\$173,271	\$38,635	
Inventoried Equipment	\$51,593	\$38,648	(\$12,946)	
Indirect Cost Recovery	(\$300,000)	(\$300,000)	\$0	
SUBTOTAL: Non-Personnel	\$26,108,721	\$26,168,146	\$59,425	
TOTAL EXPENSES	\$61,588,388	\$60,654,060		
TRANSFERS OUT				
Food Service Fund	\$0	\$0	\$0	
ATC	\$0	\$0	\$0	
Star of the Northwest - Magnet School	\$0	\$0	\$0	
Teacher Housing Fund	\$350,000	\$750,000	\$400,000	Teacher housing expenses
Special Revenue Fund - Student Transport	\$150,000	\$50,000	(\$100,000)	Not able to hire all bus drivers
TOTAL TRANSFERS OUT	\$500,000	\$800,000	\$300,000	
INCREASE (DECREASE)-UNRESERVED FB	(\$2,095,206)	(\$1,653,729)		
FY22 Unreserved Fund Balance	\$7,541,586	\$7,541,586		
Projected Decrease in Fund Balance	\$5,446,380	\$5,887,857		
Estimated fund balance percentage	8.84%	9.71%		

MEMORANDUM

TO: NWABSD Board of Education Members

DATE: June 6, 2023

NUMBER: 23-140

FR: Office of the Superintendent

SUBJECT: Approval of FY24 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 FY24 District Operating Fund Budget Revision #1

BACKGROUND AND/OR PERTINENT INFORMATION:

The FY24 District Operating Fund Budget was approved and adopted at the April 25th, 2023 Regular School Board meeting with expenditures in the amount of \$60,362,320.

Presented to you is Budget Revision #1 for the FY24 Operating Fund Budget.

Revision #1 is based on a review of revenues and expenditures. In summary Revision #1 includes:

Revenues: \$60,093,285

Expenditures: \$63,531,405

Transfer in from Other Funds: \$0

Transfers out to Other Funds: \$600,000

This revision includes an increase to revenue of approximately \$480,000 and an increase in expenditures of approximately \$3.1 million. The increase to personnel expenditures includes the NAEA Negotiated salary increases, career pathway increases, and to add the \$1.4 million back in to the general fund that was budgeted in ESSER funding. The non-personnel increase of \$500k is to increase the student travel budget

Overall, I am projecting a decrease in fund balance of approximately \$4 million. This is an estimate for fund balance going into FY25. Final Fund Balance will be known after the FY24 audit is complete.

ALTERNATIVES:

1. Approve Revision #1 of the FY24 District Operating Fund Budget as presented;
2. Disapprove Revision #1 of the FY24 District Operating Fund Budget as presented;
3. Take no action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve Revision #1 of the FY24 District Operating Fund Budget as presented.

**Northwest Arctic Borough School District
FY24 Budget**

	FY24	FY24	Changes	NOTES
	<u>Current Budget</u>	<u>Revised Budget</u>		
REVENUE				
Other Local Revenue	\$450,000	\$500,000	\$50,000	Projected
Earnings on Investments	\$300,000	\$300,000	\$0	
Donations/Contributions	\$0	\$0	\$0	
Borough Appropriation	\$6,645,111	\$6,645,111	\$0	
E-rate Program	\$7,205,220	\$7,205,220	\$0	
State Foundation	\$37,434,458	\$37,434,458	\$0	
Quality Schools	\$109,952	\$109,952	\$0	
TRS On-behalf	\$2,185,557	\$2,417,663	\$232,106	Based on changes to salaries
PERS On-behalf	\$263,317	\$278,505	\$15,188	Based on changes to salaries
Revenue - Other State Sources	\$15,000	\$15,000	\$0	
Impact Aid Program	\$5,000,000	\$5,187,376	\$187,376	Impact Aid received 5/9/2023
TOTAL REVENUES	\$59,608,615	\$60,093,285	\$484,671	
TRANSFERS IN				
District Technology Fund				
Locally Funded Maintenance CIP Fund	\$0	\$0	\$0	
NW Magnet School Expansion				
Magnet School Dormitory				
CIP Reserved Local Share				
TOTAL TRANSFERS IN	\$0	\$0		
EXPENSES				
Certificated Salaries	\$14,565,301	\$16,112,137	\$1,546,836	NAEA Negotiated Increases, Career Pathways & Programs from ESSER
Non-Certificated Salaries	\$8,427,137	\$8,913,220	\$486,083	Increase due to Career Pathways & Programs from ESSER
Leave Pay Out	\$195,000	\$195,000	\$0	
Board Stipends	\$79,000	\$79,000	\$0	
Employee Benefits	\$10,478,366	\$10,867,236	\$388,870	NAEA Negotiated Increases, Career Pathways & Programs from ESSER
TRS On-behalf	\$2,185,557	\$2,417,663	\$232,106	Based on changes to salaries
PERS On-behalf	\$263,317	\$278,505	\$15,188	Based on changes to salaries
SUBTOTAL: Personnel	\$36,193,678	\$38,862,762	\$2,669,084	
Professional & Technical Services	\$3,369,006	\$3,369,006	\$0	
Staff Travel	\$482,400	\$482,400	\$0	
Board Travel	\$89,379	\$89,379	\$0	
Student Travel	\$641,275	\$1,141,275	\$500,000	Increased Student Activities Travel
Utility Services	\$8,387,769	\$8,387,769	\$0	
Energy-includes electricity & fuel	\$4,528,070	\$4,528,070	\$0	
Other Purchased Services	\$4,391,906	\$4,391,906	\$0	
Property & Liability Insurance	\$1,000,159	\$1,000,159	\$0	
Supplies, Materials & Media	\$1,415,185	\$1,415,185	\$0	
Tuition	\$20,000	\$20,000	\$0	
Dues & Fees	\$133,494	\$133,494	\$0	
Inventoried Equipment	\$25,000	\$25,000	\$0	
Indirect Cost Recovery	(\$315,000)	(\$315,000)	\$0	
SUBTOTAL: Non-Personnel	\$24,168,643	\$24,668,643	\$500,000	
TOTAL EXPENSES	\$60,362,320	\$63,531,405	\$3,169,084	
TRANSFERS OUT				
Food Service Fund	\$0	\$0	\$0	
ATC	\$0	\$0	\$0	
Star of the Northwest - Magnet School	\$0	\$0	\$0	
Teacher Housing Fund	\$450,000	\$450,000	\$0	
Special Revenue Fund	\$150,000	\$150,000	\$0	
TOTAL TRANSFERS OUT	\$600,000	\$600,000	\$0	
INCREASE (DECREASE)-UNRESERVED FB	(\$1,353,706)	(\$4,038,119)		
PROJ FY23 Unreserved Fund Balance	\$5,887,857	\$5,887,857		Will not know exact \$ until final audit
Projected Decrease in Fund Balance	\$4,534,151	\$1,849,738	2.91%	

