

## **Board of Education Worksession**

Tuesday, December 5, 2023 8:30 AM

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

1. **8:30 a.m. Reports**

2. **11:00 a.m. Introduction and Comments from State Representative, Thomas Baker**

3. **1:15 p.m. Data Review**

4. **2:15 p.m. Action Item Review**

5. **3:15 p.m. Inupiaq Science Curriculum**

**Presenter:** Tracy Bell, Director

## MEMORANDUM

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**TO:** Joint Maintenance/Construction Committee Members

**DATE:** December 4, 2023

**FR:** Office of the Superintendent

**SUBJECT:** Capital Projects Report

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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.

**Alaska Department of Education and Early Development  
FY2025 Capital Improvement Projects  
Major Maintenance Grant Fund**

**Initial List**

<b>Nov 5 Rank</b>	<b>School District</b>	<b>Project Name</b>	<b>Amount Requested</b>	<b>Eligible Amount</b>	<b>Prior Funding</b>	<b>DEED Recommended Amount</b>	<b>Participating Share</b>	<b>State Share</b>	<b>Aggregate Amount</b>
1	Craig City	Craig Elementary and Middle School Rehabilitation, Supplemental	\$13,400,176	\$13,400,176	\$8,415,126	\$4,985,050	\$997,010	\$3,988,040	\$3,988,040
2	Yukon-Koyukuk	Allakaket K-12 School Copper Pipe Replacement	\$287,892	\$287,892	\$0	\$287,892	\$5,758	\$282,134	\$4,270,174
3	Northwest Arctic Borough	Davis-Ramoth K-12 School Renovation	\$9,596,772	\$9,424,172	\$0	\$9,424,172	\$1,884,834	\$7,539,338	\$11,809,512
4	Denali Borough	Tri-Valley School Partial Roof Replacement	\$2,263,988	\$2,249,219	\$0	\$2,249,219	\$449,844	\$1,799,375	\$13,608,887
5	Anchorage	Ptarmigan Elementary School Roof Replacement	\$2,991,230	\$2,991,230	\$0	\$2,991,230	\$1,046,930	\$1,944,300	\$15,553,187
6	Anchorage	Birchwood Elementary School Roof Replacement	\$3,008,175	\$3,008,175	\$0	\$3,008,175	\$1,052,861	\$1,955,314	\$17,508,501
7	Kenai Peninsula Borough	Homer High School Partial Roof Replacement	\$3,280,189	\$3,280,189	\$0	\$3,280,189	\$1,148,066	\$2,132,123	\$19,640,624
8	Anchorage	Northwood Elementary School Roof Replacement	\$1,495,296	\$1,495,296	\$0	\$1,495,296	\$523,354	\$971,942	\$20,612,566
9	Kuspuk	Johnnie John Sr. K-12 School Major Maintenance, Crooked Creek	\$2,009,216	\$1,989,549	\$0	\$1,989,549	\$39,791	\$1,949,758	\$22,562,324
10	Aleutians East Borough	Sand Point K-12 School Major Maintenance, Supplemental	\$6,811,429	\$6,811,396	\$2,968,577	\$3,842,819	\$1,344,987	\$2,497,832	\$25,060,156
11	Lower Kuskokwim	Bethel Campus Fire Pump House and Fire Protection Upgrades, Supplemental	\$3,441,629	\$3,441,629	\$2,982,088	\$459,541	\$9,191	\$450,350	\$25,510,506
12	Petersburg Borough	Petersburg High/Middle School Roof	\$4,306,542	\$4,272,898	\$0	\$4,272,898	\$1,495,514	\$2,777,384	\$28,287,890
13	Anchorage	Bayshore Elementary School Boiler Replacement	\$1,143,580	\$1,143,580	\$0	\$1,143,580	\$400,253	\$743,327	\$29,031,217
14	Nome City	Nome Beltz Jr/Sr High School Generator and Electrical Replacement	\$1,318,010	\$2,142,123	\$0	\$2,142,123	\$642,637	\$1,499,486	\$30,530,703
15	Lower Kuskokwim	Akula Elitnavik K-12 School Renovation, Kasigluk-Akula	\$6,355,832	\$5,775,602	\$0	\$5,775,602	\$115,512	\$5,660,090	\$36,190,793
16	Wrangell Borough	Wrangell Schools Renovations, 3 Sites	\$10,000,000	\$9,968,009	\$0	\$9,968,009	\$3,488,803	\$6,479,206	\$42,669,999
17	Anchorage	Government Hill Elementary School Roof Replacement	\$2,635,154	\$2,635,154	\$0	\$2,635,154	\$922,304	\$1,712,850	\$44,382,849
18	Nome City	Nome Beltz Jr/Sr High School Roof Replacement, Supplemental	\$6,026,434	\$6,026,434	\$2,233,488	\$3,792,946	\$1,137,884	\$2,655,062	\$47,037,911
19	Lower Yukon	Hooper Bay K-12 School Exterior Repairs	\$2,296,607	\$2,296,607	\$0	\$2,296,607	\$45,932	\$2,250,675	\$49,288,586
20	Yupit	Mechanical System Improvements, 3 Schools	\$635,269	\$635,269	\$0	\$635,269	\$12,705	\$622,564	\$49,911,150
21	Northwest Arctic Borough	HVAC Controls Upgrade, 8 Sites	\$9,838,153	\$9,838,153	\$0	\$9,838,153	\$1,967,631	\$7,870,522	\$57,781,672
22	Nenana City	Nenana School Flooring and Asbestos Abatement	\$548,871	\$548,871	\$0	\$548,871	\$27,444	\$521,427	\$58,303,099
23	Kuspuk	Jack Egnaty Sr. K-12 School Roof Replacement, Sleetmute	\$1,608,442	\$1,608,442	\$0	\$1,608,442	\$32,169	\$1,576,273	\$59,879,372

**Alaska Department of Education and Early Development  
FY2025 Capital Improvement Projects  
Major Maintenance Grant Fund**

**Initial List**

Nov 5 Rank	School District	Project Name	Amount Requested	Eligible Amount	Prior Funding	DEED Recommended Amount	Participating Share	State Share	Aggregate Amount
24	Kake City	Exterior Upgrades - Main School Facilities	\$351,797	\$351,797	\$0	\$351,797	\$70,359	\$281,438	\$60,160,810
25	Ketchikan Borough	Ketchikan High School Security Upgrades	\$485,609	\$485,609	\$0	\$485,609	\$169,963	\$315,646	\$60,476,456
26	Anchorage	Homestead Elementary School Roof Replacement	\$3,515,805	\$3,515,805	\$0	\$3,515,805	\$1,230,532	\$2,285,273	\$62,761,729
27	Anchorage	King Tech High School Roof Replacement	\$3,829,327	\$3,829,327	\$0	\$3,829,327	\$1,340,264	\$2,489,063	\$65,250,792
28	Kashunamiut	Chevak K-12 School Campus Renovation	\$32,497,916	\$32,497,916	\$0	\$32,497,916	\$649,958	\$31,847,958	\$97,098,750
29	Nenana City	Nenana School Boiler Replacement	\$206,846	\$206,846	\$0	\$206,846	\$10,342	\$196,504	\$97,295,254
30	Lower Yukon	Marshall K-12 School Emergency Tank Farm	\$1,809,501	\$1,809,501	\$0	\$1,809,501	\$36,190	\$1,773,311	\$99,068,565
31	Southeast Island	Thorne Bay K-12 School Mechanical Control Upgrades	\$1,438,929	\$1,438,929	\$0	\$1,438,929	\$28,779	\$1,410,150	\$100,478,715
32	Anchorage	Service High School Health and Safety Improvements	\$5,462,781	\$5,462,781	\$0	\$5,462,781	\$1,911,973	\$3,550,808	\$104,029,523
33	Haines Borough	Haines High School Roof Replacement	\$1,993,782	\$1,993,782	\$0	\$1,993,782	\$697,824	\$1,295,958	\$105,325,481
34	Aleutians East Borough	Sand Point K-12 School Pool Major Maintenance	\$102,608	\$102,608	\$0	\$102,608	\$35,913	\$66,695	\$105,392,176
35	Southeast Island	Thorne Bay K-12 School Fire Suppression System	\$1,375,906	\$1,375,906	\$0	\$1,375,906	\$27,518	\$1,348,388	\$106,740,564
36	Anchorage	Mears Middle School Heating Upgrades	\$575,376	\$575,376	\$0	\$575,376	\$201,382	\$373,994	\$107,114,558
37	Kenai Peninsula Borough	West Homer Elementary School North Wall Improvement	\$356,760	\$356,760	\$0	\$356,760	\$124,866	\$231,894	\$107,346,452
38	Kake City	Kake Career and Technical Education Building Rehabilitation	\$3,492,395	\$3,463,759	\$0	\$3,463,759	\$692,752	\$2,771,007	\$110,117,459
39	Denali Borough	Districtwide Electrical Code Upgrades	\$1,372,127	\$1,372,127	\$0	\$1,372,127	\$274,425	\$1,097,702	\$111,215,161
40	Haines Borough	Haines High School Locker Room Renovation	\$1,456,741	\$1,456,741	\$0	\$1,456,741	\$509,859	\$946,882	\$112,162,043
41	Anchorage	Mears Middle School Roof Replacement	\$6,403,930	\$6,403,930	\$0	\$6,403,930	\$2,241,375	\$4,162,555	\$116,324,598
42	Anchorage	Stellar Secondary School Fire Alarm	\$389,096	\$389,096	\$0	\$389,096	\$136,184	\$252,912	\$116,577,510
43	Nome City	Nome Elementary School Fire Alarm Replacement	\$562,735	\$562,735	\$0	\$562,735	\$168,820	\$393,915	\$116,971,425
44	Denali Borough	Tri-Valley School Septic System Upgrades	\$547,871	\$547,871	\$0	\$547,871	\$109,574	\$438,297	\$117,409,722
45	Northwest Arctic Borough	June Nelson Elementary School Partial Roof Replacement	\$1,860,808	\$1,860,808	\$0	\$1,860,808	\$372,162	\$1,488,646	\$118,898,368
46	Alaska Gateway	Tetlin K-12 School Renovation	\$2,072,902	\$2,072,902	\$0	\$2,072,902	\$41,458	\$2,031,444	\$120,929,812
47	Lower Yukon	LYSD Central Office Renovation	\$4,768,361	\$4,914,128	\$0	\$4,914,128	\$98,283	\$4,815,845	\$125,745,657
48	Lower Yukon	Hooper Bay K-12 School Emergency Lighting and Retrofit	\$234,545	\$234,545	\$0	\$234,545	\$4,691	\$229,854	\$125,975,511
49	Alaska Gateway	Tok K-12 School Partial Roof Replacement	\$544,789	\$544,789	\$0	\$544,789	\$10,896	\$533,893	\$126,509,404
50	Alaska Gateway	Northway K-12 School Mechanical Renovation	\$1,270,125	\$1,270,125	\$0	\$1,270,125	\$25,402	\$1,244,723	\$127,754,127

**Alaska Department of Education and Early Development  
FY2025 Capital Improvement Projects  
Major Maintenance Grant Fund**

**Initial List**

<b>Nov 5 Rank</b>	<b>School District</b>	<b>Project Name</b>	<b>Amount Requested</b>	<b>Eligible Amount</b>	<b>Prior Funding</b>	<b>DEED Recommended Amount</b>	<b>Participating Share</b>	<b>State Share</b>	<b>Aggregate Amount</b>
51	Lower Yukon	Scammon Bay K-12 School Emergency Lighting and Retrofit	\$119,467	\$119,467	\$0	\$119,467	\$2,389	\$117,078	\$127,871,205
52	Yupit	Tuluksak K-12 School Generator Replacement	\$161,487	\$161,487	\$0	\$161,487	\$3,230	\$158,257	\$128,029,462
53	Kodiak Island Borough	Chiniak K-12 School Water Code Compliance and Upgrade	\$157,201	\$157,201	\$0	\$157,201	\$55,020	\$102,181	\$128,131,643
54	Northwest Arctic Borough	Districtwide Fire Systems Replacement, 6 Sites	\$3,731,750	\$3,731,750	\$0	\$3,731,750	\$746,350	\$2,985,400	\$131,117,043
55	Southwest Region	Twin Hills K-12 School Renovation	\$6,738,352	\$6,738,352	\$0	\$6,738,352	\$134,767	\$6,603,585	\$137,720,628
56	Lower Kuskokwim	Akiuk Memorial K-12 School Renovation, Kasigluk-Akiuk	\$5,711,232	\$5,030,358	\$0	\$5,030,358	\$100,607	\$4,929,751	\$142,650,379
57	Lower Yukon	Scammon Bay K-12 School Exterior Upgrades	\$705,351	\$705,351	\$0	\$705,351	\$14,107	\$691,244	\$143,341,623
58	Petersburg Borough	Petersburg Gym Sewer Line Repair	\$571,270	\$477,671	\$0	\$477,671	\$167,185	\$310,486	\$143,652,109
59	Lower Kuskokwim	Bethel Regional High School Boardwalk Replacement	\$1,389,873	\$1,389,873	\$0	\$1,389,873	\$27,797	\$1,362,076	\$145,014,185
60	Yukon-Koyukuk	Roof Replacement, 3 Schools	\$2,122,364	\$2,122,364	\$0	\$2,122,364	\$42,447	\$2,079,917	\$147,094,102
61	Lower Kuskokwim	Gladys Jung Elementary School Heating Mains Replacement	\$1,188,713	\$1,188,713	\$0	\$1,188,713	\$23,774	\$1,164,939	\$148,259,041
62	Mat-Su Borough	Elevator Code And Compliance Upgrades, 6 Sites	\$1,612,539	\$1,721,599	\$0	\$1,721,599	\$602,560	\$1,119,039	\$149,378,080
63	Denali Borough	Generator Replacement, 3 Schools	\$2,657,110	\$2,657,110	\$0	\$2,657,110	\$531,422	\$2,125,688	\$151,503,768
64	Anchorage	Bear Valley Elementary School Domestic Water Replacement	\$2,665,758	\$2,665,758	\$0	\$2,665,758	\$933,015	\$1,732,743	\$153,236,511
65	Kake City	Kake High School Gym Floor Replacement	\$325,139	\$325,139	\$0	\$325,139	\$65,028	\$260,111	\$153,496,622
66	Fairbanks Borough	North Pole High School Mechanical and Electrical Upgrades	\$9,656,968	\$9,005,360	\$0	\$9,005,360	\$3,151,876	\$5,853,484	\$159,350,106
67	Southwest Region	EkwoK K-12 School Renovation	\$8,498,325	\$8,498,325	\$0	\$8,498,325	\$169,966	\$8,328,359	\$167,678,465
68	Nome City	Nome Beltz Jr/Sr High and Nome Elementary Secure Access and ADA Improvements	\$363,926	\$363,926	\$0	\$363,926	\$109,178	\$254,748	\$167,933,213
69	Nenana City	Nenana School Fire Suppression System Replacement	\$1,417,574	\$1,417,574	\$0	\$1,417,574	\$70,879	\$1,346,695	\$169,279,908
70	Saint Marys City	St. Mary's Campus Renewal and Repairs	\$1,054,393	\$1,054,393	\$0	\$1,054,393	\$105,439	\$948,954	\$170,228,862
71	Fairbanks Borough	Arctic Light Elementary School Exterior Renovation	\$8,908,517	\$8,373,816	\$0	\$8,373,816	\$2,930,836	\$5,442,980	\$175,671,842
72	Yupit	Tuluksak K-12 School Fuel Tank Replacement	\$4,955,370	\$4,955,370	\$0	\$4,955,370	\$99,107	\$4,856,263	\$180,528,105
73	Southeast Island	Port Alexander and Thorne Bay K-12 Schools Roof Replacement	\$172,716	\$172,716	\$0	\$172,716	\$3,454	\$169,262	\$180,697,367
74	Anchorage	Ptarmigan Elementary School Intercom Replacement	\$550,316	\$550,316	\$0	\$550,316	\$192,611	\$357,705	\$181,055,072
75	Southeast Island	Thorne Bay K-12 School Flooring Replacement	\$76,014	\$76,014	\$0	\$76,014	\$1,520	\$74,494	\$181,129,566

