

Board Committee Meetings and Worksession

Monday, December 4, 2023 8:30 AM

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

1. **8:30 a.m. Student Activities Committee Meeting** **Presenter:** Brett Slaathaug, Student Activities Coordinator
2. **9:30 a.m. Budget Committee Meeting** **Presenter:** Megan Williams, Director of Administrative Services
3. **11:00 a.m. Board Policy (BP) Committee Meeting** **Presenter:** Amy Eakin, Director of Technology
4. **2:15 p.m. Lobbying Committee** **Presenter:** Christina Hess, Reggie Joule, John Walsh, Lobbyist
5. **3:15 p.m. Curriculum Committee** **Presenter:** Tracy Bell, Director
6. **5:00 p.m. Joint Maintenance/Construction Committee Meeting**



NORTHWEST ARCTIC BOROUGH SCHOOL

DISTRICT

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

NWABSD BOARD OF EDUCATION Student Activities Committee Meeting

Conducted via Microsoft Teams

CALL-IN: 1-833-682-3239

CODE: 135 667 518#

Agenda

December 4, 2023
8:30 A.M.

- I. Alaska Schools Activities Association Update
 - a. TAD Policy Revisions (No Adoption Yet)

- II. 1A NWA XC Conference @ Kiana – Sep 23
<https://www.athletic.net/CrossCountry/meet/226209/results/all>
Boys Top 3 / State Qualifiers
 - 1st DRG: Aiden Barr
 - 2nd IAN: Talon Westlake
 - 3rd BKC: Austin Hadley
Girls' Top 3 / State Qualifiers
 - 1st IAN: Zaylin Barr
 - 2nd BKC: Jacinta Berlin
 - 3rd ORV: Myrtle Williams

***no state placers*

- III. 3A Big West XC Conference @ Bethel – Sep 30
<https://www.athletic.net/CrossCountry/meet/229080/results/all>
2 Kotzebue Girls State Qualifiers:
 - 4th Place: Xiimara Salazar
 - 8th Place: Katelyn Piper

***no state placers*

- IV. 3A Girls' Volleyball Conference Tournament Results
 - a. Nov 3/4 @ Nome
 - 1st Place Team - Barrow Whalers (state berth)
 - 2nd Place Team - Nome-Beltz Nanooks (state berth)
 - 3rd Place Team - Bethel Warriors
 - 4th Place Team - Kotzebue Huskies

***2024 Kotzebue will host the conference tournament*

Committee Members: Ellen Coffin, Joanne Harris, Shannon Melton, Lawrence Jones Sr., Tillie Ticket
Student Activities Coordinator: Brett Slaathaug

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.

V. 1A Mixed-Six Volleyball Conference Tournament Results

a. Nov 17/18 @ Kiana

Team Sportsmanship: Kivalina Qavviks

Academic Award: Kiana Lynx

2nd Place Award: Noorvik Bears

Champion Award: Buckland Sissauni (state berth)

a. State Tournament: Nov 30 – Dec 2 @ Palmer HS

a. Results at meeting

All-Tournament Team:

BKC #4 Elgen Thomas

BKC #14 Kiah Melton

BKC #3 Nolan Ticket

DRG #11 Hailie Moto

IAN #42 Moody Barr

KVL #9 Adam Sage

KVL #2 Gave Sahibol

ORV #3 Andrew Sampson

WLK #21 Lucy Gooden

VI. Battle of the Books (Teams Update)

School	K	1	2	3 rd /4 th	5 th /6 th	MS	HS
AMB							
DRG	1	1	1	2	1	1	1
IAN							
JNES	1	1	1	1	1	N/A	N/A
KVL							
KMHS	N/A	N/A	N/A	N/A	N/A	1	1
OBU				1	1		
ORV	1	1	1	1	1	1	1
SHG	1	1	1	1	1	1	1
WLK	1	1	1	1	1	1	1
Total	5	5	5	7	6	5	5

VII. DII/Girls Wrestling:

a. Northern Conference Tournament @ Nome – Dec 9

b. State Tournament @ ANC: Alaska Airlines Arena – Dec 15/16

VIII. 1A Basketball

- 7 Boys' Teams: BKC, DRG, IAN, KVL, WTK, ORV, & WLK
- 6 Girls' Teams: BKC, IAN, KVL, WTK, ORV, & WLK
 - a. AKIMA \$100k sponsorship
 - This is co-sponsorship to help fund the BASH, SIVU, Noorvik Elder's, and Selawik Valley tournaments.
 - 2 tournaments on 1 weekend and the other 2 tournaments on another weekend.
 - AKIMA says they hope to do this for upcoming years.
 - b. Season Schedule will posted to website by Fri, Dec 1st
 - https://www.nwarctic.org/activities/1a_basketball
 - c. MS Tournaments @ TBD: Feb 23/24
 - d. NWA Conference Tournament @ Kotzebue: Feb 29-Mar 2
 - e. State Tournament @ ANC: Alaska Arena: Mar 13-16

IX. 3A Basketball

Schedule: https://www.nwarctic.org/activities/3_a_basketball_-_o_t_z

- a. Western Conference Tournament @ Barrow: Mar 7-9
- b. State Tournament @ ANC: Alaska Arena: Mar 20-23

X. Other

**Northwest Arctic Borough School District
Financial Narrative
For Month Ending October 31, 2023**

Included in the attached report are the reports for General Fund Revenue & Expenditures, Board Expenditures, and the Investment Account balance for month ending 10/31/2023.

The Board last received a report in September of 2023 with expenditures and revenue through July 31, 2023.

We are 33% through the fiscal year and have expended 27% of our general operating budget, and received 34% of our budgeted general fund revenue.

There are many individual account codes over or under budget due to positions being filled by staff with a higher education than projected (over budget), or vacancies (under budget). Budget Revision #2 balances those accounts and will help us track our revenue and expenditures for the year better.

**Northwest Arctic Borough School District
General Fund Revenue
For Month Ending October 31, 2023**

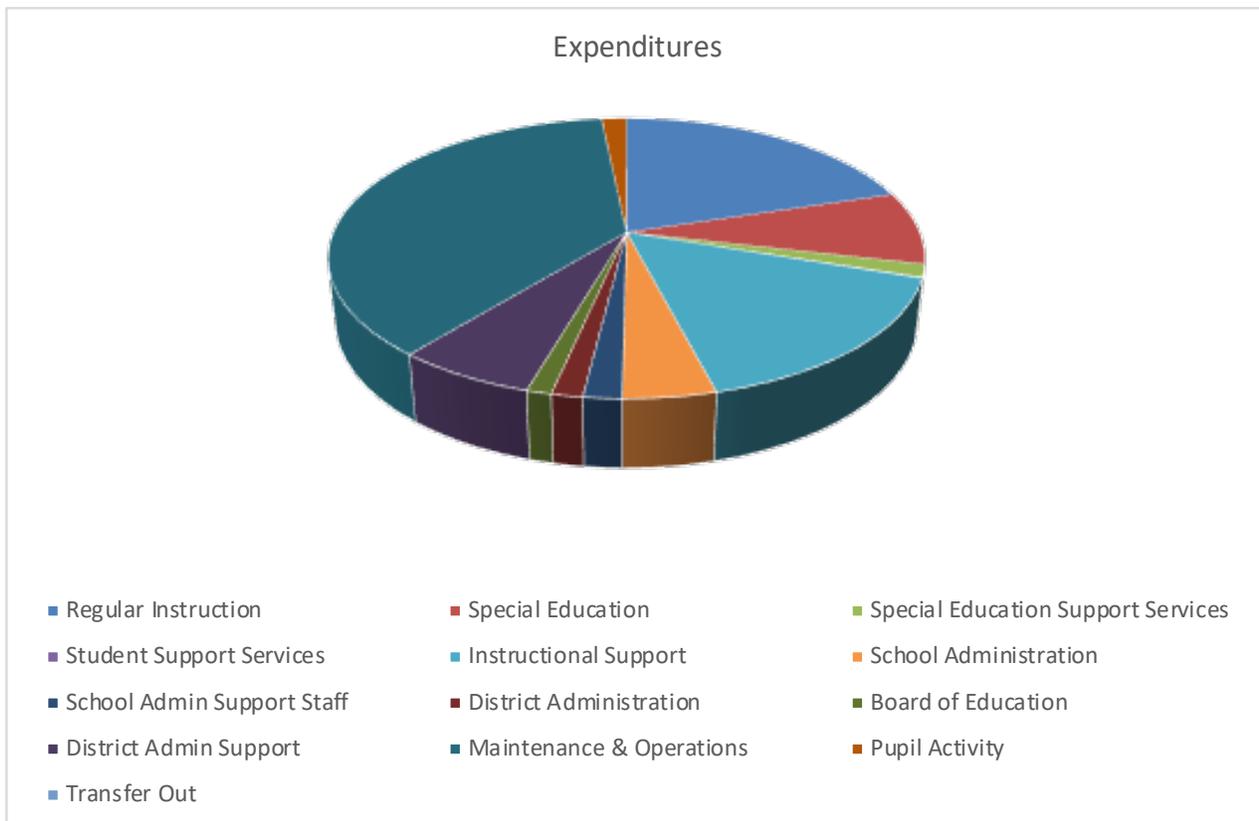
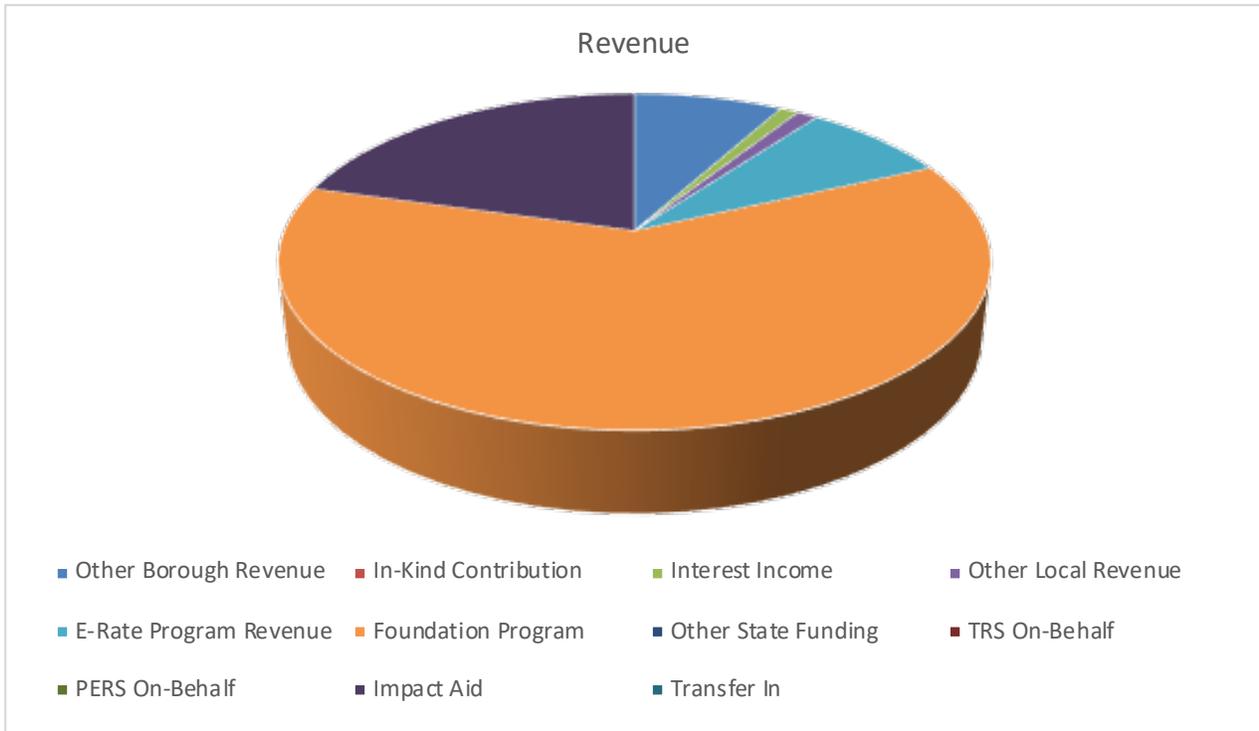
		Approved				
		<u>Budgeted</u>	<u>Year to Date Exp</u>	<u>Encumbrance</u>	<u>Variance</u>	<u>% of Budget</u>
Revenues By Object:						
011	Other Borough Revenue	6,645,111	1,661,278	-	(4,983,833)	25%
012	In-Kind Contribution	-	-	-	-	NA
030	Interest Income	300,000	206,237	-	(93,763)	69%
040	Other Local Revenue	500,000	232,490	-	(267,510)	46%
047	E-Rate Program Revenue	7,205,220	1,643,355	5,720,076	(11,281,941)	23%
051	Foundation Program	37,434,458	12,596,104	-	(24,838,354)	34%
090	Other State Funding	124,952	-	-	(124,952)	0%
056	TRS On-Behalf	2,417,663	-	-	(2,417,663)	0%
057	PERS On-Behalf	278,505	-	-	(278,505)	0%
111	Impact Aid	5,187,376	4,250,358	-	(937,018)	82%
250	Transfer In	-	-	-	-	NA
Revenue Totals		60,093,285	20,589,821	5,720,076	(39,503,463)	34%
			34% % Received to date			