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-141

FR: Office of the Superintendent

SUBJECT: Approval of FY24 Contract,
NANA Management
Services, Custodial
Services

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 2023-2024, not to exceed \$2,511,227.

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.

FY23 amount \$2,325,210

Requested FY24 amount \$2,511,227

This is a \$186,017 (8%) increase on the FY23 contract amount.

NMS Custodial Services had requested a 12% increase from FY23 to FY24 (see attached request), however with the District's revenue outlook, NMS agreed to 8% with other service decreases.

ALTERNATIVES:

1. Approve the Custodial Services Contract between NWABSD and NANA Management Services LLC for Fiscal Year 2023-2024, not to exceed \$2,511,227, as presented;
2. Disapprove the Custodial Services Contract between NWABSD and NANA Management Services LLC for Fiscal Year 2023-2024, 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 2023-2024, not to exceed \$2,511,227, as presented.



May 1, 2023

Megan Williams
Northwest Arctic Borough School District
P.O. Box 51
Kotzebue, AK 99752
907-442-1825
907-442-3827 (fax)

RE: Custodial Contract Renewal

Dear Miss. Williams:

We are writing regarding the upcoming fiscal School year and an increase to the NMS custodial contract with the district. We look forward to our continued partnership in providing janitorial services to the Northwest Arctic Borough School District.

We are still experiencing challenges with hiring in all the remote village areas. This sometimes increases our costs to mitigate and try and send employees out to assist.

We are showing an increase in labor of 22.5% year over year and supply costs of 22.6% percent year over year. However, we only request a 12% increase because we know of the district's budget challenges.

Our increase request breaks down as follows:

The current yearly amount is \$2,325,210.00.

With the 12% cost increase, the new yearly amount is \$2,604,235.00.

The cost increase comes to \$279,025.00

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

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



MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-143

FR: Office of the Superintendent

SUBJECT: Approval of FY24
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 Fiscal Year 2023-2024, 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 FY24	Increase
Breakfast	\$4.89	\$5.28	8%
Lunch	\$9.04	\$9.76	8%
Seconds	\$3.24	\$3.50	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 District's food service program which in a typical year is a transfer from the general operating fund. In FY24 the District's food service program will be supported by COVID Relief Funding (ESSER III).

NMS has had a hard time retaining staff members with the amount of school closures there are. On top of the 8% increase per meal served, they are requesting that the District pay a fee of \$800 per day for any non-operational school closure, i.e., for school staff shortages, weather, safety, etc.

From FY15 through FY21 the average amount paid to NMS for meals is approximately \$2,800,000, \$2.3 million being the lowest and \$3.1 million being the highest. I suggest setting the not to exceed contract amount at \$3,600,000 to cover any large upticks in student meals.

ALTERNATIVES:

1. Approve the All K-12 Sites Food Service Contract between NWABSD and NANA Management Services LLC for Fiscal Year 2023-2024, as presented.