**Alaska Department of Education and Early Development  
FY2025 Capital Improvement Projects  
Major Maintenance Grant Fund**

**Initial List**

<b>Nov 5 Rank</b>	<b>School District</b>	<b>Project Name</b>	<b>Amount Requested</b>	<b>Eligible Amount</b>	<b>Prior Funding</b>	<b>DEED Recommended Amount</b>	<b>Participating Share</b>	<b>State Share</b>	<b>Aggregate Amount</b>
76	Kake City	Kake High School Plumbing Replacement	\$1,112,699	\$1,112,699	\$0	\$1,112,699	\$222,540	\$890,159	\$182,019,725
77	Kenai Peninsula Borough	Seward Middle School Exterior Repair	\$1,101,805	\$1,101,805	\$0	\$1,101,805	\$385,632	\$716,173	\$182,735,898
78	Ketchikan Borough	Houghtaling Elementary School Transformer Replacement	\$613,033	\$613,033	\$0	\$613,033	\$214,562	\$398,471	\$183,134,369
79	Mat-Su Borough	HVAC Control Upgrades, 5 Sites	\$10,618,114	\$10,457,788	\$0	\$10,457,788	\$3,660,226	\$6,797,562	\$189,931,931
80	Juneau Borough	Dzantik'i Heeni Middle School Roof Replacement	\$2,815,360	\$2,815,360	\$0	\$2,815,360	\$985,376	\$1,829,984	\$191,761,915
81	Ketchikan Borough	Schoenbar Middle School Gym Floor Replacement	\$777,625	\$777,625	\$0	\$777,625	\$272,169	\$505,456	\$192,267,371
82	Mat-Su Borough	Colony and Wasilla Middle Schools Partial Roof Replacement	\$4,514,921	\$4,820,279	\$0	\$4,820,279	\$1,687,098	\$3,133,181	\$195,400,552
83	Mat-Su Borough	Districtwide Generator Replacement, 7 Sites	\$6,760,486	\$9,119,183	\$0	\$9,119,183	\$3,191,714	\$5,927,469	\$201,328,021
84	Southeast Island	Thorne Bay K-12 School Underground Storage Tank Replacement	\$1,126,953	\$1,126,953	\$0	\$1,126,953	\$22,539	\$1,104,414	\$202,432,435
85	Juneau Borough	Riverbend Elementary School Roof Replacement	\$2,974,720	\$2,974,720	\$0	\$2,974,720	\$1,041,152	\$1,933,568	\$204,366,003
86	Southwest Region	Aleknagik K-12 School Renovation	\$9,794,638	\$9,794,638	\$0	\$9,794,638	\$195,893	\$9,598,745	\$213,964,748
87	Southeast Island	Port Alexander K-12 School Domestic Water Pipe Replacement	\$4,861,247	\$4,861,247	\$0	\$4,861,247	\$97,225	\$4,764,022	\$218,728,770
88	Lower Yukon	Kotlik and Pilot Station K-12 Schools Renewal and Repair	\$5,157,545	\$5,157,545	\$0	\$5,157,545	\$103,151	\$5,054,394	\$223,783,164
89	Fairbanks Borough	Tanana Middle School Classroom Upgrades	\$10,520,673	\$10,346,777	\$0	\$10,346,777	\$3,621,372	\$6,725,405	\$230,508,569
90	Fairbanks Borough	Weller Elementary School Classroom Upgrades	\$7,110,482	\$7,110,482	\$0	\$7,110,482	\$2,488,669	\$4,621,813	\$235,130,382
91	Fairbanks Borough	Anne Wien Elementary School Exterior Renovation	\$402,823	\$402,823	\$0	\$402,823	\$140,988	\$261,835	\$235,392,217
92	Fairbanks Borough	Pearl Creek Elementary School Classroom Upgrades	\$7,245,394	\$7,245,394	\$0	\$7,245,394	\$2,535,888	\$4,709,506	\$240,101,723
93	Lower Yukon	Sheldon Point K-12 School Exterior Repairs, Nunam Iqua	\$2,097,164	\$2,097,164	\$0	\$2,097,164	\$41,943	\$2,055,221	\$242,156,944
94	Fairbanks Borough	Anderson Crawford Elementary School Exterior	\$9,092,951	\$8,398,492	\$0	\$8,398,492	\$2,939,472	\$5,459,020	\$247,615,964
95	Fairbanks Borough	Lathrop High School Kitchen Upgrade	\$3,426,412	\$2,221,726	\$0	\$2,221,726	\$777,604	\$1,444,122	\$249,060,086
<b>Totals:</b>			<b>\$331,915,024</b>	<b>\$330,582,300</b>	<b>\$16,599,279</b>	<b>\$313,983,021</b>	<b>\$64,922,935</b>	<b>\$249,060,086</b>	

**Alaska Department of Education and Early Development  
FY2025 Capital Improvement Projects  
Major Maintenance Grant Fund**

**Initial List**

<b>Nov 5 Rank</b>	<b>School District</b>	<b>Project Name</b>	<b>Amount Requested</b>	<b>Eligible Amount</b>	<b>Prior Funding</b>	<b>DEED Recommended Amount</b>	<b>Participating Share</b>	<b>State Share</b>	<b>Aggregate Amount</b>
1	Craig City	Craig Elementary and Middle School Rehabilitation, Supplemental	\$13,400,176	\$13,400,176	\$8,415,126	\$4,985,050	\$997,010	\$3,988,040	\$3,988,040
2	Yukon-Koyukuk	Allakaket K-12 School Copper Pipe Replacement	\$287,892	\$287,892	\$0	\$287,892	\$5,758	\$282,134	\$4,270,174
3	Northwest Arctic Borough	Davis-Ramoth K-12 School Renovation	\$9,596,772	\$9,424,172	\$0	\$9,424,172	\$1,884,834	\$7,539,338	\$11,809,512
4	Denali Borough	Tri-Valley School Partial Roof Replacement	\$2,263,988	\$2,249,219	\$0	\$2,249,219	\$449,844	\$1,799,375	\$13,608,887
5	Anchorage	Ptarmigan Elementary School Roof Replacement	\$2,991,230	\$2,991,230	\$0	\$2,991,230	\$1,046,930	\$1,944,300	\$15,553,187
6	Anchorage	Birchwood Elementary School Roof Replacement	\$3,008,175	\$3,008,175	\$0	\$3,008,175	\$1,052,861	\$1,955,314	\$17,508,501
7	Kenai Peninsula Borough	Homer High School Partial Roof Replacement	\$3,280,189	\$3,280,189	\$0	\$3,280,189	\$1,148,066	\$2,132,123	\$19,640,624
8	Anchorage	Northwood Elementary School Roof Replacement	\$1,495,296	\$1,495,296	\$0	\$1,495,296	\$523,354	\$971,942	\$20,612,566
9	Kuspuk	Johnnie John Sr. K-12 School Major Maintenance, Crooked Creek	\$2,009,216	\$1,989,549	\$0	\$1,989,549	\$39,791	\$1,949,758	\$22,562,324
10	Aleutians East Borough	Sand Point K-12 School Major Maintenance, Supplemental	\$6,811,429	\$6,811,396	\$2,968,577	\$3,842,819	\$1,344,987	\$2,497,832	\$25,060,156
11	Lower Kuskokwim	Bethel Campus Fire Pump House and Fire Protection Upgrades, Supplemental	\$3,441,629	\$3,441,629	\$2,982,088	\$459,541	\$9,191	\$450,350	\$25,510,506
12	Petersburg Borough	Petersburg High/Middle School Roof	\$4,306,542	\$4,272,898	\$0	\$4,272,898	\$1,495,514	\$2,777,384	\$28,287,890
13	Anchorage	Bayshore Elementary School Boiler Replacement	\$1,143,580	\$1,143,580	\$0	\$1,143,580	\$400,253	\$743,327	\$29,031,217
14	Nome City	Nome Beltz Jr/Sr High School Generator and Electrical Replacement	\$1,318,010	\$2,142,123	\$0	\$2,142,123	\$642,637	\$1,499,486	\$30,530,703
15	Lower Kuskokwim	Akula Elitnavik K-12 School Renovation, Kasigluk-Akula	\$6,355,832	\$5,775,602	\$0	\$5,775,602	\$115,512	\$5,660,090	\$36,190,793
16	Wrangell Borough	Wrangell Schools Renovations, 3 Sites	\$10,000,000	\$9,968,009	\$0	\$9,968,009	\$3,488,803	\$6,479,206	\$42,669,999
17	Anchorage	Government Hill Elementary School Roof Replacement	\$2,635,154	\$2,635,154	\$0	\$2,635,154	\$922,304	\$1,712,850	\$44,382,849
18	Nome City	Nome Beltz Jr/Sr High School Roof Replacement, Supplemental	\$6,026,434	\$6,026,434	\$2,233,488	\$3,792,946	\$1,137,884	\$2,655,062	\$47,037,911
19	Lower Yukon	Hooper Bay K-12 School Exterior Repairs	\$2,296,607	\$2,296,607	\$0	\$2,296,607	\$45,932	\$2,250,675	\$49,288,586
20	Yupit	Mechanical System Improvements, 3 Schools	\$635,269	\$635,269	\$0	\$635,269	\$12,705	\$622,564	\$49,911,150
21	Northwest Arctic Borough	HVAC Controls Upgrade, 8 Sites	\$9,838,153	\$9,838,153	\$0	\$9,838,153	\$1,967,631	\$7,870,522	\$57,781,672
22	Nenana City	Nenana School Flooring and Asbestos Abatement	\$548,871	\$548,871	\$0	\$548,871	\$27,444	\$521,427	\$58,303,099
23	Kuspuk	Jack Egnaty Sr. K-12 School Roof Replacement, Sleetmute	\$1,608,442	\$1,608,442	\$0	\$1,608,442	\$32,169	\$1,576,273	\$59,879,372

**Alaska Department of Education and Early Development  
FY2025 Capital Improvement Projects  
Major Maintenance Grant Fund**

**Initial List**

Nov 5 Rank	School District	Project Name	Amount Requested	Eligible Amount	Prior Funding	DEED Recommended Amount	Participating Share	State Share	Aggregate Amount
24	Kake City	Exterior Upgrades - Main School Facilities	\$351,797	\$351,797	\$0	\$351,797	\$70,359	\$281,438	\$60,160,810
25	Ketchikan Borough	Ketchikan High School Security Upgrades	\$485,609	\$485,609	\$0	\$485,609	\$169,963	\$315,646	\$60,476,456
26	Anchorage	Homestead Elementary School Roof Replacement	\$3,515,805	\$3,515,805	\$0	\$3,515,805	\$1,230,532	\$2,285,273	\$62,761,729
27	Anchorage	King Tech High School Roof Replacement	\$3,829,327	\$3,829,327	\$0	\$3,829,327	\$1,340,264	\$2,489,063	\$65,250,792
28	Kashunamiut	Chevak K-12 School Campus Renovation	\$32,497,916	\$32,497,916	\$0	\$32,497,916	\$649,958	\$31,847,958	\$97,098,750
29	Nenana City	Nenana School Boiler Replacement	\$206,846	\$206,846	\$0	\$206,846	\$10,342	\$196,504	\$97,295,254
30	Lower Yukon	Marshall K-12 School Emergency Tank Farm	\$1,809,501	\$1,809,501	\$0	\$1,809,501	\$36,190	\$1,773,311	\$99,068,565
31	Southeast Island	Thorne Bay K-12 School Mechanical Control Upgrades	\$1,438,929	\$1,438,929	\$0	\$1,438,929	\$28,779	\$1,410,150	\$100,478,715
32	Anchorage	Service High School Health and Safety Improvements	\$5,462,781	\$5,462,781	\$0	\$5,462,781	\$1,911,973	\$3,550,808	\$104,029,523
33	Haines Borough	Haines High School Roof Replacement	\$1,993,782	\$1,993,782	\$0	\$1,993,782	\$697,824	\$1,295,958	\$105,325,481
34	Aleutians East Borough	Sand Point K-12 School Pool Major Maintenance	\$102,608	\$102,608	\$0	\$102,608	\$35,913	\$66,695	\$105,392,176
35	Southeast Island	Thorne Bay K-12 School Fire Suppression System	\$1,375,906	\$1,375,906	\$0	\$1,375,906	\$27,518	\$1,348,388	\$106,740,564
36	Anchorage	Mears Middle School Heating Upgrades	\$575,376	\$575,376	\$0	\$575,376	\$201,382	\$373,994	\$107,114,558
37	Kenai Peninsula Borough	West Homer Elementary School North Wall Improvement	\$356,760	\$356,760	\$0	\$356,760	\$124,866	\$231,894	\$107,346,452
38	Kake City	Kake Career and Technical Education Building Rehabilitation	\$3,492,395	\$3,463,759	\$0	\$3,463,759	\$692,752	\$2,771,007	\$110,117,459
39	Denali Borough	Districtwide Electrical Code Upgrades	\$1,372,127	\$1,372,127	\$0	\$1,372,127	\$274,425	\$1,097,702	\$111,215,161
40	Haines Borough	Haines High School Locker Room Renovation	\$1,456,741	\$1,456,741	\$0	\$1,456,741	\$509,859	\$946,882	\$112,162,043
41	Anchorage	Mears Middle School Roof Replacement	\$6,403,930	\$6,403,930	\$0	\$6,403,930	\$2,241,375	\$4,162,555	\$116,324,598
42	Anchorage	Stellar Secondary School Fire Alarm	\$389,096	\$389,096	\$0	\$389,096	\$136,184	\$252,912	\$116,577,510
43	Nome City	Nome Elementary School Fire Alarm Replacement	\$562,735	\$562,735	\$0	\$562,735	\$168,820	\$393,915	\$116,971,425
44	Denali Borough	Tri-Valley School Septic System Upgrades	\$547,871	\$547,871	\$0	\$547,871	\$109,574	\$438,297	\$117,409,722
45	Northwest Arctic Borough	June Nelson Elementary School Partial Roof Replacement	\$1,860,808	\$1,860,808	\$0	\$1,860,808	\$372,162	\$1,488,646	\$118,898,368
46	Alaska Gateway	Tetlin K-12 School Renovation	\$2,072,902	\$2,072,902	\$0	\$2,072,902	\$41,458	\$2,031,444	\$120,929,812
47	Lower Yukon	LYSD Central Office Renovation	\$4,768,361	\$4,914,128	\$0	\$4,914,128	\$98,283	\$4,815,845	\$125,745,657
48	Lower Yukon	Hooper Bay K-12 School Emergency Lighting and Retrofit	\$234,545	\$234,545	\$0	\$234,545	\$4,691	\$229,854	\$125,975,511
49	Alaska Gateway	Tok K-12 School Partial Roof Replacement	\$544,789	\$544,789	\$0	\$544,789	\$10,896	\$533,893	\$126,509,404
50	Alaska Gateway	Northway K-12 School Mechanical Renovation	\$1,270,125	\$1,270,125	\$0	\$1,270,125	\$25,402	\$1,244,723	\$127,754,127