Percentage of All Funds Total Budget Expended:	27.12%
Percentage of Year Passed:	33.33%
General Checking Account Ending Balance	\$8,740,331
Wells Fargo IILD Account	\$11,785,936
JNES Scholarship Account	\$4,138
Month End Cash In Bank Account	<u><u>\$20,530,405</u></u>

Northwest Arctic Borough School District
General Fund Expenditures by Object & Function
For Month Ending October 31, 2023

		<u>Approved</u>				
		<u>Budget</u>	<u>Year to Date Exp</u>	<u>Encumbrance</u>	<u>Variance</u>	<u>% of Budget</u>
Expenditures By Object:						
310	Certificated Salaries	16,136,012	3,403,953	9,099,207	3,632,852	21%
320	Non-Certificated Salaries	8,950,845	2,276,242	4,603,361	2,071,242	25%
331	Leave Pay Out	195,000	12,890	3,181	178,929	7%
333	Board Stipends	79,000	26,000	-	53,000	33%
360	Employee Benefits	10,867,236	2,643,813	5,937,958	2,285,466	24%
367	TRS On-behalf	2,417,663	-	-	2,417,663	0%
368	PERS On-behalf	278,506	-	-	278,506	0%
SUBTOTAL: Personnel		38,924,262	8,362,897	19,643,707	10,917,658	21%
410	Professional & Technical Services	3,369,006	519,166	2,812,232	37,608	15%
420	Staff Travel	457,400	117,436	12,503	327,461	26%
420	Board Travel	89,379	20,922	9,022	59,436	23%
425	Student Travel	1,079,775	182,196	40,027	857,551	17%
430	Utility Services	8,387,769	1,982,634	6,604,164	(199,029)	24%
435	Energy-includes electricity & fuel	4,528,070	3,131,933	831,279	564,858	69%
440	Other Purchased Services	4,416,906	1,140,319	3,212,075	64,512	26%
445	Property & Liability Insurance	1,000,159	1,305,616	-	(305,457)	131%
450	Supplies, Materials & Media	1,415,185	465,700	161,866	787,620	33%
480	Tuition	20,000	-	-	20,000	0%
490	Dues & Fees	133,494	76,761	11,069	45,664	58%
510	Inventoried Equipment	25,000	-	-	25,000	0%
495	Indirect Cost Recovery	(315,000)	(74,395)	-	(240,605)	24%
SUBTOTAL: Non-Personnel		24,607,143	8,868,287	13,694,236	2,044,620	36%
550	Transfer Out	600,000	-	-	600,000	0%
Expense Totals		64,131,405	17,231,185	33,337,943	13,562,278	79%
		27% Expended to date				
		<u>Budgeted</u>	<u>Year to Date Exp</u>	<u>Encumbrance</u>	<u>Variance</u>	<u>% of Budget</u>
Expenditures by Function						
100	Regular Instruction	18,142,676	3,484,543	8,556,187	6,101,946	19%
200	Special Education	7,508,040	1,448,547	4,124,048	1,935,445	19%
220	Special Education Support Services	1,753,088	249,952	551,435	951,701	14%
300	Student Support Services	4,000	16,637	53,300	(65,937)	416%
350	Instructional Support	9,970,993	2,718,599	7,615,277	(362,882)	27%
400	School Administration	3,255,591	730,428	2,030,042	495,120	22%
450	School Admin Support Staff	1,366,921	302,408	685,725	378,789	22%
510	District Administration	837,317	245,460	324,993	266,864	29%
511	Board of Education	577,041	197,635	20,077	359,329	34%
550	District Admin Support	2,510,976	1,102,833	1,470,136	(61,993)	44%
600	Maintenance & Operations	15,983,978	6,456,010	7,674,690	1,853,278	40%
700	Pupil Activity	1,620,784	278,133	232,033	1,110,618	17%
900	Transfer Out	600,000	-	-	600,000	0%
Total Expenditures		64,131,405	17,231,185	33,337,943	13,562,278	79%

**Northwest Arctic Borough School District
General Fund Revenue & Expenditures by Function
For Month Ending October 31, 2023**



**Northwest Arctic Borough School District
Board Expenditures
For Month Ending October 31, 2023**

		Approved <u>Budgeted</u>	<u>Year to Date Exp</u>	<u>Variance</u>	<u>% of Budget</u>
Expenditures by Object					
333	Board Stipends	79,000	26,000	53,000	33%
36?	Benefits	232,433	93,046	139,387	40%
410	Professional & Technical Services	125,500	32,947	92,553	26%
420	Travel	89,379	20,922	68,458	23%
450	Supplies	12,229	4,045	8,184	33%
490	Other Expenses (Dues & Fees)	38,500	20,675	17,825	54%
Total Expenditures		\$ 577,041.31	\$ 197,635.28	\$ 379,406.03	34%

333	Board Stipends	\$79,000
	6 Regular Meetings	\$79,000.00
	Board Retreat combined with Oct Meeting	
	Annual AASB Conference	

36?	Payroll Benefits	\$232,433.01
361	Insurance-Health & life - \$25,200 per member	\$222,534.31
362	Insurance-Unemployment .3%	\$0
363	Insurance-Workers Comp .57%	\$450.30
364	Retirement-FICA SS & Medicare-1.45% & 6.20%	\$4,988.40
366	Retirement-PERS-22%	\$4,460.00

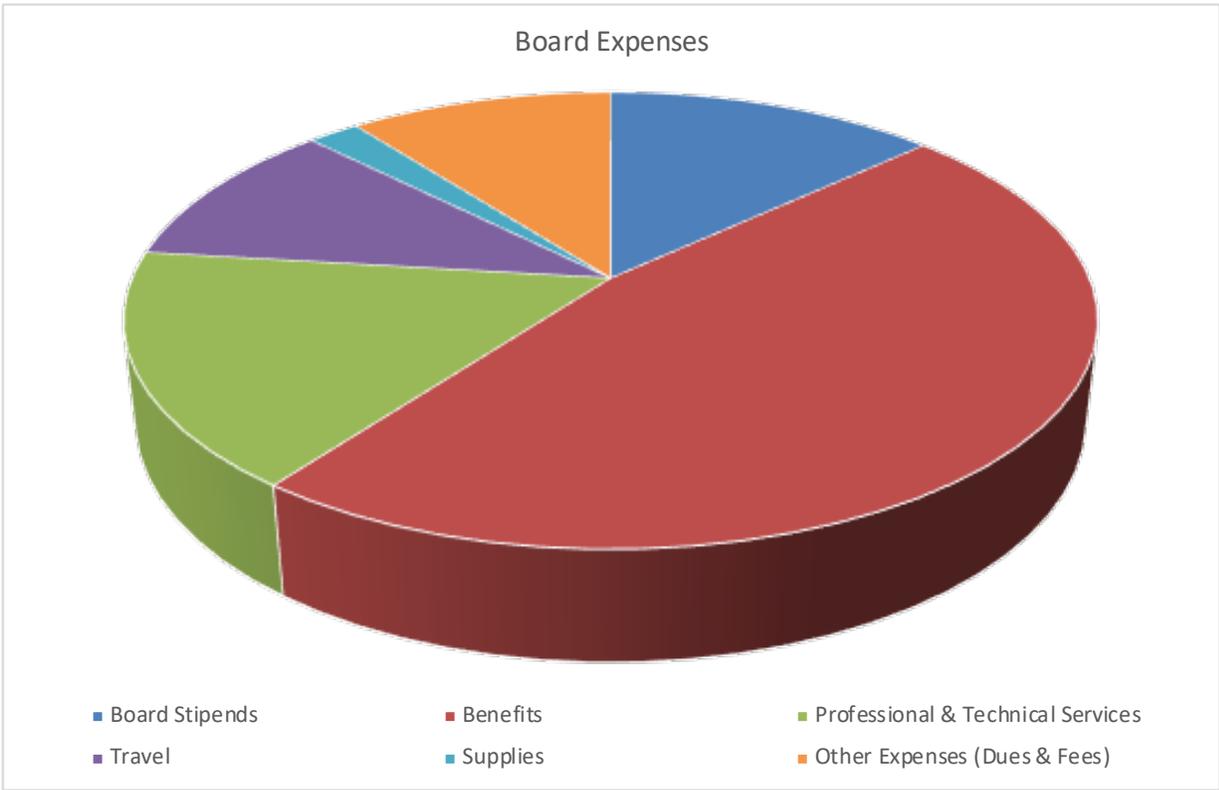
410	Professional & Technical Services	\$125,500
000.410	Miscellaneous Services and Training, AASB In-service Training	\$25,000
012.410	Lobbyists - J&H	\$89,500
013.410	Strategic Planning – Consulting - Evaluations	\$11,000

420	Travel & Per Diem	\$89,379
	6 Regular Meetings, half virtual	\$89,379
	Board Retreat combined with October Board Meeting	
	Annual AASB Conference	

4??	Miscellaneous Expenses	\$50,729
450	Supplies, Materials, Media-Supplies & Freight for Meetings	\$7,229
015.450	Supplies, Materials, Media-Supplies & Freight for ASC meeting	\$5,000
490	Other Expenses	\$38,500
	CEE Membership - \$18,000	
	AASB Fees - \$20,500	

Board	TOTAL	\$577,041
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**Northwest Arctic Borough School District
Board Expenditures
For Month Ending October 31, 2023**



	Fiscal Year	IILD GF Earnings	IILD CIP Earnings	Total Earnings	
1	FY19	\$ 112,675.74	\$ -	\$ 112,675.74	
2	FY20	\$ 134,699.78	\$ -	\$ 134,699.78	
3	FY21	\$ 1,694.94	\$ 2,564.11	\$ 4,259.05	
4	FY22	\$ 13,734.29	\$ 12,012.88	\$ 25,747.17	
5	FY23	\$ 316,919.38	\$ 17,754.50	\$ 334,673.88	
6	FY24	\$ 206,236.89	\$ -	\$ 206,236.89	Year to date
		\$ 785,961.02	\$ 32,331.49	\$ 818,292.51	



Northwest Arctic Borough School District

Bank Account Investment Options

\$10MM was used as the balance number to estimate the earnings if NWABSD decided to change their General Fund Bank account from a regular commercial account to one of the following: There are two main options; 1 – Government Advantage Interest Checking (GAIC) and 2 – Money Market Fund Sweep.

Option 1: Government Advantage Interest Checking (GAIC)

- This option is FDIC insured up to your limits and then collateralized on the dollars above that amount. The fees will be covered first with this account at 1.65% and then the excess dollars over what is needed to cover fees will earn 2.50% interest. Below is the breakdown of what that would look like money-wise.

Target Balance	\$2,500,000.00
Sweep amount	\$7,500,000.00
Current Monthly Fees	\$3,207.10
Less: Earnings Credit Amount	\$3,390.41
Interest Earned Amount	\$15,410.96

Option 2: Money Market Fund Sweep

- This option is an investment and only the funds held in the account to cover fees would be FDIC insured/collateralized. The link below gives you the current rates for each of the different Money Market Funds. The sample below is based off the 100% Treasury MMF which is the most conservative.

[Money Market Fund Rate Report - Allspring Global Investments](#)

Target Balance	\$1,850,000.00
Sweep amount	\$8,150,000.00
Current Monthly Fees	\$1,956.77
Monthly Recoupment	\$235.88
Monthly Sweep Fee	\$250.00
Total Monthly Fees	<u>\$2,442.65</u>
Less: Earnings Credit Amount	\$2,508.90
Less: Interest Earned Amount	\$32,957.26
Total Fees Net Interest & Earnings Credit	<u>\$32,957.26</u>

The bottom line is the sweep will earn the District more interest, but it is an investment so is not FDIC insured or collateralized.

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Government Advantage Checking account

Key features, only available to government entities

- Support depository needs while enjoying the potential benefits of **earnings credit allowance**
- **Earn interest** on unused balances

At the end of the month, we

1

Calculate

average positive collected and investible balances

2

Off-set fees

using your earning credit allowance

3

Pay interest

If your average positive collected balance **exceeds** the balance to offset fees, we **pay interest** on your unused balance using a competitive interest rate¹

or

Charge fees

If your average positive collected balance **does not meet** the required balance to offset fees, you are charged for the remaining fees²

¹ The unused balance equals your average positive collected balance less the balance needed to offset fees.