2. Disapprove the All K-12 Sites Food Service Contract between NWABSD and NANA Management Services LLC for Fiscal Year 2023-2024, 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 2023-2024, not to exceed \$3,600,000, as presented.



Revised-

May 31, 2023

Terri Walker
Superintendent
Northwest Arctic Borough School District
RE: Food Services Contract Renewal for 2023/2024 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 2023/2024 school year and beyond. We truly value our relationship!

We continue to face challenges due to extraordinary cost increases. We are seeing cost increases of over 22% overall and all-time low breakfast participation numbers, far lower than the agreed-upon RFP.

This year, we have also had many school closures due to weather and the KVL school issues.

Our cost increases are broken down as follows -

- Labor increases - up 9% year over year (healthcare 17%)
- Food cost increases – up 9% year over year
- Supply cost increases – up 11% year over year
- Freight cost increases – up 28% year over year
- School closures – School closures.

To help offset the cost increases outlined above, NMS requests an 8% price increase.

Our new pricing would be as follows –

Fixed meal price for Student and Adult Breakfast -	\$5.28
Fixed meal price for Student and Adult Lunch -	\$9.76
Seconds-	\$3.50

In addition, for unforeseen closures, NMS proposes a charge to cover our costs when a school closes unexpectedly. Please understand that to keep employees, NMS must pay them when a school closes. NMS is proposing a fee of \$800 per day for any non-operational closure, i.e., for closures due to the district's staff shortages, weather, or any other reason not on the district's calendar at the beginning of the school year.

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

Sincerely,

Scott Evers
Area Manager
Food & Facilities Management
907-952-9702

CC: Megan Williams
Director of Administrative Services

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-143

FR: Office of the Superintendent

SUBJECT: Approval of Purchase, CMI

ABSTRACT:

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

ISSUE:

At issue is board approval of the administrations request to pay \$172,000 to CMI for a snow blower attachment for the loader in Kivalina to pay \$10,974.59 to Alaska Marine Line for FOB shipping from Anchorage to Kivalina.

BACKGROUND AND/OR PERTINENT INFORMATION:

The NWABSD Property Services department is requesting a snow blower attachment for the loader located at the new Kivalina site. This will help keep the school and roads open during the winter months.

Funding Source: General Funds

ALTERNATIVES:

1. Approve the administration's request to pay \$172,000 to CMI for a snow blower attachment for the loader in Kivalina to pay \$10,974.59 to Alaska Marine Line for a total not to exceed \$182,974.59, as presented.
2. Disapprove the administrations request to pay \$172,000 to CMI for a snow blower attachment for the loader in Kivalina to pay \$10,974.59 to Alaska Marine Line for a total not to exceed \$182,974.59, as presented.
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends board approval of the administration's request to pay \$172,000 to CMI for a snow blower attachment for the loader in Kivalina to pay \$10,974.59 to Alaska Marine Line for a total not to exceed \$182,974.59, as presented.



5400 Homer Drive
 Anchorage, AK 99518
 Ph: (907) 563-3822 Fax: (907) 563-1381

PROPOSAL

Proposal #: **NWAB 842D**
 Page: 1 of 1
 Date: 5/10/2023
 Issued by: Jay Ahrenholz
 Cell #: 907-351-0191
 Email: j.ahrenholz@cmiak.com

To: Northwest Arctic Borough School District

Attention: Brandon

We at Construction Machinery are pleased to quote the following equipment for your review:

- 1 2023 Fair Manufacturing 842D snowblower
- Efficient single - stage design
- Detachable power unit
- Replaceable ice breaker cups
- Wireless controls
- Impellers are individually shear pin protected
- Bolt on replaceable ice breaker bars on impellers
- Low profile engine allows for maximum visibility
- 270 degree rotation with 90 degree telescoping spout
- Blower mounted control box in cab
- Cutting width - 96"
- Cutting height - 48"
- Weight - 7,800 lbs
- 200 HP engine
- Rated capacity - 2,000 TPH

Current lead time is 2-3 weeks ARO

Sales Price FOB CMI Anchorage Branch..... \$172,000.00

Prices are valid for 30 days.

Machine availability subject to prior sale or lease.

Any applicable taxes not included.