**Alaska Department of Education and Early Development  
FY2025 Capital Improvement Projects  
Major Maintenance Grant Fund**

**Initial List**

<b>Nov 5 Rank</b>	<b>School District</b>	<b>Project Name</b>	<b>Amount Requested</b>	<b>Eligible Amount</b>	<b>Prior Funding</b>	<b>DEED Recommended Amount</b>	<b>Participating Share</b>	<b>State Share</b>	<b>Aggregate Amount</b>
51	Lower Yukon	Scammon Bay K-12 School Emergency Lighting and Retrofit	\$119,467	\$119,467	\$0	\$119,467	\$2,389	\$117,078	\$127,871,205
52	Yupit	Tuluksak K-12 School Generator Replacement	\$161,487	\$161,487	\$0	\$161,487	\$3,230	\$158,257	\$128,029,462
53	Kodiak Island Borough	Chiniak K-12 School Water Code Compliance and Upgrade	\$157,201	\$157,201	\$0	\$157,201	\$55,020	\$102,181	\$128,131,643
54	Northwest Arctic Borough	Districtwide Fire Systems Replacement, 6 Sites	\$3,731,750	\$3,731,750	\$0	\$3,731,750	\$746,350	\$2,985,400	\$131,117,043
55	Southwest Region	Twin Hills K-12 School Renovation	\$6,738,352	\$6,738,352	\$0	\$6,738,352	\$134,767	\$6,603,585	\$137,720,628
56	Lower Kuskokwim	Akiuk Memorial K-12 School Renovation, Kasigluk-Akiuk	\$5,711,232	\$5,030,358	\$0	\$5,030,358	\$100,607	\$4,929,751	\$142,650,379
57	Lower Yukon	Scammon Bay K-12 School Exterior Upgrades	\$705,351	\$705,351	\$0	\$705,351	\$14,107	\$691,244	\$143,341,623
58	Petersburg Borough	Petersburg Gym Sewer Line Repair	\$571,270	\$477,671	\$0	\$477,671	\$167,185	\$310,486	\$143,652,109
59	Lower Kuskokwim	Bethel Regional High School Boardwalk Replacement	\$1,389,873	\$1,389,873	\$0	\$1,389,873	\$27,797	\$1,362,076	\$145,014,185
60	Yukon-Koyukuk	Roof Replacement, 3 Schools	\$2,122,364	\$2,122,364	\$0	\$2,122,364	\$42,447	\$2,079,917	\$147,094,102
61	Lower Kuskokwim	Gladys Jung Elementary School Heating Mains Replacement	\$1,188,713	\$1,188,713	\$0	\$1,188,713	\$23,774	\$1,164,939	\$148,259,041
62	Mat-Su Borough	Elevator Code And Compliance Upgrades, 6 Sites	\$1,612,539	\$1,721,599	\$0	\$1,721,599	\$602,560	\$1,119,039	\$149,378,080
63	Denali Borough	Generator Replacement, 3 Schools	\$2,657,110	\$2,657,110	\$0	\$2,657,110	\$531,422	\$2,125,688	\$151,503,768
64	Anchorage	Bear Valley Elementary School Domestic Water Replacement	\$2,665,758	\$2,665,758	\$0	\$2,665,758	\$933,015	\$1,732,743	\$153,236,511
65	Kake City	Kake High School Gym Floor Replacement	\$325,139	\$325,139	\$0	\$325,139	\$65,028	\$260,111	\$153,496,622
66	Fairbanks Borough	North Pole High School Mechanical and Electrical Upgrades	\$9,656,968	\$9,005,360	\$0	\$9,005,360	\$3,151,876	\$5,853,484	\$159,350,106
67	Southwest Region	EkwoK K-12 School Renovation	\$8,498,325	\$8,498,325	\$0	\$8,498,325	\$169,966	\$8,328,359	\$167,678,465
68	Nome City	Nome Beltz Jr/Sr High and Nome Elementary Secure Access and ADA Improvements	\$363,926	\$363,926	\$0	\$363,926	\$109,178	\$254,748	\$167,933,213
69	Nenana City	Nenana School Fire Suppression System Replacement	\$1,417,574	\$1,417,574	\$0	\$1,417,574	\$70,879	\$1,346,695	\$169,279,908
70	Saint Marys City	St. Mary's Campus Renewal and Repairs	\$1,054,393	\$1,054,393	\$0	\$1,054,393	\$105,439	\$948,954	\$170,228,862
71	Fairbanks Borough	Arctic Light Elementary School Exterior Renovation	\$8,908,517	\$8,373,816	\$0	\$8,373,816	\$2,930,836	\$5,442,980	\$175,671,842
72	Yupit	Tuluksak K-12 School Fuel Tank Replacement	\$4,955,370	\$4,955,370	\$0	\$4,955,370	\$99,107	\$4,856,263	\$180,528,105
73	Southeast Island	Port Alexander and Thorne Bay K-12 Schools Roof Replacement	\$172,716	\$172,716	\$0	\$172,716	\$3,454	\$169,262	\$180,697,367
74	Anchorage	Ptarmigan Elementary School Intercom Replacement	\$550,316	\$550,316	\$0	\$550,316	\$192,611	\$357,705	\$181,055,072
75	Southeast Island	Thorne Bay K-12 School Flooring Replacement	\$76,014	\$76,014	\$0	\$76,014	\$1,520	\$74,494	\$181,129,566

**Alaska Department of Education and Early Development  
FY2025 Capital Improvement Projects  
Major Maintenance Grant Fund**

**Initial List**

<b>Nov 5 Rank</b>	<b>School District</b>	<b>Project Name</b>	<b>Amount Requested</b>	<b>Eligible Amount</b>	<b>Prior Funding</b>	<b>DEED Recommended Amount</b>	<b>Participating Share</b>	<b>State Share</b>	<b>Aggregate Amount</b>
76	Kake City	Kake High School Plumbing Replacement	\$1,112,699	\$1,112,699	\$0	\$1,112,699	\$222,540	\$890,159	\$182,019,725
77	Kenai Peninsula Borough	Seward Middle School Exterior Repair	\$1,101,805	\$1,101,805	\$0	\$1,101,805	\$385,632	\$716,173	\$182,735,898
78	Ketchikan Borough	Houghtaling Elementary School Transformer Replacement	\$613,033	\$613,033	\$0	\$613,033	\$214,562	\$398,471	\$183,134,369
79	Mat-Su Borough	HVAC Control Upgrades, 5 Sites	\$10,618,114	\$10,457,788	\$0	\$10,457,788	\$3,660,226	\$6,797,562	\$189,931,931
80	Juneau Borough	Dzantik'i Heeni Middle School Roof Replacement	\$2,815,360	\$2,815,360	\$0	\$2,815,360	\$985,376	\$1,829,984	\$191,761,915
81	Ketchikan Borough	Schoenbar Middle School Gym Floor Replacement	\$777,625	\$777,625	\$0	\$777,625	\$272,169	\$505,456	\$192,267,371
82	Mat-Su Borough	Colony and Wasilla Middle Schools Partial Roof Replacement	\$4,514,921	\$4,820,279	\$0	\$4,820,279	\$1,687,098	\$3,133,181	\$195,400,552
83	Mat-Su Borough	Districtwide Generator Replacement, 7 Sites	\$6,760,486	\$9,119,183	\$0	\$9,119,183	\$3,191,714	\$5,927,469	\$201,328,021
84	Southeast Island	Thorne Bay K-12 School Underground Storage Tank Replacement	\$1,126,953	\$1,126,953	\$0	\$1,126,953	\$22,539	\$1,104,414	\$202,432,435
85	Juneau Borough	Riverbend Elementary School Roof Replacement	\$2,974,720	\$2,974,720	\$0	\$2,974,720	\$1,041,152	\$1,933,568	\$204,366,003
86	Southwest Region	Aleknagik K-12 School Renovation	\$9,794,638	\$9,794,638	\$0	\$9,794,638	\$195,893	\$9,598,745	\$213,964,748
87	Southeast Island	Port Alexander K-12 School Domestic Water Pipe Replacement	\$4,861,247	\$4,861,247	\$0	\$4,861,247	\$97,225	\$4,764,022	\$218,728,770
88	Lower Yukon	Kotlik and Pilot Station K-12 Schools Renewal and Repair	\$5,157,545	\$5,157,545	\$0	\$5,157,545	\$103,151	\$5,054,394	\$223,783,164
89	Fairbanks Borough	Tanana Middle School Classroom Upgrades	\$10,520,673	\$10,346,777	\$0	\$10,346,777	\$3,621,372	\$6,725,405	\$230,508,569
90	Fairbanks Borough	Weller Elementary School Classroom Upgrades	\$7,110,482	\$7,110,482	\$0	\$7,110,482	\$2,488,669	\$4,621,813	\$235,130,382
91	Fairbanks Borough	Anne Wien Elementary School Exterior Renovation	\$402,823	\$402,823	\$0	\$402,823	\$140,988	\$261,835	\$235,392,217
92	Fairbanks Borough	Pearl Creek Elementary School Classroom Upgrades	\$7,245,394	\$7,245,394	\$0	\$7,245,394	\$2,535,888	\$4,709,506	\$240,101,723
93	Lower Yukon	Sheldon Point K-12 School Exterior Repairs, Nunam Iqua	\$2,097,164	\$2,097,164	\$0	\$2,097,164	\$41,943	\$2,055,221	\$242,156,944
94	Fairbanks Borough	Anderson Crawford Elementary School Exterior	\$9,092,951	\$8,398,492	\$0	\$8,398,492	\$2,939,472	\$5,459,020	\$247,615,964
95	Fairbanks Borough	Lathrop High School Kitchen Upgrade	\$3,426,412	\$2,221,726	\$0	\$2,221,726	\$777,604	\$1,444,122	\$249,060,086
<b>Totals:</b>			<b>\$331,915,024</b>	<b>\$330,582,300</b>	<b>\$16,599,279</b>	<b>\$313,983,021</b>	<b>\$64,922,935</b>	<b>\$249,060,086</b>	

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** December 5, 2023

**NUMBER:** **Worksession**

**FR:** Office of the Superintendent

**SUBJECT:** Administrative Service  
Update

### **Administrative Services Department Update:**

The Administrative Services team has been busy completing quarterly reporting for first quarter (July-October) for grants, Payroll, Capital Improvement projects, and other miscellaneous quarterly reports.

Our Purchasing Agent has been travelling to sites to assist secretaries with review and entry of student property information in to PowerSchool for our FY25 Impact Aid application, due January 31, 2024.

Sites have been visited by our contracted food service manager, who has been busy with reaching out to sites about their daily meal counts and troubleshooting issues as they come up. They have also travelled out to sites to do annual site reviews for the National School Lunch Program (NSLP). Local site reviews are required to make sure that Districts are following the NSLP's meal portion and serving requirements and are due mid-February.

The Food Service program had it's tri-annual program review November 14-16, and an analyst travelled to Kotzebue to review the breakfast & lunch service and conduct a virtual review of Deering's lunch service. The analyst(s) review many aspects of the food service program: Meal counting and claiming, portion sizes, items offered to students, nutrition value of food served, purchases out of the district's food service fund, etc.

I am preparing the Districts FY25 preliminary budget to be reviewed by the Budget committee at a later date, and to bring forward to the Board during the FY25 budget worksession.

### **FY24 Financial Narrative Report for the period July 1, 2023 – October 31, 2023**

The monthly financial narrative report is included in your packet with highlights for the period ending October 31, 2023. The financial narrative report was discussed during the Budget Committee meeting.

### **Action Items:**

FY24 Operating Budget Revision #2  
Contracted Business Services – Food Service

## MEMORANDUM

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**TO:** NWABSD Board of Education Members

**DATE:** December 5, 2023

**NUMBER:** 24-058

**FR:** Office of the Superintendent

**SUBJECT:** Approval of FY24 District  
Operating Budget  
Revision #2

**ABSTRACT:**

The School Board shall establish and maintain a balanced budget.

**ISSUE:**

At issue is the approval of the FY24 District Operating Fund Budget Revision #2

**BACKGROUND AND/OR PERTINENT INFORMATION:**

The FY24 District Operating Fund Budget was approved and adopted at the April 25<sup>th</sup>, 2023 Regular School Board meeting with expenditures in the amount of \$60,362,320. Revision #1 was approved at the June 6, 2023 meeting with expenditures in the amount of \$63,531,405.

Presented to you is Budget Revision #2 for the FY24 Operating Fund Budget.

Revision #2 is based on a review of revenues and expenditures. In summary Revision #2 includes:

Revenues: \$61,527,655

Expenditures: \$63,307,834

Transfer in from Other Funds: \$0

Transfers out to Other Funds: \$1,825,000

This revision includes an increase to budgeted revenue of \$1,434,370 and a decrease in expenditures of \$223,571. The decrease to personnel expenditures of approximately \$1.6 million is due to vacancies for budgeted positions, and this revision moves unencumbered funds from the vacancies from certified salaries and benefits to non-certified salaries and benefits to cover the cost of our classified staff teaching in the classroom.

The non-personnel increase of approximately \$1.4 million increases professional & technical services for recruiting, maintenance services, and student activities, it also increases the budget for heating fuel expenses, copier maintenance expenses, property & liability insurance, and supplies.

The budgeted transfers for the Alaska Technical Center (ATC) and Star program were added to the FY24 general operating budget. The added \$75k transfer to the Star program is projected based on the prior year transfer, and the added \$1,150,000 transfer to the ATC is to cover the projected costs for the ATC program for FY24. The ATC has, in previous years, been budgeted at a transfer from between \$200-\$600k, however this program has taken on weekly Readistar sessions and their instructors, that were previously budgeted in grants, as well as including high school students in their adult education courses.

Overall, I am projecting a decrease in fund balance of approximately \$3.6 million. \$3.5 million is the estimate for fund balance going into FY25. Final Fund Balance will be known after the FY24 audit is complete.

**ALTERNATIVES:**

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

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends the Board approve Revision #2 of the FY24 District Operating Fund Budget as presented.