² The remaining fees equal the total fees less the earnings credit allowance.



Northwest Arctic Borough School District

FY25 Budget Development Schedule

<u>Date</u>	<u>Budget Process</u>
November	Directors/Departments are given their budget workbooks to use to develop their budgets for the next year
Early to Mid-December	Final Student Count is Verified by DEED from October 2023 Count.
Mid-December	Funding for FY24 school year is verified by DEED. Will inform NWAB of any changes.
January 1, 2024	Budgets due back from Directors/Departments
By February 1, 2024	Personnel and fixed costs are projected for FY25. Superintendent and Administration develop a preliminary budget.
February, 2024	Administration reviews, discusses, adjusts preliminary budget before Board presentation.
March, 2024	FY25 Operating Budget is presented to the School Board and adjusted at budget work session
March, 2024	Joint Session with Northwest Arctic Borough School District and Northwest Arctic Borough
April, 2024	FY25 Proposed Operating Budget is presented to the School board at the Regular School Board Meeting; as per Board Policy BP3000, the Board must adopt the annual budget by May 1 st
By May 1, 2024	Submit Adopted FY25 District Operating Budget to the Northwest Arctic Borough Mayor and Assembly
By July 15, 2024	Submit Adopted FY25 District Operating Budget to the State of Alaska Department of Education and Early Development

THIS SCHEDULE WILL CHANGE BASED ON THE APPROVED BOARD MEETING SCHEDULE AND DISTRICT NEEDS.

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PO Box 51 · Kotzebue, Alaska 99752 · Phone (907) 442-1800

NWABSD BOARD OF EDUCATION

Budget Committee Meeting

Conducted via Teleconference

Call 1-833-682-3239, enter code: 135-667-518#

Agenda

December 4, 2023

9:30 a.m.

- I. FY24 Financial Report as of October 31, 2023
- II. Banking Investment Options
- III. FY25 Budget Development Schedule
- IV. Action Items with Budget impact:
 - 24-058 FY24 Operating Budget Revision #2
 - 24-059 Contracted Business Services – Food Service
 - 24-061 Aligned Educational Resources
 - 24-062 Houghton Mifflin Harcourt
- V. Future Business:
 - FY25 Preliminary Budget
 - Food Service Cost Review

Committee Members:

Director of administrative Service: Megan Williams

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

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: December 05, 2023

NUMBER: 24-059

FR: Office of the Superintendent

SUBJECT: Approval of Contracted
Business Services; Food
Service

ABSTRACT:

Board approval is required for all contracts and agreements of \$ 50,000 or more.

ISSUE:

At issue is the approval of a Memorandum of Agreement (MOA) between NWABSD and Amber Colvin, DBA: Savory Solutions for Fiscal Year 2023-2024, not to exceed \$110,000 for contracted business services; Food Service contract.

BACKGROUND AND/OR PERTINENT INFORMATION:

The District is in need of contracted business services for Food Service Management. A permanent position has been posted since May of 2022, and previously contracted with a person in New York for under \$50k a year, and this contract worked while virtual reviews were approved, however, our District needs someone closer to the region to do in person site reviews and that is on the same daily schedule as our staff to respond to their needs timely.

Savory Solutions offers contracted business services for food service management at a reasonable daily rate and is located in Nome, AK, a short flight from our region. The District must employ or contract a Food Service Manager to comply with all of the requirements that the District's Food Service program brings (see attached list of duties).

Contracted Business Services for Food Service costs include payment at a daily rate of \$475 and reimbursement for out-of-pocket travel expenses, for the work associated with managing the District's Food Service program. The MOA, which includes costs for travel, is not to exceed \$110,000.

Funding Source: District Food Service Fund, supplemented by federal, grant, and general funds

ALTERNATIVES:

1. Approve the MOA for Contracted Business Services; Food Service with Savory Solutions not to exceed \$110,000 as presented;
2. Disapprove the MOA for Contracted Business Services; Food Service with Savory Solutions;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATIONS:

The administration recommends that the Board approve the MOA for Contracted Business Services; Food Service with Savory Solutions not to exceed \$110,000 as presentd.

MEMORANDUM

TO: NWABSD Board of Education Members **DATE:** December 05, 2023

NUMBER:24-061

FR: Office of the Superintendent

SUBJECT: Approval of Purchase; Aligned Education Resources

STRATEGIC PLAN/BOARD GOAL:

NWABSD Strategic Goal 2: Instructional Supports

ABSTRACT:

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

ISSUE:

At issue is the Board's approval of AK CLSD grant expenses from Aligned Educational Resources to provide decodable readers to support beginning readers in grades K-3 not to exceed \$150,000.

BACKGROUND AND/OR PERTINENT INFORMATION:

Aligned Educational Resources provides decodable readers organized into a system aligned by decodability percentage and in coordination with our current adopted K-5 literacy program, *Into Reading*. Aligned Educational Resources materials also follows the Structured Literacy and Science of Reading approach needed to support early literacy and Alaska Reads Act implementation. Decodable readers are organized by literacy developmental level and are to serve as a resource, supplement, and intervention for sites. The total purchase cost will not exceed \$230,000has budgeted.

These items were budgeted for and approved as part of our AK CLSD Literacy grant application through the Alaska Department of Education & Early Development.

Funding: State AK Literacy Grant Fund 305, ESSER III

ALTERNATIVES:

1. Approval of purchase supplemental decodable reader libraries for all sites to support students in grades K to grade 3 from Aligned Educational Resources for an amount not to exceed \$230,000 as presented.
2. Disapproval of purchase, supplemental decodable reader libraries for all sites to support students in grades K to grade 3 from Aligned Educational Resources for an amount not to exceed \$230,000
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the board approves the purchase supplemental decodable reader libraries for all sites to support students in grades K to grade 3 from Aligned Educational Resources for an amount not to exceed \$230,000 as presented.



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Board Policy Committee Meeting Agenda

December 4, 2023

11:00 a.m.

1. Review of proposed Board Policy Revisions.
 - a. AR 3305 Electronic Fund Transaction
 - b. BB 9250 Remuneration, Reimbursement, and other Benefits
 - c. BP 3290 Gifts, Grants and Bequests
 - d. BP 3305 Electronic Fund Transaction
 - e. BP 3311 Bids
 - f. BP 3312 Contracts/Memoranda of Agreements
 - g. BP 3470 Fund Balance Classification
 - h. BP 5040 Student Nutrition and Physical Activity
 - i. FY24 Policy Review December Committee
2. BP Revisions that were on the June Board Meeting agenda for first reading were never put out for public comments, therefore they will be put on the next Board Meeting agenda for Second Reading/Adoption.
3. Discussion: Selection of Student Representative to the Board of Education.
President Hansen suggests the Board Policy Committee discuss prior to selection.

Committee Members: Ellen Coffin, Marie Greene, Millie Hawley, Carol Schaeffer

Director of Technology: Amy Eakin

Secretary for Superintendent/Board: Shayne Schaeffer

# & Link	Policy Title	Reason for Change	AASB	Admin Review	Committee Meeting Review	1 st Reading	2 nd Reading
0000 VISION-PHILOSOPHY-GOALS-OBJECTIVES & COMPREHENSIVE PLANS							
1000 COMMUNITY RELATIONS							
2000 ADMINISTRATION							
3000 BUSINESS & NONINSTRUCTIONAL OPERATIONS							
BP 3290 BP-3290 - Gifts, Grants and Bequests - NWABSD.docx	GIFTS, GRANTS AND BEQUESTS	1/2022 - To ensure appropriate oversight, this update establishes that all donations greater than \$1,000 shall be brought before the Board. It also states that the Superintendent may apply for special revenue grants.	Required Review	Reviewed 11/2/2023; Q on Board accepting all grants; follow up scheduled 11/14/2023; READY FOR COMMITTEE			
BP 3305 BP-3305 - Electronic Fund Transactions - AASB.docx AR-3305 - Electronic Fund Transactions - AASB.docx	ELECTRONIC FUND TRANSACTIONS	Not currently adopted; review along with the AR		Review with Admin; Scheduled for 11/9/2023 – READY FOR BP COMMITTEE			
BP 3311 BP-3311 - Bids - NWABSD.docx	BIDS	F2023 - This update includes a list of items that are exempt from normal purchasing procedures. Items on this list may be removed (and be subject to normal purchasing procedures) at a Board's discretion.	Optional Review	Scheduled for 11/9/2023; – READY FOR BP COMMITTEE			
BP 3312	CONTRACTS	F2023 - This update includes a provision that states an agreement or a contract may not be	Optional Review	Re-Scheduled			

# & Link	Policy Title	Reason for Change	AASB	Admin Review	Committee Meeting Review	1 st Reading	2 nd Reading
BP-3312 - Contracts - NWABSD.d ocx		enforced by a district unless it was validly entered into under District policy. It also requires that the Superintendent or designee sign all contract entered into by the District.		for 11/14/2023; READY FOR COMMITTEE			
BP 3315 BP-3315 - Relations with Vendors - NWABSD.d ocx	RELATIONS WITH VENDORS	1/2022 - This update adds a conflict of interest provision for awards with federal funds.	Required Review	Re-Scheduled for 11/14/2023; READY FOR COMMITTEE			
BP 3470 BP-3470 - Fund Balance Classification - NWABSD.d ocx	FUND BALANCE CLASSIFICATION	2/2022 - This update clarifies the definition of the committed fund balance and assigned fund balance. It also adds reference to the DEED Uniform Chart of Accounts.	Required Review	Scheduled for 11/16/2023; READY FOR COMMITTEE	Not required/needed	Not Required	Not Required
4000 PERSONNEL							
5000 STUDENTS							
BP 5040 BP-5040 - Student Nutrition and Physical Activity - NWABSD.d ocx	STUDENT NUTRITION AND PHYSICAL ACTIVITY	***Per Policy - The district must conduct an assessment of wellness policy every 3 years, at a minimum. The assessment must determine: compliance with the wellness policy, how the wellness policy compares to model wellness policies, and progress made in attaining the goals of the wellness policy. The policy must be updated as appropriate.***	Required Review	Re-Scheduled for 11/14/2023; READY FOR COMMITTEE			
6000 INSTRUCTION							

Model Policy

AR 3305 ELECTRONIC FUND TRANSACTIONS

Internal Accounting

ACH accounting methods shall follow the established and approved Northwest Arctic Borough School District accounting procedures.

Accounting Process

Note: The following accounting process is optional and can be revised to reflect district practice.

1. The Superintendent or designee shall prepare a list of vendors authorized to be paid by ACH transaction and provide that list to the .Accounts Payable.
2. Accounts Payable shall initiate the transaction upon receipt of an invoice approved by the appropriate district official.
3. The appropriate district official will initiate the electronic transaction with the vendor, and make the actual transfer of funds.
4. The Superintendent or designee shall retain all ACH transaction documents for audit purposes.

Added 1/09

9/92

BB 9250 REMUNERATION, REIMBURSEMENT, AND OTHER BENEFITS

Note: [A.S. 14.14.140](#) authorizes the School Board to compensate its members as provided by board resolution. The following optional bylaw may be revised or deleted to reflect district philosophy and needs.

Compensation

Board members are entitled to an honorarium of \$250.00 per day the Board is conducting board approved District business. District business is defined as: regular meetings, special meetings, work sessions, budget hearings, NWABSD committee assignment, official assignments such as regular meetings of the Association of Alaska School Boards and National Association of School Boards appointments; and attendance at a convention, conference, workshop or similar gathering as allocation in the Board's budget allows.

Board members who are required to travel from their normal place of residence for District business shall be entitled to actual transportation, hotel expenses and per diem. Per diem shall be at the rate of sixty dollars for all travel within the boundaries of the School District and eighty dollars for all travel outside the boundaries of the School District.

Health and Welfare Benefits

Board members may participate in the health and welfare benefits program as provided for district employees.

The district shall pay the cost of all premiums required for Board members electing to participate in the district health and welfare benefits program.

Legal Reference:

ALASKA STATUTES

[14.14.140](#) *Restriction on employment*

Adoption Date: May 23, 1995

Revised: July 26, 2011

Revised: April 27, 2021

Northwest Arctic Borough School District

BP 3290 GIFTS, GRANTS and BEQUESTS

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

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

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

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

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

(cf. 3430 - Investing)

(cf. 3440 - Inventories)

Adopted: February 25, 1994

Revised:

Northwest Arctic Borough School District

Model Policy

BP 3305 ELECTRONIC FUND TRANSACTIONS

Note: The following optional policy is for use by districts utilizing an automated clearing house or "ACH." ACH is a national and governmental organization that has authority to process electronic payments, including, but not limited to, the national automated clearing house association and the federal reserve system. Some federally mandated transactions require that public funds be disbursed through electronic payment, debit, or credit transfer using an ACH.