WARRANTIES: Buyer acknowledges that it has examined the merchandise in fully in its details and that the merchandise is of the size, design, type and manufacture selected by Buyer. IF THE MERCHANDISE SOLD IS NEW, THE PARTIES AGREE THAT IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AS WELL AS ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, ARE EXCLUDED FROM THIS TRANSACTION AND SHALL NOT APPLY TO THE MERCHANDISE SOLD. However, for new merchandise Seller shall make available to Buyer to the extent provided by the manufacturer of the merchandise, solely on behalf of the manufacturer, any warranty provided by the manufacturer, which shall be Buyer's sole and exclusive remedy. For used merchandise, Buyer in purchasing the merchandise AS AND WITH ALL FAULTS, unless Seller has explicitly written in this document that there is an express warranty for a limited period of time for the replacement of parts that Seller in its sole judgment, determines to be defective. If seller has explicitly written such an express warranty in this document, the replacement of parts found to be defective during the warranty period shall be Buyer's sole and exclusive remedy. EXCEPT FOR SUCH AN EXPRESS WARRANTY THAT SELLER HAS EXPLICITLY WRITTEN IN THIS DOCUMENT, THERE IS NO WARRANTY OF ANY KIND FOR USED MERCHANDISE, EXPRESS OR IMPLIED AND IN PARTICULAR, THE IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE ARE EXCLUDED FROM THIS TRANSACTION AND SHALL NOT APPLY TO THE MERCHANDISE SOLD AS TO EITHER NEW OR USED MERCHANDISE SELLER SHALL IN NO EVENT BE LIABLE FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES, WHETHER FOR PERSONAL INJURY, DEATH, DAMAGE OR DESTRUCTION OF PROPERTY, LOST EARNINGS, LOST PROFITS, ECONOMIC LOSSES, OR OTHER INCIDENTAL OR CONSEQUENTIAL LOSSES.

Construction Machinery Industrial, LLC

By: Jay Ahrenholz
 Title: Equipment Sales/Rentals

Accepted by: _____
 Title: _____
 Date: _____

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-144

FR: Office of the Superintendent

SUBJECT: Approval of MOA, RESCON

ABSTRACT:

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

ISSUE:

At issue is board approval of the administrations request to pay \$200,000 to RESCON for the Kivalina and Noorvik School fuel spill clean-up.

BACKGROUND AND/OR PERTINENT INFORMATION:

The Property Services department is requesting authorization to pay RESCON an amount not to exceed \$200,000 to aid in the fuel spill clean-up in Kivalina for FY24. RESCON is the final contractor for fuel spills, they do all the testing and report directly to the DEC with the results.

Last year's fuel spills have carried over to the new fiscal year and with the new fuel spills in Kivalina the work has grown.

Funding Source: General Fund

ALTERNATIVES:

1. Approve the administration's request to pay RESCON an amount not to exceed \$200,000 to aid in fuel spill cleanup in Kivalina for FY24.
2. Disapprove the administrations request to pay RESCON an amount not to exceed \$200,000 to aid in fuel spill clean-up in Kivalina for FY24.
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends board approval of the administration's request to pay RESCON an amount not to exceed \$200,000 to aid in the fuel spill cleanup in Kivalina for FY24.

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-145

FR: Office of the Superintendent

SUBJECT: Approval of MOA, Frontier
Fire Protection

ABSTRACT:

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

ISSUE:

At issue is board approval of the administrations request to pay Frontier Fire Protection an amount not to exceed \$200,000.00 to inspect, certify and make repairs to district fire protection equipment in FY24.

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 property services director and the State Fire Marshal. 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 200,000 to perform all inspections and make repairs on fire safety equipment at sites needing service work in FY24.

Funding:

ALTERNATIVES:

1. Approve the administrations request to pay Frontier Fire Protection an amount not to exceed \$200,000.00 to perform inspections and make repairs on fire safety equipment at NWABSD sites in FY24.
2. Disapprove the administrations request to pay Frontier Fire Protection an amount not to exceed \$200,000.00 to perform inspections and make repairs on fire safety equipment at NWABSD sites in FY24.
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends board approval of the administrations request to pay Frontier Fire Protection an amount not to exceed \$200,000.00 to perform inspections and make repairs on fire safety equipment at NWABSD sites in FY24.

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-146

FR: Office of the Superintendent

SUBJECT: Approval of MOA, Chadux
Network

ABSTRACT:

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

ISSUE:

At issue is board approval of the administration's request to pay \$103,051.70 to Chadux Network for the Kivalina School fuel releases.

BACKGROUND AND/OR PERTINENT INFORMATION:

The administration is requesting the school board approval for Chadux Network in clean up of the Kivalina fuel releases in an amount not to exceed \$103,051.70. Chadux Network are fuel spill first responders required by DEC to try and contain the fuel before it spreads. Chadux Network sets up tanks for the contaminated snow and or soil to hold and contain the spilled fuel.

Funding Source: General Fund

ALTERNATIVES:

1. Approve the administration's request to pay Chadux Network an amount not to exceed \$103,051.70, as presented.
2. Disapprove the administration's request to pay Chadux Network an amount not to exceed \$103,051.70, as presented.
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends board approval of the administration's request to pay Chadux Network an amount not to exceed \$103,051.70, as presented.