**Northwest Arctic Borough School District  
FY24 Budget**

	FY24	FY24	Changes	NOTES
	<u>Current Budget</u>	<u>Revised Budget</u>		
<b>REVENUE</b>				
Other Local Revenue	\$500,000	\$600,000	\$100,000	Based on revenue trend
Earnings on Investments	\$300,000	\$600,000	\$300,000	Based on earnings trend
Donations/Contributions	\$0	\$125,000	\$125,000	Donation from AKIMA for Stud Act
Borough Appropriation	\$6,645,111	\$6,645,111	\$0	
E-rate Program	\$7,205,220	\$7,205,220	\$0	
State Foundation	\$37,434,458	\$37,434,458	\$0	
Quality Schools	\$109,952	\$109,952	\$0	
TRS On-behalf	\$2,417,663	\$1,955,492	(\$462,171)	Based on changes to salaries
PERS On-behalf	\$278,505	\$326,903	\$48,398	Based on changes to salaries
Revenue - Other State Sources	\$15,000	\$15,000	\$0	
Impact Aid Program	\$5,187,376	\$6,510,519	\$1,323,143	Receipts through 11/9/23
<b>TOTAL REVENUES</b>	<b>\$60,093,285</b>	<b>\$61,527,655</b>	<b>\$1,434,370</b>	
<b>TRANSFERS IN</b>				
District Technology Fund	\$0	\$0	\$0	
Locally Funded Maintenance CIP Fund	\$0	\$0	\$0	
NW Magnet School Expansion	\$0	\$0	\$0	
Magnet School Dormitory	\$0	\$0	\$0	
CIP Reserved Local Share	\$0	\$0	\$0	
<b>TOTAL TRANSFERS IN</b>	<b>\$0</b>	<b>\$0</b>		
<b>EXPENSES</b>				
Certificated Salaries	\$16,112,137	\$14,853,111	(\$1,259,026)	Position vacancies Aides Teaching & Temp employees to cover
Non-Certificated Salaries	\$8,913,220	\$9,425,229	\$512,009	classrooms
Leave Pay Out	\$195,000	\$196,654	\$1,654	Multiple sites
Board Stipends	\$79,000	\$87,750	\$8,750	See attached Board budget revision
Employee Benefits	\$10,867,236	\$10,388,505	(\$478,731)	Position vacancies
TRS On-behalf	\$2,417,663	\$1,955,492	(\$462,171)	Based on changes to positions/salaries
PERS On-behalf	\$278,505	\$326,903	\$48,398	Based on changes to positions/salaries
<b>SUBTOTAL: Personnel</b>	<b>\$38,862,762</b>	<b>\$37,233,645</b>	<b>(\$1,629,117)</b>	
Professional & Technical Services	\$3,369,006	\$3,910,267	\$541,261	Recruiting, Maintenance Services, Stud Act Meals
Staff Travel	\$482,400	\$452,250	(\$30,150)	Multiple department accounts
Board Travel	\$89,379	\$108,852	\$19,473	See attached Board budget revision
Student Travel	\$1,141,275	\$1,144,775	\$3,500	Student Activities
Utility Services	\$8,387,769	\$8,387,769	\$0	
Energy-includes electricity & fuel	\$4,528,070	\$4,928,070	\$400,000	Estimated Heating Fuel & Electricity Increase
Other Purchased Services	\$4,391,906	\$4,492,051	\$100,145	Copier Maintenance, Unbudgeted for FY24
Property & Liability Insurance	\$1,000,159	\$1,305,616	\$305,457	Increase to property & liability insurance Gas/Oil for KVL, Paper Dist Wide, Safety
Supplies, Materials & Media	\$1,415,185	\$1,479,821	\$64,636	Training
Tuition	\$20,000	\$20,000	\$0	
Dues & Fees	\$133,494	\$134,719	\$1,225	Multiple School accounts - association dues
Inventoried Equipment	\$25,000	\$25,000	\$0	
Indirect Cost Recovery	(\$315,000)	(\$315,000)	\$0	
<b>SUBTOTAL: Non-Personnel</b>	<b>\$24,668,643</b>	<b>\$26,074,189</b>	<b>\$1,405,546</b>	
<b>TOTAL EXPENSES</b>	<b>\$63,531,405</b>	<b>\$63,307,834</b>	<b>(\$223,571)</b>	
<b>TRANSFERS OUT</b>				
Food Service Fund	\$0	\$0	\$0	
ATC	\$0	\$1,150,000	\$1,150,000	Estimated ATC transfer for FY24
Star of the Northwest - Magnet School	\$0	\$75,000	\$75,000	Estimated Star transfer for FY24
Teacher Housing Fund	\$450,000	\$450,000	\$0	Estimated Housing transfer for FY24
Special Revenue Fund	\$150,000	\$150,000	\$0	Estimated Student Transportation for FY24
<b>TOTAL TRANSFERS OUT</b>	<b>\$600,000</b>	<b>\$1,825,000</b>	<b>\$1,225,000</b>	

<b>INCREASE (DECREASE)-UNRESERVED FB</b>	<b>(\$4,038,119)</b>	<b>(\$3,605,179)</b>
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<b>FY23 Fund Balance</b>	<b>\$9,915,223</b>	<b>\$9,915,223</b>	From FY23 Audit - Page 125
<b>Budgeted (Increase) Decrease above</b>	<b>\$4,038,119</b>	<b>\$3,605,179</b>	
<b>Estimated Prepaid &amp; Inventory for FY24</b>	<b>\$2,800,000</b>	<b>\$2,800,000</b>	Fuel Inventory & Property & Liability Insurance
<b>Projected FY24 Fund Balance</b>	<b>\$3,077,104</b>	<b>\$3,510,044</b>	5.54%

**Board Budget Summary**

**Board Stipends**

	Stipend	Members	# of times	# of Days	FY24 TOTAL
Regular In Person Meetings	\$ 250.00	11	5	2	\$ 27,500.00
Regular Teams Meetings	\$ 250.00	11	3	2	\$ 16,500.00
<b>Kivalina open house/ regular meeting</b>	\$ 250.00	11	1	1	\$ 2,750.00
Board Retreat combined with October meeting	\$ 250.00	10	1	3	\$ 7,500.00
AASB Annual Conference November 4-7	\$ 250.00	7	1	4	\$ 7,000.00
Policy committee all day meeting	\$ 250.00	5	1	1	\$ 1,250.00
4 special meetings (Incl other board misc trng)	\$ 250.00	11	4	1	\$ 11,000.00
Lobby at DC and Juneau	\$ 250.00	5	1	6	\$ 7,500.00
AASB 2 member regular mtgs	\$ 250.00	2	4	1	\$ 2,000.00
President-NWALT, CWT, ATC Qtrly	\$ 250.00	3	4	1	\$ 3,000.00
NWALT Summit	\$ 250.00	3	1	1	\$ 750.00
Lobbying w NWALT Juneau and DC	\$ 250.00	1	2	2	\$ 1,000.00
<b>TOTAL</b>					<b>\$ 87,750.00</b>

**Benefits**

Health Insurance	\$ 27,000.00	10			\$ 270,000.00
Other Benefits	\$ 87,750.00	13%			\$ 10,995.08
<b>TOTAL</b>					<b>\$ 280,995.08</b>

**Professional & Technical Services**

Misc. Serv and training, AASB Inservice					\$ 25,000.00
Lobbyists					\$ 80,000.00
Strategic Planning					\$ -
AASB Registration	\$ 450.00	7	1	4	\$ 3,150.00
<b>TOTAL</b>					<b>\$ 108,150.00</b>

**Travel & Perdiem**

Regular meeting Airfare - 5 members	\$ 2,475.00	6	5	1	\$ 12,375.00
Regular meeting Hotel - \$239.00 a night	\$ 1,434.00	6	5	3	\$ 21,510.00
Regular meeting Perdiem-\$60.00	\$ 360.00	6	5	3	\$ 5,400.00
<b>TOTAL</b>					<b>\$ 39,285.00</b>

Annual AASB Airfare \$300.00	\$ 305.00	7	1	1	\$ 2,135.00
Annual AASB Village to OTZ	\$ 744.00	3	1	1	\$ 2,232.00
Annual AASB Hotel \$225.00	\$ 225.00	7	1	4	\$ 6,300.00
Annual AASB Car-actual costs	\$ 650.00				\$ 650.00
AASB Perdiem	\$ 80.00	7	1	4	\$ 2,240.00
<b>TOTAL</b>					<b>\$ 13,557.00</b>

**AASB Quarterly Trainings**

AASB travel - Anchorage	\$ 330.00	11	2	1	\$ 7,260.00
Village to OTZ	\$ 2,740.00	5	2	1	\$ 5,480.00
AASB hotel @250.00	\$ 250.00	11	2	3	\$ 16,500.00
AASB Perdiem	\$ 80.00	11	2	3	\$ 5,280.00
AASB Car rental	\$ 337.00			4	\$ 1,348.00
<b>TOTAL</b>					<b>\$ 35,868.00</b>

1 National Conference-Travel	\$ 750.00	9			\$ 6,750.00
Village to OTZ	\$ 378.00	4			\$ 1,512.00
Hotel @250.00	\$ 250.00	9	1	4	\$ 9,000.00
Perdiem	\$ 80.00	9	1	4	\$ 2,880.00
<b>TOTAL</b>					<b>\$ 20,142.00</b>

**Miscellaneous Exp**

Supplies, media and freight for Board & Board meetings	\$ 5,000.00				\$ 5,000.00
CEACC membership and AASB fees	\$ 39,680.00				\$ 39,680.00
Joint ASC meeting supplies (Teams meeting)	\$ -				\$ -
<b>TOTAL</b>					<b>\$ 44,680.00</b>

**Grand Total \$ 630,427.08**

**\$48,562.07 of this Board budget increase is due to an error in budgeted benefits. The remaining increase is for stipends, travel, and other expenses (dues & fees). Decreases were made to the accounts for supplies, and professional & technical services for lobbyists and strategic planning.**

Initial Budget \$ 577,041.31

**Increase \$ 53,385.76**

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** December 5, 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.

### **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;
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.

# *Food Service Department Duties*

## DAILY

Review and respond to all department emails and phone calls within 48 hrs.  
Manage the Revtrak system

- Accept credit/debit payments
- Notify payee and Accounting Department of payments
- Document Food Service payments in the Power Lunch System

## WEEKLY

Review weekly meal counts

- Save weekly meal counts out of Power Lunch System or sent by sites
- Notify sites of any missing counts
- Send counts to NMS General Manager for billing cycle
- Attend all weekly state round table meetings and/or any mandatory trainings
- Update the Director of Administrative Services any new information that may be beneficial to the team

## BI-WEEKLY

- Place FFVP Orders with Alaska Commercial Co.
- Notify sites of FFVP delivery (weekly/biweekly)
- Send monthly newsletters to teachers and students (weekly/biweekly)

## MONTHLY

- Process NSLP Claims for all sites by CNP deadline
- Check Primero Edge program for student matches and updates and update daily as needed
- Save all State program bulletins, announcements, claims, and billings to share drive
- Send out staff meal account billings with transaction reports
- Request deposits
- Match meals and check that payments were added to Power Lunch System
- Notify staff of any changes to individual accounts

## ANNUALLY

- Provide Inservice Training for all district staff with food service involvement
- Perform annual reviews for NSLP/SBP for all district schools
- Complete Site Review Summary Report for NSLP/SBP
- Complete the annual DEC site inspection food safety report
- Document Professional Standards Training for audit purposes
- Complete program renewal forms
- Evaluate departments for needed equipment
- Request site evaluations and inventory from NMS at year end

## STATE AUDIT PREPARATION AND RESPONSE AS NEEDED IN FY24

## MEMORANDUM

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**TO:** Superintendent

**DATE:** December 4, 2023

**FR:** Director of Curriculum and Instruction

**SUBJECT:** Curriculum Report

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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.
      - (b) Students continue to receive support 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.
- b) *Objective 2: Safe and Civil Schools Refresh*
  - i) Site and Instructional Support-Susan Isaacs

### 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. Oversees Career Technical Education and Safety.
    - i. Career Technical Education
- 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.
- 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.
- 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.
- 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.

### 3) Programs

- a) Preschool (In Strategic Development)
  - i) November 30<sup>th</sup> TS Gold benchmarks are due.
- b) Iñupiatun Language Program (In Strategic Development)

#### 4) Adopted Curricular Programs and Platforms

##### a) Curriculum Review & Purchase Cycle

<b>Curriculum Area</b>	<b>Curriculum Review</b>	<b>Purchase Textbooks &amp; Materials</b>	<b>Implementation</b>
Inupiaq Physical Science, Biology, and Environmental Science	2020-2025	Spring 2022-25 (Development)	2023-2026
<b>Math</b>	<b>2023-2024</b>	<b>Spring 2024</b>	<b>2024-2025</b>
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
- ii) Math Review/Adoption

## MEMORANDUM

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**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

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**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.

## MEMORANDUM

**TO:** NWABSD Board of Education  
Members

**DATE:** December 5, 2023

**NUMBER:** Worksession Item

**FR:** Office of the Superintendent

**SUBJECT:** d. Property Services Report

---

Property Services Director, Brandon Blackham reports on the following:

Work on the Selawik Duplex continues, carpenters are done and have left for the winter. The Noatak teacher housing lift station has been completed.

- AMBLER** The overhead door for the main shop has a broken spring and needs to be fixed. Electrician traveled to Ambler and installed a new front door maglock system and powered up the bottle filler station.
- BUCKLAND** Electrician traveled to Buckland to install a new front door maglock system, and power up the Bottle filler station. Also worked on heat for the teacher housing units.
- DEERING** Deering had someone damage the entry ramp and trash cart; carpenters are working with them to get material sent out.
- KIANA** Our plumber has been in Kiana working on the teacher housing water and sewer issues, Electrician went out and repaired the main ovens in the kitchen for the cooks.
- KIVALINA** Snow fence is completed.
- KOBUK** Carpenter will travel to Kobuk to fix a hole in the wall.
- KOTZEBUE** Has several issues with the boilers we are working through, ATC Star dorm, our plumber had to re pipe out of one boiler to feed the hot water. One boiler needs a rebuild.
- NOATAK** Teacher housing Lift station is completed, carpenters need to build stairs and enclose the bottom.
- NOORVIK** Electrician traveled to Noorvik to install the new front door maglock system, and power up the bottle filler station. Plumber traveled to Noorvik to work on Boiler issues.
- SELAWIK** Riverside Duplex is completed, and the new duplex is still in the works.
- SHUNGNAK** We have a new generator to send to SHG for the school, we are currently working on the logistics of moving it to SHG.

**MEMORANDUM**

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

**FR:** Office of the Superintendent                      **SUBJECT:** ATC Update

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Karl Kowalski, Director of ATC/STAR, reports on the following:

Fall was busy at ATC and STAR with over 100 high school students enrolled in a variety of courses here at ATC in addition to our full-time adult and short course enrollments.

**Full-time Enrollments:**

School	Adult Students	High School Students	Students Living in the Dorms	Classified Staff	Certified Staff
ATC	4	107	4	7	3
STAR	NA	23	23	8	2

**Enrollments by Course Offering:**

Construction Trades	7	
Welding		21
Medical Terminology	1	
Intro to Health Careers		3
Arctic Resource Management	18	
Intro to Culinary Arts		10
Employability Skills	4	
Intro to Process Technology		8
Design and Fabrication	16	
Small Business Enterprise		3
Business Software I	11	
Foundations of Tech & Eng. (drones)		9

**Our Fall short course Enrollments:**

Intro to Hydroponics                      (8), Sep 29 – Sep 30  
Heavy Equipment Operator (**CANCELED** – low enrollment) Sep 11-22 Kotzebue  
Toyo Stove Repair                      (16), Oct 2 – 13 (Including 5 students from Ft. Yukon)  
Boiler and Furnace Repair    (6), Oct 2 – 13  
CDL Training                      (3), Oct 2 – 13 Kotzebue  
HAZWOPER 40 hour (7), Nov 6-10



### **GED Update:**

We have 36 students enrolled in the GED program. This includes students in Kotzebue, Kivalina, Ambler, Kiana, Noorvik, Selawik and Deering.

Our instructor has also reached out to “3/4” students around the region—these are students who have completed three of the GED tests and just have one remaining. Two have enrolled in the program and another plans to

### **Kivalina trip report:**

6 students joined the class and 4 completed GED ready tests. Three students got a “green” light and can take one of the official tests. Connectivity is proving a challenge with the official tests.