The Northwest Arctic Borough School District, through resolution of the School Board, shall be a party to an Automated Clearing House (ACH) arrangement. The Superintendent or designee, shall be responsible for the district's ACH agreements, including payment approval, accounting, reporting, and generally for overseeing compliance with the ACH policy.

Internal Accounting

The Superintendent or designee, shall be responsible for development and maintenance of appropriate accounting controls to monitor the use of ACH transactions.

(cf. BP 3110 - Transfer of Funds)

(cf. BP 3300 - Expenditures/Expending Authority)

Added 1/09

9/92

BP 3311 BIDS

All purchase orders with an estimated cost of \$50,000 or more shall be competitively bid using formal bidding procedures and a recommendation as to the award shall be brought to the Board for their approval.

All purchase orders with an estimated cost of \$10,000 but less than \$50,000 shall require written price quotes from an adequate number of qualified sources. If the lowest price quote is not selected the reasons shall be given in writing and forwarded to the purchasing office.

Each purchase order shall encompass all costs associated with the item to determine if written price quotes or formal bid procedures are required. Segmented purchases will be combined to determine when Board approval is required.

With the exception of Board approval purchases under the following circumstances are exempt from the provisions of this policy:

1. in an emergency;
2. available from one source;
3. purchased from other governmental agencies.

The Superintendent or designee shall establish procedures to implement these requirements. Prior to any purchase, the District should review the federal funding award or grant to determine if it requires compliance with OMB's procurement procedures.

Performance bonds may be required for all contracts, or when the quantity of the amount of money is in excess of \$50,000.

Under no condition shall bids be accepted after the advertised bid opening time, regardless of whether the bids are actually opened at that time.

Purchases Made Under Federal OMB Funding Awards

All bids under Federal awards must be made in accordance with the standards set forth in [2 CFR 200.320](#). One of the following five methods of procurement shall be used for each purchase under a federal award:

1. Micro-purchases: Less than \$3,000 (\$2,000 for purchases subject to the Davis-Bacon Act)
 - a. No competitive quotes required
 - b. Purchases should be spread among qualified suppliers

2. Small Purchases: Between \$3,000 and \$150,000
 - a. Rate quotes must be obtained from an adequate number of qualified sources
 - b. Quotes can be obtained from suppliers or from public websites
3. Sealed bids: Purchases more than \$150,000
 - a. Two or more qualified bidders are required
 - b. Bids must be publicly advertised and solicited from adequate suppliers
 - c. Lowest bidder for the fixed price contract with specific requirements shall be awarded the contract
4. Competitive Proposals: Purchases more than \$150,000
 - a. A written policy must be adopted for conducting technical evaluations of reviewing proposals and selecting the recipient
5. Sole Source: Purchases of any amount that meet one of the following four requirements
 - a. Good/service is only available from a single source
 - b. Only one source can provide the good/service in the time frame required
 - c. Written pre-approval from the Federal awarding agency
 - d. Competition is deemed inadequate, after solicitation attempts through one of the other methods

To ensure that good value is received for funds expended, specifications shall be carefully designed and shall describe in detail the quality, delivery and service required.

Minority Bidding

When procuring contracts under federal awards set forth in [2 CFR 200.320](#), the District must take affirmative steps to utilize minority businesses, women's business enterprises, and labor surplus area firms when possible. Affirmative steps must include:

1. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
2. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
3. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
4. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;

5. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and

6. Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.

Exemptions

The following items are exempted from formal purchasing procedures:

- A. Instructional materials for which purchasing guidelines have been established by School Board Policy in BP 6161.1(a); or
- B. In-service presenters, speakers, or curriculum, instruction, or staff development experts selected for particular and unique expertise; or
- C. Professional or consultant services such as medical, legal, negotiation, technical, or educational, not including architectural/engineering design services; or
- D. Professional or consultant services (such as property and casualty insurance) purchased jointly with Local, State, or Federal agencies; or
- E. Public services, utilities or energy-related expenses, site licenses, upgrades, maintenance contracts, and specialized services, software, or equipment where no competition exists (single source) or the District has established a need for standardization of equipment, supplies, or services; or
- F. Emergency supplies or supplies and equipment that augment previously purchased items of a similar nature whereby the District would incur substantial costs to switch products or product lines; or
- G. Purchases involving replacement of equipment where similar equipment is being traded in; or
- H. Purchases involving items regulated by Fair Trade Statutes; or
- I. Purchases made through cooperative purchasing agreements, existing Federal/State or inter-district contracts including GSA pricing; or when cooperatively bidding with other public agencies; or
- J. Contracts or purchases when time is of the essence for reasons of health or safety, or to comply with legal requirements in a timely manner.
- K. Proprietary (sole-source) items or services or items that are only available from a single source.

When applicable, prior to any purchase, the District should review the federal funding award or grant to determine if it requires compliance with Uniform Guidance OMB's procurement procedures.

(cf. 9270 - Conflict of Interest)

(cf. 4030 - Nondiscrimination in Employment)

(e. 3310 – Purchasing Procedures, Procurement)

Legal Reference:

ALASKA STATUTES

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

[14.14.060](#) (h) *Procurement of supplies and equipment*

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

[14.03.085](#) *Procurement preference for recycled Alaska products*

[29.71.050](#) *Procurement preferences for recycled Alaska products*

[35.15](#) *Construction Procedures*

[36.15.020](#) *Use of local agricultural and fisheries products required in purchases with state money*

ALASKA ADMINISTRATIVE CODE

[4 AAC 27.085](#) *Competitive pupil transportation proposals*

[4 AAC 31.080](#) *Construction and acquisition of public school facilities*

CODE OF FEDERAL REGULATIONS

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

[FAIRBANKS NORTH STAR BOROUGH SCHOOL DISTRICT v. BOWERS](#), 851 P.2d 56 (Alaska 1992)

Adopted: February 25, 1994

Revised: June 09, 2015

Revised: January 30, 2018

Revised: November 15, 2019

Revised:

Northwest Arctic Borough School District

BP 3312 CONTRACTS/MEMORANDA OF AGREEMENTS

The Superintendent, or his/her designated certifying officer(s), shall be empowered to enter into and execute a Memorandum and Contractual Agreements (MOA).

MOA's in amounts of \$50,000 or less shall be authorized by the Superintendent, or his/her designee. All agreements over \$50,000 and/or where implied liability cannot be determined will be brought to the Board for prior approval.

To determine if Board approval is needed for a specific project, all associated costs, not limited to fees and reimbursable expenses, must be included in the MOA.

Contracts for services under the following provisions are exempt from this policy:

1. in an emergency (health-life, safety);

MOA's that have been exempted from this policy will be reported to the Board at the next regular Board Meeting.

(cf. 3300 - Expenditures/Expending Authority)

Contracts between the district and outside agencies shall conform to standards required by law and shall be prepared under the direction of the Superintendent or designee. Contracts, where appropriate, shall be submitted to the legal advisor of the district for review and approval.

A contract for professional and technical services or other purchased services or any amendment to a professional and technical services or other purchased services contract may not be enforced against the District unless its terms have been approved in accordance with Board Policy and Administrative Regulations and unless the contract or amendment(s) to the contract has been verified in writing that there are sufficient funds for the term of the contract.

All contracts, leases, and agreements shall be signed by the Superintendent or designee. The District shall execute all contracts, leases, and agreements.

The district shall not enter into any contract with a person, agency, or organization if it has knowledge that such person, agency or organization discriminates on the basis of race, color, creed, sex, religion, ancestry, national origin, age or nonjob-related handicap or disability, either in employment practices or in the provision of benefits of services to students or employees.

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

Legal Reference:

ALASKA STATUTES

[14.08.101](#) Powers

ALASKA ADMINISTRATIVE CODE

[4 AAC 27.085](#) Competitive pupil transportation proposals

[4 AAC 27.100](#) Contractor's duties

[4 AAC 31.065](#) Selection of designers and construction managers

[4 AAC 31.080](#) Construction and acquisition of public school facilities

CODE OF FEDERAL REGULATIONS

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

Adopted: February 25, 1994

Revised: June 09, 2015

Revised: March 30, 2018

Revised:

Northwest Arctic Borough School District

BP 3470 FUND BALANCE CLASSIFICATION

Note: *This policy is consistent with the requirements of the Government Accounting Standards Board (GASB) Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions. The policy allows a school board to have greater control over the district's fund balances by addressing the order of spending.*

Neither this policy nor GASB Statement No. 54 preclude the calculation required to be made in the Auditor's Report on Fund Balance Compliance as required by [4 AAC 06.121\(5\)\(A\)](#)

The Board desires to establish a fund balance classification policy tailored to the needs of the School District in a manner consistent with governmental accounting standards. As provided for in Governmental Accounting Standards Board (GASB) Statement No. 54, the Board identifies the order of spending unrestricted resources applying the highest level of classification of fund balance, while honoring constraints on the specific purposes for which amounts in those fund balances can be spent.

It is the responsibility of the Superintendent or designee to make recommendations to the Board regarding fund balance designations. Formal Board action is required to establish, modify, and/or rescind a committed fund balance amount.

Fund Balance Classifications

Fund balances will be classified as follows:

- A. Nonspendable fund balance - The nonspendable fund balance classification includes amounts that cannot be spent because they are either: (a) not in spendable form; or, (b) legally or contractually required to be maintained intact. This includes items not expected to be converted to cash, including inventories, prepaid expenses, supplies, and long-term receivables, and the principal of a permanent fund.
- B. Restricted fund balance - The restricted fund balance classification is utilized when constraints (restrictions) placed on the use of resources are either: (a) externally imposed by creditors, grantors, contributors, or governmental laws or regulations; or, (b) imposed by law through constitutional provisions or enabling legislation. This includes "categorical balances."
- C. Committed Fund Balance - The committed fund balance classification reflects amounts that can only be used for specific purposes determined by formal action of the Board. Commitments may be removed or changed by formal Board action. This classification also includes contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements. Any remaining excess fund balance in a special revenue or capital projects fund at fiscal year end shall be a committed fund balance and designated for the intended purpose of that special revenue or

capital project fund. Such fund balances shall be carried over to the ensuing fiscal year as Committed Fund Balance.

- D. Assigned Fund Balance - The assigned fund balance classification reflects amounts intended to be used by the district for specific purposes. Intent can be expressed by the Board or by the Superintendent, having been designated such authority. In governmental funds other than the general fund, assigned fund balance represents the amount that is not restricted or committed.
- E. Unassigned Fund Balance - The unassigned fund balance classification is the residual classification for the general fund and includes all amounts not contained in the other classifications. Positive unassigned amounts will be reported only in the general fund. If another governmental fund, other than the general fund, has a fund balance deficit, then it will be reported as a negative amount in the unassigned classification of that fund.

Spending Prioritization

The order of spending regarding the restricted and unrestricted fund balances, when an expenditure is incurred for which both restricted and unrestricted fund balance is available, should first reduce restricted fund balance and then unrestricted fund balance. The order of spending regarding unrestricted fund balance is that committed amounts should be reduced first, followed by the assigned amounts, and then the unassigned amounts when expenditures are incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

The Board authorizes the Superintendent to assign amounts to a specific purpose in compliance with GASB 54. An unassigned fund balance should also be reported in the order of spending unrestricted resources, but is not restricted or committed.

Legal Reference:
DEED Uniform Chart of Accounts

Adopted: July 26, 2012

Revised:

Northwest Arctic Borough School District

BP 5040 STUDENT NUTRITION AND PHYSICAL ACTIVITY

Note: This policy was developed by the State of Alaska Obesity Prevention and Control Program and the Alaska Department of Education & Early Development Child Nutrition Program and meets all federal requirements for Local School Wellness Policies. It is intended to provide a framework for developing a wellness policy. The policy adopted by your School Board must be developed with the involvement of the identified advisory group discussed in Section A.

The School Board recognizes that schools are in a position to promote healthy lifestyle choices by students that can affect their lifelong wellness. Therefore the School District will provide environments that promote and protect children's health, well-being, and ability to learn by supporting healthy eating, physical, and subsistence activity.