Alaska Chadux Network
2347 Azurite Court
Anchorage, AK 99507
Website: www.AlaskaOSRO.org
Phone (907) 348-2365 Fax (907) 348-2330

TO: Northwest Arctic Borough School District
P.O. Box 51
Kotzebue, AK 99752

Estimated costs to date, and revised costs for response to Kivalina Teacher housing discharges based on an additional ten days of response:

Kivalina School Cost Estimate									
2307-R-NWA									
Response Summary									
									
Description	Contractor	Total Reg Hours	Reg Rate	Total OT Hours	OT Rate	Total	Comments		
Responder - Lead	ACN	64.00	110.00	56.00	165.00	16,280.00			
Responder	ACN	64.00	100.00	56.00	150.00	14,800.00			
Coordination Center Manager	ACN	22.00	180.00	4.00	240.00	4,480.00			
Logistics Specialist / Expeditor	ACN	10.00	90.00	0.00	135.00	900.00			
Finance Specialist	ACN	10.00	105.00	1.00	160.00	1,210.00			
0	ACN	0.00		0.00					
		170.00		117.00		\$ 37,670.00			
Description	Contractor	Total # Units	Unit	Status	Rate	Total	Comments		
BERM, SNAPUP, 12' x 21' x 1'	ACN	7	DAY	OP	604.00	4,228.00			
BERM, SNAPUP, 14' x 14' x 1'	ACN	7	DAY	OP	533.00	3,731.00			
TANK, FOLDING, 1,200 gal	ACN	14	DAY	OP	180.00	2,520.00			
TOOL, HAND TOOL	ACN	56	DAY	OP	5.00	280.00			
MONITOR, 4 GAS, WITH PID #	ACN	7	DAY	OP	162.00	1,134.00			
DECON KIT, QUICK RESPONSE	ACN	7	Response		0.00	-			
0	ACN	7			0.00				
0	ACN	0			0.00				
						\$ 11,893.00			
Description	Invoice Units	Total Units	Unit Measure	Cost Per Unit	Unit Total	Total w. Admin F	Comments		
0	0	0	0	-	-	-			
						\$ -			
Description	Vendor	Total Reg Hour	Total OT Hour	Regular Rate	OT Rate	Total	Total w. Admin Fe	Comments	
Responder	Penco	64.00	56.00	75.76	113.64	11,212.48	12,894.35		
Responder	Penco	64.00	56.00	75.76	113.64	11,212.48	12,894.35		
0		0.00	0.00	75.76	113.64	0.00	0.00		
		128.00	112.00			\$ 22,424.96	\$ 25,788.70		
Description	Vendor	Total # Units	Units	Cost Per Unit	Admin Fee	Total	Comments		
Charter flight from ANC	Security	2	Ea	13,000.00	2,600.00	28,600.00			
0	0	0	0	-	-	-			
0	0	0	0	-	-	-			
					\$ 2,600.00	\$ 28,600.00			
		Total							
		\$ 37,670.00							
Subtotal		\$ 37,670.00							
		\$ 11,893.00							
Subtotal		\$ 11,893.00							
		\$ -							
		\$ 25,788.70							
		\$ 28,600.00							
Subtotal		\$ 54,388.70							
		\$ 103,951.70							

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-147

FR: Office of the Superintendent

SUBJECT: Approval of MOA, Drake
Construction

ABSTRACT:

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

ISSUE:

At issue is board approval of the administration's request to contract with Drake Construction to barge materials and equipment from Kotzebue to Selawik in FY24.

BACKGROUND AND/OR PERTINENT INFORMATION:

This summer work will begin on a new teacher housing duplex in Selawik. The administration is requesting the school boards approval to pay Drake Construction an amount not to exceed \$100,000 to barge materials and equipment from Kotzebue to Selawik.

Funding Source: General Funds

ALTERNATIVES:

1. Approve the administration's request to contract with Drake Construction for an amount not to exceed \$100,000, as presented.
2. Disapprove the administration's request to contract with Drake Construction for an amount not to exceed \$100,000, as presented.
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends board approval of the administration's request to contract with Drake Construction for an amount not to exceed \$100,000, as presented.



**CONSTRUCTION | MARINE |
AGGREGATE**

Office: 907.442.3512 • Fax: 907.442.2604

P.O. Box 338, Kotzebue, AK 99752

www.drakeconstruction.net

Northwest Arctic Borough School District
PO Box 51
Kotzebue, AK 99752

April 21, 2023

RE: Selawik building materials

Drake Construction, Inc. is pleased to provide this quotation for barge service between Kotzebue and Selawik, AK.

Freight Description

- 3 ea. 20' shipper loaded containers, said to contain building materials (not to exceed 30,000lb ea.)
 - **\$ 36,000.00 USD (total)**
- 2 ea. 20' shipper loaded platforms, said to contain building materials (not to exceed 30,000lb ea.)
 - **\$24,000.00 USD (total)**
- Purchase of 3 each 20' used (water tight) containers, in Kotzebue
 - **\$10,500.00 USD (total)**

Assumptions & Conditions

- Quote includes DCI trucking of containers/flats in Kotzebue, FOB NWABSD yard.
- DCI to unload flats to beach landing in Selawik.
- Customer responsible for transload of freight between containers. (shipper loaded)
- Quote assumes all cargoes insured by Customer.
- Based on a mutually agreeable marine contract.
- Subject to availability of marine equipment.
- Lump sum pricing based on list provided at time of quote. Any discrepancies between quoted list and actual cargo received at time of shipment may warrant rate adjustment.