### **Staffing:**

#### **ATC ADMINISTRATION**

Karl Kowalski, Director  
Ivy Shelton, Assistant Director  
Joe Groves, Principal NW Arctic Homeschool

#### **FACULTY AND STAFF**

Lori Jorgensen, Registrar  
Eugene Wilkerson, Recruiter  
Matt Cooper, ATC/STAR Student Advisor  
Brandi Williamson, Secretary

#### **ADULT EDUCATION**

China Kantner, Instructor

#### **CULINARY ARTS**

Chef Alejandro Vargas

#### **CONSTRUCTION TRADES**

Charles Keeter, Instructor

#### **HEALTH OCCUPATIONS**

Jay Panlilio, Instructor

#### **PROCESS TECHNOLOGY**

Merle Green

#### **CAREER & TECHNICAL EDUCATION/READISTAR**

Clay Beck, Instructor  
Marc Tumaneng, Instructor

## **DORMITORY**

Mary Keeter, STAR Dorm Parent  
Mary Nauska, ATC Dorm Attendant  
Peter Lie, Attendant  
Marlene Centino, Attendant  
Shawata Blackman, Attendant  
Hykela Dunn, Attendant  
Varies – NMS Custodian

## **Spring Schedule**

### **ATC Fulltime Programs:**

Construction Trades, Continues January 3  
Culinary Arts, Begins January 3  
Certified Nursing Assistant, Begins January 3

### **2023-2024 ATC Short Course Schedule:**

Toyo Stove Repair, January 8-12  
Boiler and Furnace Repair, January 8 - 12  
Toyo Stove Repair, January 15-19  
Boiler and Furnace Repair, January 15 – 19  
Small Engine Repair, January 22-26 (tentative)  
HAZWOPER Refresher, February 10  
Electrical Controls Training, March 25-29 (ANTHC)  
CDL Training, April 1 - 14 Kotzebue (tentative)  
CDL Practicum, Testing, Certification, April 15 - 26 Palmer (tentative)  
CLASS D Driver's License, April 17-21  
Heavy Equipment Operator, April 15- 26 (tentative)  
Heavy Equipment Practicum, Testing, Certification, April 29 – May 17(tentative)  
Girls Can Weld Camp, May 28- June 1  
ANSEP, June 12-16  
AK Humanities Forum, June 29 – Jul 2  
AASB, July 17-20

2nd Semester ATC							
ATC Construction Trades (Keeter)	ATC Health Occupations (Panlilio)	ATC Process Technology (Green)	Defensive Driving (Kowalski/Keeter)	ATC Culinary (Alejandro Vargas)	CTE (Beck)	CTE (Tumaneng)	OPTIONS
Construction Trades Technology Certification	Health	CTE205B Intro to Process Tech II, Industrial Machinery & Processes		CTE109 Culinary Arts II	RDYSTAR100	RDYSTAR100	
	CTE104 Wilderness First Aid	Intro to Robotics			RDYSTAR100	RDYSTAR100	
	CTE101F Professionalism in Healthcare	CTE 307 Employability skills			English 11/12	RDYSTAR100	
CTE212 NCCER Core	CTE106 Certified Nursing Assistant	CTE209 Foundations Technology & Engineering (DRONES)		Culinary Arts	RDYSTAR100	VOC 104 Business Software II	
CTE204 Intro to Construction Trades		CTE220 Design & Fabrication I			RDYSTAR100	RDYSTAR100	
		VOC 107 Small Business Enterprise			CTE203 Arctic Resource Management II	RDYSTAR100	
			ATCS003 A Defensive Driving				

**STAR of the Northwest Magnet School:**

We are currently at an enrollment of 23 full-time students with 3 coming from the Bethel region. Our enrollment has been as high as 33, however due to a variety of circumstances, students have enrolled and unenrolled.

Many students carved a pumpkin for the very first time:





Five STAR students enrolled in culinary Arts. Activities on cooperation and communication.



The culinary arts class catered the Ducks Unlimited Banquet on November 4, 2023

**Some Highlights:**

- 4 students employed in the community
- Students receiving regular physical and mental Healthcare
- Community service-shoveling for elders
- Students participated in Cross-Country, Volleyball, Wrestling, and Youth Leaders



23-24 Readistar schedule:

Buckland/Deering	08/28 – 09/08
Noatak	09/11 – 09/22
Kivalina	09/25 -10/06
Ft. Yukon	10/09 – 10/13
Noorvik/Kiana	10/23 – 11/03
Deering	11/06 – 11/17
Selawik	11/27 – 12/08
Kotzebue	01/08 – 01/19
Noatak	01/22 – 02/02
Kivalina	02/05 – 02/16
Noorvik/Kiana	02/19 – 03/01
Kotzebue Exploratory	03/04 – 03/08
Ambler/Shungnak/Kobuk	03/18 – 03/29
Buckland/Deering	04/01 – 04/12
Selawik	04/15 – 04/26
Driver's Testing	04/29- 05/10



Kiana Readistar visits the wind farm with engineer Matt Bergen of KEA. Clay Beck's Arctic Resource Management class sets net while a herd of caribou cross the ice in the background.

## Drivers Education:

The first of our ReadiSTAR students to earn their driving permits Hailie Moto, Isaiah Iyatunguk, and Aiden Barr of Deering. All sites have been provided the information and necessary forms needed in order to assist students in earning their permits.

The first Defensive Driver's Ed course starts January 3<sup>rd</sup>.



## Introduction to Hydroponics: The Fruits of our Labor



# Small Business Enterprise



- Built By Construction Trades Spring 2023
- Opened August 2023
- Baked Good By Culinary Arts
- Study for Small Business Enterprise
- Employment for students and community



**Northwest Arctic Borough School District  
FY24 Budget**

**Programs not currently included in  
General Fund**

	<b>FY24</b>
	<b><u>Current Budget</u></b>
<b><u>REVENUE</u></b>	
Other Local Revenue	\$500,000
Earnings on Investments	\$300,000
Donations/Contributions	\$0
Borough Appropriation	\$6,645,111
E-rate Program	\$7,205,220
State Foundation	\$37,434,458
Quality Schools	\$109,952
TRS On-behalf	\$2,417,663
PERS On-behalf	\$278,505
Revenue - Other State Sources	\$15,000
Impact Aid Program	\$5,187,376
<b>TOTAL REVENUES</b>	<b>\$60,093,285</b>
<b><u>EXPENSES</u></b>	
Certificated Salaries	\$16,112,137
Non-Certificated Salaries	\$8,913,220
Leave Pay Out	\$195,000
Board Stipends	\$79,000
Employee Benefits	\$10,867,236
TRS On-behalf	\$2,417,663
PERS On-behalf	\$278,505
<b>SUBTOTAL: Personnel</b>	<b>\$38,862,762</b>
Professional & Technical Services	\$3,369,006
Staff Travel	\$482,400
Board Travel	\$89,379
Student Travel	\$1,141,275
Utility Services	\$8,387,769
Energy-includes electricity & fuel	\$4,528,070
Other Purchased Services	\$4,391,906
Property & Liability Insurance	\$1,000,159
Supplies, Materials & Media	\$1,415,185
Tuition	\$20,000
Dues & Fees	\$133,494
Inventoried Equipment	\$25,000
Indirect Cost Recovery	(\$315,000)
<b>SUBTOTAL: Non-Personnel</b>	<b>\$24,668,643</b>
<b>TOTAL EXPENSES</b>	<b>\$63,531,405</b>
<b><u>TRANSFERS OUT</u></b>	
Food Service Fund	\$0
ATC	\$0
Star of the Northwest - Magnet School	\$0
Teacher Housing Fund	\$450,000
Special Revenue Fund	\$150,000
<b>TOTAL TRANSFERS OUT</b>	<b>\$600,000</b>
<b>INCREASE (DECREASE)-UNRESERVED FB</b>	<b>(\$4,038,119)</b>

**CTE** – Budgeted for approximately \$1.1 million and currently funded by ESSER grant that expires in September of 2024

**Alaska Technical Center** – Costs the District approximately \$800k, however with a decrease in grant funding (did not receive STEPP funding), this year is looking at closer to \$1.15 million

**Pre-Kindergarten** – Costs the District approximately \$500k district wide, and is currently funded by a donation from NANA

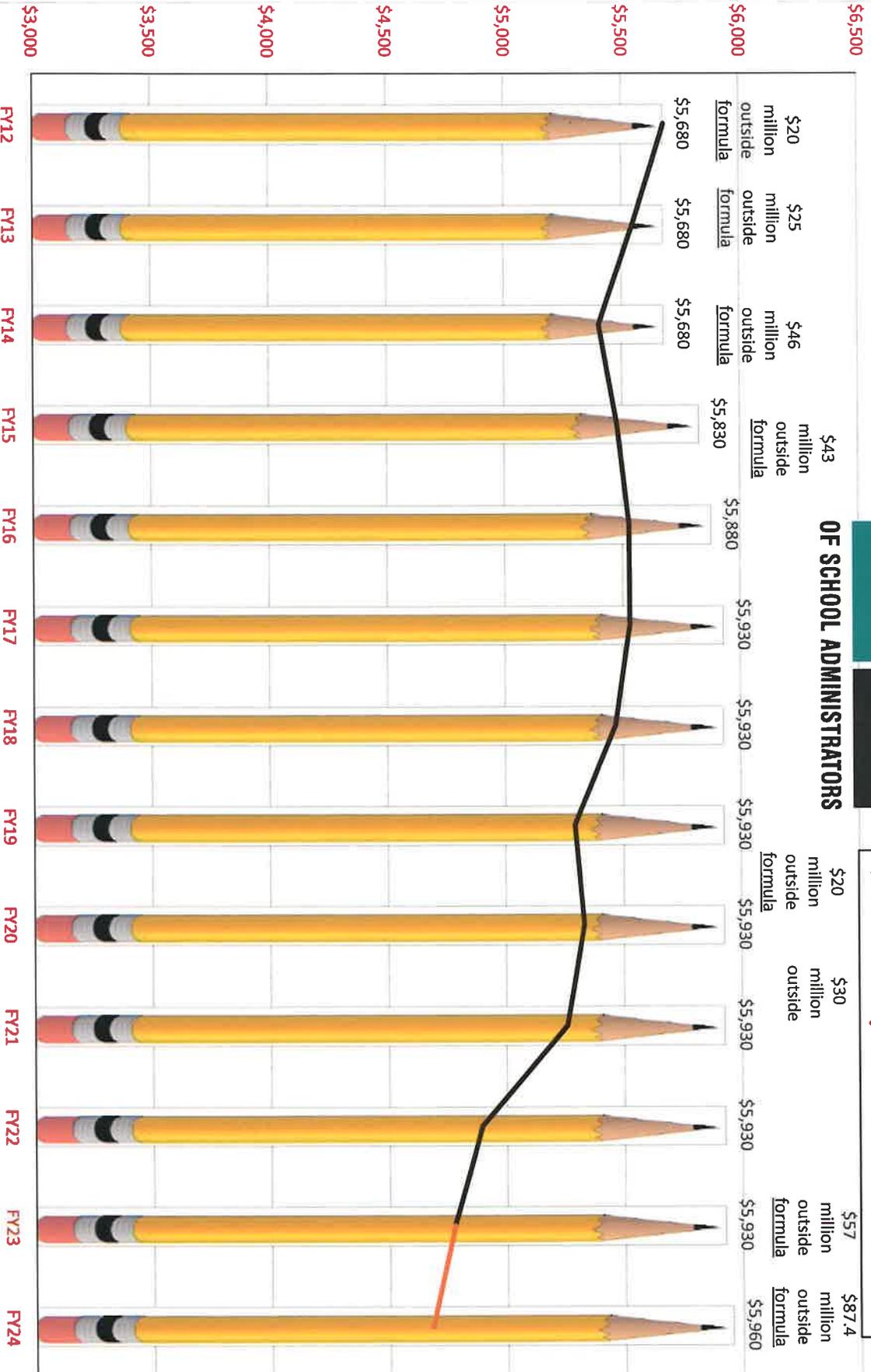
**Food Service** – Funded by USDA at about 60%, the District’s general fund supplements the remaining 40% which is approximately \$1.2 million



# Alaska K-12 Funding Base Student Allocation Fiscal Year 2012 - 2024

## OF SCHOOL ADMINISTRATORS

**Data source: Legislative Finance**  
**Line shows inflation adjustment to FY12 value:**  
**BSA of \$5,960 in FY24 has an FY12 value of**  
**\$4,682 when adjusted for inflation**



**MEMORANDUM**

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**TO:** Regional School Board Members

**DATE:** December 05, 2023

**FR:** Office of the Superintendent

**SUBJECT:** HR Report

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Jeff Alexander, Director of Human Resources (HR) reports on the following:

HR recruiters are still currently recruiting for approximately 16 certified positions for FY24 and approximately 12 classified positions (and additional temporary positions). HR recruiters are interviewing candidates from Alaska Teacher Placement, Handshake, LinkedIn, ITeachAmerica (or similar organizations) along with staff referrals. Some of these positions are being filled with Long-term Subs. We also have 16 H1 B Teachers coming soon to the district. We are working with each site to make sure we have as many positions cover as possible.

Classes/grades covered by a non certified teacher are rotating core classes with a certified teacher on site to ensure all students are being taught the core subjects by a certified teacher.

**Position vacancies per site FY24:**

Ambler	Certified: CTE Teacher
Buckland	Classified: full Certified: CTE Teacher
Deering	Classified: Sped Aide Certified: full
Kiana	Classified: full Certified: full.
Kivalina	Classified: Instruct Aide Certified: HS/SS Teacher CTE Teacher,
<b>Kobuk</b>	Classified: Bus Drivers, Maintenance Certified: 3/4/5 Teacher
June Nelson	Classified: full Certified: Teacher Grade 4, SpEd Teacher
Elementary Kotzebue	Classified: full Certified: MS/Math Teacher
Middle/High School Noatak	Classified: Migrant Ed Aide Certified: PreK Teacher, SpEd teacher, MS/HS Science
Noorvik	Classified: Instruct Aide Certified: PreK/K, Teacher MS/HS LA
Selawik	Classified: full Certified: PreK teacher
Shungnak	Classified: Inupaiq Instruction. Certified: MS/HS LA Teacher, MS
Star of the NW	Classified: full
Magnet School	Classified: full
Alaska Technical Center	Certified:
District Office	Classified: dorm attendant, Certified: Teacher Staff Development Specialist, 2X Reading Specialist
	Classified: Journeyman Carpenter, Journeyman Elect., Journeyman Plumber, Heating Controls Technician, Mechanic, Maintenance

**MEMORANDUM**

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

**FR:** Office of the Superintendent

**SUBJECT:** b. October Student Count

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Perrian Windhausen, Director of Special Programs reports on the following:

**Prek-12 Enrolled October 1 by Year**

<b>School</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
Ambler	76	73	71	61	57	64
Buckland	189	181	187	184	200	211
Deering	41	51	53	54	54	53
Kiana	128	125	123	104	100	104
Kivalina	162	167	162	166	156	159
Kobuk	49	49	48	32	35	32
JNES	392	355	336	257	265	305
Noatak	174	163	154	145	157	172
Noorvik	204	228	204	200	203	211
Shungnak	62	66	76	74	84	72
KMHS	330	338	340	326	329	336
Selawik	264	274	272	224	247	269
Home School	42	27	25	53	30	21
<b>Grand Total</b>	<b>2113</b>	<b>2097</b>	<b>2051</b>	<b>1880</b>	<b>1917</b>	<b>2009</b>

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** December 05, 2023

**NUMBER:** 24-056

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Current  
Indian Policies and  
Procedures

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

Improve Stakeholder Communication.

### **ABSTRACT:**

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

### **ISSUE:**

At issue is the approval of amended Indian Policies and Procedures as required each year per Impact Aid regulations.