The School Board understands that:

- (a) Teaching about food and nutrition should support students in both the local community and other community contexts.
- (b) Traditional knowledge of food and harvesting teaches values and skills to all Alaskan students.
- (c) Food nutrition should link students positively to their cultures and ways of life in Alaska or countries of origin.
- (d) Tribal governments and tribal members have extensive indigenous nutrition, scientific, resource management, and legal knowledge about harvesting foods.
- (e) Offering subsistence and local food harvesting opportunities contributes to nutritional health, but also supports cultural identity, improved physical and mental health, and deepens students understanding of an ecosystem.
- (f) Familiar and cultural foods can create cultural safety and contribute to a positive learning environment.

Schools will provide nutrition promotion and education, physical education, and other school-based activities to foster lifelong habits of healthy eating and physical activity, and will establish linkages between nutrition education, school meal, and local food programs.

(cf. 1020 – Youth Services)

A. Planning and Periodic Review by Stakeholders

The school district and when appropriate individual schools within the district will create or work with an existing advisory group that will assist in developing,

implementing, monitoring, reviewing and, as necessary, revising school nutrition and physical activity goals.

The school district will permit and encourage the participation of students, parents, food service personnel, School Board members, school administrators, school health professionals, physical education teachers, local SNAP-Ed coordinators and other interested community members in the advisory group. The district will promote opportunities to participate in the advisory group at least once a year through parent and stakeholder communication, which may include newsletters, public announcements, web-postings, parent communication, etc.

The school district will provide the advisory group with appropriate information and clear guidelines to assist in the development and/or revision of relevant policies and nutrition and physical activity goals. Goals will be based on available scientific evidence for improving school nutrition and physical activity programs. Goals and progress toward achievement will be presented to the School Board on an annual basis.

School districts will add in a pathway during planning to submit a local foods nutritional plan and an opportunity to determine how donated local foods can meet with occupational health and safety regulations.

(cf. 1000 – Concepts and Roles)

B. Nutrition

All foods available in district schools during the school day shall be offered to students with consideration for promoting student health and reducing childhood obesity.

All foods and beverages provided through the National School Lunch or School Breakfast Programs shall meet nutritional requirements of the National School Lunch Act. ([7 C.F.R. Parts 210](#) and [220](#)) To the extent practicable, all schools in the district will participate in available federal school meal programs.

All other foods and beverages made available on school campus (including, but not limited to vending, franchise vendors, concessions, a la carte, student stores, classroom parties, fundraising, and foods and beverages that are not for sale) during the school day, between the hours of 12:00 AM and 30 minutes after the conclusion of the instructional day, shall meet nutritional requirements of the National School Lunch Act, Nutrition Standards for All Foods Sold in Schools also known as Smart Snacks in School. For the purpose of this policy, the school campus is defined as all property under the jurisdiction of the school district that is accessible to students.

Schools will provide students with access to a variety of affordable, nutritious and appealing foods that meet the health and nutrition needs of students; will accommodate, as much as possible, the religious, ethnic, and cultural diversity of the student body in meal planning; and will provide clean, safe and pleasant settings and adequate time for students to eat.

Traditional cultural foods may be exempted from the nutritional requirements when offered free of charge and for educational purposes. Traditional cultural foods offered for sale or as a part of the school breakfast or lunch program must meet nutritional requirements.

Foods and beverages will not be offered as a reward for students' performance or behavior.

Schools will provide free potable water in the place where meals are served and elsewhere throughout the school buildings.

When practicable, Alaska farm and fish products will be utilized in meals and snacks.

Schools will encourage all students to participate in federal school meal programs and protect the identity of students who eat free and reduced priced meals.

Schools will encourage all students to eat healthy and nutritious meals within the school dining environment and will, to the extent practicable, involve students in menu planning.

To the extent practicable, schools will schedule lunch as close to the middle of the school day as possible. Schools are encouraged to provide opportunities for mid-morning or mid-afternoon healthy snack breaks.

Schools will limit food and beverage marketing on campus to the promotion of foods and beverages that meet the National School Lunch Act, Nutritional Guidelines for All Foods Sold in Schools.

Schools will work to provide age-appropriate nutrition education as part of the health and physical education curricula that respects and integrates the cultural practices of students. Schools will provide opportunities for students to practice nutrition and harvesting skills both inside and outside the school setting. The District will seek to provide evidence-based nutrition education curricula and intergenerational knowledge on local foods that fosters lifelong healthy eating behaviors integrated into comprehensive school health education.

To the extent practicable:

(a) Students in grades pre-K-12 shall receive nutrition education that teaches the skills needed to adopt lifelong healthy eating behaviors.

(b) Classroom nutrition education shall be reinforced in the school dining room or cafeteria setting as well as in the classroom, with coordination among the nutrition service staff, administrators, local advisory group, and teachers.

(c) Students shall receive consistent nutrition messages from schools and the district. This includes in classrooms, on field trips, cafeterias, outreach programs and other school-based activities.

(d) Nutrition education shall be taught by a certified/licensed health education teacher, and should include input and guest instruction by a locally endorsed Elder or culture bearer.

(e) Schools will strive to establish or support opportunities to learn about local plants, harvesting, hunting and gardening to provide students with experiences in planting, harvesting, preparing, serving and tasting healthy, nutritious and Alaskan foods.

(cf. 0210 – Goals for Student Learning)

(cf. 3550 – Food Service)

(cf. 3551 – Food Service Operations)

(cf. 3552 – Regular Lunch Program)

(cf. 3553 – Free and Reduced Price Meals)

(cf. 3554 – Other Food Sales)

C. Mandatory Physical Activity

Pursuant to [AS 14.30.360](#), a district shall establish guidelines for schools in the district to provide opportunities during each full school day for students in grades kindergarten through 8 for a minimum of 90 percent of the daily amount of physical activity recommended for children and adolescents in the physical activity guides by the Centers for Disease Control and Prevention. The time provided for physical activity may involve physical education classes and unstructured physical activity, such as recess. The district shall adopt guidelines that allow students to be excused from physical activity due to medical and health and safety reasons, such as inclement weather.

Note: Section D: Physical Activity and Section E: Physical Education are optional policies that provide physical education and physical activity goals that meet the requirements of state and federal law. The District's policies may differ from Sections D and E provided the policies meet the requirements of [AS 14.30.360](#), as described in Section C: Mandatory Physical Activity Guidelines.

D. Physical Education

Physical education will be closely coordinated with the overall school health program, especially health education, so that students thoroughly understand the benefits of being physically active and master the self-management skills needed to stay active for a lifetime.

To the extent practicable, all schools will provide daily physical education opportunities for all students. All elementary students will be provided at least the National Association for Sport and Physical Education (NASPE) recommendation of 150 minutes of physical education per week, for the entire school year.

Middle and high school students shall be provided at least the National Association for Sport and Physical Education (NASPE) recommendation of 225 minutes of physical education per week, for the entire school year.

All elementary and middle-school students will be required to participate in physical education for all years of enrollment through middle school. All high school students shall be required to participate in physical education for one full year. Physical education shall be exclusive of health education and shall be available for all four years of high school. Each district/school will adopt a physical education curriculum that aligns with the Alaska State Standards for Physical Education for grades K-12, with grade level benchmarks. The curriculum shall be reviewed in accordance with the regular curriculum review and adoption schedule of the District.

E. Physical Activity

All students in grades kindergarten through eight will be provided with at least 54 minutes each day of physical activity. This time may be accumulated throughout the school day and may include physical education, recess and classroom based activities. Whenever possible, all students shall be given opportunities for physical activity through a range of programs including, but not limited to, intramurals, interscholastic athletics and physical activity clubs. Elementary students will be provided at least 20 minutes each day of structured, active recess. Classroom based physical activity is encouraged and counts toward the 54 minute requirement as long as it does not replace recess.

When practicable, recess shall be scheduled before lunch periods and take place outdoors.

Indoor and outdoor facilities shall be available so that physical activity is safe and not dependent on the weather. Physical activity equipment shall be age-appropriate, inviting, and available in sufficient quantities for all students to be active. Equipment shall be inspected regularly (at least weekly) for safety and replaced when needed.

Using physical activity as punishment, or withholding physical activity/physical education time as a means of discipline, is prohibited.

The district/school will promote strategies/events designed to generate interest in and support active transport to school (walking school busses, 'bicycle trains,' Walk/Bike to School Day, Safe Routes to School Programs).

Schools are encouraged to negotiate mutually acceptable and fiscally responsible arrangements with community agencies and organizations to keep school spaces and facilities available to students, staff, and community members before, during, and after the school day, on weekends, and during school vacations.

(cf. 1330 – Community use of school facilities)

F. Communication with Parents

The district/school will regularly, at least annually, inform and update the public, including students, parents, and the community, about the content, implementation of, and progress towards goals in this policy. Parents will be actively notified through email or other notification processes and provided access to this policy and all subsequent reports and updates.

The district must make available to the public the wellness policy, including any updates to and about the wellness policy, at least annually. The district must also make available the 3 year assessment described in Section G, including progress toward meeting the goals of the policy.

The district/school will support the efforts of parents to provide a healthy diet and daily physical activity for their children. Schools will encourage parents to pack healthy lunches and snacks and to refrain from including beverages and foods that do not meet nutrition standards. The district will provide parents & the public with information on healthy foods that meet the requirements of the National School Lunch Act, Nutrition Standards for All Foods Sold in Schools also known as Smart Snacks in School, and ideas for policy compliant foods for vending, concessions, a la carte, student stores, classroom parties and fundraising activities.

The district/school will provide information about physical education and other school-based physical activity opportunities before, during and after the school day; and support the efforts of parents to provide their children with opportunities

to be physically active outside of school. Such supports will include sharing information through a website, newsletter, or other take-home materials, special events, or physical education homework.

(cf. 6020 – Parent Involvement)

G. Monitoring, Compliance and Evaluation

The superintendent or designee will ensure compliance with established district-wide nutrition and physical activity wellness policies and administrative regulations. Administrative regulations may be developed to ensure that information will be gathered to assist the School Board and district in evaluating implementation of these policies and to ensure that necessary documentation is maintained in preparation for the triennial administrative review conducted by Child Nutrition Programs, Department of Education & Early Development.

The Superintendent or designee will designate one or more persons to be responsible for ensuring that each school within the district complies with this policy, and that school activities, including fundraisers and celebrations, are consistent with district nutrition and physical activity goals.

The School Board will receive an annual summary report on district-wide compliance with the established nutrition and physical activity policies, and the progress made in attaining the district nutrition and physical activity goals, based on input from the schools within the district. The report will also be distributed to advisory councils, parent/teacher organizations, school principals, and school health services personnel, and will be made available to the public.

The district must conduct an assessment of wellness policy every 3 years, at a minimum. The assessment must determine: compliance with the wellness policy, how the wellness policy compares to model wellness policies, and progress made in attaining the goals of the wellness policy. The policy must be updated as appropriate.

Legal Reference:

UNITED STATES CODE

Richard B. Russell National School Lunch Act, [42 U.S.C. 1751-1769j](#)

Child Nutrition Act of 1996, [42 U.S.C. 1771-1793](#)

CODE OF FEDERAL REGULATIONS

[7 C.F.R. Parts 210](#) and [220](#), National School Lunch Program and Breakfast Program

FEDERAL REGISTER

Nutrition Standards for All Foods Sold in Schools (“Smart Snacks in School”), Vol. 78, No. 125, Part II, Department of Agriculture (2013)

ALASKA STATUTES

[AS 14.30.360](#) *Health education curriculum; physical activity guidelines*

ADOPTED: MAY 03, 2006

Revised: September 29, 2015

Revised: May 01, 2018

Revised: August 25, 2020

Revised:

Northwest Arctic Borough School District



NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

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

NWABSD BOARD OF EDUCATION LOBBYING COMMITTEE MEETING

Conducted via Teleconference
Call 1-833-682-3239, Enter code: 374 437 247#

Agenda

December 4, 2023
2:15 p.m.

- I. Lobbyist Update
- II. Priorities update – State and Federal
- III. Dates for Juneau Lobbying (AASB Legislative Fly-In, February 10-13)
- IV. Questions/Comments

Committee Members: Alice Adams, Marie Greene, Margaret Hansen, Millie Hawley, Tillie Ticket

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.

MEMORANDUM

TO: Lobbying Committee

DATE: December 04, 2023

FR: Office of the Superintendent

SUBJECT: Lobbyist Update

- Slow season, but the pace will begin to pick up soon.
- Representative Baker is the new representative for the region.
- Budget due out by Dec. 15, 2023 and will provide a summary.
- First day of session January 16, 2024, with all bills from last session still in play, like half-time. All funding bills still in play.
- Priorities are set and we are ready to go.
- New capital and major maintenance lists are out and included with this update. Deering School K-12 is in the top 5 for construction.

Oil and Revenue:

Oil trending above projections for current fiscal year. OPEC still restricting output some projections above \$100 a barrel by 2024 due to increased turmoil and war (Ukraine and Israel).