We appreciate the opportunity. Should you have any questions or concerns, please do not hesitate to contact me at your convenience.

Regards.

A handwritten signature in black ink, appearing to read 'Eric Nelius', with a stylized, cursive script.

Eric Nelius
Marine Operations Manager
Drake Construction, Inc
enelius@drakeconstruction.net
(907) 707-6665

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-148

FR: Office of the Superintendent

SUBJECT: Approval of MOA,
Refrigerated Solutions

ABSTRACT:

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

ISSUE:

At issue is board approval of the administrations request to pay \$100,000 to Refrigerated Solutions to service and repair the NWABSD's commercial refrigeration equipment in FY24.

BACKGROUND AND/OR PERTINENT INFORMATION:

The NWABSD Property Services department uses Refrigerated Solutions to service and repair 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 FY24.

Funding:

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 FY24, as presented.
2. Disapprove the administrations request to pay Refrigerated Solutions an amount not to exceed \$100,000 to service and repair NWABSD refrigeration equipment in FY24, as presented.
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 FY24.

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 7, 2023

NUMBER: 23-149

FROM: Office of the Superintendent

SUBJECT: Approval of Preliminary
FY-25 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 FY 2025 are due September 1, 2023 and Board approval of the Capital Improvement Plan (CIP) priorities is a requirement of the application process.

ISSUE

At issue is approval of preliminary projects for the Six-Year Capital Improvement Plan for FY 2025.

BACKGROUND AND/OR PERTINENT INFORMATION

Department of Education and Early Development (DEED) School Construction Grant applications for FY 2025 are due September 1, 2023 and Board approval of the Capital Improvement Plan (CIP) priorities is a requirement of the application process. 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 Regional School Board and the Joint Maintenance and Construction Committee approval of the preliminary Six-Year CIP is needed in June so that applications for the prioritized projects can be prepared over the summer. The District's preliminary Six-Year CIP will be presented to the JMCC at their June meeting for their input and recommended priorities. The JMCC recommendation will be presented to the Board for approval at the June meeting. Attached is a preliminary FY 2025 – FY 2030 CIP that includes a description of the proposed projects.

The update of the preliminary CIP will be provided to the Board following the JMCC.

ALTERNATIVES:

1. Approve the Preliminary FY 2025 Six-Year Capital Improvement Plan, as presented.
2. Revise the Preliminary FY 2025 Six-Year Capital Improvement Plan.
3. Take no action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends approval of the FY25 Six-Year Capital Improvement Plan.

ATTACHMENTS

Attachment A: Proposed FY 2025 Six-Year CIP

**FY 25 SIX YEAR CIP AS RECOMMENDED BY
JOINT MAINTENANCE AND CONSTRUCTION COMMITTEE**

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
1	C	Davis-Ramoth K-12 School Renewal– Renewal of building systems that have reached the end of useful life and functionality to include HVAC, DDC, fire protection system, code, and roof replacement and interior upgrades.	X	\$5,000,000
2	D	Districtwide Fire System Repair and Replacement – Systems. JNES, Noorvik, Buckland , Ambler and Shungnak require replacement. Parts are no longer available for repairs and the code has changed to require new systems with voice annunciation.	X	6,000,000
3	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.	X	3,500,000
4	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 are beyond their use expectancy.	X	\$43,600,000
5	D	Buckland HVAC Upgrade – PH II -Funding for Phase I was only adequate to provide DDC controls for air handling units and pumps. This project will complete the upgrade of the DDC system replacing valves and DDC controls throughout the building, airflow monitoring and replacement of old boilers.	X	1,500,000
6	D	Districtwide DDC Controls – New DDC systems are needed throughout the District to maintain and control heat. This will reduce operating and maintenance costs while improving the interior environment for students and staff. DDC for Buckland, Selawik and Deering are included in the respective applications.	X	9,000,000
FY 2025 TOTAL				\$59,500,000

	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
		Projects not funded in FY 25 – It is anticipated resources will not be available to fund all requirements. They will take priority for FY 26.	X	Balance of FY 25 requests
6	C	Buckland K-12 School Exterior Envelop Renewal- replacement of roofing, doors and windows at the end of their useful life.	X	\$3,000,000
FY 2026 TOTAL				\$3,000,000 +

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
		Projects not funded in previous years – It is anticipated resources will not be available to fund all requested requirements. They will take priority for FY 27.	X	Balance of FY 26 requests
7	C	Noorvik K-12 School Roof Replacement - Replacement of roof which reached the end of its useful life in 2022.	☒	\$3,500,000
FY 2027 TOTAL				\$3,500,000 +