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

Each year, the Northwest Arctic Borough School District submits the Impact Aid Application to the U.S. Department of Education. The annual application requires the submission of updated Indian Policies and Procedures. The IPP is revised and renewed after consultation with regional Tribal leaders and parents of impacted communities. The IPP meets the established federal requirements according to Section 7004 of the Impact Aid Law.

### **ALTERNATIVES:**

1. Approve the amended Indian Policies and Procedures as presented;
2. Disapprove amended Indian Policies and Procedures as presented;
3. Take no final action.

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

The administration recommends the Board approve the amended Indian Policies and Procedures as presented.

## E 6174.1 INDIAN POLICIES AND PROCEDURES

The Northwest Arctic Borough School District's goal under the Indian Policies and Procedures [IPP] is to ensure that all American Indian children of school age have equal access to all programs, services, and activities provided by the school district.

The District will establish policies and procedures to ensure that children residing on Indian lands participate in programs and activities supported by impact aid funds on an equal basis with all other children. Parents of these children will be provided an opportunity to present their views on these programs and activities, including the chance to make recommendations on the needs of those children and how the District may help these children realize the benefits of these programs and activities. Parents and Indian Tribes will be consulted and involved in the planning and development of these programs and activities. The relevant applications, evaluations, and program plans will be disseminated to the parents and the Indian Tribes.

It is the intent of the District to fully comply with all requirements of Title VIII (Impact Aid Program) of the Elementary and Secondary Education Act of 1965 (formerly [Public Law 81-874](#), amended 8/2/02), [34 CFR 222.94](#), and to that end, the Governing Board has adopted as policy these Indian Policies and Procedures (IPPs). The IPPs by intent and by School Board action supersedes all previous School Board action and are intended to bind the Governing Board, administration, and staff of the District.

### ATTESTATIONS

The Northwest Arctic Borough School District attests that it has established Indian Policies and Procedures (IPPs) as required in section 7004 of the Impact Aid law for any children claimed who reside on eligible Indian lands. The IPPs have been adequately disseminated to the tribes and parents of children residing on eligible Indian lands. A copy of the current policies and procedures was attached to the FY25 Impact Aid application.

The Northwest Arctic Borough School District attests that it has provided a copy of written responses to comments, concerns, and recommendations received from tribal leaders and parents of Indian children through the Indian policies and procedures consultation process and disseminated these responses to tribal leaders and parents of Indian children prior to the submission of their FY25 Impact Aid application.

### POLICIES AND PROCEDURES

The following Indian policies and procedures become effective upon school board approval.

**POLICY 1:** The Northwest Arctic Borough School District will disseminate relevant applications, evaluations, program plans, and information related to the District's education program and activities with sufficient advance notice to allow tribes and parents of Indian children the opportunity to review and make recommendations.

#### **Procedure 1:**

The District Administrator/designee will, as soon as reasonably possible after such information becomes available, but no later than one week in advance of any meeting, to Indian parents and Tribal officials a copy of the following documents by preferred method:

Impact Aid Current Fiscal Year application (full application will be sent out by email)  
Indian Policy and Procedures and  
Evaluation of all educational programs; and  
Plans for education programs the District intends to initiate or eliminate.

In addition, information regarding these materials will be included in the District's monthly newsletter, if appropriate.

Parents of Indian children, tribal officials, and the public will be given notice of all meetings related to equal participation or the content of the educational program by including information about meeting times and locations in the questionnaire to be disseminated in January of each school year. The location, date, and time of any meeting described above shall be posted in the same manner as a legally posted School Board meeting.

The District will disseminate information and seek timely input and meaningful consultation with all Tribes regarding the following programs on its educational program (including, but not limited to): Title I, Part A, Title I, Part C, Title I, Part D, Title II, Part A, Title III, Part A, Title IV, Part A, Title IV, Part B, Title V, Part B subpart 2, Title VI, Part A, subpart 1, Title VII-Impact Aid programs, and Johnson O'Malley programming.

The completed applications, evaluations, and program planning will be made available to parents of Indian children through their preferred contact information, which is available in the District's student information system.

Tribal officials and the Indian Education Committee will receive a prepared summary of all materials, which will be disseminated (per Tribal preferred contact method) one week in advance of public hearings held in January and April (to afford all interested parties the opportunity to review the documents with sufficient time to provide thoughtful input at the public meetings. These hearings will be publicly advertised by radio, advertisement, newsletter, or in writing to allow all interested parties to attend. In addition, representatives from the District and Indian Education Committee will schedule meetings with the local tribe to seek input.

Parents of Indian children, tribal officials, the Indian Education Committee, and any other interested persons can review assessment data to help develop or modify educational programs and services, allowing for the participation of Indian students on an equal basis in the District.

Minutes from the Indian Education meetings will be posted on the District's website for all patrons and Tribal officials to review. This will allow for the ongoing dissemination of information.

**POLICY (2):** The Northwest Arctic Borough School District will provide an opportunity for the affected tribe or tribes and parents of Indian children to provide their views on the District's educational program and activities, including recommendations on the needs of their children and on how the District may help those children realize the benefits of the educational programs and activities.

(i) Notify tribes and the parents of Indian children of the opportunity to submit comments and recommendations, considering the tribe's preference for a method of communication and

(ii) Modify the method of and time for soliciting Indian views, if necessary, to ensure the maximum participation of tribes and parents of Indian children.

**Procedure 2:**

In order to allow Indian parents and tribal officials to make commentary concerning (1) the needs of their children and the ways in which they can assist them in realizing the benefits of the education programs; (2) the overall operation of the District's education program; and (3) the degree of parental participation allowed in the same, parents of Indian children and Tribal officials will receive via the preferred method of contact a questionnaire requesting their input and recommendations during January of each school year and will thereafter hold an annual Board meeting where any such commentary may be reviewed by Indian parents, Tribal officials, and the School Board.

Indian parents and Tribal officials will be given notice of all meetings by including in the above-referred questionnaire to be disseminated in January of each school year information as to the location of legally posted School Board notices. The location, date, and time of any meeting described above shall be posted in the same manner as a legally posted School Board meeting, and all meetings are open to the public.

Once the preferred method of communication has been decided, the tribe and parents of Indian children communication method will be used throughout the consultation process. Any changes to the method will happen through additional consultation with tribes and parents. The District will, to the greatest extent possible, take the tribe's preferred method of communication into consideration for all correspondence with the tribe and the parents of Indian children.

Tribal communication preferences are as follows:

Tribe	CONTACT METHOD	MATERIAL DELIVERY
Native Village of Ambler		Molly Brown Eva Henry
Primary	(907) 445-2030	<a href="mailto:nativevillageofambler@gmail.com">nativevillageofambler@gmail.com</a> <a href="mailto:nativevillageofambler@ivisaappaat.org">nativevillageofambler@ivisaappaat.org</a>
Secondary		
Native Village of Buckland		
Primary	Mona @ 494-2121 After 1pm	tribeadmin@nunachiak.org or cityofbucklandalaska@gmail.com
Native Village of Deering		
Primary	(907) 363-2138	tribeadmin@ipnatchiaq.org
Native Village of Kiana		
Primary	(907) 475-2109	tribedirector@katyaaq.org
Secondary		
Native Village of Kivalina		
Primary	(907) 645-2201	tribeadmin@kivaliniq.org
Native Village of Kobuk		
Primary	tribeclerk@laugvik.org	tribeclerk@laugvik.org
Secondary	(907) 948-2217	
Native Village of Kotzebue		
Primary	(907) 442-3467	christina.hensley@qira.org
Secondary		kotzebueira@gmail.com
Native Village of Noatak		
Primary	(907) 485-2173, (907) 485-2005	tribeadmin@nautaaq.org
Noorvik Native Community		
Primary	(907) 636-2144	tribemanager@nuurvik.org
Secondary		P.O. Box 209, Noorvik, Alaska, 99763
Native Village of Selawik		
Primary	(907) 484-2165	tribeadmin@akuligaq.org
Secondary		P.O. Box 59 Selawik, AK, 99770
Native Village of Shungnak		
Primary	(907) 437-2163 437-2304 (Kathy Custer)	tribeadmin@issingnak.org

If the consultation participation by parents of Indian children and tribes is low, the Northwest Arctic Borough School District will re-evaluate its consultation process. Specifically, the District will take the following measures to improve or enhance participation:

- Consult with parents of Indian children and tribes
- Change communication method based on consultation
- Change the time of meetings

The Indian Education Committee (Parent Advisory Committee) of the District will meet in April of each school year for the purpose of addressing comments and concerns of parents of Indian children regarding the District's educational programs and activities. The meeting agendas shall be posted, and all meetings shall be open to the public allowing for tribal officials as well as parents of Indian children the opportunity to submit comments and recommendations for consideration.

A school board representative is a non-voting member of the Indian Education Committee (Parent Advisory Committee). This representation allows for the discussion of the needs of the students and ideas to be brought forward to both the Indian Education Committee as well as the School Board.

At each of the regularly scheduled school board meetings, a section of time is set aside for communications from the public. This is a time to offer comments and suggestions regarding programming for Indian students. In addition, two public hearings are scheduled in January and April, which are specifically devoted to addressing questions regarding federal programs. Based upon suggestions, preferred methods of communication, as well as ways to maximize participation from tribal officials as well as parents of Indian children will be seriously considered.

Information will be included in student handbooks/enrollment packets regarding opportunities to provide input to the District.

The District and Indian Education Committee representatives will schedule meetings with the affected tribe or tribes to discuss ongoing programming goals.

**POLICY (3):** The Northwest Arctic Borough School District will annually assess the extent to which Indian children participate on an equal 6174.1 basis with non-Indian children in the District's education program and activities.

(i) Share relevant information related to Indian children's participation in the District's education program and activities with tribes and parents of Indian children; and

(ii) Allow tribes and parents of Indian children the opportunity and time to review and comment on whether Indian children participate on an equal basis with non-Indian children.

**Procedure 3:**

The District will take the following measures to annually assess the extent to which Indian children participate on an equal basis with non-Indian children in the District's education program and activities.

- The District will monitor and calculate the ratio of Indian student participation in all academic and co-curricular activities annually based on school district data. Student participation in co-curricular activities is monitored through the District's Student Information System.
- The District will share its assessment of district funding, Indian student participation, related academic achievements, and other related data with the parents of Indian children and tribal officials through preferred contact methods, posting at tribal and school offices, and on the district website. This information will be shared at least one week in advance of any meeting.
- Parents of Indian children, tribal officials, and other interested parties may express their views on participation through direct communication with the school district, at any regular school board meeting which are held bi-monthly, and during the Indian Education Committee (Parent Advisory Committee) meetings, which are held in January and April of each school year. All meetings are open to the public, and official minutes are maintained as part of the public record.
- Annually, the District Administrator (or a designee), administrators, staff members, the Indian Education Committee (Parent Advisory Committee), Indian parents, and Tribal officials will hold a meeting to assess the extent of Indian children's participation in the educational program. At such meeting, attendees will analyze the school data and Tribal/parental commentary to determine the extent of equality of Indian children's participation with other children. This information and any reports will be made available to the parents of Indian children, tribal officials, and the Indian Education Committee (Parental Advisory Committee) via the preferred method at least one week in advance. They will publicly be available on the District's website.

If it is determined that there are gaps in Indian participation in the educational program or activities, the School Board, in consultation with the Indian Education Committee (Parent Advisory Committee) tribal officials and parents of Indian Children will modify its education program in such a way as to improve Indian participation.

**POLICY (4):** The Northwest Arctic Borough School District will modify the IPPs if necessary, based upon the results of any assessment or input described in this document.

**Procedure 4:**

The Northwest Arctic Borough School Board will schedule meetings in January and April to discuss the content of the IPPs, equal participation, and educational program and activities. Parents of Indian children and tribes will be notified via preferred method, email, and notification will be posted on the District's website regarding these meetings and the ability to submit comments.

The Northwest Arctic Borough School Board, in coordination with Indian Education Committee (Parent Advisory Committee) will evaluate all recommendations for any changes based on the result of assessment from all relevant input received and will make a determination of all recommended revisions.

The revised IPPs will become effective immediately upon adoption by the full School Board. The School District will disseminate copies of the revised IPPs to the Tribes and parents of Indian children via preferred method, email, and the revised policy will be publicly available on the District's website within 30 days of adoption by the Northwest Arctic Borough School Board.

**POLICY (5):** The Northwest Arctic Borough School District will respond at least annually in writing to comments and recommendations made by tribes or parents of Indian children and disseminate the responses to the tribe and parents of Indian children prior to the submission of the IPPs by the District.

**Procedure 5:**

The Northwest Arctic Borough School District will annually keep track of and assemble all comments and suggestions received through the various consultation processes. All received comments will be collected, stored, and analyzed by the Department of State of Federal Programs with consultation from other appropriate district leadership.

The Northwest Arctic Borough School District will at least annually respond in writing to comments and recommendations made by tribes or parents of Indian children, and disseminate all responses per preferred communication method to all parties and information will be made through official School Board announcements prior to the submission of the IPPs by the District.

**POLICY (6):** The Northwest Arctic Borough School District will provide a copy of the IPPs annually to the affected tribe or tribes.

**Procedure 6:**

The District will annually provide a copy of the current Indian Policies and Procedures to each local tribe via the identified preferred contact method (listed above).

**Affirmation of Meaningful Consultation**

Upon signing, the Tribal Official agrees that timely and meaningful consultation occurred for the 2024-2025 school year and that the Northwest Arctic Borough School district provided the opportunity to provide input and to contribute to the school district's ESEA programs listed under Policy 1 of this document. (as applicable).

APPROVED BY:

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Sign & Print Name: Tribal Official

Dated

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Sign & Print Name: Superintendent

Dated

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Sign & Print Name: School Board President

Dated

**Human Resources  
November 2023**

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

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

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

LOCATION & DATE	NAME	POSITION
<b><u>Buckland</u></b> 10/30/23	Dana Strong	Teacher MS/HS SS
<b><u>Noatak</u></b> 11/30/23	Tyler Graham	MS/HS Sience
<b><u>Noorvik</u></b> 10/30/23	Donald Weber	Teacher HS/Math
<b><u>Kiana</u></b> 10/09/23	Denita Sommers	Teacher MS/HS/LA

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

LOCATION & DATE	NAME	POSITION
<b><u>ATC</u></b> 8/14/23	China Kantner	GED Instructor
8/16/23	Lori Jorgensen	Registrar
11/01/23	Brandi Williamson	Secretary
<b><u>Buckland</u></b> 9/04/23	Katherine Hadley	Inupiaq Instructor
<b><u>Kiana</u></b> 8/14/23	Helena Barr	Inupiaq Instructor
<b><u>Kivalina</u></b> 9/12/23	Genevieve Swan	Inupiaq Aide
<b><u>Noatak</u></b> 10/09/23	Denita Sommers	Teacher MS/HS/ LA
10/30/23	Edna Bailey	SpEd Aide
<b><u>Noorvik:</u></b> 11/07/23	Tehana Baldwin	SpEd Aide
<b><u>JNES</u></b> 10/30/23	Destiny Tolbert	SpEd Aide
10/30/23	Bomi Kim	Instr. Aide
<b><u>KMHS</u></b> 10/30/23	Josh Labial	Migrant Aide

II. The administration report on the following non action items:

a) The administration reports on the following Certified resignations:

LOCATION & DATE	NAME	POSITION
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**Noatak**

08/29/23	Brianna Kirk	Counselor
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**Noorvik**

11/10/23	Donald Weber	MS/HS Math
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b) The administration reports on the following Classified resignations:

LOCATION & DATE	NAME	POSITION
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**Kivalina**

10/25/23	Josephine Morris-Koenig	Secretary
10/25/23	Becky Norton	Instructional Aide

c) The administration reports on the following Certified Transfers:

LOCATION & DATE	NAME	POSITION
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**Buckland**

8/14/23	Florence Norton	Aide to Grade K Teacher
8/14/23	Alex Swan	Aide to MS/HS Math

d) The administration reports on the following Classified Transfers:

LOCATION & DATE	NAME	POSITION
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**Kivalina**

11/02/23	Ford Humphreys	Maintenance to Bus Driver
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III. The administration recommends the Board approves the contract (attached) with RCC STAFFING SOLUTIONS USA and NW Arctic Borough School District as presented.