\$67 a barrel to break even for FY 24. \$73 dollars gives a surplus of \$305.5 million. Currently around \$90 a barrel. Average at \$90 a barrel is an extra 1 billion in revenue.

New Fall forecast for projected oil prices, oil production, and state revenue will be out in December, this is in part what the legislature bases budget funding on.

CALENDAR:

- November 20:
 - Statewide Broadband Advisory Board; 10 am to 11 am, info [HERE](#)
 - **House Transportation:** "Presentation: Port MacKenzie re: Rail Extension" w. AKRR, MSB; Anchorage LIO, 1:00 pm
- December 5: **House Labor & Commerce**; Anchorage LIO, 2:00 pm:
 - [HB115](#) Naturopaths: Licensing; Practice (Prax)
 - [HB100](#) Paid Family Leave (Armstrong)
 - [HB186](#) Volunteer Labor Compliance Officer Program (H L&C)
- December 6:
 - Commonwealth North: "Alaska State Legislators Meet & Greet;" Dena'ina Center, 12 Noon to 1:30 pm, register [HERE](#)
 - Task Force on Child Care; 12 Noon to 1:30 pm, info [HERE](#)
- December 6-8 – Alaska Municipal League "2023 Local Government Conference;" Dena'ina Center, agenda [HERE](#), info [HERE](#)
- December 8-9 School Law & Equity Day – Clarion Suites, Anchorage
- December 11 – **House Labor & Commerce** Executive Session: "Alaska Gasline Development Corporation" (AGDC); Anchorage LIO, 1 pm.
- December 15 – Deadline for Gov. Dunleavy to release proposed FY25 budget bills

- December 18 – Statewide Broadband Advisory Board; 10 to 11 a.m., info [HERE](#)
- January 16, 2024 – First Day of Second Regular Session of the 33rd Alaska State Legislature
- January 30 – 15th day of session, Supplemental bill introduced
- February 14 – 30th day of session, Governor’s Amended budget introduced
- April 14 – 90th day of session, statutory end of session
- May 15 – 121st day of session, constitutional end of session if extended

Christina Hess, Reggie Joule and John Walsh



NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT



Inuunialiptigun Atautchikun

Margaret Hansen, School Board President
Terri Walker, Superintendent
Box 51 • Kotzebue, AK 99752
907.442.1802
twalker@nwarctic.org

Serving the communities of:
Ambler • Buckland • Deering • Kiana • Kivalina • Kobuk
Kotzebue • Noatak • Noorvik • Selawik • Shungnak

2032 Students

92% Alaska Native

100% Free & Reduced Lunch

360 Migrant

242 Special Needs

368 Employees

205 Certified

163 Classified

39,000 Sq. Mi.

13 Schools in 11 Villages

FY24 Legislative Priorities

Funding for Alaska’s Public Schools

- Investing in our schools through increased funding and resources is an investment in our future.
- Adequate school funding is essential to provide students with a high-quality education, equipping them with the skills and knowledge they need to succeed in an ever-evolving world. By allocating more resources to our schools, we can
 - reduce class sizes
 - hire and retain highly qualified educators
 - provide access to a well-rounded education, including extracurricular activities, advanced courses, and support services
 - update and maintain facilities
 - invest in technology and modern teaching tools
 - provide supportive programs that address the diverse needs of our students

Ultimately, when we prioritize school funding, we empower our students to reach their full potential, strengthen our communities, and build a brighter future for all.

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



NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

Hiring and Retaining Highly Qualified Teachers

Ensuring that we have the necessary funding to hire and retain highly qualified teachers is a critical investment for the future of our communities and the State of Alaska.

- Quality education begins with quality educators
- These dedicated professionals shape the lives of our students and prepare them for the challenges of tomorrow.

By providing the financial resources needed to attract and retain the best teachers, we not only enhance the learning experience for our students but also strengthen our educational system.

Well-compensated and highly motivated educators are more likely to stay in the profession, leading to a stable and experienced teaching workforce. This will create an excellent educational experience that benefits students, schools, and the broader community.

As legislators, your support for funding to hire and retain highly qualified teachers is an investment in our children's futures, and it's an investment we wholeheartedly endorse and appreciate.

Broadband Capacity and Affordability

Students cannot achieve excellence in education without adequate and affordable internet access in their schools and homes.

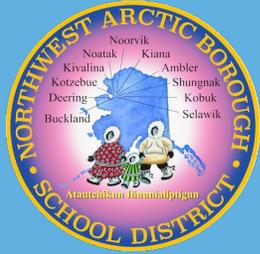
The equity implications of unequal access to internet and broadband capacity have been brought into sharper focus as schools have been awarded high dollar Emergency Connectivity Fund monies. This fund provides access to reliable internet and adequate broadband capacity to connect student homes only until December 2023. After this point, rural homes will once again be unable to afford internet the more than \$1,700/month cost in their homes.

Schools have also been throttled well below the 2014 FCC goals for internet with a School Broadband Assistance Grant (BAG) that only funds 25Mbps per school instead.

In addition, schools are working to create safer environments online and protect all student and staff data with cybersecurity plans and policies. School districts need a sustainable source of funding to implement and plan for future broadband use. E-Rate needs to continue to fund internet and hardware as well as adding the data protection component of cybersecurity.

In the long term, we urge Alaska's elected leaders to address the existing inequity in broadband capacity and internet access for all Alaska students and families by improving community broadband infrastructure, coordinating funded projects, and lowering families' costs. The School Broadband Assistance Grant (BAG) needs to be increased minimally to allow all schools to get to the 2014 FCC Broadband goals. In addition, E-Rate needs to support cybersecurity costs for all schools.

In the short term, Legislature must quickly address the cost of Cybersecurity for the next E-Rate funding year. The State of Alaska USF (Universal Service Fund) should be reformed to help anchor institutions pay for broadband as other states are doing. Supporting broadband through Alaska USF monies could help to fund the increase School BAG mentioned above.



NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

Capital Funding for Schools

In 2022 the Governor vetoed \$63M of \$100M for School Major Maintenance. This veto meant that none of the NWABSD capital projects (roofs, HVAC, etc.) were funded. In 2023, of \$30 million in funding for school maintenance projects (funding the first eleven projects on the list) the Governor vetoed \$ 10.4 million, leaving funding for only the first five on the maintenance list. Again, the NWABSD missed the cut off for getting any funding for school repairs. Lack of funding for school construction projects further limited funding for school upgrades.

Starting in 1998 the District began the upgrade of every school in the District. Twenty-five years has passed and it is time to continue the renewal of schools as they age. The following are projects prioritized for FY 25 state funding.

Deering K-12 School (\$43.6 million) - not only has an exterior envelop and mechanical system that are at the end of their useful life, the school population has grown so that the school is now at 128% over capacity and projected to grow to 169% in five years. Unfortunately, the existing school site has no area available for expansion. In addition, the building is 44 years old. The best solution is a new school on a new site as soon the DOT road to the airport is completed.

Davis Ramoth K-12 School Renewal in Selawik (\$9.6 Million)- will replace building components that are beyond their useful life. The fire suppression system which is now so old repair parts are no longer available and fire alarm is no longer automatic. The controls for the heating system on longer function and the heating system is “running wild.” Diligent maintenance over the years has addressed interior conditions but HVAC, DDC and fire protection systems required additional funding.

Districtwide Fire System Repair and Replacements (\$6 million) – The fire protection systems at five schools are so out dated repair parts are no longer available and the systems are unreliable.

June Nelson Elementary Roof (\$3.5 million) - is 20 years past its useful life. The District found other funds for JNES gym roof but additional assistance is needed to replace the roof over the original school to protect the structure below.

Districtwide DDC Controls (\$9 million) - New DDC systems are needed throughout the District to maintain and control heat. This will reduce operating and maintenance costs while improving building comfort for occupants.

Know that the District continually seeks other sources of funding to support school capital needs. For example, a Denali Commission grant was received to complete Buckland HVAC upgrades. The initial funding was a pass-through state grant from the Borough.



NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT Capital Project



Alaska Technical Center Family Housing

The Alaska Technical Center currently has a 40-bed dormitory located across the street from the ATC training facility. The 10,000 square foot, two-story building has 11 residential rooms on each floor that houses two training participants each.

ATC has been unable to meet the demand for family housing. ATC's demographic is no longer the just-out-of-high-school, single, mobile individual willing to share a typical dorm room with a roommate. It is now 30–50-year-old men and women looking to enter or reenter the workforce who require training. The demands of family, the time away, the uncertainty of support while away are all obstacles for individuals wishing to complete training. Families are unable to secure housing due to unavailability and affordability in the local housing market. Lack of adequate housing is an obstacle for individuals who wish to complete training to prepare themselves for the job market to support themselves and their families. Potential trainees are subsequently forced to postpone or cancel scheduled training plans.

Iñupiaq Values run strong. Hard Work, Sharing, Love of Children, Family Roles, Responsibility to Tribe, and modern-day Hunter Success, through gainful employment and support of one's family, contribute to the need to keep family units together as adults complete 8-10-12 or 14-week training. This bond and shared experience will keep families together and advance the employability of the residents of our region and the State.

IÑUPIAT	ILITQUSIAT
Iļisimatiq Uqapitāgmik	Knowledge of Language
Aatchuqtuutitq Avatmun	Sharing
Kamakutititq	Respect for Others
Savaqatigiyutitq	Cooperation
Piqpaksrititq Iļilgaanik	Love for Children
Kamakrsrititq Utuqqanaanik	Respect for Elders
Savaqutitq	Hard Work
Iļisimatiq Iļagiiġgmik	Knowledge of Family Tree
Paaqsaagatautaititq	Avoid Conflict
Kamakrsrititq Nutim Iñiqtanik	Respect for Nature
Kanjiqsimauraatitq Irrutchikun	Spirituality
Quvianniuhikun Tipsisaġititq	Humor
Anjuniālgutitq	Hunter Success
Anjayaqaaġitich Savaaksranjich	Family Roles
Kinjunigmi Suragatlasināititq	Domestic Skills
Atchksuatitq	Humility
Iñuuniatqatunik Ikayutititq	Responsibility to Tribe

NURSING, PROCESS TECH, EDUCATION, CONSTRUCTION TRADES & CULINARY ARTS



MEMORANDUM

TO: Superintendent

DATE: November 2023

FR: Director of Curriculum and Instruction

SUBJECT: Department Report

Tracy Bell, Director of Curriculum and Instruction, reports on the following:

1) Priorities

- a) NWABSD Strategic Goal 2: Instructional Supports
 - i) *Objective 1: Evaluation of Multi-Tiered Systems of Support (MTSS)*
 - (1) Multi-Tiered System of Support (MTSS)
 - (a) The district-level team receives training and support through the Alaska MTSS Refresh project. The project hopes to enhance the current district MTSS system and support teachers through renewed professional development efforts involving identifying and intervention efforts for students.
 - (b) The district-level team continues to develop a workflow for the MTSS process and incorporating state-created tracking paperwork into the Embrace data management system for MTSS.
 - (c) The Curriculum Department submitted a draft of the AK Reads Act MTSS plan due to the state September 1st. We are awaiting to hear back on approval or feedback for adjustments.
 - (d) Students will receive support in the fall based on previous progress/tier and data collected by the current classroom teacher. Parents will be notified if a student enters or exits Tier II or Tier III.
 - (i) HB114 (AK Reads Act)
 - 1. MTSS Plan
 - a. Benchmark (mClass/DIBELS 8) Data
 - b. Progress Monitoring
 - i. *Tier I; Progress Monitoring Cycle: Monthly*
 - ii. *Tier II; Progress Monitoring Cycle: Every Two Weeks*
 - iii. *Tier III; Progress Monitoring Cycle: Every Two Weeks*
 - c. Individual Reading Intervention Plans
 - d. Student Support
 - (2) Help Ticket System
 - (a) Open Tickets
 - (i) 08/31-188
 - (ii) 09/20- 220
 - (iii) 11/22-47; 15 Curriculum Department, 32 Staff Development
 - 1. Materials Requests
 - 2. Curriculum Platform Troubleshooting- mClass, ConnectEd (MyMath)
 - 3. Resignations – Curricular Access Removal
 - 4. New Hires- Curricular Access
- b) *Objective 2: Safe and Civil Schools Refresh*
 - i) Site and Instructional Support

- (1) Susan Isaacs conducts site visits to provide on-ground support and feedback of instructional staff and principals. During her visits, she actively evaluates school climate and schoolwide procedures to provide feedback for areas of improvement or support of the District Office.
 - (a) October 23-27: Susan Isaacs visited Buckland, JNES, and KMHS. She worked with the Curriculum Director for FY25 in-service plans and departmental instructional support planning.
 - (b) November 27-December 1: Susan Isaacs visits Selawik, JNES, and KMHS. Susan worked with the NWABSD Instructional Leadership Team for FY25 in-service feedback and review of schoolwide management plans. The Curriculum Department team received Professional Development on the STOIC leadership and classroom framework to support onboarding.