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
		Projects not funded in previous years – It is anticipated resources will not be available to fund all requested requirements. They will take priority for FY 28.	X	Balance of FY 27 requests
6	C	Noorvik K12 School HVAC Controls – upgrade HVAC controls for Noorvik School which reached the end of their useful life in 2022.	☒	\$1,500,000
FY 2028 TOTAL				\$1,500,000 +

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
		Projects not funded in previous years – It is anticipated resources will not be available to fund all requested requirements. They will take priority for FY 29.	X	Balance of FY 28 requests
7	C	June Nelson Elementary School Renewal- to replace building components at the end of useful life.	☒	\$7,500,000
FY 2029 TOTAL				\$7,500,000 +

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
		Projects not funded in previous years – It is anticipated resources will not be available to fund all requested requirements. They will take priority for FY 30.	X	Balance of FY 29 requests
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"/>	\$5,500,000

FY 2030 TOTAL \$5,500,000+

MEMORANDUM

TO: NWABSD Board of Education

DATE: June 6, 2023

NUMBER: 23-150

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.

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 2023**

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

- a) Certified rehires FY24
- b) Certified new hires FY24
- c) Classified rehires FY24

a) The administration recommends approval of the following FY24 Certified Rehires

LOCATION & DATE	NAME	POSITION
<u>DO</u>		
04/2023	Ron Malcolm	Asst. Dir. Spec. Service
04/2023	Brett Slaathaug	Athletic-Teacher
<u>JNES</u>		
05/2023	Scott Lefebvre	Asst. Principal
04/2023	Marjorie Baker	Teacher
<u>NOATAK</u>		
04/2023	Benjamin Heebner	Teacher
<u>SELAWIK</u>		
05/2023	Cathy Brown	Teacher
<u>KMHS</u>		
04/2023	Gary Perkins	Principal
04/2023	Conrad Kerber	Teacher

b) The administration recommends approval of the following FY24 Certified New Hires:

LOCATION & DATE	NAME	POSITION
<u>DO</u>		
05/2023	Paulisa Scarlett	Asst. Dir. Of Curriculum
05/2023	Sable Marandi	Teacher
04/2023	Joseph Groves	Principal/Home School
<u>BUCKLAND</u>		
04/2023	Silmarie Actub	Teacher
<u>KIANA</u>		
04/2023	Robin Kornfield	Teacher
<u>NOATAK</u>		
04/2023	Scott Myers	Teacher
04/2023	Lori Lundgaard-Hall	Principal
<u>NOORVIK</u>		
04/2023	Alana Williams	Teacher
04/2023	Duward Woolsey	Teacher
<u>JNES</u>		
05/2023	Osbaldo Quintabilla	Teacher
05/2023	Miguel Canales	Teacher
<u>KMHS</u>		
03/2023	Glen Padgett	Teacher
03/2023	Ronald Carroll	Teacher
04/2023	Joseph Chapman	Teacher
04/2023	Jerry Hayes	Teacher
04/2023	Barbara Harper	Teacher

c) The administration recommends approval of the following FY24 Classified Re-Hires:

<u>LOCATION</u>	<u>NAME</u>	<u>POSITION</u>
<u>AMBLER</u>	Nellie Cleveland	Inupiaq Instructor
<u>BUCKLAND</u>	Florence Nolton	Inupiaq Instructor
<u>KOBUK</u>	Luke T. Jackson	Inupiaq Instructor
<u>NOATAK</u>	Amelia Johnsen	Inupiaq Instructor
<u>SELAWIK</u>	Carrie Skin	Inupiaq Instructor
<u>JNES</u>	Winona Ballot Jennifer Greene Helen Allen	Inupiaq Instructor Inupiaq Instructor Inupiaq Instructor
<u>KMHS</u>	Sidney Sherman	Inupiaq Instructor
<u>STAR</u>	Mary Keeter Matthew Cooper	Dorm Parent Student Advisor
<u>ATC</u>	Bradley Smith Charles Keeter	Culinary Arts Instructor Construction Trades Instructor
<u>DO</u>	Kwang (Ken) Hong Christopher Walker John Miner IV Wanda Baltazar Rachel Belamour Fannie (Clara) Henry Kim Rotman Brad Eisel Loretta Kittrell	PC Support Technician V PC Support Technician PC Support Technician ECE/ELF Coordinator Asst. HR Officer Payroll Officer Accountant II Purchasing Agent Grants Admin. Asst.
<u>MAINTENANCE</u>	Kiki Davis	Office Manager

II The administration reports the following non-action items

- a. Certified Resignations
- b. Certified Transfers

a. The administration reports on the following certified resignations (declined contract):

<u>LOCATION&DATE</u>	<u>NAME</u>	<u>POSITION</u>
<u>BUCKLAND</u> 04/28/2023	Karen Neptune	Teacher
05/2023	Stephen Carroll	Teachers