## Human Resources

The Administration Recommends approval of the following contract:

# RCC Staffing Solution USA Contract

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Business Address: 82-16 Roosevelt Ave 2F Jackson Heights, NY, 11372  
Office Contact no.: 929-609-6333  
Business License #2109009-DCWP

# Service Agreement

This Service Agreement (the "Agreement") sets forth terms under which **RCC Staffing Solution USA CORP.** ("Company") shall provide services to **Northwest Arctic Borough School District**, (the "Client"). This Agreement is effective as of this **5<sup>th</sup> day of December 2023.**

1. **Scope of Services.** The Company is to provide the Client with the following services (the "Services"):

## **Company Obligation**

- RCC Staffing Solution USA Corp will provide teacher support to the school including assistance in the hiring and selection process.
- RCC Staffing Solution USA Corp will guide the school with regard to the process of obtaining the best visa option for teachers.
- RCC Staffing Solution USA Corp will make sure that in case of inefficiency of any kind (neglect of duty, attitude problem, unable to perform tasks and etc.) from the teacher referred to as an "applicant" RCC Staffing Solution USA Corp will replace the teacher without additional cost to **Northwest Arctic Borough School District.**
- The RCC Staffing Solution USA Corp will make sure that the expectation and any other changes that may affect the process will be addressed earlier to come up with the same expectation.
- The RCC Staffing Solution USA Corp will make sure that all the applicants have a good moral character and are most eligible by the type of profession they are about to work in.
- The RCC Staffing Solution USA Corp will make sure that the "Client" is fully aware of any changes that may occur from the beginning until the end of the process.
- That RCC Staffing Solution USA Corp will protect the interest of **Northwest Arctic Borough School District** which agrees to have the services of the "Company" under this contract with no expiration unless the "Client" decides to cancel this agreement at any time.

## **Client Obligation**

- The **Northwest Arctic Borough School District** school district will make sure that they will provide the documents to RCC Staffing Solution USA Corp that are needed for the visa process and any kind of matter concerning the documentation process of teacher/s until they reach **Alaska, USA.**
- Certificate of School Accreditation
- Federal Tax Identification
- Most Recent Financial Audit
- Affiliation Agreement to a higher Education (e.g. University or Community College).
- Federal Tax-Exempt Certificate

- I.D. (bearing the name and signature of the school representative).
- Filing of I-129: \$460.00
- Fraud Fee: \$500.00
- PP Administrative Fee: \$150.00
- Legal Fees or Attorney's Fee: \$8,500.00
- Fees shall be made in full payment after releasing the job offer letter to the applicant for the "Company" to start the necessary paperwork.

2. **Term; Termination.** This Agreement shall commence on **12/05/2023** and remain in effect until the Services are completed. This Agreement may be extended by mutual written consent of both parties. If either party seeks to terminate this Agreement, the terminating party must provide **30** days' notice to the other party.

3. **Independent Contractor Status.** The Company is serving as an independent contractor in providing the Services. Under this Agreement, the Company is neither an employee nor a partner of the Client.

4. **Notice.** All notices required or permitted under this Agreement will be provided in writing and delivered to both parties.

5. **Governing Law.** The laws of the **State of Alaska** govern all matters arising out of or relating to this Agreement and the transactions it contemplates, including, without limitation, its interpretation, construction, validity, performance, and enforcement.

6. **Assignment; Delegation.** The Client may not assign any of its rights under this Agreement or delegate any performance under this Agreement, except with the prior written consent of the Company. Any purported assignment of rights or delegation of performance in violation of this section is void.

7. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties with respect to the subject matter of this Agreement and supersedes all other agreements, whether written or oral, between the parties.

Each party is signing this Agreement on the date stated opposite that party's signature.

Company name: RCC Staffing Solution USA Corp.

Company signature: \_\_\_\_\_

Company representative \_\_\_\_\_

Date: \_\_\_\_\_

Client name: Northwest Arctic Borough School District

Client signature:

Client representative:

Date:

**NOTICE TO EMPLOYER- READ BEFORE SIGNING**

**Do not sign this contract before you have read it or if any spaces are left blank.**

**The employment agency must give you a signed copy of this contract at the time you sign it**



**Northwest Arctic Borough School District  
FY24 Budget**

	FY24	FY24	Changes	NOTES
	<b>Current Budget</b>	<b>Revised Budget</b>		
<b>REVENUE</b>				
				Based on revenue trend. Includes Revenue
Other Local Revenue	\$500,000	\$600,000	\$100,000	from ATC at approximately \$500k
Earnings on Investments	\$300,000	\$600,000	\$300,000	Based on earnings trend
Donations/Contributions	\$0	\$125,000	\$125,000	Donation from AKIMA for Stud Act
Borough Appropriation	\$6,645,111	\$6,645,111	\$0	
E-rate Program	\$7,205,220	\$7,205,220	\$0	
State Foundation	\$37,434,458	\$37,434,458	\$0	
Quality Schools	\$109,952	\$109,952	\$0	
TRS On-behalf	\$2,417,663	\$1,955,492	(\$462,171)	Based on changes to salaries
PERS On-behalf	\$278,505	\$326,903	\$48,398	Based on changes to salaries
Revenue - Other State Sources	\$15,000	\$15,000	\$0	
Impact Aid Program	\$5,187,376	\$6,510,519	\$1,323,143	Receipts through 11/9/23
<b>TOTAL REVENUES</b>	<b>\$60,093,285</b>	<b>\$61,527,655</b>	<b>\$1,434,370</b>	
<b>TRANSFERS IN</b>				
District Technology Fund	\$0	\$0	\$0	
Locally Funded Maintenance CIP Fund	\$0	\$0	\$0	
NW Magnet School Expansion	\$0	\$0	\$0	
Magnet School Dormitory	\$0	\$0	\$0	
CIP Reserved Local Share	\$0	\$0	\$0	
<b>TOTAL TRANSFERS IN</b>	<b>\$0</b>	<b>\$0</b>		
<b>EXPENSES</b>				
Certificated Salaries	\$16,112,137	\$14,853,111	(\$1,259,026)	Position vacancies
				Aides Teaching & Temp employees to cover
Non-Certificated Salaries	\$8,913,220	\$9,425,229	\$512,009	classrooms
Leave Pay Out	\$195,000	\$196,654	\$1,654	Multiple sites
Board Stipends	\$79,000	\$87,750	\$8,750	See attached Board budget revision
Employee Benefits	\$10,867,236	\$10,388,505	(\$478,731)	Position vacancies
TRS On-behalf	\$2,417,663	\$1,955,492	(\$462,171)	Based on changes to positions/salaries
PERS On-behalf	\$278,505	\$326,903	\$48,398	Based on changes to positions/salaries
<b>SUBTOTAL: Personnel</b>	<b>\$38,862,762</b>	<b>\$37,233,645</b>	<b>(\$1,629,117)</b>	
				Recruiting, Maintenance Services, Stud Act
Professional & Technical Services	\$3,369,006	\$3,910,267	\$541,261	Meals
Staff Travel	\$482,400	\$452,250	(\$30,150)	Multiple department accounts
Board Travel	\$89,379	\$108,852	\$19,473	See attached Board budget revision
Student Travel	\$1,141,275	\$1,144,775	\$3,500	Student Activities
Utility Services	\$8,387,769	\$8,387,769	\$0	
Energy-includes electricity & fuel	\$4,528,070	\$4,928,070	\$400,000	Estimated Heating Fuel & Electricity Increase
Other Purchased Services	\$4,391,906	\$4,492,051	\$100,145	Copier Maintenance, Unbudgeted for FY24
Property & Liability Insurance	\$1,000,159	\$1,305,616	\$305,457	Increase to property & liability insurance
				Gas/Oil for KVL, Paper Dist Wide, Safety
Supplies, Materials & Media	\$1,415,185	\$1,479,821	\$64,636	Training
Tuition	\$20,000	\$20,000	\$0	
Dues & Fees	\$133,494	\$134,719	\$1,225	Multiple School accounts - association dues
Inventoried Equipment	\$25,000	\$25,000	\$0	
Indirect Cost Recovery	(\$315,000)	(\$315,000)	\$0	
<b>SUBTOTAL: Non-Personnel</b>	<b>\$24,668,643</b>	<b>\$26,074,189</b>	<b>\$1,405,546</b>	
<b>TOTAL EXPENSES</b>	<b>\$63,531,405</b>	<b>\$63,307,834</b>	<b>(\$223,571)</b>	
<b>TRANSFERS OUT</b>				
Food Service Fund	\$0	\$0	\$0	
				Estimated ATC transfer for FY24. See
				above note referencing ATC revenue. ATC
ATC	\$0	\$1,150,000	\$1,150,000	expense over revenue estimated at \$650k,
				however transfer must be total of expenses.
Star of the Northwest - Magnet School	\$0	\$75,000	\$75,000	Estimated Star transfer for FY24
Teacher Housing Fund	\$450,000	\$450,000	\$0	Estimated Housing transfer for FY24
Special Revenue Fund	\$150,000	\$150,000	\$0	Estimated Student Transportation for FY24
<b>TOTAL TRANSFERS OUT</b>	<b>\$600,000</b>	<b>\$1,825,000</b>	<b>\$1,225,000</b>	
<b>INCREASE (DECREASE)-UNRESERVED FB</b>	<b>(\$4,038,119)</b>	<b>(\$3,605,179)</b>		
<b>FY23 Fund Balance</b>	<b>\$9,915,223</b>	<b>\$9,915,223</b>		From FY23 Audit - Page 125
<b>Budgeted (Increase) Decrease above</b>	<b>\$4,038,119</b>	<b>\$3,605,179</b>		
<b>Estimated Prepaid &amp; Inventory for FY24</b>	<b>\$2,800,000</b>	<b>\$2,800,000</b>		Fuel Inventory & Property & Liability
<b>Projected FY24 Fund Balance</b>	<b>\$3,077,104</b>	<b>\$3,510,044</b>	5.54%	Insurance

**Board Budget Summary**

**Board Stipends**

	Stipend	Members	# of times	# of Days	FY24 TOTAL
Regular In Person Meetings	\$ 250.00	11	5	2	\$ 27,500.00
Regular Teams Meetings	\$ 250.00	11	3	2	\$ 16,500.00
<b>Kivalina open house/ regular meeting</b>	\$ 250.00	11	1	1	\$ 2,750.00
Board Retreat combined with October meeting	\$ 250.00	10	1	3	\$ 7,500.00
AASB Annual Conference November 4-7	\$ 250.00	7	1	4	\$ 7,000.00
Policy committee all day meeting	\$ 250.00	5	1	1	\$ 1,250.00
4 special meetings (Incl other board misc trng)	\$ 250.00	11	4	1	\$ 11,000.00
Lobby at DC and Juneau	\$ 250.00	5	1	6	\$ 7,500.00
AASB 2 member regular mtgs	\$ 250.00	2	4	1	\$ 2,000.00
President-NWALT, CWT, ATC Qtrly	\$ 250.00	3	4	1	\$ 3,000.00
NWALT Summit	\$ 250.00	3	1	1	\$ 750.00
Lobbying w NWALT Juneau and DC	\$ 250.00	1	2	2	\$ 1,000.00
<b>TOTAL</b>					<b>\$ 87,750.00</b>

**Benefits**

Health Insurance	\$ 27,000.00	10			\$ 270,000.00
Other Benefits	\$ 87,750.00	13%			\$ 10,995.08
<b>TOTAL</b>					<b>\$ 280,995.08</b>

**Professional & Technical Services**

Misc. Serv and training, AASB Inservice					\$ 25,000.00
Lobbyists					\$ 80,000.00
Strategic Planning					\$ -
AASB Registration	\$ 450.00	7	1	4	\$ 3,150.00
<b>TOTAL</b>					<b>\$ 108,150.00</b>

**Travel & Perdiem**

Regular meeting Airfare - 5 members	\$ 2,475.00	6	5	1	\$ 12,375.00
Regular meeting Hotel - \$239.00 a night	\$ 1,434.00	6	5	3	\$ 21,510.00
Regular meeting Perdiem-\$60.00	\$ 360.00	6	5	3	\$ 5,400.00
					<b>\$ 39,285.00</b>

Annual AASB Airfare \$300.00	\$ 305.00	7	1	1	\$ 2,135.00
Annual AASB Village to OTZ	\$ 744.00	3	1	1	\$ 2,232.00
Annual AASB Hotel \$225.00	\$ 225.00	7	1	4	\$ 6,300.00
Annual AASB Car-actual costs	\$ 650.00				\$ 650.00
AASB Perdiem	\$ 80.00	7	1	4	\$ 2,240.00
					<b>\$ 13,557.00</b>

**AASB Quarterly Trainings**

AASB travel - Anchorage	\$ 330.00	11	2	1	\$ 7,260.00
Village to OTZ	\$ 2,740.00	5	2	1	\$ 5,480.00
AASB hotel @250.00	\$ 250.00	11	2	3	\$ 16,500.00
AASB Perdiem	\$ 80.00	11	2	3	\$ 5,280.00
AASB Car rental	\$ 337.00			4	\$ 1,348.00
					<b>\$ 35,868.00</b>

1 National Conference-Travel	\$ 750.00	9			\$ 6,750.00
Village to OTZ	\$ 378.00	4			\$ 1,512.00
Hotel @250.00	\$ 250.00	9	1	4	\$ 9,000.00
Perdiem	\$ 80.00	9	1	4	\$ 2,880.00
					<b>\$ 20,142.00</b>

**Miscellaneous Exp**

Supplies, media and freight for Board & Board meetings	\$ 5,000.00				\$ 5,000.00
CEACC membership and AASB fees	\$ 39,680.00				\$ 39,680.00
Joint ASC meeting supplies (Teams meeting)	\$ -				\$ -
					<b>\$ 44,680.00</b>

**Grand Total \$ 630,427.08**

**\$48,562.07** of this Board budget increase is due to an error in budgeted benefits. The remaining increase is for stipends, travel, and other expenses (dues & fees). Decreases were made to the accounts for supplies, and professional & technical services for lobbyists and strategic planning.