2) Instructional Support Staff

a) *Assistant Director of Curriculum and Instruction (Paulisa Scarlett, MBA)*

- a. Role: To assist the Director of Curriculum and Instruction with the operation of the Curriculum and Instruction Department in a manner that promotes the overall efficiency of the district.
 - i. Career Technical Education
 1. **Pathways**
 - a. Aviation Science Pathway has been conditionally approved as a pathway under Perkins.
 - b. Construction Pathway – Complete
 - c. Education & Training Pathway – Complete
 - i. Ed Rising has 10 participants and 3 advisors. On tract for Virtual State competition Feb 12-13, 2024. State Leadership Conference is Feb 22-23, 2024.
 - d. Culinary Pathway – Under Revision, current class expires 8/2024
 - e. Health Science Pathway- Under Revision, current class expires 8/2024
 2. Perkins V
 - a. Comprehensive Local Needs Assessment
 - i. Student Interest Survey was sent out on October 17th and closed Nov 1st. A total of 247 students and staff across the district responded for grades 6-12.
 - ii. In December a survey will go out to Community & Local Business Partners, the objective is to bridge the gap of skilled labor and education.
 - iii. This data will be used to align our CTE pathways with and workforce requirements from state, regional and tribal needs.
 - ii. CTE Professional Development
 1. Nov 28-Dec 3rd - ACTE National Conference Phoenix, AZ
 - a. Bradley Schott - Davis Ramoth School
 - b. Clay Beck – ATC Kotzebue
 - c. Ronnie Hawley – Kiana School
 - d. Paulisa Scarlett – attending Virtually.
 - iii. Safety
 1. Alice Training Certifications: 78 staff complete.
 2. CPR Training Certifications: 120+

3. AED Checks – Batteries and Pads will be mailed to each site. Nick and Mr. Kirkland will also replace pads as needed when they make site visits to conduct CPR/First Aid training.

b) *Staff Development Specialist-Iñupiaq Place-Based Science Curriculum (Zonda Martin)*

- a. Role: Develops, writes, and provides teacher support centered on the Iñupiaq Place-Based Science Curriculum.
 - i. Trainings
 1. October 18-21: Attended the National Indian Education Association Convention and Trade Show in Albuquerque.
 - ii. Curriculum Development: Reviews and writes Physical Science content to be embedded.

c) *Staff Development Specialist (Kimberly Addington)*

- a. Role: Ensure all instructional staff have the necessary skills, materials, and support for high-quality instruction. Assist the Director of Curriculum in successfully implementing a districtwide, culturally relevant curriculum.
 - i. Trainings
 - ii. Site Travel
 - iii. Teacher Support
 - iv. Curriculum Development

d) *Staff Development Specialist-Literacy (Kristen Woodie)*

- a. Role: To provide additional support in the ongoing professional development and to Support early literacy. To assist staff members with district initiatives including improving teacher practice and academic coaching.
- b. Funded by LIT Grant
 - i. Site Travel Reports
 - ii. Professional Development
 - iii. Parent Engagement
 - iv. Book Distribution
 - v. Instructional Support
 1. RTI/MTSS
 2. Literacy Coaching
 3. Other

e) *Reading Specialist (Vacant)*

- a. Role: To collaborate with Administration and Staff in the development of data-based instructional interventions and monitoring of students' response to interventions, utilizing District approved programs.
- b. Funded under CLSD Grant.
 - i. Moved to MOA w/SERRC, REL, or Region 16

3) Programs

a) Preschool (In Strategic Development)

- i) November 30th TS Gold benchmarks are due.

b) Iñupiatun Language & Place-Based Science Curricula Development

i) (In Strategic Development)

ii) **Indian Education Funding Available**

- (1) Placed Based Science Curriculum (Indian Ed Grant (360) -> Formula grant)

- (2) Classified Position rolled into the MOA w/IRAs Professional & Technical \$171,000
- (3) Supplies \$38,000
- (4) Certified EDCs \$9,500.00 (2x a year) Advisory Committees: Friday & Saturday.
- (5) Travel \$25,000
- (6) Staff Development Salary
- iii) **NWABSD ANEP Grant (3 Years)**
 - (1) Physical: Joy
 - (2) Project Manager: Tracy
 - (3) \$20,000 for translators.
 - (4) Place Based Curriculum Consultant
- iv) **Next Steps**
 - (1) Identify Language Bearer Team: People to be a part of writing that curriculum that know the area.
 - (2) Inupiaq Teachers serve as Cultural Activity Culture Bearers: for weaving in the cultural activities.
 - (3) Curriculum Organization; Pacing Guide, Scaffold, Lesson Plan, and Assessment
 - (4) Monies for the Regional Elders Council (4-5) to support curriculum.
 - (5) Present at REC and ILC for feedback and guidance.

4) Grants

a) Perkins (CTE) received an additional \$21,138.53 in funding.

b) Civics Engagement for Rural Alaskan Students (CERAS)

1. Project Outcomes/Objectives

a. Students

- i. 100% of participants report high interest in local, state, and national issues.
- ii. 100% of participants indicate plans to help others become knowledgeable about civics.

b. Curriculum

- i. Curriculum embedded pre/post assessments show user increase in Alaska Native government and civics knowledge.

c. Educators

- i. 100% of participants report increased confidence in pedagogical knowledge for teaching civics.
- ii. Annually, at least 25 participating teachers become highly qualified to teach civics in Alaska.

d. Youth Engagement

- i. Increase youth precinct workers over baseline 2022.
- ii. Increase in Alaska youth participation in elections over baseline in 2022.
- iii. Pre/post among participating students on a civics knowledge/interest/engagement survey.

2. District Opportunities

a. RTI/MTSS Registration

- i. 5 Initial Partners get up to 10 no cost registrations for RTI/MTSS 2024
- ii. Close-Up (Washington DC) 4/28 (6 days/5 nights)

c) Federal LIT Grant

- i) **Goal 1:** To provide relevant “take home” books to students 3 years old through grade 12 in NWABSD region twice during each academic year.
 - (1) Objective 1: In cooperation with teachers, administration, parents, and community develop annually a list of quality books for children ages 3- grade 12.
 - (2) Objective 2: To develop a reading activity for each set of books appropriate to content and age level.
 - (3) Objective 3: To develop related “home” activities for each set of books as outlined above.
 - (4) Objective 4: In cooperation with the teachers, teach the related lesson to each grade level of students prior to the book distribution.
 - (5) Objective 5: (Literacy Nights) In coordination with school libraries, twice annually each school will conduct parent/community sessions to discuss the book distribution and related activities.
 - (6) Objective 6: To distribute “take-home” books twice annually to 100% of the children age 3- grade 12 with accompanying “at-home” discussion and activity sheet.
 - (7) Objective 7: To provide an additional “take-home”, self-selected book per year for children age 3 to grade 12.
- ii) **Goal 2:** To provide literacy related professional development to NWABSD educators.
 - (1) Objective 1: To develop, deliver and support professional development in-service related to literacy best practices twice per academic year for NWABSD educators.
 - (2) Objective 2: To conduct developed literacy in-services twice per academic year at each NWABSD site. Literacy Specialists will visit each site 4 times per year to coach teachers within the literacy skills and strategies. The emphasis will be on researched best practices. Skills and strategies will focus on Literacy (reading, writing, speaking, listening and viewing). Each subsequent year adding a new emphasis of literacy but understanding the integration of each literacy area.
 - (a) Year 2 Focus: reading
 - (b) Year 3 Focus: writing
 - (c) Year 4 Focus: speaking
 - (d) Year 5 Focus: listening and viewing
- iii) **Goal 3:** To provide technology integration and support for literacy activities within NWABSD.
 - (1) Objective 1: To support an on-line literacy related web-based connection for parents and students to utilize at-home (Digital Library).
 - (a) Advertising our district platforms
 - (2) Objective 2: To investigate, procure and publish on-line professional development activities for all NWABSD educators.
- iv) **Goal 4:** To procure feedback from students, educators, and parents/community on the effectiveness of the Literacy Connections project.
 - (1) Objective 1: To develop an online survey/questionnaire for each group – students, educators, parents/community related to the book distributions (**2x per year**).
 - (2) Objective 2: To conduct the online surveys/questionnaires annually, compile results and use for refinement of the program.
 - (3) Objective 3: To develop and conduct an online survey annually for educators related to the professional development components.
- v) **Goal 5:** To decrease the percent of non-proficient students in language arts as measured on state testing.

- (1) Objective 1: To decrease the percent of non-proficient students by 2% per year as assessed on the annual district/state assessments.
- d) Comprehensive Literacy State Development (CLSD) Grant
- e) In Development
- i) Alaska Native Education Program (ANEP)
- (1) Creating Cultural Competence (C3)
- (a) **Goal 1: Increase the number of teachers and educational leaders from the Northwest Arctic Region.**
- (i) Objective 1: NWA students have the opportunity to learn about and experience education careers.
1. M: 21 NWABSD students join Educators Rising cohort over three years
 2. M: 75% of EdRising students attend a gathering in Kotzebue in Y2 & Y3
 3. M: 5 NWABSD students in Educators Rising attend the national ER conference each summer
 4. M: 75% of EdRising students have opportunities to explore teaching careers in the local context
- (ii) Objective 2: NWA students interested in education careers receive culturally grounded mentorship.
1. M: 21 NWABSD students participate in Aqqaluk Trust's after-school programming
 2. M: 100% of C3 participants attend a workshop on the context/history/importance of the "grow our own teachers" movement/work in NWA
- (iii) Objective 3: Hire a contractor to produce a campaign highlighting locally grown teachers/importance of teaching/"there's no better way to live out Inupiaq values than by being a teacher" (-Margaret Hansen)
1. M: Engage at least 3 local orgs to participate
 2. M: Engage at least 10 local individuals to participate (including educators and non-educators)
 3. M: Share campaign with all NWAB communities
- (iv) Objective 4: Support planning and pilot implementation of an education "pillar" at Alaska Technical Center (ATC).
1. M: Create a position at ATC dedicated to gathering data to inform what an education "pillar" at ATC could look like, including interviewing school staff and community members across the region to identify barriers to becoming certified teachers
 2. M: ATC staff issues a final report/proposal identifying pathways for students and adults to pursue education careers that ATC could implement
 3. M: Implement first steps toward a pilot education "pillar" in Y3.
- (v) Objective 5: Support NWA youth and adults through the path of becoming certified
1. M: Create a position at ATC dedicated to admin support & reducing barriers for individuals interested in working in education.
 2. M: Convene cohort of paraprofessionals and support them toward earning AA
 3. M: X% of participants in that cohort complete X# of AA courses
- (b) **Goal 2: Increase the number of students who report that their schools feel more culturally responsive.**

- (i) Objective 7: Teachers, educators and administrators in their first 5 years at NWABSD will have the opportunity to participate in a cohort-based program to learn about the culture of the community they teach in, and to develop a deeper understanding of their own racial, ethnic, and cultural identities and how those identities shape their values and assumptions about education.
 - 1. M: 45 teachers, educators, and administrators in their first 5 years at NWABSD will participate in the C3 program.
 - (ii) Objective 8: NWA students and educators have the opportunity to participate in cultural immersion experiences together.
 - 1. M: 45 students will participate in a culture camp each summer
 - 2. M: Students who attend camp will report increased cultural knowledge/skill sets, a stronger sense of cultural identity, and a deeper understanding of the local and regional cultures of NWA.
 - 3. M: 100% of C3 participants will participate in a culture camp.
 - (iii) Objective 9: C3 teachers have the opportunity to connect with local community mentors
 - 1. M: 90% of C3 teachers report doing 4 out-of-school activities with their mentor
 - 2. M: 90% of C3 teachers report inviting 4 community guests to the school to work directly with students (on a cultural activity, speak on a topic related to a standard/something being taught...)
 - 3. M: [X%] ASC committees participate in C3 educators' arrival
 - (iv) Objective 10: Teachers have opportunity to/are supported to incorporate more local knowledge, language and traditions into their classroom practices
 - 1. M: 100% of C3 teachers in their second year of the program complete a course that supports them in revising curriculum in culturally responsive ways
 - 2. M: X# of NWABSD teachers participate in Professional Learning Communities (PLCs) dedicated to developing Alaska Studies and history curriculum.
 - 3. M: X# of EdRising students participate in supporting curriculum revision (during PLCs?)
 - (v) Objective 11: C3 educators self-reflect on their own journeys of becoming more culturally responsive in supportive cohorts.
 - 1. M: 90% of C3 educators participate in two in-region midyear gatherings with their cohorts
 - 2. M: 100% of C3 educators who attend camp will pass the accompanying seminar in Multicultural Studies.
- (2) Place-Based Science Curriculum Development
- (a) Objectives in development.