DEERING

05/10/2023

Joseph Bullock

Teacher

KIVALINA

05/10/2023

Farolito Arbiol

Teacher

05/10/2023

Lance Brancato

Teacher

KOBUK

05/10/2023

Dwight Conerway

Teacher

05/10/2023

SELAWIK

05/10/2023

Jason Cantrell

Teacher

05/10/2023

SHUNGNAK

05/10/2023

Deborah Eberle

Teacher

b. The administration reports on the following certified transfer requests:

LOCATION&DATE

NAME

POSITION

BUCKLAND

05/2023

Kelly Halkyard

Teacher

KMHS

05/2023

Marylinda Puzon

Teacher

05/2023

Shelbi Garrett

Teacher

**Human Resources Addendum
June 2023**

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

- a) Certified new hires FY24
- b) Classified rehires FY24

a) The administration recommends approval of the following FY24 Certified New Hires:

LOCATION&DATE	NAME	POSITION
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D.O.

05/2023	Jeff Alexander	HR Director
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BUCKLAND

05/2023	Nina Dualla	Teacher
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KIANA

05/2023	Billie-Jo Belemay	Teacher
05/2023	Megan Strong	Teacher

Klvalina

05/2023	Grace Menor	Teacher
05/2023	Chloe Mae Nasibog	Teacher
05/2023	Maria Maybalan	Teacher

NOATAK

04/2023	Nadene Parchall	Teacher
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NOORVIK

05/2023	Patricia States	Teacher
05/2023	Irvin Irog-Irog	Teacher

b) The administration recommends approval of the following FY24 Classified Re-Hires:

LOCATION&DATE	NAME	POSITION
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D.O.

	Amie Gardner	HR Officer
	Susie (Jazmine) Camp	Exec. Asst. to Supt/Board

MAINTENANCE

	George Cowart	Facilities Management Spec
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II The administration reports the following non-action items

- a. Certified Resignations
- b. Classified Resignations

a. The administration reports on the following certified resignations (declined contract):

<u>LOCATION&DATE</u>	<u>NAME</u>	<u>POSITION</u>
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KIANA

05/2023

Lindsey Westlake-Reich

Teacher

KOBUK

05/23/23

Kelly Denny

Principal

NOORVIK

05/10/2023

Jeffrey Robinson

Teacher

b. The administration reports on the following classified Resignation:

<u>LOCATION&DATE</u>	<u>NAME</u>	<u>POSITION</u>
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D.O.

05/2023

Rachel Belamour

Asst HR Officer

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6, 2023

NUMBER: 23-151

FR: Office of the Superintendent

SUBJECT: Approval of Purchase,
Kendall Ford of Anchorage

ABSTRACT:

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

ISSUE:

At issue is board approval of the administrations request to purchase a new vehicle for the HR Department.

BACKGROUND AND/OR PERTINENT INFORMATION:

The previous HR vehicle is no longer safe to drive and deemed unfixable by our Property Services Department. The HR department needs a new vehicle that will be used for transporting teachers, new teachers, their luggage and possibly dog kennels. The administration requests the purchase of a 2023 Ford Expedition, with an 8-passenger capacity and large cargo area for \$77,400. The amount of cost for barging has been quoted by Alaska Marine Lines at \$5,617.04. Total purchase amount will be \$83,017.04.

Funding Source: ESSER III Fund (252) FY24

ALTERNATIVES:

1. Approve the administration's request to purchase and barge up a 2023 Ford Expedition from Kendall Ford of Anchorage and for an amount not to exceed \$83,017.04 as presented.
2. Disapprove the administration's request to purchase and barge up a Ford Expedition from Kendall Ford of Anchorage for an amount not to exceed \$83,017.04 as presented.
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends board approval of the administration's request to purchase a 2023 Ford Expedition from Kendall Ford of Anchorage for an amount not to exceed \$83,017.04 as presented.

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: June 6,2023

NUMBER: 23-152

FR: Office of the Superintendent

SUBJECT: Approval of Purchase,
Everts Air Fuel

ABSTRACT:

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

ISSUE:

At issue is board approval of the administration's request to purchase fuel for the Noatak School.

BACKGROUND AND/OR PERTINENT INFORMATION:

The administration is requesting the School Board's approval to purchase 40,000 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 April. The fuel is required to be flown in via Everts Air Fuel out of Fairbanks. The cost of 40,000 gallons of fuel from Everts Air Fuel FOB Fairbanks to Noatak will be \$439,200.00.

Funding Source: General Fund

ALTERNATIVES:

1. Approve the administration's request to purchase 40,000 gallons of fuel from Everts Air Fuel out of Fairbanks for an amount not to exceed \$439,200.00.
2. Disapprove the administration's request to purchase 40,000 gallons of fuel from Everts Air Fuel out of Fairbanks for an amount not to exceed \$439,200.00.
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends board approval of the request to purchase 40,000 gallons of fuel from Everts Air Fuel for Noatak School for an amount not to exceed \$439,200.00.