Initial Budget \$ 577,041.31

**Increase \$ 53,385.76**

**Northwest Arctic Borough School District  
FY24 Budget**

	FY24	FY24	Changes	NOTES
	<b>Current Budget</b>	<b>Revised Budget</b>		
<b>REVENUE</b>				
Other Local Revenue	\$500,000	\$600,000	\$100,000	Based on revenue trend. Includes Revenue from ATC at approximately \$500k
Earnings on Investments	\$300,000	\$600,000	\$300,000	Based on earnings trend
Donations/Contributions	\$0	\$125,000	\$125,000	Donation from AKIMA for Stud Act
Borough Appropriation	\$6,645,111	\$6,645,111	\$0	
E-rate Program	\$7,205,220	\$7,205,220	\$0	
State Foundation	\$37,434,458	\$37,434,458	\$0	
Quality Schools	\$109,952	\$109,952	\$0	
TRS On-behalf	\$2,417,663	\$1,955,492	(\$462,171)	Based on changes to salaries
PERS On-behalf	\$278,505	\$326,903	\$48,398	Based on changes to salaries
Revenue - Other State Sources	\$15,000	\$15,000	\$0	
Impact Aid Program	\$5,187,376	\$6,510,519	\$1,323,143	Receipts through 11/9/23
<b>TOTAL REVENUES</b>	<b>\$60,093,285</b>	<b>\$61,527,655</b>	<b>\$1,434,370</b>	
<b>TRANSFERS IN</b>				
District Technology Fund	\$0	\$0	\$0	
Locally Funded Maintenance CIP Fund	\$0	\$0	\$0	
NW Magnet School Expansion	\$0	\$0	\$0	
Magnet School Dormitory	\$0	\$0	\$0	
CIP Reserved Local Share	\$0	\$0	\$0	
<b>TOTAL TRANSFERS IN</b>	<b>\$0</b>	<b>\$0</b>		
<b>EXPENSES</b>				
Certificated Salaries	\$16,112,137	\$14,853,111	(\$1,259,026)	Position vacancies
Non-Certificated Salaries	\$8,913,220	\$9,425,229	\$512,009	Aides Teaching & Temp employees to cover classrooms
Leave Pay Out	\$195,000	\$196,654	\$1,654	Multiple sites
Board Stipends	\$79,000	\$87,750	\$8,750	See attached Board budget revision
Employee Benefits	\$10,867,236	\$10,388,505	(\$478,731)	Position vacancies
TRS On-behalf	\$2,417,663	\$1,955,492	(\$462,171)	Based on changes to positions/salaries
PERS On-behalf	\$278,505	\$326,903	\$48,398	Based on changes to positions/salaries
<b>SUBTOTAL: Personnel</b>	<b>\$38,862,762</b>	<b>\$37,233,645</b>	<b>(\$1,629,117)</b>	
Professional & Technical Services	\$3,369,006	\$3,910,267	\$541,261	Recruiting, Maintenance Services, Stud Act Meals
Staff Travel	\$482,400	\$452,250	(\$30,150)	Multiple department accounts
Board Travel	\$89,379	\$108,852	\$19,473	See attached Board budget revision
Student Travel	\$1,141,275	\$1,144,775	\$3,500	Student Activities
Utility Services	\$8,387,769	\$8,387,769	\$0	
Energy-includes electricity & fuel	\$4,528,070	\$4,928,070	\$400,000	Estimated Heating Fuel & Electricity Increase
Other Purchased Services	\$4,391,906	\$4,492,051	\$100,145	Copier Maintenance, Unbudgeted for FY24
Property & Liability Insurance	\$1,000,159	\$1,305,616	\$305,457	Increase to property & liability insurance
Supplies, Materials & Media	\$1,415,185	\$1,479,821	\$64,636	Gas/Oil for KVL, Paper Dist Wide, Safety Training
Tuition	\$20,000	\$20,000	\$0	
Dues & Fees	\$133,494	\$134,719	\$1,225	Multiple School accounts - association dues
Inventoried Equipment	\$25,000	\$25,000	\$0	
Indirect Cost Recovery	(\$315,000)	(\$315,000)	\$0	
<b>SUBTOTAL: Non-Personnel</b>	<b>\$24,668,643</b>	<b>\$26,074,189</b>	<b>\$1,405,546</b>	
<b>TOTAL EXPENSES</b>	<b>\$63,531,405</b>	<b>\$63,307,834</b>	<b>(\$223,571)</b>	
<b>TRANSFERS OUT</b>				
Food Service Fund	\$0	\$0	\$0	
ATC	\$0	\$1,150,000	\$1,150,000	Estimated ATC transfer for FY24. See above note referencing ATC revenue. ATC expense over revenue estimated at \$650k, however transfer must be total of expenses.
Star of the Northwest - Magnet School	\$0	\$75,000	\$75,000	Estimated Star transfer for FY24
Teacher Housing Fund	\$450,000	\$450,000	\$0	Estimated Housing transfer for FY24
Special Revenue Fund	\$150,000	\$150,000	\$0	Estimated Student Transportation for FY24
<b>TOTAL TRANSFERS OUT</b>	<b>\$600,000</b>	<b>\$1,825,000</b>	<b>\$1,225,000</b>	
<b>INCREASE (DECREASE)-UNRESERVED FB</b>	<b>(\$4,038,119)</b>	<b>(\$3,605,179)</b>		
<b>FY23 Fund Balance</b>	<b>\$9,915,223</b>	<b>\$9,915,223</b>		From FY23 Audit - Page 125
<b>Budgeted (Increase) Decrease above</b>	<b>\$4,038,119</b>	<b>\$3,605,179</b>		
<b>Estimated Prepaid &amp; Inventory for FY24</b>	<b>\$2,800,000</b>	<b>\$2,800,000</b>		Fuel Inventory & Property & Liability Insurance
<b>Projected FY24 Fund Balance</b>	<b>\$3,077,104</b>	<b>\$3,510,044</b>	5.54%	

**Board Budget Summary**

**Board Stipends**

	Stipend	Members	# of times	# of Days	FY24 TOTAL
Regular In Person Meetings	\$ 250.00	11	5	2	\$ 27,500.00
Regular Teams Meetings	\$ 250.00	11	3	2	\$ 16,500.00
<b>Kivalina open house/ regular meeting</b>	\$ 250.00	11	1	1	\$ 2,750.00
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AASB 2 member regular mtgs	\$ 250.00	2	4	1	\$ 2,000.00
President-NWALT, CWT, ATC Qtrly	\$ 250.00	3	4	1	\$ 3,000.00
NWALT Summit	\$ 250.00	3	1	1	\$ 750.00
Lobbying w NWALT Juneau and DC	\$ 250.00	1	2	2	\$ 1,000.00
<b>TOTAL</b>					<b>\$ 87,750.00</b>

**Benefits**

Health Insurance	\$ 27,000.00	10			\$ 270,000.00
Other Benefits	\$ 87,750.00	13%			\$ 10,995.08
<b>TOTAL</b>					<b>\$ 280,995.08</b>

**Professional & Technical Services**

Misc. Serv and training, AASB Inservice					\$ 25,000.00
Lobbyists					\$ 80,000.00
Strategic Planning					\$ -
AASB Registration	\$ 450.00	7	1	4	\$ 3,150.00
<b>TOTAL</b>					<b>\$ 108,150.00</b>

**Travel & Perdiem**

Regular meeting Airfare - 5 members	\$ 2,475.00	6	5	1	\$ 12,375.00
Regular meeting Hotel - \$239.00 a night	\$ 1,434.00	6	5	3	\$ 21,510.00
Regular meeting Perdiem-\$60.00	\$ 360.00	6	5	3	\$ 5,400.00
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Annual AASB Airfare \$300.00	\$ 305.00	7	1	1	\$ 2,135.00
Annual AASB Village to OTZ	\$ 744.00	3	1	1	\$ 2,232.00
Annual AASB Hotel \$225.00	\$ 225.00	7	1	4	\$ 6,300.00
Annual AASB Car-actual costs	\$ 650.00				\$ 650.00
AASB Perdiem	\$ 80.00	7	1	4	\$ 2,240.00
					<b>\$ 13,557.00</b>

**AASB Quarterly Trainings**

AASB travel - Anchorage	\$ 330.00	11	2	1	\$ 7,260.00
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AASB Car rental	\$ 337.00			4	\$ 1,348.00
					<b>\$ 35,868.00</b>

1 National Conference-Travel	\$ 750.00	9			\$ 6,750.00
Village to OTZ	\$ 378.00	4			\$ 1,512.00
Hotel @250.00	\$ 250.00	9	1	4	\$ 9,000.00
Perdiem	\$ 80.00	9	1	4	\$ 2,880.00
					<b>\$ 20,142.00</b>

**Miscellaneous Exp**

Supplies, media and freight for Board & Board meetings	\$ 5,000.00				\$ 5,000.00
CEACC membership and AASB fees	\$ 39,680.00				\$ 39,680.00
Joint ASC meeting supplies (Teams meeting)	\$ -				\$ -
					<b>\$ 44,680.00</b>

**Grand Total \$ 630,427.08**

**\$48,562.07** of this Board budget increase is due to an error in budgeted benefits. The remaining increase is for stipends, travel, and other expenses (dues & fees). Decreases were made to the accounts for supplies, and professional & technical services for lobbyists and strategic planning.

Initial Budget \$ 577,041.31

**Increase \$ 53,385.76**

## 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

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**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

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**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.

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** December 5, 2023

**NUMBER:** 24-063

**FR:** Office of the Superintendent

**SUBJECT:** Selection of Student  
Representative to the NWABSD  
Board of Education

**STRATEGIC PLAN/BOARD GOAL:**

Improve Stakeholder Communication.

**ABSTRACT:**

Selection of Student Representative to the NWABSD Board of Education shall be selected by vote at a Board meeting.

**ISSUE:**

At issue is for the Board to select a student representative to the NWABSD Board of Education.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

According to AR 9110, the Board believes it is important to seek out and consider students' ideas, viewpoints and reactions to the educational program. In order to provide student input and involvement, the Board shall appoint Student Representative(s) as deemed necessary.

Student Representative(s) shall have the right to attend public meetings of the Board, be recognized at meetings, participate in discussing issues and shall receive all materials presented to Board members except those related to executive session.

**ALTERNATIVES:**

1. Select a Student Representative to the NWABSD Board of Education as presented;
2. Do not select Student Representative to the NWABSD Board of Education as presented;
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends the Board select a Student Representative to the NWABSD Board of Education as presented.

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** December 05, 2023

**NUMBER:** 24-064

**FR:** Office of the Superintendent

**SUBJECT:** Acceptance of  
Resignation from a  
School Board Member;  
Ellen Coffin, Noorvik

### **ABSTRACT:**

Board approval is required for School Board resignations.

### **ISSUE:**

At issue is to accept the letter of resignation from Ellen Coffin who serves a NWABSD Board Member serving in Seat C, representing Kiana, Kivalina, Noatak and Noorvik and declare the seat vacant.

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

A School Board member who wishes to resign may do so by submitting his/her written resignation to the School Board.

The Board shall declare the board member's seat vacant upon acceptance of the resignation.

The Board may accept the resignation with a deferred effective date.

The School Board may declare a regional school board seat vacant if the person elected resigns. *A letter of resignation dated, October 11, 2023 was received from Ellen Coffin of Noorvik resigning as a Board Member.* Ellen Coffin currently is in seat C, representing Kiana, Kivalina, Noatak and Noorvik, term ending 2025.

A vacancy on the Board shall be filled within 30 days of the vacancy by Board appointment. When making an appointment to the Board, the Board desires to draw from the widest possible number of candidates.

The Board shall:

1. Provide candidates with appropriate information regarding Board member responsibilities.
2. Announce names of candidates and accept public input either in writing or at a public meeting.
3. Interview the candidates at a public meeting.
4. Select the provisional appointee by majority vote at a public meeting.

The person appointed shall hold office until the next regularly scheduled election for district Board members and shall be afforded all the powers and duties of a Board member upon appointment.

**ALTERNATIVES:**

1. Accept the letter of resignation from Ellen Coffin who serves a NWABSD Board Member serving in Seat C, representing Kiana, Kivalina, Noatak and Noorvik and declare the seat vacant as presented;
2. Do not accept the letter of resignation from Ellen Coffin who serves a NWABSD Board Member serving in Seat C, representing Kiana, Kivalina, Noatak and Noorvik and declare the seat vacant as presented;

**ADMINISTRATION'S RECOMMENDATIONS:**

The administration recommends that the Board accept the letter of resignation from Ellen Coffin who serves a NWABSD Board Member serving in Seat C, representing Kiana, Kivalina, Noatak and Noorvik and declare the seat vacant as presented.

Ellen Coffin  
PO Box 40, Noorvik, AK 99763  
Email: [ellen\\_coffin@hotmail.com](mailto:ellen_coffin@hotmail.com)  
Cell: 907-717-4246

October 11, 2023

Margaret Hansen/Terri Walker, President/Superintendent  
Northwest Arctic Borough School District  
Board of Education  
776 Third Street, Kotzebue, AK 99752  
PH: 907-442-1800

Dear Margaret/Terri,

I am writing to inform you about my decision to resign from my position on the Northwest Arctic Borough School District Board of Education effective immediately. It has been an honor to serve on the Board of Education this past year. I have decided to resign from my position because I found employment in a village that I do not represent.

I would like to express my gratitude for the opportunities and experiences I have gained while serving on the board. It has been a privilege to work alongside dedicated individuals committed to improving the quality of life for our region. Among the many things I have learned, the most important was how the process works and how the many bright hard working and dedicated individuals in the district make such a huge positive difference in our children's lives.

Please do not hesitate to contact me at the number above if you have any questions. Again, thank you, Margaret, Terri and the rest of the Board, for this great opportunity and the experience.

Sincerely  
Ellen Coffin

## **BB 9222 RESIGNATION**

A School Board member who wishes to resign may do so by submitting his/her written resignation to the School Board.

The Board shall declare the board member's seat vacant upon acceptance of the resignation. The Board may accept the resignation with a deferred effective date.

*(cf. 9223 - Board Vacancies)*

*Legal Reference:*

ALASKA STATUTES

[14.08.045](#) *Vacancies*

*Adoption Date: May 23, 1995*

**Northwest Arctic Borough School District**

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## BB 9223 BOARD VACANCIES

The School Board may declare a regional school board seat vacant if the person elected:

1. fails to qualify for Board membership within 30 days of certification of the election,
2. refuses to take office,
3. resigns,
4. is convicted of a felony involving moral turpitude or a violation of the oath of office,
5. no longer resides within the boundaries which he/she was elected to represent and a two-thirds vote of the Board declares the seat vacant.

*(cf. 9220 - School Board Election)*

The school board shall declare a vacancy on the Board for any actions which disqualify a member from service in accordance with state laws and local ordinances.

**Note:** [A.S. 14.14.080](#) allows a school board to declare a board vacancy when a member fails to attend three consecutive regular board meetings without being excused by the Board President.

Three consecutive unexcused absences from regular board meetings shall be sufficient cause for the Board to declare a Board vacancy.

*(cf. 9121 - President)*

*cf. 9320 - Meetings)*

### Appointment to the Board

A vacancy on the Board shall be filled within 30 days of the vacancy by Board appointment. When making an appointment to the Board, the Board desires to draw from the widest possible number of candidates.

The Board shall:

1. Provide candidates with appropriate information regarding Board member responsibilities.
2. Announce names of candidates and accept public input either in writing or at a public meeting.
3. Interview the candidates at a public meeting.
4. Select the provisional appointee by majority vote at a public meeting.

The person appointed shall hold office until the next regularly scheduled election for district Board members and shall be afforded all the powers and duties of a Board member upon appointment.

*Legal Reference:*

#### ALASKA STATUTES

[14.08.041](#) *Regional school boards*

[14.08.045](#) *Vacancies*

[14.08.081](#) *Recall*

[14.12.070](#) *Vacancies*

[14.14.080](#) *Declaring a school board vacancy*

[29.26.240 - 29.26.360](#) *Recall*

*Adoption Date: May 23, 1995*

**Northwest Arctic Borough School District**

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# 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 CURRICULUM COMMITTEE MEETING

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

### Agenda

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**December 5, 2023**  
**3:15 p.m.**

- I. Instructional Supports Update
- II. Curriculum Department Overview
- III. Program Adoption Update
- IV. Questions/Comments

**Committee Members: -----**

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.