MEMORANDUM

TO: Superintendent

DATE: November 2023

FR: Director of Curriculum and Instruction

SUBJECT: Program Adoption Update

a) Curriculum Review & Purchase Cycle

<i>Curriculum Area</i>	<i>Curriculum Review</i>	<i>Purchase Textbooks & Materials</i>	<i>Implementation</i>
Inupiaq Physical Science, Biology, and Environmental Science	2020-2025	Spring 2022-25 (Development)	2023-2026
Math	2023-2024	Spring 2024	2024-2025
Social Studies/Health	2025-2026	Spring 2026	2026-2027
Science K-8, HS Physics & Chemistry	2025-2026	Spring 2026	2026-2027
English Language Arts 7-12	2029-2030	Spring 2029	2030-2031
English Language Arts K-6	2029-2030	Spring 2029	2030-2031

Supplemental resources are reviewed and purchased as needed.

b) Current Adoption

i) **Preschool Curricula**

- (a) Samples Received: CKLA (Amplify), Ready to Advance (Benchmark Education_
- (b) Samples Pending: McGraw Hill
- (c) Samples Requested: The Creative Curriculum (Teaching Strategies), Frog Street

(2) **Adoption Committee Schedule**

- (a) Committee Applications Open: 12/06/2023
- (b) Committee Selection: 01/02-01/05
- (c) Samples Shipped for Committee Review: 01/08/2024.
- (d) Sample Review: 01/09-01/30
- (e) Committee Discussion Meetings: Determined by committee availability.

ii) **Math Review/Adoption**

- (1) Samples Received: Reveal Math (K-12) **, ST Math (K-6), iReady Classroom, GoMath (K-6)

(2) **Adoption Committee Schedule**

- (a) Committee Applications Open: 12/06/2023
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- (c) Samples Shipped for Committee Review: 01/08/2024.
- (d) Sample Review: 01/09-01/30
- (e) Committee Discussion Meetings: Determined by committee availability.

MEMORANDUM

TO: NWABSD Board of Education Members **DATE:** December 05, 2023

NUMBER:24-061

FR: Office of the Superintendent

SUBJECT: Approval of Purchase; Aligned Education Resources

STRATEGIC PLAN/BOARD GOAL:

NWABSD Strategic Goal 2: Instructional Supports

ABSTRACT:

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

ISSUE:

At issue is the Board's approval of AK CLSD grant expenses from Aligned Educational Resources to provide decodable readers to support beginning readers in grades K-3 not to exceed \$150,000.

BACKGROUND AND/OR PERTINENT INFORMATION:

Aligned Educational Resources provides decodable readers organized into a system aligned by decodability percentage and in coordination with our current adopted K-5 literacy program, *Into Reading*. Aligned Educational Resources materials also follows the Structured Literacy and Science of Reading approach needed to support early literacy and Alaska Reads Act implementation. Decodable readers are organized by literacy developmental level and are to serve as a resource, supplement, and intervention for sites. The total purchase cost will not exceed \$230,000has budgeted.

These items were budgeted for and approved as part of our AK CLSD Literacy grant application through the Alaska Department of Education & Early Development.

Funding: State AK Literacy Grant Fund 305, ESSER III

ALTERNATIVES:

1. Approval of purchase supplemental decodable reader libraries for all sites to support students in grades K to grade 3 from Aligned Educational Resources for an amount not to exceed \$230,000 as presented.
2. Disapproval of purchase, supplemental decodable reader libraries for all sites to support students in grades K to grade 3 from Aligned Educational Resources for an amount not to exceed \$230,000
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the board approves the purchase supplemental decodable reader libraries for all sites to support students in grades K to grade 3 from Aligned Educational Resources for an amount not to exceed \$230,000 as presented.

MEMORANDUM

TO: NWABSD Board of Education Members **DATE:** December 4, 2023

NUMBER: 24-062

FR: Office of the Superintendent

SUBJECT: Approval of Purchase; Houghton Mifflin Harcourt

STRATEGIC PLAN/BOARD GOAL:

NWABSD Strategic Goal 2: Instructional Supports

ABSTRACT:

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

ISSUE:

At issue is the Board's approval of AK CLSD grant expenses from Houghton Mifflin Harcourt to provide decodable readers to support beginning readers in grades K-3 not to exceed \$100,000.

BACKGROUND AND/OR PERTINENT INFORMATION:

Houghton Mifflin Harcourt provides coaching sessions to support the implementation, organization, and instructional decision making of our current adopted K-5 literacy program, *Into Reading*. Houghton Mifflin Harcourt's coaching sessions will center about supporting new teachers with fidelity to core implementation and supporting current teachers with materials, resources, and alignment to the Structured Literacy and Science of Reading approach needed to support early literacy and Alaska Reads Act implementation. The total purchase cost will not exceed \$100,000 has budgeted.

These items were budgeted for and approved as part of our AK CLSD Literacy grant application through the Alaska Department of Education & Early Development.

Funding: State AK Literacy Grant Fund 305

ALTERNATIVES:

1. Approval of purchase supplemental coaching services provided by Houghton Mifflin Harcourt for K-5 teachers not to exceed \$100,000 as presented.
2. Disapproval of purchase supplemental coaching services provided by Houghton Mifflin Harcourt for K-5 teachers not to exceed \$100,000.
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the board approves the purchase of purchase supplemental coaching services provided by Houghton Mifflin Harcourt for K-5 teachers not to exceed \$100,000 as presented.

*Northwest Arctic Borough School District
Northwest Arctic Borough
NANA Regional Corporation*

**JOINT MAINTENANCE/CONSTRUCTION
COMMITTEE MEETING**

**Monday, December 4, 2023
5:00 p.m.**

**Join via Teams
CALL-IN: 1-833-682-3239
CODE: 135 667 518#**

AGENDA

A. CALL TO ORDER

B. MOMENT OF SILENCE

C. ROLL CALL

Introduction of Staff & Guests

D. AGENDA APPROVAL

E. DISCUSSION ITEMS:

Capital Projects Report
Buckland HVAC

F. CLOSING COMMENTS

G. ADJOURNMENT

Co-Chairs: Marie Greene-NWABSD Board of Education & Austin Swan Sr.-NWAB Assembly

Committee Members: Elmer Armstrong Jr.-NWAB Assembly, Gloria Carter-NANA Board of Director, Margaret Hansen-NWABSD Board of Education, Joanne Harris-NWABSD Board of Education, Millie Hawley-NWABSD Board of Education, Crystal Johnson-NANA Board of Director, Reid Magdanz-NWAB Assembly, Walter Sampson-NWAB Assembly, and Myra Wesley-NANA Board of Director

MEMORANDUM

TO: Joint Maintenance/Construction Committee Members

DATE: December 4, 2023

FR: Office of the Superintendent

SUBJECT: Capital Projects Report

Capital Projects Managers, Dena Strait and Kathy Christy report on the following:

DEPARTMENT OF EDUCATION AND EARLY DEVELOPMENT (DEED): The Department of Education has announced the initial Capital Project priority lists for FY 25 grants. There is an appeal process and the list will be finalized in early February. The current ranks of NWABSD applications are as follows:

Major Maintenance

Davis-Ramoth K-12 School Renewal is ranked 3 on the Major Maintenance list. The two projects ahead of it total \$4.3 million. The total project amount is \$9,596,772 including a local share of \$1,884,834. This project has a good potential for funding to be received after July 1, 2024. Costs incurred prior to grant approval are potentially reimbursable.

HVAC Controls Upgrade at 8 Sites is ranked 21 with \$49,911,150 ahead of it. Total project is \$9,838,153 with \$1,967,631 match requirement.

June Nelson Elementary School Partial Roof Replacement ranked 45 at \$1,860,808 with \$373,162 match.

Districtwide Fire System Repair and Replacement 6 sites ranked 54 at \$3,731,750 and participating share of \$746,350.

School Construction

Deering K-12 School Replacement School is ranked 5 on the school construction list. The four projects ahead of Deering total \$163.5 million.

AHFC TEACHER HOUSING:

Kivalina – The District has two AHFC teacher housing grants for new duplexes at the new Kivalina site. AHFC agreed that solar panels did not need to be installed. Priority reinforcement was added to the utility lines and snow fencing was installed to help prevent storm damage. Inspection and audits are required for grant closeout. Inspection is scheduled in December.

Selawik – Work on the Selawik teacher housing project is nearing completion and inspection and audit will be coordinated with Kivalina project.

Buckland – AHFC has awarded grants to both the duplex partnered with the Borough and the District duplex. AHFC was delayed in issuing grant agreements. The agreement for the District duplex has been signed and the agreement for the joint project is close to execution. The AHFC contribution for each grant is \$700,000.

DEED PROJECTS

KIVALINA REPLACEMENT SCHOOL

Construction: The project is nearing closeout. The design team and Project Manager inspected the project in June and a very detailed punchlist of items remaining to be completed was produced. Deep snow delayed ASRC from corrective action until mid-July. This work was completed in October and the District's Construction Inspector confirmed that all punch items were completed with an on-site inspection. There was a remaining item associated with the waste water treatment plant and CRW Engineer, the system representative, and District maintenance met on-site in late October to resolve the issues and participate in additional training.

Percent for Art: Art is installed in the Commons and Gym. There is a balance remaining in the budget for art. The Project Manager is working with the community to complete the art requirement. The Ilakucaraq Program is interested in partnering with Kivalina High School students to produce artwork that focuses on cultural identity and they may have funds to contribute.

Grant Closeout: Although construction is complete, project closeout is an extended process requiring several months. Final payment to ASRC cannot be made until updated plans are received and approved by project architects. Closeout documents which include closeout approvals from several state agencies are required. Final review of all change orders and project expenditures by DEED is also a requirement. This work has begun.

A review of remaining obligation indicates the project will be under budget. **Any unused State funding must be returned to the State.** DEED reallocates unused grant funds to prioritized projects on the DEED CIP list. This could benefit the Selawik project as there are only \$4.3 million in projects ahead of it.

DEED funding provides 80% of the project funds. The local share of funding might be reallocated after the project is complete. However, the Borough provided the local share of funding through bonds and these funds could only be reallocated if allowed by the conditions of the bond and with Borough approval. The District Administration will work with the Borough to determine if this amount may potentially be available for other District capital projects.

FY-19 BOROUGH LEGISLATIVE GRANT – The Borough is providing pass-through state funding for two District projects.

Kivalina Vehicle Garage

Garage is in use. Installation of heating system remains to be completed.

Buckland HVAC Upgrade

A contract for Phase I of the Buckland HVAC Upgrade Project in the amount of \$845,136 was issued to Sturgeon Electric. This phase replaced the existing electric controls in the building with direct digital controls for the air handling units and main pumps in the building. It also installed variable frequency drives on various pumps and motors. This work was completed in October.

As the formally advertised request for proposals included the Phase II work, a change order for this work can be added to the Sturgeon contract for completion next summer if additional funding is available.

In July the Denali Commission announced that it would grant up to \$1,041,860 for additional work. This grant is in the process of being executed. The Denali grant does not cover the entire Ph II scope of work. An estimated \$430,000 is needed for boiler replacement to complete the full scope of work.

FUTURE CIP PROJECTS

DAVIS-RAMOTH K-12 SCHOOL RENEWAL – This project has good potential for FY25 state funding.

DEERING K-12 SCHOOL REPLACEMENT SCHOOL – Construction of new school is dependent on funding and schedule of new DOT airport road. Given the cost and scoring of projects ahead of Deering it may be several years before this project is funded.

OTHER POTENTIAL MAJOR MAINTENANCE PROJECTS – To be competitive for grant funding more specific documentation of deficiencies and cost estimates is required. CIP Manager will coordinate with Property Services to develop additional supporting information. Funding for on-site engineering evaluations will benefit the projects. It is recommended that the District advertise for a RFP for Term Contract for Engineering Services. This selects an engineering firm to be available to provide services for up to five years without additional competition. Costs of services will be identified as needed over the cost of the contract period.

ATC FAMILY HOUSING

The project is shovel ready awaiting funding.

VILLAGE IMPROVEMENT FUNDS

The deadline to apply for Borough VIF grant is December 15. The Fund has \$2 million available for allocation. This fund has been used to support priority NWABSD projects in the past.